

McCordsville

ESTD  1988

INDIANA

Town of McCordsville

TITLE VI

Nondiscrimination Implementation

Plan & Policy

September 9, 2025



6280 VAIL ROAD MCCORDSVILLE, IN 46055 | (317) 335-5113 | WWW.MCCORDSVILLE.IN.GOV

CHAD GOODING- DISTRICT 1; GREG BREWER- DISTRICT 2; JOHN PRICE- DISTRICT 3;
SCOTT JONES- AT LARGE; DR. BRYAN BURNEY- AT LARGE; STEPHANIE CRIDER- CLERK TREASURER

McCordsville

ESTD  1988

INDIANA

Table of Contents

| | |
|---|---------|
| 1. Policy Statement..... | Page 3 |
| 2. Title VI Coordinator..... | Page 3 |
| 3. Employer/Employee Training & Responsibilities..... | Page 4 |
| 4. Contractors, Subcontractors, Consultants & Vendors | Page 4 |
| 5. Concerns/Complaint Process | Page 5 |
| 6. Public Dissemination..... | Page 7 |
| 7. Community Involvement & Outreach | Page 7 |
| 8. Data Collection | Page 8 |
| 9. Limited English Proficiency (LEP) Plan | Page 10 |
| 10. Assurances..... | Page 11 |
| 11. Environmental Justice | Page 15 |

Appendix A – Contractor Assurances

Appendix B – Clauses for deeds Effecting or Recording the Transfer of Real Property, Structures or Improvements

Appendix C – Clauses for Deeds, Licenses, Leases, Permits or Similar Instruments Entered Into by McCordsville

Appendix D – Employee Acknowledgement

Appendix E – Complaint Form and Log

Appendix F – Voluntary Public Survey

Appendix G – Public Outreach

Appendix H – Civil Rights Training

Appendix I – McCordsville Town Standards

Appendix J – Implementation

Appendix K – Resolution

A copy of the 2025 plan can be found at: www.mccordsville.in.gov

6280 VAIL ROAD MCCORDSVILLE, IN 46055 | (317) 335-5113 | WWW.MCCORDSVILLE.IN.GOV

CHAD GOODING- DISTRICT 1; GREG BREWER- DISTRICT 2; JOHN PRICE- DISTRICT 3;
SCOTT JONES- AT LARGE; DR. BRYAN BURNEY- AT LARGE; STEPHANIE CRIDER- CLERK TREASURER

McCordsville

ESTD  1988

INDIANA

1. POLICY STATEMENT

Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal Financial Assistance” (42 U.S.C. Section 2000d).

Pursuant to Title VI of the Civil Rights Act of 1964, as amended, and the Civil Rights Restoration Act of 1987, The Town of McCordsville, hereinafter referred to as “McCordsville”, will not exclude from participation in, deny the benefits of, or subject to discrimination any individual on the grounds of race, color, or national origin, sex, age, disability, limited English proficiency and income status.

2. TITLE VI COORDINATOR

Tim Gropp
Title VI Coordinator
6280 Vail Road
McCordsville, IN 46055
Phone: 317-335-5146
Fax: 317-336-7483
Email: tgropp@mccordsville.in.gov

The McCordsville Title VI Coordinator will:

- Administer and implement the McCordsville Title VI plan and policy.
- Conduct Title VI yearly reviews with employees in an effort to assist with identifying, addressing and eliminating discrimination concerns in every department.
- Conduct or facilitate Title VI training programs with department heads for dissemination to employees.
- Work with employees to develop and disseminate Title VI information to contractors, subcontractors, vendors, and consultants.
- Work with employees to ensure community involvement and outreach is in compliance with Title VI and provides equitable opportunities for

participation.

- Ensure Title VI language is included in McCordsville contracts.
- Collect review and preserve statistical data (race, color, national origin, language, gender, etc.) of participants in activities and programs to ensure McCordsville's continued compliance with Title VI.
- Maintain all Title VI records and correspondence, including but not limited to, signed employee acknowledgements, complaints and all correspondence regarding such, requests for language services, demographic statistics, department compliance reviews and all Title VI federal agency correspondence and records.
- Address all Title VI discrimination complaints.
- Review and update the Title VI plan and policy as needed or required.
- Prepare and submit the annual Title VI update report.

3. EMPLOYER/EMPLOYEE DISSEMINATION & TRAINING

Title VI plan and policy education and literature will be provided to all McCordsville employees. McCordsville employees will be required to sign an acknowledgement (Appendix D) or receipt indicating they have received and reviewed Title VI policy guidelines. New employees will be provided with education and literature within their new employee packet. Employees will be provided with updated education and literature as McCordsville deems necessary.

Employees will be expected to follow the Title VI policy and guidelines set forth. In addition, McCordsville employees should make every effort to alleviate any barriers to service or public use that would restrict public access or usage, take prompt and reasonable action to avoid or minimize discrimination incidences and **immediately** notify the Title VI Coordinator, in writing, of any questions, complaints or allegations of discrimination.

4. CONTRACTORS, SUBCONTRACTORS, VENDORS &CONSULTANTS

All contractors, subcontractors and vendors who receive payments from McCordsville where funding originates from any Federal assistance programs are subject to the provisions of Title VI of the Civil Rights Act of 1964, as amended. McCordsville will include Title VI language, as per the Standard U.S. DOT Title VI Assurances Appendices A, B & C, as relevant

INDIANA

and appropriate, in written agreements and bid notices. Written agreements relevant to Title VI shall not contain any form of discrimination, either written or implied.

5. CONCERNS/COMPLAINT PROCESS

McCordsville will take prompt and reasonable actions to thoroughly investigate concerns and complaints. Any individual, who believes they have been subjected to discrimination, may file a complaint with the McCordsville Title VI Coordinator. Complaint forms (Appendix E) can be found on the McCordsville website: www.mccordsville.in.gov or by contacting the McCordsville Title VI Coordinator. In order for the complaint to be considered, the complainant must file the appropriate documentation:

1. Within 180 days of the alleged act of discrimination; or
2. Where there has been a continuing course of alleged discriminatory conduct, on the date in which the alleged conduct was discontinued.

Complaints shall be made in writing and shall be signed by the complainant and/or the complainant's representative. Complaints must contain the following and describe as completely as possible the facts and circumstances surrounding the alleged discrimination:

- Name of the complainant.
- Contact information (telephone number, address, email address).
- Basis for the allegations(s) (i.e. race, color, national origin, gender, age, etc.).
- A detailed description of the alleged discrimination (how, when, where & why they believe they were discriminated against including the locations(s), names(s) and contact information of all witnesses, if applicable.
- Any other information that is deemed significant.

If the complainant is unable or incapable of providing a written statement, a verbal complaint may be made to the McCordsville Title VI Coordinator. Under these circumstances, the complainant will be interviewed and the McCordsville Title VI Coordinator will assist the complainant in completing a written statement.

McCordsville

ESTD  1988

INDIANA

Within fifteen (15) calendar days after receipt of the complaint, the Title VI Coordinator will arrange to meet with the complainant to discuss the complaint and the possible resolutions if applicable. If a complaint is deemed incomplete, additional information will be requested. The complainant has sixty (60) business days to respond to the request for the additional information. A complainant's failure to respond to the request within sixty (60) business days may result in the administrative closure of the complaint.

If McCordsville does not have sufficient jurisdiction to investigate the complaint, the Title VI Coordinator will refer the complaint to the appropriate local, state or federal agency holding such jurisdiction. The Title VI Coordinator will notify the complainant or their representative, in writing, that the complaint is outside of the McCordsville jurisdiction and where the complaint has been referred for further handling.

The Title VI Coordinator will conduct a complete and thorough investigation of complaints inside the McCordsville jurisdiction and based upon the information obtained will render a final written response letter to the complainant or their representative by registered mail or hand delivery within sixty (60) business days. The final written response will include a description of the complaint, a summary of the investigation and the findings of such, summaries of all individuals interviewed, and if appropriate, recommendations and resolutions. All written complaints, investigations and responses will be retained by McCordsville for at least three (3) years (Appendix E).

A complainant's identity shall be kept confidential except to the extent necessary to complete the investigation. If it is necessary to disclose the complainant's identity to the alleged person who may have discriminated or a third-party, McCordsville must first obtain the complainant's written consent. McCordsville must also obtain the complainant's written consent before providing a copy of the complaint to any other individual(s) involved with the investigation.

INDIANA

If a complainant is dissatisfied with the final resolution of the complaint, they have the right to file a complaint with:

Department of Justice
Federal Coordination and Compliance Section – NWB
Civil Rights Division
U.S. Department of Justice
950 Pennsylvania Avenue, NW
Washington, D.C. 20530

6. PUBLIC DISSIMINATION

Title VI information shall be displayed in the McCordsville Town Hall and all places in which public meetings are held. The name and contact information of the McCordsville Title VI Coordinator will be displayed on the Title VI information.

The McCordsville Title VI plan and policy includes the Limited English Proficiency (LEP) plan and complaint procedures. Language Identification Flashcards also be available as a first point of contact with a LEP individual.

Copies of any of these plans will be provided upon request. LEP individuals may obtain translated copies of these plans upon request. Any questions or comments regarding this plan should be directed to the Title VI Coordinator.

7. COMMUNITY INVOLVEMENT & OUTREACH

McCordsville is committed to ensuring that community involvement and outreach is done in a respectful and appropriate manner that will allow for diverse involvement. Public meetings, programs and activities will provide equitable opportunities for participation.

The McCordsville Town Council and various boards and commissions meet monthly and those meetings are open to the public. Any meetings that are open to the public are published on the McCordsville website's main page and distributed to local media outlets. All McCordsville public meetings are held in locations accessible to individuals with disabilities. Upon request, translators can be provided free of charge to those individuals with disabilities. Upon request, translators can be provided free of charge to those individuals with limited English proficiency. Auxiliary aids are also

INDIANA

available upon request. Requests must be made within forty-eight (48) hours in advance.

Also published on the McCordsville website are various meeting agendas, meeting minutes, McCordsville notices, events and news. Some departments within McCordsville utilize signage, media and social media websites as another avenue to communicate with the community.

8. DATA COLLECTION

Pursuant to 23 CFR 200.9(b)(4), McCordsville shall collect and analyze statistical information regarding demographics to assist in monitoring and ensuring nondiscrimination in all of its programs and activities.

McCordsville shall utilize a voluntary Title VI Public Involvement Survey (Appendix F) that will be available on the website (www.mccordsville.in.gov). The survey will allow respondents to remain anonymous. The survey will ask questions regarding the respondent's gender, ethnicity, race, age, income and if they are disabled. Completed surveys will be retained by the Title VI Coordinator for three (3) years.

The Title VI Coordinator will also collect and report statistical data for the past three (30) years as it relates to the number of federally funded projects, complaints filed and the results of those complaints, any requests for language services, demographic statistics and department compliance reviews.

9. LIMITED ENGLISH PROFICIENCY (LEP) PLAN

McCordsville has prepared this plan in accordance with Title VI of the Civil Rights Act of 1964, as amended, which states that no person shall be subjected to discrimination on the basis of race, color or national origin. The purpose of this plan is to help identify reasonable steps for providing language assistance to individuals with limited English proficiency who wish to access services provided by McCordsville.

Presidential Executive Order No. 13166, titled "Improving Access to services for Persons with Limited English Proficiency," indicates that individuals treated differently based upon their inability to speak, read, write or understand English is a type of national origin discrimination. Presidential

INDIANA

Executive Order 13166 defines limited English proficiency persons as those individuals who do not speak English as their primary language and have limited ability to read, speak, write or understand English.

In order to prepare this plan, McCordsville utilized the U.S. Department of Transportation four-factor LEP analysis which considers the following factors:

1. The proportion of LEP persons in the service area who may be served or are likely to encounter a McCordsville program, activity or service.
2. The frequency with which LEP persons come in contact with McCordsville programs, activities or services.
3. The nature and importance of programs, activities or services provided by McCordsville to the LEP population.
4. The resources available to McCordsville and overall cost to provide LEP assistance.

Based upon the 2019 American Community Survey data only 3.5% of all households in the Town speak a language other than English. The analyses of the four factors suggest that LEP services are not substantial at McCordsville at this time. McCordsville has committed to the following:

- Continue offering, upon request, translators free of charge for McCordsville public meetings, programs and activities if requested within forty-eight (48) hours in advance.
- The Town's website is fully accessible and provides translation services.
- Provide Language Identification Flashcards at likely first points-of-contact with LEP persons.
- Provide access to information and documents in other languages in those demographic areas identified with limited English proficiencies
- Continually monitor our website and make adjustments as necessary to ensure information is accessible to LEP individuals

McCordsville is aware that the community profile is ever-changing; therefore, this LEP and the four-factor analysis will be re-evaluated on an annual basis or if and when new census data is available to ensure that the plan remains reflective of the community's needs. Individuals

INDIANA

requiring special language service or accommodations should contact the McCordsville Title VI Coordinator.

10. McCORDSVILLE, INDIANA TITLE VI ASSURANCES

McCordsville (hereinafter referred to as the “Recipient”) HEREBY AGREES THAT as a condition to receiving Federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 200d-4 (hereinafter referred to as the “Act”), and all requirements imposed by or pursuant to Title 40, Code of Federal Regulations, Department of Transportation, Sub Title A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the “Regulations”) and other pertinent directives, to the end that is in accordance with the Act, Regulations and other pertinent directives, no person in the United States shall, on the grounds of race, color

or national origin, be excluded from participation in, be denied the benefits of or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the “appropriate Grantor(s)” and, HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a)(1) of the Regulations. More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurance with respect to the “appropriate Grantor(s)”

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to the “appropriate Grantor(s):”

1. That the Recipient agrees that each “program” and each “facility” as definite in subsections 21.23€ and 21.23(b) of the regulations, will be (with regard to a “program”) conducted, or will be (with regard to a “facility”) operated in compliance with all requirements imposed by or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with the “appropriate Grantor(s)” and, in

INDIANA

adapted form in all proposals for negotiated agreements:

Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat, 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations Department of Transportation, Sub Title A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidden that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.
4. 11That the Recipient shall insert the clauses of Appendix B of this assurances as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon or interest therein.
5. That where the Recipient receives Federal financial assistance to construct a facility, or a part of a facility, the Assurance shall extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisitions of real property or an interest in real property, the Assurance shall extend to the rights on space on, over or under such property.
7. That the Recipient shall include the appropriate clauses set forth in Appendix B of this Assurance as a covenant running with the land, in any further deeds, leases, permits, licenses and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the “appropriate Grantor(s)” and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under the “appropriate Grantor(s)”.
8. That this Assurance obligates the Recipient for the period during which

INDIANA

Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of personal property, or real property or interest therein or structures or improvement thereon, in which case the Assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar service or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-grantees contractors, subcontractors, transferees, successors in interest and other participants of Federal financial assistance under such program will comply with all requirement imposed or pursuant to the Act, the Regulations and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulation and this Assurance.

This Assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient Department of Transportation under the “appropriate Grantor(s)” and is binding on it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest and other participants in the “appropriate Grantor(s)”. The person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the Recipient.

Dated: _____

(Recipient)

By: _____

President
McCordsville Town Council

11. ENVIRONMENTAL JUSTICE

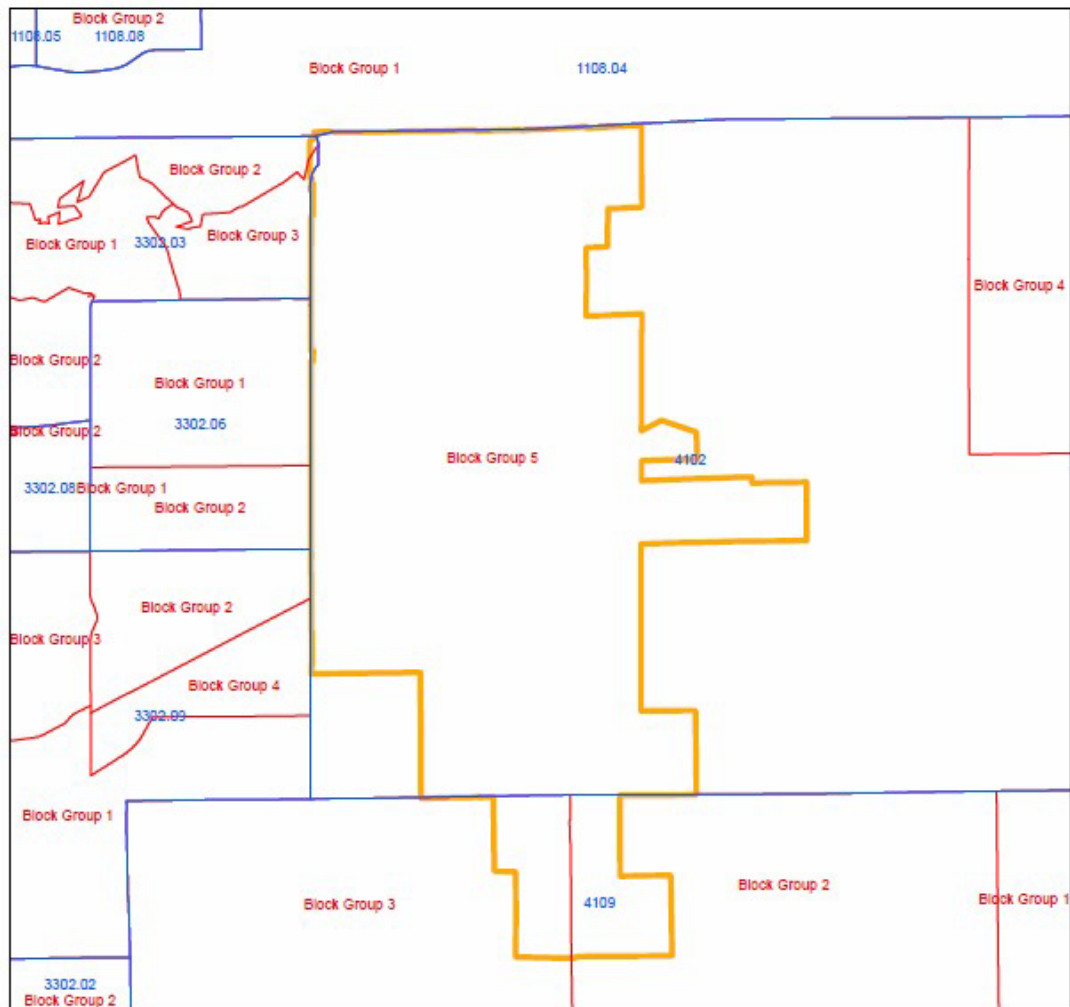
The Town of McCordsville is in portions of Block Group 5 of Census Tract 4102, and Block Groups 2 & 3 of Census Tract 4109. The Town utilized the number of households below the poverty line and the number of minority individuals, at the Census Block Group level, in order to provide a baseline for environmental justice issues. A map showing the Town's current corporate limits has been superimposed upon a base map showing the Census Tracts and Census Block Groups. To date the Town has not had any environmental justice complaints. Our policies and procedures as stipulated in this plan will ensure environmental justice for all areas of the community




McCordsville


ESTD  1988

INDIANA

The Town of McCordsville current corporate limits include portions of 3 Census Block Groups. Using Census Block Group level data, the Town does not have any Environmental Justice areas. Race and poverty census data (at Block Group level) were used and those percentages are noted below for each Block Group represented in the Town's corporate limits.



-  Census Tract 4102, Block Group 5 15% minority population, 7% of population below poverty line
 -  Census Tract 4109, Block Group 3 13% minority population, 4% of population below poverty line
 -  Census Tract 4109, Block Group 2 0% minority population, 5% of population below poverty line
- *All data is from the 2014 American Community Survey*

 Town Limits



McCordsville

ESTD  1988

INDIANA

Appendix A

Contractor Assurances

During the performance of the contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance with regulations:** The contractor shall comply with the Regulation relative to nondiscrimination in Federally-assisted programs of the department of Transportation (hereinafter “DOT”) Title 49, code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the “Regulations”) which are herein incorporated by reference and made apart of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the regulations.
3. **Solicitations for Subcontractors, Including Procurements of Material and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor work to be performed under a subcontractor, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor’s obligations under this contract and the regulations relative to nondiscrimination on the grounds of race, color or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by McCordsville and _____ to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contract shall so certify to McCordsville and

_____ as appropriate, and shall set forth what effort has been made to obtain information.

5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provision of this contract, McCordsville shall impose such sanctions as it and the _____ may determine to be appropriate, including but not limited to:

(a) withholding of payments to the contractor under the contract until the contractor complies and/or

(b) cancellation, termination or suspension of the contract, in whole or in part

6. **Incorporation of Provisions:** The contractor shall include the provision of paragraphs (1) through (6) in every subcontract, including procurements of materials and lease of equipment, unless exempt by the Regulation or directive issued pursuant thereto.

The contractor shall take such action with respect to any subcontractor procurement as McCordsville and _____ may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such directions, the contractor may request McCordsville to enter into such litigations to protect the interests of McCordsville and, in addition, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

Appendix B

Clauses for Deeds Effecting or Recording the Transfer of Real Property, Structures or Improvements

The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States:

GRANTING CLAUSE

NOW, THEREFORE, the Department of Transportation, as authorized by law and upon the condition that McCordsville will accept Title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the administration of

_____ and
the policies and procedures prescribed by the _____

And, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Sub Title A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs to the Department of Transportation (hereinafter referred to as the "Regulations") pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat 252; 42 U.S.C. 2000d to 2000d-4), does hereby remise, release, quitclaim and convey to McCordsville all the right Title and interest of the Department of Transportation in and said lands described in Exhibit A attached hereto and made a part thereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interest therein unto McCordsville and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provisions of similar service or benefits and shall be binding on McCordsville, its successors and assigns.

McCordsville, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall be on the grounds of a race, color or national origin be excluded from participation in, be denied the benefits of or be otherwise subject to discrimination with regard to any facility location wholly or in part on, over or under such lands

hereby conveyed [,](and) (2) that McCordsville shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Sub Title A, Office of the secretary, Part 21, Nondiscrimination of federally assisted programs of the Department of transportation-Effectuation of Title VI of the Civil Rights of 1964, and as said Regulations may be amended [,] and (3) that in the event of breach of any of the above mentioned non-discrimination conditions, the department shall have a right to re-enter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.¹

¹ Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

Appendix C

**Clauses for Deeds, Licenses, Leases,
Permits or Similar Instruments
Entered Into by McCordsville**

The following clauses shall be included in all deeds, licenses, leases permits or similar instruments entered into by McCordsville pursuant to the provisions of Title VI Assurances, item 7(a).

The _____ (grantee, licensee, lessee, permittee, etc., as appropriate), for himself, his heirs, personal representatives, successors in interest and assigns, as part of consideration hereof, does hereby covenant and agree [in the case of deeds and leases add “as a covenant running with the land”] that in the event facilities are constructed, maintained or otherwise operated on the said property described in this _____ (deed, licenses, lease, permit, etc.) for a purpose of which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the _____ (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, code of Federal Regulations, Department of Transportation, Sub Title A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1963, and as said Regulations may be amended.

The following shall be included in all licenses, leases permits, etc.:

That in the event of breach of any of the above nondiscrimination covenants, McCordsville shall have the right to terminate the _____ [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said _____ [licenses, lease, permit, etc.] had never been made or issued.

The following shall be included in all deeds:

That in the event of breach of any of the above nondiscrimination covenants, McCordsville shall have the right to re-enter said lands and facilities thereon, and the above-described lands and facilities shall thereupon revert to and vest in and become the absolute property of McCordsville and its assigns.

The following shall be included in all deeds, licenses, leases permits, or similar agreements entered into by McCordsville pursuant to the provisions of Title VI Assurance 7(b):

The _____ (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add “as a covenant running with the land”) that (1) no person on the ground of race, color or national origin shall be excluded from participation in, denied the benefits of or be otherwise subject to discrimination in the use of said facilities, (2) that in the construction of any improvement on, over or under such land and the furnishing of service thereon, no person on the ground of race, color or national origin shall be excluded from participation in, denied the benefits of or otherwise be subjected to discrimination, (3) that the _____ (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, code of Federal Regulations, Department of Transportation, Sub Title A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said regulations may be amended.

The following shall be included in all licenses, leases, permits, etc.:

That in the event of breach of any of the above nondiscrimination covenants, McCordsville shall have the right to terminate the _____ [license, lease, permit, etc.] as if it had never been made or issued.

The following shall be included in all deeds:

That in the event of breach of any of the above nondiscrimination covenants, McCordsville shall have the right to re-enter said land and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of McCordsville and its assigns.²

²Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

Appendix D

Employee Acknowledgement

McCordsville
TITLE VI EMPLOYEE ACKNOWLEDGEMENT
The Town of McCordsville, Indiana
An Equal Opportunity Employer

Title VI of the Civil Rights Act of 1964 as amended prohibits discrimination on the basis of race, color or national origin in programs and activities receiving Federal financial assistance. Specifically Title VI provides that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal Financial Assistance” (42 U.S.C. Section 2000d) .

Pursuant to Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 McCordsville will not exclude from participation in, deny the benefits of, or subject to discrimination any individual on the grounds of race, color or national origin.

All McCordsville employees are expected to consider, respect and observe this policy in their daily work responsibilities and interactions with other employees and the public. McCordsville employees should work to prevent and alleviate any barriers to service or public use that would restrict public access or usage and take prompt and reasonable action to avoid or to minimize discrimination incidences. If another employee or citizen approaches with a question, concern or complaint regarding discrimination, please refer them to the McCordsville Title VI Coordinator:

Tim Gropp
ADA Coordinator & Title VI Coordinator
6280 Vail Road
McCordsville, IN 46055
Phone: 317-335-5146
Email: tgropp@mccordsville.in.gov

Employee Name: _____ Date: _____

Employee Signature: _____ Dept.: _____

*****Employee signature confirms receipt and understanding of Title VI Plan and Policy*****

Appendix E
Complaint Form
And
Complaint Log

TITLE VI COMPLAINT FORMADA Complaint / Grievance Form
McCordsville, Indiana

Complainant: _____ Date: _____

Person Preparing Form (if different from Complainant):

Relationship to Complainant: _____

Street Address & Apt. No.: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ E-mail: _____

Please provide a complete description and location(s) of the specific complaint or grievance:

_____Please state what you think should be done to resolve the complaint or grievance:

_____Your concerns are important to us. Someone will contact you shortly.
If you prefer not to be contacted, please check here:

Signature: _____ Date: _____

Return to: Tim Gropp
McCordsville ADA Coordinator
6280 Vail Road
McCordsville IN 46055 Phone: (317)335-5146
Email: tgropp@mccordsville.in.gov Created: 08/27/25

Title VI Complaint Log

[illegible]

Appendix F
Voluntary Public Survey

Title VI Voluntary Public Involvement Survey

As a recipient of federal funds, the Indiana Department of Transportation (INDOT) is requiring local agencies to develop a procedure for gathering statistical data regarding participants and beneficiaries of its federal-aid highway programs and activities (23 CRF §200.9(b)(4)). The Town of McCordsville is distributing this voluntary survey to fulfill that requirement to gather information about the populations affected by proposed projects.

You are not required to complete this survey. Submittal of this information is voluntary. This form is a public document that the Town of McCordsville will use to monitor its programs and activities for compliance with Title VI and the Civil Rights Act of 1964, as amended and its related statutes and regulations.

If you have any questions regarding McCordsville's responsibilities under Title VI of the Civil Rights Act of 1964 or the Americans with Disabilities Act, please contact the Title VI Coordinator located on the survey. You may return the survey by folding it and placing it on the registration table or by mailing or e-mailing it to the address below.

| |
|---|
| Date: |
| Project Name: |
| Proposed Project Location: |
| Gender: Female <input type="checkbox"/> Male <input type="checkbox"/> Ethnicity: Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino <input type="checkbox"/> |
| Race: (Check one or more) American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> White <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> Multiracial <input type="checkbox"/> |
| Age: 1-21 <input type="checkbox"/> 22-40 <input type="checkbox"/> 41-65 <input type="checkbox"/> 65+ <input type="checkbox"/> Disability: Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Household Income: \$0-\$12,000 <input type="checkbox"/> \$12,001-\$24,000 <input type="checkbox"/> \$24,001-\$36,000 <input type="checkbox"/> \$36,001-\$48,000 <input type="checkbox"/> \$48,001-\$60,000 <input type="checkbox"/> \$60,001+ <input type="checkbox"/> |
| <p align="center">Tim Gropp, Title VI Program Manager 6280 Vail Road McCordsville, IN 46055 tgropp@mccordsville.in.gov or Phone: 317-335-5146</p> |

Appendix G
Public Outreach

**NOTICE OF PUBLIC HEARING
McCordsville Plan Commission
Docket No. PC-25-013**

Hearing Information: Notice is hereby given that on the 20th day of May 2025 at 7:00pm, a public hearing will be held by the McCordsville Plan Commission at the McCordsville Municipal Building (6280 W Vail Road (CR 800 N), McCordsville, Indiana), for the purpose of considering a Primary Plat for 108 lots on approximately 53 acres. The subject property is located at the southwest corner of CR 500W and CR 900N. The subject property is zoned R-1 and Alexander Ridge II PUD.

A copy of the petition, submitted by Lennar Homes, is on record and can be viewed at the Planning and Building Dept., which is located at the McCordsville Municipal Building. The petition can also be viewed on the Town's website at www.mccordsville.in.gov. Interested persons can also contact the Planning and Building staff at 335-3604 or building@mccordsville.in.gov for more information. A copy of the meeting agenda and other information will be posted on the Town's website at www.mccordsville.in.gov. Written comments may be filed with the Planning and Building Dept. at or before the hearing. Oral comments concerning this proposal will be heard at the aforementioned public hearing. Such hearing may be continued from time to time as may be found necessary and without further notice.

All interested persons desiring to present their views upon the Petition will have an opportunity to be heard. **Pursuant to the Americans With Disabilities Act, any individual interested in attending the hearing should contact the McCordsville Municipal Building and advise what, if any, accommodation is needed to attend the hearing.**



Town Council Meeting

6280 Vail Road
McCordsville, In 46055
mccordsville.in.gov

[McCordsville YouTube Channel](#)

[McCordsville Town Council Members & Terms](#)

Agenda for Tuesday, September 09, 2025 at 06:00 PM

1. Roll Call and Pledge of Allegiance
2. Approval of Minutes August 12, 2025
Documents: [Council Meeting Minutes - August 12, 2025](#) | [Executive Session - August 26, 2025](#) | [Work Session - August 26, 2025](#)
3. Public Comment for non-agenda items
4. Committee & Staff Reports
 - a. Parks Board
 - b. Redevelopment Commission
 - c. Vernon Township Fire Committee
 - d. Metropolitan Police Board
Documents: [Metropolitan Board Report- August 2025](#)
 - e. Public Works Commission
 - f. Architectural Review Committee
 - g. Plan Commission
 - i. McCord Square Review Committee (as needed)
5. Consent Agenda
 - a. 600N & 600W roundabout asphalt change order
Documents: [Rieth-Riley CO](#)
 - b. Community Center AES contract
Documents: [AES Cost Letter for Community Center Service](#)
 - c. Fleet Carwash Policy
Documents: [Carwash Pass Policy 9-9-25](#)
 - d. Authorization to file for clarification of commitments in zoning ordinance, dated May 10, 2011
 - e. Community Center Furniture Quote
Documents: [Community Center Quote](#) | [Community Center furniture plan](#)
 - f. Clerk-Treasurer's Report
Documents: [Financial Report - August 2025](#) | [Paid Invoice Report - August 2025](#)
6. Old Business
 - a. ORD 061025- An ORD amending Chapter 32 to Include a Waiver of Fees **Second Reading (Public Hearing)**
Documents: [ORD 061025 Waiver of Fees for Town Projects](#) | [Public Notice Verification](#)
 - b. **Second Reading Public Hearing** ORD 081225F - A additional Appropriation of Funds (General and MVH)
Documents: [Public Notice Verification](#) | [ORD 081225F](#)
 - c. **Second Reading Public Hearing** ORD 081225E- Imposing a Wheel Tax and Excise Tax and Creating Funds for each
Documents: [Public Notice Verification](#) | [ORD 081225E- Wheel & Excise Tax](#)
 - d. **Second Reading** ORD 081225C - An Ordinance to rezone +/- 75 acres, located at the northwest corner of CR 600W & CR 650N, from the Shadow Trace PUD to the Lain Farms at Hampton Walk PUD
Documents: [ORD 081225C](#) | [Plan Commission Certification](#)
7. New Business
 - a. Design Contract for Intersection Improvements at CR 600W & Windsor Blvd
Documents: [Contract](#)
 - b. ORD 090925- ORD Establishing 2026 Budget for the Town of McCordsville **First Reading Public Hearing**
Documents: [ORD 090925](#)
 - c. ORD 090925A- ORD Establishing 2026 Budget for the Vernon Township Library **First Reading Public Hearing**
Documents: [ORD 090925A](#)
 - d. Resolution 090925- Approving a Maximum Levy Growth Appeal for the Town of McCordsville
Documents: [RES 090925](#)
 - e. Resolution 090925A- Approving a Maximum Levy Growth Appeal for the Vernon Township Library
Documents: [RES 090925A](#)
 - f. Resolution 090925B Title VI Plan Update
Documents: [Resolution 090925B- Title VI Plan Update](#)
 - g. **Second Reading** ORD 090925C - An Ordinance amending the Rockport PUD, located along the northside of CR 900N, between CR 600W and CR 700W
Documents: [ORD 090925C](#) | [Plan Commission Certification](#)
 - h. **Second Reading** ORD 090925D - An Ordinance amending the Jacobi Farms, Alexander Ridge II < and Creekside PUD Ordinances
Documents: [ORD 090925D](#) | [Plan Commission Certification](#)
8. Assistant Town Manager Report
 - a. Project Status Report
Documents: [Project Status Report](#)
9. Town Manager's Report
10. Town Councilor Comments
11. Approval of Vouchers
12. Next Meeting: **October 21, 2025 6:00 PM**
13. Meeting Adjournment- Town Council President

For accommodation needs for persons with disabilities, please call 317-335-5146

Appendix H

Civil Rights Training

Town of McCordsville

Employee Training Log - Title VI

[illegible]

Appendix I

McCordsville

Town Standards

The Town of McCordsville follows the Articles of Title 675 of the Indiana Administrative Code. For the current codes refer to www.IABO.com/current-code.

Appendix K

Resolution

McCordsville

ESTD  1988

INDIANA

MCCORDSVILLE TOWN COUNCIL RESOLUTION NO. 090925B

A RESOLUTION ADOPTING TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 FOR THE TOWN OF MCCORDSVILLE, INDIANA

WHEREAS, the Town of McCordsville (the "Town") is a municipality organized and existing entity under the provisions of Ind. Code 36-5-1;

WHEREAS, the Council President (the "Executive") is the Executive of the Town;

WHEREAS, the McCordsville Town Council (the "Council") is the legislative/fiscal body of the Town;

WHEREAS, the federal government enacted Title VI of the Civil Rights Act in 1964, as amended, to prevent discrimination on the grounds of race, color, or national origin and to ensure that individuals are not excluded from participation in, denied benefits of, or otherwise subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, sex, or national origin;

WHEREAS, throughout the years, additional regulations, statutes, directives, cases, and executive orders have been passed which have expanded Title VI and its categories of protection; and

WHEREAS, it is a requirement of the Indiana Department of Transportation and the U.S. Department of Transportation that communities receiving federal financial assistance adopt a Title VI Plan.

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of McCordsville, Indiana that it hereby adopts the attached Title VI Program and Implementation Plan.



RESOLVED BY THE COUNCIL OF THE TOWN OF MCCORDSVILLE, INDIANA this
____ day of _____, 2025.

MCCORDSVILLE TOWN COUNCIL

FOR:

AGAINST:

| | | |
|-------|------------------|-------|
| _____ | Greg Brewer | _____ |
| _____ | Scott Jones | _____ |
| _____ | Dr. Bryan Burney | _____ |
| _____ | Dr. John Price | _____ |
| _____ | Chad Gooding | _____ |

ATTEST:

Stephanie Crider, Clerk-Treasurer

McCordsville

ESTD  1988

INDIANA

6280 VAIL ROAD MCCORDSVILLE, IN 46055 | (317) 335-5113 | WWW.MCCORDSVILLE.IN.GOV

CHAD GOODING- DISTRICT 1; GREG BREWER- DISTRICT 2; JOHN PRICE- DISTRICT 3;
SCOTT JONES- AT LARGE; DR. BRYAN BURNEY- AT LARGE; STEPHANIE CRIDER- CLERK TREASURER