

**The City of Venice
Title VI and Americans with Disabilities Act (ADA) Plan**



**Related to Programs, Activities and Services
November 22, 2023**

Prepared by:
City of Venice
401 West Venice Avenue
Venice, Florida
Phone: 941-486-2626
Fax: 941-480-3031
www.venicegov.com

Contents

The City of Venice	0
Title VI and Americans with Disabilities Act (ADA) Plan	0
Introduction	2
Title VI and ADA Plan	2
Public Notification Process	3
Inclusive Public Participation	4
Record of Title VI/ADA Activities and General Reporting Requirements	5
Record of Title VI/ADA Investigations, Complaints or Lawsuits	5
Sub Recipient Title VI/ADA Assistance and Guidance	5
Title VI/ADA Complaint Process and Procedures	6
City of Venice Discrimination Complaint Procedure:	6
City of Venice has in place a Title VI and ADA complaint procedure:	6
Access for LEP Persons.....	8
Recipient LEP Assistance and Guidance.....	8
Record of Language Assistance.....	8
Required Consultant and Subgrantee Title VI and ADA and Related Federal and State Nondiscrimination Statutes and Regulations Contract Clauses	9
CIVIL RIGHTS - The following requirements apply to this AGREEMENT:.....	9
TITLE VI AND ADA PROGRAM AND RELATED STATUTES DISCRIMINATION COMPLAINT AGAINST THE CITY OF VENICE FORM	12
TITLE VI/NONDISCRIMINATION ASSURANCE	13
APPENDICES A and E	14

Attachment A – ADA Transition Plan

Contact Information:

Edward Lavalley
City Manager
401 West Venice Avenue
Venice, Florida 34285
Phone: 941-486-2626
Fax: 941-480-3031
Email: elavalley@venicefl.gov

Alan Bullock
Director of Human Resources
401 West Venice Avenue
Venice, Florida 34285
Phone: 941-882-7377
Fax: 941-480-3031
Email: abullock@venicefl.gov

* For persons with TTY/TTD or requiring calling assistance, please contact: Florida Relay Services: 711 or 1-800-955-8771 (TTY) or 1-800-955-8770 (Voice)

Introduction

As a recipient of Federal funds, the City of Venice is required to issue a policy statement expressing a commitment to the non-discrimination provisions of Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act (ADA) of 1990 and related Federal and State nondiscrimination statutes and regulations. This document highlights the City's efforts for Title VI, ADA and related Federal and State statutes and regulations compliance.

The City of Venice has a population of approximately 27, 973 residents based on the U.S. Census April 1, 2023, population estimates. According to the U.S. Census data, 61% of the population is 65 years of age and over, 9.1% speak a language other than English at home, and 20.5 % of the population is considered disabled (2021 Census). There is also one housing authority with senior housing units constructed in 2013 and family housing units constructed in 2020.

Title VI of the Civil Rights Act and related Federal and State nondiscrimination statutes and regulations prohibits discrimination based on race, color or national origin, sex, age, disability, family or religious status, in programs, activities or services receiving federal financial assistance. To address these federal requirements, the City of Venice has developed a Title VI and ADA Plan. The following sections provide a summary of the City's activities relating to those requirements.

Title VI and ADA Plan

The City of Venice, acting as the citywide planning agency and a federal fund designated recipient, has a goal not to discriminate against any person with respect to any City program, activity or service. To meet this goal, the City has developed a Title VI and ADA Plan pursuant to Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act of 1990, as amended and related Federal and State nondiscrimination statutes, and regulations. The City's

Title VI and ADA Plan defines what Title VI and ADA is, includes a written process on how to file a Title VI or an ADA complaint should one arise, and describes the complaint investigation process.

The City of Venice will make every effort to ensure that its facilities, programs, services, and activities are accessible to those with disabilities. The City encourages the public to report any facility, program, service or activity that appears inaccessible to those who are disabled.

Questions, concerns, comments, or requests for accommodations should be made to the City's ADA Officer:

Contact: Alan Bullock
Director of Human Resources
City of Venice
401 West Venice Avenue
Venice, Florida 34285

Email: abullock@venicefl.gov
Phone: 941-882-7377

Public Notification Process

The City's goal is not to discriminate against any person with respect to a City program, activity, or service. This commitment is incorporated into all public outreach efforts to engage all segments of the population in the City's planning process. The City actively provides information regarding its Title VI and ADA obligations to the public using a variety of methods.

Information, such as reference to Federal circulars and the City's Title VI and ADA Plan and complaint procedure, is available, upon request at City offices, on the City's website and is provided to staff, citizens, consultants, subgrantees and contracted providers. The Notice of nondiscrimination policy is included in all City contracts, public meetings and bid advertisements.

The City shall require itself and each subgrantee and service provider to certify each year that there have been no Title VI or ADA complaints or lawsuits. As a policy, City staff is educated on the Title VI and ADA requirements. The entire nondiscrimination clauses (See Appendix A) shall be included in all consultant contracts and subgrantee agreements.

The following statement is posted in City facilities: "The City of Venice does not discriminate on the basis of race, color, national origin, sex, age, disability, family or religious status in administration of its programs, activities or services."

To find out more, visit:

www.venicegov.com

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Inclusive Public Participation

The City shall seek out and consider viewpoints of low-income, minority, elderly, disabled, Limited English Proficiency (LEP), ethnic and religious groups while conducting public outreach and involvement activities regarding planning activities. These public outreach activities can include:

- **City Website and Publications:** The City includes information on its website regarding City planning activities. Activities are also included in the monthly City newsletter.
- **City Council meetings** are available to view live or as recording at venicegov.com. Re-broadcast is also re-broadcast on a local public television station.
- The City can supply documents, upon request, in a variety of alternative formats. Vital documents and those documents having a wide distribution may be translated into foreign languages, as appropriate, based on federally mandated assessments.
- **Public Meetings and Workshops:** City staff host and participate in many public meetings and workshops to share information about City programs, activities, and services and to collect information from users of these programs. All City sponsored meetings or workshops are conducted in ADA accessible locations and have readily available access to transit. Availability of accessibility assistance is included in each meeting and workshop notice. Meetings are held in facilities close to the target audience. When conducting public meetings and workshops, staff shall make reasonable attempts to provide meaningful access including having translators, hearing devices for persons with hearing difficulties, accessible facilities, and suitable materials in alternative formats available.
- **Public Hearings:** The City conducts formal public hearings and provides opportunities for citizen input on City programs and planning activities. Public hearings are conducted periodically and as required by law for a wide variety of topics. Public Hearing notices are placed in the local newspapers of general circulation, are mailed, and emailed to City mailing list, posted in Venice City Hall, on the City's website and distributed on social media.
- **Surveys:** The City may utilize survey instruments on its website, distributed through e-mail and direct mail and at various workshops to collect public input. Surveys are often tailored to information from targeted populations such as the elderly or minority persons and will be designed to include the collection gender, ethnicity, and racial data. Staff consider the needs of those who cannot read or write and will verbally read the survey and record the respondent's comments upon request.

All Public Participation materials may be made available in alternative formats such as large type.

Record of Title VI/ADA Activities and General Reporting Requirements

- a. A list of all-active lawsuits or complaints alleging discrimination on the basis of race, color, national origin, etc. with respect to service or other transit benefits:

The City has no active lawsuits nor is aware of any complaints on the basis of race, color or national origin sex, age, disability, family, or religious status at this time.

- b. A description of all pending applications for financial assistance currently provided by Federal agencies to the grantee:

The City regularly receives pass through or direct funding from the Federal Aviation Administration, Florida Department of Transportation/Federal Highway Administration, the Office of Housing and Urban Development, U.S. Department of Justice, Federal Emergency Management Agency, and U.S. Department of Energy.

- c. A summary of all civil rights compliance reviews conducted by other local, state, or federal agencies in the last 3 years.

FDOT and the Federal Highway Administration (FHWA) conducted technical assistance visit in August 2010.

Record of Title VI/ADA Investigations, Complaints or Lawsuits

The City will maintain a file for Title VI and ADA complaints, investigations, and lawsuits. To date, two complaints have been received as follows:

1. December 2017 – curb cuts at E. Venice Avenue and Live Oak. This location is within the Sarasota County right-of-way.
2. December 2017 – various locations.

Sub Recipient Title VI/ADA Assistance and Guidance

If such agreements are entered into with either party, it will actively assist each subrecipients/subgrantees in complying with the general Title VI/ADA reporting requirements and work closely the Florida Department of Transportation, the Federal Highway Administration, Federal Aviation Administration, the US Department of Energy, US Department of Justice, Office of Housing and Urban Development or other appropriate agencies to ensure substantial compliance with nondiscrimination regulations.

Title VI/ADA Complaint Process and Procedures

City of Venice Discrimination Complaint Procedure:

Title VI of the Civil Rights Act of 1964, the ADA of 1990 as amended and related Federal and State nondiscrimination statutes and regulations prohibits discrimination on the basis of race, color, national origin sex, age, disability, family or religious status for programs, activities and services receiving federal financial assistance. As a recipient of federal financial assistance, the City of Venice has in place a Title VI and ADA complaint procedure:

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation, by the City of Venice in administration of any program, activity, or service, as prohibited by Title VI of the Civil Rights Act of 1964 or the Americans with Disabilities Act (ADA) or related statutes, may file a written complaint. All written complaints regarding Title VI or ADA received by the City shall be referred immediately by the Director of Human Resources to FDOT's Title VI, ADA, or the appropriate agency Coordinator for processing in accordance with approved State procedures.

Written complaints may be sent to:

Alan Bullock
Director of Human Resources
City of Venice
401 West Venice Avenue
Venice, Florida 34285

Email: abullock@venicefl.gov
Phone: 941-882-7377

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Florida Relay Services: 711 or 1-800-955-8771 (TTY) or 1-800-955-8770 (Voice)

2. The City's Director of Human Resources shall make every reasonable attempt to resolve verbal and non-written complaints received by the City informally. If the issue has not been satisfactorily resolved through informal means, or if at any time the Complainant requests to file a formal written complaint, the Complainant shall be referred to the FDOT's Title VI, ADA, or other appropriate agency's Coordinator, for processing in accordance with approved State procedures.
3. The City's Director of Human Resources will advise FDOT's Title VI, ADA or other appropriate agency Coordinator within thirty (30) calendar days of receipt of the allegations. The following information will be included in every notification to the FDOT's Title VI, ADA, or other appropriate agency Coordinator:
 - a. Name, address, and phone number of the Complainant;
 - b. Name and address of the City;
 - c. Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation);

- d. Date of alleged discriminatory act(s);
 - e. Date complaint received by the City;
 - f. A statement of the complaint;
 - g. Other agencies (state, local or Federal) where the complaint has been filed; and
 - h. An explanation of the actions the City has taken or proposed to resolve the allegation(s) raised in the complaint.
4. Within ten (45) calendar days, the City's Director of Human Resources will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EOO).
 5. Within sixty (60) calendar days, the recipient's Director of Human Resources will conduct and complete a review of the verbal or non-written allegation(s) and based on the information obtained, will render a recommendation for action in a report of findings to City Manager.
 6. Within ninety (90) calendar days of the verbal or non-written allegation(s) receipt, the City Manager will notify the Complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the Complainant of his/her right to file a formal complaint with FDOT's EOO, or other appropriate agency, if they are dissatisfied with the final decision rendered by the City. The City's Director of Human Resources will also provide FDOT's Title VI, ADA, or other appropriate agency Coordinator with a copy of this decision and summary of findings.
 7. The City's Director of Human Resources will maintain a log of all verbal and non-written complaints received by the recipient. The log will include the following information:
 - a. Name of Complainant;
 - b. Name of Respondent;
 - c. Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation);
 - d. Date verbal or non-written complaint was received by the recipient;
 - e. Date recipient notified the FDOT's Title VI, ADA, or appropriate agency Coordinator of the verbal or non-written complaint; and
 - f. Explanation of the actions the City has taken or proposed to resolve the issue raised in the complaint.

Access for LEP Persons

To provide meaningful access to City programs, activities and services to persons who are Limited English Proficient (LEP), the City has assessed LEP needs in the City. This LEP Plan shall serve as a training tool and guide for City staff on how to recognize a person who may need language assistance and how to provide that assistance. The City has identified a very small community of Hispanic speaking residents. According to the 2006-2008 American Community Survey published by the U.S. Census Bureau, data on the population speaking a language other than English is so small that it was not reported. In the U.S. Census it states that 2009-2013 percentage is 5.8% of the people in Venice speak a language other than English. Staff has reported that about 8-10 times a week a Spanish speaking person calls for assistance. Most know limited English or have someone in the household that speaks English. The City Clerk stated that no requests for translation services have come in for public meetings, nor has it been an issue during meetings or workshops. Individual City departments have employees who may be available for translation services, or we will use a low-cost multi-language telephone service such as Applied Language Solutions. LEP factors will be reviewed yearly to assess the need for LEP offerings.

Recipient LEP Assistance and Guidance

If sub agreements are entered into, the City will actively assist each recipient in complying with the general LEP requirements and work closely the FHWA, FDOT or other appropriate agencies to ensure substantial compliance with nondiscrimination regulations. If such agreements are entered into the City shall assist its recipient:

- The recipient will be provided with a copy of and/or the Internet link to the City's LEP plan. The LEP plan shall also include information on informing beneficiaries of their rights under Title VI and ADA and the procedures on how to file a complaint.
- City recipient contracts or agreements shall include the Civil Rights clauses (see Appendix A).
- The City's Director of Human Resources shall monitor the flow down of LEP requirements associated with the recipient third party contracts.

Record of Language Assistance

The City shall maintain a file for language assistance requests.

Required Consultant and Subgrantee Title VI and ADA and Related Federal and State Nondiscrimination Statutes and Regulations Contract Clauses

As a policy, the following civil rights clauses regarding non-discrimination shall be included in all City contracts and subgrantee agreements:

CIVIL RIGHTS - The following requirements apply to this AGREEMENT:

- A. Nondiscrimination - In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332:

The CONSULTANT or SUBGRANTEE shall not discriminate on the basis of race, age, creed, disability, marital status, color, national origin, or sex in the performance of this contract. The CONSULTANT or SUBGRANTEE shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of (Florida Department of Transportation, the Federal Highway Administration, Federal Aviation Administration, the US Department of Energy, US Department of Justice, or Office of Housing and Urban Development) assisted contracts. Failure by the CONSULTANT or SUBGRANTEE to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the City deems appropriate.

Each subcontract the CONSULTANT or SUBGRANTEE signs in regard to this federal aid PROJECT must include the assurance in this paragraph (see 49 CFR 26. 13(b)). The CONSULTANT or SUBGRANTEE agrees to comply with all applicable federal implementing regulations and other implementing requirements the Federal government may issue.

- B. Equal Employment Opportunity - The following equal employment opportunity requirements apply to this AGREEMENT:

(1) Race, Color, Creed, National Origin, Sex - In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the CONSULTANT or SUBGRANTEE agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the PROJECT.

The CONSULTANT or SUBGRANTEE agrees to take all reasonable steps to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following:

Employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff, or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the CONSULTANT or SUBGRANTEE agrees to comply with any implementing requirements the Federal government may issue.

(2) Age - In accordance with Section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 621 through 634 and Federal transit law at 49 U.S.C. § 5332, the CONSULTANT or SUBGRANTEE agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the CONSULTANT or SUBGRANTEE agrees to comply with any implementing requirements the Federal government may issue.

(3) Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the CONSULTANT or SUBGRANTEE agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the CONSULTANT or SUBGRANTEE agrees to comply with any implementing requirements the Federal government may issue.

(4) Access to Services for Persons with Limited English Proficiency - To the extent applicable and except to the extent that the Federal agency determines otherwise in writing, the CONSULTANT or SUBGRANTEE agrees to comply with the policies of Executive Order No. 13166, "Improving Access to Services for Persons with Limited English Proficiency," 42 U.S.C. § 2000d-1 note, and with the provisions of U.S. DOT Notice, "DOT Guidance to Recipients on Special Language Services to Limited English Proficient (LEP) Beneficiaries," 66 Fed. Reg. 6733 et seq., January 22, 2001. The City's LEP Plan is available in the Title VI/ADA plan at City facilities or may be viewed online at www.venicegov.com

(5) Drug or Alcohol Abuse - Confidentiality and Other Civil Rights Protections - To the extent applicable, the CONSULTANT or SUBGRANTEE agrees to comply with the confidentiality and other civil rights protections of the Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. §§ 1101 et seq., with the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. §§ 4541 et seq., and with the Public Health Service Act of 1912, as amended, 42 U.S.C. §§ 201 et seq., and any amendments to these laws.

(6) Other Nondiscrimination Laws - The CONSULTANT or SUBGRANTEE agrees to comply with all applicable provisions of other federal laws, regulations, and directives pertaining to and prohibiting discrimination, except to the extent the Federal Government determines otherwise in writing. The CONSULTANT or SUBGRANTEE also agrees to include these requirements in each subcontract financed in whole or in part with federal assistance, modified only if necessary to identify the affected parties.

**TITLE VI AND ADA PROGRAM AND RELATED STATUTES
DISCRIMINATION COMPLAINT AGAINST THE CITY OF VENICE FORM**

Please Print

Name: _____

Address: _____

Telephone (home): _____

Telephone (work): _____

Name of City Staff Person that You Believe Discriminated Against You: _____

Address: _____

Date of Alleged Incident: _____

You were discriminated because of: (please check one or more)

Race Retaliation Color National Origin (Language) Sex Age

Familial Status Religion Disability Other

Explain as briefly and clearly as possible what happened and how you were discriminated against.

Indicate who was involved. Be sure to include how other persons were treated differently than you.

Also attach any written material pertaining to your case.

Signature: _____

Date: _____

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the City of Venice "Subrecipient" assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Subrecipient further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Subrecipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Subrecipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendices A and E* of this assurance in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Subrecipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Subrecipient.


Ed Lavallee (Nov 21, 2023 16:32 EST)

Ed Lavallee, City Manager

APPENDICES A and E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1.) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2.) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3.) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4.) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate and shall set forth what efforts it has made to obtain the information.
- (5.) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. cancellation, termination, or suspension of the contract, in whole or in part.
- (6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall

take such action with respect to any subcontract or procurement as the *Florida Department of Transportation*, the *Federal Highway Administration*, *Federal Transit Administration*, *Federal Aviation Administration*, and/or the *Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

- (7.) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Attachment A

American with Disability Act (ADA)

Transition Plan



City of Venice, Florida

November 22, 2023

I. Introduction

The American with Disabilities Act (ADA) of 1990 is a civil rights statute (herein after referred to as the ACT) that prohibits discrimination against people who have disabilities. There are five separate Titles (sections) of the Act relating to different aspects of potential discrimination. Title II of the Act specifically addresses the subject of making public services and public transportation accessible to those with disabilities. With the advent of the Act, designing and constructing facilities for public use that are not accessible by people with disabilities constitutes discrimination.

The Act applies to all facilities, including both facilities built before and after 1990. As a necessary step to meet the requirements of the Act and to provide accessibility under ADA, state and local governments, public entities or agencies are required to perform self-evaluations of their current facilities (and infrastructure) to determine compliance with the accessibility standards of ADA. The agencies are then required to develop a Program Access Plan, which can also be called a Transition Plan, to address any deficiencies. The Transition Plan is intended to achieve the following:

1. A list of obstacles to ADA compliance and the procedure for removing and/or accommodating these obstacles.
2. A list of structural modifications that are needed.
3. The timeline for when these changes will be accomplished.
4. Estimated costs of each change are outlined in the plan.
5. Identify the public officials responsible for implementation of the Transition Plan.

The Transition Plan is required to be updated periodically until all accessibility barriers are removed.

II. New Construction and Renovations

New Construction and renovations meet both Florida and Federal standards for disability access. Capital Improvements Projects (CIP) designs and construction shall incorporate up-to-date standards to bring areas under construction to current ADA standards. The City Standards Details are updated annually and verified to comply with latest ADA standards.

III. Maintenance Program

Sidewalks, curb ramps, detectable warnings, intersections, crossing, signs, landscape materials and accessible pedestrian signals are inspected at least every three years for compliance and to ensure they do not constitute hazards to the public. Sidewalk and ramp replacement and upgrades are complete or under construction for city owned transportation facilities within the city.

IV. Steps to Compliance

The City continues to complete the self-evaluation activities and to upgrade facilities on an annual basis. Funding is budgeted to upgrade facilities including sidewalks, ramps, and facility access. The City recently completed an \$18 million dollar bond issue for road infrastructure improvement including ADA ramp and sidewalk upgrades. In addition, the historic downtown roadway was re-constructed bringing all ramps into compliance and adding pedestrian crossing flashing lights for additional safety. Fire Station #1 was demolished and re-constructed, bringing the entire facility into compliance. A fully ADA compliance Public Safety Facility was constructed to serve as the Venice Police Department

Headquarters and emergency operation center. The former Police Department was converted to a facility for Public Works, including ADA upgrades. Annual funding is allocated in the Capital Improvement Project (CIP) as part of the City of Venice Annual Budget to upgrade facilities and add additional facilities to improve access.

V. Public Outreach Program

Outreach activities are outlined in Title VI and ADA Plan. An important part of this outreach is naming Alan Bullock as the ADA Officer and providing publication of the documents with clear procedures to obtain public input regarding the needs of the community. Capital projects are presented annually in the budget capital improvement workshops and opportunities for public input are available at all City Council meetings and workshops.

VI. Complaint Procedure

The complaint procedure is clearly outlined in the Title VI and ADA Plan and published through a variety of public media including the City of Venice website. Further information regarding complaint procedures or to submit a written complaint, please contact:

Alan Bullock
Director of Human Resources
City of Venice
401 W. Venice Avenue
Venice, FL 34285
Email: abullock@venicefl.gov
941-882-7377

For persons with TTY/TTD or requiring calling assistance, please contact:

Florida Relay Services: 711 or 1-800-955-8771 (TTY) or 1-800-955-8770 (Voice)

VII. Self-Evaluation of Facilities

The City has completed self-evaluation on most facilities and continues to examine and evaluate remaining facilities to inventory and schedule required upgrades. Many facilities have already been upgraded to comply with ADA requirements. Facility self-evaluations have been completed as follows:

Part 1. – City Parks

The City of Venice, Florida has evaluated its parks to determine whether parks and park facilities are accessible in accordance with Americans with Disabilities Act standards. The self-evaluation provided in the previous Transition Plan update below to indicate the compliant parks and areas that continue to be upgraded. The City continues to complete the remaining Transition Plan identified items to bring all parks into compliance.

The City currently has 34 Parks plus 5 pocket parks. Sarasota County, via an Inter-local Agreement, provides day-to-day operation and maintenance for 16 of the City's 34 parks. The City operates and maintains the remaining parks as well as the five pocket parks. The City's Capital Improvement Program identifies plans to construct or renovate various parks. The Transition Plan evaluates the following design features:

- parking facilities for number and design of accessible parking spaces;
- site access points;
- access to site amenities such as restrooms, picnic areas, playgrounds, shelters, etc.; and,
- facility accessibility for various recreation programs.

Summary of this self-evaluation of parks facilities:

Part 1.A. – City-maintained Parks*

1. Centennial Park – public restrooms, gazebo, and parking compliant.
2. City Hall Park – compliant.
3. Cockrill St.- ADA sidewalks added.
4. Fountain Park – compliant.
5. Dr. Fred Albee Park – needs further evaluation.
6. East Gate Park – needs further evaluation.
7. Graser Park – compliant.
8. Heritage Park – compliant.
9. Humphris Park/South Jetty – compliant.
10. John Nolen Park – compliant.
11. Michael Biehl Park – compliant.
12. Mundy Park – needs further evaluation.
13. Ponce De Leon Park – ADA ramps require upgrades.
14. Prentiss French Park – compliant.
15. Ruscelletto Park – compliant.
16. Sawgrass Park (future park) – undeveloped.
17. Venezia Park – compliant.
18. Venice Fishing Pier – compliant.
19. West Blalock Park – compliant.

*Five Pocket Parks (Tampa, Barcelona, Granada, Harbor and Pensacola)

Part 1.B. – County-maintained Parks*

20. Brohard Park/Clark Pavilion – compliant.
21. Chauncy Howard Park – compliant.
22. Chuck Reiter Park– main restrooms require renovation in future. ADA restrooms available. Additional evaluation required.
23. Hecksher Park – compliant, main restrooms scheduled for renovations in the future.
24. Higel Park – compliant.
25. Legacy Park - compliant.
26. Marina Park – compliant.
27. Maxine Barritt Park – compliant.
28. Service Club Park – compliant.
29. South Brohard Park – compliant.
30. South Brohard Paw Park – compliant.
31. Venice Beach Park – compliant. ADA mobility mat added for beach access.
32. Venice Community Center (East Blalock Park**) – compliant.
33. Venice Myakka Park – compliant.
34. Venetian Waterway Park – compliant.

35. Wellfield Park (Pinebrook Park) – additional evaluation required. Park to be mater planned and redeveloped in the future. Negotiations with the County for the Interlocal Agreement are ongoing, for planning for full park restoration.
 - a. Baseball 3 – compliant
 - b. Softball - compliant
 - c. Letson Field – needs renovation.
 - d. Baseball ½ - needs renovation.
 - e. Tennis – needs renovation.
 - f. Soccer - compliant

*Note that Curry Creek Preserve, Patriots Park, the Train Depot (adjacent to Marina Park) and portions of the Legacy Trail are located within the city limits but are owned and maintained by Sarasota County. Caspersen Beach is a county park located within Sarasota County but is accessible only from Harbor Drive in the city.

**East Blalock Park includes the Venice Public Library (a county facility), The Public Art Center (owned by the city but maintained by a private group), the Venice Community Center (owned by the city and operated and maintained by the County) and the Triangle Inn (a City facility).

Picnic tables are currently being upgraded to provide ADA accessible tables.

Part 2. – Facilities

The City of Venice, Florida has evaluated its government facilities to determine whether buildings are accessible in accordance with Americans with Disabilities Act standards. This self-evaluation has resulted in a Transition Plan to bring all facilities into compliance. The City currently has 11 facilities with access to the public. The City’s Capital Improvement Program identifies plans to construct or renovate various facilities. The Transition Plan evaluates the following design features:

- Parking facilities for number and design of accessible parking spaces
- Site access points and building entries
- Access to facilities such as restrooms, meeting rooms, service desks, elevators, etc.
- Adequacy of various forms of communications to meet the needs of those with disabilities.

The summary of this self-evaluation of

Part 2.A. – City facilities *

1. City Hall (401 W. Venice Ave.) - Compliant. Renovations were completed 2021/2022 to address building access, parking, and restroom upgrades.
2. Public Works Building – (1300 Ridgewood Ave) – Compliant.
3. Fire Station #1 (401 W. Venice Ave, next to City Hall) – Compliant.
4. Fire Station #2 (200 Grove Street N) – Relocation of Fire Station #2 underway. The new building will be fully compliant.
5. Fire Station #3 (5300 Laurel Road) – Compliant.
6. Police Firing Range (at Wellfield Park) – Vacated, planned for demolition.
7. Fire Training Facility (at Wellfield Park) – Vacated, planned for demolition.
8. Maintenance Yard (221 S. Seaboard Ave) – New facility planned in the future for Solid Waste.
9. Warehouse (40 E. Venice Ave) – County owned.

10. Triangle Inn (200 Turin Street) – historical designation.
11. Old Chamber of Commerce Building** - (257 Tamiami Trail, under north bridge) – compliant.
12. Julia Cousins Laning and Dale Laning Archives & Research Center (224 Milan Ave.) – compliant.
13. Lord Higel House (409 Granada Ave.) – Not open to the public. Historical designation.
Renovation work under way in FY22.

*Note that the Venice Community Center is included in the Parks section of the ADA Transition Plan. The Water Plant on E. Venice Ave and the Eastside Treatment Plant on Laurel Road are operated by City Utilities. The Venice Municipal Airport on Airport Ave is operated by the Airport staff. ADA Transition Plans for these facilities are provided in separate documents.

** Currently partially leased to Venice Area Beautification Inc.

Part 3. – Sidewalks

The City of Venice, Florida completed a full evaluation and major renovation of our transportation infrastructure has achieved compliance with ADA Standards. From the previous self-evaluation plans an estimate 195 intersections upgraded with either replacement of ADA ramps to correct slopes or installation of tactile surfaces meeting the current criteria. Most of the minor arterial and collector streets within the City operated and maintained by Sarasota County or FDOT and are not part of the City’s Transition Plan (see list below). The City also completed sidewalk gap construction in several areas to improve access. Currently, with the assistance of the CDBG Grant Program, sidewalks are being installed on Cockrill Street to provide access for shopping, school, church, and parks facilities. The City will continue to look for opportunities to improve access within our transportation system.

Sidewalks upgraded evaluated to meet the following criteria:

1. Curb ramps do not exist rendering the sidewalk inaccessible;
2. Where existing curb ramps do not comply with current standards and require renovation; and,
3. Where future sidewalk projects planned.

During the infrastructure construction, the following improvements were completed:

1. Proper detectable surface installed.
2. Slopes corrected to meet allowable longitudinal and cross slopes except where existing conditions prohibited modification.
3. Proper transitions between the curb ramps and adjacent surfaces installed except where existing conditions prohibit modification.

The City’s commitment to accessibility in the sidewalk system includes:

1. All new sidewalk construction will be completed in accordance with current accessibility standards.
2. All non-compliant curb ramps are to be corrected at the time of road resurfacing or reconstruction unless existing conditions prohibit meeting the required standards. In cases where existing conditions prohibit modification, available measures to improve compliance will be completed.
3. Prioritizing curb ramp construction using the following guidelines:

- a. Feedback from disabled residents,
 - b. Access to government facilities and offices,
 - c. Access to places of public accommodation,
 - d. Access to public transit
 - e. Enhancing safety in areas of significant pedestrian use,
 - f. Construct missing curb ramps,
 - g. Upgrade non-complaint curb ramps.
4. A mechanism for public involvement in the process.

Upgrades Completed based on public input in past two years:

1. Barcelona Ave. – added pedestrian crossing.
2. Pinebrook Way – added crosswalks and ADA ramp.

Other agencies have also committed to improving accessibility of sidewalks and public transit stops within the City limits as follows:

1. Sarasota County Area Transit (SCAT) is currently evaluating and updating bus stops to upgrade accessibility.
 - a. Bus shelters installed and upgraded along bus routes.
 - b. Door to door transit service added to SCAT program.
 - c. US 41 Bypass construction upgraded and added bus shelters.
2. Florida Department of Transportation (FDOT) - Widening project from Center Road to Gulf Coast Blvd underway with proposed improvement ADA compliant. Gulf Coast Blvd. to north City Limits widening previously completed including all ADA upgrades. Resurfacing of US 41 Business included upgrade of ADA facilities.

The following streets within the city limits are under the control of agencies other than the City of Venice and responsibility for an ADA Transition Plan lies with those agencies.

Part 3.A. – Sarasota County operated and maintained streets within the City Limits:

1. Airport Avenue
2. Albee Farm Road
3. Auburn Road
4. Avenida Del Circo
5. Border Road
6. Edmondson Road – west of Pinebrook
7. Harbor Drive - south of West Venice
8. Knights Trail Road
9. Laurel Road
10. Jacaranda Boulevard
11. Pinebrook Road
12. Venice Avenue – east of 41 Business including Venice Avenue Bridge
13. Rustic Road

FDOT operated and maintained streets within the City Limits:

1. US 41 Business (Tamiami Trail)
Tampa Ave. – Miami Ave upgraded by LAP project to meet ADA requirements.
Palermo – Venice Ave. Upgraded by FDOT.
2. US 41 Bypass – Widening project from Center Road to Gulf Coast Blvd underway with proposed improvement ADA compliant. Gulf Coast Blvd. to north City Limits widening previously completed including all ADA upgrades. Compliant.

VIII. Schedule for Completion:

Funding is allocated on an annual basis to retrofit public facilities. The City will utilize grant funds to increase the transition fund. In accordance with previous goals, upgrading ADA sidewalk, ramps and improving access routes were the priority with parallel upgrading of other city-owned facilities. With access routes upgraded, City parks and facilities retrofits will be the priority until all facilities are compliant.

2023 City of Venice Title VI Plan w- Revised Assurance

Final Audit Report

2023-11-21

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