

CITY OF
SULLIVAN
I N D I A N A

TAKE TIME TO CARE

City of Sullivan ADA TRANSITION PLAN

Section 504 of the Rehabilitation Act of 1973
(29 USC 794a)

Americans with Disabilities Act (ADA) of 1990
(42 USC 12111)

July 2023

City of Sullivan, Indiana

CITY OF SULLIVAN ADA TRANSITION PLAN

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The Americans with Disabilities Act (ADA) was enacted on July 26, 1990, and later amended effective January 1, 2009, and gives civil rights protections to individuals with disabilities. The ADA is a companion civil rights legislation to the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. The ADA defines an individual with a disability as a physical or mental impairment that limits one or more major life activities, a person with a history or record of such impairment, or someone perceived by others as having such impairment. It guarantees equal opportunity for individuals with disabilities in employment, transportation, State and local government services, telecommunications, and the goods and services provided by businesses.

The Americans with Disabilities Act (ADA) 28 CFR PART 35, Title II Section 35.106 requires a public entity to disseminate sufficient information to applicants, participants, beneficiaries, and other interested persons to inform them of the rights and protections afforded by the ADA and this regulation. Methods of providing this information include, for example, the publication of information in handbooks, manuals, and pamphlets that are distributed to the public to describe a public entity's programs and activities; the display of informative posters in service centers and other public places; or the broadcast of information by television or radio. In providing the notice, a public entity must comply with the requirements for effective communication in §35.160. The preamble to that section guides how to communicate with individuals with disabilities.

Title II prohibits state and local governments from discriminating against persons with disabilities or excluding participation in or denying benefits of programs, services, or activities to a person with disabilities. ADA requires that ALL public facilities, programs, and services be accessible to everyone. Access means - entrance, exit, and use of buildings, walkways, roadways, and other assets, as well as effective communications. Applying for a building permit or business license, playing ball in the local park, marching in a parade, and attending an annual festival or a city meeting are all examples covered by The Americans with Disabilities Act (ADA).

The City of Sullivan recognizes that its facilities, programs, and services must be available to all citizens and the general public. Therefore, to fulfill its commitment to provide equal access, the City has developed an Americans with Disabilities Act Transition Plan (ADA Transition Plan). This plan was created by conducting self-evaluations of public facilities, programs, services, and right-of-ways to identify barriers. The Plan is intended to determine whether issues of accessibility could be addressed and prioritize changes. It also provides a baseline for the City to identify and monitor changes, improvements, and compliance progress.

Realizing that structural changes require time and expense, 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 City of Sullivan has a compliance schedule that is "As soon as possible, administratively, physically and financially."

The City of Sullivan's Transition Plan includes provisions to require specifications on upcoming design projects and programs to ensure compliance with ADA requirements. The City of Sullivan plans to progressively remove physical barriers to accessibility when facilities, programs, services, and activities are not accessible to persons with disabilities. The City will work toward reducing accessibility barriers within City-owned facilities, infrastructure, and programming identified by public or employee requests or outlined in the Transition Plan. Additionally, the City will strive to include annual budgetary allotments to remove barriers to the various facilities.

I. PLAN DEVELOPMENT

On April 17, 2023, the City of Sullivan contracted with Thrive West Central to assess the City's public rights-of-way and facilities and assist with developing and updating this ADA Transition Plan.

A. Public Involvement

The City began openly discussing the evaluation, ADA compliance, and the creation of an ADA Transition Plan at their May City Council meeting. The City of Sullivan created a working group to review and provide input on ADA Transition plan updates. In June 2023, this group met weekly to discuss changes, deficiencies, and recommendations. The ADA Updated Transition Plan was posted on the City and Thrive websites, and a hard copy was made available at the Sullivan Library. These opportunities were used to encourage public input and participation.

The City Council meets the second Tuesday of every month at City Hall at 110 North Main, Sullivan, Indiana 47882. Public input was accepted at the City Council meetings and through an online public comment portal. The public comment period ran from June 3 to July 3, 2023. On June 13, 2023, the City Council held a public hearing providing residents the opportunity to comment on the plan. Public comments can be found in Appendix Q.

The City of Sullivan involved a working group in developing the ADA Transition Plan. This group consisted of Elanna Luttrell, J.D. Wilson, Rob Robertson, Cody McKinley, and Deanna Nickless. They met on the following dates: May 25, May 31, June 5, June 26, and July 5, 2023. Their topics of discussion included introduction and expectations, Title VI Plan, ADA Transition Plan, Action Plan and All Do

All comments were reviewed, and appropriate statements were incorporated into the ADA Transition Plan. The final Transition Plan was presented to the Town Council for their approval on July 11, 2023. The approved version of the City's ADA Transition Plan will be posted on the City's Website and be made available in the Clerk-Treasurer's Office.

B. Self-Evaluation

ADA requires all programs and facilities, including websites, city buildings, parks, sidewalks, and curbs, to be evaluated for ADA compliance. The self-evaluation aims to identify accessibility barriers and create a schedule and priority list for removing those barriers. This evaluation also creates a record of complaint areas. If ADA rules and standards were to change, this record will enable the City to re-evaluate those areas to determine whether they remain compliant based on the new laws. The City of Sullivan partnered with Thrive West Central to complete assessments of city-owned properties and conduct an inventory of curb ramps and sidewalks for ADA compliance. The results of these assessments and recommendations are included in the appendices.

1. Facilities and Buildings

The evaluation concentrated on city-owned facilities that are commonly used by the public. The properties assessed were City Hall, the City Park and Pool, and the Civic Center. The evaluation consisted of visiting the sites, measuring all features of the facilities, observing the conditions, and collecting information and data to determine ADA compliance or the presence of barriers. The results of these assessments and recommendations are included in Appendix N.

2. Sidewalks and Curbs

The assessment concentrated on the sidewalk and curbs' existence, condition, and connectivity. Inventory efforts focused on areas that would be used to access public programs, services, activities, events, and essential needs such as groceries. The evaluation consisted of walking the area, measuring the widths of curbs and sidewalks, observing the conditions, and collecting information and data to determine ADA compliance or the presence of barriers. The results of these assessments and recommendations are included in Appendix O.

II. IMPLEMENTATION

The City of Sullivan approved the ADA Transition Plan at the City Council meeting on July 11, 2023. Implementation of the plan will begin on that date. Not only does the City commit to following the guidelines outlined in this Transition Plan, but it also commits to actively revising and amending this document as new information is discovered and barrier issues are addressed. Additionally, this document will be updated at least every three (3) years as a matter of policy. A copy of this document is on file with the ADA Coordinator and posted on the City of Sullivan website.

N



 PUBLIC FACILITIES

 ADA RAMPs

 PRESENT SIDEWALKS

 AREA OF STUDY

 COMMUNITY ASSETS

0

260

520

1,040

US Feet

ADA RAMPS

 YES

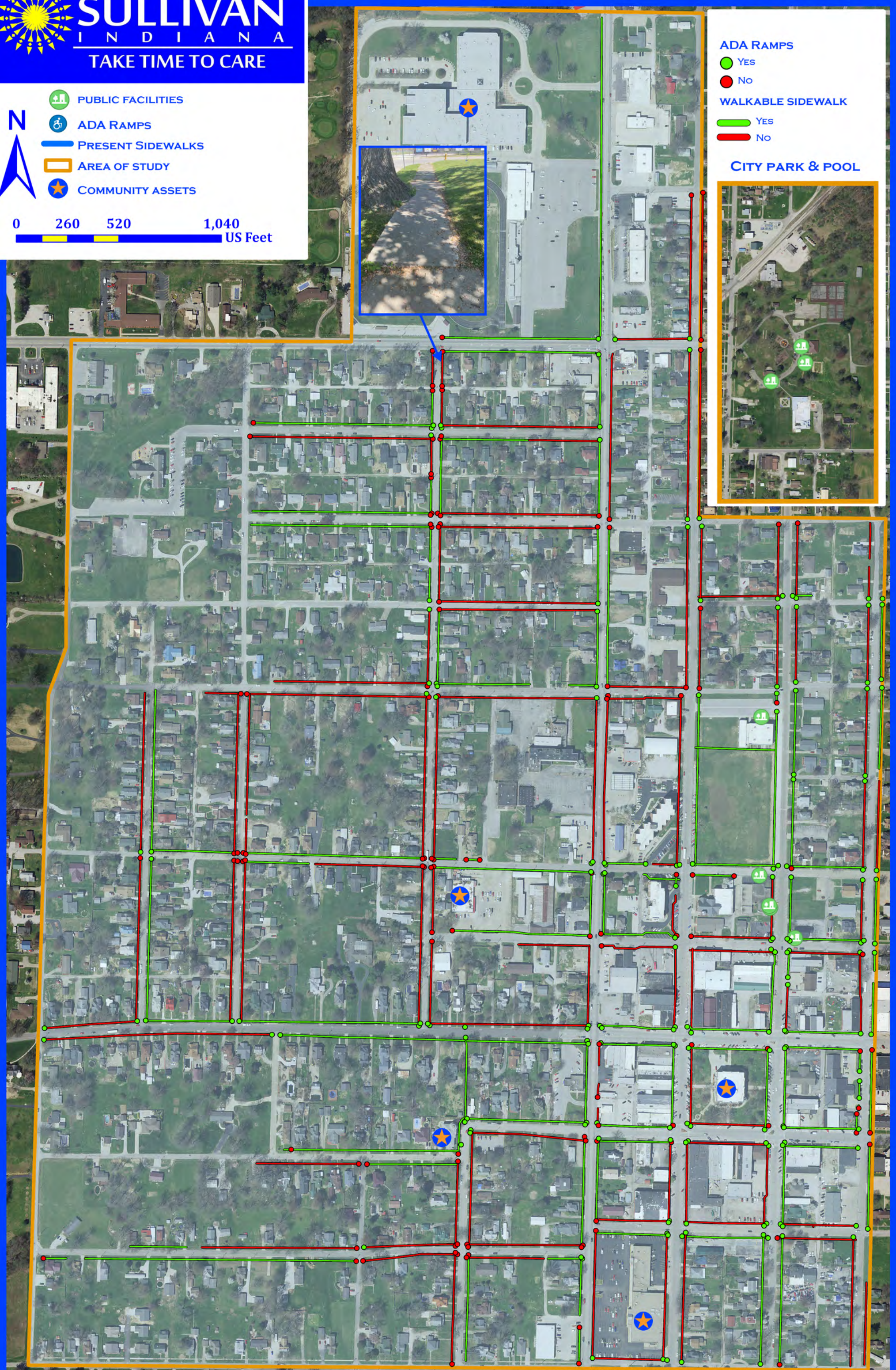
 NO

WALKABLE SIDEWALK

 YES

 NO

CITY PARK & POOL



N



 PUBLIC FACILITIES

 ADA RAMPs

 PRESENT SIDEWALKS

 AREA OF STUDY

 COMMUNITY ASSETS

0

260

520

1,040

US Feet

TRUNCATED DOME PRESENT

 YES

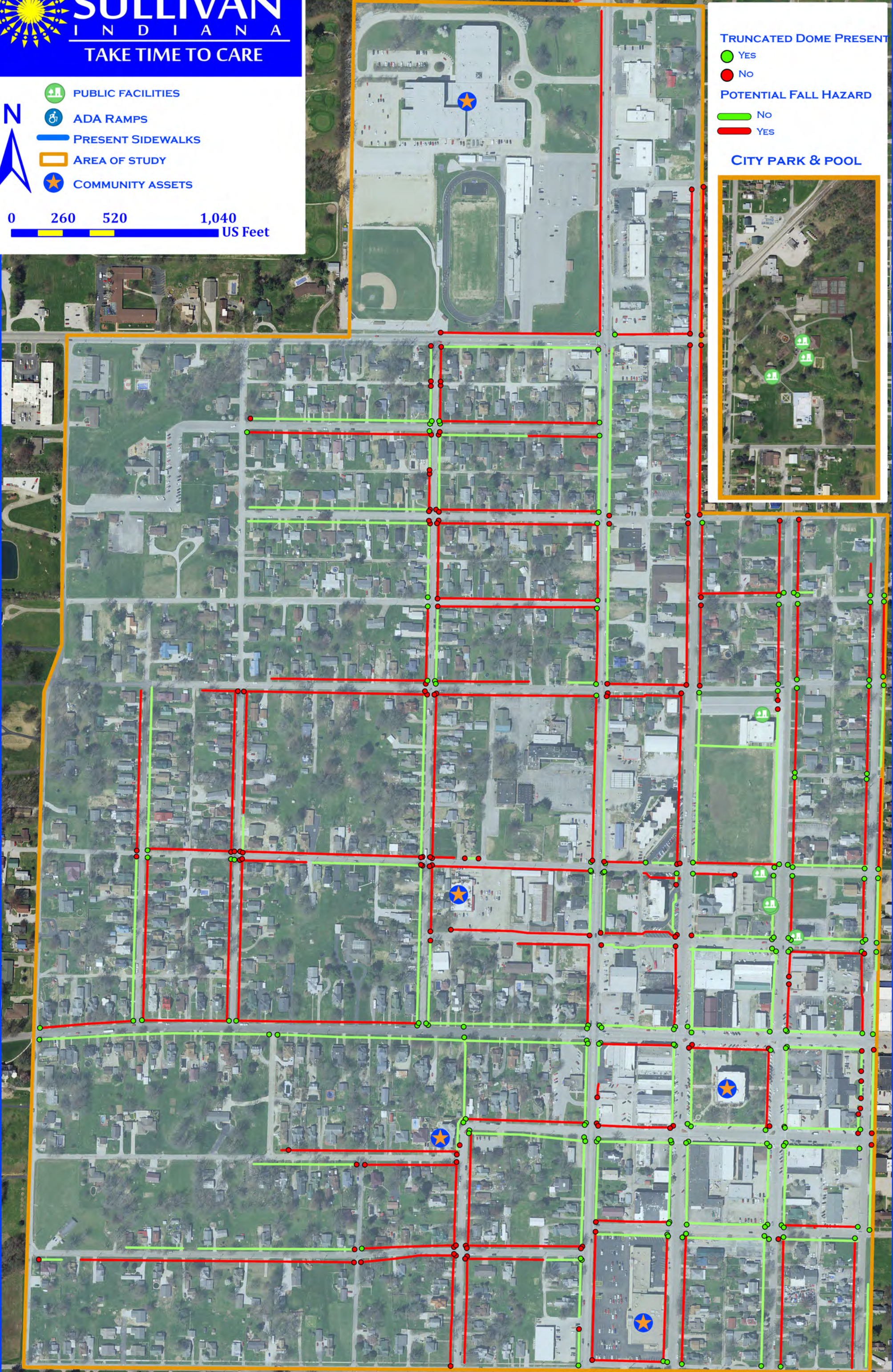
 NO

POTENTIAL FALL HAZARD

 NO

 YES

CITY PARK & POOL



A. ADA Coordinator

The City of Sullivan has designated an ADA Coordinator to be responsible for initiating, monitoring, and ensuring the City's compliance with ADA requirements. This includes creating and submitting annual reports to INDOT and Thrive West Central, training City staff on ADA policies and conditions, and implementing the action plan for addressing accessibility barriers. See Appendix C for a list of responsibilities.

ADA Coordinator:
Elanna Lutrell
Elanna.Luttrell@cityofsullivan.in.gov
110 North Main Street
Sullivan, IN 47882

B. Accomplishments

The following summarizes the accomplishments/improvements completed since adopting the previous ADA Transition plan.

- ADA plans and policies have been reviewed
- Staff have been provided updates and training on ADA compliances (2022)
- It has been determined that various streets lack ramps, and repairs are needed. Improvements have begun on non-ADA-compliant curb ramps and crosswalks. The City plans to have these completed by the end of 2023
- Ninety-eight (98) curb ramps have been updated
- Using the Community Crossing program, the City has been able to update additional curb ramps and sidewalks
- Efforts continue to be made to the website to ensure accessibility for all users people including individuals with disabilities. The City hired an intern to focus on this during the summer of 2023
- Add four to five street lights per year.
- Design plans are completed to add ADA-compliant public restrooms near the walking trail. Implementation is covered in the Plan of Action found in Appendix P.
- Completed pool update to ensure ADA accessibility (2022)
- Completed work on ADA restrooms in City Hall and Civic Center (2022)
- Passed ordinance for garage setbacks for new construction. This will help alleviate parking on sidewalks
- Paths to Progress Sidewalks Project – This successful project allowed for a partnership with the City of Sullivan and homeowners. The City paid for removal and labor, while the homeowner paid for materials. This allowed homeowners to have nice sidewalks in front of their homes. From 2012 to 2019, approximately 130 sidewalk segments, equivalent to about 2 miles of sidewalks, were updated. This project was suspended due to materials costs. However, the City is exploring implementing other programming of this nature

- Trail work – The City of Sullivan has focused on creating trails from prominent points within the city and connecting to the downtown area. The trails are part of their connectivity within the City, and ADA/accessibility is a primary focus. Trail paths are 10-12 feet wide and consist of pavers, concrete, or blacktop to be accessible for all. Trees have been added to shoulders, and street lights, benches, and flowers have been added to enhance greenspace downtown. In partnership with INDOT, the City has completed several trails. A result of this partnership is the Lover's Lane Trail which connects the library to the downtown area

C. Ongoing Quality Control

The city recognizes that this plan is considered a “living” document that needs to be reviewed, updated, and modified frequently to reflect new information and changes. Compliance efforts are ongoing, and the City will continue to identify and work to eliminate discrimination and provide access. The city will implement the following activities to ensure facilities, programs, services, and right-of-ways are accessible.

- Education/Training: The City will provide all employees with annual reminders about the ADA requirements, links to instructional information, and any pertinent information regarding any changes to the ADA law. Training will be administered through the ADA Coordinator.
- Transition Plan:
 - The ADA Coordinator will provide an annual ADA report to the Mayor and City Council listing items not previously reported that have been resolved and report on requests for reasonable accommodations and grievances received. All of these will be incorporated into the transition plan,
 - Continually assess programs to identify areas of non-compliance,
 - Review and update the plan and inventory regularly and develop business practices and workflows to make sure this happens regularly,
 - Track the number of INDOT federally funded projects and all work that has been accomplished,
 - Continue to collect data and provide public involvement survey (Appendix J) at all public meetings,
- Design and Build Accessible Facilities: ADA accessibility standards are a focus in all planning and improvement activities; whenever applicable, new or remediation activities will follow adopted standards.
- Walk-In Service: Continue to ensure that in City buildings where the public is assisted, there are clear pathways, clear of temporary or permanent barriers. Improvements will be continuously considered as comments, requests for accommodation, and grievances are received. Use of ISpeak cards, translators, and materials in alternative formats available as necessary.
- Public Meetings, Hearings, & Events: The City will continue to ensure public meetings, hearings, or other events are open and accessible to all citizens. Requests for reasonable

accommodation forms will be made available for all public meetings, hearings, or other public events, and accommodations will be made when applicable.

- Printed Materials: The City provides a variety of informational and promotional materials for public use, including forms, brochures, fact sheets, reports, plans, proposals, agendas, ordinances, and resolutions. The City will provide printed materials in alternate formats upon request.
- Website: The City utilizes its website for the public to access documents, such as accommodation request form. The City will assess website/social media for auditory, cognitive, physical, and visual accessibility and include alternative text for all images, making navigational structures more simplistic.
- Contracting and Purchasing: The City has a nondiscrimination policy when selecting contractors, consultants, or vendors for City Projects or services. Appendix B
- Employment: The City of Sullivan does not discriminate based on disability in hiring or employment practices. The City complies with all regulations promulgated by the USS Equal Employment Opportunity Commission under Title I of the ADA.
- Yearly report will be provided to Thrive West Central, and appropriate updates will be made to the Evaluation Map/Tool to keep interactive mapping inventory up to date.

D. ADA Standards

The City of Sullivan is committed to making sure all sidewalk areas are accessible to all pedestrians, including those with disabilities, through the following actions:

The City of Sullivan will utilize Section 22 INDOT ADA Compliance for Sidewalk, Curb Ramps, Blended Transitions, and Pedestrian Facilities for all new construction, reconstruction, roadwork construction, or alterations, including federal projects under the control and inspection of the Indiana Department of Transportation (INDOT) and the United States Department of Transportation (USDOT), in Appendix M.

All construction undertaken within the rights-of-way held by the City of Sullivan will comply with Federal standards and specifications and the Indiana Department of Transportation (INDOT) design guidelines, standard drawings, and standard specifications. Copies of the latest INDOT Standards for the curb, curb ramp, and sidewalk construction are included in Appendix M.

The "Proposed Accessibility Guidelines for Pedestrian Facilities in the Public-Right-of-Way (PROWAG) will be used for sidewalks, and the ADA Accessibility Guidelines for Buildings and Facilities" (ADAAG) will be used for City of Sullivan buildings and facilities. Other standards, if necessary, will be applied at the discretion of the ADA Coordinator and the Town Council.

E. Assurance Policies/Procedures

1. Resolution Adopting the Provisions of the Americans with Disabilities Act

As part of the City of Sullivan's commitment and dedication to preventing discrimination relating to employment and access to public facilities, the City has adopted the Provisions of ADA by resolution Appendix A.

2. Request for Reasonable Accommodation

The City of Sullivan values public involvement and encourages citizen participation in all meetings, activities, and programs. The City has the policy of providing reasonable accommodation upon request. The request for Reasonable Accommodation form is found in Appendix E. It must be submitted no less than 48 hours before the event.

A reasonable accommodation is a change, exception, or adjustment in rules, practices, or services when such change is necessary to afford a person with a disability equal opportunity to use and enjoy public spaces, services, and programs.

F. Grievance Procedure

The ADA Coordinator shall coordinate the City of Sullivan's efforts to comply with and fulfill its responsibilities under Title II of the ADA, including an investigation of grievances communicated to the ADA coordinator. Such complaints may involve noncompliance with ADA mandates or prohibited under the ADA. The City of Sullivan shall make available to all interested individuals the name, office address, and telephone number of the designated ADA Coordinator. The City shall adopt and publish procedures for promptly and equitably resolving complaints. Every complaint must be directed in writing to the ADA Coordinator. The ADA Coordinator will utilize the Accommodation Request and Grievance Log (Appendix H) to monitor the progress of grievances received.

The Grievance Procedure (Appendix F) established below is intended to adhere to the standards outlined in the ADA. The procedure must be followed by anyone who wishes to file a complaint asserting discrimination based on disability in the provisions of services, activities, programs, or benefits provided by the City of Sullivan. The City of Sullivan'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. The Grievance Form (Appendix G) must be used to lodge a complaint. Alternative means of filing complaints are available on request. The complaint should be submitted by the grievant or their designee as soon as possible but no later than 60 days after the alleged violation to the City of Sullivan ADA Coordinator.

Within 60 calendar days after receipt of the complaint, the ADA Coordinator will meet with the complainant to discuss the complaint and the possible resolutions. Within 60 calendar days of the meeting, the ADA Coordinator or their designee will respond in writing and, where

appropriate, in a format accessible to the complainant. The response will explain the City of Sullivan's position and offer options for substantive resolution of the complaint.

In the event the complainant feels the resolution from ADA Coordinator needs to satisfactorily resolve the issue, the complainant or their designee may appeal the decision within seven (7) days after receipt of the response. The appeal process will be outlined in the notification letter.

All written complaints and appeals received by the ADA Coordinator or their designee and responses from the ADA office will be retained by the City of Sullivan for no less than five (5) years.

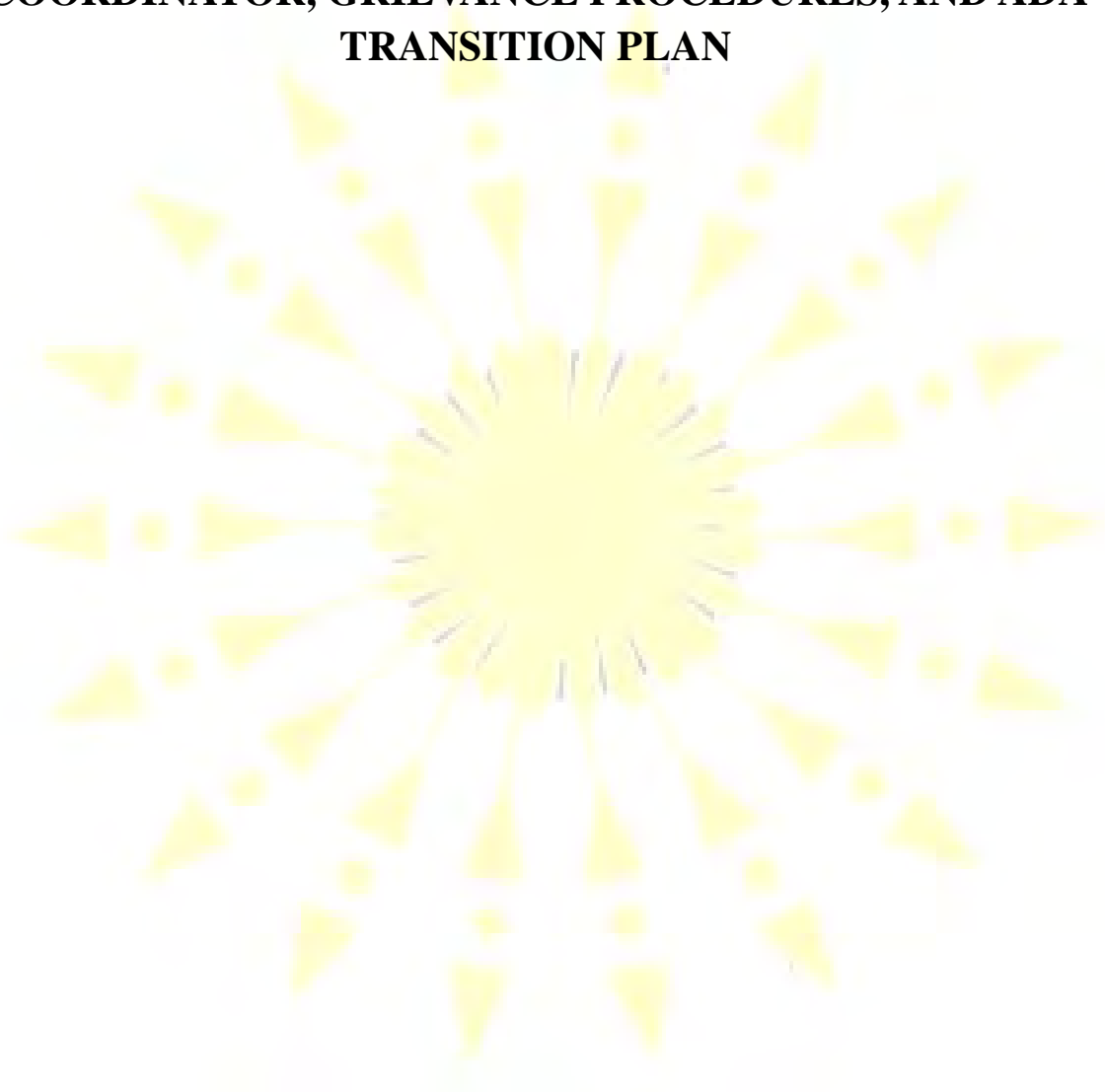
Note: A complainant's identity and complaint details shall be kept confidential except to the extent necessary to investigate.



APPENDIX A

CITY OF SULLIVAN

**A RESOLUTION ADOPTING PROVISIONS OF THE
AMERICANS WITH DISABILITIES ACT REGARDING ADA
COORDINATOR, GRIEVANCE PROCEDURES, AND ADA
TRANSITION PLAN**



RESOLUTION NO. ____

A RESOLUTION ADOPTING PROVISIONS OF THE AMERICANS WITH DISABILITIES
ACT REGARDING ADA COORDINATOR, GRIEVANCE PROCEDURES, AND ADA
TRANSITION PLAN

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 Common Council of City Sullivan, Indiana, shall designate an ADA coordinator; and

Whereas, in compliance with Title II of the ADA, the Common Council of City Sullivan, 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, the Common Council of City Sullivan, Indiana, shall post the ADA coordinator's name, office address, and telephone number along with the Notice of Nondiscrimination under ADA and ADA grievance procedure on its website; and

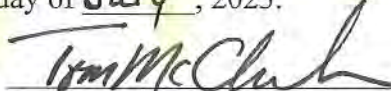
Whereas, to remain in good standing with the Indiana Department of Transportation to receive funding, an ADA Transition Plan must be created and adopted to facilitate efforts to uphold the ADA requirements.

Now, therefore, be it resolved by the Common Council of City Sullivan, Indiana, that:

- Elanna Lutrell has been designated the ADA coordinator by the Mayor of the City of Sullivan.
- The Notice of Nondiscrimination under the Americans with Disability Act, a copy incorporated herein, is adopted and set as City policy.
- The City of Sullivan grievance procedure, a copy incorporated herein, is adopted as the grievance procedure for addressing complaints alleging discrimination on the basis of disability in the provision of services, activities, or programs by the City of Sullivan.
- The City of Sullivan's July 2023 ADA Transition Plan is adopted, and implementation of the action plan therein shall begin upon execution of this resolution.

Passed, Approved and Adopted this 11th day of July, 2023.


Clint Lamb, Mayor


Tom McClanahan, Common Council President

Attest:

Sue Pitts, City Clerk-Treasurer

APPENDIX B
NOTICE OF NONDISCRIMINATION POLICY



**NOTICE OF NONDISCRIMINATION UNDER THE AMERICANS WITH DISABILITIES ACT AND SECTION 504
OF THE REHABILITATION ACT OF 1973**

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

Employment: All government offices within the City of Sullivan will not discriminate on the basis of disability in their hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under the ADA.

Effective Communication: All government offices within the City of Sullivan will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City of Sullivan 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: All government offices within the City of Sullivan 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 the City of Sullivan 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 the City of Sullivan, should complete the request for Reasonable Accommodation Form no later than 48 hours before the scheduled event.

The ADA does not require the City of Sullivan 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 City of Sullivan's program, service, or activity is not accessible to persons with disabilities should be directed to the ADA Coordinator.

The City of Sullivan 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.

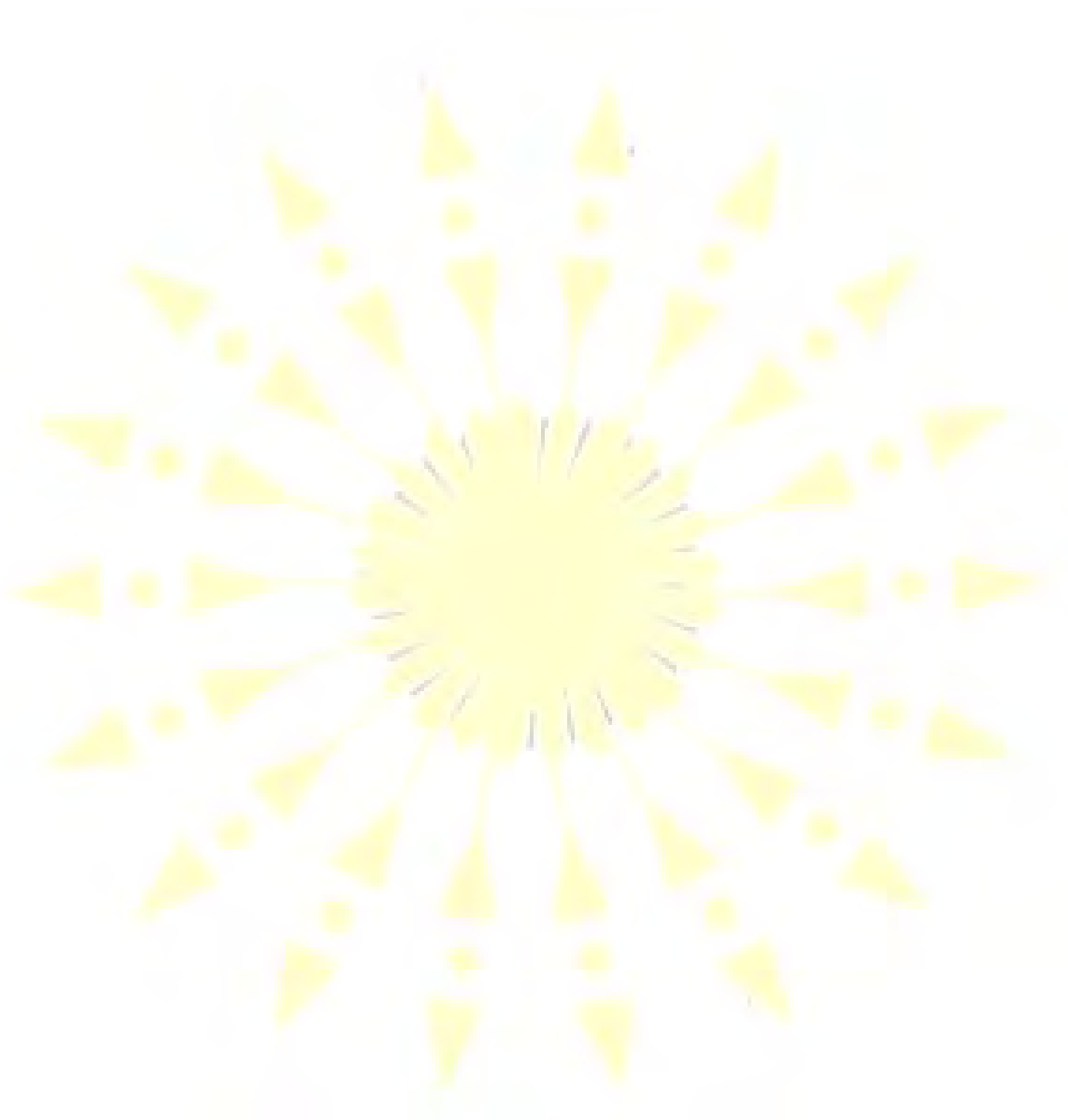


Mayor Clint Lamb



Date

APPENDIX C
ADA COORDINATOR RESPONSABILITIES



ADA COORDINATOR RESPONSIBILITIES

The City of Sullivan has designated an ADA Coordinator to be responsible for initiating, monitoring, and ensuring the City's compliance with ADA requirements and implementing the City's ADA Transition plan.

The anticipated responsibilities of the Coordinator are outlined below. These responsibilities depend on the needs, changes, and actions needed for the City to remain ADA compliant. Therefore, this list should be considered fluid.

- Administer, coordinate, and implement the ADA Transition Plan and incorporated Action Plan (Appendix P)
- Distribute the plan and any subsequent updates internally and externally (website posting, etc.)
- Verify and ensure the ADA nondiscrimination policy (Appendix B) is publicly posted and included in the employee handbook
- Review and update the ADA Transition Plan and incorporated Action Plan (Appendix P) continually as work is identified and completed
- Maintain records and documents sufficient to demonstrate good faith efforts toward compliance, meeting requirements, and the improvements/changes made. Track work that has been accomplished, identify items that need to be remediated and update the action plan as needed.
- Track the number of INDOT federally funded projects and work that has been accomplished
- When applicable, ensure Assurances of Nondiscrimination Policy is incorporated in appropriate agreements and contracts
- Attend ADA Coordinator and Accessibility training at least every three years
- Provide annual reminders to staff and elected officials about the ADA requirements, links to instructional information, and any pertinent information regarding any changes to the ADA law.
- Regularly train employees and elected officials in accessibility requirements and the City's policies and goals. Training should be renewed every 2-3 years and
- Upon training, have all employees and elected officials complete a Certification of Understanding form and keep a training log (Appendix D)
- Update inventory regularly to reflect improvements, changes, and additional identified barriers
- Continue to garner public involvement and input regarding plan updates and accessibility barriers. Provide public involvement survey and barrier assessment form at all public meetings (Appendix J). And utilize the Barrier Removal Summary Form (Appendix K) to track activities.
- Utilize public involvement data, data collected by City staff, and other relevant information to ensure the City upholds its commitment to uphold ADA (Appendix Q)
- Complete and submit the Annual Goals and Accomplishments report (Appendix L) to INDOT, and provide copies to the Mayor and City Council and make it publicly available
- Provide an annual ADA report to the Mayor and City Council listing items improved or remediated, the number and types of requests for reasonable accommodations and grievances received and how each was resolved or addressed, and a list of goals for the following year. These reports will be incorporated into the transition plan
- Keep INDOT informed about work being done and keep contact information current
- Review written ADA complaints and ensure every effort is made to resolve complaints informally at the local or regional level and
- Utilize the ADA Grievance Log (Appendix I) to manage complaints received and ensure all complaints have a written outcome, and proactively identify potential occurrences.

APPENDIX D
TRAINING CERTIFICATION FORM
AND
TRAINING LOG





CERTIFICATION OF UNDERSTANDING

Check all applicable statements

- ☐ I have received and reviewed the City of Sullivan's ADA training packet.
- ☐ I have received training regarding the Americans with Disabilities Act
Please provide training information

Date _____

Training Title _____

Training Presented by _____

By signing below, I certify that I understand the materials provided and my obligation to ensure the City follows all ADA and Title VI guidelines. I also certify that I will hold myself responsible for personally following ADA and Title VI guidelines.

Signature

Date

Printed Name

Title or Department

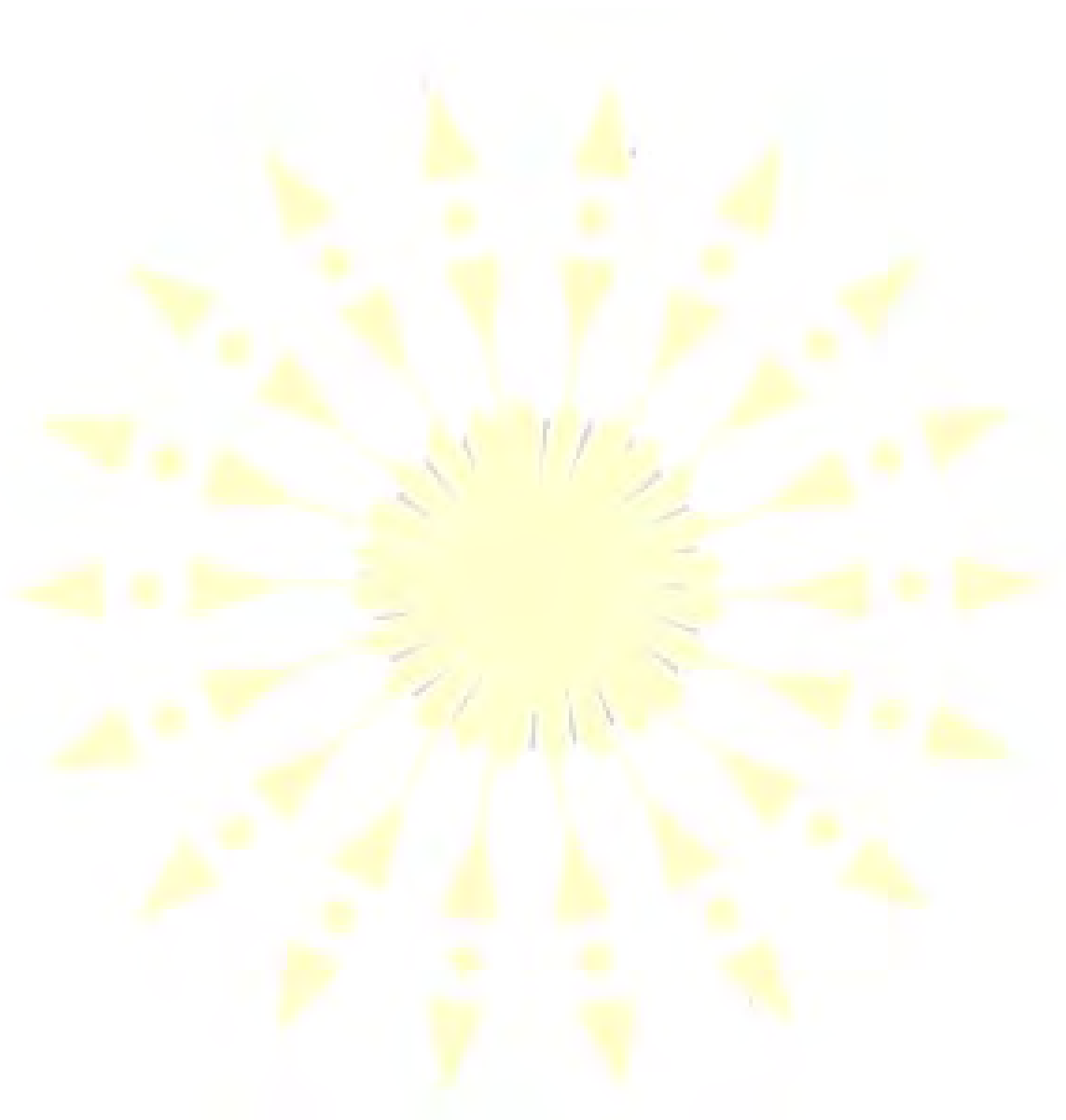
Upon completion of training, each employee and elected official will complete the Certification of Understanding Form. These forms will be submitted to the ADA Coordinator and retained to document training.

City of Sullivan Staff Training Log

[illegible]

Upon completion of training, each employee and elected official will complete the Certification of Understanding Form. These forms will be submitted to the ADA Coordinator and retained to document training.

APPENDIX E
REQUEST FOR REASONABLE ACCOMMODATION FORM





City of Sullivan

Request for Reasonable Accommodation Form

The City of Sullivan is committed to ensuring that all its citizens have equal access and opportunities. To fulfill this commitment, the city has implemented a reasonable accommodation form that aims to address the specific needs of individuals requesting special accommodations. This form serves as a platform for citizens to communicate their requirements and preferences, enabling the City to tailor its services and facilities accordingly. Whether accessibility modifications, language interpretation services, or their reasonable adjustment, the City of Sullivan will make every effort to accommodate its citizens and promote inclusivity.

Please follow the link or scan the QR code below to access the Request for Reasonable Accommodation Form.

<https://forms.office.com/r/E4urYRFmkt>



City of Sullivan Request for Reasonable Accommodation Form

Instructions: If you are completing this form for another individual, please submit their contact information and the preferred method of contact. If you are the person who we should contact, please submit your information and your preferred method of contact. Please submit at least 48 hours prior to program.

* Required

Citizen Contact Information

1. Full Name *

Enter your answer

2. Street Address *

Enter your answer

3. Telephone Number *

Enter your answer

4. E-mail Address *

Enter your answer

5. Preferred Method of Contact *

☐ Phone

☐ Email

Accommodation Information

6. Please Identify the City Department or office associated with the program, service, or activity:

Enter your answer

7. Please Specify the program, service or activity you are seeking to participate:

Enter your answer

8. Accommodation you are requesting:

Enter your answer

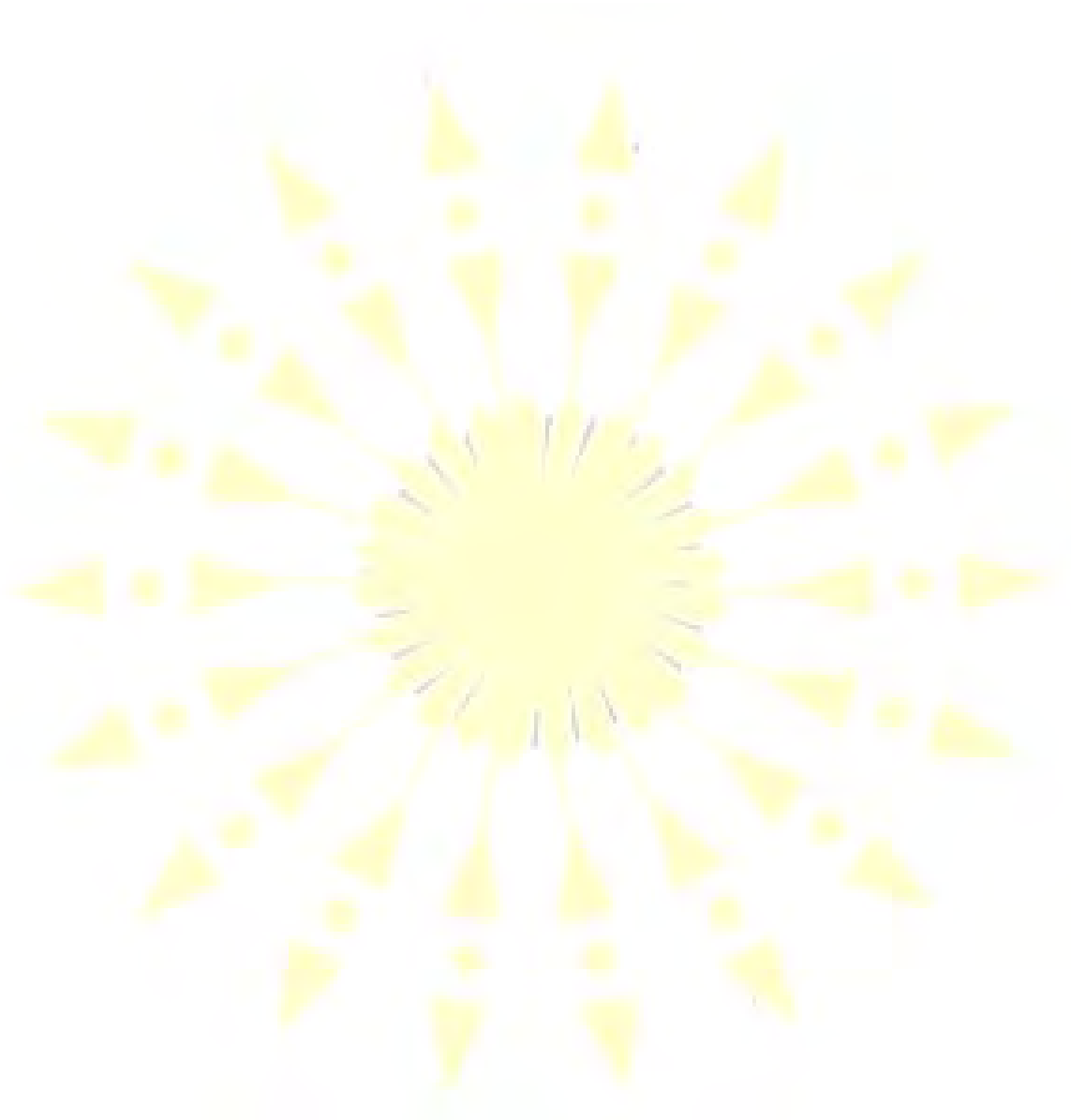
9. How will this accommodation assist you?

Enter your answer

[Back](#)

[Submit](#)

APPENDIX F
GRIEVANCE PROCEDURE





FILING A COMPLAINT

A complaint can be filed by any individual who believes that, as a member of a protected class, has been discriminated against based on race, color, national origin, gender, age, disability, religion, low-income status, or Limited English Proficiency (LEP) in violation of ADA of the Civil Rights Act of 1964, as amended and its related statutes, regulations and directives, and any other Federal nondiscrimination statute may submit a complaint.

No one may intimidate, threaten, coerce, or engage in discriminatory conduct against anyone because they have acted or participated in an action to secure rights protected by civil rights laws. Any individual alleging such harassment or intimidation may submit a complaint following the procedure below. It is the policy of the City to conduct a prompt and impartial investigation of all allegations of discrimination and to take prompt, effective corrective action when a claim is substantiated.

Any individual who feels that they have been discriminated against may initiate contact with the ADA coordinator; however, they must submit a written complaint. Please use the designated form at the [City of Sullivan Grievance Form](#). (Appendix G). A complaint must include the name, address, and telephone number of the individual making the complaint (Complainant) and a brief description of the alleged discriminatory conduct, including the date of the incident. An individual submitting a complaint may include any relevant evidence, including the names of witnesses and supporting documentation. The complaint should be submitted within **60 days** of the incident. A representative may also submit a complaint on behalf of such a person. If an alternative format is required, please contact the ADA Coordinator.

Complaints should be directed to:

ADA Coordinator:
Elanna Luttrell
110 N Main Street
Sullivan, Indiana 47882
Elanna.Luttrell@cityofsullivan.in.gov

Upon receipt of a complaint, the ADA Coordinator will review the complaint to ensure all information is provided, meets the 60 days filing deadline, and falls within the jurisdiction of the City. Within 60 days of receiving the complaint, the ADA Coordinator will review the situation based on the information provided and issue a written report of its findings to the Complainant. The complaint process is detailed in the next section.

Note: A complainant's identity and complaint details shall be kept confidential except to the extent necessary to investigate.

The City would like to emphasize that these procedures do not deny the right of any individual to file a formal complaint with any government agency (listed below) or affect an individual's right to seek private counsel for any complaint alleging discrimination.

Formal complaints can be filed with the following:

**Indiana Department of
Transportation Indianapolis District**

EEOC Office

IOI West Ohio Street, Ste 1900

Indianapolis, IN 46204

Phone: (800) 669-4000

Fax: (317) 226-7953

TTY: I (800) 669-6820

Economic Opportunity Division

100 N. Senate Ave., Room N750

Indianapolis, IN 46204

Phone: (317) 233-6511

Fax: (317) 233-0891

Indiana Civil Rights Commission

100 N. Senate Ave., Room NI03

Indianapolis, IN 46204

Toll-Free: I (800) 628-2909

Phone: (317) 232-2600

Fax: (317) 232-6560

Hearing Impaired: I (800) 743-3336

COMPLAINT PROCESSING

1. Following receipt of the complaint alleging discriminatory actions/behavior, the ADA Coordinator will send the Complainant a letter acknowledging receipt of the complaint.

2. The ADA Coordinator will review the complaint upon receipt to ensure that all the information is provided, the complaint meets the 60-day filing deadline, and falls within the jurisdiction of the City.

If the complaint warrants further investigation.

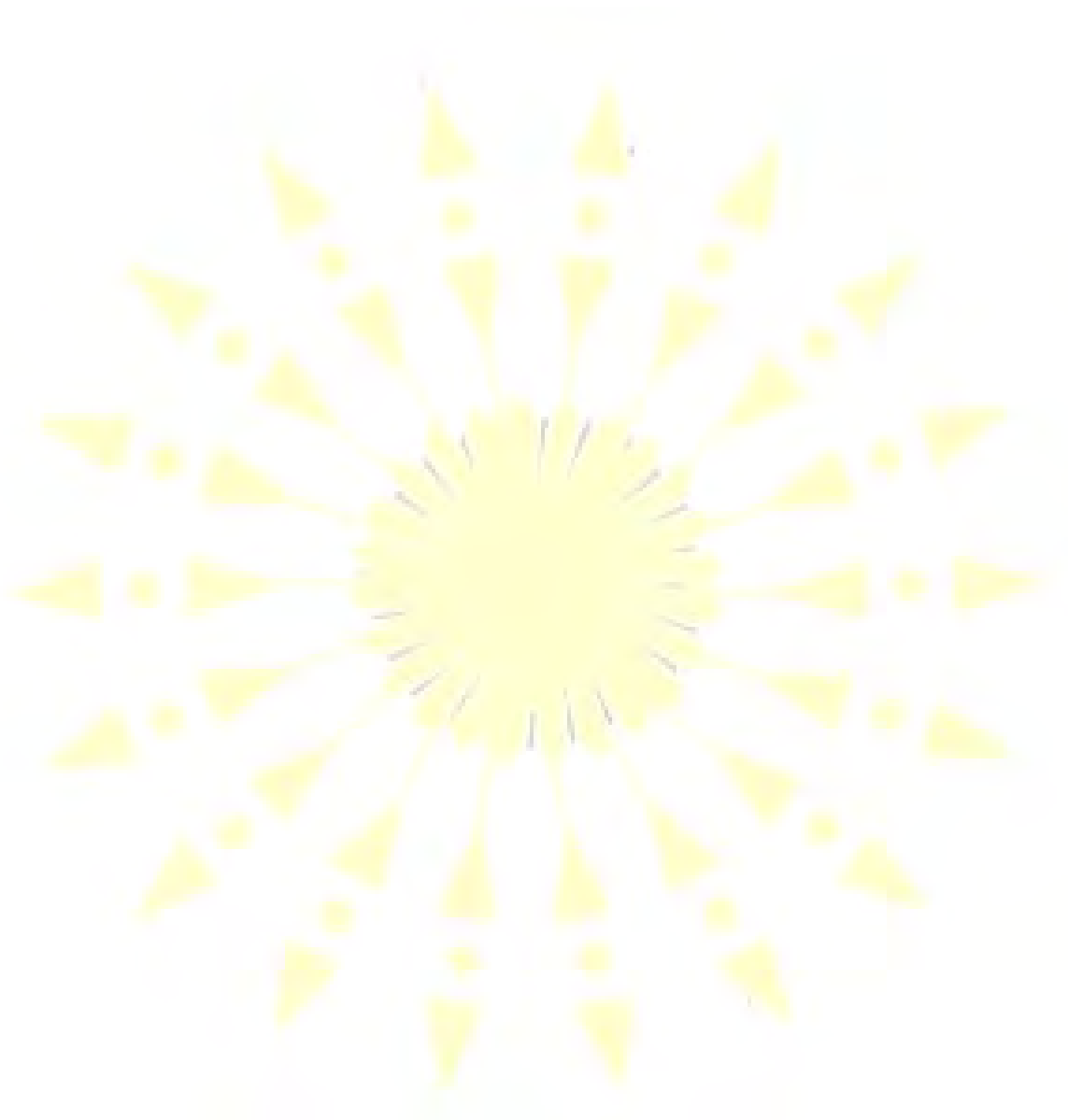
- i. The Complainant will be notified in writing by certified mail. This notice will name the investigator and investigating agency and include a complaint consent form. The Complainant must sign and return the form for the investigation to begin. (Appendix H)
- ii. The investigating party will then research the complaint. The investigated party will not take part in the investigation. Additionally, a copy of the complaint, if warranted, will be forwarded to the City Attorney.
- iii. If, after investigation, the investigating agency determines that the filed complaint alleging an ADA violation has been substantiated.
 - a. The investigator, the ADA Coordinator, and appropriate City representatives will discuss recommendation(s) and determine a course of action.
 - b. The ADA Coordinator will notify the Complainant of the outcome and outline the corrective measures. The Complainant may be notified again by the City, state, or federal authorities if an administrative process is initiated and additional measures are needed.
- iv. If, after investigation, it is determined that the filed complaint alleging an ADA violation is not substantiated, the ADA Coordinator shall provide a letter to the Complainant which will;
 - a. Report the determination, and that complaint will be considered closed.
 - b. Advise them of their right to appeal this decision within seven (7) calendar days of receipt of this final written decision from the City. The appeal process will be outlined in the notification letter.
 - c. Remind the Complainant they may file a complaint externally with the Federal/State agencies listed previously.

The letter will also include the statement that the decision was made based on the information provided in the filed complaint and, therefore, the determination can only be reversed if new facts can be provided.

3. All complaints and related documentation will be kept on file for under five years.

The process for internal complaints is managed as outlined in the City of Sullivan employee handbook.

APPENDIX G
GRIEVANCE FORM



City of Sullivan Grievance Form

* Required

Complainant Information

1. Full Name *

Enter your answer

2. Full Address *

Enter your answer

3. Email address *

Enter your answer

4. Contact number *

Enter your answer

City of Sullivan Grievance Form

A complaint may also be submitted by a representative on behalf of the complainant.

5. Is someone filling this out on your behalf?

☐ Yes

☐ No

* Required

Details of Complaint

*Complaints must be filed within 60 days. If it has occurred more than 60 days ago, please explain your delay in filing.

7. Reason for delay in filing after 60 days.

Enter your answer

* Required

8. Date of Incident *

Please Input date (M/d/yyyy)



9. Provide a description of the incident. *

Please include the department(s), individual(s) names, and as much detail as possible.

Enter your answer



10. Select category(ies) of discrimination *

- ☐ Age
- ☐ Color
- ☐ Disability
- ☐ Gender Identity
- ☐ National Origin
- ☐ Race
- ☐ Religious Affiliation
- ☐ Sexual Orientation
- ☐ Other

11. Was this incident witnessed by others? *

- ☐ Yes
- ☐ No
- ☐ Maybe

12. Please provide witness information. *

Please include name and contact, or identifiable information if available.

Enter your answer

13. By typing my name below, I understand and agree that this is a form of electronic signature.

Enter your answer

You can print a copy of your answer after you submit

[Back](#)

[Submit](#)



INSTRUCTIONS: EXTERNAL COMPLAINT OF DISCRIMINATION

This form aims to help anyone filing a discrimination complaint with the City of Sullivan. You are required to use this form. All bold items must be completed for your complaint to be investigated.

The Americans with Disabilities Act (ADA) is a federal civil rights law prohibiting discrimination against people with disabilities in everyday activities. The ADA prohibits discrimination on the basis of disability, just as other civil rights laws prohibit discrimination on the basis of race, color, sex, national origin, age, and religion. The ADA guarantees that people with disabilities have the same opportunities as everyone else to enjoy employment opportunities, purchase goods and services, and participate in state and local government programs.

Assistance will be provided upon request if you are an individual with a disability or have limited English proficiency and may also request alternative formats. You also have the right to file a complaint with other state or federal agencies that provide federal financial assistance to the City of Sullivan. Additionally, you have the right to seek private counsel.

The City of Sullivan is prohibited from retaliating against any individual because they opposed an unlawful policy or practice, filed charges, testified, or participated in any complaint action under Title VI or other nondiscrimination authorities.

Please make a copy of your complaint form for your records. Please do not send your original documents, as they will not be returned. Mail the original complaint form and any copies of documents or records relevant to your complaint to the address below. Complaints of discrimination must be filed within 60 days of the date of the alleged discriminatory act. If the alleged act of discrimination occurred more than 60 days ago, please explain your delay in filing this complaint.

To file a complaint, please visit this website, or scan the QR code below:

The [City of Sullivan Grievance Form](https://forms.office.com/r/hfnmia720j)

<https://forms.office.com/r/hfnmia720j>



APPENDIX H

COMPLAINANT CONSENT RELEASE FORM





COMPLAINANT CONSENT RELEASE FORM

Name: _____

Telephone: _____

Address: _____

Case Number(s) (if known): _____

As a complainant, I understand that during an investigation, it may become necessary for The City of Sullivan to reveal my identity to individuals outside of the City of Sullivan Government in the course of verifying information or gathering facts and evidence to develop a basis for making a civil rights compliance determination. I understand that it may be necessary for the City of Sullivan to share information, including personal details collected as part of its complaint investigation. In addition, I understand that as a complainant, I am protected by Title VI of the Civil Rights Act of 1964, as amended, and its related statutes and regulations prohibiting intimidation or retaliation for taking action or participating in an action to secure rights protected by the nondiscrimination statutes enforced by the City of Sullivan.

Please read both paragraphs below, check your choice of CONSENT or CONSENT DENIED, and sign below. (Please mark one)

☐ CONSENT

I have read and understand the above information and authorize the City of Sullivan to disclose my identity to individuals as needed during the investigation to verify information or gather facts and evidence relevant to the investigation of my complaint. I authorize the City of Sullivan to receive, review, and discuss material and information about me relevant to the investigation of my complaint.

I understand that the material and information will be used for authorized civil rights compliance and enforcement activities. I further understand that I am not required to authorize this release and volunteer to do so.

☐ CONSENT DENIED

I have read and understand the above information and do not want the City of Sullivan to disclose my identity to any individual during the investigation. I understand this choice could delay the analysis of my complaint and may, in some circumstances, result in an administrative closure of my complaint without the City of Sullivan deciding in my case.

Signature: _____ Date: _____

APPENDIX I

ACCOMMODATION REQUEST AND GRIEVANCE LOG

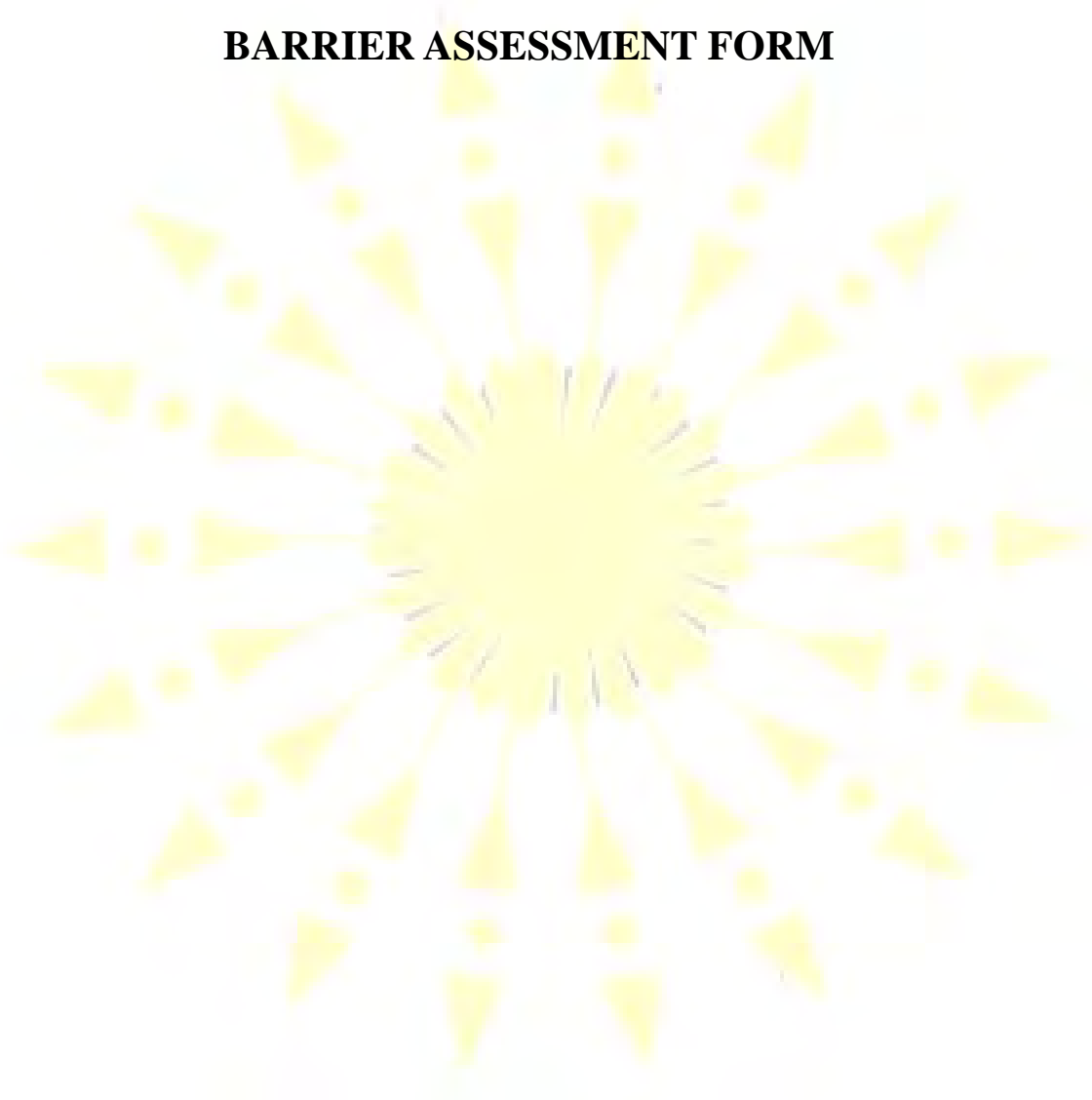


ACCOMMODATION REQUEST AND GRIEVANCE LOG

[illegible]

APPENDIX J

VOLUNTARY PUBLIC INVOLVEMENT SURVEY AND BARRIER ASSESSMENT FORM





Voluntary Public Involvement Survey

The Americans with Disabilities Act (ADA) is a federal civil rights law that prohibits discrimination against people with disabilities in everyday activities. The ADA prohibits discrimination on the basis of disability, just as other civil rights laws prohibit discrimination on the basis of race, color, sex, national origin, age, and religion. The ADA guarantees that people with disabilities have the same opportunities as everyone else to enjoy employment opportunities, purchase goods and services, and participate in state and local government programs.

You are not required to complete this survey. Submittal of this information is voluntary. This form helps the City of Sullivan obtain and retain state and federal assistance. It will use to monitor its programs and activities for compliance with Title VI and ADA.

Please return the survey to the designated location.

Date: _____

Event: _____

Location: _____

Gender: _____

Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino

Race: ☐ American Indian or Alaskan Native ☐ Native Hawaiian or Other Pacific Islander

☐ Black or African American ☐ Asian ☐ White ☐ Multiracial

Age: _____

Disability: ☐ Yes ☐ No

Household Income: _____

For additional information, please contact the City of Sullivan's ADA Coordinator:

Elanna Luttrell

110 N Main Street

Sullivan, Indiana 47882

Elanna.Luttrell@cityofsullivan.in.gov



BARRIER ASSESSMENT FORM

The City of Sullivan does not offer programs but allows outside agencies and groups to utilize city facilities for programs and events. The City remains diligent in identifying and addressing potential barriers to participation in programs and events. It is committed to ensuring that all City-owned buildings/areas that have the potential to host a program/event are accessible to everyone. The City will continue to assess buildings and programming for existing or potential barriers and will make all reasonable modifications to related policies, programming, and locations to ensure that people with disabilities have equal opportunities to enjoy programs, services, and activities.

This form allows residents, visitors, and employees to report possible barriers to the City of Sullivan. The following format (or similar) will record the obstacles identified by employees or the public and used by the city to create a removal plan.

Please return the survey to the designated location.

Identified Barrier # _____

Description of the barrier: _____

Location of the barrier:

Facility name _____

Address _____

Identifying information _____

Identified Barrier # _____

Description of the barrier: _____

Location of the barrier:

Facility name _____

Address _____

Identifying information _____

Removal Plan *This section is to be completed by the City of Sullivan.*

Proposed Improvement (describe the work): _____

Anticipated Costs (itemized cost estimate): _____

Anticipated Improvement Completion Date (month and year): _____

APPENDIX K
BARRIER REMOVAL SUMMARY FORM



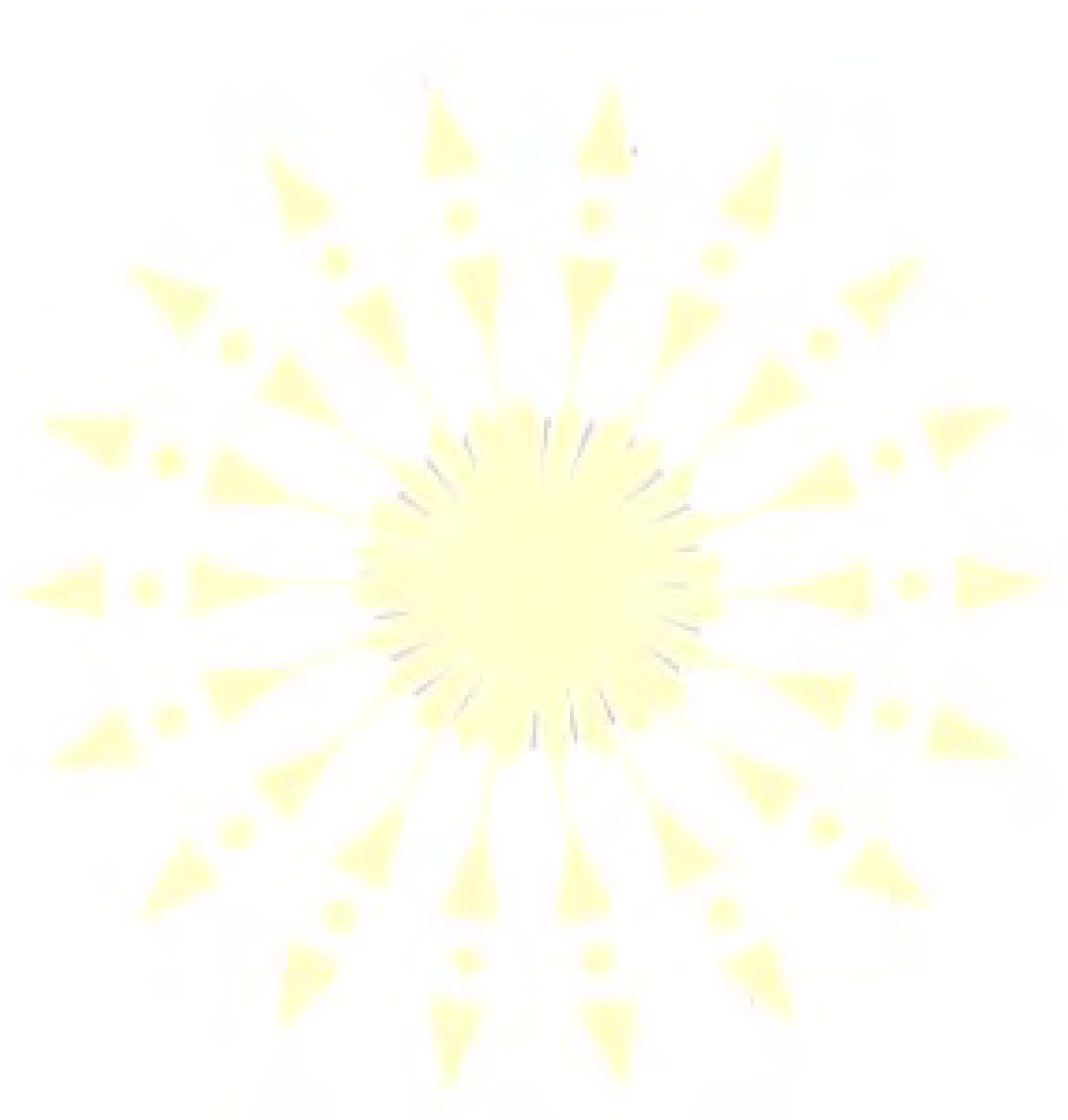
CITY OF SULLIVAN

BARRIER REMOVAL SUMMARY FORM

[illegible]

APPENDIX L

GOALS AND ACCOMPLISHMENTS REPORT



CITY OF SULLIVAN

GOALS AND ACCOMPLISHMENTS REPORT

ANNUAL GOALS AND ACCOMPLISHMENTS REPORT identifies goals for the upcoming year and reports on the data collected and analyzed in the prior year. The report's focus is must provide information regarding the City's goals and accomplishments and demonstrate efforts to uphold ADA and actively address deficiencies. A Goals and Accomplishments Report must be electronically submitted annually to INDOT by August 31st (accessforall@indot.in.gov).

The report should include the following:

- Summary of activities outlined in the action plan. Describe what outcomes have and have not been met, challenges faced, any changes made to the plan, and why.
- The number of areas reviewed during the previous year and those which will be reviewed during the upcoming year.
- The number and type of sub-recipient reviews conducted during the previous year, a discussion of the outcomes, and the number of reviews planned for the upcoming year.
- Title VI/ADA training conducted, including the type of training, number and type of individuals trained, and materials used. Identify training goals and opportunities for the upcoming year.
- Include a summary disposition of all complaints received and identify any changes or improvements made or if further action is required.
- Discuss the data collected and analyzed for all areas generally and for special emphasis* program areas with particularity. Identify what data will be collected and how it will be analyzed during the upcoming program year.
- Define the goals for next year and include task management items.

** A special emphasis program area is one that: 1) May have existing discrimination, 2) Has been the subject of a complaint, 3) Has strong Title VI/ADA implications, or 4) Is otherwise identified as such in the implementation plan*

APPENDIX M

**INDOT STANDARDS FOR CURB, CURB RAMP,
AND SIDEWALK CONSTRUCTION**



SECTION 22 – ADA COMPLIANCE FOR SIDEWALK, CURB RAMPS, BLENDED TRANSITIONS, AND PEDESTRIAN FACILITIES**22.1 SIDEWALKS AND CURB RAMPS** *(Rev. 03-01-22)***22.1.1 Regulations**

When constructing pedestrian facilities (sidewalk, trail, non-vehicular use facility), the requirements of the Americans with Disabilities Act (ADA) must be met regardless of the contract's funding source. Exceptions to these requirements require a determination of technical infeasibility, issued by the Highway Design and Technical Support Division in conjunction with the Department's Title VI Program and FHWA. The intent is that technical infeasibility is determined prior to construction.

If the plans do not accurately reflect the field conditions encountered, particularly when curb ramps are involved, the PEMS should discuss the situations with the AE and the Designer to examine alternative solutions. "Doing the best you can" is not sufficient for ADA compliance. The Department's ADA Technical Advisory Committee, TAC, can provide technical assistance (ADA@indot.in.gov). During the contract, if an alternative that meets the ADA requirements cannot be found, the PEMS should have the Designer document the alternatives considered and request a determination of technical infeasibility from the TAC. The Indiana Design Manual, IDM, describes this process. Work should not continue until a determination has been made.

Indiana Design Manual

IDM Chapter 51 contains information on ADA, curb ramp, sidewalk, and pedestrian pushbutton requirements. IDM Chapter 17 contains information on curb ramp quantities.

Note: Effective with September 2016 lettings, curb ramps are no longer paid for by a type. Designers should be detailing all curb ramps on contract's construction plans.

INDOT Standard Specifications

- 604 Sidewalks, Curb Ramps, Steps, and Handrails
- 805 Traffic Signals
- 905.05 Detectable Warning Surfaces.

INDOT Standard Drawings

- 604-SWCR Sidewalk Curb Ramps
- 604-SWDK Sidewalk and Sidewalk Transitions
- 805-PBBA Pedestrian Pushbutton Assembly.

ADAAG vs. PROWAG

The 2010 ADA Standards for Accessible Design (2010 Standards) is the current standard for providing facilities that are readily accessible and usable by persons with disabilities. However, the guidelines were developed primarily for buildings and facilities outside the

right of way. Pedestrian facilities within the public right of way contain elements to which the 2010 Standards cannot be readily applied. For this reason, the U.S. Access Board proposed guidelines specifically for pedestrian facilities in the public right of way denoted as the Public Rights-of-Way Accessibility Guidelines, PROWAG. These guidelines are recommended as best practice by FHWA and are currently being evaluated as part of the federal rulemaking process. Once adopted as a regulation, with or without modifications, the guidelines will be mandatory. The PROWAG was used to develop the Department's ADA transition plan and should be used as the basis for identifying the required curb ramp, landing (turning space), and sidewalk dimensions and slopes (running slopes and transverse slopes).

Changes from ADAAG to the PROWAG

Very little has changed from the Americans with Disabilities Act Accessibility Guidance, ADAAG, to the PROWAG. The items listed below represent notable differences.

1. The minimum clear width of a curb ramp, turning space, or sidewalk, is 4 feet. A 3-ft pinch point is not acceptable. For sidewalks – where the width is less than 5 ft, a 5 ft by 5 ft passing space is required every 200 ft.
2. The grade (running slope) of the sidewalk shall not exceed the adjacent roadway profile grade.
3. A curb ramp running slope of 10% for a 6-in. rise is not acceptable.
4. A sidewalk adjacent to a roadway does not require a landing or handrail, regardless of the roadway grade.
5. Detectable warning elements must extend the full width of the ramp. Where forming is required, a 2-in. maximum border width may be provided. Only the clarification where a border is necessary is new.

Changes from previous Department practice

Much has changed from previous Department practice. The items listed below represent notable differences.

1. Designers have been directed to fully detail curb ramps on contract construction plans. Simply calling out a ramp by type, e.g. Type A, is not acceptable. Spot elevations, widths, and slopes should be shown or tabulated.
2. **There is no construction tolerance for cross slope.** The maximum cross slope is 2.00%. The PROWAG contains exceptions to cross slope requirements for ramps and turning spaces when matching the grade of the adjacent roadway. Designers have been directed to use no more than 1.5% as a design value. The IDM now states this explicitly. A 2-ft level

is also identified for checking compliance. *Note: A 2-ft level is not required by PROWAG but was included so that the expectation was clear. Forms should be checked prior to pour to ensure maximum slopes are not exceeded and minimum dimensions are met.*

3. **There is no construction tolerance for running slope.** The maximum ramp running slope is 8.33%. Designers have been directed to use no more than 8.0% as a design value. The IDM now states this explicitly. *Note: A 2-ft level is not required by PROWAG but was included so that the expectation was clear. Forms should be checked prior to pour to ensure maximum slopes are not exceeded and minimum dimensions are met.*
4. The Standard Drawings identify curb ramps as either perpendicular or parallel.
5. All curb ramps are paid for as a single pay item Curb Ramp, Concrete.
6. Detectable Warning Surfaces, DWS, (truncated domes) are paid for separately. The area of DWS is not subtracted from the Curb Ramp, Concrete quantity.

22.1.2 General Construction Notes

1. Sidewalks are usually replaced when they are disturbed or removed during construction. Sidewalks beyond the construction limits, which are damaged by the Contractor's equipment, must be replaced at no cost to the Department. Sidewalks built adjacent to curbs should be constructed 1/2 in. above the curbs to reduce the potential for ponding on the sidewalk along the top of the curb.
2. Pedestrian accessibility is required to be provided and maintained during the construction of the contract where facilities currently exist. Accessibility consists of signed pedestrian detours utilizing existing and temporary features including curb ramps, DWS, pedestrian signals, pavement markings, pedestrian phasing, or sidewalks effected by the work zone. The PEMS should review the contract plans to identify the methods to be used for pedestrian access.
3. Sidewalks placed at drives shall be 6 in. thick or the same depth as the existing drive, whichever is greater.
4. When reconstructing portions of sidewalk, the joint pattern of new sidewalk should be similar to sidewalk intended to remain in place.
5. The height of a single two-by-four (3 1/2 in.) is not acceptable as a form.

6. Forms should be checked prior to a pour to ensure maximum slopes are not exceeded and minimum dimensions are met.
7. Construct sidewalks only where indicated on the plans unless a change is authorized.

22.2 CURB RAMP BASICS *(Rev. 03-01-22)*

Curb ramps and turning spaces are part of the Pedestrian Access Route (PAR) and must meet ADA standards. INDOT separates curb ramps into component and design elements.

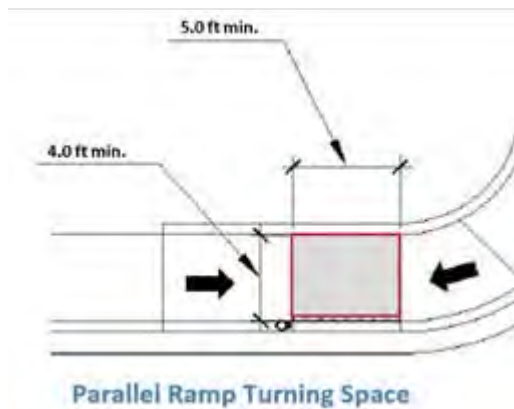
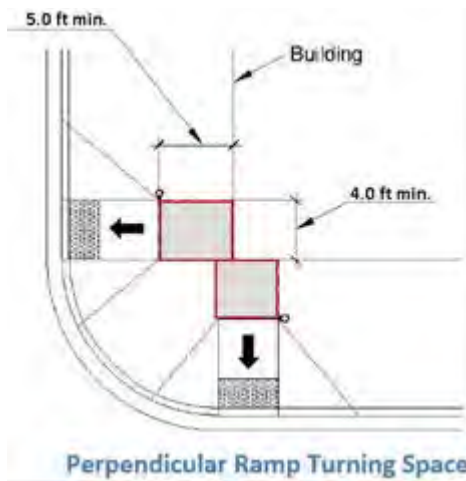
22.2.1 Components

The PROWAG section reference is shown in brackets adjacent the component description below.

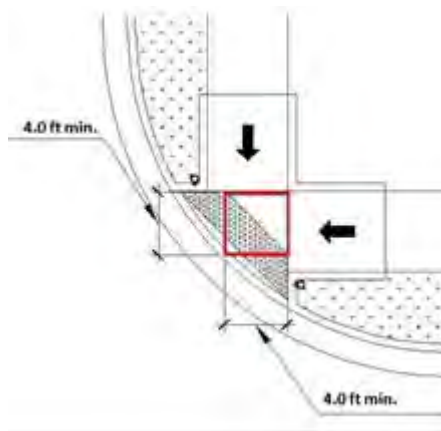
1. Ramp or Blended Transition [R304.1]. The ramp or blended transition is the portion of a curb ramp that facilitates the change in elevation from the sidewalk to street level. Typically, the curb ramp cuts through or is built adjacent to the curb. Although similar, ramps leading to or within buildings are subject to separate requirements [R407].
2. Turning Space [R304.2.1]. A turning space or landing area must be provided at the top of a perpendicular curb ramp, the bottom of a parallel curb ramp, and where the pedestrian access route changes direction. It is acceptable for two perpendicular curb ramps to share a common landing.

Minimum dimensions: 4 ft by 4 ft. Where the turning space is constrained by a curb, building, or other feature at the back of the sidewalk, the minimum required dimensions are 4 ft by 5 ft, with the 5-ft dimension in the direction of the ramp run.

Quantities: The turning space is included in the SYS cost of the concrete curb ramp. Where turning spaces overlap, the area should only be included once.



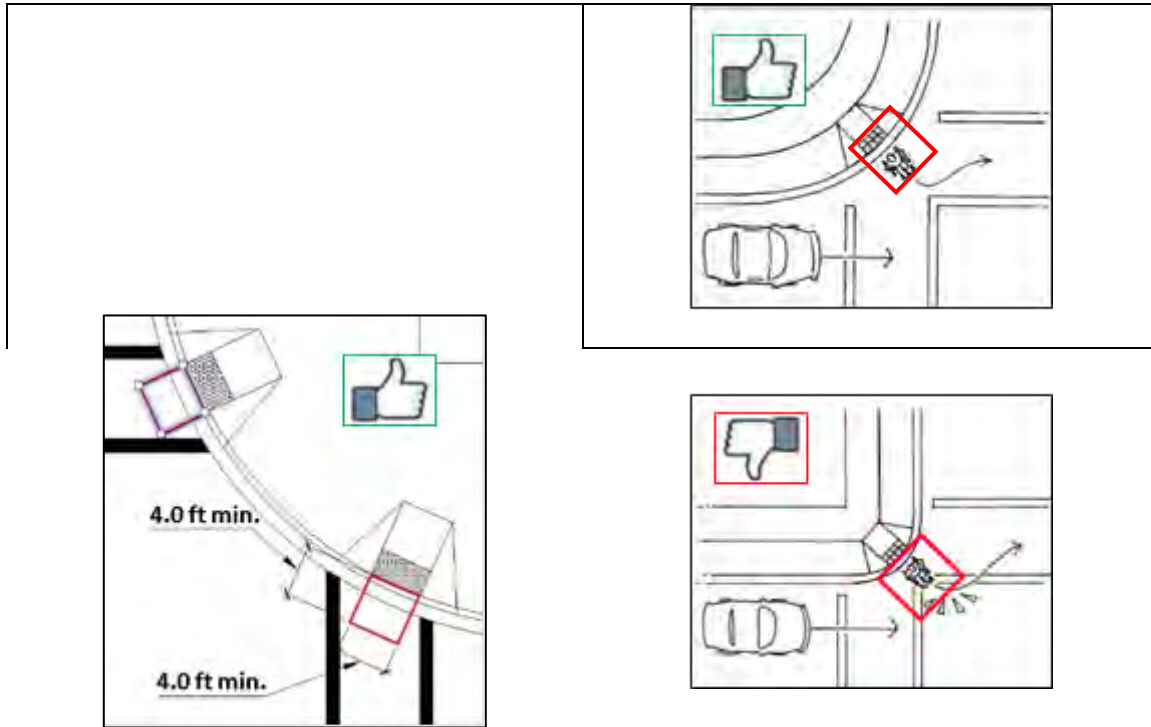
Overlapping Turning Space



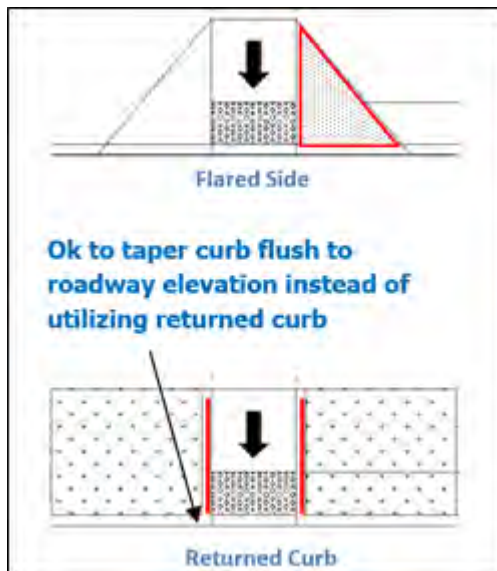
3. Clear Space [R304.5.5]. The clear space is provided beyond the grade break at the bottom of a ramp to allow a wheelchair user to maneuver and align with the crosswalk. The clear space requirement requires particular attention at diagonal ramps and other locations where the ramp run is not in line with the direction of pedestrian travel.

Minimum dimensions: The minimum required dimensions are 4 ft by 4 ft. The clear space should be within the width of the pedestrian crossing and wholly outside the parallel vehicle travel lane. The parallel vehicle travel lane is the lane where traffic is traveling parallel to the crosswalk.

Quantities: The clear space is not quantified separately.



4. Flared Sides and Returned Curbs [R304.2.3].



a. Flared Sides. Required where the curb ramp intersects a sidewalk or other walkable surface. The maximum allowable slope is 10.0%

b. Returned Curbs. May be used instead of flared sides where the curb ramp intersects a buffer, sodded area, or other non-walkable surface or where protected from cross travel by landscaping, street furniture, fencing, or railing. Return curbs assist pedestrians with low vision find their way.

Quantities: Both flared sides and returned curbs are included in the SYS cost of the concrete ramp.

5. Detectable Warning Surfaces, DWS [R305.1]. DWS consist of truncated domes aligned in a square or radial grid pattern and must extend the full width of the curb ramp. The Designer must show the

DWS the full width of the ramp. The Contractor chooses the DWS from the Department's Qualified Products List. Brick DWS will require some type of forming. A 2-in concrete border can encroach into the ramp width, but any additional width must be outside the ramp. An L-bracket or other means of restraint is also acceptable.

DWS must contrast visually with the adjacent gutter, street, or pedestrian access surface. Each curb ramp must contain a detectable warning surface except as follows.

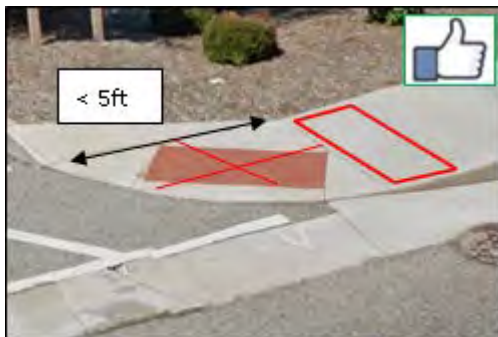
Where the cut through pedestrian refuge island is less than 6 ft in the direction of pedestrian travel, detectable warning surfaces should not be placed as there is not sufficient distance between surfaces to distinguish the boundary between pedestrian and vehicular routes.



Detectable Warning Surface full width of the ramp.



Detectable Warning Surface is not full width of the ramp. See below for possible solutions.



Solution 1. DWS may be at bottom of ramp when located less than 5 ft from back of curb.



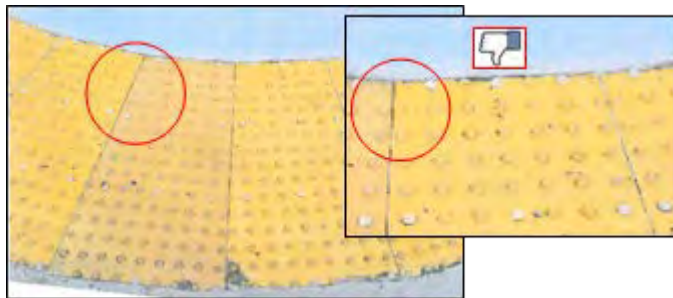
Solution 2. DWS should be in a radial pattern beyond the ramp when the bottom of the ramp is greater than or equal to 5 ft from the back of curb.



For a shared-use path, the DWS should extend the full width of the path, regardless of the inclusion of a ramp.



Use DWS in a median cut through only when median width is 6 ft or greater. Do not use DWS when width is less than 6 ft - not enough space between DWS to distinguish boundary between pedestrian and vehicular routes.



Where DWS is field cut, particular attention must be paid to ensure the dome spacing is within the allowable range shown on the Standard Drawings.

Design Elements. Design elements are characteristics of the various components. The PROWAG section reference is shown in brackets adjacent to the component description below.

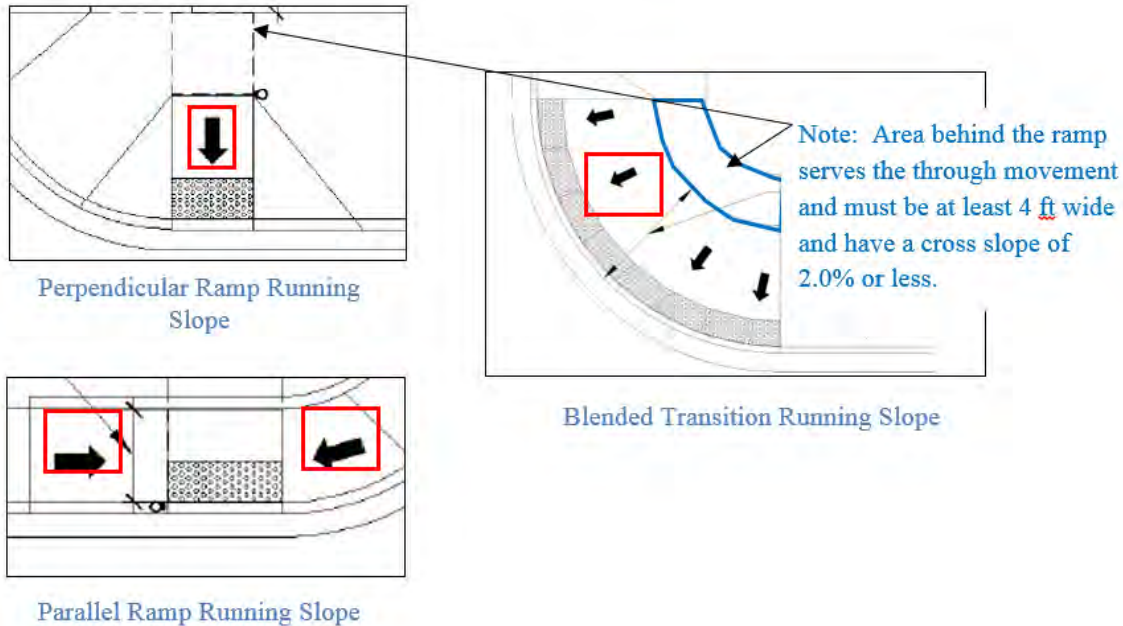
6. Width [R304.5.1]. The minimum clear width of a curb ramp (excluding flared sides) or blended transition is 4 ft. The minimum width for a cut through in the median is 5 ft.

When ramp or blended transition is used with a shared-use path, it is the width shall match that of the shared-use path.

7. Running Slope [R304.2.2 and R304.3.2]. The running slope of a ramp is measured parallel to the direction of pedestrian travel. Providing the least slope possible is preferred, and there is no construction tolerance.

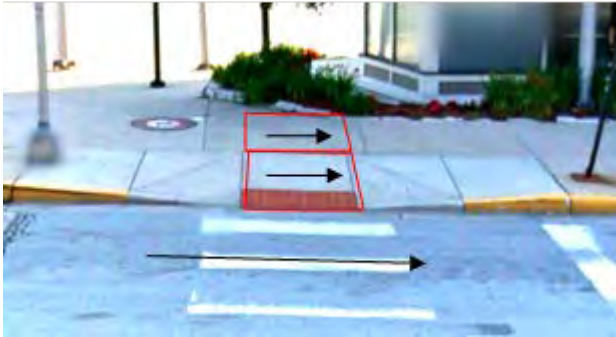
- Curb Ramp. Running slope of 8.33% maximum. 8% should be used for design.

- Blended Transition. Running slope of 5.00% maximum.
- Running slope of 2.00% or less.



8. Grade Break [R304.5.2]. The grade break at the top and bottom of a curb ramp must be perpendicular to the direction of the ramp run. It may be necessary at corner with a larger radius to indent the grade break from the back of the curb meet this requirement. Grade breaks are not permitted on the surface of the ramp run or within the landing area.
9. Cross Slope [R304.5.3]. Cross slope measured perpendicular to the direction of pedestrian travel. The maximum allowable cross slope of a curb ramp, turning space, or clear space is 2.0% with the exceptions below permitted at crosswalks. 1.5% should be used for design purposes.

At a crosswalk, it may be acceptable for the cross slope to exceed 2.0% without a determination of technical infeasibility. See Sidewalk and Crosswalk Basics cross slope information.



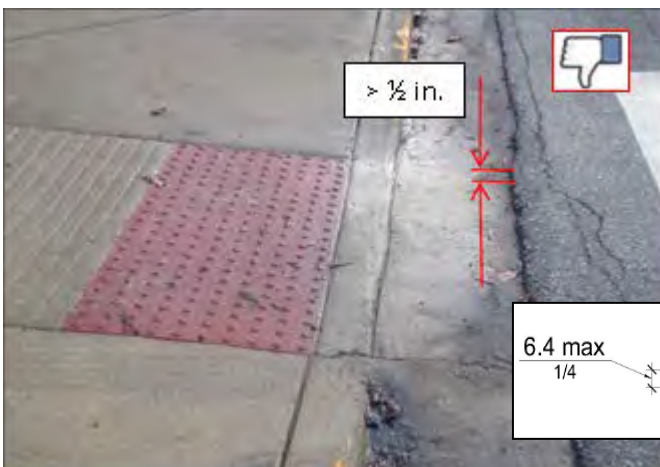
*At a street crossing, cross slope of ramp and turning space may be $>2\%$ to meet roadway grade. If crossing is signalized or has no traffic control, max is 5% . If crossing is stopped condition, max is 2% . If crossing is a midblock crossing, max is the roadway grade.

Roadway grade $>2\%$

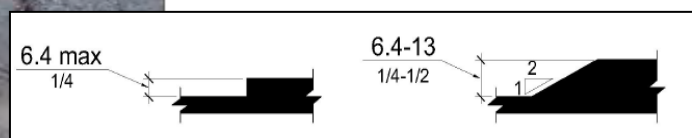
10. Counter Slope [R304.5.4]. The counter slope is a slope opposite to the general running slope of the ramp or sidewalk, typically the cross slope of the gutter or roadway at the foot of the curb ramp or blended transition. The counter slope must not exceed 5% . This maximum allows the rate of grade change not to exceed 13% when the maximum ramp running slope is used. Excessive rate of grade change compromise the ground clearance of a wheelchair footrest and may cause a wheelchair to tip.

Where the rate of grade change exceeds 11% but less than 13.33% , a 2-ft level area (equal to or less than 2.00% slope) should be provided on the ramp, adjacent to the counter slope.

11. Vertical Surface Discontinuities [R302.7.2]. Where a curb ramp meets the roadway, the surface should be flush. Along the Pedestrian Access Route (PAR), surface discontinuities greater than $1/2$ in. are not acceptable. Discontinuities of $1/4$ in. and less are acceptable with no additional modifications. Discontinuities greater than $1/4$ in. to $1/2$ in. must be beveled.



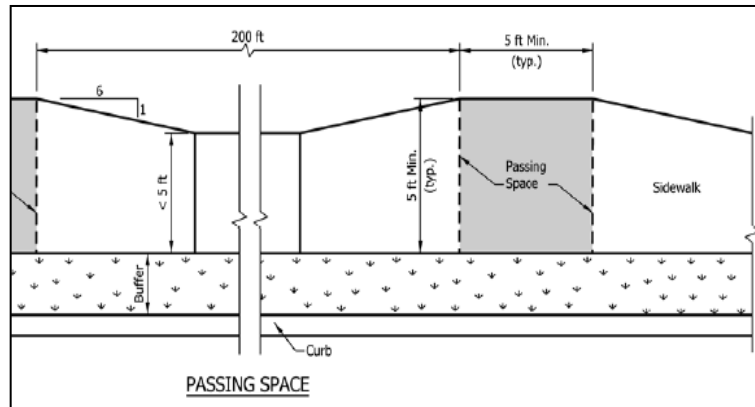
This curb ramp is flush at the curb line, but an overlay has created a vertical discontinuity.



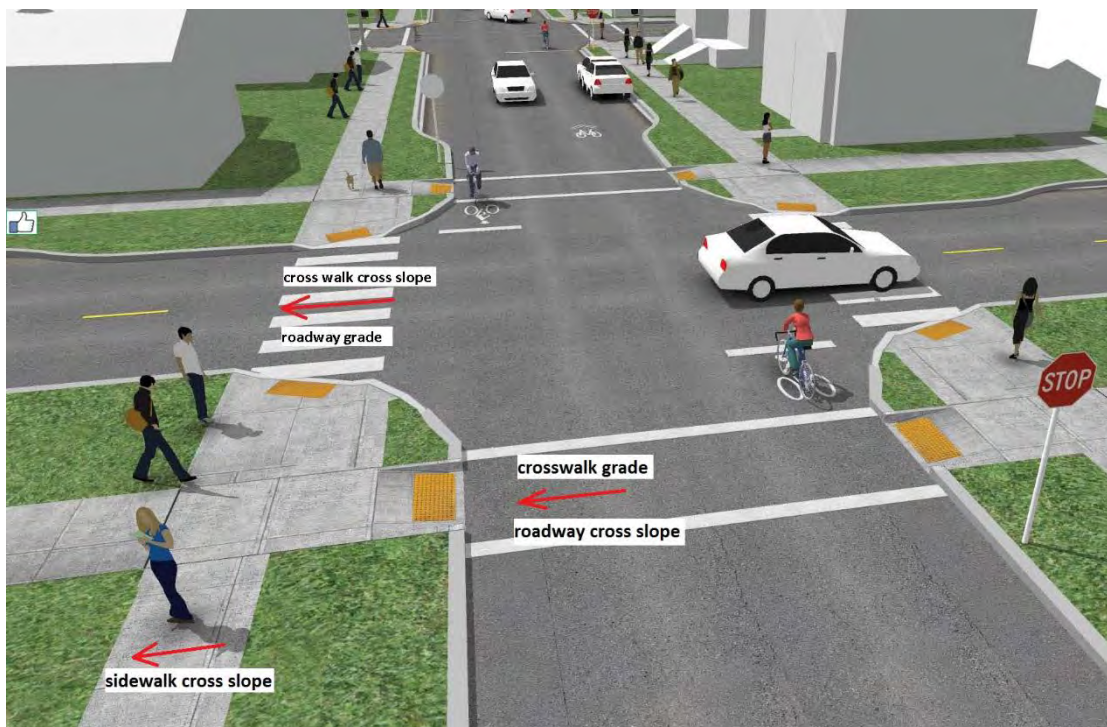
22.3 SIDEWALK AND CROSSWALK BASICS (Rev. 03-01-22)

Sidewalks and crosswalks are part of the Pedestrian Access Route (PAR) and must meet ADA standards.

1. Width. Minimum clear width of 5 ft. Where a 5-ft clear width is not provided, passing spaces of a minimum of 5 ft by 5 ft must be provided every 200 ft.



Where street furniture, utilities, or other obstructions are present on the sidewalk, a clear width (measured between obstructions or from the obstruction to the back of curb or sidewalk) can be 4 ft. The minimum 4 ft dimension is for pinch points only and should not be used as a continuous width.



2. Cross Slope (measured perpendicular to the direction of pedestrian travel).

Sidewalk. Maximum 2.0%. 1.5% should be used for design. The

cross slope requirements still apply where the sidewalk crosses a driveway. The sidewalk cross slope takes precedence over the driveway grade. The driveway approach can be built on a varying grade to ensure the sidewalk cross slope does not exceed 2.0%.

Crosswalk

- Pedestrian street crossings (crosswalks) with stop sign or yield sign = 2.0% maximum.
- Pedestrian street crossings (crosswalks) without yield or stop control, e.g. signalized = 5% maximum.
- Midblock crossing only = Maximum of grade of street or highway being crossed.

3. Grade (measured parallel to the direction of pedestrian travel).

Sidewalk. Maximum grade cannot exceed the grade of the adjacent roadway.

Crosswalk. Matches the cross slope of the roadway.

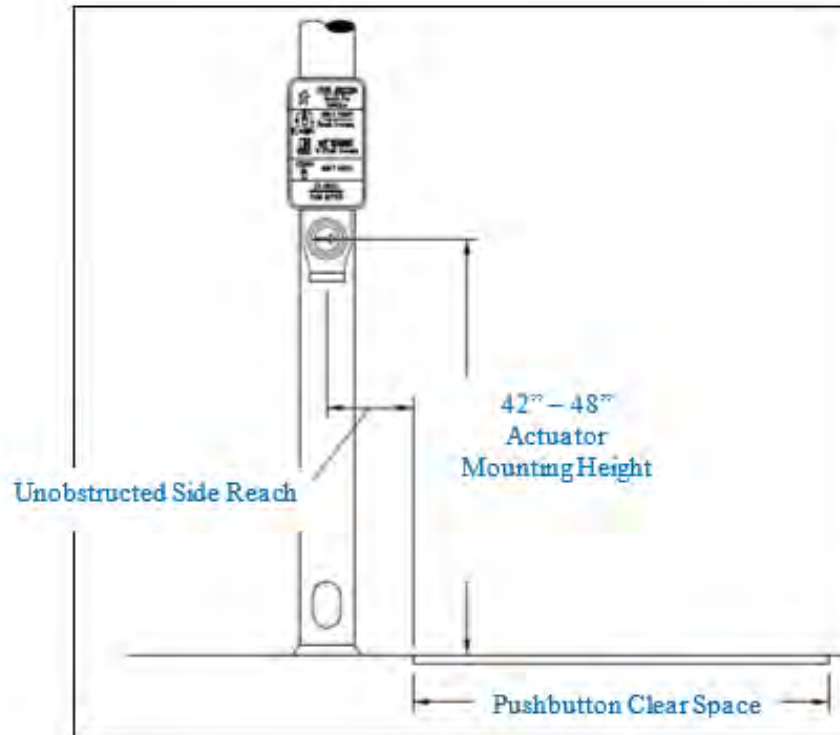
22.4 PEDESTRIAN PUSHBUTTON BASICS (Rev. 03-01-22)

The placement and configuration of the pedestrian pushbutton assembly is critical to proper function. Engineering judgment is required to determine the optimal installation at each crossing. Variations in curb radius, available right of way, presence of a buffer or curb ramp, and existing infrastructure make each crossing unique.

1. Placement. The MUTCD 4E.10 provides guidance on the location of pedestrian pushbuttons. The distance from the nearest face of a pushbutton assembly to face of the curb or edge of pavement should be between 1.5 ft and 6 ft and should not be greater than 10 ft. Placement that falls outside these guidelines should be documented as a Technical Inquiry with the ADA TAC. Placement of push buttons should be adjacent to the clear space and within reach requirements discussed below.

Where two APS pushbutton assemblies are closer than 10 ft., special features must be included in accordance with IMUTCD 4E.10 and sections 805 and 922.04(b) of the SS.

2. Side Reach. The maximum unobstructed side reach distance is 10 in. Designers should be mindful of guardrail, curb, or other obstructions that may affect the available side reach. Pushbutton extensions up to 12 in. may be used to meet the side reach requirements.
3. Mounting Height. The actuator must be mounted between 42 and 48 inches above the Pedestrian Access Route.



4. Pushbutton Clear Space. A clear space, similar to a curb ramp turning space must be provided adjacent the pushbutton assembly.

Minimum dimensions are 4 ft by 4 ft. The pushbutton clear space may overlap a curb ramp turning space. ***Look for obstructions such as curb, slopes, guardrail, or unimproved surfaces that may obstruct access to the pushbutton assembly. Both photos below are examples of non-compliant push button installation.***

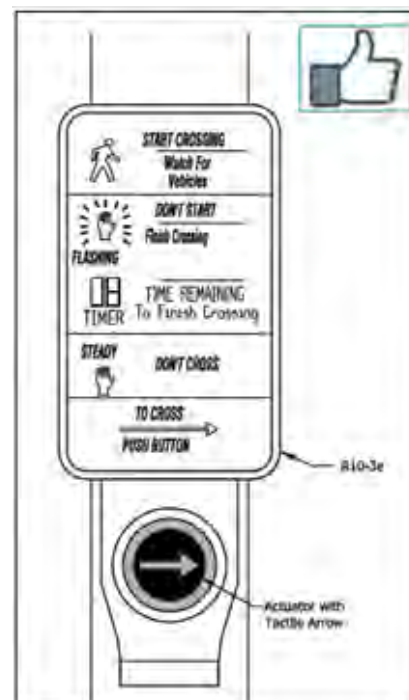




Photo: ADOT

Photo: FHWA

5. Actuator. The actuator must be at least 2 in. in diameter with a tactile arrow and contrast with the housing. Fingertip pushbuttons are not acceptable.



APPENDIX N

FACILITY INVENTORY SUMMARY AND

RECOMMENDATIONS



Facility Inventory Summary and Recommendations

The City of Sullivan, through its partnership with Thrive West Central, completed a public building and structure inventory in May 2023. Thrive staff conducted field visits to assess the ease of accessibility or the presence of potential obstacles. Thrive conducted an exterior and interior review of the City Hall, Civic Center, City Pool, and Park. A digitized inventory was created utilizing mapping applications to collect data, measurements, and photos. All of which are virtually attached to the location. The inventory provides a visual interactive map of the facilities reviewed. Users can view the data by clicking on the location on the map. See the example below.

FACILITY INVENTORY SNAPSHOT



Public Facilities are depicted by green circles.

By clicking on these points, users can access data, photos, measurements, etc.



The following ADA requirements and measurements were used to determine ADA conformity.

Parking	Areas must be well-marked & level.
Stall Width	96" min
Aisle Width (area between parking spaces)	60" min
International Symbol of Accessibility Sign	60" above ground level
Entrance Location Sign (if parking isn't near an accessible entrance)	
Curb Access/Access to Walkways	Areas must be well-marked & free of debris.
Access Width	48" min
Access Slope	8% max
Turning Space	48" min
Pathways	Areas must be clear of debris & obstacles.
Ramp Width	36" min
Ramp Slope	8% max
Handrail Height	34" min, 38" max
Doors and Entrances	
Entry Width	32" min
Maneuvering Area	32" - 60" on each side of the door/entrance
Door Weight (requiring a minimal amount of force to operate)	5 lbs
Handle Type	Operable with one hand**
Separation Space between doors	48" min
Door Weight	5lbs max
Door Closing Time	5 seconds min
Door Handle Height	34" – 48" max
Threshold Height (without beveled sides)	½" max
Threshold Height (with beveled sides)	¾" max
Automatic Door Opener Height	34" – 48" max
Buzzer/Intercom System (should be equipped with visual & audible signals)	8" – 27" min-height
Service/Kitchen/Bathroom Counters	
Counter Height	34" max
Knee Clearance (height)	27" min
Knee Clearance (depth)	8" min
Restrooms	
Stall Door Width	32" min
Stall Dimensions	56" X 60" min
Grab Bar Height	33" - 36"
Urinal / Toilet Height	17" max
Towel Dispenser / Hand Dryer Height	38" – 48"
<i>ADA measurements for doors and counters are listed above</i>	
Showers	
Entry Width	30" min
Stall Dimensions	30" X 60" min
Fixture Height	48" max

City Hall Building

The City Hall building was a former IGA grocery store. The City moved into the building in 1984, and a complete renovation was done in February 2023. The mayor's office, clerk treasurer's, building commissioner, public works and community development departments, employee workout space, and the new council chambers are all located within the building.



Photo 1: Clerk-Treasurer's Office

The public entrances to the Clerk-Treasurer's (Photo 1) and City Departments (Photo 2) are located on the east side of the building. There is one accessible parking space on this side of the building. The south side of the Clerk-Treasurer's Office is equipped with drive-through window residents can use to pay their utility bills without leaving their vehicles. A ramp with handrails is available to access the office door, which is pulled to enter. In the Clerk's public area is a service window that is tall and narrow (42" high and 5" wide), which creates challenges for users. Staff have relayed frustrations regarding inadequate counter space and would like this changed. The counter height was noted to exceed ADA's standard of 34".

To the right of the ramp is a set of stairs leading to the entrance to City Departments. Not all visitors can climb the stairs to access the offices. This is a pull-open door, and the narrow steps limit maneuvering space to enter. An interior door also pulls open, and visitors must be buzzed in. In this section of the building, there are public restrooms as well as a public drinking fountain. Other than the step entrance, all areas were noted to be within ADA standards.



Photo 2: City Offices

The Council Chambers is located on the north side of the building (Photo 3) and is where public meetings are held. The pathway to the entrance door is level and in good condition. The entry is pulled to enter, and plenty of maneuvering room on either side. Public restrooms are available. All areas were noted to be within ADA standards.

There is a designated accessible parking space on the building's west side, closest to the Chambers entrance. There is a sign designating the spot as handicapped parking and a truncated dome to provide easy access to the sidewalk. *However*, it was noted that there are no aisles, the adjacent parking space leaves no room for exiting/entering the vehicle, and access to the sidewalk is blocked when the area is in use.



This section of the building also houses the employee gym. Although the facility is not open to the general public, at the time of review, the location was used to connect residents with FEMA disaster assistance programs. Therefore, the study included this area since the general public used it. This space has an interior and exterior entrance pulled to open and adequate maneuvering space on both sides. The restrooms are equipped with showers, and there is a drinking fountain. It was determined that this area meets ADA standards.

Photo 3: Council Chambers

The evaluation found all height, width, and slope measurements of the restrooms, drinking fountains, entrance doors, ramp, pathways, and railing to be within ADA standards. With the exception of the service counter and potential challenges of the City Department entrance and westside parking, the building is considered accessible.

Considerations/Recommendations for Improving Accessibility

- 1) Ensure the designated accessible parking areas are well-marked and maintained.
- 2) Adjust the west side designated accessible parking space to ensure sidewalk access is not blocked, and there is room to enter/exit a vehicle.
- 3) If the westside space is a permanent location, install the international sign in a manner to ensure it does not fall over.
- 4) Adjust door hardware (where applicable) to ensure adequate entry time before the door closes.
- 5) Replace and lower the Clerk Treasures' service counter to provide ample space to conduct business comfortably.
- 6) Not all doors to a building need to be accessible. If there is another accessible entrance to the City Offices, place a sign on the door, in the parking area, and/or near the pathway indicating the location of that entrance.
- 7) Expand the size of the City Offices door's top stair/platform area to allow more space for wheelchair users to open and maneuver around the door safely.
- 8) Install automatic door openers to ensure doors can be opened and there is adequate time to enter.

- 9) If the intercom system was to be updated/replaced, consider a system equipped with visual and audible signals and ADA-compliant operable parts.
- 10) Ensure all door handles are to maximize opening with minimal effort

City Park

The City Park of Sullivan is a 50-acre greenspace with sports fields, shelters, designated picnic spaces, playground equipment, an outdoor stage, and a Community Center (Photo 4). Located six blocks from downtown, the City Park is a favorite spot for people to enjoy, relax, socialize, play, and experience nature. Located adjacent to the City Pool, the Park is especially popular.

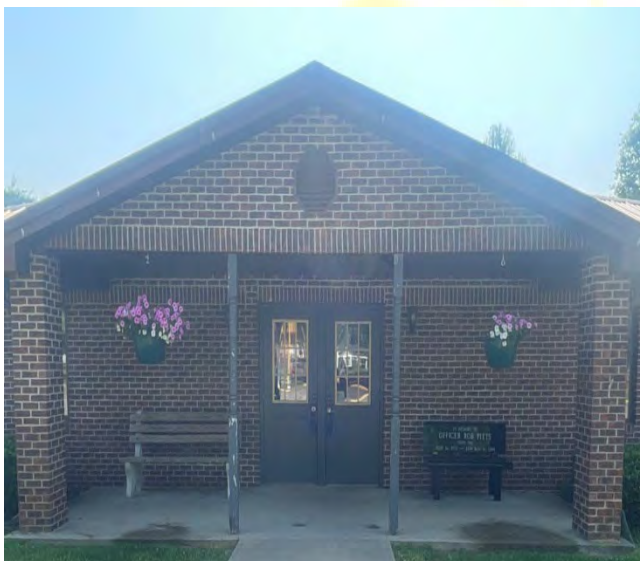


Photo 4: Community Center

Located in the Park is a Community Center for community members wanting a large space for special events. Although the kitchen and indoor restrooms are outdated, the building is well-maintained, making it a great place to gather. Nearby the Center is the outdoor restroom facility (Photo 5). This concrete building has a relatively new roof and a wide entrance. The restroom areas are open, with plenty of room to maneuver. Other than the height of the urinals in both buildings was noted to be higher than ADA standards, these buildings are considered accessible.

The Park greenspace is well-maintained and inviting. This review did not include the playground, athletic courts/fields, or trailheads. However, it was noted that the gravel parking areas did not have marked parking spaces, and visitors must navigate through grassy areas to access the playground. Two open shelters in the park with concrete floors provide covered areas for picnic tables. There is adequate



Photo 5: Outdoor Restrooms

distance between support pillars to enter the shelters, and the level pathways provide easy access.

Considerations/Recommendations for Improving Accessibility

Community Center:

- 1) Ensure the designated accessible parking areas are well-marked and maintained.
- 2) Level out the parking area and walkway to the Community Center for easier mobility.
- 3) Adjust door hardware to ensure adequate entry time before the door closes.
- 4) Install automatic door opener to ensure doors can be opened easily and there is adequate time to enter.
- 5) Replace door and bathroom stall handles with styles that are easy to use with one hand.
- 6) If the Community Center kitchen was to be updated, consider providing open space for knee clearance under the sink, appliances with ADA-operable parts, and lowering the upper cabinets.
- 7) If the Community Center restrooms were to be updated, consider mounting all urinals at the same height, installing fixtures with ADA-operable parts, and stall door handles that are easy to use with one hand.

Outdoor Restrooms:

- 1) Ensure the designated accessible parking areas are well-marked and debris-free.
- 2) Level out the parking area and walkway for easier mobility.
- 3) If the restrooms were to be updated, ensure urinals are installed to ADA standard height, fixtures with ADA-operable parts are installed, stall door handles are easy to use with one hand, and adequate space between doors and facilities for easy transfer.

Greenspace and Playground

- 1) If the playground area was to be updated, consider including accessible routes and incorporate safety surfacing standards such as ASTM F1292-99 or -04 (Standard Specification for Impact Attenuation of Surface Systems) and ASTM 1951-99 and guidelines provided by the US Access Board (www.access-board.gov/guidelines-and-standards/recreation-facilities/guides/play-areas).

City Pool

In the summer of 2022, the City Pool underwent a complete renovation. The project included a new bathhouse, audio system, cameras, handicap-accessible parking, and parking lot lights. The transformation focused on accessibility for all users.

There are three well-marked designated accessible parking spaces with adequate space and access aisles. The double-door main entrance opens into a wide admission area. On the opposite side is another set of double doors which lead directly to the pool. To the right and left of the admission counter, broad hallways branch off to the restrooms, where showers and changing areas are provided. Wide doors on the far end provide unobstructed access to the pool. An expansive poolside area offers easy access to the pool and ample seating space. A second-floor seating area can be



accessed by stairs or the ADA elevator. Everything about the facility portrays a friendly, enjoyable, fully inclusive atmosphere. It was noted that all areas meet or exceed ADA standards. Therefore, the only recommendation is to keep up the excellent maintenance program.

Civic Center

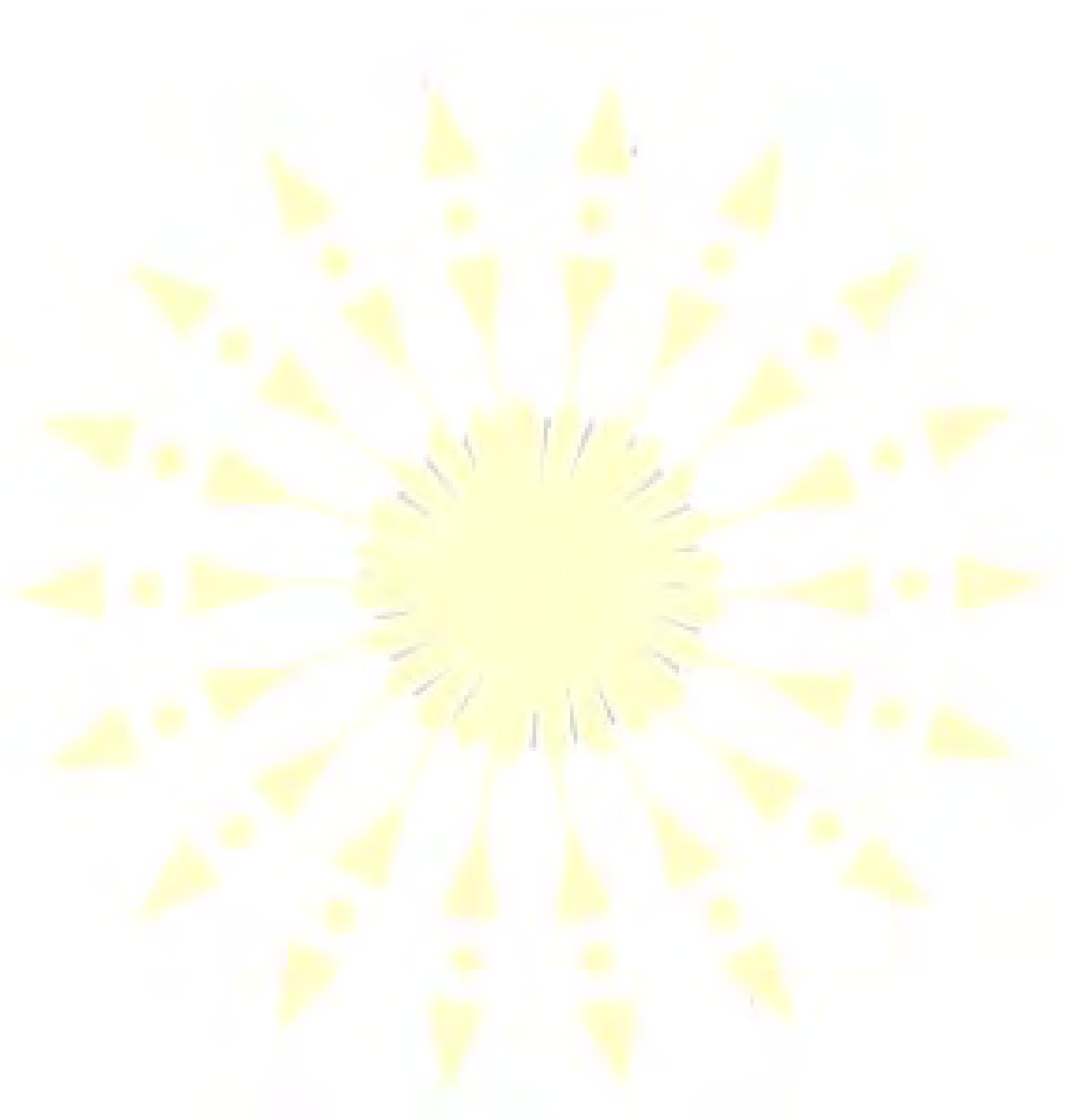
The Sullivan Civic Center is a state-of-art, 400-person event space. This Center is constantly used for community events, craft shows, receptions, and celebrations. A patio area and lush green space are at the back of the center. The entire building is surrounded by well-cared-for landscaping and brick sidewalks. The parking lot at the front of the building has four well-marked, designated, accessible parking spaces with adequate aisle space for easy navigation. The slight incline design of the sidewalk and access area decreases fall risks while making entering the facility easy. The entrance into the building is through a set of glass pull-to-open doors. Visitors may find opening the doors hard due to their weight and the air tunnel created between the interior and exterior doors. There is an automatic opener that gradually opens and allows ample time for visitors to pass. A large open, well-lit, welcoming gathering area runs the length of the building. The restrooms are in the hallway that opens into the main event space. It was noted that all areas meet ADA standards.



Considerations/Recommendations for Improving Accessibility

- 1) Adjust door hardware (where applicable) for easier opening.
- 2) Adjust door hardware (where applicable) to ensure adequate entry time before the door closes.
- 3) Install an automatic door opener to the back door for easy access to the patio area.

APPENDIX O
SIDEWALK AND CURB INVENTORY SUMMARY



SIDEWALK AND CURB INVENTORY SUMMARY

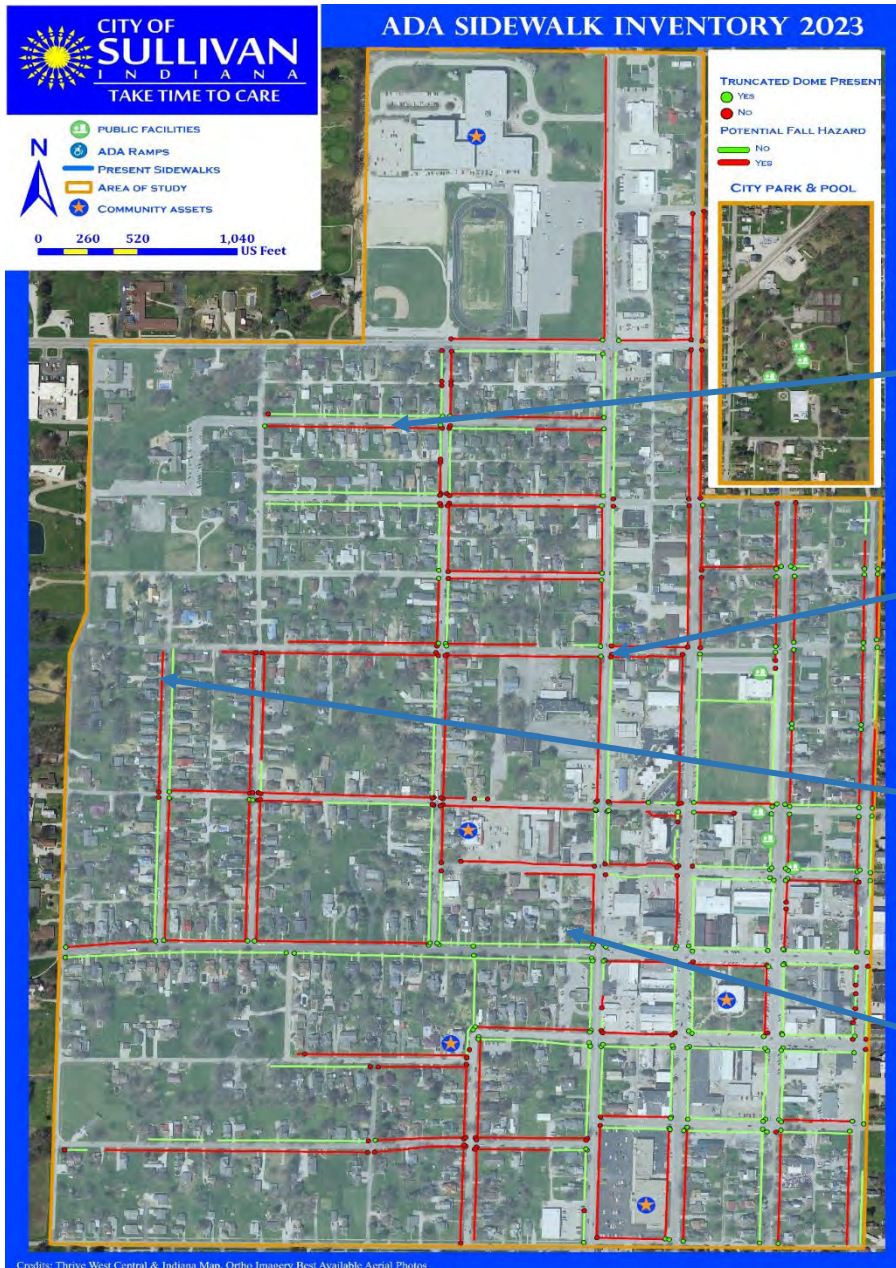
The City of Sullivan is a bustling rural community, acting as the County seat. The City has a well-developed network of state and local roadways to serve the citizens and visitors. A vibrant downtown is in the middle of a resurgence, with shops, restaurants, and professional offices on the Square. In other parts of the City, grocery stores, restaurants, daycare facilities, and various other services keep the Sullivan area running. The City is proud of the City Park and Lake Sullivan, which hosts summer activities all season.

There are approximately 14 miles of sidewalks throughout the City. Sidewalks are present in most residential areas and become fewer the further away from the City Square. This is a result of the City's growth. The current sidewalk network represents the original City boundaries; however, as the Sullivan grew, the sidewalks did not. The mission is to make the City walkable, accessible, and connected by expanding sidewalks and installing truncated domes. The City has and continues to invest in ADA-compliant intersection treatments with truncated domes, colored pavers, and appropriate slopes in high-traffic areas. They are ultimately connecting all of Sullivan to downtown Sullivan, available trails, public facilities, programs and events, and essential needs such as groceries. The primary goal is to expand community connectivity by improving, connecting, and extending sidewalks to one another, intersections, and community buildings.

The City of Sullivan, through its partnership with Thrive West Central, completed a curb and sidewalk inventory in May 2023 using field visits supplemented by aerial photography. Thrive staff conducted a 'walkabout' to assess sidewalk and curb connectivity, condition, and accessibility. A digitized inventory was created utilizing mapping applications to collect data, measurements, and photos, which were virtually attached to the evaluated location. The inventory provides a visual interactive map of the inventory area. Users can view the data by clicking on the location on the map. See the example below. Areas marked in red identify the sidewalk/curb areas that either need improvement or have items of concern. The sidewalks in red will help determine areas of priority to address in the ADA Plan.

The City of Sullivan's action plan, found in Appendix P, provides further details regarding activities the city intends to implement to address areas of concern and reach its mission of creating a walkable, all-inclusive, connected community that offers a sense of pride.

INVENTORY SNAPSHOT



By clicking on a location on the map, users can access data, measurements, photos, etc.

NOTE: photos were randomly picked and should be viewed as examples and should not be considered an accurate representation of the location



Noted obstruction



Inaccessible, no truncated dome



Unwalkable due to condition



Good condition

APPENDIX P

ACTION PLAN



ADA ACTION PLAN			
Goal	Estimated Cost	Responsible Party	Target Date
Administrative			
Submit required INDOT reports and documents with copies to the City Council	N/A	ADA Coordinator	Annually
Review work plan, progress report, update and prioritize remediation efforts	N/A	ADA Coordinator & City Council	No less than annually
Allocate \$ 2,000.00 annually for remediation efforts	2,000	City Council	Annually
Regularly Communicate the division of responsibilities and liability of resident and city sidewalk maintenance	N/A	ADA Coordinator, City Council & Legal	2023/2024
Conduct education campaign with Business and Owner sidewalk and maintenance education focus on connectivity	N/A	ADA Coordinator, City Council & Legal	2023/2024
Partner with Businesses to ensure accessibility and non-restrictive outdoor atmosphere	N/A	ADA Coordinator, City Council & Legal	2023/2024
Partner with Property owners to replace inadequate sidewalks (reinstate Paths to Progress Program)	TBA	ADA Coordinator, City Council & Legal	2024/2025
Evaluate the established ordinance(s) and code enforcement efforts to ensure effectiveness and identify improvement areas	N/A	ADA Coordinator, City Council & Legal	No less than annually
Create policies/ordinances where lacking	N/A	ADA Coordinator, City Council & Legal	No less than annually
Implement or improve code enforcement efforts	N/A	City Council & Legal, Code Enforcement	No less than annually
Develop collaboration with outside partners and neighboring communities for cost-sharing on related projects	N/A	ADA Coordinator, City Council & Legal	No less than annually
Partner with the schools to engage student involvement with ADA	N/A	ADA Coordinator, City Council & Legal	No less than annually

Sidewalks / Connectivity			
Replace or repair poor existing sidewalk in coordination with Community Crossings project	25% project cost	ADA Coordinator, City Council & Legal	Fall 2023
City will utilize local funds to continue addressing accessibility issues	TBA	ADA Coordinator, City Council & Legal	Spring 2024
Continue to build sidewalk capacity in City limits reaching all neighborhoods	TBA	ADA Coordinator, City Council & Legal	Ongoing
Create volunteer teams to conduct surface level maintenance (sidewalk safety - free of debris and obstruction)	N/A	ADA Coordinator, City Council & Legal	Ongoing
Evaluate means to provide adequate lighting	N/A	ADA Coordinator, City Council & Legal	Continual
Continue grow Connectivity network ...			
Implement plans to create path from high school to ballfields			
Continue partnership with Sullivan Lake to create trails connecting City with the Lake			
Intersections and Ramps			
Evaluate for adequate lighting at crosswalks	N/A	ADA Coordinator & City Council	Continual
Install lighting in priority areas - 4-5 street lights per year	\$	ADA Coordinator & City Council	4-5 annually
Evaluate for adequate signals at crosswalks	N/A	ADA Coordinator & City Council	Continual
Make signal improvements based on need (presence or lack of signal, the need for voice-activated, braille, visual clues, etc.)	N/A	ADA Coordinator & City Council	Yearly
Repair or improve truncated domes identified by inventory map	\$	ADA Coordinator & City Council	Yearly
Buildings - Ensure City buildings and facilities are accessible to all			
Building items identified in facility summary are considered special projects and will be addressed with outside funding when available.		ADA Coordinator & City Council	Ongoing

APPENDIX Q

PUBLIC INVOLVEMENT



Public Involvement

Public comments were collected during the public comment period from June 4 thru July 5, 2023. This information was shared and discussed with the Sullivan ADA Working Group and Sullivan City Council. As some comments below did not apply to this document, they were, however, passed along to the appropriate departments. Suggestions such as connecting Lover's Lane Trail to Sullivan Park did spark discussion, as mentioned in the City of Sullivan Plan of Action.

Comment 1:

Please allow this. We have many DSNP and Medicaid recipients that need this. They often miss doctors appointments due to transportation costs.

Comment 2:

First of all, congratulations and thanks to everyone who puts an effort into the improvement and recovery of the town.

Been living here not long, we moved from TN in order to be a bit closer to relatives in Illinois. As someone whom traveled and lived in different parts of the world the beauty and charm of the square and downtown was unavoidable combined with the kindness of the people we came across it did made us keep looking for a home and we stayed.

Sullivan it's a town full of potential and some of the observations for the input are the following:

- * it would be ideal to connect the lovers path loop with the park, as a mom walking to the park through S Main St or Court St with strollers and tricycles it's challenging since the sidewalks are interrupted and broke in some gaps. Im almost sure I'm not the only one whom Would Love to Walk / bike through the Lovers Path all the way to the park also.

- * The square by the court house could be more child friendly, the space on the south side where the trees are is beautiful but it's a shame that is seldom you see someone sitting on the benches. We suggest putting a mini playground so families can enjoy more being in the square just passing by plus it can benefit the small businesses around to have more activity. (a mini playground could just be a set of swings and a sand pool) only that could make the difference for many families.

- * The park could be upgraded with those outdoor gyms sets (it's all metal, many cities have implemented those, they are good conversation starters and good places for teenagers to socialize too).

- *Live Music at the square maybe once a month? Our small local businesses are needing a push

up, having (family friendly music) can attract people outdoors and the businesses can get benefit of it.

* ugly / empty walls downtown and in the allies by Jackson St and S Section. There is so much that murals can accomplish into the estetical improvement of a city. They don't need to be complex but landscapes and flowers can make those old walls a place for people to visually rest and even make tourist stop and take some pics and go around the area. Check Tel Aviv's, Barcelona and Budapest murals to get some inspiration. Maybe only sunflowers and a little logo "rediscover Sullivan" or positive sentences with landscapes backgrounds. It does a lot to cover those plain walls , of course there would have to be some cooperation with the owners of each building.

* The allie between Jackson St and W Harris needs some help, there is even smells because of the mud that forms specially getting to Harris. Suggest urgent help to that part. There is a lot of youth and teenagers that use it in their skateboards and have even seen some falling because of the bad condition of the street there.

* More variety of activities in the library for adults. Recently I read that a library had a program where you could "read human books" during half an hour you could chat with someone else about their life experiences. I would volunteer to host something like that in order to promote more bonding and connections between neighbors. (You can call me on that :))

This are me and my family's input not without giving thanks again for all your work for this community.

Comment 3:

Leash regulations for dogs.

There is several pets on the pitbull kind around N section st and by the path walking down to the library.

For toddlers and even older kids to walk there with a big sniffing dog behind is not pleasant. Leash rules should be clarified and applied, thank you.

Comment 4:

Adapt the court house / SQUARE to be more CHILD FRIENDLY.

There is some spaces around the square (the corner of the farmers market and the green area on the south side of the court house that could host a playground)

There is times when being in the square running errands that's a challenge to get the kids to do something since the park it's further.

City of Sullivan- Public Feedback

5 PM, July 1, 2023

Americans with Disabilities Act
Transition Plan and Title VI of the Civil
Rights Act of 1964

* Required

1. Question *

2. Your full name *

3. Your telephone number- this is for record-keeping only. This information will not be shared. *

4. Your email address- this is for record-keeping only. This information will not be shared. *

5. Please use the space below to provide specific feedback to City of Sullivan's ADA and Title VI Plan updates *

This content is neither created nor endorsed by Microsoft. The data you submit will be sent to the form owner.



Microsoft Forms

City of Sullivan, INDIANA
ADA / TITLE VI COMPLIANCE

The City of Sullivan, IN has received notification from Indiana Department of Transportation (INDOT) regarding deficiencies in meeting standards for compliance with the Americans with Disabilities and Civil Rights Acts. Compliance is a condition to receiving INDOT Community Crossings funds.

In an effort to meet INDOT standards, the City has partnered with Thrive West Central to update the required ADA Transition Plan and Title VI Implementation Plan. Components of these plans include updating; the asset inventory, grievance and complaint procedures, and the US DOT Title VI Assurances. The City of Sullivan intends to submit completed plans and associated documents to INDOT no later than July 31 2023.

On June 13, at 7:00 pm at the Sullivan City Council meeting, Thrive West Central will present draft documents to the City Council for review and discussion. This session is open to the public and all interested parties are encouraged to attend. Draft plans are available for public review and can be found on the City of Sullivan's website, as well as a hard copy located at the Sullivan County Library. Residents can provide comments by utilizing the QR Code found on the plan. Draft plans can also be found on Thrive West Central's website www.thrivewestcentral.com with option for comments. Comments will be accepted until July 3, 2023. Every attempt will be made to incorporate appropriate public input into the development and/or implementation of the completed plans.

Posted in the Tribune Star and Sullivan Times from June 5, 2023 to July 5, 2023.

TRIBUNE STAR
P.O. BOX 149
TERRE HAUTE IN 47808-0149
(812)231-4219
Fax (812)231-4347

ORDER CONFIRMATION

Salesperson: JENNIFER HENSLEY Printed at 06/01/23 09:03 by jhen1

Acct #: 63731 Ad #: 293462 Status: New WHOLD

WEST CENTRAL INDIANA ECONOMIC Start: 06/03/2023 Stop: 06/03/2023
STE 9A Times Ord: 1 Times Run: ***
2800 POPLAR ST LEG 1.00 X 51.00 Words: 244
TERRE HAUTE IN 47803 Total LEG 51.00
Class: 147 LEGALS
Rate: 6GLGE Cost: 23.47
Affidavits: 1

Contact: Ad Descrpt: CITY OF SULLIVAN, INDIANA
Phone: (812)238-1561 Given by: *
Fax#: P.O. #:
Email: accountspayable@thrivewestce Created: jhen1 06/01/23 09:01
Agency: Last Changed: jhen1 06/01/23 09:03

PUB ZONE EDT TP RUN DATES
TSP A 95 S 06/03
THOL A 95 S 06/03

AUTHORIZATION

Under this agreement rates are subject to change with 30 days notice. In the event of a cancellation before schedule completion, I understand that the rate charged will be based upon the rate for the number of insertions used.

Name (print or type)

Name (signature)

(CONTINUED ON NEXT PAGE)

TRIBUNE STAR
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Fax (812)231-4347

ORDER CONFIRMATION (CONTINUED)

Salesperson: JENNIFER HENSLEY

Printed at 06/01/23 09:03 by jhen1

Acct #: 63731

Ad #: 293462

Status: New WHOLD WHOI

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293462-T/S-6/3-hspaxlp

MEETING NAME	Sullivan ADA / Title VII
DATE	13 June 2023
TIME	7:00
LOCATION / ROOM	
FACILITATOR	



Name	Company	E-Mail
Karen Schneiders	Thrive	
Jean McMahon	citizen	
Becky (B.G.) White		
Alan Pierce		
Royce McCommon	Sullivan County	
DeAnna Fathauer	Citizens	
Elanna Luttrell	C-S	
Janet Lamb	5/3 Bank	
Drew Flanigan	Commonwealth	
Tony Burkhart	City of Sullivan	
J.D. Wilson	City of Sullivan	jd.wilson@cityofsullivan.in.gov
M. HAYDEN	COMMONWEALTH ENGINEER	
Red Roberts	city of Sullivan	
Mike Garrett	City of Sullivan	
Dennis Clark	Sullivan Daily Times	
Tom McClanahan	City Council	
Art Brun	CITY COUNCIL	
Patti Mayfield	City Council	

^{PRINT}


City Council

^{SIGN}
WM GENE BONHAM

John Ellington

City Council

John Ellington

Sue Pitts

C-T City of Sullivan

Sue Pitts

Doug Followell

City attorney

Sue, pitts@cityofsullivan.
m.gov
Doug Followell

Clint D. Lomb

Mayor



MEETING NAME	Sullivan City Council
DATE	July 11, 2023
TIME	7:00 PM
LOCATION / ROOM	Sullivan City Hall
FACILITATOR	



Name	Company	E-Mail
Karen Schneiders	Thrive	
Julie Hart	Thrive	jhart@thrivecentral.com
John E. Hinton	City Council	
Wm. GLENN BOWMAN	" "	
Sue Pitts	City Clerk-Treasurer	sue.pitts@cityofsullivan.in.gov
Douglas P. Followell	City Attorney	followell@law@joink.com
Patti Mayfield	City Council	mayfield@joink.com
Tom McClanahan	City Council - Pres.	tommac1044@yahoo.com
M. D. Oa	City Police	mike.gorrett@cityofsullivan.in.gov
Rob Robson	City Fire	rob.robson@cityofsullivan.in.gov
J. D. Wilson	City of Sullivan	jd.wilson@cityofsullivan.in.gov
Dennis Clark	Sullivan Daily Times	news.sdt@gmail.com
Jean M. Mahan	BOW Sullivan	jeanmahane@frontier.com
Alex Pierce	BOW Sullivan	sandypierce@frontier.com
Rage McCommon	SULLIVAN COUNTY	
Junior Mason	Hamilton Township	jmason1666@yahoo.com
David Dubree	Suncast Studios	david@suncaststudios.com
Heather Dubree	Suncast Studios	heather@suncaststudios.com