

ADA  
IMPLEMENTATION  
and  
TRANSITION  
PLAN

HENDRICKS  
COUNTY  
OFFICES

## TABLE OF CONTENTS

Letter of Implementation.....	
Hendricks County Policy Changes .....	
ADA Implementation Plan	
Chronological Listing .....	
Compliance Priorities (by building):	
Annex .....	
Adult Probation .....	
Animal Shelter .....	
Courthouse .....	
Courthouse Annex .....	
Cypress Manor .....	
East Campus Community Building .....	
Fairgrounds .....	
Government Center .....	
Highway Department Building .....	
Jail Complex .....	
Museum .....	
Surveyor's Office .....	
Work Release Facility .....	
Specifications:	
Parking Space Detail .....	
Curb Ramps .....	
Entrance Ramp Details .....	

Signage .....	
Walkway Obstacles .....	
Aisle Clearances .....	
Clear Floor Space .....	
Desk Clearances .....	
Public Telephone Specifications .....	
Drinking Fountains/Water Coolers .....	
Lavatories, Sinks, & Mirrors .....	
Shower Stalls .....	

#### Grievance Procedure under the Americans with Disabilities Act

## ADA IMPLEMENTATION AND TRANSITION PLAN

### POLICY CHANGES

The following policy changes/modifications should be made in all Hendricks County Offices effective 4/1/94; updated 11/21/2011

Offices with double doors must have both doors open during normal working hours. These offices include: Prosecutor's Office, Voters' Registration, Superior Court 2, Recorder's Office, Auditor's Office, Treasurer's Office, Clerk's Office Superior Court 1, Circuit Court, Engineering Department, and the Personnel Department.

Offices with doorknobs or other latching hardware on their office door(s) must keep door open during normal business hours.

Offices with countertops exceeding the maximum height must provide a writing desk in the lobby area. (If you need to order a writing desk for your office, they are available through the Engineering Department.

All departments must clear their public/lobby areas and outside hallways and must maintain a 36" walkway in their public/lobby areas. The area should also be cleared of objects which are higher than 27" from the floor and protrude more than 4" from the wall.

Door mats/rugs should be eliminated if possible. If mats or rugs exist, they should be put on one side of the door or be made of short, tightly woven material and not have thick pads underneath. Carpet and mats/rugs should be securely fastened down.

If a person with disabilities is employed by the County, accessibility of files, mail baskets, etc., must be re-evaluated. It may also be necessary to shift some job duties.

Any recess taken during a court session or public meeting must allow time for any disabled participants to travel to the first floor restroom accommodations and back (suggested minimum recess = 30 minutes.)

A text telephone (TDD) has been installed at the Hendricks County Auditor's Office (745-9391). This TDD phone is provided as a service to the hearing impaired members of the community and is available for outgoing calls. It is also monitored for incoming calls. Each office should update their letterhead to include this phone number.

Offices holding court or public hearings of any type must notify the public through advertisement or agenda that special accommodations for the disabled can be made. Any request for such accommodations must be made at least 48 hours prior to the court or public hearing.

Special accommodations may involve an interpreter for the hearing impaired, allowances for wheelchair seating, etc. The Personnel Department should be contacted for a list of available interpreters.

The Hendricks County 4-H Fair Board should notify the public that anyone desiring access to the 4-H barns that are not accessible to disabled persons must notify the Extension Office at least 48 hours in advance. Accommodation in the form of a golf cart will then be made to provide this accessibility.

\*Details for improvements begin below & lists by building follow.

### ADA CHRONOLOGICAL LISTING OF IMPROVEMENTS

The following is a chronological listing of proposed ADA improvements. This time frame is to serve as a guideline and should be used as a minimum standard. Each improvement lists the basic improvement to be made and an estimated cost for that improvement. The items already included within the estimated cost of the ongoing Hendricks County Remodeling Project do not reflect an individual cost.

#### 1994

Mark handicapped spaces at Adult Probation, Courthouse, Courthouse Annex, Cypress Manor, East Campus Community Bldg, Government Center, Highway Department Jail Complex and Museum .....	\$2,350
Install curbs cuts for handicapped accessibility at Courthouse and Jail Complex.....	\$6,600
Install concrete or asphalt walks across graveled areas at Cypress Manor, Fairgrounds and Highway Department Office .....	\$4,500
Repair and bring handicapped accessible entrances at Courthouse, Cypress Manor, Annex, and Highway Department office into ADA compliances.....	\$17,100
Bring Cypress Manor's restrooms into ADA compliance.....	Remodel
Bring signage into compliance and make recommended changes at Courthouse, Annex, Cypress Manor, East Campus Community Building, Museum, Highway Department Office and Jail Complex.....	\$22,500
Augment fire alarms in building/restroom system to include visual strobe alarms (Courthouse, Cypress Manor, East Campus Community Bldg, Annex, Jail Complex and Museum.).....	\$42,000
Install volume control feature on public telephones and check for proper height (Courthouse, Cypress Manor, East Campus Community Bldg, Fairgrounds, Jail Complex and Museum) ...	\$265
Add a public phone at proper height with volume control at the Courthouse .....	No Cost
Install a text (TDD) telephone at the Courthouse and a TDD with enclosure at the Jail Complex pay phone .....	\$1,500
Install wireless auditory reinforcement devices for the hearing impaired in Circuit Court and Superior 1.....	\$2,500
Provide video viewing on first floor of second floor displays at Museum (includes TV, VCR, stand, and filming) .....	\$2,000

1995

Bring Courthouse 1<sup>st</sup> floor restrooms into compliance with ADA Standards .....Remodel

Bring Fairgrounds, Annex, Highway Garage, Jail Complex and Museum restrooms into ADA compliance .....\$15,000

Install hearing aid compatible pay telephone with volume control at Administration Building .....No Cost

Install TDD at Administration Building .....\$ 750

Install accessible water fountains in Courthouse, Annex, East Campus Community Building and Museum (6 needed) .....\$4,800

Bring Courthouse office countertops into compliance with ADA requirements .....Remodel

Make Fairground showers handicapped accessible .....\$1,500

Require the Subdivision Control Ordinance, currently under revision to include a requirement for curb cuts within all subdivision projects approved after the Ordinance's date of adoption....No Cost

1996

Bring Courthouse office countertops into compliance with ADA requirements .....Remodel

1997

Widen Cypress Manor room and hallway openings.....Remodel

Bring Courthouse office countertops into compliance with ADA requirements.....Remodel

1998

Widen Cypress Manor room and hallways openings .....Remodel

TOTAL COST \$106,265

## IMPROVEMENTS BY BUILDING

The following is a list, by building, of improvements needed in order to comply with ADA standards.

### COURTHOUSE

#### Parking

Handicapped/van accessible parking spaces must be marked (3 total required). These spaces must be wider to accommodate a wheelchair lift.

Curb cuts are required at all corners of building.

#### West Entrance

Ramp need repair. Repaired 2006

Surface outside door is not level. Repaired.

Assist button should be more accessible, better marked. Doors replaced in compliance.

#### Signage

Signage does not meet ADA requirements. Room numbers and directories, when applicable, must comply.

Sign for outside assist button should be better marked.

There should be signs on all floors that Handicapped Accessible restrooms are on 1<sup>st</sup> floor only.

There should be signs in the rotunda on the 1<sup>st</sup> floor to indicate location of handicapped accessible exit.

Men's and Women's restroom signs on 1<sup>st</sup> floor must be expanded to include "Handicapped Accessible".

Restroom signs must be in the proper place at the proper height.

Signs for location of text (TDD) telephones should be installed at public phone locations and outside Auditor's Office.

#### Women's Restroom (1<sup>st</sup> Floor)

Handrail needed on all sides of handicapped stall.



#### Women's Restroom (1<sup>st</sup> Floor)

Door should have latch on left side so someone in a wheelchair can close it once in the stall.

Any exposed hot water pipes must be insulated.

Bigger door needed on stall.

Toilet tissue not accessible.

Handicapped stool needed.

Handles (not knobs) needed on restroom doors.

Faucet is hard to reach – should be extended

#### Men's Restroom (1<sup>st</sup> Floor)

Sink must be accessible and any exposed hot water pipes insulated.

Handrails needed at sink and urinals.

#### Water Fountains

Handicapped accessible water fountains must be installed on each floor.

#### Office Entrances

Single doors with latch-type hardware must remain open at all time to be handicapped accessible.

Double doors must both be open at all times to be handicapped accessible.

#### Fire Alarms

Courthouse and restroom alarm system must be augmented with visual strobe alarms. This system must have an automatic dialer.

#### Office Countertops

Countertops should be lowered during Courthouse remodeling. In the interim or if not possible, a writing desk must be provided in the Lobby area.

#### Courtrooms

Courtrooms must have wireless auditory reinforcement devices for the hearing impaired.

### Public Telephones

Install public telephone on 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> floors that is hearing aid compatible with volume control at the proper height to be wheelchair accessible.

Install text (TDD) telephone in Auditor's Office.

*\*UPDATE - Several offices were moved out of the Courthouse and into the Government Center in 1995 after the above recommendations were made. Many of the above recommendations no longer apply for various reasons (improvements made by others or without formal documentation, equipment no longer exists, etc.) Following are documented improvements been made at the Courthouse in recent years:*

*Fire alarms - visual strobes were added.*

*Superior Courts 4 & 5 - Relocated in December, 2013 to renovated areas that are ADA compliant.*

### CYPRESS MANOR

#### Parking

Parking for the disabled must be marked (1 space required).

Asphalt or concrete must be installed to provide access from parking to building.

Ramp or lift is needed to accessible entrance.

#### Handicapped Accessible Entrance

Ramp to the first floor is too steep and must be corrected or another access must be provided.

Another guardrail on existing ramp is needed for safety purposes.

"Accessible exit" (inside and outside) must be marked after ramp or lift is installed.

Outside door handle must have properly accessible door hardware.

#### 1<sup>st</sup> Floor Restrooms

At least one of each fixture must be handicapped accessible and any exposed hot water pipes insulated.

Restroom doorways are not wide enough.

#### 2<sup>nd</sup> Floor Restrooms

Add grab bars and proper fixtures in 2<sup>nd</sup> floor restrooms and showers.

#### Signage

Signage does not meet ADA requirements (exit, entrance and restrooms). Room numbers and directories, when applicable, must comply.

#### Fire Alarm System

Building and restroom alarm system must be augmented with visual strobe alarms. This system must have an automatic dialer.

#### Resident Rooms

Doorways into resident rooms are not wide enough. If non-ambulatory residents are ever accepted, doorways into residents rooms on 1<sup>st</sup> floor must be modified.

#### Public Telephones

Install an accessible telephone that is hearing aid compatible with volume control.

*\*UPDATE -*

*Men's 1<sup>st</sup> Floor Restroom - renovated in August, 2013 and is now ADA compliant.*

### FAIRGROUNDS

#### Parking

Asphalt or concrete must be installed from the paved arena to the North Outdoor Women's Restroom.

#### Entrance to Community Building

Outside door handle must have properly accessible door hardware. No longer a public building is currently used as in house storage facility. 2006

#### Restrooms in Community Building

At least one of each fixture must be handicapped accessible and any exposed hot water pipes insulated.

Men and Women's restrooms must be modified to accommodate a stall meeting ADA requirements.

Men's restroom must have handrail at urinal.

#### North Outdoor Restrooms

At least one of each fixture must be handicapped accessible and any exposed hot water pipes insulated.

Men and Women's restrooms must be modified to accommodate a stall meeting ADA requirements.

Men's restroom must have handrail at urinal.

At least one shower must have rails added and its fixtures lowered.

#### Horse Barn Outdoor Restrooms

Any exposed hot water pipes must be insulated.

Men's restroom must have handrail at urinal

At least one shower must have rails added and its fixtures lowered.

#### Indoor Arena Seating

Designated seating for wheelchair accessibility must be provided.

#### Community Building Auditorium

A ramp to the stage must be provided in this auditorium.

#### Signage

Signage does not meet ADA requirements (entrance, exit and restrooms). Room numbers and directories, when applicable, must comply.

#### Fire Alarm System

Building and restroom alarm system must be augmented with visual strobe alarms. This system must have an automatic dialer.

#### Public Telephones

Public Telephone in Community Building must be hearing aid compatible with volume control at the proper height to be wheelchair accessible.

Install public telephone on the grounds during the County Fair mounted at the proper height that is hearing aid compatible with volume control

*\*UPDATE - The above Fairgrounds buildings were razed prior to the construction of the East Campus Boulevard and buildings.*

#### **4-H FAIRGROUNDS & CONFERENCE CENTER**

The Fairground Facilities moved to 1900 East Main Street in July, 2006. All facilities were constructed to be ADA compliant. No deficiencies have been reported.

#### **MUSEUM**

##### **Entrance**

Outside door handle must have properly accessible door hardware.

##### **Restrooms**

The restroom at the rear of the museum must be modified to be handicapped accessible and the route kept clear to this restroom.

At least one of each fixture must be handicapped accessible and any exposed hot water pipes must be insulated.

##### **Second Floor**

The second floor is not accessible to the disabled. As an alternative, video viewing of the 2<sup>nd</sup> floor displays will be provided on the 1<sup>st</sup> floor. (The ideal situation would be to hold this viewing in one of the display rooms near the handicapped accessible restroom.)

##### **Signage**

Signage does not meet ADA requirements (restrooms, exit, entrance, parking, etc).

##### **Fire & Security Alarms**

Building and restroom alarm system must be augmented with visual strobe alarms. This system must have an automatic dialer.

##### **Water Fountain**

A handicapped accessible water fountain must be installed.

##### **Public Telephones**

Install an accessible telephone that is hearing aid compatible with volume control.

### SURVEYOR'S OFFICE (Beecham Building)

ADA improvements are not planned for this building since it is not owned by the County. The Surveyor's Office will be housed in the Government Center Building when completed in 1995.

*\*UPDATE - The County no longer leases the Beecham Building.*

### PROBATION DEPARTMENT

ADA improvements are not planned for this building since it is not owned by the County. The Probation Department may be moved upon completion of the Government Center Building when it is completed in 1995. Until a decision is made regarding this office, accommodations for the disabled will be made by holding meetings at the main Courthouse, which is accessible.

If it is determined that the Adult Probation Department is to remain in this rented facility, an addendum will be added to the ADA Implementation program.

*\*UPDATE - The Probation Department has moved to the Old Post office 101 Marion Street and was renovated to be ADA compliant.*

### ANNEX

#### Parking

Three handicapped accessible spaces must be marked. One of these spaces must be van accessible.

#### Entrances

The ramp at the front entrance has a 1:10 slope. A maximum of 1:12 is allowed.

Outside door handle must have properly accessible door hardware.

#### Women's Restroom

Restroom must be modified to accommodate a stall meeting ADA requirements.

Handrails needed at sink.

At least one of each fixture must be handicapped accessible and any exposed hot water pipes must be insulated.

#### Men's Restroom

Restroom must be modified to accommodate a stall meeting ADA requirements.

Handrails needed at sink.

At least one of each fixture must be handicapped accessible and any exposed hot water pipes must be insulated.

#### Signage

Signage does not meet ADA requirements (entrance, exit and restrooms). Room numbers and directories, when applicable, must comply.

Directory must meet ADA requirements, but will be addressed at Administration Building.

#### Fire Alarms

Building and restroom alarm system must be augmented with visual strobe alarms. This system must have an automatic dialer.

#### Water Fountains

There must be at least one fountain that is handicapped accessible.

#### Engineering Dept. Entrance

Double doors must both be open at all times to be handicapped accessible.

#### Health Dept. Countertop

A writing desk must be provided in the lobby area.

*\*UPDATE - Hendricks County Government Center - The Annex building is gone and replaced with Hendricks County Government Center. An old school house was renovated in 1998. The Government Center is located at 355 South Washington Street and was designed to be ADA compliant.*

### HIGHWAY DEPARTMENT BUILDING

#### Parking

Parking for the disabled must be marked (1 space). Installed.

Asphalt or concrete must be installed from the paved lot to the building.

### Handicapped Accessible Entrance

The door threshold is 1 1/2" high. The Threshold or the floor level of the ramp must be changed.

The handrail must be the proper height and type.

Outside door handle must have properly accessible door hardware. New doors installed.

### Signage

Signage does not meet ADA requirements (entrance, exit and restroom).

### Highway Garage Restrooms

At least one of each fixture must be handicapped accessible and any exposed hot water pipes must be insulated. This facility is not a public building; therefore, meeting the ADA requirements is not necessary until that point in time that is required for an employee of the Highway Department

*\*UPDATE - The Highway Garage restrooms were renovated in 2008 and were made ADA compliant.*

## COUNTY JAIL COMPLEX

### Parking

Three accessible spaces, rather than two, must be designated. One space must be van accessible.

Ramp is too steep and must be widened.

### Signage

Signage does not meet ADA requirements (entrance, exit and restrooms).

Sign must be installed for availability and location of TDD telephone.

### Public & Staff Restroom

The door leading into the restroom area is not wide enough. Restroom area does not provide adequate floor space and must be changed.

At least one of each fixture must be handicapped accessible and any exposed hot water pipes must be insulated.

### Fire Alarms

Jail and restroom alarm system must be augmented with visual strobe alarms.



#### \*\*Cell Block Doors & Cells

Cell block doors and cells are not handicapped accessible

#### \*\*Cell Block Showers

Showers have 16" high step that must be changed to provide wheelchair access.

#### \*\*Lavatory Units

Handicapped accessible lavatory units with water fountains must be installed in each cell block (twelve needed).

#### Public Telephones

Mount public telephone in lobby area and each cell block at the proper height and install hearing aid compatible with volume control feature (thirteen needed).

Install text (TDD) feature to public telephone in lobby area when demand has increased sufficiently to warrant installation.

### ANIMAL SHELTER

This building was constructed 2008 and is ADA compliant.

### WORK RELEASE FACILITY

Newly constructed building in 2008. The building was constructed ADA compliant.

### COURTHOUSE ANNEX

Renovated in 2011 and designed to be ADA compliant.

### SIDEWALK & CURB INVENTORY

Sidewalk and Curb inventory mapping is being compiled and will have a GIS link on the website. Projected completion is December 2012.

### ADA-Accessible Amenities at Hendricks County Parks

#### McCLOUD NATURE PARK

Nature Center

Pavilion (by end-of-year 2012)

Paved Trail from Nature Center to Bridge (length: 1/4 mile)

Restrooms

Picnic Tables

Parking

### **SODALIS NATURE PARK**

Lakeside Picnic Area w/Picnic Tables and grills

Floating Fishing Pier

Paved Trail around Picnic Area (length: 1/3 mile)

Restrooms

Parking

The link below provides Standards for Outdoor Developed Areas and identifies exceptions for parks:

[www.access-board.gov/outdoor/draft-final.htm](http://www.access-board.gov/outdoor/draft-final.htm)

LIST OF RECENT ADA IMPROVEMENTS		
BLDG	OFFICE / AREA	IMPROVEMENT(S) MADE
CHS	Circuit Courtroom	updated sound/recording system that includes equipment for the hearing impaired
	Superior Courtrooms 4 & 5	"
	Superior 3 Courtroom	updating sound/recording system in 2016 that includes equipment for the hearing impaired
	Superior 1 Office	Upgrading vestibule in 2016 to make ADA accessible.
CYM	1st Floor Men's Restroom	renovated to meet ADA requirements
GOC	Building Grounds	sidewalk transitions improved to meet ADA requirements
MSM	Entry & Public Restroom	Entry and Restroom renovated to meet ADA requirements

## ADA Inventory Process

**Objective:** Inventory all curb ramps and sidewalks in the Public Right of Way to be in compliance with ADA guidelines for the use of Federal Funds.

***The Pre-Award Certifications and Assurance must be completed prior to entering information into the ADA Inventory.***

1. Navigate to [www.indot.in.gov](http://www.indot.in.gov)
2. Select from left side panel: "Doing Business with INDOT"
3. Select Local Public Agencies and MPO's.
4. Scroll down to "\*LPA ADA Inventory & Transition Plan Guidance".
5. Select ITAP.
6. On ITAP page, select the circle in front of "other".
7. Sign up for an ITAP ID and Password
  - a. Refer to How to Enroll as a User if the LPA already has an ITAP ID.
  - b. Refer to How to Enroll as a Business if the LPA does not have an ITAP ID.  
(Instructional videos are available for your use)
8. After obtaining an ITAP User ID and password, sign into ITAP.
9. After signing into ITAP, select on left side Application; Request New Application; Select LPA Annual Pre-Award Certification and Assurance and submit.
10. Complete the Pre-Certification and Assurances Survey; only one per LPA.
11. A Work Management System (WMS) ID, link to the WMS site and a link to the instructions on how to conduct the inventory will be sent to each LPA within approximately two weeks after completion of the survey.
12. Login to WMS
13. Left click setup/inventory
  - a. Pull down Inventory and PM, and to ADA.
14. Using the intersection diagram provided, identify all curb ramps, or lack thereof, in the Public Right of Way (PROW) and enter the information in the spaces provided.
  - a. Answer all required LPA questions for all curb ramps and sidewalks.
15. Navigate to the curb ramp, detectable warning or sidewalks inventory
  - a. Right click and select Insert to enter data.
  - b. All required data is marked with an asterisk.
16. To insert data for all sidewalks and curb ramps in an intersection, right click on the last entry and select "insert like". This will duplicate the information previously entered.
  - a. Tab over and make the necessary changes to the data.
17. Go to the LPA aerial maps or other aerial mapping system and locate the intersections.
  - a. (Other options include driving the streets and making a video log (for inventory use only, not to upload), reviewing the video and entering the data; Walking the streets with inventory questions or with computer to input data at site visit)
- 18. REMEMBER ALL INVENTORY ON STATE ROUTES WILL BE CONDUCTED BY INDOT**

**19. In WMS complete:**

- a.** Location not including Lat/Long unless readily available.  
**( ONLY INSERT ONE LAT/LONG PER INTERSECTION)**
- b.** Curb Ramps-Y/N
  - i.** Landing? Y/N
- c.** Detectable Warnings? Y/N
- d.** Sidewalks Y/N
  - i.** Sidewalk Obstructions? Y/N
  - ii.** Passing Space? Y/N
  - iii.** Surface – Continuous? Y/N
- e.** Enter date to visit site and confirm by measuring, the items thought to be in compliance.
- f.** Update all ADA Inventory Information, including all tabs and fields present in the Work Management System (WMS) under the ADA Inventory. All information is required to ensure that all Public Rights of Way Accessibility Guidelines (PROWAG) are addressed.

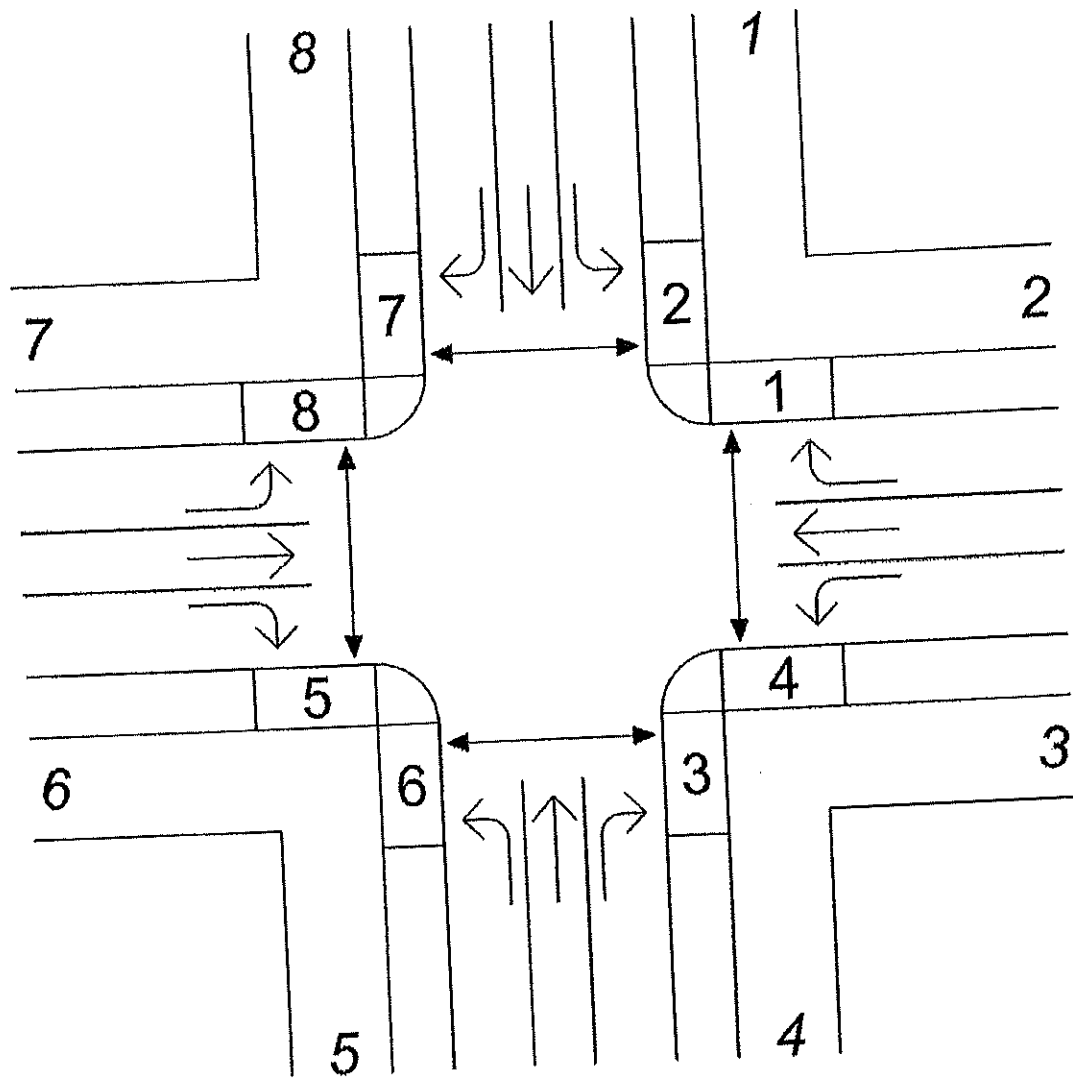
**20.** If the LPA has ADA Inventory data to upload, please log into ITAP to upload the data on the ITAP website by clicking in the upper left corner of the page after login.

**21.** After completing the ADA Inventory, prioritize what public right of way has greater pedestrian traffic and need.

(These priorities should guide the priority list for correction or replacement in the LPA Transition Plan)

**22.** Run a report in WMS for transition priorities. Make a list of sites to visit to enter the data in for the sites believed to be compliance.

\*LPA-Local Public Agency



RESOLUTION NO. 11 - 08

A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF HENDRICKS COUNTY, INDIANA

ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA)  
ADA ACCESSIBILITY GUIDELINES FOR STANDARDS FOR ACCESSIBLE DESIGN  
AND  
ADA GUIDELINES FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT OF WAY

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, Title II of the ADA requires that municipalities Adopt the Americans with Disabilities Standards for Accessible design that provide accessibility, through proposed structural modifications to remove accessibility barriers; and

WHEREAS, Title II of the ADA recommends that municipalities adopt the Americans with Disabilities Guidelines for Pedestrian Facilities in the Public Right-of-Way that provide accessibility, through proposed structural modifications to remove accessibility barriers; and

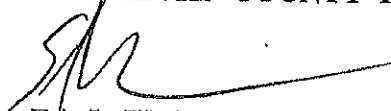
WHEREAS, The United States Department of Justice recently modified the ADA Standards for Accessible Design and the Guidelines for Pedestrian Facilities in the Public Right-of-Way in 2010 and 2011, respectively; and

WHEREAS, Hendricks County, Indiana remains committed to the ADA and elimination of barriers to public facilities; and

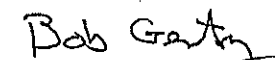
NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Hendricks County, Indiana hereby adopts the 2010 Americans with Disabilities (ADA) Standards for Accessible Design and the 2011 Guidelines for Pedestrian Facilities in the Public Right-of-Way.

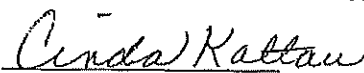
Approved and Adopted this 13<sup>th</sup> day of December, 2011.

HENDRICKS COUNTY BOARD OF COMMISSIONERS

  
Eric L. Wathen, President

  
Phyllis A. Palmer, Vice President

  
Bob Gentry, Member

ATTEST:   
Cinda Kattau, Auditor

RESOLUTION NO. 11 - 09

A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF HENDRICKS COUNTY, INDIANA

ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA)  
ADA COORDINATOR AND 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 the Board of Commissioners of Hendricks County, Indiana shall name an ADA Coordinator; and

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

WHEREAS, in compliance with Title II of the ADA the Board of Commissioners of Hendricks County, Indiana shall publish notice to the public regarding the ADA;

WHEREAS, in compliance with Title II of the ADA the Board of Commissioners of Hendricks County, 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 Board of Commissioners of Hendricks County, Indiana the Assistant Engineer is designated as the ADA Coordinator for Hendricks County, Indiana.

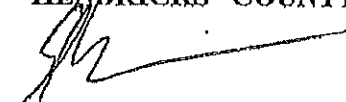
The Notice under the Americans with Disabilities Act, a copy of which is attached hereto, is adopted as the Hendricks County, Indiana Notice under the Americans with Disabilities Act.

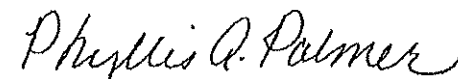
The Hendricks County Grievance Procedure under the Americans with Disabilities Act, a copy is attached hereto, is adopted as the grievance procedure for addressing complaints alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by Hendricks County, Indiana.

In compliance with Federal and State laws as set forth above, the Board of Commissioners of Hendricks County, Indiana resolves to post the required information regarding the ADA coordinator, Notice under the Americans with Disabilities Act, and the Hendricks County, Indiana Grievance Procedure under the Americans with Disabilities Act on its website and at such other locations as may be determined from time to time.


Approved and Adopted this 13<sup>th</sup> day of December, 2011.

HENDRICKS COUNTY BOARD OF COMMISSIONERS

  
Eric L. Wathen, President

  
Phyllis A. Palmer, Vice President

  
Bob Gentry, Member

ATTEST:   
Cinda Kattau Auditor



RESOLUTION NO. 11-10

A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF HENDRICKS COUNTY, INDIANA

ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA)

TRANSITION PLAN  
FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT OF WAY

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, Title II of the ADA requires that municipalities develop and adopt a Transition Plan which documents physical barriers to accessibility, proposed structural modifications to remove those barriers and a schedule to complete the modifications; and

WHEREAS, The Board of Commissioners of Hendricks County, Indiana adopted Resolution No. 11-08 pertaining to the ADA Standards for Accessible Design and the Guidelines for Pedestrian Facilities in the Public Right-of-Way; and

WHEREAS, The United States Department of Justice recently modified the ADA Standards for Accessible Design and the Guidelines for Pedestrian Facilities in the Public Right-of-Way in 2010 and 2011, respectively; and

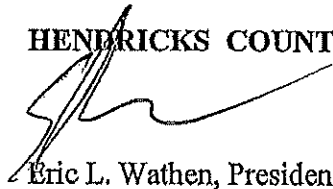
WHEREAS, Hendricks County, Indiana remains committed to the ADA and elimination of barriers to public facilities; and

WHEREAS, a Transition Plan for the pedestrian network has been prepared that reflects current municipality infrastructure and ADA design standards, referred to as the "ADA Transition Plan: Pedestrian Network;"

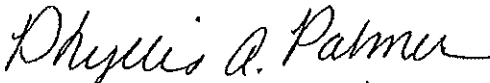
NOW, THEREFOR, BE IT RESOLVED that the Board of Commissioners of Hendricks County, Indiana hereby approves the ADA Transition Plan: Pedestrian Network.

Approved and Adopted this 13<sup>th</sup> day of December, 2011.

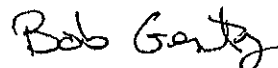
HENDRICKS COUNTY BOARD OF COMMISSIONERS



Eric L. Wathen, President



Phyllis A. Palmer, Vice President



Bob Gentry, Member

ATTEST:   
Cinda Kattau, Auditor



## NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

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

**Employment:** Hendricks County 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:** Hendricks County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Hendricks County programs, services, and 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:** Hendricks County will make all reasonable 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 Hendricks County 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 Hendricks County, should contact the office of *Jim Andrews Assistant County Engineer* [jandrews@co.hendricks.in.us](mailto:jandrews@co.hendricks.in.us) or 317-745-9236 as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require Hendricks County 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 Hendricks County is not accessible to persons with disabilities should be directed to *Jim Andrews Assistant County Engineer* [jandrews@co.hendricks.in.us](mailto:jandrews@co.hendricks.in.us) or 317-745-9236.

Hendricks County 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.

**Preferred:**

You may file any request for service on-line at the Hendricks County web site and go to Mobile 311, follow the link to Procedure for filing a grievance under ADA. Those entries go directly to the ADA coordinator for processing.

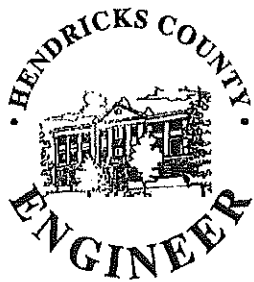
The Department of Justice published its revised regulations for Titles II and III of the Americans with Disabilities Act of 1990 “ADA” in the *Federal Register* on September 15, 2010, which include the 2010 Standards for Accessible Design “2010 Standards” or “Standards”. In the revised regulations, the Department included detailed guidance with a section-by-section analysis of the revisions.

The following includes guidance from the revised regulations related to 28 CFR 35.151; 28 CFR part 36, subpart D; and the 2004 ADAAG. It addresses changes to the Standards, the reasoning behind those changes, and responses to public comments received on these topics

**For More Information**

For information about the ADA, including the revised 2010 ADA regulations, please visit the Department’s website [www.ADA.gov](http://www.ADA.gov); or, for answers to specific questions, call the toll-free ADA Information Line at 800-514-0301 (voice) or 800-514-0383 (TTY).

Revised; 5-18-17



Hendricks County Government Center  
355 South Washington Street #209 Danville, Indiana 46122

---

Phone: (317) 745-9236 • FAX: (317) 745-9416 • TDD: (317) 745-9391

## HENDRICKS COUNTY

### **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. 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 Hendricks County Government.

The complaint should be filed in writing on line through the internet by contacting Mobile 311 on the Hendricks County Government web site. Follow link to: Procedure for filing a grievance under ADA. Fill in all of the appropriate information boxes and submit. The complaint will go directly to the ADA Coordinator.

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

Within 30 calendar days after receipt of the complaint, the ADA Coordinator or his/her designee will contact the complainant to discuss the complaint and the possible solution. Within 15 calendar days of the contact, the ADA Coordinator or his/her designee will respond in writing through Mobile 311. The response will explain the County's position and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant or his/her designee may appeal the decision of the ADA Coordinator within 30 calendar days after receipt of the response to the Board of Hendricks County Commissioners or his/her designee.

Within 30 calendar days after receipt of the appeal, the complainant may wish to be heard at a designated meeting of the Board of Hendricks County Commissioners, meeting on the second and fourth Tuesday of each month, to discuss the complaint and possible resolution. Within 15 calendar days the Board of Hendricks County Commissioners or his/her designee will respond in writing with a final resolution of the complaint.

Revised; 5-18-2017