

Tennessee Department of Transportation ADA Compliance Assessment

Tennessee Department of Transportation – TDOT, is required to monitor sub-recipients who receive TDOT assistance (local governments, contractors, consultants or groups) to ensure compliance with Title II ADA and 504 with respects to TDOT funded(both Federal and State assistance) projects and programs. 28 CFR 35.130(b)(1)(v) and 49CFR27.7(V)

Date: 11-30-16

Agency Information:

Ed Haley City Manager
Administrative Head Title

Address: 7930 Nelson Street

City: Millington County: Shelby

Phone: 901-873-5701 Email: K.findley@millingtontn.gov

Please list the Program(s) or Service receiving financial assistance from the Tennessee Department of Transportation and the amounts received for the current year.

Anticipated Program/Service Dollar Amount

Compliance:

Does your agency have a staff person designated as the ADA Coordinator? If so, who:

Jason Dixon City Engineer
ADA Coordinator Name and Title

ADA Coordinator's Address:
7930 Nelson Street

City: Millington County: Shelby
Phone: 901-461-8595 Email: j.dixon@millingtontn.gov

Does the Coordinator have the easy access to the top level official? Yes ☒ No ☐

Provide a written statement describing how persons with disabilities are afforded an opportunity to participate in local decision making processes, which demonstrates the effectiveness of this participation, to include:

See Attachment

Describe how persons with disabilities are appropriately included in all notification processes for public meetings or public review of agency documents.

See Attachment

Describe how meeting locations and formats encourage or facilitate participation by persons with disabilities.

See Attachment

Complaints:

Are customers aware of their rights under ADA including the right to file a complaint?
Yes ☒ No ☐

Have there been any complaints of Title VI violations in your Agency during the past three years?

Yes ☐ No ☒

If so, were the complaints investigated? Yes ☐ No ☐
1. If yes, please attach the summary and findings of the investigation. Include the name the charge and corrective action taken.
2. If not, attach a detailed explanation.
3. Attach complaint procedure form.

Assurance:

As required by the contractual agreement, _____ (Agency) _____ will comply with the applicable laws and regulations relative to ADA in federally or state assisted programs of the Tennessee Department of Transportation.

DECLARATION OF RESPONDENT: I declare that I have completed this survey to the best of my knowledge and believe it to be true and correct.

Sherry _____ 11/30/16 _____
Name Date

DECLARATION OF ADMINISTRATIVE HEAD: I declare that I have reviewed and approved the information provided in this survey and to the best of my knowledge and believe it is true, correct and complete.

Ed Haley _____ 11/30/16 _____
Signature of Administrative Head Date

Provide a written statement describing how persons with disabilities are afforded an opportunity to participate in local decision making processes, which demonstrates the effectiveness of this participation, to include:

Describe how persons with disabilities are appropriately included in all notification processes for public review of agency documents.

Describe how meeting locations and formats encourage or facilitate participation by persons with disabilities.

The City of Millington is committed to promoting the quality of opportunity for all citizens. The City of Millington takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City of Millington. The City of Millington continues to modify its facilities, programs, policies, or practices, as necessary, to ensure access is provided and persons with disabilities are afforded all opportunities. The City of Millington does not discriminate on the basis of race, color, national origin, gender, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. When a City document is published for public review, that document is posted to the City website, public boards at City Hall and notification is placed in the local newspaper. At all locations where this document or notification is placed, a notice is attached that states should anyone need accommodations for any reason to please call the ADA Coordinator at 901-873-5701. The City of Millington holds all public meetings at City Hall. This facility is ADA compliant and if additional accommodations are requested, the City of Millington will initiate all resources or services the City has enrolled in to ensure the appropriate action is put into place to properly accommodate any and all request for all public meetings. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors shall be prohibited. One of the responsibilities of the ADA Coordinator is to receive and investigate complaints. The ADA grievance procedure is established to meet the requirements of the Americans with Disabilities Act of 1990. It may be used by anyone wishing to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs, or benefits by the City of Millington. The complaint should be in writing, if possible, and contain information about the alleged discrimination including name, address, phone number of complainant and location, date, and description of the situation. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request. Complaints should be submitted by the grievant and/or a designee as soon as possible, but no later than 60 calendar days after the alleged violation. Jason Dixon, the ADA Coordinator for Millington has been designated to handle questions, concerns, complaints, requests for accommodation, or requests for additional information regarding the Americans with Disabilities Act. The City of Millington makes every effort to ensure that all of their programs, services, and activities are accessible to people with disabilities. Program access is intended to remove physical barriers to city services, programs, and activities at city government facilities. Signage directing people with disabilities to the accessible features and spaces in our facility are provided.

Bid Number:	2017-1
Bid Title:	Bid 2017-1 Church Street and Navy Road Intersection Improvements
Category:	Bids
Status:	Closed

Description:

The project is located at the intersection of Church Street and Navy Road and will consist of the replacement of the traffic signal and construction of a southbound right turn lane.

This project includes federal, state and local funding.

TDOT PIN: 114454.00/114454.01
Federal Project No.: STP-M-803(5)
State Project No.: 79LPLM-F3-296

A Prime Contractor must prequalify with the Department of Transportation in accordance with Section 54-5-117 of the "Tennessee Code Annotated" and Tennessee Department of Transportation Rule 1680-5-3 prequalification of contractors before biddable proposals will be furnished.

The City of Millington hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation, and will not be discriminated against on the grounds of age, race, color, religion, national origin, sex or disability in consideration for an award. No Disadvantaged Business Enterprise (DBE) goal has been set on this contract. However, the use of DBE or minority/women owned firms are encouraged.

The City of Millington is an equal opportunity affirmative action employer, drug-free with policies of non-discrimination on the basis of race, sex, religion, color, national or ethnic origin, age, disability or military service.

Publication Date/Time:
7/14/2016 8:00 AM

Closing Date/Time:
8/8/2016 10:00 AM

Submittal Information:
4836 Navy Road, Millington, TN 38053

Bid Opening Information:
4836 Navy Road, Millington, TN

Plan & Spec Available:
Bidding documents, information, and plans may be obtained by contacting
Heather Kraus
Kimley-Horn and Associates, Inc.
6625 Lenox Park Blvd, Suite 117, Memphis, Tennessee 38115
901-374-9109

Non-refundable fee of \$100.00.

[Return To Main Bid Postings Page](#)

Terry G. Jones, Mayor

Board of Aldermen

M.E. Caruthers

L. Dagen

F. Dakin

D. C. Ford

H. Hawkins

B. Huffman

T. McGhee



Ed Haley, City Manager
Karen Findley, City Clerk

CITY OF MILLINGTON

7930 Nelson Road

Millington, Tennessee 38053

(901) 873-5701

December 12, 2016

6:00 PM - BEER BOARD

1. Roll Call
2. Public Hearing – ON-Premise Beer Permit for Wanda Marcello (dba Old Timers Restaurant) 7918 C Street, Millington, TN 38053
3. Consideration of ON-Premise Beer Permit for Wanda Marcello (dba Old Timers Restaurant) 7918 C Street, Millington, TN 38053
4. Adjourn

BOARD OF MAYOR AND ALDERMEN - REGULAR MEETING

Immediately after conclusion of Beer Board

AGENDA

1. Prayer
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approve Minutes of November 14, 2016
6. Special Presentation
7. Kate Armitage – Special Recognition
8. Public Comments
9. Consideration of Ordinance 2016-19 Amending Millington Zoning Provisions, Section 14-2404, Sign Requirements for Office, Commercial, and Industrial Districts – Final Reading
10. Consideration of Ordinance 2016-20 Amending Title 18 – Water and Sewer Fees – Final Reading
11. Consideration of Resolution 67-2016 Approving Final Notice of Land Use Restriction for Pulvair Site
12. Consideration of Resolution 68-2016 Approving Design Consultant for LRPF Grant Project
13. Consideration of Resolution 69-2016 Approving Appointment to Library Board
14. Board Reports
15. Adjourn

ADA NOTICE

The City of Millington is in compliance with the Americans with Disabilities Act. Should you need accommodations for the above meeting, please call City Hall at (901)873-5701, at least 8 hours in advance of the meeting.

Terry G. Jones, Mayor

Board of Aldermen

M.E. Caruthers

L. Dagen

F. Dakin

D. C. Ford

H. Hawkins

B. Huffman

T. McGhee



Edward G. Haley, City Manager
Karen Findley, City Clerk

CITY OF MILLINGTON

7930 Nelson Road

Millington, Tennessee 38053

(901) 873-5701

Sub-Recipient Title VI Assurance

The City of Millington assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and as amended, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Tennessee Department of Transportation (TDOT).

The City of Millington further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs or activities are federally funded or not.

In the event **The City of Millington** distributes Federal Assistance to a consultant, contractor or subcontractor and other participants, **The City of Millington** will include Title VI language in all written agreements and will monitor the consultant, contractor or sub-contractor and other participants for compliance.

The City of Millington Title VI Coordinator is responsible for initiating and monitoring Title VI activities, preparing required reports and other responsibilities as required by 23 CFR 200 and 49 CFR 21.

As required by the contractual agreement, **The City of Millington** will comply with the applicable laws and regulations relative to nondiscrimination in federally or state assisted programs of the Tennessee Department of Transportation (TDOT).

[Signature]
Administrative Head

Date

11-30-16

[Signature]
Title VI Coordinator

Date

11-30-16

NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

The Law

Title VI of the 1964 Civil Rights Act requires that “No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

Applicability

Title VI covers all agencies receiving federal funds. Some examples include: student aid; employee training; grants; loans; property; loans of personnel; tax incentives; and technical assistance. Title VI applies to discrimination throughout an agency, not just actions involving federally assisted programs.

Filing a Complaint

Title VI complaints involving recipients and beneficiaries may be filed with the Title VI Coordinator by an individual, a class, or by a third party, within 90 days from the date of the alleged discriminatory act.

Complaints should be directed to:

Karen Findley
Title VI Coordinator
7930 Nelson Road
Millington, TN 38053
(901)873-5701

It shall be against the policy of the City of Millington to discriminate against an individual based upon that person’s race, color or national origin. This policy applies to applicants for employment and current employees as well as sub recipients and subcontractors of the City of Millington departments that receive Federal Funding.

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How Do I...? Community Government Business Services

ADA / Non-Discrimination Home > Government > Engineering, Planning & Economic Development > ADA / Non-Discrimination View Archived

ADA / Non-Discrimination
Building Department
Economic Development
Contractor Proposal
Environmental Codes
Mapping
Planning & Zoning
Stormwater Coordinator
NEW 2013 FEMA Flood
Insurance Study & Maps
2015 Zoning Ordinances

Home > Government > Engineering, Planning & Economic Development > ADA / Non-Discrimination

ADA / Non-Discrimination

ADA Coordinator

One of the responsibilities of the ADA Coordinator is to receive and investigate complaints. The purpose of the complaint procedure is to provide a mechanism for the resolution of discrimination issues at the local level, rather than require the complainant resorting to resolution at the federal level. The ADA grievance procedure is established to meet the requirements of the Americans with Disabilities Act of 1990. It may be used by anyone wishing to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs, or benefits by the City of Millington. The complaint should be in writing, if possible, and contain information about the alleged discrimination including name, address, phone number of complainant and location, date, and description of the situation. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request. Complaints should be submitted by the grievant and/or a designee as soon as possible, but no later than 60 calendar days after the alleged violation. The following person has been designated to handle questions, concerns, complaints, requests for accommodation, or requests for additional information regarding the Americans with Disabilities Act:

Jason Dixon
ADA Coordinator
City of Millington
7930 Nelson Road, Millington, TN 38053
Phone: 901-461-8595 Fax: 901-872-4113
jdixon@millingtontn.gov

ADA Employment Issues

It has long been the policy of the City of Millington to prohibit discrimination or harassment against any qualifying individual on the basis of disability in regards to the City's hiring and employment practices or in the admission or access to or treatment or employment in its programs, services or activities. The City shall comply with applicable requirements of ADA/504 and as well as any other applicable law pertaining to disability non-discrimination. For more information on City employment, contact:

John Trusty
Director Human Resources/Personnel
City of Millington
7930 Nelson Road, Millington, TN 38053
Phone: 901-873-5632 Fax: 901-873-5636
j.trusty@millingtontn.gov

Title VI Coordinator

The following person has been designated as the Millington Title VI Coordinator to handle questions, concerns, complaints, or requests for additional information regarding Title VI of The Civil Rights Act:

Karen Findley
City Clerk
City of Millington
7930 Nelson Road, Millington, TN 38053
Ph: 901-873-5701 Fx: 901-872-4113
k.findley@millingtontn.gov

Statement of Non-Discrimination

The City of Millington is committed to promoting the quality of opportunity for all citizens. The City of Millington takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City of Millington. The City of Millington continues to modify its facilities, programs, policies, or practices, as necessary, to ensure access is provided. The City of Millington does not discriminate on the basis of race, color, national origin, gender, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors shall be prohibited.

People with disabilities also have the right to be accompanied by service animals in public areas throughout Shelby County under the Americans with Disabilities Act, and interference with or denial of this right may also be a violation of state law. Service animals play an important role in ensuring the independence of people with disabilities, and it is therefore our policy to welcome into our County any animal that is individually trained to assist a person with a disability.

Other Non-discrimination Policies

John Trusty
Director Human Resources/Personnel
City of Millington
7930 Nelson Road, Millington, TN 38053
Phone: 901-873-5632 Fax: 901-873-5636
j.trusty@millingtontn.gov



Forms / Procedure / Notice

- [Grievance Procedure](#)
- [Notice Under the Americans with Disabilities Act](#)
- [Grievance Form](#)

Other Helpful Links

- [Dept. of Justice ADA Home page](#)
- [ADA Questions & Answers](#)
- [Guide to Disability Rights Laws](#)
- [ADA & Service Animals](#)