

City of Crossville ADA Transition Plan and Self-Evaluation

Transition Plan Purpose

The Americans with Disabilities Act (ADA) is a civil rights law prohibiting discrimination against individuals on the basis of disability. It was enacted on July 26, 1990, and was amended in 2008 with the ADA Amendments Act. The ADA consists of five titles outlining protections in the following areas:

- I. Employment
- II. State and local government services
- III. Public accommodations
- IV. Telecommunications
- V. Miscellaneous Provisions

Title II of ADA pertains to the programs, activities and services provided by public entities. The City of Crossville must comply with this section of the Act, as it specifically applies to public service agencies. Title II of ADA states that "no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity." (42 USC Sec. 12132; 28 CFR Sec. 35.130)

As required by Title II of ADA (28 CFR Part 35 Sec. 35.105 and Sec. 35.150), the City of Crossville has conducted a self-evaluation of its services, programs, activities, and facilities on public property and within public rights-of-way; and has developed this Transition Plan detailing the methods to be used to ensure compliance with ADA accessibility requirements.

Agency Requirements

Under Title II, the City of Crossville must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities [28 CFR Sec. 35.150].
- May not refuse to allow a person with a disability to participate in a service, program or activity simply because the person has a disability [28 CFR Sec. 35.130 (a)].
- Must make reasonable modifications in policies, practices and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result [28 CFR Sec. 35.130(b)(7)].
- May not provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective [28 CFR Sec. 35.130(b)(iv) & (d)].
- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others [29 CFR Sec. 35.160(a)].
- Must designate at least one responsible employee to coordinate ADA compliance [28 CFR Sec. 35.107(a)]. This person is typically referred to as the ADA Coordinator. The public entity must provide the ADA Coordinator's name, office address, and telephone number to all interested individuals [28 CFR Sec. 35.107(a)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [28 CFR Sec. 35.106]. The notice must include the identification of the employee serving as the ADA Coordinator and must provide this information on an ongoing basis [28 CFR Sec. 104.8(a)].
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [28 CFR Sec. 35.107(b)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process

Designation of Responsibility

In accordance with 28 CFR 35.107(a), the City of Crossville has designated the following person to serve as ADA Coordinator, to oversee the City's policies and procedures:

Leah Crockett
Human Resources Manager
392 North Main Street
Crossville, TN 38555
PH. (931) 484-5113

Self-Evaluation

Under Title II of the ADA (28 CFR Sec. 35.105), public entities are required to perform a self-evaluation of their current services, policies and practices with regard to accessibility. The goal of the self-evaluation is to verify that, in managing its programs and facilities, the agency is providing accessibility and not adversely affecting the full participation of individuals with disabilities.

The intent of the ADA self-evaluation is to review the agency's entire public program, including all facilities on public property and within public rights-of-way, in order to identify any obstacles or barriers to accessibility that need to be addressed. The general categories of items to be evaluated include:

- Communications, Information & Facility Signage.
- Public Building Facilities – these include offices, garages and other types of buildings.
- Pedestrian Facilities

Process & Findings

In 2018, the City of Crossville began a self-evaluation of its services, programs, activities, and facilities on public property and within public rights-of-way with regard to accessibility. Inventories and findings from this review are provided in the Appendix.

An important component of the self-evaluation process is the identification of obstacles or barriers to accessibility, and the corresponding modifications that will be needed to remedy these items.

Communications, Information & Facility Signage

Title II of ADA includes the following requirements regarding Communications:

General (28 CFR Sec. 35.160)

- A public entity shall take appropriate steps to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others.
- A public entity shall furnish appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy the benefits of, a service, program, or activity conducted by a public entity.
- In determining what type of auxiliary aid and service is necessary, a public entity shall give primary consideration to the requests of the individual with disabilities.

Information and Signage (28 CFR Sec. 35.163)

- A public entity shall ensure that interested persons, including persons with impaired vision or hearing, can obtain information as to the existence and location of accessible services, activities, and facilities.
- A public entity shall provide signage at all inaccessible entrances to each of its facilities, directing users to an accessible entrance or to a location at which they can obtain information about accessible facilities. The international symbol for accessibility shall be used at each accessible entrance of a facility.

Improvement Schedule

Moving forward, the City of Crossville plans to implement improvements for items that have been identified as potential obstacles to accessibility. The City conducted an accessibility evaluation of its buildings/facilities based on the *ADA Checklist for Existing Facilities* publication. The findings from this evaluation are provided in the Appendix.

Previous Practices

Since the adoption of the ADA, the City of Crossville has striven to provide accessible features as part of the City's capital improvement projects. As additional information was made available regarding the methods of providing accessible features, the City updated its procedures to accommodate these methods.

Methodology

The City of Crossville will utilize two methods for upgrading pedestrian facilities to current ADA standards. The first is through scheduled building, street and utility improvement projects. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. The facility improvements will follow schedules for capital improvement and budget approvals.

The second method is through specific sidewalk and ADA accessibility improvement projects that are identified individually. These projects will be incorporated into the Capital Improvement Program (CIP) on a case-by-case basis as determined by the Tennessee Department of Transportation and/or City of Crossville staff.

Policy

The City of Crossville's goal is to continue to provide accessible features as part of its capital improvement projects. The City will consider, and respond, to all accessibility improvement requests. Accessibility improvements that are deemed reasonable will be given a level of priority and submitted through the proper channels for review and approval. The City will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the City jurisdiction are ADA compliant to the maximum extent feasible.

Maintenance of facilities within the public rights-of-way will continue to follow the policies set forth by the City. Examples of typical maintenance items relating to accessibility include: snow removal and ice control for sidewalks (where applicable), sidewalk repairs, maintenance of crosswalk markings and signal hardware. Requests for accessibility improvements can be submitted to the ADA Title II Coordinator. Contact information for the Coordinator is provided in the Appendix.

External Agency Coordination

Many other agencies are responsible for pedestrian facilities within the jurisdiction of the City of Crossville. The City will make every attempt to coordinate with those agencies to assist with identifying and facilitating elimination of accessibility barriers along their routes.

Public Outreach

The City of Crossville recognizes that public participation is an important component in the development, and maintenance, of a Transition Plan. Input from the community has been gathered and used to help define priority areas for improvements within the jurisdiction of The City of Crossville.

To properly manage and maintain the Transition Plan the City will make efforts to conduct meetings with groups, and organizations, that can participate in identifying barriers that continue to exist within its jurisdiction.

Public Notice of ADA Requirements and Grievance Procedure

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities with regard to ADA compliance. The public notice that the City publishes is attached in the Appendix.

If users of the City of Crossville's facilities and services believe the City has not provided a reasonable accommodation, they have the right to file a grievance. In accordance with 28 CFR Sec. 35.107(b), the City has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints or concerns. This grievance procedure is attached in the Appendix.

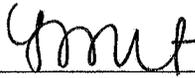
Transition Plan Management and Monitoring

This Transition Plan is considered to be a living document that will continue to be updated as conditions within the City evolve. The initial schedule is to formally review the complete document at least once per year, to identify any need for updates. Updates to the Plan can be made by the Coordinator, or their designee, as needed.

The City of Crossville recognizes that ADA compliance is an ongoing responsibility which will require monitoring to identify future accessibility issues that may be encountered. For example, facilities that currently meet ADA requirements could fall out of compliance in the future due to factors such as damage, disrepair, or changes within public rights-of-way that could create new accessibility obstacles. Therefore, the ADA Title II Coordinator and their designee will establish a monitoring program, or process, to ensure that facilities continue to comply with ADA requirements. City employees will also be encouraged to report any accessibility concerns or deficiencies that are identified.

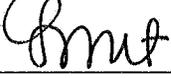
Formal Adoption of City of Crossville's ADA Transition Plan

This ADA Transition Plan is hereby adopted by the City of Crossville, effective December 23, 2019.



ADA Title II Coordinator

12-23-2019
Date



ADA Transition Plan Implementation Coord.

12-23-2019
Date

Authorizing Official

Date



ADA Self Certification

This is to certify that I am an official authorized to act behalf of the Agency shown below. It is to further certify that our agency met all requirements of ADA Self-Evaluation and Transition Plan attributes to ensure compliance with Title II of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973.

Certified by Mayor

James Mauberry, Mayor Signature Date 12-23-19

CITY OF CROSSVILLE

Agency Name

392 N. Main Street

Street

Crossville Cumberland 38555

City County Zip Code

Official in charge of implementing Transition Plan

Leah Crockett HUMAN RESOURCES

Name Title

931-456-5681 leah.crockett@crossvilletn.gov

Phone Number E-mail Address

ADA Coordinator

Leah Crockett HUMAN RESOURCES

Name Title

931-456-5681 leah.crockett@crossvilletn.gov

Phone Number E-mail Address

ADA Grievance Procedure

The ADA Grievance Procedure is published at (web address, public notices, etc.)

crossvilletn.gov

Please provide a digital file, web link or hard copy of your agencies completed ADA Transition plan to TDOT, Long Range Planning Division, Office of Community Transportation James K. Polk Building, Suite 900, 505 Deaderick Street, Nashville TN 37243

Tennessee Department of Transportation, Roadway Design Division, ADA Office 615-741-4984

APPENDIX

- A. Crossville Transition Plan Self-Evaluations
- B. GIS – Crossville Streets and Sidewalks
- C. ADA Coordinator Contact Information
- D. Public Notices
- E. Grievance Procedure
- F. ADA Self Certification

APPENDIX
A

City of Crossville Transition Plan

CITY HALL - 392 NORTH MAIN STREET

Location			Deficiency		Correction	Criteria					Finalized Actions		
Reference #	Facility Name	Area	Description	Barrier	Recommended Correction	Priority (High, Med, Low)	Public Access (High, Med, Low)	Frequency of Use (High, Med, Low)	Approximate Cost to Correct	Approximated Date of Correction	Final Correction	Date of Correction	Final Cost
1.8	City Hall	Parking	HC parking spaces	HC parking spaces on the East and South side of building do not meet minimum slope requirements	Add one additional parking space on the North side and eliminate the one on the East and South parking areas.	L	L	L	\$ 1,000.00	12/31/2020			
1.39	City Hall	Parking	Signage	Accessible entrance sign does not give direction to accessible entrance	Place and "arrow" on the sign indicating direction to accessible entrance or replace with new signage	L	L	L	\$ 200.00	12/31/2020			
2.8	City Hall	Level 2	Vertical clearance	Stairs to level 3 open slope does not have 80 inch clearance	Extend planter barrier to point where vertical clearance will be attained	M	M	M	\$ 1,200.00	12/31/2020			
2.3	City Hall	Elevator	Elevator audible Signals	No audible signals indicating when car passes a floor or when stopping	Install Audible signals	M	M	M	\$ 1,500.00	12/31/2020			
2.31	City Hall	Elevator	Tactile Star	Tactile Star indicates Level 1 as the main entry, level 2 is the main accessible entry.	Remove the Tactile Star from Level 1 button and door jams and place at Level 2	H	H	H	\$ 250.00	12/31/2020			
2.38	City Hall	Interior	Signs	Finance and IT department signs are not located correctly. Council Chambers do not have a sign. In the stairwell the area of refuge "Push for Help" signs are blocked by stand pipe hose connection. Level 3 , confrence rm. 317 sign is on door needs moved to wall. Level 4 confrence rm. 424 signs are on door need moved to wall. Engineering dept. sign to high.	Place signs in correct locations.	M	M	M	\$ 500.00	12/31/2020			
2.52	City Hall	Seating in Assembly Areas	Seating	No designated handicap seating spaces in Council Chambers and confrence rooms where public meetings are held	Designate seating	M	M	M	\$ 200.00	12/31/2020			
2.75	City Hall	Service	Signs	No sign indicating handicap accessible at payment counter	Add sign	L	L	L	\$ 100.00	12/31/2020			
3.12	City Hall	Toilet Rooms	Entrance	Men's & women's rooms on level 1 door closes to fast. Women's room on level 2 door closes to fast	Adjust closer	M	M	M	\$ 100.00	12/31/2020			

City of Crossville Transition Plan

MEADOW PARK LAKE - 1437 CITY LAKE ROAD

Location			Deficiency		Correction	Criteria					Finalized Actions		
Reference #	Facility Name	Area	Description	Barrier	Recommended Correction	Priority (High, Med, Low)	Public Access (High, Med, Low)	Frequency of Use (High, Med, Low)	Approximate Cost to Correct	Approximated Date of Correction	Final Correction	Date of Correction	Final Cost
MPL-1	MPL Office Bldg.	Entrance	Prior to 1998 the existing office, marina, concession that was constructed somewhere in the late 40's early 50' was originally a managers private quarters with a store/office in the front. There is a steep grade from parking to the covered porch that is "lower than the main entrance door. The second facility entrance has a "step down to a small stoop with 4 more steps onto concrete then grass slope.	There is no ramp into the office from the porch entrance. Once inside maneuverability is almost non existant for a wheelchair if there are other customers. Counters are higher than 3inches. All but one Interior doorway is 36" wide however there is little to no maunverability between furniture and doorways or around corners. Bathroom is unaccessible.	<p>Temporary (1) Install a ramp from porch entrance to inner office. Provide curbside service.</p> <p>Permanent (2) Relocate Park Office site and build an ADA accessible park office with restroom facilities for the public.</p>	High	High	High	(1) 500.00 (2) 80,000	February 2019 2025			
MPL-2	MPL Office/Marina	Parking	Parking for boat launching, boat slip rental dock, fishing dock, small shelter, rental boats, bait shop/concession & park office	Accessible parking does not exist due to the sites steep grade and lot size. Not enough parking spaces for the number of activities in this small area.	(1)Install two parking spaces off the side of the boat ramp for ADA access to boat slip docks. (2) Redesign the parking lot to make accessible parking for the boat launch, boat slip and marina/park office. Must include one accessible space each for van, vehicle and boat trailer parking. (3)Recycle the small lake side shelter into a marina kiosk for bait shop and boat rentals.	High	High	High	\$ 20,000.00	2020			
MPL-3	Picnic Area	Parking Entrance	Open Area with picnic tables.	Accessible parking or accessibale walkway does not exist.	More parking and accessible routes to tables need to be established. Additional picnic sites with grills.	Med.	High	Med. Due to access	\$ 5,000.00	2020			
MPL-4	Shelter # 1 (Original)	Parking Entrance	Original Shelter	Not easily accessible and parking to far away. No ADA parking or entrance to shelter. Cooking area to close to shelter. Water not located next to the cooking area.	Add parking (ADA) Area needs some leveling and walkway added for easy and clean access.	High	High	High	\$ 2,500.00	2019			
MPL-5	Play Area	Entrance	Children's play area 5-12 yrs. of age	Entrance to play area	Install sidewalk to play area from shelter and parking area.	High	High	High	\$ 2,000.00	2019			

City of Crossville Transition Plan

CENTENNIAL RECREATION PARK - INDUSTRIAL BLVD

Reference #	Location		Deficiency		Correction	Criteria					Finalized Actions		
	Facility Name	Area	Description	Barrier	Recommended Correction	Priority (High, Med, Low)	Public Access (High, Med, Low)	Frequency of Use (High, Med, Low)	Approximate Cost to Correct	Approximated Date of Correction	Final Correction	Date of Correction	Final Cost
1.80	Park office	parking	slope to steep	none	correct when surfacing	L	H	M	unknown	unknown			
1.10	Park office	parking	sign low	post length	correct when surfacing	L	H	L	unknown	unknown			
1.42	Park office	entrance	clearance deficiency	boot cleaner & porch post	move both 2"	L	H	L	\$0.00	unknown			
1.44	Park office	entrance	door knob not compliant	round knob	change door knob	M	H	H	\$100.00	1.11.2019			
1.46	Park office	entrance	door closer to fast	door closer	adjust closer	M	H	H	\$0.00	2/1/2019			
1.49	Park office	entrance	mat not secured	none	secure mat	M	H	H	\$5.00	2/1/2019			
2.38	Park office	door signs	signage	none	install compliant signs	L	H	L	\$25.00	unknown			
2.50	Park office	controls	light switch 1.5" high	none	lower light switch	L	H	never	\$100.00	none			
2.67	Park office	reception	depth	desk depth 4"	include desk overhang	L	H	L	\$1,000.00	unknown			
2.80	Park office	reception	depth	desk depth 4"	include desk overhang	L	H	L	\$1,000.00	unknown			
3.50	Park office	restrooms	signage	none	install compliant signs	L	L	L	\$25.00	unknown			
3.70	Park office	restrooms	hall width	wall	take out or move wall	L	L	L	\$10,000.00	unknown			
3.20	Park office	restrooms	coat hook	height	add or lower coat hook	L	L	L	\$0.00	unknown			
3.22	Park office	restrooms	no access under sink	cabinet	change lavatory cabinet	L	L	L	\$300.00	unknown			
3.24	Park office	restrooms	sink height & depth	cabinet	change lavatory cabinet	L	L	L	\$300.00	unknown			
3.25	Park office	restrooms	sink height & depth	cabinet	change lavatory cabinet	L	L	L	\$300.00	unknown			
3.26	Park office	restrooms	pipes insulated	none	insulate pipes	L	L	L	\$50.00	2/1/2019			
3.28	Park office	restrooms	soap dispensers	none	relocate dispensers	L	L	L	\$0.00	unknown			
3.29	Park office	restrooms	towel dispenser	none	relocate dispensers	L	L	L	\$0.00	unknown			
3.30	Park office	restrooms	toilet to far from wall	no wall	add partition	L	L	L	\$500.00	unknown			
3.31	Park office	restrooms	no hand bars	no wall	add partition	L	L	L	\$500.00	unknown			
3.32	Park office	restrooms	toilet height	toilet height	change toilets	L	L	L	\$300.00	unknown			
3.33	Park office	restrooms	grab bars	none present	add partition	L	L	L	\$500.00	unknown			
3.37	Park office	restrooms	flush control	wrong side of toilet	change toilet	L	L	L	\$150.00	unknown			
3.4	Tiny Turner	restrooms	accessible route	none	add accessible sidewalk	M	H	H	\$10,000.00	unknown			
3.5	Tiny Turner	restrooms	signage	none	install compliant signs	M	H	H	\$25.00	unknown			
3.7	Tiny Turner	restrooms	entrance	approach clearance	add accessible sidewalk	M	H	H	\$10,000.00	unknown			
3.11	Tiny Turner	restrooms	door pressure	high pressure to open	adjust pressure	M	H	H	\$0.00	2/1/2019			
3.12	Tiny Turner	restrooms	door pressure	closer time	adjust closer	M	H	H	\$0.00	2/1/2019			
3.19	Tiny Turner	restrooms	mirror height	none	lower mirror	L	H	H	\$0.00	unknown			
3.23	Tiny Turner	restrooms	sink height 1/2" over	none	lower sink 1/2"	L	H	H	\$0.00	unknown			
3.28	Tiny Turner	restrooms	soap dispensers	none	relocate dispensers	L	H	H	\$0.00	unknown			
3.33	Tiny Turner	restrooms	grab bar short	none	install longer bar	L	H	H	\$50.00	unknown			
3.34	Tiny Turner	restrooms	grab bar high	none	lower grab bar	L	H	H	\$0.00	unknown			
3.37	Tiny Turner	restrooms	flush control	wrong side of toilet	change toilet	L	L	L	\$150.00	unknown			
3.42	Tiny Turner	restrooms	18" clearance beside door latch	partition	rearrange partitions	L	H	H	\$750.00	unknown			

*MAINTENANCE BUILDING IS NOT A PUBLIC BUILDING

City of Crossville Transition Plan

UTILITY MAINTENANCE BUILDING (UMB) - PUBLIC WORKS FACILITY - 376 SPARTA HWY

Location			Deficiency		Correction	Criteria					Finalized Actions		
Reference #	Facility Name	Area	Description	Barrier	Recommended Correction	Priority (High, Med, Low)	Public Access (High, Med, Low)	Frequency of Use (High, Med, Low)	Approximate Cost to Correct	Approximated Date of Correction	Final Correction	Date of Correction	Final Cost
1.2-1.5	UMB # 1	Parking	Accessible Parking	Accessible parking isn't marked	Provide one parking space by painting accessible lines	Low	Low	Low	\$150.00	7/1/2023			
1.10, 1.11	UMB # 1	Parking	Accessible Parking	No parking	Install accessible parking sign	Low	Low	Low	\$200.00	7/1/2023			
2.43	UMB # 1	Interior Doors	Door Knob	Twisting or the wrist to open	Change door knobs to lever handle	Low	Low	Low	\$90.00	7/1/2023			
2.69	UMB # 1	Benches	Bench	No bench	Install bench	Low	Low	Low	\$100.00	7/1/2023			
3.5	UMB # 1	Toilet Room	Toilet room Symbol of accessibility	No sign	Install unisex signs with tactile	Low	Low	Low	\$25.00	7/1/2023			
3.26	UMB # 1	Lavatories	Lavatory protection against contact	No protection for pipes	Install cover panel	Low	Low	Low	\$100.00	7/1/2023			
3.30, 3.31	UMB # 1	Water Closet	Water closet clearances	No possible way to change size	None	Low	Low	Low	N/A	N/A			
3.24	UMB # 1	Lavatories	Lavatory	Lavatory is 1/2" above max from floor	Lower lavatories	Low	Low	Low	\$75.00	7/1/2023			
3.19	UMB # 1	Toilet Room	Mirrors	Mirrors to high from floor	Lower mirror or replace	Low	Low	Low	\$40.00	7/1/2023			
3.20	UMB # 1	Toilet Room	Coat hooks	Coat hooks are to high	Lower hooks	Low	Low	Low	\$10.00	7/1/2023			
3.33	UMB # 1	Toilet Room	Grab bars	No grab bars	Install grab bars	Low	Low	Low	\$300.00	7/1/2023			
3.32	UMB # 1	Water closet	Water closet height	Water closet to low	Replace water closets	Low	Low	Low	\$350.00	7/1/2023			
3.33, 3.34	UMB # 1	Water closet	Grab bars	No grab bars	Install grab bars	Low	Low	Low	\$300.00	7/1/2023			
3.38	UMB # 1	Water closet	Toilet paper dispensers	Wrong area	Install/move to ADA specs.	Low	Low	Low	\$30.00	7/1/2023			
3.47, 3.49	UMB # 1	Toilet Stalls	Toilet stall area	No possible way to change size	None	Low	Low	Low	N/A	N/A			
4.2, 4.6, 4.7, 4.9	UMB # 1	Drinking Fountain	Drinking fountain	Old stule fountain want work to ADA specs.	Replace fountain	Low	Low	Low	\$400.00	7/1/2023			
1.2 thru 1.5	UMB # 2	Parking	Accessible parking	Accessible parking isn't marked	Provide one parking space by painting accessible lines	Low	Low	Low	\$150.00	7/1/2023			
1.10, 1.11	UMB # 2	Parking	Accessible parking	No sign	Install accessible parking sign	Low	Low	Low	\$200.00	7/1/2023			
2.43, 3.9	UMB # 2	Restroom door	Door knob	Twisting of the wrist to open	Change door knobs to lever handles	Low	Low	Low	\$45.00	7/1/2023			
3.26	UMB # 2	Lavatories	Lavatory protection against contact	No protection for pipes	Install cover handle	Low	Low	Low	\$100.00	7/1/2023			
3.27	UMB # 2	Lavatories	Lavatory faucet	Have to twist handle to turn on	Replace knobs with lever handles	Low	Low	Low	\$100.00	7/1/2023			
3.29	UMB # 2	Hand dryers	Hand toilet dispencer	To high from floor	Lower to ADA specs.	Low	Low	Low	\$20.00	7/1/2023			
3.30	UMB # 2	Water closet	Water closet	Not close enough to partition	Move partition wall or add to	Low	Low	Low	\$200.00	7/1/2023			

3.32	UMB # 2	Water closet	Water closet	Water closet to low	Replace water closet	Low	Low	Low	\$300.00	7/1/2023			
3.33, 3.34	UMB # 2	Water closet	Grab bars	No grab bar	Install grab bars	Low	Low	Low	\$300.00	7/1/2023			
3.19	UMB # 2	Toilet room	Mirrors	Mirrors to high from floor	Lower mirrors	Low	Low	Low	\$40.00	7/1/2023			
3.2, 3.5	UMB # 2	Toilet room	Unisex restroom signs	No tactile sign	Install tactile sign	Low	Low	Low	\$50.00	7/1/2023			
3.31, 3.47, 3.49	UMB # 2	Toilet rooms	Water closet clearances	Stalls are to small for area	Would have to resturcture room	Low	Low	Low	\$2,500.00	7/1/2023			

*UTILITY MAINTENANCE ARE NOT PUBLIC BUILDINGS

**City of Crossville Transition Plan
City Sidewalks and Intersections**

Reference #	Street/Intersection Name	Sidewalk Location	Width (ft)	Length (ft)	Approximated % Non-Compliant	Estimated footage to Rebuild	HC Ramps	Tactile Surface	Score Lines	Approximate Date to Correct
100-A	Riverview Drive	West Side	4	2,323	5%	110	N	N	Y	
100-B	Riverview Drive	East Side	4	2,323						
101-A	Pinewood Drive	South	4	861			N	N	Y	
102-A	Livingston Road	North	4	823			N	N	Y	
102-B	Livingston Road	South	5	173			N	N	Y	
103-A	Oak Grove	North	4' 6"				N	N	Y	
103-B	Oak Grove	South	4' 6"	308			N	N	Y	
104-A	Obed Street									
105-A	Livingston @ Elmore	South	5	88			N	N	Y	
106-A	Old Jamestown next to 127 South		4	812			Y	Y	Y	
107-A	Goodwin Circle	North		367			N	N	Y	
107-B	Goodwin Circle	South	5	1,591			N	N	Y	
108-A	Magnolia Street		5	215						
109-A	Elmore Lane		N/A	N/A						
110-A	Underwood Court		5	700						
111-A	Heather Ridge Circle		N/A	N/A						
112-A	Kates Korner		4' 8"	815			Y	N	Y	
113-A	Mitchell Blvd.		N/A	N/A			Y	Y	Y	
114-A	Ledford Drive		N/A	N/A			Y	Y	Y	
115-A	Cother Street	South Side	4	267	10%		N	N	Y	
116-A	Burnett Street	South	12' 6"	40			N	N	Y	
116-B	Burnett Street		6	45			N	N	Y	
117-A	Webb Avenue	West Side	5	2,675	2%		Y	Y	Y	
118-A	Braun Street		5	100	50%	75	N	N	Y	
118-B	Braun Street		5	30			N	N	Y	
119-A	Neecham Street		4	439			N	N	Y	
120-A	Taylor Street	South	5	391						

120-B	Taylor Street		5	1208						
121-A	Thurman Avenue	East	4	1,072				Y	Y	
121-B	Thurman Avenue	West	5	508			N	N	Y	
122-A	North Street		4	707			N	N	Y	
123-A	W. Fifth Street	North	5	356			N	N	Y	
123-B	W. Fifth Street	South	5	451			N	N	Y	
124-A	Division Drive	North	5	178						
125-A	East Street	East		368						
125-B	East Street	West	5	245			N	N	Y	
126-A	East First Street	North Side	4	3,171			N	N	Y	
126-B	East First Street	South Side	4	320			N	N	Y	
127-A	Stevens Street		N/A	N/A						
128-A	Rector Street									
129-A	Henry Street	West Side	5	477			N	N	Y	
129-B	Henry Street	East Side	5	375			N	N	Y	
130-A	Rector Avenue	East	4	807			N	N	Y	
131-A	West Second		5	160			N	N	Y	
131-B	W. Second Street	North	4	346			N	N	Y	
132-A	E. Stanley Street	North	5	200						
132-B	E. Stanley Street	South	5	200						
133-A	E. Adams Street	South	5	831						
133-B	E. Adams Street	North	5	535			N	N	Y	
134-A	Justice Center Drive		5	600						
135-A	Stanley Street	North Side	4	1,200			N	N	Y	
136-A	Yvonne Avenue	East Side	5	1,300						
136-B	Yvonne Avenue	West Side	5				N	Y	Y	
137-A	School Street	West Side	5	551						
138-A	Rose Street		3	735						
139-A	Irwin Avenue		4	360			N	N	Y	
140-A	Rector Avenue	West	4	525						
141-A	E. Second Street	North	5	511			N	N	Y	
141-B	E. Second Street	South	7.6	451			N	Y	Y	
142-A	Dunbar Avenue	East	7	421						
142-B	Dunbar Avenue	West	5	421						

143-A	Evelyn Avenue								
144-A	School Avenue		4	52					
144-B	School Avenue	East	5	367			Y	Y	Y
145-A	Hermans Lane		N/A	N/A					
146-A	Fourth Street	North Side	5	2,400			Y	Y	Y
146-B	Fourth Street	South Side	5	4,840			N	Y	Y
147-A	Myrtle Avenue		5	2,427			Y	Y	Y
148-A	Justice Street		4	1,345			N	Y	Y
149-A	Old Lantana	North	4	1,756			N	N	Y
149-B	Old Lantana	South	5	563			N	N	Y
150-A	Old West Adams Street	East	4	62			N	N	Y
150-B	Old West Adams Street	West	4	68					
151-A	Holiday Drive		3 1/2	4,950			N	N	Y
152-A	Tennessee Avenue	West Side	5	180			N	N	Y
152-B	Tennessee Avenue	East Side	5	750			N	N	Y
153-A	Industrial		5	3,507			Y	Y	Y
154-A	Wayne Avenue		4	1,000			N	Y	Y
155-A	Stanley Street	South Side	4	4,449			N	N	Y
156-A	Cleveland Street	North Side	5	456			N	N	Y
157-A	Hayes Street		5	542			N	N	Y
158-A	West First	North	5	1,068			N	N	Y
158-B	West First	South	5	717			N	N	Y
159-A	Tenth Street		5	448			Y	Y	Y
160-A	Division Street	South	7.6	178			N	N	Y
161-A	Dogwood Avenue	East	5	50			N	N	Y
161-B	Dogwood Avenue	West	5	170			N	N	Y
162-A	Deerfield		5	250			N	N	Y
163-A	New Lantana		5	15,039			Y	Y	Y
163-B	New Lantana		5	14,708			Y	Y	Y
164-A	West Avenue	West	5	1,686			Y	Y	Y
164-B	West Avenue	East	5	1,743			Y	Y	Y
165-A	Miller Avenue	West	5	6,150			N	Y	Y
165-B	Miller Avenue	East	5	4,272			N	Y	Y
166-A	Sparta Drive	North	5	400			Y	Y	Y

**Building/Property
ADA Compliance Evaluation**

Maintenance Hanger	2409 Sparta Highway	Crossville Memorial Airport	
Terminal Building	2409 Sparta Highway	Crossville Memorial Airport	
T Hangers	2409 Sparta Highway	Crossville Memorial Airport	

Catoosa Utility Office Building	5581 Plateau Road	Catoosa	Johnson
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City Hall	392 N Main Street	Codes Dept	Thurman
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Depot	169 N Main Street	Leisure Services	Medley
Caboose	169 N Main Street	Leisure Services	Medley
Amphitheater	29 Division Street	Leisure Services	Medley

Fire Station 1	141 Henry Street	Fire Department	Turner/South
Fire Station 2	540 Industrial Blvd	Fire Department	Turner/South

Meadow Park Lake facilities	City Lake Road	Meadow Park	Potter
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Palace Theatre	72 S Main Street	Palace	Hill
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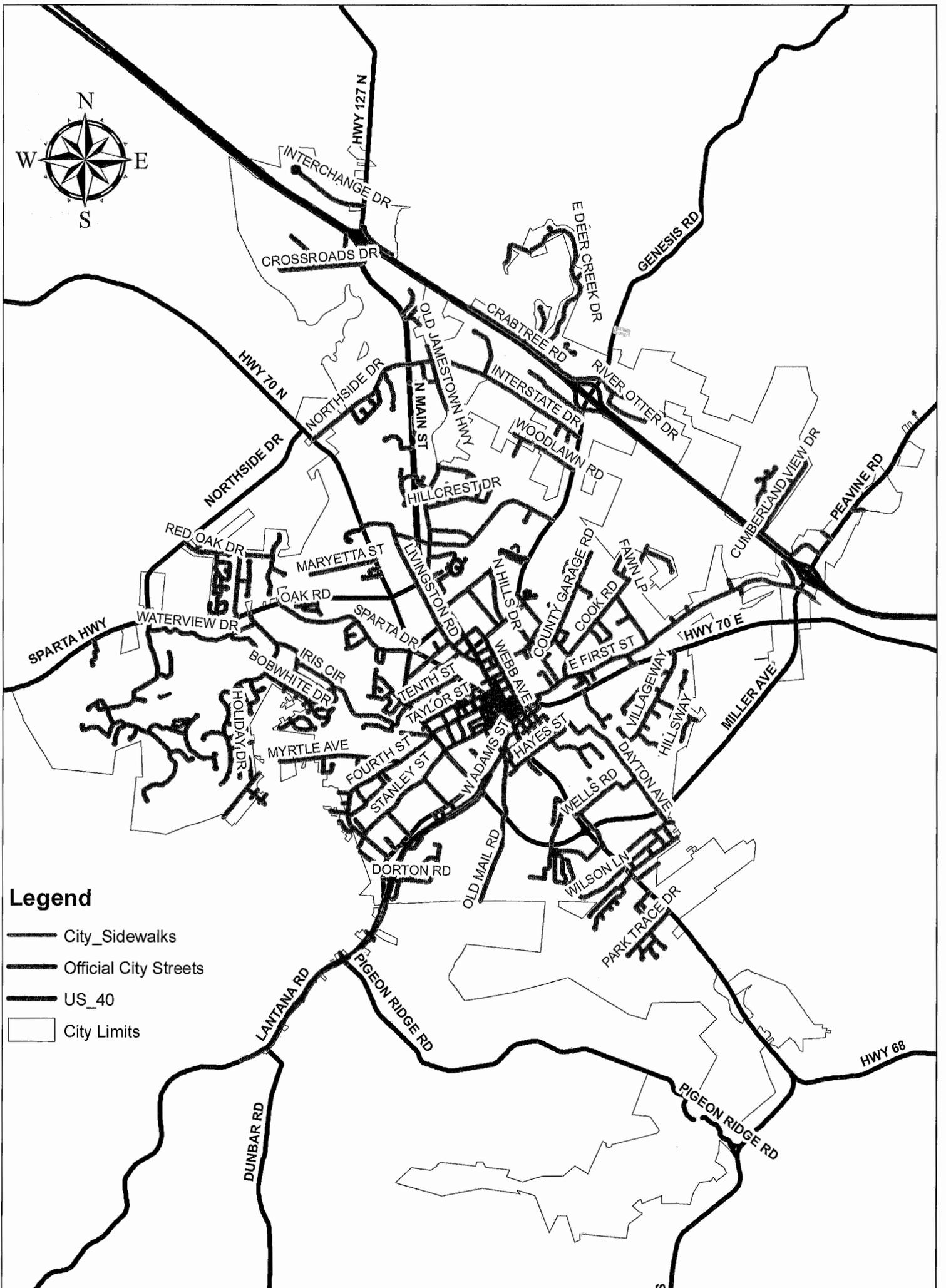
Centennial Park	837 Industrial Blvd	Leisure Services/Parks and R	Medley
Garrison Splash Pad/Park		Leisure Services/Parks and R	Medley
Duer Soccer Complex		Leisure Services/Parks and R	Medley

Police Department	115 Henry Street	Police Department	Kendrick
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Public Works Office Building	376 Sparta Highway	Public Works	Powell
Snodgrass Building	308 Thurman Avenue		Powell

Treatment Plant Building/Offices	Holiday Drive City Lake Road	Veolia/Wastewater	Kerley
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APPENDIX
B



Legend

-  City_Sidewalks
-  Official City Streets
-  US_40
-  City Limits

APPENDIX
C

The City of Crossville Human Resources Manager is assigned as the Crossville ADA Coordinator. The office of the Human Resources Manager will be located inside Crossville City Hall.

Crossville City Hall
392 North Main Street
Crossville, TN 38555
PH. (931) 484-5113

Current Human Resources Manager designated as ADA Coordinator:

Leah Crockett
392 North Main Street
Crossville, TN 38555
PH. (931) 456-5681
FAX (931) 456-1343

APPENDIX
D



Live

- [Meeting Calendar](#)
- [Cemetery Search](#)
- [Utility Billing](#)
- [Horizon Initiative](#)
- [Applications and Permits](#)
-

Work

- [City Manager Reports](#)
- [City Clerk](#)
- [Bids](#)
- [Engineering and Planning](#)
- [Codes Enforcement](#)

Play

- [Walking-Hiking Trails](#)
- [Parks and Recreation](#)
- [Calendar of Events](#)
- [Area Golf Courses](#)
- [Palace Theatre](#)

Events

The Events Calendar is updated regularly with meetings for each department. Check out what is going on within the Crossville Government.

Human Resources

The Department of Human Resources is responsible for the development, interpretation and coordination of policies and procedures for Human Resources and administrative functions of the City. This includes but is not limited to: administrative tasks, pay practices, training and development, employee benefits; staffing employment, discipline, compliance, legal issues and other related functions and activities. The Human Resources Director ensures the maintenance and legal management of all city employment records and other records as necessary. This department is responsible for providing professional advice to management on city policies and procedures, state and Federal Law and regulations, and any other areas that relate to Human Resources activities including but not limited to: EEO, Family Medical Leave, and HIPPA. Ensures that all local, state and federal laws, regulations and guidelines are complied with and keeps abreast of developments in the Human Resources field and employment law.

All applications for employment with the City of Crossville are taken through the Department of Labor Career Center and only when there is a position open. All open positions are advertised on the City's website, the Crossville Chronicle and posted with the Department of Labor.

The City of Crossville is an EEO/Affirmative action employer and does not discriminate on the basis of race, age, sex, religion, color, disability or national origin.

Leah Crockett

Human Resources Director

ADA Coordinator

Title VI Coordinator

Office - 931-456-5681

Fax - 931-456-1343

info@crossvilletn.gov

JOBS

[Employee Wellness Program](#)

CITY OF CROSSVILLE TITLE VI POLICY STATEMENT

The City of Crossville assures that no person shall on the grounds of race, color, national origin, sex or creed as provided by TITLE VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (PL 100.259), and the Section 520 of the Airport and Airway Improvement Act of 1982 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The City further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs are federally funded or not. Any time communities may be impacted by programs or activities, every effort will be made to involve their leaders and the general public in the decision making process. Awards of contracting, concessionaires, and leases are made without regard to race, color, national origin, sex or creed.

The City of Crossville requires Title VI assurances from each tenant, contractor and concessionaire providing an activity, service or facility under lease; contract or franchise through the City. The City of Crossville also requires that such tenants, contractors and concessionaires require Title VI assurances of their subcontractors.

The Human Resources Administrator is designated as the Title VI Coordinator and, as such, is responsible for initiating and monitoring Title VI activities, preparing required reports and other responsibilities as required by 49 CFR 21.

Any individual(s) who believe they have been discriminated against under Title VI of the Civil Rights Act should contact Leah Crockett, Human Resources Administrator, who serves as the Title VI Coordinator, at (931) 456-5681 or 392 North Main Street, Crossville, Tennessee.

ADA (Americans with Disabilities Act) GRIEVANCE PROCEDURE

The Americans with Disabilities Act is a comprehensive piece of Federal legislation that provides disabled individuals legal protection from discrimination in a broad range of public sector activities.

a) This grievance procedure provides adequate and fair means by which disabled individuals may convey concerns to City of Crossville officials regarding encountered barriers.

b) This grievance procedure applies to all disabled individuals who are: participants in City of Crossville programs and services; City of Crossville employees; and/or prospective City of Crossville employees. A grievance is defined as any matter of concern or dissatisfaction arising from a condition which limits a disabled individual's participation in City of Crossville activities, programs, services and/or employment.

c) Every disabled individual shall have the right to present a grievance in accordance with these procedures, with or without a representative, free from interference, coercion, restraint, discrimination, penalty or reprisal.

d) Any and all grievances and/or complaints shall be submitted to the office of the ADA Coordinator. The documentation shall include:

1. The name, address and telephone number of the complainant
2. The names, addresses and telephone numbers of associated witnesses;
3. A narrative and/or statement, in sufficient detail including date and time of the incident to fully define and explain the alleged violation of the ADA regulations;
4. A narrative and/or statement, in sufficient detail, identifying proposed recommendations, from the complainant's viewpoint, to adequately resolve the alleged violation; and
5. Any other written information or documentation to more fully explain or identify the alleged violation.

(i) If the grievance is not covered under ADA, the Coordinator shall document the reason(s) why it is not covered and will notify the individual presenting the grievance. Notification shall be made not later than thirty (30) workdays following the filing date of the grievance. This thirty (30) day period may be extended upon the approval of the complainant and the ADA Coordinator in instances where investigation or research requires additional time for proper grievance or complaint consideration.

(ii) If the grievance is covered under ADA, the Coordinator shall notify the appropriate department and plan remedial action, if any. The plan of action shall include components required by ADA including a timetable and the name of the individual in charge of the action. The individual who presented the grievance shall be notified of the plan. Notification shall be made no later than thirty (30) workdays following the filing date of the grievance. This thirty (30) day period may be extended upon the approval of the complainant and the ADA Coordinator in instances where investigation or research requires additional time for proper grievance or complaint consideration.

e) All documentation, records and reports will be retained for a minimum of three (3) years and shall be held by the ADA Coordinator. The records will be subject to review by the grievant, the City Manager and open to the public.

f) The existence of the grievance procedure does not preclude any individual from pursuing any other remedies available under the law.

The ADA Coordinator is: Leah Crockett 392 N. Main Street Crossville, TN 38555 Phone: (931) 456-5681 leah.crockett@crossvilletn.gov



Quick Search:

ADA

Search

TDC

ADA Compatible View

Document

Search

Results

Print

- Tennessee
 - Crossville, TN Code of Ordinances
 - CITY OF CROSSVILLE, TENNESSEE CODE O
 - CITY OFFICIALS OF CROSSVILLE, TENNESS
 - ADOPTING ORDINANCES
 - CHARTER OF THE CITY OF CROSSVILLE, TE
 - TITLE 1: GENERAL ADMINISTRATION
 - TITLE 2: BOARDS, COMMISSIONS AND THE
 - TITLE 3: MUNICIPAL COURT
 - TITLE 4: MUNICIPAL PERSONNEL
 - TITLE 5: MUNICIPAL FINANCE AND TAXATI
 - TITLE 6: LAW ENFORCEMENT
 - TITLE 7: FIRE PROTECTION AND FIREWOR
 - TITLE 8: ALCOHOLIC BEVERAGES
 - TITLE 9: BUSINESS, PEDDLERS, SOLICITOF
 - TITLE 10: ANIMAL CONTROL
 - TITLE 11: MUNICIPAL OFFENSES
 - TITLE 12: BUILDING, UTILITY CODES AND
 - CHAPTER 1: BUILDING CODE
 - CHAPTER 2: RESIDENTIAL CODE
 - CHAPTER 3: EXISTING BUILDING CODE
 - CHAPTER 4: PROPERTY MAINTENANCE (
 - CHAPTER 5: ACCESSIBILITY CODE
 - CHAPTER 6: PLUMBING CODE
 - CHAPTER 7: ENERGY CONSERVATION C
 - CHAPTER 8: MOVING BUILDINGS
 - CHAPTER 9: FUEL GAS CODE
 - CHAPTER 10: MECHANICAL CODE
 - CHAPTER 11: MUNICIPAL ADMINISTRAT
 - TITLE 13: PROPERTY MAINTENANCE REGU
 - TITLE 14: ZONING AND LAND USE CONTRC
 - TITLE 15: MOTOR VEHICLES, TRAFFIC AND
 - TITLE 16: STREETS AND SIDEWALKS
 - TITLE 17: REFUSE AND TRASH DISPOSAL
 - TITLE 18: WATER AND SEWERS
 - TITLE 19: ELECTRICITY AND GAS
 - TITLE 20: MISCELLANEOUS
 - PARALLEL REFERENCES

Start Over Prev Doc Next Doc Prev Match Ne

Crossville, TN Code of Ordinances

TITLE 12: BUILDING, UTILITY CODES AND THE LIKE

CHAPTER 5: ACCESSIBILITY CODE

CHAPTER 5: ACCESSIBILITY CODE

Section

12-501 Accessibility Code adopted

12-502 Available in Clerk's office

Editor's note:

Copies of this code (and any amendments) may be purchased from the North Carolina Building Code Council and North Carolina Department of Insurance, Post Office Box 26387, Raleigh, NC 27611.

Statutory reference:

Tennessee Public Buildings Accessibility Act, see T.C.A. §§ 68-120-201 et seq.

§ 12-501 ACCESSIBILITY CODE ADOPTED.

Pursuant to authority granted by T.C.A. §§ 6-54-501 through 6-54-506, and for the purpose of regulating the design and construction of public buildings to make them usable and accessible to persons with disabilities, the 2010 ADA Standards for Accessible Design is hereby adopted and incorporated by reference as a part of this code, and is hereinafter referred to as the "Accessibility Code".

(Ord. 1490, passed 9-24-2015)

Example Public Notice

PUBLIC MEETING NOTICE #1

The City of Crossville will hold a Public Meeting on December 10th, 2019 at 5:45 p.m. at the Crossville City Hall. The purpose of this meeting is to present information to the public on the FY 2020 Community Development Block Grant Program. Concerned Citizens are encouraged to attend and comment on possible activities.

Persons with disabilities requiring special accommodations should contact Valerie Hale at (931)456-5680. The City of Crossville is an Equal Opportunity Employer. In accordance with Title VI of the Civil Rights Act of 1964, related statutes and regulations, as amended, the City of Crossville prohibits discrimination on the basis of race, color, religion, sex, or national origin, in the admissions or access to, or treatment or employment in its programs and activities.

James S. Mayberry
Mayor

Publication Dates 11/22/19 and 11/29/19

APPENDIX
E

ADA Grievance Procedure – City of Crossville

The Americans with Disabilities Act is a comprehensive piece of Federal legislation that provides disabled individuals legal protection from discrimination in a broad range of public sector activities.

- a) This grievance procedure provides adequate and fair means by which disabled individuals may convey concerns to City of Crossville officials regarding encountered barriers.
- b) This grievance procedure applies to all disabled individuals who are: participants in City of Crossville programs and services; City of Crossville employees; and/or prospective City of Crossville employees. A grievance is defined as any matter of concern or dissatisfaction arising from a condition which limits a disabled individual's participation in City of Crossville activities, programs, services and/or employment.
- c) Every disabled individual shall have the right to present a grievance in accordance with these procedures, with or without a representative, free from interference, coercion, restraint, discrimination, penalty or reprisal.
- d) Any and all grievances and/or complaints shall be submitted to the office of the ADA Coordinator. The documentation shall include:
 1. The name, address and telephone number of the complainant
 2. The names, addresses and telephone numbers of associated witnesses;
 3. A narrative and/or statement, in sufficient detail including date and time of the incident to fully define and explain the alleged violation of the ADA regulations;
 4. A narrative and/or statement, in sufficient detail, identifying proposed recommendations, from the complainant's viewpoint, to adequately resolve the alleged violation; and
 5. Any other written information or documentation to more fully explain or identify the alleged violation.
 - (i) If the grievance is not covered under ADA, the Coordinator shall document the reason(s) why it is not covered and will notify the individual presenting the grievance. Notification shall be made not later than thirty (30) workdays following the filing date of the grievance. This thirty (30) day period may be extended upon the approval of the complainant and the ADA Coordinator in instances where investigation or research requires additional time for proper grievance or complaint consideration.
 - (ii) If the grievance is covered under ADA, the Coordinator shall notify the appropriate department and plan remedial action, if any. The plan of action shall include components required by ADA including a timetable and the name of the individual in charge of the action. The individual who presented the grievance shall be notified of the plan. Notification shall be made no later than thirty (30) workdays following the filing date of the grievance. This thirty (30) day period may be extended upon the approval of the complainant and the ADA Coordinator in instances where investigation or research requires additional time for proper grievance or complaint consideration.
- e) All documentation, records and reports will be retained for a minimum of three (3) years and shall be held by the ADA Coordinator. The records will be subject to review by the grievant, the City Manager and open to the public.
- f) The existence of the grievance procedure does not preclude any individual from pursuing any other remedies available under the law.

The ADA Coordinator is:

Leah Crockett

392 N. Main Street

Crossville, TN 38555

Phone: (931) 456-5681

leah.crockett@crossvilletn.gov

APPENDIX F



ADA Self Certification

This is to certify that I am an official authorized to act behalf of the Agency shown below. It is to further certify that our agency met all requirements of ADA Self-Evaluation and Transition Plan attributes to ensure compliance with Title II of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973.

**Certified by
Mayor**

James Mauberry, Mayor *James Mauberry* 12-23-19
Name Title Signature Date

City of Crossville
Agency Name

392 N. Main Street
Street

Crossville Cumberland 38555
City County Zip Code

Official in charge of implementing Transition Plan

Leah Crockett Human Resources
Name Title
931-456-5681 leah.crockett@crossvilletn.gov
Phone Number E-mail Address

ADA Coordinator

Leah Crockett Human Resources
Name Title
931-456-5681 leah.crockett@crossvilletn.gov
Phone Number E-mail Address

ADA Grievance Procedure

The ADA Grievance Procedure is published at (web address, public notices, etc.)

crossvilletn.gov

Please provide a digital file, web link or hard copy of your agencies completed ADA Transition plan to
TDOT, Long Range Planning Division, Office of Community Transportation
James K. Polk Building, Suite 900, 505 Deaderick Street, Nashville TN 37243

Tennessee Department of Transportation, Roadway Design Division, ADA Office 615-741-4984