City of Lake Park's Americans with Disabilities Act Policy

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

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

Effective Communication: The City of Lake Park will work to provide appropriate aids and services leading to effective communication for qualified persons with disabilities so that they are able to participate equally in The City of Lake Park's programs, services, and activities, including 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: The City will make all reasonable modifications to policies and procedures, within the requirements of the ADA, to ensure that qualified persons with disabilities have an opportunity to enjoy all of its programs, services, and activities. For example, service animals, as defined in the ADA, are permitted in the City 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 Lake Park, should contact the city clerk, Lake Park ADA Coordinator, as soon as possible, but no later than 48 hours before the scheduled event. The ADA does not require the City to take any action that would fundamentally alter the nature of its program or service, or impose an undue financial or administrative burden.

Complaints that a City program, service or activity is not accessible to qualified persons with a disability should be directed to the City Clerk, ADA coordinator, at 229-559-7470.

The City of Lake Park 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.

The City of Lake Park Grievance Procedure under the Americans with Disabilities Act

This Grievance Procedure may be used by persons wishing to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by the City of Lake Park. The City's personnel policy governs employment related complaints of disability discrimination.

The complaint should be in writing and contain information describing the alleged discrimination, including the name, address and phone number of the complainant and the date, location and a description of the alleged problem. Alternative means of filing complaints, such as personal interviews or tape recording of the complaint, will be made available upon request. The complaint should be submitted by the grievant as soon as possible but no later than 60 days after the alleged violation to:

> City Clerk, ADA Coordinator
> City of Lake Park, Georgia
> 120 N. Essa Street
> Lake Park, GA 31636

Within 15 days after receipt of the complaint, the ADA Coordinator, or an appropriate representative of the City will meet with the Complainant to discuss the complaint and possible resolutions. Within 15 days after this meeting, the ADA Coordinator or her designee shall respond to the complainant in writing, explaining the City's position and offering options for resolution of the complaint.

Approved and adopted by the City of Lake Park, Georgia this __11__ day of __July__, 2017.

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Mayor, City of Lake Park

Attest: _____
City Clerk

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