

JANUARY 2020



ADA TRANSITION PLAN  
FOR PEDESTRIAN FACILITIES  
IN THE PUBLIC RIGHT-OF-WAY  
CITY OF BLAINE  
10801 TOWN SQUARE DRIVE NE

# **1. INTRODUCTION**

## **A. TRANSITION PLAN NEED AND PURPOSE**

The Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability. ADA consists of five titles outlining protections in the following areas:

1. Employment
2. State and local government services
3. Public accommodations
4. Telecommunications
5. Miscellaneous provisions

Title II of ADA pertains to the programs, activities and services public entities provide. As a provider of public transportation services and programs, the City of Blaine must comply with this section of the Act as it specifically applies to public service agencies. Title II of ADA provides that, "...no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity." ([42 USC. Sec. 12132](#); [28 CFR. Sec. 35.130](#))

As required by Title II of [ADA, 28 CFR. Part 35 Sec. 35.105 and Sec. 35.150](#), the City of Blaine has conducted a self-evaluation of its facilities within public rights of way and has developed this Transition Plan detailing how the organization will ensure that all those facilities are accessible to all individuals.

## **B. ADA AND ITS RELATIONSHIP TO OTHER LAWS**

Title II of ADA is companion legislation to two previous federal statutes and regulations: the [Architectural Barriers Acts of 1968](#) and [Section 504 of the Rehabilitation Act](#) of 1973.

The Architectural Barriers Act of 1968 is a Federal law that requires facilities designed, built, altered or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency. Title II of ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding or not.

## **C. AGENCY REQUIREMENTS**

Under Title II, the City of Blaine must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities ([28 C.F.R. Sec. 35.150](#)).
- May not refuse to allow a person with a disability to participate in a service, program or activity simply because the person has a disability ([28 C.F.R. Sec. 35.130 \(a\)](#)).
- Must make reasonable modifications in policies, practices and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result ([28 C.F.R. Sec. 35.130\(b\) \(7\)](#)).

- May not provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective ([28 C.F.R. Sec. 35.130\(b\)\(iv\) & \(d\)](#)).
- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others ([29 C.F.R. Sec. 35.160\(a\)](#)).
- Must designate at least one responsible employee to coordinate ADA compliance [[28 CFR Sec. 35.107\(a\)](#)]. This person is often referred to as the "ADA Coordinator." The public entity must provide the ADA coordinator's name, office address, and telephone number to all interested individuals [[28 CFR Sec. 35.107\(a\)](#)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [[28 CFR Sec. 35.106](#)]. The notice must include the identification of the employee serving as the ADA coordinator and must provide this information on an ongoing basis [[28 CFR Sec. 104.8\(a\)](#)].
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [[28 CFR Sec. 35.107\(b\)](#)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

**This document has been created to specifically cover accessibility within the public rights of way and does not include information on the City of Blaine's programs, practices, or building facilities not related to public rights of way.**

## **2. SELF-EVALUATION**

### **A. OVERVIEW**

The City of Blaine is required, under Title II of the Americans with Disabilities Act (ADA) and 28CFR35.105, to perform a self-evaluation of its current transportation infrastructure policies, practices, and programs. This self-evaluation will identify what policies and practices impact accessibility and examine how the City implements these policies. The goal of the self-evaluation is to verify that, in implementing the City's policies and practices, the department is providing accessibility and not adversely affecting the full participation of individuals with disabilities.

The self-evaluation also examines the condition of the City's Pedestrian Circulation Route/Pedestrian Access Route) (PCR/PAR) and identifies potential need for PCR/PAR infrastructure improvements. This will include the sidewalks, curb ramps, bicycle/pedestrian trails and traffic control signals that are located within the City of Blaine public rights of way. Any barriers to accessibility identified in the self-evaluation and the remedy to the identified barrier are set out in this transition plan.

### **B. SUMMARY**

In the fall of 2019, the City of Blaine conducted an inventory of pedestrian facilities within the city-owned public rights of way. Sidewalks and trails along county-owned public rights of way were also evaluated. The evaluation consisted of the following facilities:

- 96 miles of sidewalks
- 69 miles of trails
- 2,662 driveways
- 1,772 pedestrian curb ramp locations
- 22 traffic control signals

A summary of the inventory results on how facilities relate to ADA standards is found in **Appendix A** and will be updated periodically.

### **3. POLICIES AND PRACTICES**

#### **A. PREVIOUS PRACTICES**

Since the adoption of the ADA, the City of Blaine has striven to provide accessible pedestrian features as part of the City's capital improvement projects. As additional information was made available as to the methods of providing accessible pedestrian features, the City updated their procedures to accommodate these methods.

#### **B. POLICY**

The City of Blaine's goal is to continue to provide accessible pedestrian design features as part of the City's capital improvement projects. The City of Blaine has established ADA design standards and procedures as listed in **Appendix F**. These standards and procedures will be kept up to date with nationwide and local best management practices.

The City will consider and respond to all accessibility improvement requests. All accessibility improvements that have been deemed reasonable will be scheduled consistent with transportation priorities. The City of Blaine will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the City's jurisdiction are ADA compliant to the maximum extent feasible.

Maintenance of pedestrian facilities within the public rights of way will continue to follow the policies set forth by the City of Blaine. All City street reconstruction projects with pedestrian facilities will be designed and constructed in accordance with the most current ADA guidance and design best practices to the maximum extent feasible.

Requests for accessibility improvements can be submitted to the ADA Coordinator. Contact information for the ADA Coordinator is in **Appendix B**.

### **4. IMPROVEMENT SCHEDULE**

#### **A. PRIORITY AREAS**

The City of Blaine has identified areas near public buildings/facilities, schools, and commercial centers as a priority for planned accessibility improvement projects. Additional priority will be given to any location where an improvement project or alteration was constructed after January 26, 1991, and accessibility features were omitted.

#### **B. EXTERNAL AGENCY COORDINATION**

Many other agencies are responsible for pedestrian facilities within the jurisdiction of the City of Blaine, including Anoka County, Ramsey County, MnDOT, and Metro Transit. The City will coordinate with those agencies to track and assist in the facilitation of the elimination of accessibility barriers along their routes.

#### **C. SCHEDULE**

The City of Blaine has set the following schedule goals for improving the accessibility of its pedestrian facilities within the City's jurisdiction:

- After 20 years, 80 percent of accessibility features within the jurisdiction of City would be ADA compliant.

## **5. ADA COORDINATOR**

In accordance with 28 CFR 35.107(a), the City of Blaine has identified an ADA Title II Coordinator to oversee the City's policies and procedures. Contact information for this individual is in **Appendix B**.

## **6. IMPLEMENTATION SCHEDULE**

The City of Blaine will utilize two methods for upgrading pedestrian facilities to current ADA standards. The first and most comprehensive of the two methods are the scheduled street and utility improvement projects. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. These projects will be incorporated into the Capital Improvement Program (CIP) by the City of Blaine. The City CIP, which includes a detailed schedule and budget for specific improvements, is available on the City's website at <https://www.blainemn.gov/>. For the second method, the City has an annual maintenance budget for sidewalk improvements that will be utilized as appropriate.

## **7. PUBLIC OUTREACH**

The City of Blaine recognizes that public participation is an important component in the development of this document. Prior to officially adopting the plan, this document was made available online at the City's website for public review and comment. The City notified the public through the City's website and ABC Newspapers to encourage input from the community and help define priority areas for improvements within the jurisdiction of the City of Blaine. On December 3, 2019, the City hosted an open house and the Traffic Commission held a public hearing. Information from the open house and public hearing are provided in **Appendix C**. Additional public outreach efforts will be provided as the City implements its plan and over time as improvements are made.

## **8. GRIEVANCE PROCEDURE**

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities in regards to the ADA. A draft of this public notice is provided in **Appendix D**. If users of the City of Blaine facilities and services believe the City has not provided reasonable accommodation, they have the right to file a grievance.

In accordance with 28 CFR 35.107(b), the City of Blaine has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints, concerns, comments, and other grievances. This grievance procedure is outlined in **Appendix D**.

## **9. MONITOR THE PROGRESS**

This document will continue to be updated as conditions within the City evolve. The appendices in this document will be updated periodically, while the main body of the document will be updated in five years with a future update schedule to be developed at that time. A public comment period will be established to continue the public outreach.

## **APPENDICES**

- A. SELF-EVALUATION RESULTS**
- B. CONTACT INFORMATION**
- C. PUBLIC OUTREACH**
- D. GRIEVANCE PROCEDURE**
- E. BUDGET INFORMATION**
- F. AGENCY ADA DESIGN STANDARDS AND PROCEDURES**
- G. GLOSSARY OF TERMS**

## APPENDIX A – SELF-EVALUATION RESULTS

In September through November 2019, a field inventory of curb ramps, sidewalks, trails, and traffic signals was performed. A total of 1,772 curb ramp locations within City public rights of way were inventoried. Approximately 165 miles of sidewalk and trail facilities within both City and County public rights of way were also inventoried. Based upon this information, this initial self-evaluation of pedestrian facilities yielded the following results:

- 88 percent of sidewalks met accessibility criteria
- 83 percent of trails met accessibility criteria
- 44 percent of curb ramps met accessibility criteria
- 5 percent of locations did not have any curb ramps
- 100 percent of traffic control signals had push buttons that are accessible, or had the pedestrian indications on recall
- 0 percent of traffic control signals had APS

### **Sidewalks (in square feet):**

Condition	Average Replacement Per Segment	Total Sidewalk	Meets ADA Needs	Need to Replace
0 - Bad	75.0%	1,431 SF	358 SF	1,073 SF
1 - Poor	50.0%	83,145 SF	41,572 SF	41,572 SF
2 - Fair	20.0%	976,957 SF	781,566 SF	195,391 SF
3 - Good	5.0%	1,464,728 SF	1,391,491 SF	73,236 SF

Meets ADA Needs	2,214,987 SF
Total Sidewalk	2,526,260 SF
Percent OK	88%

### **Trails (in square feet):**

Condition	Average Replacement Per Segment	Total Trail	Meets ADA Needs	Need to Replace
0 - Bad	75.0%	33,412 SF	8,353 SF	25,059 SF
1 - Poor	50.0%	234,634 SF	117,317 SF	117,317 SF
2 - Fair	20.0%	1,404,485 SF	1,123,588 SF	280,897 SF
3 - Good	5.0%	1,257,937 SF	1,195,040 SF	62,897 SF

Meets ADA Needs	2,444,298 SF
Total Trail	2,930,468 SF
Percent OK	83%

**Pedestrian Curb Ramps:**

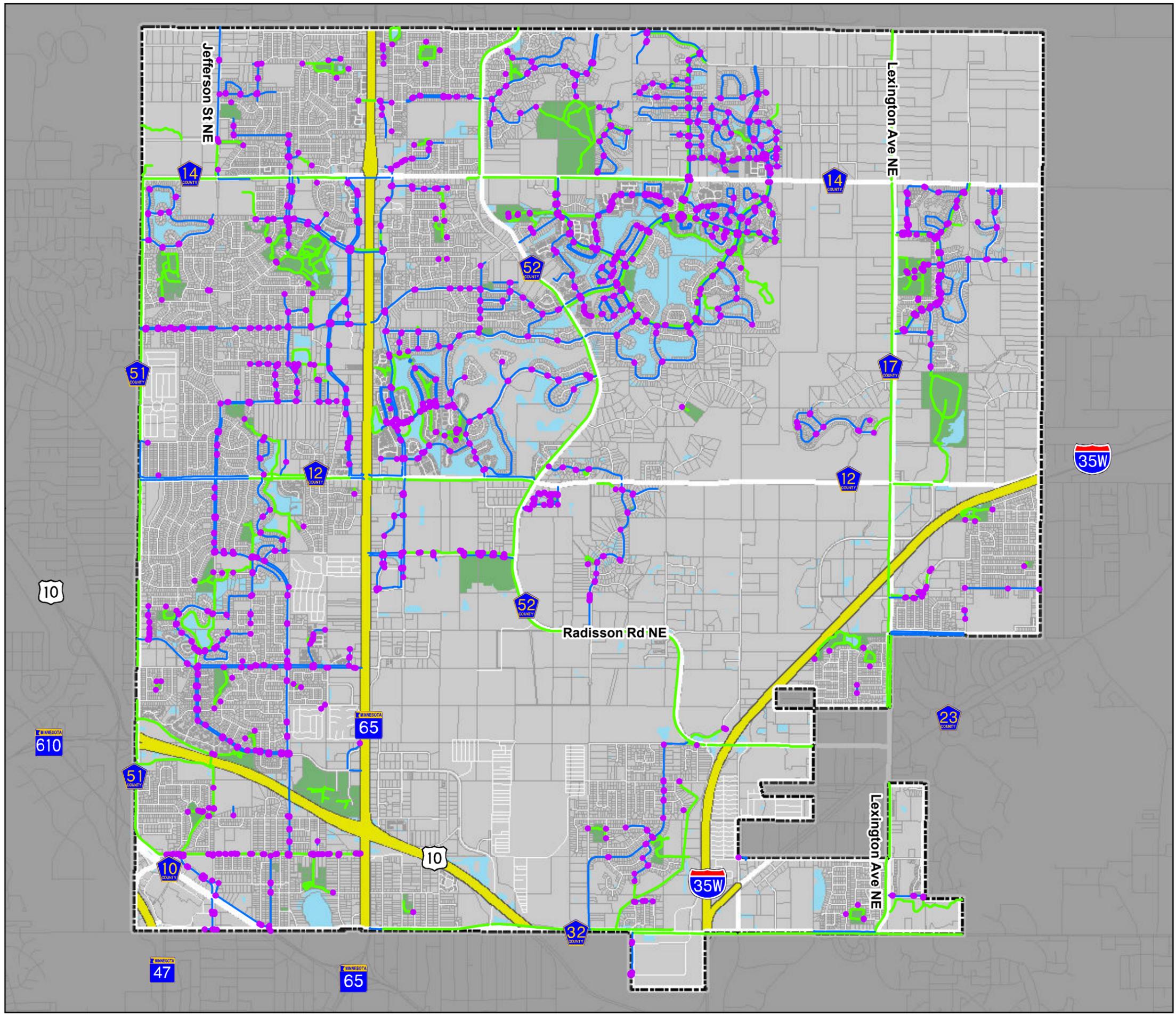
Compliance	Number of Curb Ramps	Percent
No ramp where one is required	89	5%
Not compliant	904	51%
Compliant/recently updated	779	44%
Total curb ramps	1772	100%



**Existing Facilities**  
ADA TRANSITION PLAN FOR PEDESTRIAN FACILITIES  
IN THE PUBLIC RIGHT-OF-WAY  
CITY OF BLAINE

**Existing Facilities**

- Pedestrian Curb Ramps
- Sidewalk
- Trail

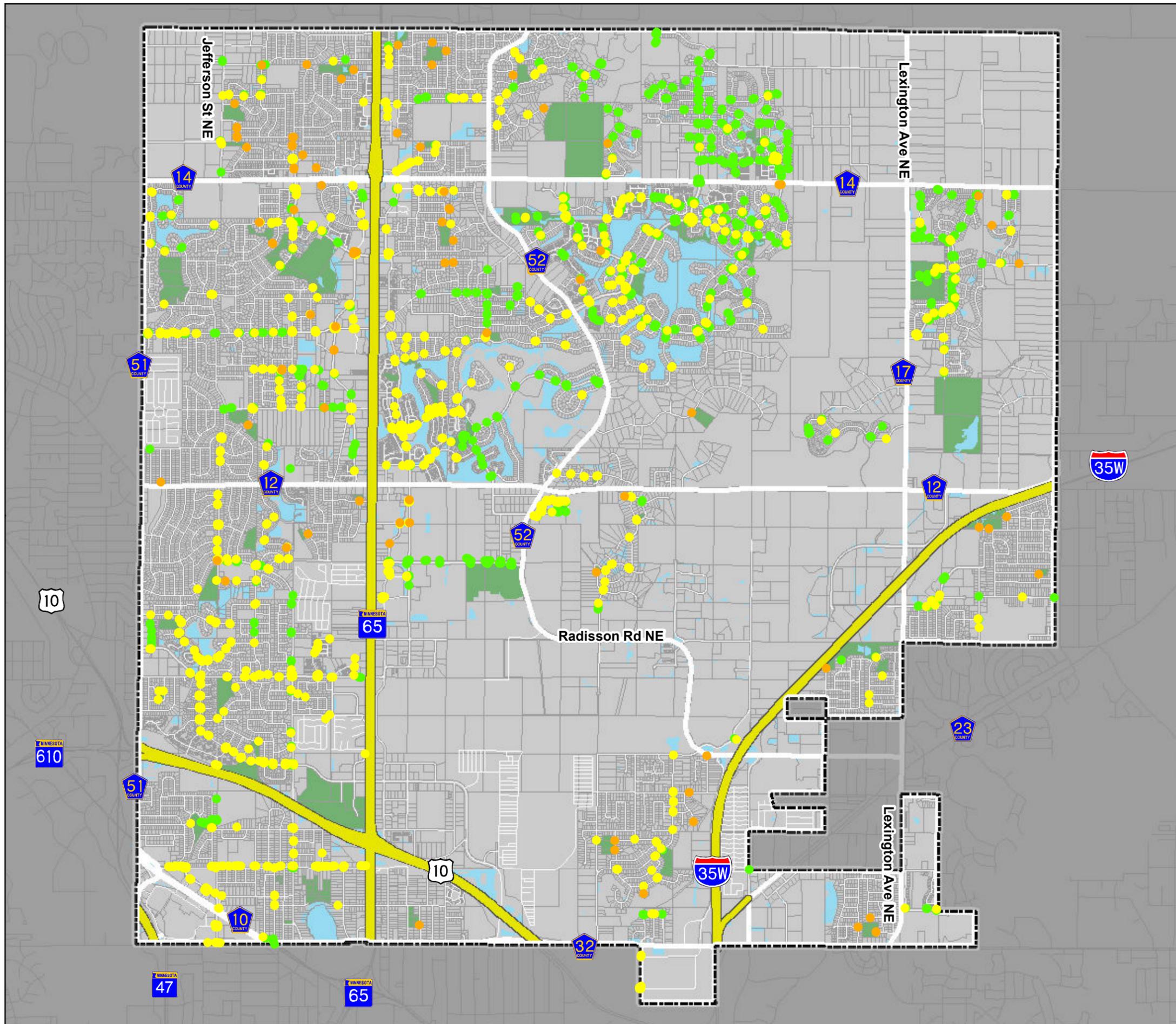




**Inventory Results - Pedestrian Curb Ramps**  
ADA TRANSITION PLAN FOR PEDESTRIAN FACILITIES  
IN THE PUBLIC RIGHT-OF-WAY  
CITY OF BLAINE

**Curb Ramps - Compliance**

- No curb ramp where one is needed
- Not compliant
- Compliant/recently updated



0 5,000 Feet

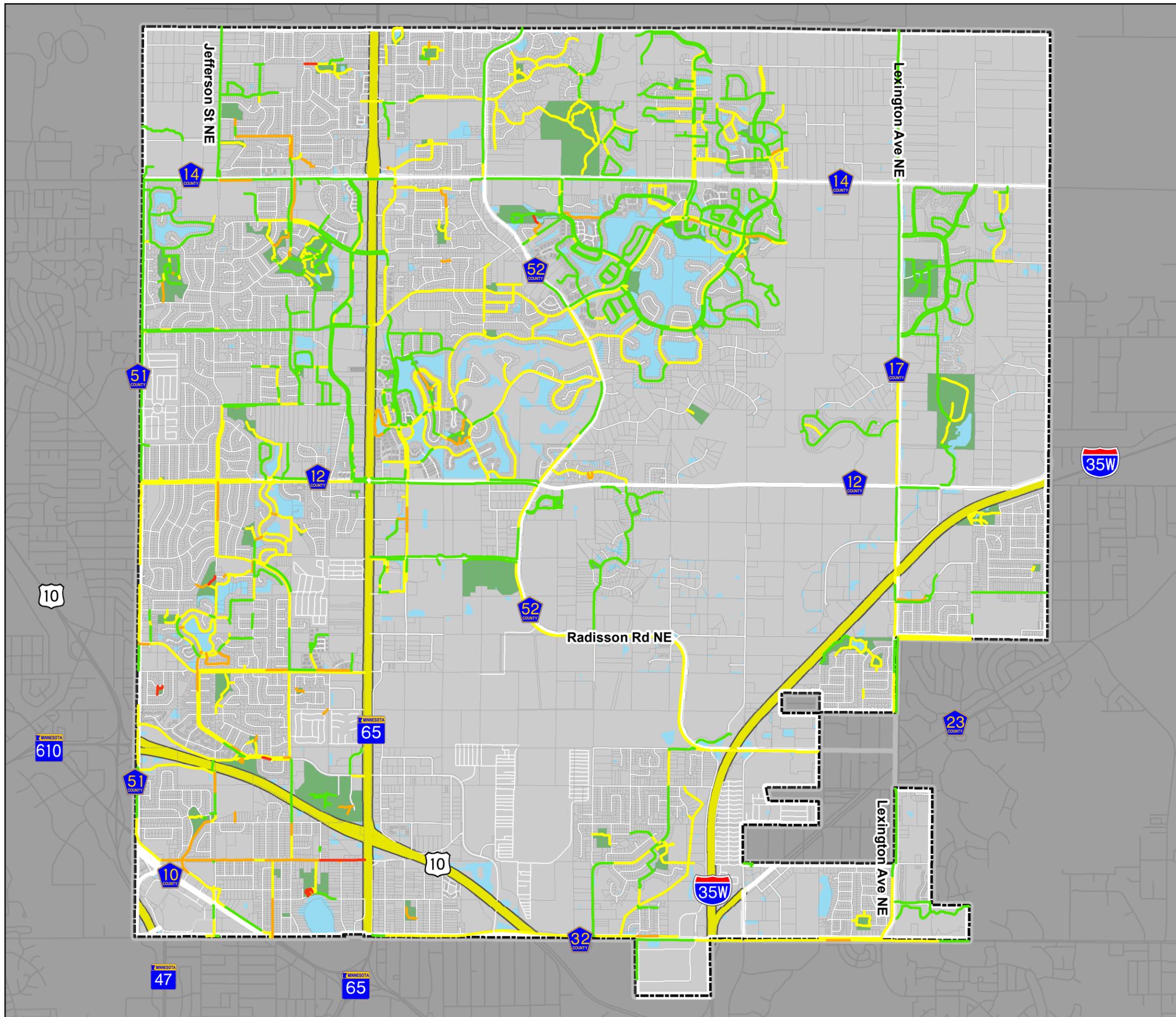




**Inventory Results - Sidewalk and Trail**  
ADA TRANSITION PLAN FOR PEDESTRIAN FACILITIES  
IN THE PUBLIC RIGHT-OF-WAY  
CITY OF BLAINE

**Sidewalk/Trail - Condition**

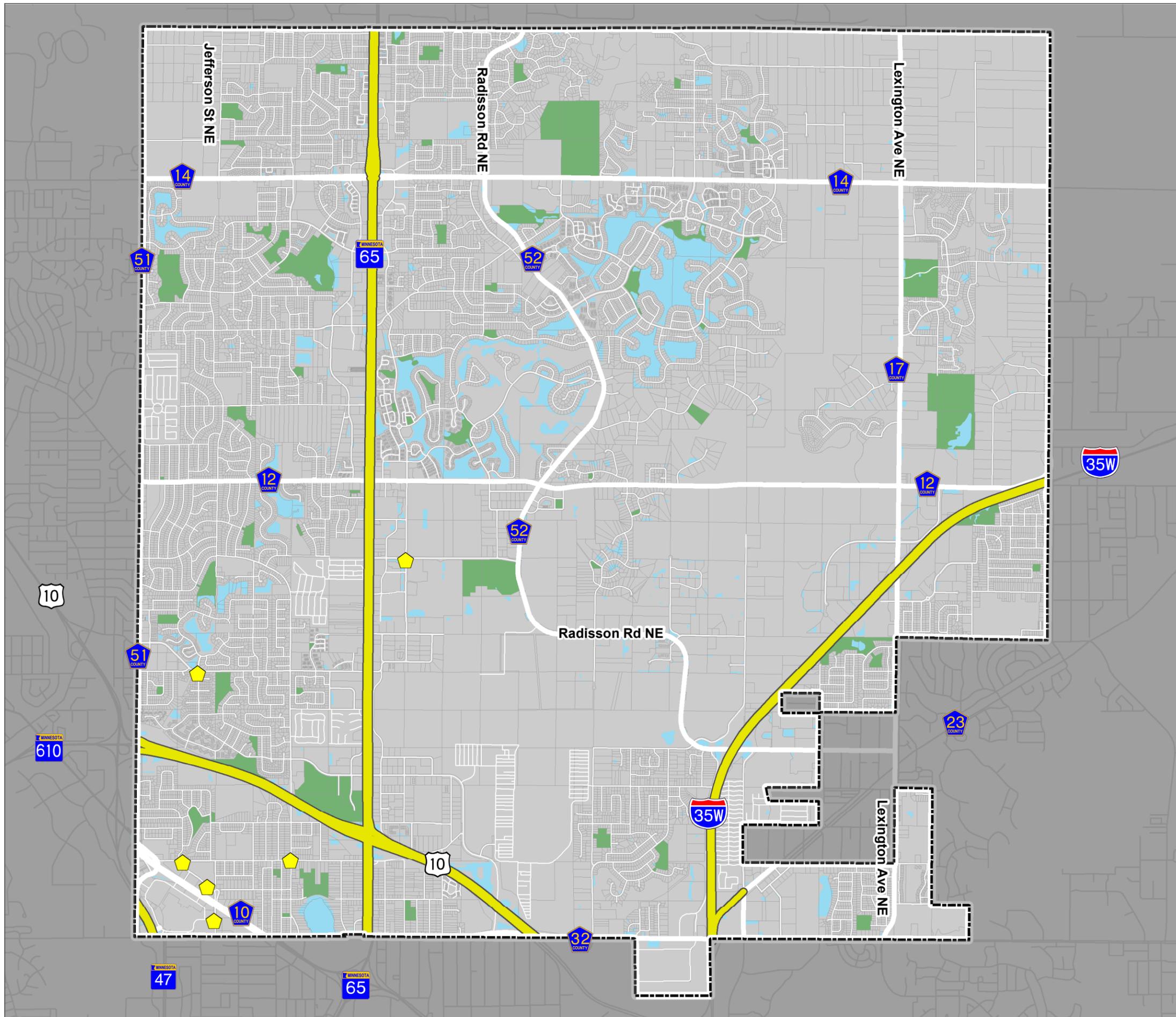
- Failing
- Poor
- Fair
- Good





**Inventory Results - Traffic Signals**  
ADA TRANSITION PLAN FOR PEDESTRIAN FACILITIES  
IN THE PUBLIC RIGHT-OF-WAY  
CITY OF BLAINE

**Traffic Signals - Compliance**  
Push buttons present, not APS



## **APPENDIX B – CONTACT INFORMATION**

### **1. ADA TITLE II COORDINATOR**

Name: Dan Schluender, City Engineer  
Address: Blaine City Hall  
10801 Town Square Drive, NE  
Blaine, MN 55449  
Phone: 763-785-6158  
E-mail: dschuender@blainemn.gov

### **2. PUBLIC RIGHTS OF WAY ADA IMPLEMENTATION COORDINATOR**

Name: Dan Schluender, City Engineer  
Address: Blaine City Hall  
10801 Town Square Drive, NE  
Blaine, MN 55449  
Phone: 763-785-6158  
E-mail: dschuender@blainemn.gov

## **APPENDIX C – PUBLIC OUTREACH**

The draft ADA Transition Plan was available on the City website for a public review period from December 10, 2019, through January 10, 2020. The City notified the public through the City's website and ABC Newspapers to encourage input from the community and help define priority areas for improvements within the jurisdiction of the City of Blaine. No comments were received during the public review period.

An open house to review the draft ADA Transition Plan was held on December 3, 2019. One resident signed-in and discussed the plan with staff. A public hearing was also held on December 3, 2019, by the Traffic Commission. The Traffic Commission discussed the plan process, inventory results, and next steps. Information presented at the open house and public hearing are attached.

Additional public outreach efforts will be provided as the City implements its plan and over time as improvements are made.



**City of Blaine**  
**Anoka County, Minnesota**  
**Meeting Agenda - Final**  
**Traffic Commission**

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine MN 55449

*The Traffic Commission is an advisory body to the City Council.  
The Commission's function is to review neighborhood traffic concerns on local streets, define issues, review alternatives and cost, hold neighborhood informational/public hearings and make recommendations to the City Council. For each item the Commission will receive reports prepared by City staff, hold neighborhood information hearings and take comment as needed and discuss and act on each issue/concern. The City Council will make all final decisions on these matters.*

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Tuesday, December 3, 2019

6:30 PM

Council Chambers

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1. Call To Order

2. Roll Call

3. Approval of Minutes

3.-1 [MIN 19-48](#) NOVEMBER 6, 2019 TRAFFIC COMMISSION MINUTES

Sponsors: Schluender

Attachments: [11-06-19 TC](#)

4. Open Forum for Citizen Input

*Open Forum allows an opportunity for Citizens to address the Board with concerns which are not included on this agenda. Please raise your hand to be recognized by the Chairperson. Step up to the microphone on the left side of the chambers and announce your name and address before you present your comments.*

5. Adoption of Agenda

6. Public Hearings/Comments

6.-1 [TC 19-13](#) ADA TRANSITION PLAN

Sponsors: Schluender

Attachments: [Public Hearing Notice ADA Transition Plan](#)

[DRAFT Blaine ADA Transition Plan 11.25.19](#)

7. New Business

**8. Other Business**

**8.1 Update on Traffic Enforcement**

**8.2 Next Meeting - Tuesday, January 7, 2020**

**9. Adjournment**



# City of Blaine Anoka County, Minnesota

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine MN 55449

## Legislation Details (With Text)

**File #:** TC 19-13      **Version:** 1      **Name:** Preparation of ADA Transition Plan  
**Type:** Traffic Commission      **Status:** Agenda Ready  
**File created:** 12/3/2019      **In control:** City Council  
**On agenda:** 12/3/2019      **Final action:**  
**Title:** ADA TRANSITION PLAN  
**Sponsors:** Dan Schluender  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Public Hearing Notice ADA Transition Plan, 2. DRAFT Blaine ADA Transition Plan 11.25.19

Date	Ver.	Action By	Action	Result
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### **PUBLIC HEARING** - *Dan Schluender, City Engineer*

### **ADA TRANSITION PLAN**

The Traffic Commission will hold a Public Hearing to collect input as part of the preparation of an ADA Transition Plan.

Input regarding accessibility concerns on the City’s sidewalk and trail network is being requested to prepare a transition plan outlining timelines and strategies to address non-compliant pedestrian facilities within the city-owned right-of-way. During the open house attendees will be able to provide comments, review informational materials related to the draft ADA Transition Plan, and discuss with City staff. The draft ADA Transition Plan will also be available for review on the City’s website at [blainemn.gov](http://blainemn.gov) from December 10, 2019 to January 10, 2020.

The City’s sidewalk and trail network includes curb ramps, traffic signals, and other amenities that assist individuals traveling by foot, wheelchair, or other non-motorized methods. The American Disability Act sets design standards for public right of way to meet the needs of people of all abilities. Public input is an important part of the process for the City to plan strategies and timelines for addressing current ADA standards.

Hold a Public Hearing to receive input on the ADA Transition Plan.

NOTICE OF PUBLIC HEARING  
BEFORE THE BLAINE TRAFFIC COMMISSION  
ANOKA COUNTY, MINNESOTA

CITY OF BLAINE  
ADA TRANSITION PLAN  
OPEN HOUSE

TO WHOM IT MAY CONCERN:

**NOTICE** is hereby given that the City of Blaine, Minnesota, will hold an Open House followed by a Public Hearing during the regularly scheduled Traffic Commission meeting to collect input as part of the preparation of an ADA Transition Plan on Tuesday, December 3, 2019 in the Council Chambers at the City Hall, 10801 Town Square Drive NE. Open House will begin at 5:30 PM followed by the Traffic Commission meeting and Public Hearing at 6:30 PM.

Input regarding accessibility concerns on the City's sidewalk and trail network is being requested to prepare a transition plan outlining timelines and strategies to address non-compliant pedestrian facilities within the city-owned right-of-way. During the open house and public hearing, attendees will be able to provide comments, review informational materials related to the draft ADA Transition Plan, and discuss with City staff. The draft ADA Transition Plan will also be available for review on the City's website at [blainemn.gov](http://blainemn.gov) from December 10, 2019 to January 10, 2020.

The City's sidewalk and trail network includes curb ramps, traffic signals, and other amenities that assist individuals traveling by foot, wheelchair, or other non-motorized methods. The American Disabilities Act sets design standards for public rights of way to meet the needs of people of all abilities. Public input is an important part of the process for the City to plan strategies and timelines for addressing current ADA standards.

Any persons as desire to be heard with reference to the above matter will be heard at this meeting. Hearing impaired persons planning to attend who need an interpreter or other persons with disabilities who require auxiliary aids should contact Linda Sapp at (763) 785-6122 no later than Wednesday, November 27, 2019.

For questions regarding the Open House, contact the City Engineer Dan Schluender at (763) 785-6158.

  
Cathy Sorensen, City Clerk

**PUBLISHED:** Blaine/Spring Lake Park Life - November 22, 2019







# ADA Transition Plan and Inventory

Traffic Commission Meeting  
December 3, 2019



## Background

- The Americans with Disabilities Act (ADA) prohibits the discrimination of individuals on the basis of disability.
- Local agencies are required to evaluate its facilities that do not meet the requirements set forth in the ADA, and develop a transition plan for structural changes to facilities that are needed to achieve program accessibility.
- MnDOT and FHWA have made recent efforts to ensure local agencies have ADA Transition Plans.



## Purpose of ADA Transition Plan

- Prepare self-evaluation of existing sidewalk and trail facilities including pedestrian access ramps.
- Establish ADA design standards for new facilities.
- Develop a plan and schedule for achieving compliance in accordance with the ADA.



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## Steps to Compliance

- Step 1:** Designate an ADA Coordinator
- Step 2:** Provide public notice about ADA requirements
- Step 3:** Establish a grievance procedure
- Step 4:** Develop design standards, specifications, and details
- Step 5:** Assign personnel for the development and completion of a Transition Plan
- Step 6:** Approve a schedule and budget to implement the Transition Plan
- Step 7:** Monitor progress on the implementation of the Transition Plan



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## Items Inventoried

- Sidewalks and Trails
  - Condition
  - Width of facility greater or equal to 4 ft min.
  - Cross slope less or equal to 2% max.
  - Running slope less or equal to 5% or roadway grade
  - Deficiencies
- Traffic Signals
  - APS (Accessible Pedestrian System)
  - Count down timer present
  - Push button mounted on pole, signal pedestal, or standalone
  - Side reach less or equal 10" max.
  - Push button sign present
  - Push button connected to PAR
  - Push button adjacent from landing
- Pedestrian Curb Ramps
  - Presence of curb ramp
  - Presence of truncated domes
  - Presence of landing
  - Landing within 15 ft of curb cut
  - Landing slope less than or equal to 2% in all directions
  - Landing is 4 ft x 4 ft minimum size
  - Running slope less than or equal to 8.3%
- Driveways
  - Condition
  - Pedestrian access route cross slope



## Self-Evaluation Sidewalks and Trails

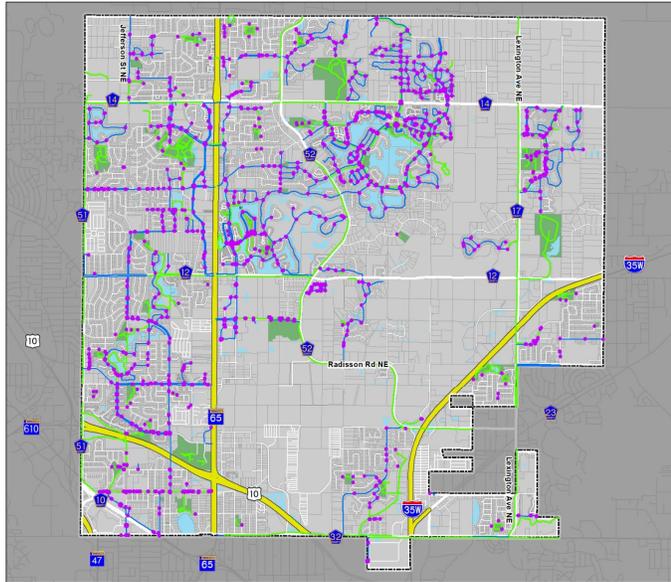
- 96 miles of sidewalks
- 69 miles of trails
- 2,662 driveways
- 1,772 pedestrian curb ramp locations
- 22 traffic control signals

## Results

- 88% of sidewalks met accessibility criteria
- 83% of trails met accessibility criteria
- 44% of curb ramps met accessibility criteria
- 5% of locations did not have any curb ramps
- Estimated cost to achieve compliance: \$8.4 million



# Existing Facilities

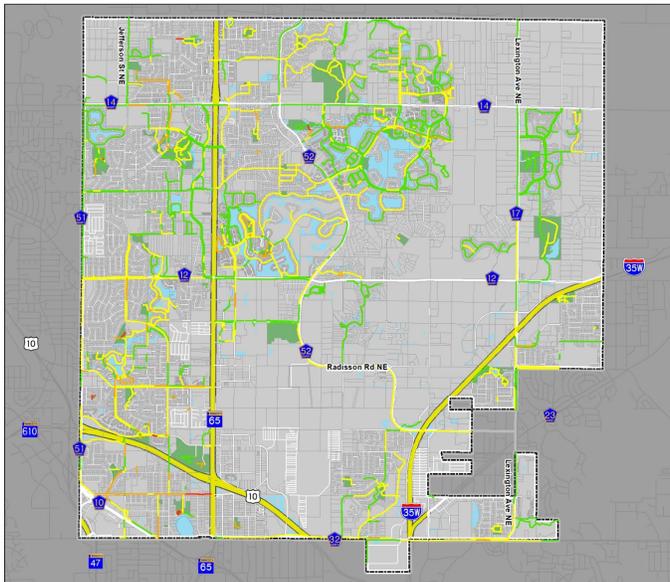


**Existing Facilities**  
ADA TRANSITION PLAN FOR PEDESTRIAN FACILITIES  
IN THE PUBLIC RIGHT-OF-WAY  
CITY OF BLAINE

- Existing Facilities**
- Pedestrian Curb Ramps
  - Sidewalk
  - Trail



# Inventoried Sidewalks and Trails



**Inventory Results - Sidewalk and Trail**  
ADA TRANSITION PLAN FOR PEDESTRIAN FACILITIES  
IN THE PUBLIC RIGHT-OF-WAY  
CITY OF BLAINE

- Sidewalk/Trail - Condition**
- Failing
  - Poor
  - Fair
  - Good



## Sidewalks and Trails - Examples



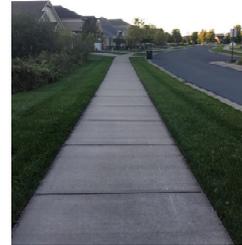
Poor Condition - Trail



Good Condition - Trail

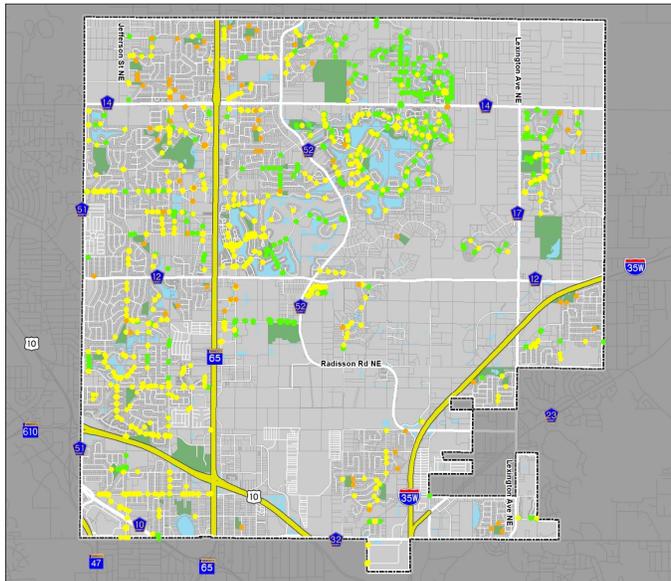


Poor Condition - Sidewalk



Good Condition - Sidewalk

## Inventoried Curb Ramps



**Inventory Results - Pedestrian Curb Ramps**  
ADA TRANSITION PLAN FOR PEDESTRIAN FACILITIES  
IN THE PUBLIC RIGHT-OF-WAY  
CITY OF BLAINE

- Curb Ramps - Compliance**
- No curb ramp where one is needed
  - Not compliant
  - Compliant/recently updated



## Curb Ramps - Examples



Compliant – Good Condition



Not Compliant – Poor Condition

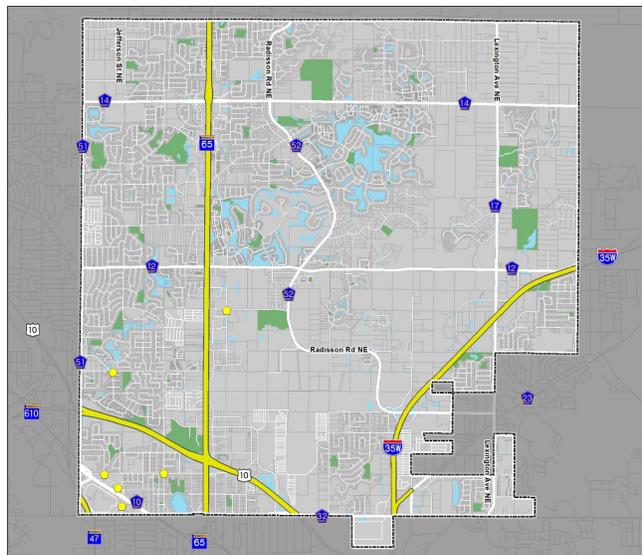


Not Compliant – Good Condition



Not compliant – Poor Condition

## Inventoried Traffic Signals



Inventory Results - Traffic Signals  
ADA TRANSITION PLAN FOR PEDESTRIAN FACILITIES  
IN THE PUBLIC RIGHT-OF-WAY  
CITY OF BLAINE

Traffic Signals - Compliance  
● Push buttons present, not APS



## Traffic Signals - Examples



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Push button present and mounted on signal pole but, not accessible pedestrian signal (APS)



Standalone push button present but, not accessible pedestrian signal (APS)

## Implementation Approach

- Priority areas – near public buildings/facilities, schools, and commercial centers
- Policy approaches:
  - Incorporate improvements into CIP projects (already do this)
  - Annual maintenance budget as appropriate (case-by-case basis)
- Goal: After 20 years, 80% of accessible features will be ADA compliant
- Follow ADA design standards best practices (MnDOT, PROWAG)
- Coordination with Anoka County, Ramsey County and MnDOT as their facilities are improved



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## Public Outreach

- Tonight - Public Hearing and Open House
- Following adoption, plan will be posted on-line and article will be prepared
- Public input key as part of on-going plan implementation



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## Questions?

ADA Transition Plan  
Traffic Commission Meeting  
December 3, 2019



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## APPENDIX D – GRIEVANCE PROCEDURE

As part of the ADA requirements the City has posted the following notice outlining its ADA requirements:

### 1. PUBLIC NOTICE

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990, The City of Blaine will not discriminate against qualified individuals with disabilities on the basis of disability in the City's services, programs, or activities.

**Employment:** The City of Blaine does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the Americans with Disabilities Act (ADA).

**Effective Communication:** The City of Blaine will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

**Modifications to Policies and Procedures:** The City of Blaine will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. For example, individuals with service animals are welcomed in City offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City of Blaine program, service, or activity, should contact the office of the City's ADA Coordinator, as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the City of Blaine to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

The City of Blaine will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

## 2. CITY OF BLAINE GRIEVANCE PROCEDURE UNDER THE AMERICANS WITH DISABILITIES ACT

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Blaine. The City's Personnel Policy governs employment-related complaints of disability discrimination.

Citizens may contact the ADA Coordinator to discuss ADA issues without filing a formal grievance procedure. The City recognizes that contacting staff informally to discuss ADA issues does not limit a person's ability or right to file a formal grievance at a later date.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

**ADA Coordinator, Engineering Department  
City of Blaine  
10801 Town Square Drive NE  
Blaine, MN 55449**

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or assigned designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or assigned designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the City of Blaine and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or assigned designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the City Manager or assigned designee.

Within 15 calendar days after receipt of the appeal, the City Manager or assigned designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the City Manager or assigned designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the ADA Coordinator or assigned designee, appeals to the City Manager or assigned designee, and responses from these two offices will be retained by the City of Blaine for at least seven years.

Complaints of Title II violations may also be filed with the DOJ within 180 days of the date of discrimination. In certain situations, cases may be referred to a mediation program sponsored by the Department of Justice (DOJ). The DOJ may bring a lawsuit where it has investigated a matter and has been unable to resolve violations.

For more information, contact:

U.S. Department of Justice  
Civil Rights Division  
950 Pennsylvania Avenue, N.W.  
Disability Rights Section - NYAV  
Washington, D.C. 20530  
[www.ada.gov](http://www.ada.gov)  
(800) 514-0301 (voice – toll free)  
(800) 514-0383 (TTY)

Title II may also be enforced through private lawsuits in Federal court. It is not necessary to file a complaint with the DOJ or any other Federal agency, or to receive a "right-to-sue" letter, before going to court.

**City of Blaine**

**Title II of the Americans with Disabilities Act  
Section 504 of the Rehabilitation Act of 1973  
Discrimination Complaint Form**

Instructions: Please fill out this form completely, in black ink or type. Sign and return to the address on page 3.

Complainant: \_\_\_\_\_

Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Home: \_\_\_\_\_

Business: \_\_\_\_\_

Person Discriminated Against (if other than the complainant): \_\_\_\_\_

Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Business: \_\_\_\_\_

**Government, or organization, or institution which you believe has discriminated**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

County: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

When did the discrimination occur? \_\_\_\_\_ Date: \_\_\_\_\_

Describe the acts of discrimination providing the name(s) where possible of the individuals who discriminated (use space on page 3 if necessary):

Have efforts been made to resolve this complaint through the internal grievance procedure of the government, organization, or institution?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes: what is the status of the grievance?

Has the complaint been filed with another bureau of the Department of Justice or any other Federal, State, or local civil rights agency or court?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes:

Agency or Court: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Date Filed: \_\_\_\_\_

Do you intend to file with another agency or court?

Yes \_\_\_\_\_ No \_\_\_\_\_

Agency or Court: \_\_\_\_\_

Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**Additional space for answers:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Return to:**

**ADA Coordinator, Engineering Department  
City of Blaine  
10801 Town Square Drive NE  
Blaine, MN 55449**

## APPENDIX E – BUDGET INFORMATION

### 1. UNIT PRICES

Construction costs for upgrading facilities can vary depending on each individual improvement and conditions of each site. Costs can also vary on the type and size of project the improvements are associated with. Listed below are representative 2019 costs for some typical accessibility improvements based on if the improvements are included as part of a retrofit type project, or as part of a larger comprehensive capital improvement project.

Intersection corner ADA improvement retrofit: +/- \$4,000 per corner

Intersection corner ADA improvement as part of adjacent capital project: +/- \$1,500 per corner

Traffic control signal APS upgrade retrofit: +/- \$ 15,000

Traffic control signal APS upgrade as part of full traffic control signal installation: +/- \$10,000

Sidewalk ADA improvement retrofit: +/- \$7.00 per SF

Trail ADA improvement retrofit: +/- \$4.00 per SF

### 2. ESTIMATED COSTS

Based on the results of the self-evaluation, the estimated costs associated with providing ADA accessibility for facilities within the City public rights of way and sidewalks and trails within county public rights of way is \$8,425,000. This is a significant amount that the City of Blaine is committed to making in the upcoming years. A systematic approach to providing accessibility will be taken in order to absorb the cost into the City of Blaine budget for improvements to the public rights of way. Additional City contributions may be required as part of county roadway improvements based on cost participation policies as facilities are upgraded consistent with their respective ADA Transition Plan goals and objectives.

The City CIP, which includes a detailed schedule and budget for specific improvements, is available on the City's website at <https://www.blainemn.gov/>.

	<b>Replace</b>	<b>Unit Cost</b>	<b>Subtotal</b>	<b>Total</b>
<b>Sidewalk</b>	311,273 SF	\$7.00/SF	\$2,178,914.01	<b>\$8,425,591.59</b>
<b>Trail</b>	486,169 SF	\$4.00/SF	\$1,944,677.59	
<b>Curb Ramps</b>	993 Each	\$4,000.00/Each	\$3,970,000.00	
<b>Signals</b>	22 Each	\$15,000.00/Each	\$330,000.00	

## APPENDIX F – AGENCY ADA DESIGN STANDARDS AND PROCEDURES

### 1. DESIGN PROCEDURES

#### ***Intersection Corners***

Curb ramps or blended transitions will attempt to be constructed or upgraded to achieve compliance within all capital improvement projects. There may be limitations which make it technically infeasible for an intersection corner to achieve full accessibility within the scope of any project. Those limitations will be noted and those intersection corners will remain on the transition plan. As future projects or opportunities arise, those intersection corners shall continue to be incorporated into future work. Regardless on if full compliance can be achieved or not, each intersection corner shall be made as compliant as possible in accordance with the judgment of City staff.

#### ***Sidewalks / Trails***

Sidewalks and trails will attempt to be constructed or upgraded to achieve compliance within all capital improvement projects. There may be limitations which make it technically infeasible for segments of sidewalks or trails to achieve full accessibility within the scope of any project. Those limitations will be noted and those segments will remain on the transition plan. As future projects or opportunities arise, those segments shall continue to be incorporated into future work. Regardless on if full compliance can be achieved or not, every sidewalk or trail shall be made as compliant as possible in accordance with the judgment of City staff.

#### ***Traffic Control Signals***

Traffic control signals will attempt to be constructed or upgraded to achieve compliance within all capital improvement projects. There may be limitations which make it technically infeasible for individual traffic control signal locations to achieve full accessibility within the scope of any project. Those limitations will be noted and those locations will remain on the transition plan. As future projects or opportunities arise, those locations shall continue to be incorporated into future work. Regardless on if full compliance can be achieved or not, each traffic signal control location shall be made as compliant as possible in accordance with the judgment of City staff.

#### ***Transit Facilities***

Transit facilities are present within the limits of the City of Blaine. Those facilities fall under the jurisdiction of Metro Transit. The City of Blaine will support Metro Transit's efforts to ensure that those facilities meet all appropriate accessibility standards.

#### ***Other policies, practices and programs***

Policies, practices and programs not identified in this document will follow the applicable ADA standards.

### 2. DESIGN STANDARDS

The City of Blaine has PROWAG, as adopted by the Minnesota Department of Transportation (MnDOT), as its design standard. Refer to MnDOT Accessibility Design Guidance for current standards on the MnDOT website at: <http://www.dot.state.mn.us/ada/design.html>.

## APPENDIX G – GLOSSARY OF TERMS

**ABA:** See Architectural Barriers Act.

**ADA:** See Americans with Disabilities Act.

**ADA Transition Plan:** Mn/DOT's transportation system plan that identifies accessibility needs, the process to fully integrate accessibility improvements into the Statewide Transportation Improvement Program (STIP), and ensures all transportation facilities, services, programs, and activities are accessible to all individuals.

**ADAAG:** See Americans with Disabilities Act Accessibility Guidelines.

**Accessible:** A facility that provides access to people with disabilities using the design requirements of the ADA.

**Accessible Pedestrian Signal (APS):** A device that communicates information about the WALK phase in audible and vibrotactile formats.

**Alteration:** A change to a facility in the public right-of-way that affects or could affect access, circulation, or use. An alteration must not decrease or have the effect of decreasing the accessibility of a facility or an accessible connection to an adjacent building or site.

**Americans with Disabilities Act (ADA):** The Americans with Disabilities Act; Civil rights legislation passed in 1990 and effective July 1992. The ADA sets design guidelines for accessibility to public facilities, including sidewalks and trails, by individuals with disabilities.

**Americans with Disabilities Act Accessibility Guidelines (ADAAG):** contains scoping and technical requirements for accessibility to buildings and public facilities by individuals with disabilities under the Americans with Disabilities Act (ADA) of 1990.

**APS:** See Accessible Pedestrian Signal.

**Architectural Barriers Act (ABA):** Federal law that requires facilities designed, built, altered or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

**Capital Improvement Program (CIP):** The CIP for the Transportation Department includes an annual capital budget and a five-year plan for funding the new construction and reconstruction projects on the city's transportation system.

**Detectable Warning:** A surface feature of truncated domes, built in or applied to the walking surface to indicate an upcoming change from pedestrian to vehicular way.

**DOJ:** See United States Department of Justice.

**Federal Highway Administration (FHWA):** A branch of the US Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads, and bridges.

**FHWA:** See Federal Highway Administration.

**Pedestrian Access Route (PAR):** A continuous and unobstructed walkway within a pedestrian circulation path that provides accessibility.

**Pedestrian Circulation Route (PCR):** A prepared exterior or interior way of passage provided for pedestrian travel.

**PROWAG:** An acronym for the *Guidelines for Accessible Public Rights-of-Way* issued in 2005 by the U. S. Access Board. This guidance addresses roadway design practices, slope, and terrain related to pedestrian access to walkways and streets, including crosswalks, curb ramps, street furnishings, pedestrian signals, parking, and other components of public rights-of-way.

**Rights of Way:** A general term denoting land, property, or interest therein, usually in a strip, acquired for the network of streets, sidewalks, and trails creating public pedestrian access within a public entity's jurisdictional limits.

**Section 504:** The section of the Rehabilitation Act that prohibits discrimination by any program or activity conducted by the federal government.

**Uniform Accessibility Standards (UFAS):** Accessibility standards that all federal agencies are required to meet; includes scoping and technical specifications.

**United States Access Board:** An independent federal agency that develops and maintains design criteria for buildings and other improvements, transit vehicles, telecommunications equipment, and electronic and information technology. It also enforces accessibility standards that cover federally funded facilities.

**United States Department of Justice (DOJ):** The United States Department of Justice (often referred to as the Justice Department or DOJ), is the United States federal executive department responsible for the enforcement of the law and administration of justice.