



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	October 9, 2025
Originating Department	Community Development
Contact Person	Mark Hofman, Community Development Director
Title	Resolution 25-2030/Adoption of the Americans with Disability Act (ADA) Grievance Procedures

Legislative History

- First Presentation September 25, 2025 Regular Meeting
 - Second Presentation October 9, 2025 Regular Meeting
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Attachments:

1. Resolution 25-2030
 2. Exhibit A – ADA Grievance Procedure
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Executive Summary

This resolution establishes a formal grievance process under the Americans with Disabilities Act (ADA), as required by federal law. The process ensures a timely and fair way to handle complaints of alleged discrimination based on disability in the City's services, programs, and activities.

Background

Title II of the ADA requires local governments to establish grievance procedures to resolve complaints related to disability access and accommodation. Implementing this procedure affirms the City's commitment to accessibility and ensures transparency for residents and visitors. The ADA Grievance Procedure attached as Exhibit A explains how individuals can file complaints, how these complaints will be reviewed, and how decisions will be communicated.

Fiscal & Policy Implications

Adopting the grievance procedure has minimal financial impact. Staff time will be needed to manage the process. This step enhances the City's compliance with federal law and lowers liability risks.

Alternatives

<i>Options</i>	<i>Results</i>
• Approve the Resolution	The ADA Grievance Procedures are adopted
• Do not approve the Resolution	Provide further direction to staff

Staff Recommendation

Approve Resolution 25-2030 adopting the ADA Grievance Procedure.