



ADA Complaint Form

The City has developed a grievance procedure to ensure that accessibility concerns are resolved quickly and fairly, as outlined in the Americans with Disabilities Act (ADA). If you have issues with the form, or to file an oral grievance, call 763-569-3327.

Complainant – Person Filing Grievance

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number(s): _____ Email: _____

Person Claiming Accessibility Issue (If different from above)

Name: _____

Phone Number(s): _____ Email: _____

Complaint

Where is the location of the problem? Please include street name, intersection (if applicable), city, facility name and/or location if other than a roadway.

What efforts have been made to resolve this complaint? (If you have documentation, copies would be helpful. Examples are letters, email messages, written notes, etc.)

Has the complaint been filed with any Federal or State Agency? Yes No

Name of Agency: _____

Contact Name: _____ Date Filed: _____

Please attach additional pages if more room is needed.

Signature of Complainant: _____ Date: _____

Return to: Andrew Hogg, Assistant City Engineer
City of Brooklyn Center
6301 Shingle Creek Parkway
Brooklyn Center, MN 55430

ahogg@ci.brooklyn-center.mn.us

Notice of Rights

In accordance with the Minnesota Government Data Practices Act, the City of Brooklyn Center is required to inform you of your rights as they pertain to the private information collected from you. The personal information we collect from you is private. Access to this information is available only to you, the agency collecting the information and other statutorily authorized agencies, unless you or a court authorizes its release.

The Minnesota Government Data Practices Act requires that you be informed that the following information, which you are asked to provide, is considered private.

The purpose and intended use of the requested information is:

To assist City of Brooklyn Center staff and designees to evaluate and respond to accessibility concerns within the public right-of-way.

Authorized persons or agencies with whom this information may be shared include:

City of Brooklyn Center officials, staff or designee(s).

Furnishing the above information is voluntary, but refusal to supply the requested information will mean:

City of Brooklyn Center staff may be unable to respond to or evaluate your request.