



CITY OF GRAND RAPIDS ADMINISTRATIVE POLICY

NUMBER: 95-04	DATE: May 17, 1995
REVISIONS: 3-9-10	
ISSUED BY: City Manager	SIGNED: <i>Gregory C. Sundstrom</i>

SUBJECT: AMERICANS WITH DISABILITIES ACT COMPLIANCE

PURPOSE: To establish policies and procedures consistent with the Americans with Disabilities Act ensuring equal access to all public services, programs, and practices for the City of Grand Rapids.

POLICY:

A. POLICY

It is the policy of the City of Grand Rapids to assure equal opportunity for all citizens, employees, and interested parties to share in and participate in the services, programs, and activities offered by the City.

The City is committed to removing barriers which may inhibit the enjoyment and opportunity for disabled citizens, employees, and interested parties to participate in the activities provided by the City of Grand Rapids.

B. EMPLOYMENT

In accordance with Section 504 of the 1973 Rehabilitation Act, Michigan Public Act 220 as amended and Title I of the Americans with Disabilities Act (ADA), the City of Grand Rapids is committed to providing reasonable accommodation for all employees and applicants for employment requiring such accommodations to assure equal access to the application, testing, and employment processes.

All equipment utilized as a reasonable accommodation for the performance of the essential functions of a position will be maintained in proper working order and repairs will be performed in a timely fashion.

C. BARRIER EXCEPTION POLICY

It is the policy of the City of Grand Rapids to provide reasonable accommodations to employees and citizens to assure equal access and enjoyment of services, programs, and benefits offered by the City. The City will make every attempt to reach a fair and equitable solution to all requests for accommodations.

If a viable solution to a request for accommodations is not reached following meetings and negotiations with the affected department director, and/or assistant city manager (with the assistance of the Diversity & Inclusion Office), the accommodation request is forwarded to the City Manager for final review and determination. Any request for accommodation which is deemed to be an extreme financial and/or administrative burden must be reviewed by the City Manager. The City Manager will make the final and binding determination regarding extreme financial and/or administrative burden.

D. PUBLIC MEETINGS

It is the policy of the City of Grand Rapids to hold all public meetings at sites and locations which are accessible to all citizens.

If an individual requires reasonable accommodations to attend such public meetings (i.e. sign language interpreters, alternate media documents, etc.) the individual should contact the department holding the public meeting or the City Clerk at 456-3010 or TDD 456-3001.