

Welcome! The City of Dublin is committed to establishing and maintaining an accessible community. We want all of our citizens to enjoy the benefits of our programs, services, and activities. We recognize that access is not only a civil right, but our social responsibility to uphold and promote diversity and inclusion.

We are excited to share our progress with you. Here are a few ways the City is promoting equal access:

### **ADA Coordinator**

In accordance with Title II, of the Americans with Disabilities Act (ADA), the City of Dublin has designated an ADA Coordinator to oversee and coordinate the efforts of the City of Dublin to comply with Title II.

Alan Scarbrough-Chief Building Inspector/ADA Coordinator  
100 S. Church St. P.O. Box 690  
Dublin, GA 31021  
478-277-5070  
[scarbrougha@dlcga.com](mailto:scarbrougha@dlcga.com)

The ADA Compliance Office is located in City Hall, 100 South Church Street Dublin, GA 31021.

In accordance with the Americans with Disabilities Act of 1990, the ADA Coordinator is responsible for ensuring that all programs, services, and activities provided by the City of Dublin are accessible to people with disabilities.

### **City of Dublin ADA Transition Plan**

The ADA Transition Plan guided the implementation of regulations that provided civil rights protections to individuals with disabilities in employment, public accommodations, and municipal services & programs. The Transition Plan also identified modifications needed at city facilities to make them accessible and guided the implementation of the modifications. The Americans with Disabilities Act mandates that every public entity re-evaluate its current programs, services and policies to determine whether they are in compliance with Title II regulations.

The City ADA Coordinator is responsible for updating the ADA Transition Plan. The plan included barrier assessment surveys of City owned buildings, parks, and public rights-of-way that lead to City facilities. The ADA Coordinator is conducting a Self Evaluation with City staff relating to the needs of persons with disabilities in service situations at all City programs and services.

### **Ways to Get Involved:**

1. Attend City Council meetings and raise your concerns during Citizen's Forum.
2. Contact the City's ADA Coordinator.

## **ADA GREIVANCE POLICY AND PROCEDURES**

This grievance procedure has been developed to provide for prompt and equitable resolution of complaints alleging any action prohibited by the U.S. Department of Justice regulations, which implement Title II of the Americans with Disabilities Act or Section 504 of the Rehabilitation Act. Grievances should be filed with the City's Human Resources Department at:

City of Dublin  
Attn: ADA Coordinator/Alan Scarbrough  
100 S. Church St. P.O. Box 690  
Dublin, GA 31021  
478-277-5070

The Grievance Procedure consists of the following:

1. A complaint should be filed in writing (or alternated format due to the needs of the individual's disability), containing the name and address of the person filing the complaint, and a brief description of the alleged violation or discriminatory act.
2. A complaint should be filed within 30 calendar days after the complainant becomes aware of the alleged violation. (Processing of allegations of discrimination, which occurred before this grievance procedure was in place, will be considered on a case by case basis).
3. An investigation, as may be appropriate, will follow the filing of a complaint and will be conducted by the City's ADA Coordinator. These rules contemplate informal but thorough investigations, affording all interested parties and their representatives, if any, an opportunity to submit evidence relevant to the complaint.
4. The City's ADA Coordinator will provide for review by the City Attorney, a written determination, as to the validity of the complaint and a description of the resolution, if any, and a copy will be forwarded to the City Manager, along with the original complaint, no later than thirty days after its filing.
5. The City's ADA Coordinator will maintain the files and records of the City of Dublin relating to all ADA grievances/complaints filed.
6. The right of a person to a prompt and equitable resolution of the complaint filed hereunder will not be impaired by the person's pursuit of other remedies such as the filing of an ADA complaint with the responsible federal department or agency, such as the U.S. Department of Justice at (800) 514-0301. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies.
7. These rules will be construed to protect the substantive rights of interested persons to meet appropriate due process standards, and to assure that the City of Dublin complies with the ADA and implementing regulations.