



Town of Huntertown ADA Transition Plan

Updated: August 2025
Created: December 2012

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Statement/Mission

In 1990, the Federal Government enacted the Americans with Disabilities Act ("ADA"). The Town of Huntertown , Indiana recognizes its legal obligation to comply with Title II of the ADA and hereby establishes a transition plan to ensure compliance of this federal law, rules and regulations. Therefore Huntertown will identify barriers that exist and state how and when the barriers are to be removed by providing a means to address complaints of discrimination, by encouraging public input to assess, address and meet access needs, and by establishing periodic reviews of the plan to monitor progress and compliance. The purpose of the Plan is to ensure that the citizens of Huntertown are provided full access to the Huntertown programs, services and activities in a timely manner. The Huntertown elected officials and staff believe the ability to accommodate disabled persons is essential to good customer service, the quality of life Huntertown residents seek to enjoy and to effective governance. Title II of the ADA requires that each of the Huntertown services, programs and activities, when viewed in their entirety, be readily accessible and usable by individuals with disabilities.

Non-Discrimination Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Huntertown will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. (See Appendix A for the Non-discrimination Notice)

Employment: Huntertown 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 ADA.

Effective Communication: Huntertown will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Huntertown programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: Huntertown will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services and activities. For example, individuals with service animals are welcome in Huntertown offices, even where pets are generally prohibited.

Anyone who requires auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Huntertown, should contact the ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event.

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

Complaints that a program, service, or activity of Huntertown is not accessible to persons with disabilities should be directed to the ADA Coordinator.

Huntertown 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 are not accessible to persons who use wheelchairs.

Designation of an ADA Coordinator

Pursuant to Resolution 2025-012 adopted on the 21st day of July, 2025, by the Huntertown Town Council the position of ADA Coordinator for the Town of Huntertown was created. The following individual was appointed to serve in such capacity:

Hannah Walker
Town of Huntertown
15617 Lima Road
Huntertown, IN 46748
Phone #260-338-2707
TownManager@Huntertown.in.gov

Hannah Walker holds such position concurrently with her appointment as the Town Manager and is responsible for overseeing compliance with the ADA. (See Appendix B for Resolution of ADA Coordinator)

**Huntertown, Indiana
Grievance Procedure under
The Americans with Disabilities Act**

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the Town of Huntertown. (See Appendix C for Grievance Procedure) The Huntertown Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. 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.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Hannah Walker
Town of Huntertown
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Huntertown, IN 46748
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Within 15 calendar days after receipt of the complaint, Hannah Walker, ADA Coordinator or designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days of the meeting Hannah Walker, ADA Coordinator or designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the Town of Huntertown and offer options for substantive resolution of the complaint.

If the response by Hannah Walker, ADA Coordinator or designee does not satisfactorily resolve the issue, the complainant and/or designee may appeal the decision within 15 calendar days after receipt of the response to the Huntertown Town Council or designee.

Within 15 calendar days after receipt of the appeal, the Huntertown Town Council or designee will meet with the complainant to discuss the complaint and make possible resolutions. Within 15 calendar days after the meeting, the Huntertown Town Council or designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by Hannah Walker, ADA Coordinator or designee, appeals to the Huntertown Town Council or designee, and responses from these two offices will be retained by the Town of Huntertown for at least three years.

Design Standards-Sidewalks

Sidewalks: Sidewalk curbs constructed as part of planned development, sidewalk curbs replaced by or for the Town of Huntertown, or sidewalk curbs replaced by or for a property owner through a Town of Huntertown match funding program shall be constructed in accordance with the PROWAG (Public Right-of-Way Accessibility Guidelines) regulations and standards.

Buildings: Any Town of Huntertown owned buildings that are constructed, remodeled or updated shall be constructed in accordance with the most current ADAAG (Americans with Disabilities Act Accessibility Guidelines) regulations and standards.

Public Involvement Opportunities

The general public is encouraged to participate in identifying needs or barriers to accessibility. This may be done by contacting the ADA Coordinator, Hannah Walker, Town Manager, phone #260-338-2707, TownManager@Huntertown.in.gov. The Huntertown ADA Transition Plan will be available for viewing on the website. The ADA Transition Plan will also be available in the Huntertown Town Hall office for viewing. Anyone

that would like to comment on the Transition Plan can submit their comments in these offices or can contact the ADA Coordinator.

Inventory

Sidewalks: In an effort to remove barriers to streets and sidewalks, the Town of Huntertown has inventoried the curbs and sidewalks within the Town's jurisdiction. The inventory procedure is intended to identify a comprehensive list or inventory of all curbs and sidewalks in the Huntertown jurisdiction that are not ADA compliant. This is composed of an effort to both fully inventory all of the infrastructure that is present and then to identify those items in the system which are not compliant with ADA requirements.

The Town has developed its inventory of the existing system in three steps:

Step 1: Aerial Maps

Aerial maps of Huntertown were used to map the locations on the system that include sidewalks and/or curbs. In addition, Huntertown staff assisted in this process to assure sidewalks and curbs were not missed.

Step 2: Field Evaluation and Inventory

Once the system of sidewalks and curbs had been mapped, a field investigation of each was completed to measure and/or evaluate the following characteristics of each segment of sidewalk and curb.

The following attributes were to be collected for sidewalks and ramps.

- Measured width
- Cross slope observation (2% maximum)
- Heaving
- Continuity
- Joint condition
- Ramp width
- Ramp slope
- Ramp turning space
- Ramp clear space
- Detectable warnings

The above items were considered and a summary “Condition Rating” was given as follows:

- A – ADA Compliant, no concerns (green)
- B – Minor problem noted, but no immediate needs (orange)
- C – One major problem or multiple minor problems, needs some attention (yellow)
- D – Multiple major problems, possibly impassible for wheelchairs (pink)
- F – Broken, impassable by wheelchairs, difficult for pedestrians (red)

Step 3: Update of the Inventory

After receiving input from the public review and staff the inventory will be updated as needed. This will provide a comprehensive list of the needs that exist in the system. (See Appendix D for inventory information on sidewalks and curb ramps)

Buildings: Huntertown owns a limited number of properties. A self-evaluation/assessment of each of the Huntertown physical facilities will be conducted by June 30, 2026, if not sooner. The ADAAG standards will be used to evaluate and collect the data on the buildings. The data that is collected will be included in the update of the Transition Plan.

Funding & Scheduling

Huntertown intends to spend \$75,000 annually to repair, modify, reconstruct, or install sidewalk and ramps to meet current ADA standards.

Review & Evaluation

Each year the Town Council will meet with the ADA Coordinator to review the Huntertown efforts put forth the previous year to comply with the ADA and the implementation of the Transition Plan. At this time an update to the Transition Plan will be done. This shall include any adjustment to the number of sidewalks and ramps that are non-compliant, any changes to funding sources and changes to the schedule, if needed. The Town Council

and ADA Coordinator shall review the prioritization of repairs, modifications or replacement of sidewalks and curbs for the upcoming year. At this time they will also determine the number of sidewalks and curbs ramps that have been brought into compliance and update the ADA Transition Plan to reflect the improvements made for the current year.

The review and evaluation will continue each year until all sidewalks and ramps are ADA compliant and the Transition Plan is completed.

Appendix A

Non-discrimination Notice

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

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Appendix B

RESOLUTION 2025-012
**A RESOLUTION OF THE TOWN OF HUNTERTOWN, INDIANA ADOPTING THE
AMERICANS WITH DISABILITIES ACT (ADA) ADA COORDINATOR AND
PROCEDURES**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 (ADA) to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities; and

WHEREAS, in compliance with Title II of the ADA the Town of Huntertown shall name an ADA Coordinator; and

WHEREAS, in compliance with Title II of the ADA the Town of Huntertown shall adopt a grievance procedure for resolving complaints alleging violation of Title II of the ADA; and

WHEREAS, in compliance with Title II of the ADA the Town of Huntertown shall publish notice to the public regarding the ADA;

WHEREAS, in compliance with Title II of the ADA the Town of Huntertown shall post the ADA coordinator's name, office address, and telephone number along with the ADA Notice and ADA grievance procedure on its website.

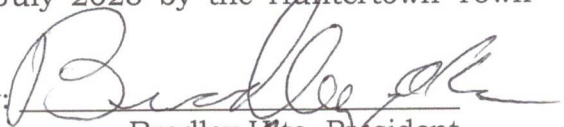
NOW, THEREFORE, BE IT RESOLVED by the Town Council of Huntertown, Indiana:

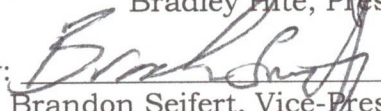
**Hannah Walker, Town Manager, is designated as the ADA
Coordinator for the Town of Huntertown.**

The Town of Huntertown ADA Grievance Procedure under the Americans with Disabilities Act, a copy of which is attached hereto, is adopted as the grievance procedure for addressing complaints alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by the Town of Huntertown.

In compliance with Federal and State laws as set forth above, the Town Council resolves to post the required information regarding the ADA coordinator, Notice under the Americans with Disabilities Act, and Town of Huntertown Grievance Procedure under the Americans with Disabilities Act on its website and at such other locations as may be determined from time to time.

PASSED, APPROVED AND ADOPTED this 21st day of July 2025 by the Huntertown Town Council.


By: 
Bradley Hite, President

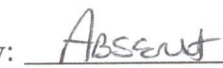
By: 
Brandon Seifert, Vice-President

By: 
Mike Aker, Member

By: 
Pat Freck, Member

ATTEST:


Ryan Schwab, Clerk-Treasurer

By: 
Tina McDonald, Member

Appendix C

Grievance Procedure under The Americans with Disabilities Act Town of Huntertown, Indiana

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Appendix D

Huntertown Sidewalk and Curb Ramp Improvements 2019-2025

Year	Sidewalk Location/Address	Description of Work
2019	Pufferbelly Trail - sidewalk commitment	\$125,000 complete trail through Huntertown - Next Level Trails Grant
2020	Budgeted: \$ 75,000	
New	Communities of Willow Ridge from Cedar Canyons to Fairway Ct - new sidewalk	new sidewalk on E side of Willow Ridge Trail
ADA	Finish sidewalk along Gump @ HT Elementary	550' x 6' x 4"
ADA	Connect sidewalk at HT Family Park	joint project w/school
New	Dunton Road from Honey Willow Blvd to Gump Rd	joint project w/park
		apprx 1500' new sidewalk
		multiple requests and a petition rcvd
		1500' x 6' x 4"
2021	Budgeted: \$75,000	
New	Woods Road from Old Lima to Towne Square	sidewalk w/CCMG project
ADA	15823 Classic Lake Drive	2 squares need raised and tree roots ground
ADA	15916 Lebaron	sidewalk needs replaced
ADA	15927 Lebaron Ln	2 squares need replaced neighbor tripped on 1 sq June 2019
2022	Budgeted: \$75,000	
Repair	1512 Quail Trail in Hunter's Ridge Section 2	sidewalk heaving, needs replaced (NW corner Hunters Lane & Quail Trail)
ADA	Hunter's Ridge and Hidden Oaks	multiple ADA ramps
ADA	Hunter's Ridge @ Pheasant Run	SE corner ADA ramp
ADA	Hunters Lane @ Pheasant Run	SW & SE corner ADA ramps
ADA	Hunters Lane @ Quail Trail	NW & SW corner ADA ramps
ADA	Hunters Lane @ Rabbit Run	SW corner ADA ramp
ADA	Rabbit Run - second house north from Hunters Ln	sidewalk needs work
ADA	Rabbit Run @ SW corner w/Hedgebrook Dr	ADA ramp
ADA	Ashville Dr @ Hedgebrook Dr	NW corner ADA ramp
ADA	Ashville Dr @ Windwood Ct	NW & NE corner ADA ramps
ADA	Water Oak Place north of Ashville Dr	1st home on w - sidewalk repair
ADA	Water Oak @ Hidden Oaks Run	SW & NW corner ADA ramps
2023	Budgeted: \$75,000	
New	Larry and Donna Crow Hulda Street	sidewalks and 2 stumps
ADA	no sidewalk SW corner Apollo Dr & Gemini Dr	add new sidewalk on SW corner, at 1915 Apollo Dr
ADA	Windwood Ct and Ashville	ramps and curb need replaced
Repair	15016 Water Oak	replace storm drain
2024	Budgeted: \$75,000	
New	Bethel Rd from Hathaway to school	new sidewalk on w side
ADA	Address ramps identified in ADA Transition Plan	add to 2022 CCMG project?
2025	Budgeted: \$75,000	
New	Old Lima Road from Shoaff to Brownstone	new sidewalk
ADA	Shearwater Run & Hummingbird Court	needs ADA ramp
ADA	<i>Shearwater Run & Hummingbird Court</i>	<i>needs ADA ramp</i>
CCMG	Gemini/Mercury - replace with new sidewalks	From original sidewalk plan - still need redone?
Repair	Hedgebrook & Rabbit Run	Ramp might be added @ Apollo - If not, include in CCMG 2025-2 call
		water leak repair - New sidewalks installed as part of CCMG 2024-02
Repair	Town & Misc Projects:	
Repair	Hedgebrook & Rabbit Run	water leak repair
Repair	Lima Rd	4x4 water leak repair
Repair	Canaveral Ct	5x 5 water leak repair
Repair	2 squares by Walgreens - Carroll Oaks	replace 2 squares
Repair	Carroll Oaks	few squares here and there need repaired
Repair	sidewalk at 2305 Main Street	driveway should be leveled with sidewalk
Repair	15129 Mercury Lane (Don & Sharon Heck)	sidewalk sinking in 1 place - not too bad
Repair	per Dale, sidewalk damaged by gas company	12762 Starling Dove (Shearwater)
ADA	Carroll Creek - Wandering Way & Crooked Cove	needs ADA ramp
Repair	16' curb - 3536 Boulder Pass	
Repair	20' curb - Mossy Oak Run	



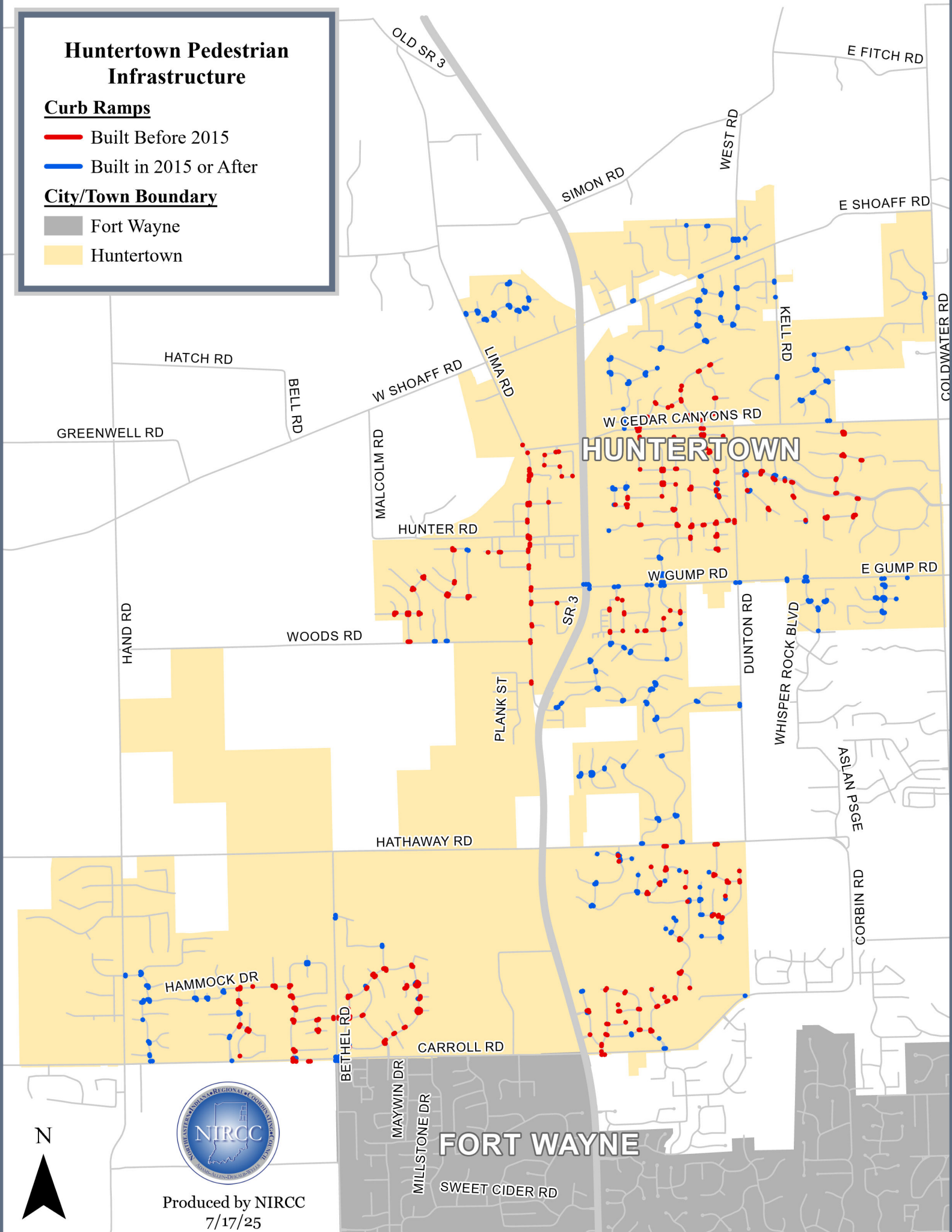
Huntertown Pedestrian Infrastructure

Curb Ramps

- Built Before 2015
- Built in 2015 or After

City/Town Boundary

- Fort Wayne
- Huntertown



Produced by NIRCC
7/17/25