**CALL TO ORDER:** Chair Downs called the meeting was called to order at 5:30 PM. Members present: Steve Downs, Casey Garner, Abby Jonquist (arrived at 5:40pm). Members Absent: None. A quorum was present. Oliphant affirmed proper notice.

**APPROVAL OF MINUTES** Motion by Garner to approve the previous meeting minutes. Seconded by Downs. Motion carried unanimously.

**REPORT FROM ADA COORDINATOR** Oliphant advised that no incidents or concerns had been reported apart from a call related to ADA parking on private property.

**DISCUSSION AND ACTION ITEMS**

Discussion of Richland Center Police Department and ADA considerations with Chief of Police: Chief Jones addressed the committee on topics including but not limited to: ADA considerations specific to law enforcement, specialized training, frequency of interactions with people with disabilities, efforts to ensure accessibility, and goals for improving disability-related training and resources.

Sidewalk inventory: Chair Downs reported an accessibility concern North of 4th Street and on Church Street. Oliphant advised the Public Works Department was in the process of exploring options for a comprehensive sidewalk inventory, including contracting with an outside firm. The Committee engaged in a discussion about effective methods for gathering data on sidewalk, street, and sign conditions, emphasizing the need for public input. Committee member Garner to compile a list of concerns to be submitted to the Public Works Department.

ADA park for Richland Center: Committee member Garner presented an overview of a webinar focused on creating ADA-accessible parks in Wisconsin. He emphasized that successful implementation of such projects requires strong backing from the governing body, along with a dedicated individual or group to spearhead fundraising efforts and coordinate volunteer involvement. Garner to share the webinar recording with other committee members. Furthermore, Committee member Garner requested that Mike Hardy, Director of Symons Recreational Complex, be invited to the next committee meeting to discuss potential plans for an ADA-accessible park.

Existing Ordinance Review (Title VI ADA plan review): The committee reviewed the existing Title IV ADA plan, finding it primarily focused on transportation grants and requiring significant revisions for comprehensive ADA compliance. Given the ongoing review of the shared ride taxi program, the committee tabled discussion of the plan. With the ongoing update of City Ordinances, efforts are underway to improve the structure resulting in a better consolidation of ADA regulations. To assist with this, the Committee may consider exploring example ordinances from the League of Municipalities for potential recommendations to the Common Council.

Review of Cedar Rapids, Iowa standing ADA committee goals: Committee member Garner presented the Cedar Rapids, Iowa ADA Committee as an example for establishing goals, highlighting its focus on responding to grievances, ADA education, and amplifying disabled voices. Oliphant highlighted the importance of public engagement, emphasizing its alignment with both these goals and the committee's overall purpose. The committee will review these goals and consider adoption at the next meeting.

**SET NEXT MEETING DATE**  The next meeting was scheduled for Wednesday, January 15th at 5:30PM. The Committee requests Mike Hardy attend their next meeting to address the possibility of developing an accessible park.

**ADJOURNMENT**  The meeting adjourned at 6:53PM. Motion to adjourn by Downs. Seconded by Garner. Motion carried unanimously.

*Meeting Minutes Recorded by Casey Garner*