



## MEMORANDUM

**TO:** Mayor and City Council Members

**THROUGH:** Genesis D. Gavino, Chief of Staff

**FROM:** Tamela Saldaña, Interim Director, Office of Equity and Inclusion

**DATE:** January 17, 2025

**SUBJECT:** Americans with Disabilities Act Training for City Departments

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The Office of Equity and Inclusion, Civil Rights Division (Office), has reviewed concerns regarding accessibility at festivals and events held in the city. To address these concerns, the Office provided training to internal Departments to ensure all responsibilities under the Americans with Disabilities Act (ADA) and City Code are adhered to and followed. City Code specifically requires, under § 4-20-44 – Additional Requirements, that an ADA compliance plan be submitted for any special event that impacts accessibility on city streets, sidewalks, rights-of-way, or city facilities. This plan must adhere to the Texas Architectural Barrier Act (Texas Government Code Chapter 469), the Texas Accessibility Standards (Texas Administrative Code Chapter 65), and the Texas Human Resources Code Chapter 121 (Ord. No. 20180510-018, Pt. 2, 5-21-18).

The ADA Training for Special Events and Festivals was held on January 16, 2025. The Austin Center for Events (ACE) Anchor Departments participated, including the Co-Chairs of ACE. Participants provided positive feedback and interest in continuing the efforts to improve accessibility in Citywide events. Departments shared actions that could be implemented fairly immediately as well as strategies for process improvement. The Office of Civil Rights is now included in ACE meetings to serve as a resource.

- **General Title I and Title II of the ADA**  
*Target Audience:* All City Departments
- **Special Events and Festivals**  
*Target Audience:* Austin Center for Events' Anchor Departments

The session covered ADA requirements, best practices, available resources, and support, as well as strategies for responding to accommodation requests and addressing complaints. Staff is also developing a training schedule for train event organizers to ensure that they understand their responsibilities under Title III of the Americans with Disabilities Act and the requirements of their event permit.

For additional information, please contact Emi Johnson, Policy Compliance Consultant, Office of Equity and Inclusion, Civil Rights Division, at [emi.johnson@austintexas.gov](mailto:emi.johnson@austintexas.gov).