



NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

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

Employment: The City of Coronado 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 Americans with Disabilities Act (ADA).

Effective Communication: The City of Coronado will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including people with speech, hearing, or vision disabilities so they can participate equally in the City of Coronado’s programs, services, and activities. For example, the City has assistive hearing devices in the Council Chambers available upon request.

Modification to Policies and Procedures: The City of Coronado will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all its programs, services, and activities. For example, individuals with service animals are welcomed in 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 City of Coronado program, service, or activity, should contact the City ADA Compliance Officer as soon as possible but no later than three working days before the scheduled event.

The ADA does not require the City of Coronado to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

The City of Coronado 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 not accessible to persons who use wheelchairs.

Contact:

Direct all complaints that a program, service, or activity of the City of Coronado is not accessible to persons with disabilities, as well as any requests for modifications, to:

Rhonda Huth
ADA Compliance Officer
1825 Strand Way
Coronado, CA 92118
(619) 522-2426
(619) 522-2408 (Fax)
rhuth@coronado.ca.us



City of Coronado
1825 Strand Way
Coronado, CA 92118
Senior Management Analyst in the City Manager's Office
(619) 522-7305, FAX (619) 522-7846

Americans with Disabilities Act (ADA)
GRIEVANCE FORM

Name(s):

Address:

Phone Number:

Description of Grievance (attach additional pages if necessary):

Date and Time of Alleged Violation:

If the incident involves a City of Coronado employee(s) please provide his or her name(s), if known:

If the grievance involves physical access to a City of Coronado public facility, land, or right-of-way, please provide the specific address(s) of those locations, if known:

Please give the name(s) and address(s), if known, of any witnesses to the access violation or alleged discrimination:

What action(s) do you request the City of Coronado to take to correct the alleged violation or discrimination?

Signature of (Check one):

Observer

Victim

Authorized Representative

X

Signature

Date

Within 15 calendar days after receipt of the complaint, City will send a confirmation that it has been received and is being investigated. Within 90 days of receipt of the grievance, the City will respond in writing and explain the position of the City and offer options for resolution. (See Grievance Policy)

~ COMPLAINT CAN BE FILED VERBALLY OR IN WRITING ~

The City of Coronado is an affirmative action public entity and does not discriminate on the basis of race/color, national origin, sex, religion, age or disability in employment or the provisions of service. Please notify the City of Coronado 72 hours or more prior to disability accommodations being needed.

Americans with Disabilities Act (ADA) Grievance Procedure

Procedure

1. Grievances should be addressed to the Senior Management Analyst in the City Manager's Office, who will handle all ADA grievances. Download the grievance form, complete the form and mail, fax, email or deliver to the address below.
2. A complaint should be filed verbally or in writing, by complainant or authorized representative within 30 days of the alleged discrimination. The complaint must contain the following:
 - a. Your name or your authorized representative's name, address, and telephone number. All grievants that are filing.
 - b. A description of the offending behavior(s), or action(s) or violations(s).
 - c. The date(s), time(s) and location(s) of the incidents.
 - d. If the incident(s) involved a City of Coronado employee(s), his or her name(s).
 - e. Provide witnesses name, address and telephone number.
 - f. The remedy you desire.
 - g. Your signature or the signature of your authorized representative.
3. Grievances should be filed with the Senior Management Analyst in the City Manager's Office:

Senior Management Analyst
City Manager's Office
1825 Strand Way
Coronado, CA 92118-3005
Phone (619) 522-7305
Fax (619) 522-7846
4. You may request an informal meeting with the Senior Management Analyst to discuss your grievance and the Department's investigation of it.
5. You will receive within 15 days of the City's receipt of the grievance a confirmation that it has been received and is being investigated. All grievances will be investigated and a response issued within 90 days of receipt of the grievance.

Using this informal grievance procedure is not requirement under federal regulations nor does it prevent you from filing a complaint with the appropriate federal enforcement agency. Any retaliation, coercion, intimidation, threat, interference, or harassment for filing of a complaint is prohibited and should be reported immediately to the Coronado Police Department.