



TOWN OF LOWELL

C U L T I V A T I N G C O M M U N I T Y

MEMORANDUM

DATE: October 8, 2025

TO: Lowell Town Council

FROM: Craig Hendrix, PE, Town Manager, Title VI/ADA Coordinator

SUBJECT: Goals and Accomplishments Report

BACKGROUND

The Lowell Town Council will consider adopting Resolution No. 2025-09 adopting its updated Title VI Plan on October 13, 2025. The Council adopted its ADA Transition Plan on July 24, 2023. Pursuant to our current Title VI and ADA Transition Plan, I have prepared this memorandum outlining our 2024-2025 Accomplishments and 2026 Goals for your review and discussion. This report is submitted annually at the time of adoption of the updated Title VI Plan.

TITLE VI AND ADA PLAN SUMMARY

On occasion Lowell receives federal and state funding for infrastructure improvement projects. As a condition of receiving these funds, Lowell must revise and adopt a new Title VI Plan every year and a new ADA Transition Plan every three years. INDOT was made aware of the current status of our plans.

Lowell has received no complaints related to its Title VI or ADA Plans in this reporting period.

Lowell received no voluntary public involvement surveys. These forms are placed near the agendas at every public meeting and can be found on the town's website.

2024-2025 ACCOMPLISHMENTS

The following is a listing of accomplishments for 2024-2025:

1. Updated, adopted and implemented Lowell's Title VI Plan.
2. Published annual nondiscrimination statement.
3. Posted an annual nondiscrimination statement at Lowell Town Hall and at its wastewater treatment plant and street department garage.
4. Included Title VI Assurances in all bid documents utilizing federal or state monies.
5. Monitored and used Census data, voluntary surveys, and other methods to ensure minority populations and LEP individuals have meaningful access to Lowell's programs, activities and services. Provided blank forms at each public meeting.

6. Updated town website equipped with technology making it accessible to the blind.
7. Posted Lowell's Title VI and ADA policies and forms on Lowell's website.
8. Continued to utilize live streaming of public meetings.
9. Attended INDOT Title VI Coordinator/ADA/PROWAG training on August 1, 2024.
10. Attended INDOT Title VI Coordinator training on March 19, 2025 at Road School.
11. Conducted training for town employees and town council members on September 29, October 1 and October 13, 2025.
12. Added language to all public meeting agendas regarding those requesting accessible needs accommodations.
13. Completed the following ADA Improvements:
 - a. Reconstructed employee kitchen and lunch area improvements
 - b. Completed public bathroom remodel
 - c. Restriped North and South Parking Lots
 - d. Awarded Freedom Park Skate Park Parking Lot and ADA Improvements
 - e. Completed roadway, sidewalk and ADA ramp improvements on Liberty, Woodbridge, Tiffany, Crestwood, Blackwood, Eastwood, Susan and Sarah Streets.

2025-2026 GOALS

The following is a list of proposed goals for 2026:

1. Continue to implement Lowell's Title VI Plan.
2. Continue to publish annual nondiscrimination statement.
3. Continue to post an annual nondiscrimination statement at Lowell Town Hall, Lowell Police and Fire Departments, Lowell Wastewater Treatment Plant and Lowell Street Department Garage.
4. Continue to review town programs and activities for Title VI compliance.
5. Continue to monitor and use Census data, voluntary surveys, and other methods to ensure minority populations and LEP individuals have meaningful access to Lowell's programs, activities and services.
6. Continue to post Lowell's Title VI and ADA policies and forms on Lowell's website.
7. Continue to implement live streaming of public meetings.
8. Update and follow ADA Transition Plan to keep current. Projects at Nassau Park, Park Department Office, Street and Sanitary Maintenance Facility and Washington Street are anticipated in 2026.
9. Continue to receive and conduct employee training.

AFFIDAVIT OF PUBLICATION

Northwest Indiana Times
601 W. 45th Ave.
(219) 933-3333

State of Florida, County of Broward, ss:

I, Ankit Sachdeva, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Northwest Indiana Times, a publication that is a "legal newspaper" as that phrase is defined for the city of Munster, for the County of Lake, in the state of Indiana, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

Publication Dates:

- Oct 1, 2025

Notice ID: hLuOU1uYcBvLWHhj5U31

Publisher ID: COL-IN-102961

Notice Name: 2025 Title VI

Publication Fee: \$50.97

Ankit Sachdeva

Agent

VERIFICATION

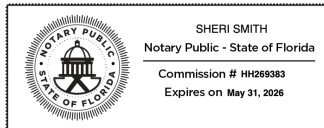
State of Florida
County of Broward

Signed or attested before me on this: 10/01/2025



Notary Public

Notarized remotely online using communication technology via Proof.



**TITLE VI
NOTICE OF
NONDISCRIMINATION**

The Town of Lowell (hereafter referred to as "Town") is required to conform to Title VI of the Civil Rights Act of 1964 (Title VI) and all related statutes, regulations, and directives, which provide that no person shall be excluded from participation in, denied benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation (DOT) on the grounds of race, color, age, national origin, gender, disability or income status.

The Town assures that no person in the United States shall, on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance (23 CFR 200.9 Title 49 CFR 21). The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of terms "programs or activities" to include all programs and activities of Federal Aid recipients, sub-recipients, and contractors, whether such programs and activities are federally assisted or not (Public Law 100-259 [S.557] March 22, 1988).

Pursuant to the requirements of Section 504 of the Rehabilitation Act of 1973 (29 USC §794), the Town hereby gives assurance that no qualified disabled person shall, solely by reason of his disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination, including discrimination in employment, under any program or activity that receives or benefits from Federal financial assistance.

In the event the Town distributes federal aid funds to a sub-recipient, the Town will include Title VI language in all written agreements and will monitor for compliance. The following individual has been designated as the Town's Title VI and ADA Coordinator and is responsible for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 CFR 200.9 Title 49 CFR 21.

Craig Hendrix, Town Manager
Town of Lowell Title VI and ADA Coordinator
501 E Main Street
Lowell, IN 46356
Office: (219) 696-7794
Email: chendrix@lowell.net
www.lowell.net

Lowell affirms its commitment to nondiscrimination annually by publishing this notice and reaffirming its commitment of nondiscrimination.
Craig Hendrix
Town Manager



INTERIM AD DRAFT

This is the proof of your ad scheduled to run in **Northwest Indiana Times** on the dates indicated below. If changes are needed, please contact us prior to deadline at help@column.us

Notice ID: hLuOU1uYcBvLWHhj5U31 | **Proof Updated: Sep. 26, 2025 at 09:58am CDT**
Notice Name: 2025 Title VI

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER

TOWN OF LOWELL / LEGALS
Murr
clerktreasurer@lowell.net
(219) 696-7794

FILING FOR

Northwest Indiana
Times

Columns Wide: 1

Ad Class: Legals

10/01/2025: Indiana Government (CM) (1 Run)	50.97
--	-------

Total	\$50.97
--------------	----------------

See Proof on Next Page

TITLE VI
NOTICE OF
NONDISCRIMINATION

The Town of Lowell (hereafter referred to as "Town") is required to conform to Title VI of the Civil Rights Act of 1964 (Title VI) and all related statutes, regulations, and directives, which provide that no person shall be excluded from participation in, denied benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation (DOT) on the grounds of race, color, age, national origin, gender, disability or income status.

The Town assures that no person in the United States shall, on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance (23 CFR 200.9 Title 49 CFR 21).

The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of terms "programs or activities" to include all programs and activities of Federal Aid recipients, sub-recipients, and contractors, whether such programs and activities are federally assisted or not (Public Law 100-259 [S.557] March 22, 1988).

Pursuant to the requirements of Section 504 of the Rehabilitation Act of 1973 (29 USC §794), the Town hereby gives assurance that no qualified disabled person shall, solely by reason of his disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination, including discrimination in employment, under any program or activity that receives or benefits from Federal financial assistance.

In the event the Town distributes federal aid funds to a sub-recipient, the Town will include Title VI language in all written agreements and will monitor for compliance. The following individual has been designated as the Town's Title VI and ADA Coordinator and is responsible for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 CFR 200.9 Title 49 CFR 21.

Craig Hendrix, Town Manager
Town of Lowell Title VI and ADA Coordinator
501 E Main Street
Lowell, IN 46356
Office: (219) 696-7794
Email: chendrix@lowell.net
www.lowell.net

Lowell affirms its commitment to nondiscrimination annually by publishing this notice and reaffirming its commitment of nondiscrimination.

Craig Hendrix
Town Manager

Title VI Plan/Nondiscrimination Policy Staff Training Log

Employee Name (Please Print)	I Agree	Date
Tim Henke	P	9/29/25
John Gresiakowski	✓	9/30/25
Greg White	X	9/30/25
Euse McCune	X	9/30/25
Shelly Schmidt	X	9/30/25
Diana Cade	X	9/30/25
Dawn Martin	X	9/30/25
Rich Orma	X	9/30/25
Deborah L Sheets	X	9/30/25
Tammy Bilgri	X	9/30/25
Hunter Hornickel	X	9/30/25
Lithia Hughes	X	9/30/25
Bill Marr	X	9/30/25
R. HORNICKEL	X	9-30-25
JAMES WOESTMAN	✓	10/2/25
Chris Grumbin	✓	10/2/25
Scott R. Carl	✓	10/2/2025
Paul Wymen	✓	10/2/2025
Cassie Smith	o	10-2-25