



City of

Alexandria

Americans with Disabilities Act (ADA) **TRANSITION PLAN**

Adopted 01.06.25

Madison County Council of Governments | City of Alexandria, Indiana

AMERICANS WITH DISABILITIES ACT (ADA) 2025 TRANSITION PLAN

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EXECUTIVE SUMMARY

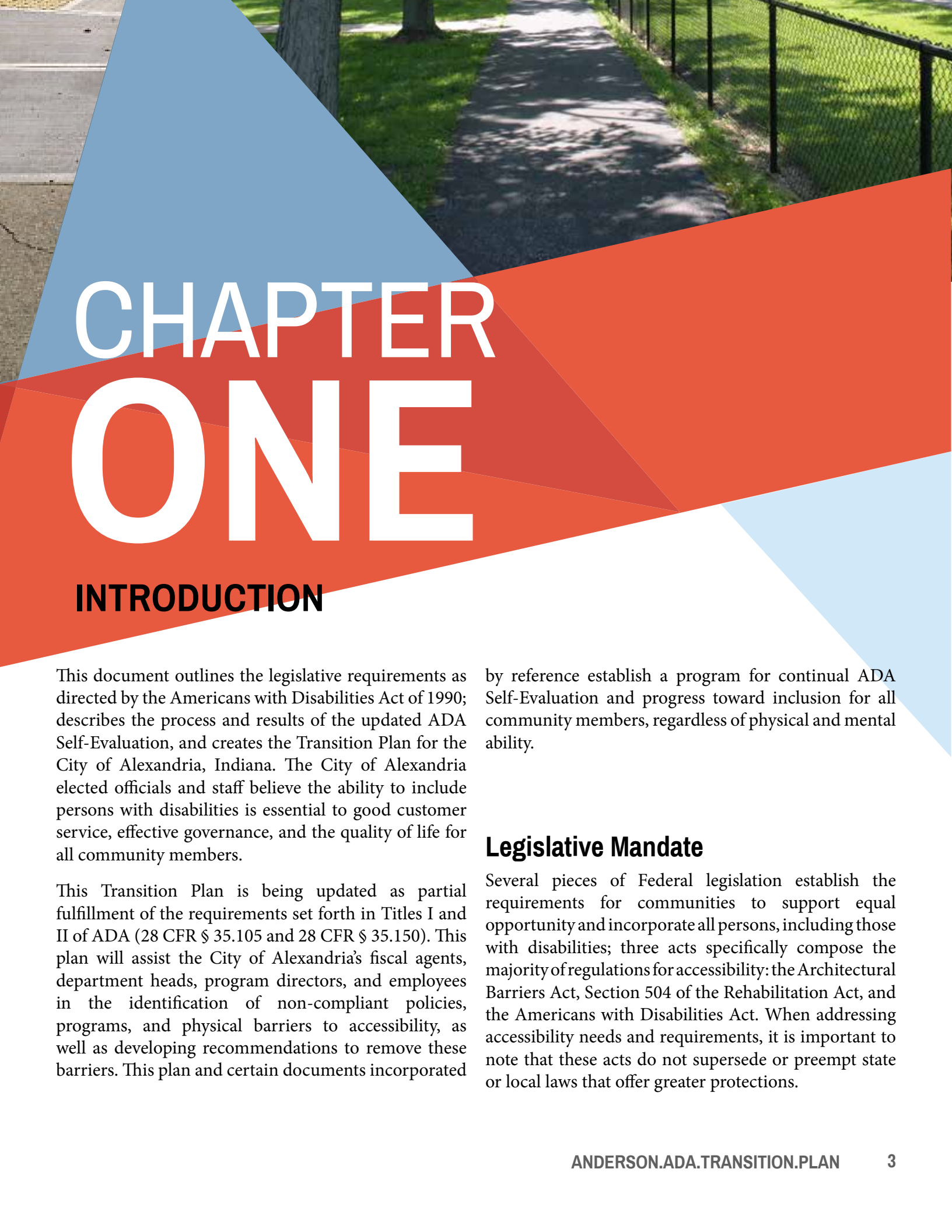
The *Americans with Disabilities Act* (ADA) was passed in 1990 as a step toward the reduction and future elimination of discrimination against individuals with disabilities. ADA Title II requires communities to complete transition plans for updating public facilities, as determined by number of employees in a community. ADA Title II also covers programs, activities, and services of government entities with a specific focus on protecting citizens from discrimination on the basis of disability. The overall goal of ADA is to afford every individual the opportunity to benefit from businesses and services and to afford businesses and services the opportunity to benefit from the patronage of all Americans.

ADA states that structural, architectural, and communication barriers must be removed in public areas of existing facilities when their removal is readily-achievable. In other words, the barriers should be easily accomplished and able to be carried out without unfair difficulty or expense. Therefore, those public facilities included in the inventory and assessment shall be comprised of all public buildings, public parks, sidewalks, curb ramps, and pedestrian signals.

The City of Alexandria has a total of 10 public facilities; 101,016.72 feet of sidewalk; 275 intersections of which 4 are signalized (1 with pedestrian signals); 193 curb ramps; and 772 “no ramp” locations that were analyzed in the development of this *ADA Transition Plan*. Chapter Three (3) of this document provides a detailed look into the self-evaluation process.

Public facilities and rights of way were assessed first-hand and individually using mobile data collection. Chapter Three (3) provides a prioritized list of corrective modifications required for complete compliance of public facilities using a three (3) tier system of “low”, “moderate”, and “high”. Public rights of way such as sidewalks, curb ramps, and pedestrian signals were inventoried and assessed for compliance with ADA and Public Right-of-Way Accessibility Guidelines (PROWAG).

Chapter Four (4) outlines the next steps moving forward to maintain and update the ADA Transition Plan on an ongoing basis. This Plan is considered a living document that should be routinely updated.



CHAPTER ONE

INTRODUCTION

This document outlines the legislative requirements as directed by the Americans with Disabilities Act of 1990; describes the process and results of the updated ADA Self-Evaluation, and creates the Transition Plan for the City of Alexandria, Indiana. The City of Alexandria elected officials and staff believe the ability to include persons with disabilities is essential to good customer service, effective governance, and the quality of life for all community members.

This Transition Plan is being updated as partial fulfillment of the requirements set forth in Titles I and II of ADA (28 CFR § 35.105 and 28 CFR § 35.150). This plan will assist the City of Alexandria's fiscal agents, department heads, program directors, and employees in the identification of non-compliant policies, programs, and physical barriers to accessibility, as well as developing recommendations to remove these barriers. This plan and certain documents incorporated

by reference establish a program for continual ADA Self-Evaluation and progress toward inclusion for all community members, regardless of physical and mental ability.

Legislative Mandate

Several pieces of Federal legislation establish the requirements for communities to support equal opportunity and incorporate all persons, including those with disabilities; three acts specifically compose the majority of regulations for accessibility: the Architectural Barriers Act, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act. When addressing accessibility needs and requirements, it is important to note that these acts do not supersede or preempt state or local laws that offer greater protections.

Architectural Barriers Act

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 adequate, safe, and equal access to the built environment.

Rehabilitation Act

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their physical and mental abilities. The non-discrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency. The Rehabilitation Act of 1973 established the requirement for developing Self-Evaluations and a Transition Plan.

Americans with Disabilities Act

The Americans with Disabilities Act of 1990 extended coverage from Section 504 of the Rehabilitation Act of 1973 to include all state and local government entities regardless of whether they receive federal funding.

Titles I-V of the ADA enact the following:

1. Prohibits discrimination for employment based on a disability.
2. Prohibits discrimination of access to public programs and services based on a disability.
3. Sets standards for accessibility in places of public accommodation for persons with disabilities.
4. Requires telecommunication companies and public users of telecommunication technologies to ensure functionally equivalent services for consumers with disabilities.
5. Covers several technical provisions.

Title I Requirements

Title I of the ADA prohibits discrimination for employment on the basis of a disability. The City of Alexandria has included the following language in their Employment Manual to address Title I:

“The City of Alexandria does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations as outlined by the U.S. Equal Employment Opportunity Commission under Title I of ADA.”

Title II Requirements

The ADA requires that public entities identify, evaluate, and potentially modify their policies, practices, and procedures to provide an equal opportunity for persons with a disability.

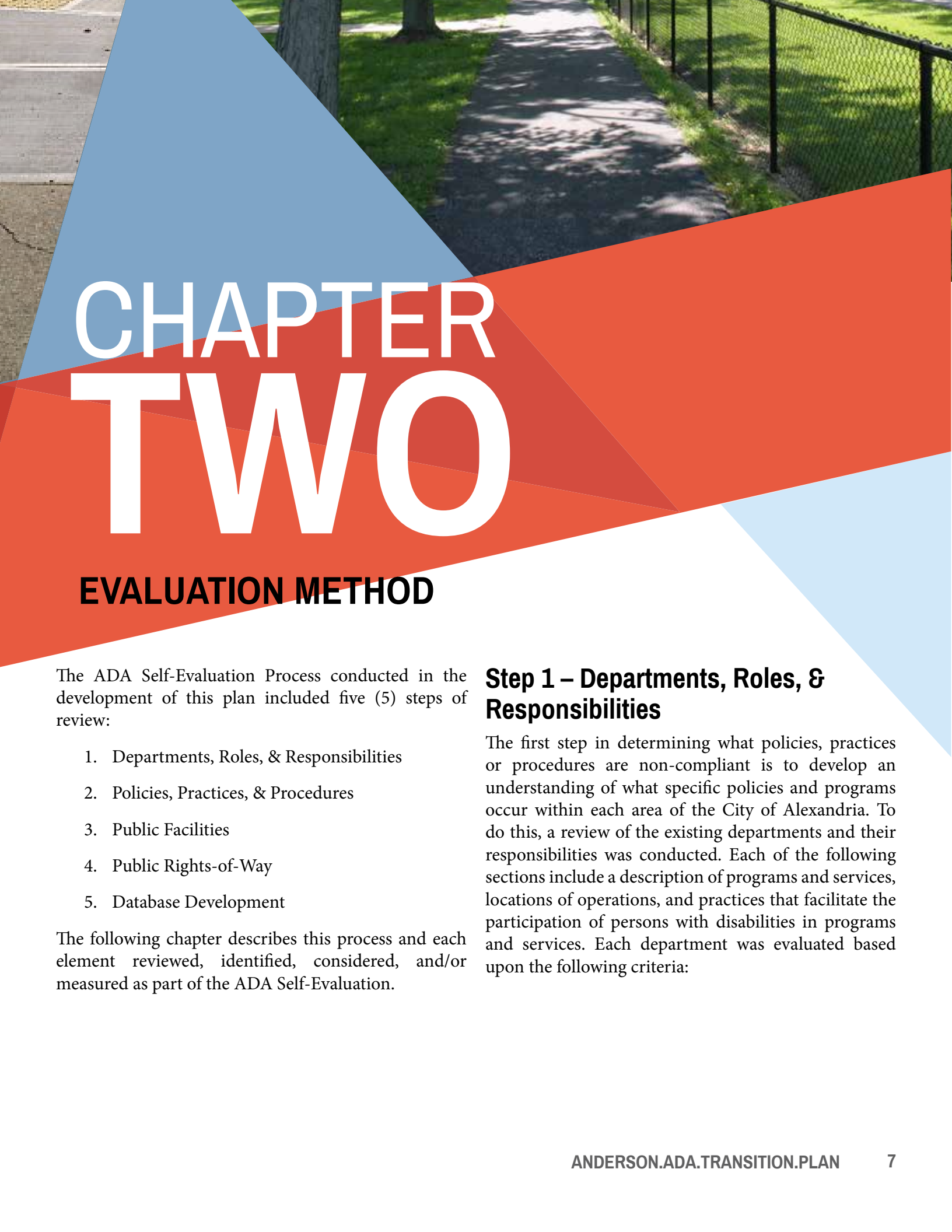
Specifically, Title II requires local governments to:

1. Operate their programs so that, when viewed in their entirety, the programs are accessible to, and useable by, individuals with disabilities (28 CFR § 35.150).
2. Shall not exclude persons with a disability from participating in a service, program, or activity simply because the person has a disability (28 CFR § 35.130a).
3. 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 CFR § 35.130b-7).
4. Provide services or benefits to individuals with disabilities through programs that are not separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective (28 CFR § 35.130b-4 & 28 CFR § 35.130 d).

5. 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 CFR § 35.160a).
6. Designate at least one responsible employee to coordinate ADA compliance (28 CFR § 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 § 35.107a).
7. 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 § 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 § 104.8a).
8. Establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints involving accessibility (28 CFR § 35.107b). 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.

Undue Burden

The ADA does not require public entities to make all existing facilities accessible, nor does it require a public entity to take any action that would fundamentally alter the nature of a service, program, or activity; would create a hazardous condition; or would represent an undue financial and administrative burden. In such cases where documentation is provided, in keeping with strict procedures outlined in the ADA, there are various methods that may be appropriate for providing program accessibility in lieu of making actual physical changes. These options should be explored in keeping with the ‘spirit of the law’. This determination can only be made by the ADA Coordinator and must be accompanied by a statement citing the reasons for reaching the conclusion. The determination that undue burdens would result must be based on an evaluation of all resources available for use in a given program.



CHAPTER TWO

EVALUATION METHOD

The ADA Self-Evaluation Process conducted in the development of this plan included five (5) steps of review:

1. Departments, Roles, & Responsibilities
2. Policies, Practices, & Procedures
3. Public Facilities
4. Public Rights-of-Way
5. Database Development

The following chapter describes this process and each element reviewed, identified, considered, and/or measured as part of the ADA Self-Evaluation.

Step 1 – Departments, Roles, & Responsibilities

The first step in determining what policies, practices or procedures are non-compliant is to develop an understanding of what specific policies and programs occur within each area of the City of Alexandria. To do this, a review of the existing departments and their responsibilities was conducted. Each of the following sections include a description of programs and services, locations of operations, and practices that facilitate the participation of persons with disabilities in programs and services. Each department was evaluated based upon the following criteria:

STEP 1 - DEPARTMENTS, ROLES, & RESPONSIBILITIES

1. Customer Service
2. Notice Requirements
3. Printed Information
4. Website
5. Communication Devices
6. Training & Staffing
7. Program Eligibility Requirements & Admission
8. Public Meetings
9. Emergency Evacuation Procedures
10. Special Events & Private Events on Public Properties
11. Maintenance of Accessible Programs & Ongoing Accessibility Improvements
12. Automated Electronic Equipment
13. Auxiliary Aides

Common Council

Common Council members serve as elected officials of the legislative body for the City. The council works in conjunction with an elected Mayor and Clerk to manage the day-to-day business of the municipal government.

1. Branch: Legislative
2. Programs & Services: Adopt Ordinances, Appropriate Tax Monies received by the City, & to Perform other necessary and desirable Legislative Functions.

City Mayor

The Mayor acts as the city executive head of the executive branch. The Mayor shall faithfully perform the duties and responsibilities contained in I.C. 36-4-5, as well as

the following:

1. Branch: Executive
2. Programs & Services: Approving or Disapproving Resolutions, Ordinances, and Orders, & Powers and Duties provided for by State Law.

Department of Public Safety

The Police Department is responsible for maintaining social order within the community and providing a safe social environment for the community with carefully prescribed ethical and constitutional restrictions. The department protects the rights of all persons within its jurisdiction to be free from criminal attack, secure in their possessions, and live in peace. The department serves by performing the law enforcement function and is ultimately responsible for the safety of the community and its residents. The Police Department shall be under the direct control and supervision of the Chief of Police, who shall be appointed by the Mayor and who shall serve at their pleasure subject to provisions of state law. All other members of the Police Department shall be appointed by the Board of Public Works and Safety.

The Fire Department's responsibility is to teach and inform citizens on fire prevention, reduce the frequency and severity of fires, and respond to water accidents & hazardous materials incidents within the community. This goal is sought to be accomplished through communication and coordination with mutual aid agencies. The Fire Department shall be under the direct control and supervision of the Fire Chief, who shall be appointed by the Mayor and who shall serve at their pleasure subject to provisions of state law. All other members of the Fire Department shall be appointed by the Board of Public Works and Safety.

The Department of Public Safety oversees the following:

1. Divisions: Police and Fire Department.
2. Programs & Services: The Police Department provides House Checks, Community

STEP 1 - DEPARTMENTS, ROLES, & RESPONSIBILITIES

Outreach, Community Service, Booking & Holding, Interviewing, DUI checks, & Holiday Outreach. The Fire Department provides Fire Suppression, Emergency Medical Services (EMS), Fire Safety Education, Fire Investigations, Fire Safety Inspections, Hazardous Materials Response, & Rescue.

Department of Public Works

The Department of Public Works strives to maintain the infrastructure of the community in a state of quality operation for a safe and healthy environment for all, as well as being accountable to the citizens for financial affairs pertaining to the community under the Department's authority.

The Department of Public Works oversees the following:

1. Divisions: Utilities Department, Sanitation Division, Water Division, Wastewater Division, Stormwater Management Division, & Street Department,
2. Programs & Services: Construction and Maintenance of Streets, Sidewalks, Storm Drains, Traffic Signs, Landscaping, & Water Systems, including Wastewater Collection and Treatment.

Clerk/Treasurer

The Clerk/Treasurer serves as the fiscal officer of the City, maintains custody of their official records, manages the finances and accounts of the City, and makes investments of City monies subject to the ordinances of the City Council. The Clerk/Treasurer is also responsible for the certification of ordinances for the appropriate bodies and the certification of current and past Municipal Code sections for court-related testimony. The Clerk/Treasurer keeps the official seal, administers oaths, and takes depositions as necessary. As the fiscal agent for the City, the Clerk/Treasurer signs

and issues all warrants on the City treasury, audits and revises all accounts and trusts for the City, and manages accounting for each appropriation made to each City department. Additionally, the Clerk/Treasurer's Office issues various city licenses, collects fees, administers payroll, collects and enforces special assessments, and prepares each year's City budget.

The Clerk/Treasurer oversees the following:

1. Divisions: Administration, Human Resources, Finance (general and debt services).
2. Programs & Services: Agendas and Noticing, Budget, Accounts Receivable, Accounts Payable, Payroll, CIP, Certification of Ordinances, Certification of Current and Past Code Sections for Court-Related Testimony, & Records Management.

Department of Law

The head of the Department of Law is the City Attorney, which shall have all powers and authority under I.C. 36-40-9-12. There is an Interlocal Agreement with the City of Elwood and Courts which allows violations of ordinances to be heard and disposed of. The Elwood City Court provides prompt and efficient disposal of municipal violations.

The Parks Department oversees the following:

1. Divisions: City Attorney & Elwood City Court.
2. Programs & Services: Legal Counsel, Attorney Services, & Court Filings and Hearings.

Department of Economic Development and Redevelopment

The Department of Development shall coordinate and implement all city programs in the area of economic and community planning and development.

STEP 1 - DEPARTMENTS, ROLES, & RESPONSIBILITIES

The Department of Development shall be responsible for the following governmental functions:

1. Divisions: Department of Development & Redevelopment Commission.
2. Programs & Services: Technical and Administrative Services, Public Relations, Economic Development Efforts, & Taxing within the Alexandria Redevelopment District for Redevelopment and Economic Development Purposes.

Department of Planning, Zoning and Building Inspections

The Building Commissioner shall oversee all planning and zoning filings, create agendas, and attend Plan Commission and Board of Zoning Appeals meetings. There is established within the Planning Department a Division of Building Standards

The Parks Department oversees the following:

1. Divisions: Building Commissioner & Division of Building Standards.
2. Programs & Services: Oversee Planning and Zoning Filings, Enforcement of Building/Electrical Codes and Ordinances, & Permits.

Department of Parks and Recreation

The Superintendent proposes and oversees annual operations plans for the Department of Parks and Recreation.

The Department of Parks and Recreation oversees the following:

1. Divisions: Administration, Staffing, Programs, & Maintenance.
2. Programs & Services: Facility Rentals, Special Events, & Sporting and Theatrical Events.

Plan Commission

The Plan Commission's primary duty is to develop and recommend to the city a plan for the future of the community. The Commission is responsible for preparing a comprehensive plan, approving or denying proposals to subdivide land, preparing a zoning ordinance and a subdivision control ordinance, approving development plans, and making recommendations to the city on proposals to amend the zoning map.

The Plan Commission oversees the following:

1. Divisions: Administration & Staffing.
2. Programs & Services: Development Recommendations, Rezoning, & Comprehensive Plans.

Board of Zoning Appeals

The Board of Zoning Appeals considers granting relief from the requirements of the city's zoning ordinance. The Board allows property owners with unique conditions on their properties to seek relief. The primary role of the Board of Zoning Appeals is to rule on the application of existing zoning laws.

The Board of Zoning Appeals oversees the following:

1. Divisions: Administration & Staffing.
2. Programs & Services: Granting of Variances, Granting of Special Exceptions/Conditional Uses, & Appeals from Administrative Decisions.

Board of Public Works and Safety

The Department of Public Safety and Department of Public Works shall be under control and supervision of the Board of Public Works and Safety. This Board oversees safe, economical, and efficient management of the Police, Fire, and Utilities Department.

City Utilities oversees the following:

1. Divisions: Management & Supervisory.

2. Programs & Services: Enforce Bylaws, Rules, Regulations.

Board of Parks and Recreation

The Department of Parks and Recreation shall be under control and supervision of the Board of Parks and Recreation. The Board reviews, approves and/or denies operation plans and requests from the Park Superintendent.

The Board of Parks and Recreation oversees the following:

1. Divisions: Supervisory.
2. Programs & Services: Operational and Annual Plan Oversight, Employment Decisions on Assistants and Employees, & Review Annual Report.

Step 2 – Policies, Practices, & Procedures

The next step is to evaluate each of the policies, practices and procedures offered by the departments and offices of the City of Alexandria. Policies, practices, or procedures conducted by the departments and offices of the City of Alexandria must maintain accessibility for persons with disabilities, which includes advertisement, eligibility, participation, physical access, transportation, written policies, and communication. If a barrier removal is judged unduly burdensome, the City of Alexandria must consider other options for providing access that would ensure that individuals with disabilities receive the benefits and services of the program or activity.

To comply with the requirements of ADA, the City of Alexandria must provide equality of opportunity, which may not guarantee the equality of results, but the intent to remove any barriers to ensure programmatic access is provided to the public should remain a priority. In choosing a method of providing program access, local

policies of the City of Alexandria place priority upon the method that “results in the most integrated setting appropriate” that will encourage interaction among all users, including those with disabilities.

All departments of a public entity that provide programs, activities, and/or services can be ranked with equal importance and no single criteria has priority over another. The following are those criteria that should be considered during the ADA Self-Evaluation Process:

1. Level of Use by the Public (facilities receiving a high level of public use)
2. Social Need (facilities meeting social needs such as senior centers, cooling centers, etc.)
3. Citizen Rights (facilities providing residents the opportunity to exercise citizen rights such as voting centers, access to elected offices, etc.)
4. Citizen Responsibilities (facilities where fees are paid, where permits, licenses, and services are obtained, and where there is access to services, such as building permits)
5. Program Uniqueness (programs unique to a building, facility, or park that cannot occur at another location)
6. Geographic Distribution (range of facilities available or distributed throughout the community ensuring maximum access to all residents)
7. Identified Complaints (efforts focusing on identified accessibility complaints)

Non-Discrimination Notice

In accordance with the requirements of Title II of the ADA, the City of Alexandria must not discriminate against qualified individuals with disabilities on the basis of the disability in its programs, activities, or services.

STEP 2 - POLICIES, PRACTICES, & PROCEDURES

Communication

According to Section 35.160(a) of the ADA, “a public entity shall take appropriate steps to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others.” This means that the City of Alexandria must provide equally effective communication to individuals with disabilities, which can be provided by offering alternative formats, auxiliary aid(s) and/or services upon request. For example, interpreters hired upon request for the hearing impaired or text materials accessible to screen readers are made available.

ADA Coordinator

Designation of an ADA Coordinator applies to all state or local government entities with fifty or more employees. The entity is required to appoint a responsible person to coordinate the administrative requirements of the ADA and to respond to complaints filed by the public. The name and contact information for the person responsible is required to be publicly advertised. Having an ADA Coordinator also benefits state and local government entities by providing a specific contact person with the knowledge and information about the ADA so that questions by staff can be answered efficiently and consistently. In addition, she or he coordinates compliance measures and can be instrumental in ensuring that compliance plans move forward. The City of Alexandria employee who currently holds the position is listed on Page III of this document.

Grievance Procedures

Under the ADA, users of facilities and services within the City of Alexandria have the right to file a grievance if they believe that they have not been provided reasonable accommodation. Under the Grievance Procedures developed for the City of Alexandria, a

formal complaint must be filed within 90 calendar days of the alleged occurrence. The City of Alexandria will act or respond only to complaints made through the grievance process identified in the Appendix of this document under Grievance Procedure & Ordinances or on the City of Alexandria website at <https://www.in.gov/cities/alexandria/community/city-forms-and-state-compliance>.

Modification Policy

As outlined in the ADA, the City of Alexandria must make all reasonable modifications to policies and programs to ensure that persons with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. Anyone who requires auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Alexandria should contact the ADA Coordinator. Anyone wishing for a modification should contact the ADA Coordinator no later than 48-hours before the scheduled event.

Additionally, the City of Alexandria must not place a surcharge on an 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. However, ADA does not require the City of Alexandria to take any action that would fundamentally alter the nature of its programs or services, impose an undue administrative burden, or as stated previously, an undue financial burden. Complaints that a program, service, or activity of the City of Alexandria is not accessible to persons with disabilities should follow the grievance procedures outlined in the Appendix of this document under Grievance Procedure & Ordinances.

Step 3 - Public Facilities

All public facilities managed and owned by the various departments and roles reviewed previously must also be reviewed for compliance with the ADA and associated federal legislation. For the purposes of this evaluation, the term public facility can be used for either a public building or a public park. The City of Alexandria owns numerous buildings located throughout the community but has identified 7 buildings and 3 parks that are routinely accessed by the public.

These facilities are in varying states of compliance and can be divided into two (2) categories:

- Priority One - Those facilities that have employee use and a high potential for public use.
- Priority Two – Those facilities that employees use and have moderate potential for public use.

It is important to note that all buildings owned by the City of Alexandria that are constructed, remodeled, or updated must be constructed in accordance with the most current ADA Accessibility Guidelines (ADAAG), regulations, and standards.

The public facilities within Alexandria were assessed utilizing first-hand observation and mobile data collection as previously explained. Prior to facility visits and first-hand observation, surveyors were familiarized with ADA regulations and trained in the use of data collection equipment. Actual data collection consisted of two (2) to four (4) observers surveying each public facility. However, with the number of requirements that must be assessed, to best increase data collection efficiency and effectiveness, each surveyor specialized in the examination of two (2) or three (3) specific categories, such as parking lots and on-street parking spaces.

Facility design is characterized by the elements that affect usability and accessibility:

- Parking (lot and on-street)
- Accessible Entrance
- Entrance
- Access to Services
- Floors
- Doors
- Visual Characteristics
- Seats, Tables, & Counters
- Lavatories (drinking fountains and sinks)
- Restrooms

Parking

Each facility is required to have designated handicapped parking; either in a main parking lot or on-street parking. Requirements include at least one (1) van-accessible parking space per facility and at least one (1) ADA-accessible parking space per 25 total parking spaces.

Accessible Entrance

The term accessible entrance refers to the path from an ADA-accessible parking space to the facility entrance. The entrance must be ADA-accessible by a sturdy pathway at least four (4) feet wide with curb cuts at least 32 inches wide.

Entrance

Each facility is required to have at least one (1) entrance that is fully compliant. Although the main entrance is recommended for compliance, the ADA-accessible entrance can be independent.

STEP 4 - PUBLIC RIGHTS-OF-WAY

Access to Services

The entrance must provide a direct path to the main floor, lobby, or elevator, as well as all public spaces. This direct path provides the necessary access to the various services provided within the facility. Within buildings, access to services refers to hallway connectivity, while access to services in parks refers to the availability of paths linking to the various park amenities.

Floors

The floor assessment includes examining stairwells, thresholds, carpets, and the height of reach for items such as elevator and automated entrance buttons. Each of these components establishes the basic understanding of pathway obstructions that impede mobility within the public facility.

Doors

Doors throughout public facilities are an obstacle that must not inhibit access to services and programs. They must provide adequate clearance and the ability to open with little effort. It is important to note that doors are a hindrance to several types of disabilities and are required to meet high standards.

Visual Characteristics

Signage placed throughout a facility is required to be readable from a distance, as well as offering the opportunity to read braille. Signage within a facility provides direction and is necessary for permitting direct access.

Seats, Tables, and Counters

Seats, tables, and counters must allow movement between aisles and the opportunity to interact with public offices/employees. It is especially necessary for seats, tables, and counters to provide equal access during public meetings, since all residents must have an equal say in the public process.

Lavatories

Lavatories include both sinks and drinking fountains. Although the specific measurement requirements vary slightly; sinks and drinking fountains provide a similar service. It is necessary that each be provided equally within a public facility to avoid discrimination. Assessment areas include the sink height and depth, apron height, and knee clearance.

Restrooms

If public restrooms are available, at least one (1) must be ADA compliant to allow equal opportunities within the facility. The restroom assesses aspects such as the stall widths, signage, entrance, and maneuverability.

Step 4 - Public Rights-of-Way

Similarly, all public rights-of-way managed and owned by the City of Alexandria must be reviewed for compliance with the ADA and associated laws. Public Right-of-Way Accessibility Guidelines (PROWAG) have been adopted by the US Access Board, although the law is yet to be approved by the US Dept. of Justice and US Dept. of Transportation, it should be used as “best practice” until the law is passed. PROWAG points out that a public entity’s programs related to streets, sidewalks, and curb ramps may be prioritized with respect to relative importance and frequency of usage. It further describes that program accessibility would not require all streets, sidewalks, and curb ramps to be fully-accessible as required by current codes. A determination of what public rights-of-way are programmatically-required to be accessible may vary from jurisdiction to jurisdiction. The activity of using the public right-of-way may be considered a program in three (3) different ways:

1. Streets, sidewalks and curb ramps may be part of a continuous path of travel between activities or programs, at various public and private facilities located on adjacent properties, such as

public offices, schools, parks and recreational facilities, public service agencies, hospitals and health clinics, police facilities, and public housing uses.

2. Streets, sidewalks, and curb ramps may themselves represent a program of public pedestrian activities that are essential to the usage and enjoyment of a City's built environment.
3. Pedestrian Signals are required in the public right-of-way for people with disabilities. Access to traffic and signal information is an important feature of accessible sidewalks and street crossings for pedestrians who have vision impairments. While most intersections pose little difficulty for independent travelers who are blind or have low vision, there are some situations in which the information provided by a pedestrian signal is necessary for independent and safe crossing. PROWAG was adopted to support the Americans with Disabilities Act (ADA) and the Architectural Barriers Act (ABA) outlining specifications regarding pedestrian signal standards by reference. The pedestrian signal infrastructure may include both audible and vibrating surfaces.

It is important to note that all Sidewalk and curbs constructed as part of planned development, sidewalk and curbs replaced by or for the City of Alexandria, or sidewalk and curbs replaced by or for a property owner through the City of Alexandria should be constructed in accordance with the most current PROWAG regulations and standards.

Sidewalks

The PROWAG is the national standard for pedestrian access and travel and provides the minimum standards for all public and private facilities. Sidewalk design is

characterized by the elements that affect usability and accessibility.

The following elements of sidewalk design were considered as part of the ADA Self-Evaluation Process:

- **Grade** - Grade is the slope parallel to the direction of travel. The grade is calculated by dividing the vertical change in elevation by the horizontal distance covered. In the pedestrian environment, maximum grade should be measured over 24-inch intervals. These intervals represent the approximate length of a wheelchair wheelbase or a single walking pace. Steep sections should be detected and reduced as much as possible.
- **Cross-Slope** - Most sidewalks are built with some degree of cross-slope to prevent water from collecting on the path by allowing the water to drain into the street. Cross-slope is measured perpendicular to the direction of travel.
- **Width** - The width of a sidewalk affects pedestrian usability and determine the types of access and other pedestrian elements that can be installed. Although most guidelines require sidewalk design width to be at least five (5) feet wide, larger design widths can accommodate more pedestrians and improve access, especially if the sidewalks contain trash receptacles, street trees, street furniture, and the like.
- **Passing Space** - A section of path wide enough to allow two (2) wheelchair users to pass one another or travel alongside one another. The passing space provided should also be designed to allow one (1) wheelchair user to turn in a complete circle. If turning or maneuvering is necessary, a turning space of five (5) square feet shall be provided.

STEP 4 - PUBLIC RIGHTS-OF-WAY

- **Vertical Clearance** – The minimum unobstructed vertical passage space required along a sidewalk. AADAG states that circulation spaces, such as corridors, should have at least 80 inches of headroom.
- **Changes in Level** - In the sidewalk environment, curbs without curb ramps, cracks, and dislocations in the surface material are common examples of Changes in Level or elevation. A change in elevation can cause ambulatory pedestrians to trip or can catch the casters of a wheelchair causing the chair to come to an abrupt stop. People who are blind or have poor vision might not anticipate these changes in elevation, thus making the infrastructure unsafe for those users.
- **Grates and Gaps** - A grate is a framework of latticed or parallel bars that prevents large objects from falling through a drainage inlet but still allows water and some debris to fall through. A gap is a single channel embedded in the travel surface of a path. ADAAG specifies that grates located in walking surfaces should have spaces no greater than 0.5 inches wide in one (1) direction. It also states that gratings with elongated openings should be oriented so that the long dimension is perpendicular to the dominant direction of travel.
- **Obstacles** - Obstacles in the pedestrian environment can limit the vertical passage space, interfere with the circulation route, or reduce the clearance width of the sidewalk. Some of the more common objects that can make a sidewalk difficult to traverse include: fire hydrants, mailboxes, parking meters, planters, signs and poles, street furniture, and trash receptacles.
- **Surface** - The surface is the material on which a person walks or wheels in the pedestrian environment. Firm and

stable surfaces, such as concrete, resist deformation especially by indentation or the movement of objects. A broom finish is used on many concrete sidewalks to provide sufficient slip resistance for pedestrians.

Curb Ramps (ADA-Accessible Ramps)

Curb ramps are most commonly found at intersections, but they may also be used at midblock crossings, medians, and in parking facilities. Their function is to lower the pedestrian route from sidewalk level to road level. Curb ramps should be designed to minimize the grade, cross-slope, and changes in level experienced by users. Curb ramps generally consist of a sloped section (the ‘ramp’), a clear space at the bottom of the slope, and a level turning space where necessary. However, they can be configured in a variety of ways to adapt to existing design constraints such as location, type of street, or amount of sidewalk space available.

Following INDOT and PROWAG classifications, ramps were inventoried as one of the following configurations.

Perpendicular

In perpendicular curb ramps, the ramp run is oriented in the same direction as the street crossing or crosswalk, which is to say perpendicular to the curb. Perpendicular ramps were identified as one of three types:

- One-way – the most common type in Alexandria. These direct pedestrians across the roadway in only one direction rather than two, as seen in many intersections within the City.
- Paired – meaning there are two
- Tiered – perpendicular ramps that have more than one sloped (ramp) component.

Parallel

The ramp run is parallel to the curb and sidewalk run,

and perpendicular to the crosswalk. A level turning space is provided at the bottom of the ramp run to allow users to turn towards the crossing while continuing to be protected from traffic. This ramp type is often used in midblock crossings, or where there is not enough right-of-way available to install a perpendicular ramp. These are categorized as follows:

- **Midblock** – a crossing not at an intersection but rather in the middle of a block.
- **two parallel ramps at one corner**, allowing pedestrians to cross the intersection in either direction.
- **any occurrence of a parallel ramp not described by the other two types.**

Diagonal

These curb ramps are single curb ramps installed at the apex of a corner. They force pedestrians descending the ramp to enter the intersection before turning to the left or right to cross the street. In many situations, diagonal curb ramps create potential safety and mobility problems for pedestrians. Use of this curb ramp type is highly discouraged.

Blended Transitional

This type has no definitive ramp or sloped section. Rather, the sidewalk transitions smoothly to road level around a street corner.

Depressed Corner

Normally utilized at the conjunction of two sidewalks. This is an alternative to perpendicular paired ramps in which the two ramp runs descend to a shared level turning space at a street corner.

Railroad Crossing

Pedestrian access routes across railroad tracks. Although

they often have a perpendicular configuration, the standards for railroad crossings are different than those of road crossings, so they are distinguished as a separate type.

No Ramp

These are corners of intersections where no curb ramps exist. There are two (2) classifications for No Ramp corners, being either with or without a sidewalk.

Each type of curb ramp contains some or all of the following elements:

- **Ramp** – The ramp is the sloped transition between the street and the sidewalk where the grade is constant, and the cross-slope is less than two (2) percent. Ramps may have a maximum running slope of 8.33 percent. In blended transition ramp types, there is no definitive ramp; the slope of the transition is measured instead.
- **Clear Space** – A clear space is a four foot by four foot area extending from the curb into the roadway which is wholly within the crosswalk lines and outside the lane of vehicular travel. It is required in every ramp type except blended transitional and depressed corner. In these types, where crosswalks should be provided in two directions, a 4-foot distance is required from ramp to crosswalk corner.
- **Gutter** – The gutter is a trough or dip that runs along the edge of the street and curb. The slope of the road or gutter surface immediately adjacent to a curb ramp should not exceed five (5) percent. 2018 INDOT standard specifications call for a flush transition where the ramp meets the road; a vertical discontinuity, or curb lip, is not allowed.
- **Turning Space** – In cases where a curb ramp causes the pedestrian to change direction, a level turning space is required either at the top

STEP 4 - PUBLIC RIGHTS-OF-WAY

or bottom of the ramp element, depending on configuration. Depressed corner and parallel ramp types must have a turning space at the bottom of the ramp. Diagonal and paired perpendicular ramps must have a turning space at the top of the ramp.

- **Flare** – A flare is the sloped transition between the sides of a ramp and the sidewalk. Flares are required where a ramp is directly adjacent to a walkable surface, i.e. where there is no grass or other non-walkable buffer between the curb and sidewalk. The maximum slope of a flare is ten (10) percent.
- **Return curb** – a curb that borders the sides of a ramp where there is a non-walkable buffer such as grass. These are not required but may be present. They are not allowed where a ramp is adjacent to a walkable surface, as this creates a trip hazard.
- **Detectable Warning Surface (DWS)** – A surface textured with domes; meant to warn pedestrians they are about to enter traffic. A DWS is required on every ramp, either at the bottom of the ramp element or along the back of the curb. The DWS must extend across the entire level entrance of the curb ramp and be at least two (2) feet deep in the direction of pedestrian travel, effectively disallowing a pedestrian from entering the roadway without first stepping on the DWS.

Each intersection within the Alexandria incorporated boundary was inventoried. Ramps that appeared to contain the components expected, such as a detectable warning surfaces, turning space, and crosswalk, were recorded as the most applicable ramp type. Other situations were treated as follows:

- At some intersections, sidewalks are nearly level with the road and an incline or transition is not necessary to cross the street.

These were recorded as if they were ramps.

- At some intersections, inclines are provided at the curb but a DWS or other required components are not present. These were recorded as ramps.
- “No ramp” points were recorded where no sidewalk is present at corners of an intersection.
- “No ramp” points were recorded where sidewalk is present, but no ramp is provided.

The inventory of each ramp included a location point and photo. Components of each ramp were also measured, for example ramp slope, sidewalk width, and turning space depth. Data collected was then used to determine whether the ramp passed or failed PROWAG standards.

Pedestrian Signals

Each signalized intersection in the City of Alexandria was visited and on the intersection’s pedestrian amenities such as sidewalks, curb ramps, crosswalks, and pedestrian signals were recorded in GIS. If pedestrian signals were in place, additional data specific to the pedestrian signals was collected. The height of pedestrian signal push buttons was measured using a tape measure. The length of time given for pedestrians to cross the street was either displayed on the pedestrian signals or was measured by the data collector.

To determine whether the time allotted for pedestrians to cross the street was adequate, the width of the roadway was measured in feet using a distance measuring tool in Pictometry, a computer-based orthophotography program. The length of time pedestrians was allotted to cross the street was divided by the width of the roadway where the pedestrian crossings were located. ADA suggests that pedestrian walking speed should be assumed at 3.5 feet per second. If the signalized time

required the pedestrian to walk at a pace of 3.1 to 3.9 feet per second, it was suggested that the pedestrian signal time be increased slightly. If the signalized time required the pedestrian to walk at a pace of 4.0 feet per second or more, ADA requires that the pedestrian signal time be increased significantly.

At all signalized intersections not located in rural areas, it is recommended that sidewalks, curb ramps, and crosswalks be installed if they are not already in place. At all actuated or semi-actuated intersections, it is suggested that pedestrian signals with push buttons be installed if not already in place. Push buttons are not recommended for installation at intersections that are timed due to the disruption of traffic flow.

Step 5 – Database Development

According to the Americans with Disabilities Act (ADA), towns and cities are required to perform a self-evaluation to determine their level of compliance to ADA federal regulations. While first-hand observation is the most effective method for data collection, it is an intensive, time-consuming process. To increase efficiency while also maintaining effectiveness, the process was stream-lined through the creation of an ESRI ArcGIS database that allows instantaneous updating during on-site observation by using a mobile device.

By linking the database to ArcGIS, data collection and data entry become a single step which allows more time for data analysis. However, the initial data collection phase still requires first-hand observation and measurement recordings of public facilities. The database was developed based on the specific requirements of the Americans with Disabilities Act Accessibility Guidelines (ADAAG), as well as the more stringent, Proposed Right-of-Way Accessibility Guidelines (PROWAG). Each public facility must adhere to the same ADA requirements, but within each public

facility are various locations that must be thoroughly examined, including, but not limited to, parking lots, on-street parking spaces, sidewalks, ramps, entrances, doors, floors, and restrooms.

Therefore, the database is organized based upon the path that is taken to fully access the facility from the parking area to participating in a program within the facility. While some regulations require specific measurements, simply providing some necessities, such as ADA-accessible entrances, satisfies several requirements. Each requirement then was distributed into a specific category to be assessed based on the primary focus. For example, the ramp category includes questions such as “Is a wheelchair ramp necessary for access?” and measurements such as “What is the ramp slope?”

Beyond data collection, the analysis focuses on examining the data to determine the precise requirements that are not being met so funds can be allocated as necessary to upgrade each facility. The master database allowed analysis for every possible result. Furthermore, future data collection can easily utilize the same database to build from existing conditions and illustrate improvement over time. By updating the database as facilities change over time, the data remains dynamic. Standards for accessibility continue to evolve, as evident in the differences between the PROWAG and ADAAG, and this database format aims to provide a way the data can be easily accessed and updated.



CHAPTER THREE

SELF-EVALUATION

Public Facilities

The ADA Self-Evaluation of Public Facilities includes two (2) categories: Public Buildings and Public Parks. Upon review, the City of Alexandria owns and/or manages 10 public facilities, including 7 public buildings and 3 public parks. Each facility was directly evaluated, and modifications were highlighted where deemed necessary.

Each facility has been ordered by priority level, which is based on the amount of services provided, level of public access, and frequency of public use at each facility. It is important to understand that the priority of each facility will determine the proposed timeline for modifications. This means that the higher the facilities' priority, the more resources should be used to achieve compliance. The timeline for modifications within each facility is only a suggested timeline and is likely to change due to

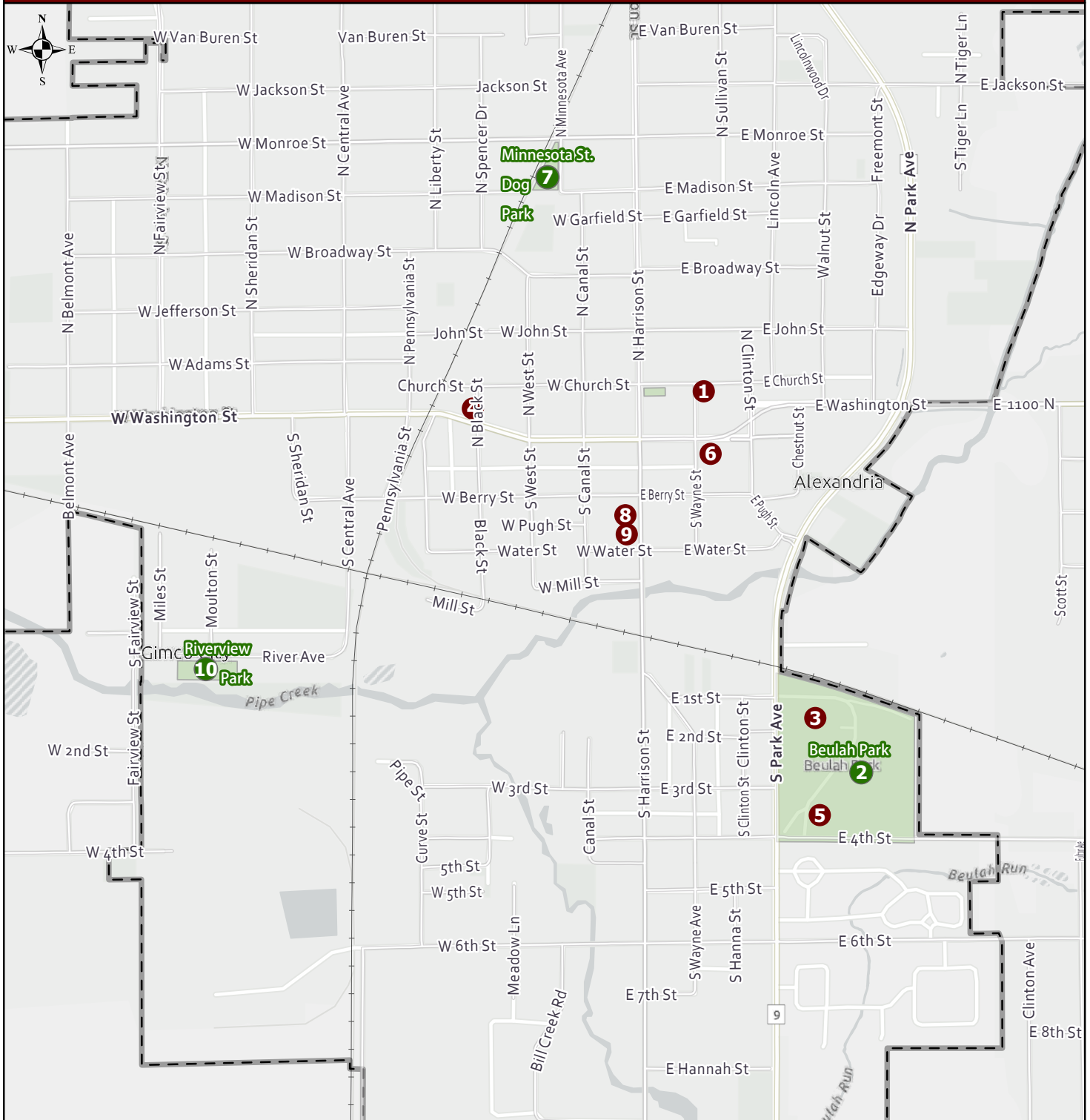
unforeseen circumstances, required renovations, and availability of departmental funding.

Facility Assessments

The following tables or *Transition Timeline* outlines the overall modification schedule with consideration to building priority. The timeline provides the original start date from the 2018 Transition Plan, the original latest year of completion based on projected modification years, and the updated projected completion range after adjusting modification projected years based on experience since the initial Transition Plan was adopted.

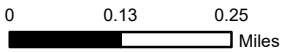
Following the timeline, each public facility is described noting the name, address, a brief description of the property uses, and its respective inventory with highlighted modifications.

Public Facilities



- | | |
|--------------------------|--------------------------------|
| 1 City Hall | 6 Bob Roger's Facility |
| 2 Beulah Park | 7 Minnesota Street Dog Park |
| 3 Beulah Park Pool House | 8 Alexandria Police Department |
| 4 City Utility Office | 9 Alexandria Fire Department |
| 5 Emery Lee Facility | 10 Riverview Park |

	Parks
	Incorporated Area Boundary
	Railway






Transition Timeline - Public Facilities

Priority	Facility	Projected Years	Start Date	Projected Completion
1	City Hall	5+	2024-2025	2029+
2	Beulah Park	3-5	2024-2025	2027-2029
3	Beulah Park Pool House	3-5	2024-2025	2027-2029
4	City Utility Office	2-3	2024-2025	2026-2027
5	Emery Lee Facility	3-5	2024-2025	2027-2029
6	Bob Roger's Facility	3-5	2024-2025	2027-2029
7	Minnesota Street Dog Park	5+	2024-2025	2029+
8	Alexandria Police Department	3-5	2024-2025	2027-2029
9	Alexandria Fire Department	1	2024-2025	2025
10	Riverview Park	3-5	2024-2025	2027-2029

Analysis Priority and Timeline Methodology

Modification Priority

Low	
Moderate	
High	

The color coding classification system defines the necessity of each modification. The years define the timeline for completion of such a modification based on the project difficulty. Therefore, although a modification may be defined as a low priority, it could be designated as a project for completion within any range of time

from one to five years. Low priorities that can attain compliance with simple adjustments are defined as a short term project, due for completion within one year. However, some modifications are low priority because they are nearly compliant despite the fact that they would be very difficult to complete and may be defined as a long term project for full compliance. For example, if the path from an accessible parking space to the accessible entrance is 45 inches wide and the standard is 48 inches wide, the priority would be low for modification while the timeline for the project would be five plus years. The time allotted is greater than the usual time for modification because the project is a high cost with very little benefit.

PUBLIC FACILITIES

City Hall (125 North Wayne Street)

This is the largest facility housing government programs and services in the City of Alexandria. The facility has a main parking lot for public use, as well as on-street parking. The ground level and first floor are separated from the second floor. The ground and first floors house the city clerk office, city council chambers, and several other offices. The layout for the second floor is very similar, but it is less likely to be used by the general public.

City Hall - Exterior and First Floor

Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	2 accessible spaces, 2 van accessible; closest to entryway; marked with International Symbol of Accessibility; 65' from entry; pull-up space available.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street accessible spaces marked with International Symbol of Accessibility.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, and 60" wide.	No modifications necessary at this time.	
Clearance and Ramps (entrance)	8.3% max slope, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break.	10% slope; 5x5' landing; perpendicular and contiguous grade break; necessary for access to building.	Decrease slope.	3-5
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Accessible entry marked but signage at inaccessible entries does not meet visual characteristic requirements; door opening width 33"; 18"+ pull-side clearance, 0.5" threshold, 39" high door handle that is operable with a closed fist; exterior door is more than 5 lbs. of force to open.	Upgrade inaccessible entry signage to meet requirements. Automate entry door to coordinate opening with automated button.	2-3
Access to Services (First floor)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 74" wide path.	No modifications necessary at this time.	
Floors (Chair lift)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 36" wide; 55" depth; 38" handrail; chair lift button 40.5" height of reach.	No modifications necessary at this time.	

Doors (Clerk)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 7" of wall clearance due to filing cabinet; door handle 37" high and not operable with closed fist.	Increase wall space on pull-side of door at least 18"; replace door handle to be operable with a closed fist.	1-2
Doors (Council chamber)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 37" high and not operable with closed fist.	Replace door handle to be operable with a closed fist.	1
Doors (Deputy clerk)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 7" of wall clearance due to filing cabinet; door handle 37" high and not operable with closed fist.	Increase wall space on pull-side of door at least 18"; replace door handle to be operable with a closed fist.	1-2
Doors (Assistant to clerk)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 6" of wall clearance due to filing cabinet; door handle 37" high and not operable with closed fist.	Increase wall space on pull-side of door at least 18"; replace door handle to be operable with a closed fist.	1-2
Visual Characteristics	Contrasting background and lettering, non-script type-face, non-glare finish, with Braille.	Sign finish is non-glare; letters and background do contrast and are script; no braille lettering.	Replace script lettering; include braille for signage.	1-2
Seats, Tables, Counters (Council chamber)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Spaces available for wheelchair seating; main table is 28" tall; 27" knee height; 21" deep; 36" wide.	No modifications necessary at this time.	
Seats, Tables, Counters (Hallway counter)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Spaces available for wheelchair seating; main counter is 41" tall; fire extinguisher is 60" tall; AED machine is 52" tall.	Decrease counter height at least 8"; decrease fire extinguisher and AED machine height to at least 48".	1-2

PUBLIC FACILITIES

Restrooms (Council)	Accessible bathroom available and marked with International Symbol of Accessibility, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.	Accessible restroom not available; 22" door width; door requires less than 5 lbs. force to open; door handle 40" high and not operable with closed fist; 35" wide path to fixtures; no 5x5' clearance; grab bars not installed; toilet seat 16" high. Sink clearance greater than 30x48"; 14" sink depth; 0" knee depth; 30" sink height; 0" sink apron; soap/dryer not reachable; mirror 52" high.	Replace and update restroom to be made ADA accessible.	3-5
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City Hall – Second Floor

Item/Location	Standard	Existing Condition	Modification	Years
Access to Services (Second floor)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 52" wide path.	No modifications necessary at this time.	
Access to Services (bathroom)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 36" wide path.	No modifications necessary at this time.	
Floors (Stairs)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 7" step risers; 3" handrail perimeter; handrail 30" height of reach; 0" thresholds.	No modifications necessary at this time.	
Floors (Second floor)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; 0.25" threshold.	No modifications necessary at this time.	
Doors (Economic Development)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 37" high and not operable with closed fist.	Replace door handle to be operable with a closed fist.	1
Doors (2nd floor)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 65"; 18"+ of wall clearance; door handle 38" high and not operable with closed fist.	Replace door handle to be operable with a closed fist.	1
Doors (Conference)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 39" high and not operable with closed fist.	Replace door handle to be operable with a closed fist.	1

PUBLIC FACILITIES

Visual Characteristics	Contrasting background and lettering, non-script typeface, non-glare finish, with Braille.	Sign finish is non-glare; letters and background do contrast and are script; no braille lettering.	Replace script lettering; include braille for signage.	1-2
Drinking Fountain	Clear space 30x48", max sink depth 19", max fountain height 36", min 27" apron, min 8" knee depth, operable with closed fist.	Drinking fountain not ADA accessible.	Replace fountain (current fountain cannot meet standards).	3-5
Restrooms	Accessible bathroom available and marked with International Symbol of Accessibility, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.	Accessible restroom available, but not marked with International Symbol of Accessibility and not meeting visual characteristic requirements; 33" door width; door requires less than 5 lbs. force to open; door handle 36" high and not operable with closed fist, 18"+ of wall clearance; 35" wide path to fixtures; stall 5x5' clearance; no grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 14" sink depth; 0" knee depth; 32" sink height; 0" sink apron; sink operable with a closed fist; soap/dryer 50" high; mirror 54" high.	Update signage to meet visual characteristic standards; Replace door handle to be operable with a closed fist; increase path to fixtures by 1-3'; raise toilet seat 1-3"; Replace sink for knee depth and height of apron; lower soap/dryer to be within 48" height of reach; lower mirror at least 14".	3-5

Beulah Park (S Park Avenue)

This property includes a multi-use trail, swimming pool, basketball courts, playgrounds, as well as a public facility (Emery Lee facility) and Beulah Park housing for the park employee.

Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	2 accessible spaces, 2 van accessible; closest to entryway; marked with International Symbol of Accessibility; 20' from entry.	No modifications necessary at this time.	
Parking (Activity building 1)	Accessible spaces (1 for every 25 inaccessible) closest to door.	No accessible spaces marked.	Provide/mark at least 1 space as van accessible.	1-2
Parking (Activity building 2)	Accessible spaces (1 for every 25 inaccessible) closest to door.	No accessible spaces marked.	Provide/mark at least 1 space as van accessible.	1-2
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, and 136" wide.	No modifications necessary at this time.	
Access to Services (Restrooms)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, 45" wide path.	No modifications necessary at this time.	
Access to Services (Emery Lee)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, 60" wide path.	No modifications necessary at this time.	
Access to Services (Building 2)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 10' wide path.	No modifications necessary at this time.	
Access to Services (Eagle's Nest playground)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 45" wide path.	No modifications necessary at this time.	
Doors (Rear swimming pool)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; operable with closed fist.	No modifications necessary at this time.	

PUBLIC FACILITIES

Seats, Tables, Counters (Concession counter)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	36" counter height.	Provide 28-34" high counter or alternative programmatic function.	1-2
Seats, Tables, Counters (Concession table)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Spaces available for wheelchair seating but not designated; 29" table height; 26" knee height; 21" knee width; 20" knee depth.	Provide at least 1 handicap accessible desk with designated wheelchair seating space.	1
Seats, Tables, Counters (Baby counter)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Space available for wheelchair seating; 42" counter height; 40" knee height.	Decrease height of counter at least 6".	2-3
Seats, Tables, Counters (Building 1 & 2 table)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Space available for wheelchair seating; 30" counter height; 28" knee height; 37" knee width; 10" knee depth.	No modifications necessary at this time.	
Drinking Fountain (Between building 1 & 2)	Clear space 30x48", max sink depth 19", max fountain height 36", min 27" apron, min 8" knee depth, operable with closed fist.	Drinking fountain not ADA accessible.	Replace fountain (current fountain cannot meet standards).	3-5
Restroom (Men's)	Accessible bathroom available and marked with International Symbol of Accessibility, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.	Accessible restroom available and not marked with International Symbol of Accessibility; 33" door width; door requires more than 5 lbs. force to open; door handle 41" high and not operable with closed fist; 55" wide path to fixtures; 5x5' stall; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 17" sink depth; 7" knee depth; 34" sink height; 32" sink apron; soap/dryer within 48" height of reach.	Mark with International Symbol of Accessibility; Reduce door weight/pressure; Replace handle to be operable with a closed fist; Increase knee depth at least 10".	3-5

<p>Restroom (Women's)</p>	<p>Accessible bathroom available and marked with International Symbol of Accessibility, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom available and not marked with International Symbol of Accessibility; 33" door width; door requires more than 5 lbs. force to open; door handle 41" high and not operable with closed fist; 55" wide path to fixtures; 5x5' stall; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 17" sink depth; 7" knee depth; 34" sink height; 32" sink apron; soap/dryer within 48" height of reach.</p>	<p>Mark with International Symbol of Accessibility; Reduce door weight/pressure; Replace handle to be operable with a closed fist; Increase knee depth at least 10".</p>	<p>3-5</p>
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PUBLIC FACILITIES

Beulah Park Pool House (S Park Avenue)

The facility serves as the changing area, locker room, and additional storage for the Beulah Park/Alexandria swimming pool.

Beulah Park Pool House

Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	2 accessible spaces, 1 van accessible; closest to entryway; marked with International Symbol of Accessibility; 15' from entry; pull-up space available.	Mark accessible spaces with appropriate signage.	1
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, and 48" wide.	No modifications necessary at this time.	
Access to Services (rear)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 39" wide path.	No modifications necessary at this time.	
Access to Services (main lobby)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 36" wide path.	No modifications necessary at this time.	
Access to Services (men's restroom)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 36" wide path.	No modifications necessary at this time.	
Access to Services (women's restroom)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 37" wide path.	No modifications necessary at this time.	
Floors (Men's shower)	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; shower handle 66" height of reach.	Decrease height of reach at least 18".	1-2

Floors (Women's shower)	Flooring must be securely attached at thr edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; hower handle 60" height of reach.	Decrease height of reach at least 12".	1-2
Clearance and Ramps (rear ramp)	8.3% max slope, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break.	6.0% slope; 5x5' landing; perpendicular and contiguous grade break; necessary for access to building.	No modifications necessary at this time.	
Doors (Children's pool)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 32"; 18"+ of wall clearance; door handle 40" high and operable with closed fist.	No modifications necessary at this time.	
Doors (Side entrance)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 46"; 18"+ of wall clearance; door handle 39" high and operable with closed fist.	No modifications necessary at this time.	
Doors (Rear entrance)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 35" high and operable with closed fist.	No modifications necessary at this time.	
Doors (Inside poolhouse)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 35"; 18"+ of wall clearance; door handle 40" high and operable with closed fist.	No modifications necessary at this time.	
Seats, Tables, Counters (Main counter)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Spaces available for wheelchair seating; 36" counter height; 0" knee height; 0" deep; 99"+ wide.	Decrease counter height at least 2"; Increase knee height at least 27".	2-3
Seats, Tables, Counters (Baby changing station)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Spaces available for wheelchair seating; 43" counter height; 40" knee height; 18" deep; 33" wide.	Decrease counter height at least 6".	2-3

PUBLIC FACILITIES

Drinking Fountain	Clear space 30x48", max sink depth 19", max fountain height 36", min 27" apron, min 8" knee depth, operable with closed fist.	Drinking fountain not ADA accessible.	Replace fountain (current fountain cannot meet standards).	3-5
Restrooms (Men's)	Accessible bathroom available and marked with International Symbol of Accessibility, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.	Accessible restroom available, not marked with International Symbol of Accessibility; 36" door width; 36" wide path to fixtures; no 5x5' clearance; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 15" sink depth; 9" knee depth; 36" sink height; 31" sink apron; soap/dryer not reachable; no mirror.	Mark with International Symbol of Accessibility; Increase stall clearance to 5x5'; Decrease sink height at least 2"; Increase sink depth at least 10"; lower soap/dryer to be within 48" .	3-5
Restrooms (Women's)	Accessible bathroom available and marked with International Symbol of Accessibility, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.	Accessible restroom available, not marked with International Symbol of Accessibility; 36" door width; 36" wide path to fixtures; no 5x5' clearance; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 13" sink depth; 8" knee depth; 38" sink height; 33" sink apron; soap/dryer not reachable; no mirror.	Mark with International Symbol of Accessibility; Increase stall clearance to 5x5'; Decrease sink height at least 4"; Increase sink depth at least 11"; lower soap/dryer to be within 48" .	3-5

City Utility Office (402 W Washington Street)

This facility serves as a physical location for the City of Alexandria residents to pay utility bills.

Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	Existing pull-up space.	Provide/mark at least 1 space as van accessible.	1
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street accessible spaces marked with International Symbol of Accessibility.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, 48" wide.	No modifications necessary at this time.	
Clearance and Ramps	8.3% max slope, tactile strip, 5x5' top landing, 4x4' bottom landing, and level, contiguous grade break.	4.0% slope; 5x5' landing; perpendicular and contiguous grade break; necessary for access to building.	No modifications necessary at this time.	
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Accessible entry available; door opening width 33", 18"+ pull-side clearance, 1.5" threshold, 41" high door handle that is operable with a closed fist.	Mark as accessible entrance; Decrease threshold height at least 1".	1-2
Seats, Tables, Counters	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Spaces available for wheelchair seating; 41" counter height; 40" knee height; 2" deep; 99"+ wide.	Decrease counter height at least 6".	2-3

PUBLIC FACILITIES

Emery Lee Facility (S Park Avenue)

This facility is located in Beulah Park and available for rent by groups, families, or business events.

Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	4 accessible spaces, 2 van accessible; closest to entryway; marked with International Symbol of Accessibility; 10' from entry.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street parking.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, 99"+ wide.	No modifications necessary at this time.	
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Accessible entry available, not marked for accessible entrance; door opening width 34", 18"+ pull-side clearance, 0.5" threshold, 38" high door handle that is operable with a closed fist; door requires more than 5 lbs. of force to open.	Reduce door weight/resistance; Mark for accessible entrance.	1
Entrance (inside)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Accessible entry available, not marked for accessible entrance; door opening width 34", 18"+ pull-side clearance, 0.5" threshold, 39" high door handle that is operable with a closed fist; door requires less than 5 lbs. of force to open.	Mark for accessible entrance.	1
Entrance (side)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Accessible entry available, not marked for accessible entrance; door opening width 33", 18"+ pull-side clearance, 0.5" threshold, 34" high door handle is not operable with a closed fist; door requires more than 5 lbs. of force to open.	Reduce door weight/resistance; replace door handle to be operable with a closed fist.	1-2
Access to Services (restrooms)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 72" wide path.	No modifications necessary at this time.	

Floors	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; fire extinguisher is 40" tall; AED machine is 48" tall.	No modifications necessary at this time.	
Doors (Kitchen)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 36" high and operable with closed fist.	No modifications necessary at this time.	
Seats, Tables, Counters (Baby changing station)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Spaces available for wheelchair seating; 38" counter height; 36" knee height; 18" deep; 34" wide.	Decrease counter height at least 64".	2-3
Drinking Fountain	Clear space 30x48", max sink depth 19", max fountain height 36", min 27" apron, min 8" knee depth, operable with closed fist.	Drinking fountain 32" high; 27" high fountain apron; operable with a closed fist; knee depth 9".	No modifications necessary at this time.	
Restroom (Men's)	Accessible bathroom available and marked with International Symbol of Accessibility, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.	Accessible restroom available but not marked with International Symbol of Accessibility; 34" door width; door requires less than 5 lbs. force to open; door handle 36" high and operable with closed fist; 34" wide path to fixtures; 5x5' clearance; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 15" sink depth; 9" knee depth; 30" sink height; 27" sink apron; soap/dryer reachable; mirror 45" high.	Mark with International Symbol of Accessibility; increase width of path to fixtures from accessible stall at least 2"; raise sink apron 2" (may have to replace sink to maintain sink height restriction as well); increase knee depth at least 10".	3-5

PUBLIC FACILITIES

<p>Restroom (Women's)</p>	<p>Accessible bathroom available and marked with International Symbol of Accessibility, min 32" door opening, 48" max door handle, min 36" path to fixtures, max 5 lbs. door force, 5x5' stall, grab bars, 17-19" toilet seat height. Sinks have clear space 30x48", max depth 19", max height 34", min 29" apron, min 17" knee depth, max 48" high soap/dryer, max 40" high mirror.</p>	<p>Accessible restroom available but not marked with International Symbol of Accessibility; 34" door width; door requires less than 5 lbs. force to open; door handle 36" high and operable with closed fist; 34" wide path to fixtures; 5x5' clearance; grab bars installed; toilet seat 18" high. Sink clearance greater than 30x48"; 15" sink depth; 9" knee depth; 30" sink height; 27" sink apron; soap/dryer reachable; mirror 45" high.</p>	<p>Mark with International Symbol of Accessibility; increase width of path to fixtures from accessible stall at least 2"; raise sink apron 2" (may have to replace sink to maintain sink height restriction as well); increase knee depth at least 10".</p>	<p>3-5</p>
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Bob Roger's Facility (204 S Harrison Street)

This facility is available for rent by groups, families, or business events.

Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	2 accessible space, 2 van accessible; closest to entryway; not marked with International Symbol of Accessibility; only 30' from entry; existing pull-up space.	Mark with International Symbol of Accessibility.	1
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street parking.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, 58" wide.	No modifications necessary at this time.	
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Accessible entry not marked; door opening width 34", 18"+ pull side clearance, 0.5" threshold, 41" high door handle that is operable with a closed fist; door requires more than 5 lbs. of force to open.	Mark with International Symbol of Accessibility; Reduce door weight/resistance.	1
Entrance (pull-up space)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	Not a accessible entry; door opening width 34", 18"+ pull side clearance, 1.5" threshold, 35" high door handle that is not operable with a closed fist; door requires less than 5 lbs. of force to open.	Decrease threshold height at least 1"; replace door handle to be operable with a closed fist.	2-3
Access to Services (Kitchen)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 44" wide path.	No modifications necessary at this time.	
Access to Services (Restrooms)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 36" wide path.	No modifications necessary at this time.	
Floors	Flooring must be securely attached at the edges, with thresholds max 0.5", max 48" reach heights, max 7" riser height and 11" step depth.	Flooring securely attached at the edges; fire extinguisher is 42" tall; AED machine is 52" tall.	Decrease AED height at least 4".	1-2

PUBLIC FACILITIES

Doors (to bay area)	Max 5 lbs. force to open and 48” door handle, min 32” door opening, 18” wall space on pull side of door, and door handle operable with closed fist.	Requires more than 5 lbs. of force to open; door width 34”; 26” of wall clearance; door handle 38” high and operable with closed fist.	Reduce door weight/resistance.	1
Drinking Fountain	Clear space 30x48”, max sink depth 19”, max fountain height 36”, min 27” apron, min 8” knee depth, operable with closed fist.	Drinking fountain 41” high; 21” high fountain apron; operable with a closed fist; knee depth 0”.	Replace fountain (current fountain cannot meet standards).	3-5
Restroom (to right)	Accessible bathroom available and marked with International Symbol of Accessibility, min 32” door opening, 48” max door handle, min 36” path to fixtures, max 5 lbs. door force, 5x5’ stall, grab bars, 17-19” toilet seat height. Sinks have clear space 30x48”, max depth 19”, max height 34”, min 29” apron, min 17” knee depth, max 48” high soap/dryer, max 40” high mirror.	Accessible restroom available but not marked with International Symbol of Accessibility; 34” door width; door requires less than 5 lbs. force to open; door handle 36” high and operable with closed fist; 58” wide path to fixtures; 5x5’ clearance; grab bars installed; toilet seat 18” high. Sink clearance greater than 30x48”; 10” sink depth; 14” knee depth; 34” sink height; 29” sink apron; soap/dryer reachable; mirror 32” high.	Mark with International Symbol of Accessibility; Increase knee depth at least 3”.	2-3
Restroom (to left)	Accessible bathroom available and marked with International Symbol of Accessibility, min 32” door opening, 48” max door handle, min 36” path to fixtures, max 5 lbs. door force, 5x5’ stall, grab bars, 17-19” toilet seat height. Sinks have clear space 30x48”, max depth 19”, max height 34”, min 29” apron, min 17” knee depth, max 48” high soap/dryer, max 40” high mirror.	Not accessible restroom available; 34” door width; door requires more than 5 lbs. force to open; door handle 37” high and operable with closed fist; 29” wide path to fixtures; 5x5’ clearance; no grab bars installed; toilet seat 18” high. Sink clearance greater than 30x48”; 14” sink depth; 0” knee depth; 31” sink height; 28” sink apron; soap/dryer reachable; mirror 51” high.	Restroom to right is accessible restroom available.	

Minnesota St Dog Park (Minnesota Street)

This is the only dog park owned and maintain by the City of Alexandria, which includes two fenced in areas for dogs to play.

Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	No accessible spaces, no van accessible.	Provide/mark at least 1 van accessible space.	2-3
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	No pathway from parking lots to path.	Provide path linking parking and dog park, at least 48" wide.	2-3
Entrance (North dog park entry)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry marked; door opening width 47", 18"+ pull-side clearance, 37" high door handle that is operable with a closed fist; door requires less than 5 lbs. of force to open.	Mark accessible entrance with International Symbol of Accessibility.	1-2
Entrance (North dog park entry 2)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry marked; door opening width 47", 9" pull-side clearance, 37" high door handle that is operable with a closed fist; door requires less than 5 lbs. of force to open.	Mark accessible entrance with International Symbol of Accessibility; Increase pull-side door clearance at least 9".	3-5
Entrance (South dog park entry)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry marked; door opening width 47", 18"+ pull-side clearance, 37" high door handle that is operable with a closed fist; door requires less than 5 lbs. of force to open.	Mark accessible entrance with International Symbol of Accessibility.	1-2
Entrance (South dog park entry 2)	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry marked; door opening width 47", 9" pull-side clearance, 37" high door handle that is operable with a closed fist; door requires less than 5 lbs. of force to open.	Mark accessible entrance with International Symbol of Accessibility; Increase pull-side door clearance at least 9".	3-5

PUBLIC FACILITIES

Alexandria Police Department (201 E Washington Street)

This facility is the police station that serves the entire area of the City.

Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	2 accessible spaces, 2 van accessible; closest to entryway; marked with International Symbol of Accessibility; 20' from entry.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street parking.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is firm/sturdy, free of obstructions, and 99"+ wide.	No modifications necessary at this time.	
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry; door opening width 33; 18"+ pull side clearance; 36" high door handle that is operable with a closed fist; threshold height 3"; door requires more than 5 lbs. of force to open.	Reduce door weight/resistance; Decrease threshold height at least 3".	2-3
Access to Services (Front counter)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 76" wide path.	No modifications necessary at this time.	
Access to Services (Questioning room)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 121" wide path.	No modifications necessary at this time.	
Access to Services (Intoxilyzer room)	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 32" wide path.	Increase width of path at least 4".	3-5
Doors (Police Dept. entry)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 34" high and operable with closed fist.	No modifications necessary at this time.	

Doors (Police Dept. entry 2)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 34" high and operable with closed fist.	No modifications necessary at this time.	
Doors (Police Dept. entry 3)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 37" high and operable with closed fist.	No modifications necessary at this time.	
Doors (Questioning room)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 12" of wall clearance; door handle 37" high and not operable with closed fist.	Increase wall space on pull-side of door at least 6"; Replace handle to be operable with a closed fist.	2-3
Doors (Intoxilyzer room)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 34"; 18"+ of wall clearance; door handle 34" high and not operable with closed fist.	Replace handle to be operable with a closed fist.	1
Doors (Intoxilyzer room 2)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 18"+ of wall clearance; door handle 37" high and not operable with closed fist.	Replace handle to be operable with a closed fist.	1
Seats, Tables, Counters (Records counter)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Spaces available for wheelchair seating; 48" counter height; 41" knee height; 8" knee depth.	Decrease counter height at least 14".	2-3
Seats, Tables, Counters (Questioning room table)	Space available for wheelchair seating, counter and table height 28-34", knee height min 27".	Spaces available for wheelchair seating; 30" table height; 28" knee height; 21" knee depth.	No modifications necessary at this time.	

PUBLIC FACILITIES

Alexandria Fire Department (212 S Harrison Street)

This facility is the fire station that serves the entire area of the City.

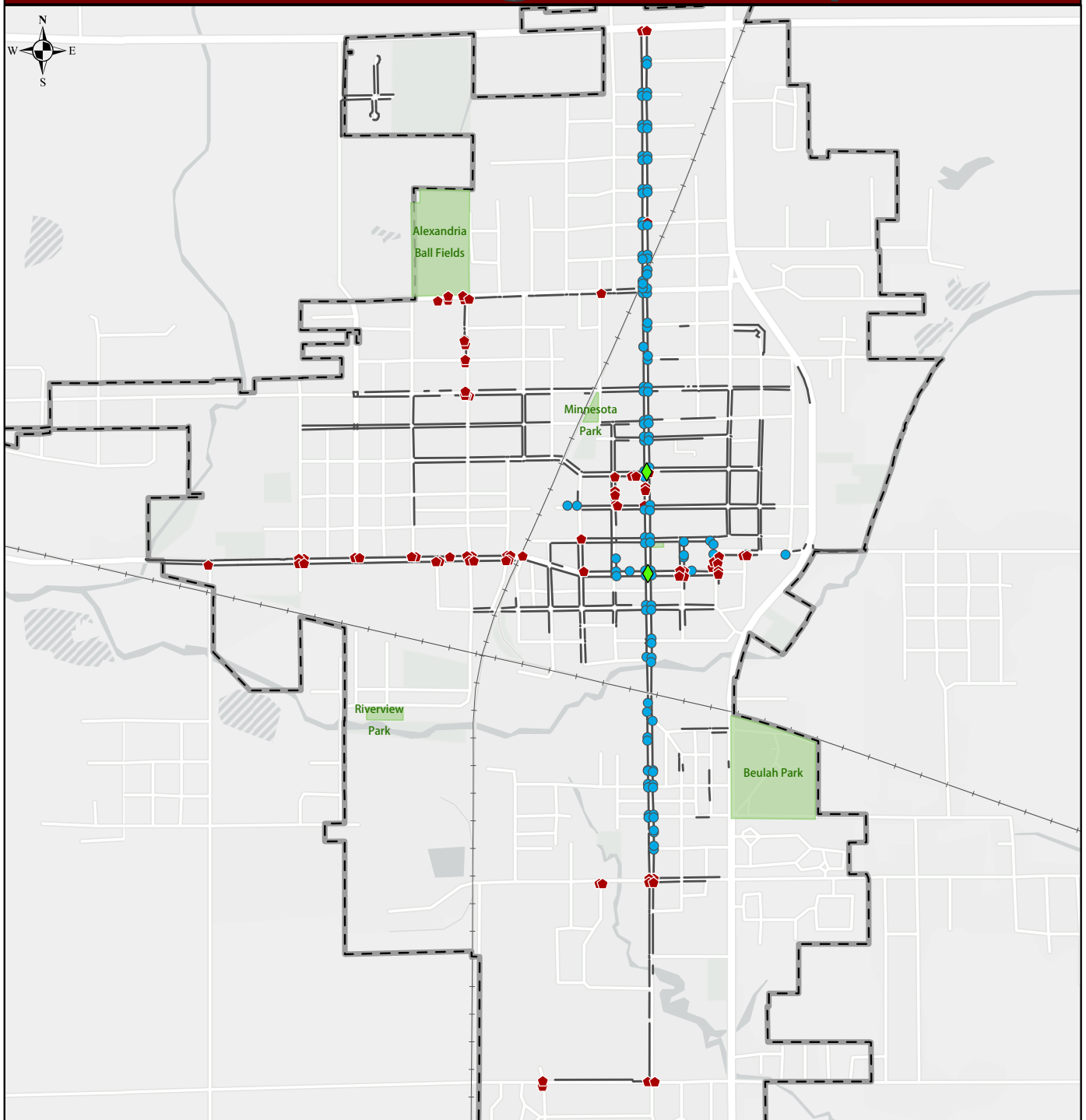
Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	1 accessible space, 1 van accessible; closest to entryway; marked with International Symbol of Accessibility; 10' from entry.	No modifications necessary at this time.	
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street accessible spaces marked with International Symbol of Accessibility.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	Pathway from accessible space to entry is free of obstructions and stairs, firm/sturdy, 70" wide.	No modifications necessary at this time.	
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry marked; door opening width 34", 18"+ pull-side clearance, 0.5" threshold, 44" high door handle that is operable with a closed fist; door requires more than 5 lbs. of force to open; 0.25" doormat.	Mark accessible entry with International Symbol of Accessibility; reduce door weight/pressure.	1
Access to Services	Access to all public spaces from accessible path of travel, directly accessible, and min path width of 36".	Directly accessible, with access to all public spaces, 64" wide path.	No modifications necessary at this time.	
Doors (Assistant chief office)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 18"+ of wall clearance; door handle 40" high and not operable with closed fist.	Replace handle to be operable with a closed fist.	1
Doors (Chief office)	Max 5 lbs. force to open and 48" door handle, min 32" door opening, 18" wall space on pull-side of door, and door handle operable with closed fist.	Requires less than 5 lbs. of force to open; door width 33"; 18"+ of wall clearance; door handle 40" high and not operable with closed fist.	Replace handle to be operable with a closed fist.	1

Riverview Park (River Avenue)

This property includes a playground and greenspace for residents of Alexandria.

Item/Location	Standard	Existing Condition	Modification	Years
Parking	Accessible spaces (1 for every 25 inaccessible) closest to door.	No accessible spaces, no van accessible.	Provide/mark at least 1 van accessible space.	2-3
On-street Parking	Accessible spaces closest to door; space for unloading.	No on-street parking available.	No modifications necessary at this time.	
Accessible Entrance	Pathway from accessible space to entry free of obstructions, stairs, and min 48" wide.	No pathway from parking lots to path.	Provide path linking parking and dog park, at least 48" wide.	3-5
Entrance	Accessible entry available and marked, including on all inaccessible entries. Min door width 32", max threshold 0.5", usable with closed fist.	No accessible entry marked; door opening width 45", 18"+ pull-side clearance, 40" high door handle that is operable with a closed fist; door requires less than 5 lbs. of force to open.	Mark accessible entrance with International Symbol of Accessibility.	1-2

Public Right-of-Way



Sidewalk Ramps	— Existing Sidewalks
◆ ADA	◆ Pedestrian Signal
● Non-ADA	

— Railway
■ Parks
--- Incorporated Area Boundary

0 1/4 1/2 Miles

Public Rights-of-Way

Included in the ADA Self-Evaluation of Public Rights-of-Way includes three (3) categories: Sidewalks, Curb Ramps, and Pedestrian Signals. Upon review, the City of Alexandria owns and manages 101,016.72 feet (19.13 miles) of sidewalk; 275 intersections; 193 curb ramps; 772 “no ramp” locations; and 4 signalized intersections (1 with pedestrian signals). It is important to note that this plan excluded sidewalk and curb ramp data from the current construction zone of Washington Street. As of the Fall of 2024, Washinton Street was undergoing street repaving and curb ramp installation from Park Avenue (St. Rd. 9) to Curve Street. The inventory and modification recommendations for each category are included below.

Sidewalks

Alexandria has 5,354 (5.3%) feet of sidewalk in “excellent” condition. These sidewalks are scattered throughout the City, but mainly where new construction has taken place and within the Central Business District.

Alexandria has 14,748 (14.6%) feet of sidewalks in “good” condition. These sidewalks are scattered throughout the City, but mainly where new construction has taken place and within the Central Business District.

Alexandria has 39,194 (38.8%) feet of sidewalks in “fair” condition and are scattered throughout the City.

Alexandria has 31,012 (30.7%) feet of sidewalks in “poor” condition. These sidewalks are scattered throughout the City, primarily in residential neighborhoods near industrial areas or former industrial areas, which some remain as brownfields.

Alexandria has 10,708 (10.6%) feet of sidewalks in “very poor” condition. These sidewalks are scattered throughout the City, primarily in residential

neighborhoods located near industrial areas or former industrial areas, which some remain as brownfields.

Additionally, there is approximately 206,602.44 feet (39.13 miles) of roadway in Alexandria of which 105,585.72 feet (19.99 miles) do not include sidewalks along those corridors.

Curb Ramps (ADA Ramps)

Out of 275 road intersections, curb ramps were found and inventoried at 193 locations. In total, 965 points were recorded consisting of 193 curb ramps and 772 “no ramp” points. 4 of the curb ramps and 90 of the “no ramp” points are located on state roads; although the City is not responsible for ramps on SR 9/Park Avenue or SR 28/Cleveland Street, they were included in the inventory for informational purposes.

51 of the 193 collected ramps met or exceeded all ADA standards, while 142 ramps were noted as failing to meet the ADA standards. Failing ramps were categorized in two ways: ramps that had only simple failure-(37) that would likely be easy to fix and ramps that had at least one complex failure-(105) type. Table 3.1 shows which types of failures were considered simple or complex.

At a cost of \$3,000 per curb ramp, it would cost approximately \$315,000 to retrofit each of the 105 complex failure curb ramps.

The most common complex failures were run and cross slopes, these slope failures were primarily found on Perpendicular, Blended Transition, and Depressed Corner ramps. Many of these were seen on local roads, such as Harrison, Broadway, Madison, and Monroe Streets.

Maps showing the locations of common failures are on page 49.

PUBLIC RIGHTS-OF-WAY

Category	Measure	Failing Condition
Simple	Crosswalk	not marked or not enough distance from corner curb
	Curb height	less than 3"
	Curb lip	visibly present
	DWS overall	Borders exceed 2"; distance between domes over 2.4" or under 1.6"; domes worn or damaged; or DWS under 24" depth or not present
	Gutter slope	exceeds 5%
	Ramp Width	under 48"
	Railroad Gate	sidewalk is not blocked by the road gate or a pedestrian gate
	Sidewalk width	under 60"
	Total Simple Failures	
Complex	Casting	present in ramp and not flush, or present in DWS
	Change of grade	exceeds 13% or exceeds 11% without a level space
	Dist. from rail to DWS	greater than 15 feet or less than 6 feet
	Flare slopes	exceeds 10%
	Puddling	puddle or significant sediment deposit visible
	Return curb	present adjacent to a walkable surface
	Run and cross slope	exceeds 8.33% (run) or 2% (cross)
	Turning space slope	exceeds 2%
	Turning Space Width/ Depth	less than 48", or less than 60" in the direction of the ramp if turning space is constrained

Table 3.1: Curb Ramps by Failure Type

Curb Ramp Type	Count	Pass	Fail	
			Simple	Complex
Perpendicular	91	35	13	43
Parallel	13	8	1	4
Diagonal	0	0	0	0
Blended Transition	37	6	12	19
Depressed Corner	52	2	11	39
Total	193	51	37	105
No Ramp	772	-	-	-

Table 3.2: All Curb Ramps

Curb Ramp Type	Count	Pass	Fail	
			Simple	Complex
Perpendicular	2	1	0	1
Parallel	2	1	0	1
Diagonal	0	0	0	0
Blended Transition	0	0	0	0
Depressed Corner	0	0	0	0
Total	4	2	0	2
No Ramp	90	-	-	-

Table 3.3: State-Owned Curb Ramps

PEDESTRIAN SIGNALS

The community will prioritize sidewalk and curb ramp infrastructure upgrades in these areas:

- Schools, Libraries, & Hospitals
- Government Offices & Facilities
- Bus Stops & Transportation Facilities
- Intersections with sidewalks but no curb ramps
- Places of Public Accommodation (i.e., commercial & business areas)
- Facilities Housing Major Employers
- Residential Neighborhoods
- Underdeveloped Regions of a Community

Other levels of prioritization may also be considered when replacing existing curb ramps to meet ADA Standards, such as:

- Repair of Hazardous Conditions
- Distance from a Town-Operated Program or Building
- Distance from a Bus Stop
- Proximity to a Facility Serving Disabled Clients
- Level of Pedestrian Traffic
- Distance from Public Facilities not Municipally-Owned

Pedestrian Signals

While there are approximately 275 intersections in the City of Alexandria, only four (4) of those intersections are signalized and only one (1) includes pedestrian signals. The three (3) without pedestrian signals are located on State Road 9/Park Avenue, while the one (1) with pedestrian signals is located on the Harrison and Broadway Street intersection in downtown Alexandria. The pedestrian signals are not push-button activated or include an audible warning but are built into the signal timing since the signals are timed rather than actuated.

The ADA states that the recommended pedestrian crossing speed to accommodate a multitude of disabilities is 3.5 feet per second. The east-west crossings at the Harrison and Broadway Street pedestrian signal intersection require speeds of approximately 3.8 feet per second during the ‘walk’ phase. The north-south crossings require speeds of approximately 2.8 to 3.2 feet per second during the ‘walk’ phase. All signals are below the 3.5 feet per second speed when including the flashing ‘no walk’ phase; requiring only 1.5 feet per second to cross.

Notably, three (3) intersection signals have been decommissioned along Harrison Street between Washington and Broadway Streets. The signal at Harrison and Washington is currently being decommissioned as part of the federally-funded Washington Street reconstruction project.

Location	Signal Type	Existing Condition	Modification
Harrison Street & Broadway Street	Timed	Offset intersection; crosswalks; no ADA ramps; pedestrian signal with ‘walk’ & ‘no walk’ / flashing ‘no walk’; Crossing speed of 3.2 feet / second north-south across W Broadway; Crossing speed of 2.8 feet / second north-south across E Broadway; Crossing speed of 3.8 feet / second east-west across Harrison Street. Crossing speeds are calculated only using ‘walk’ signal; 10 additional seconds are provided during the flashing ‘no walk’ signal, which reduce the speeds required to cross.	No modifications necessary at this time.



CHAPTER FOUR

NEXT STEPS

To ensure that Alexandria ADA Transition Plan remains valid and responsive to the needs of residents and within Federal Compliance, the document should be reviewed regularly for necessary changes and updates to the prioritized list of corrective modifications. As modifications are completed, those items can be noted as “no modification necessary at this time”, as has been done with elements currently within Federal Compliance at the time the ADA Self-Evaluation was completed.

This Plan is considered a living document that should receive routine updates for the reasons stated above, but also to update municipal properties added, new rights-of-way expanded or improved, new infrastructure completed, or as new development and redevelopment changes the urban fabric of the community and thus, alters the needs of residents or expands the areas that need to be considered for ADA Compliance. Current

legislation recommends that an ADA Transition Plan should receive regular updates, the standard being annually or semi-annually. However, there may be other factors or considerations that might require more frequent updates to ensure that the most current list of corrective modifications is available. Some of those factors or considerations might include:

- Development of Capital Improvement Plans
- Updates to Local Ordinances (Street & Sidewalk Design Standards)
- Development of Transportation, Corridor, or Thoroughfare Plans
- Updates to Comprehensive Planning Documents
- Updates to Other Specialized or Small Area Plans (Parks & Recreation, Connectivity, etc...)

COST CONSIDERATIONS

- New Developments (Residential, Commercial, Non-Profit, Community-Based)
- New/Revised State or Federal Laws
- State/Federal Government Funding Program Requirements

One example of this is the Indiana Department of Transportation (INDOT) Community Crossings Matching Grant Program (CCMG), which includes several requirements to maintain annual eligibility for application. This program requires not only the submission of an annually-updated Asset Management Plan that includes project estimates and timelines, but also the submittal of an updated ADA Transition Plan.

However, it is important to note that eligibility requirements to apply or receive any funding through INDOT is to remain in compliance with the Americans with Disabilities Act (ADA). Of course, this would also include each potential municipal applicant, including the City of Alexandria, to ensure that they have developed and maintain an updated ADA Transition Plan.

Additionally, the update schedule may be altered at the discretion of the City as required from changes in guidance that may be issued by the United States Access Board, as well as any Federal or State Policy.

To streamline plan updates and keep the document current and relevant, appendices should also be updated annually if new regulations are adopted or new information is available that does not alter the intent of the transition plan. When an appendix update is found to alter the intent of the Alexandria Transition Plan, the appendix and affected section(s) should also be opened for public review and comment. However, the Alexandria ADA Transition Plan shall remain available for continual review and public comment on the City of Alexandria website.

Cost Considerations

As stated previously, while ADA compliance is a required mandate for all municipalities, the legislation "...does not require a public entity to take any action that would...(create) an undue financial...burden". However, the transition plan must still include all corrective modifications identified during the ADA Self-Evaluation Process. Thus, along with each corrective modification, a suggested or likely project cost estimate to complete them should be addressed or provided as part of the Plan.

While cost estimation may be provided in this ADA Transition Plan, hidden issues and concerns or other considerations not made during the estimation process can have significant impacts on the accuracy of cost estimates. Cost estimation is not an exact process, but due diligence should be made to ensure that the best and closest estimate is calculated to provide the municipality the best information for budgeting and financial planning.

Right-of-Way Ownership

An important cost consideration for correcting or installing new ADA compliant infrastructure is Right-of-Way availability. Whether commercial or residential, if the City does not have fee simple ownership, it is likely to increase the overall cost for installation.

Inflation

With any project or document that proposes improvement or expansion activities, whether construction or programmatic, the proposed timing of those activities is key to determining a realistic estimate of costs. Thus, whenever cost estimates are included in this ADA Transition Plan, consideration has been made for inflationary costs associated with the proposed timeline for the corrective modifications.

A Preliminary Cost Estimate Spreadsheet based upon per unit estimates from the 2017 Site Work &

Landscape Costs with RSMeans Data has been included in the Appendix of this document. While it is not fully inclusive due to the complication of estimating items such as lowering handrails, it provides a base to work from. For the total public facility upgrade costs that can be estimated, this Plan has identified \$9,000 worth of material and labor costs. For the total public rights-of-way upgrade costs that can be estimated, this Plan has identified \$9,400,000 for a complete system buildout to ADA standards (\$250,000 in sidewalk replacement; \$6,000,000 in new sidewalk installation; \$1,080,000 for curb ramp installation; and \$3,000 for audible pedestrian signals with countdown timers).

ADA Coordination Team

As previously discussed, ADA Title II requires a municipality to "...designate at least one responsible employee to coordinate ADA compliance...referred to as the ADA Coordinator.

Systematic Inspection

To manage this ADA Transition Plan, it is suggested that the ADA Coordinator be the Executive Assistant to the Mayor, as well as designating field inspector(s), from departments such as the Economic Development, Park Board, Street Department, Board of Public Works, and Contracted Consultants. The appointed inspectors will be necessary for ensuring that modifications correctly adhere to ADA Codes and Standards. In many cases, the contractor(s) may not be fully aware of ADA Codes and Standards and it is up to the ADA Coordinator and/or inspectors to provide the guidelines for contractors to follow.

Inspections are recommended during:

1. Curb ramp, sidewalk, road, or public facility construction or rehabilitation projects undertaken within the jurisdiction of Alexandria or its

contractors as part of capital improvement projects or other specialized construction projects.

2. Curb ramp, sidewalk, road, or public facility construction or rehabilitation projects undertaken by other agencies or private parties within Alexandria.
3. Curb ramp, sidewalk, road, or public facility construction or rehabilitation projects undertaken as part of the ADA Transition Plan.

Special procedures for all field inspections are recommended to be as follows:

4. Every modification under the jurisdiction of Alexandria should be personally inspected by an approved inspector within ten (10) days after the completion of construction.
5. All inspectors should be appropriately trained and be familiar with and understand ADA Codes and Standards, as well as the measurements necessary to inspect modifications as they are constructed.
6. The inspector should review and obtain all dimensions using a tape measure, force pressure gauge, and/or level to verify that all dimensions meet or exceed the ADA Codes and Standards.
7. The inspector should obtain all slopes and gradients using a two-foot to four-foot long Smart-level or equal slope-measurement tool to verify that all slopes and gradients meet or exceed the ADA Codes and Standards.
8. The inspector should review the physical conditions relating to the installation of all facility, curb ramp, sidewalk, and accessible pedestrian signal modifications to verify that all installations meet or exceed the ADA Codes and Standards.
9. All dimensions, slopes, and other conditions verified in 3 and 4 above should be entered on approved Inspection Forms and such forms

should be certified as correct and truthful by the Inspector's signature.

10. Any exceptions to full compliance with the ADA Codes and Standards should be described on the Inspection Form, certified as a "Finding for Non-compliance Element(s)" by the inspector, reviewed and approved by the Program Manager, and finally approved by the ADA Coordinator or his/her authorized representative.

11. Inspection Forms should be submitted to the ADA Coordinator within ten (10) days after the completion of any corrective modification or new construction.

12. Modifications are to be updated in the GIS database once approved by the ADA Coordinator.

For a successful plan, it is also recommended that all required codes and standards associated with ADA Compliance be discussed with contractors prior to project initiation, scoping (work details/elements defined), and completion; and that inspections are performed both during and after project completion.

The checklist that was utilized to create the GIS database is included in the Appendix under Inspection Form for use as the on-site inspection form.

Coordination with Public Improvements

For the ADA Transition Plan to be successful, it is important to coordinate modifications with both public improvement and capital expansion projects. It is recommended that the City of Alexandria utilize improvement projects as an opportunity to achieve ADA compliance and update the Plan accordingly. Improvements should be based on current and future programs including routine curb, gutter, pavement, and sidewalk maintenance; resident-requested sidewalk improvements; and private developer construction projects.

Maintaining sidewalk elements in good condition is

an essential part of providing adequate access to public rights-of-way. Maintenance problems are usually identified by pedestrians who report the location to the municipal authorities. However, assessing sidewalks for ADA Compliance should be an integral part of a jurisdiction's maintenance survey programs. Some cities survey and repair all sidewalks in regular cycles. Other cities make or enforce repairs only if a complaint is filed. Sidewalk inspectors typically look for conditions that are likely to impede access or cause pedestrians to injure themselves.

These conditions may include:

- Step Separation
- Badly Cracked Concrete
- Settled Areas that Trap Water
- Tree Root Damage
- Non-Compliant Driveway Flares
- Coordination with Private Improvements

Furthermore, coordinating with private developer construction projects will provide the opportunity to require relevant improvements to be included as a portion of those projects. As a condition of a building permit, location improvement permit, or general development approval from the Plan Commission, the City of Alexandria can require construction or improvement of sidewalks, curb ramps, and pedestrian signals on any property adjacent to any public rights-of-way. Utilizing these permitting and approval conditions should increase the amount of corrective modifications that can be completed or constructed without increasing the financial burden of the community. In fact, utilizing these tools of approval could decrease the financial burden to the City and increase the timeline by which those corrective modifications to be completed.

Current, as well as future, programs and projects can be addressed in conjunction with ADA modifications to decrease expenses and increase public benefit from

resources allotted for barrier removal. Although the Alexandria ADA Transition Plan provides a schedule for each corrective modification and determines and explains the priority for them, the City should review and adjust the plan to reflect the completion of any public and private improvement projects. If a program and/or project impacts the Plan's priorities, the ADA Coordinator should re-prioritize and update the timeline for the corrective modifications identified.

GIS Data Management

In addition to updates to the actual ADA Transition Plan document, the City of Alexandria must also maintain each of the four (4) GIS databases to adequately monitor modifications and progress as they are completed. These databases were developed as part of the Plan Development Process and populated during the ADA Self-Evaluation Process. Each database contains detailed data regarding the four (4) main assessment areas: (1) public facilities, (2) sidewalks, (3) curb ramps, and (4) pedestrian signals. By utilizing these databases and adequately updating them, the City can assess specific points of interest as public improvement projects or potentially, private improvements.

Additionally, the status of overall ADA Compliance by the City of Alexandria can be tracked and monitored by referencing each database. The final step in the inspection process is to update the GIS databases to indicate approved and/or completed corrective modifications.

This step includes both adjusting current points to updated existing conditions, as well as the creation of new points or lines for areas that did not exist previously and thus were not included in the original ADA Self-Evaluation Process, such as with the installation of new curb ramps, sidewalks, pedestrian signals, and public facilities or amenities.

Furthermore, if a modification is inspected and does not meet the ADA Codes and Standards, each database allows recommendations to be submitted. The inspector is to submit the inspection form to the ADA Coordinator and enter the updated information with recommendations for the modifications that are necessary to be compliant. Once the inspection form has been signed by the inspector, the ADA Coordinator can designate who enters the information at his/her discretion.

Updating the databases is an important step in monitoring modifications in specific areas, as well as monitoring the Alexandria ADA Transition Plan as a whole. The development of these four (4) databases was intended to provide a simple solution to tracking ADA Compliance. As new inspection form data is entered, the appropriate GIS Database can be updated and then utilized to re-prioritize and monitor corrective modifications. The continual update of these databases, as well as any changes to ADA Codes and Standards, will allow the Alexandria ADA Transition Plan to remain current so that the City can adequately prepare inclusions to annual budgets to continually move forward toward ADA Compliance.

APPENDIX

Definitions

Accessible Route

A continuous unobstructed path that connects all accessible elements and spaces of a building or facility which complies with Chapter 4 of ADAAG. Interior Accessible Routes may include corridors, floors, ramps, elevators, lifts and clear floor space at fixtures. Exterior Accessible Routes may include parking access aisles, curb ramps, crosswalks at vehicular ways, walks, ramps and lifts.

ADA

The Americans with Disabilities Act as contained and explained in Title 42, Chapter 126 of the United States Code of Federal Regulations (CFR).

ADAAG

The Americans with Disabilities Act Access Guidelines codified in Appendix A of Title 28, Chapter 36 and Title 49, Chapter 37 of the United States Code of Federal Regulations (CFR).

ADAAG Standards

This refers to the physical conditions that meet new

construction and/or alteration standards set forth in the ADAAG guidelines.

Auxiliary Aids and Services

Services and devices that promote effective communication or allow access to goods and services. Examples of auxiliary aids and services for individuals who are deaf or hard of hearing include qualified interpreters, notetakers, computer-aided transcription services, written materials, telephone handset amplifiers, assistive listening systems, telephones compatible with hearing aids, closed caption decoders, open and closed captioning, telecommunications devices for deaf persons (TDDs), videotext displays, and exchange of written notes. Examples for individuals with vision impairments include qualified readers, taped texts, audio recordings, brailled materials, large print materials, and assistance in locating items. Examples for individuals with speech impairments include TDDs, computer terminals, speech synthesizers, and communication boards.

Complaint

With regards to ADA, when a citizen identifies or feels that they have been discriminated against, a complaint may be filed with the community and then, if not resolved, file a formal complaint against that

APPENDIX.DEFINITIONS

community. Formal complaints under Title I of ADA must be filed with the United States Equal Employment Opportunity Commission (EEOC) within 180 days of the date of the discrimination or within 300 days, if the charge is filed with a designated State or local fair employment practice agency. Lawsuits can only be filed in Federal court after an individual has received a 'right to sue' letter from the EEOC.

Curb Ramp

A short ramp cutting through a curb or built up to the curb.

Detectable Warning

Refers to truncated domes that provide a tactile surface at the transition between the curb and the street or other hazardous vehicular crossings to assist pedestrians with Vision Disabilities to determine when they enter the street.

Disability

With respect to an individual, it refers to a physical or mental impairment that substantially limits one or more of the major life activities; a record of such an impairment; or being regarded as having an impairment.

Discrimination on the Basis of a Disability

The Americans with Disabilities Act (ADA) provides protection to the civil rights of individuals with disabilities similar to those provided to individuals on the basis of race, color, sex, national origin, age, and religion. It guarantees equal opportunity for individuals with disabilities in public accommodations, employment, transportation, State and local government services, and telecommunications.

Essential Functions

The minimum required duties and abilities necessary to perform the tasks of the job. Essential functions of a job can often be determined by writing accurate job descriptions to determine which tasks are a major part of the job and which are not. Factors to consider include the percentage of time spent performing those duties, the qualifications required to do these tasks, and whether the job exists in order to have these duties performed.

Having a Record of Impairment

Persons who have a history of or have been classified or misclassified as having a physical or mental impairment that substantially limits one or more major life activities. It includes persons who have had a disabling impairment but have recovered in whole or in part and are not now substantially limited. It also includes persons who have been incorrectly classified as having a disability.

Impairment

A physical or mental impairment means any physiological disorder, condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genito-urinary, hemic and lymphatic, skin, and endocrine; as well as any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.

Major Life Activities

Daily functions such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

Pedestrian Rights-of-Way (PROW)

All sidewalks, curb ramps, crosswalks serving sidewalks, and any other pathways used by pedestrians along public rights of way, including pedestrian pathways through public parking lots.

Public Right-Of-Way Guidelines (PROWAG)

PROWAG has been adopted by the US Access Board, although the law is yet to be approved by the US Dept. of Justice and US Dept. of Transportation, it should be used as “best practice” until the law is passed.

Program Accessibility

A public entity’s services, programs, or activities, when viewed in their entirety, must be readily accessible to and usable by individuals with disabilities, which applies to all existing facilities.

Qualified Individual with a Disability

An individual who satisfies the requisite skill, experience, education, and other job-related requirements an employment position and without reasonable accommodation, cannot perform the essential functions of the position.

Reasonable Accommodation

Changes or adjustments in a work site, school site, program, or job that makes it possible for an otherwise qualified employee or student with a disability to perform the duties or tasks required.

Record of Impairment

A documented history of an individual who has been classified or misclassified as having a physical or mental impairment that substantially limits one or more major life activities.

Substantial Limitations of Major Life

Activities

An impairment substantially limiting an individual from performing a major life activity or when it significantly restricts the condition, manner, or duration under which an individual can perform a major life activity.

Undue Burden

Significant difficulty or expense incurred by an entity because of certain factors, such as the nature and cost of the action, the overall financial resources of the site or sites involved, the number of persons employed at the site, the effect on expenses and resources, any legitimate safety requirements necessary for safe operation including crime prevention measures, or any other impact of the action on the operation of the site, the geographic separateness, or the administrative or fiscal relationship of the site or sites in question to any parent corporation or entity. If applicable, the overall financial resources of any parent corporation or entity; the overall size of the parent corporation or entity with respect to the number of its employees; the number, type, and location of its facilities; and if applicable, the type of operation or operations of any parent corporation or entity, including the composition, structure, and functions of the workforce of the parent corporation or entity.

ORDINANCE NO. CC2018-005

**AN ORDINANCE AMENDING THE CODE OF LAWS FOR THE CITY OF
ALEXANDRIA**

WHEREAS, in accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), City of Alexandria will not discriminate against qualified individuals with disabilities on the basis of disability in its access to services, programs, or activities; and

WHEREAS, the City Council has determined that it is in the best interests of the citizens of City of Alexandria, and those persons seeking to participate in the City of Alexandria programs, services, and activities, to adopt such requirements; and

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF ALEXANDRIA, MADISON COUNTY, INDIANA, a new section be added to the Ordinances of the City of Alexandria as follows:

Employment

City of Alexandria does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations as outlined by the US Equal Employment Opportunity Commission under Title I of the ADA

Effective Communication

City of Alexandria will, upon request, provide appropriate aids and services leading to effective participation for people with disabilities to participate equally in City of Alexandria programs, services, and activities. Anyone who requires an auxiliary aid or service for effective participation or modification of policies or procedures to participate in a service, program, or activity, should contact the office of the **MAYOR** as soon as possible, but no later than forty-eight (48) hours before the scheduled event.

Modification to Policies and Procedures

City of Alexandria will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all its programs, services, and activities. The ADA does not require the City of Alexandria to take any action that would fundamentally alter the nature of its services or programs or impose an undue financial or administrative burden to the City of Alexandria. Grievances regarding a service, program, or activity of the City of Alexandria that is not accessible to persons with disabilities should be directed to the office of the **MAYOR** and use the appropriate grievance procedure form.

City of Alexandria 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

Procedures

City of Alexandria has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the US Department of Justice regulations implementing Title II of the Americans with Disabilities Act ("ADA"). Title II states, in part, that "no otherwise qualified disabled individual shall, solely by reason of such disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in programs, services, or activities sponsored by a public entity".

Step One: File the Grievance

Complete the City of Alexandria Grievance Form. Grievance Form can be found on the City of Alexandria, Indiana website (<http://www.cityofalexandria.org/>) or in the ADA Coordinator's office. A grievance may be communicated in writing, by e-mail, by fax or by telephone, but must follow the format of the City of Alexandria Grievance Form.

A grievance concerning the accessibility of City of Alexandria services, programs or activities should be addressed to:

Office of the Mayor**Attn: ADA Coordinator****125 North Wayne Street****Alexandria, Indiana 46001***Step Two: Acknowledgement*

A grievance should be filed within 90 days after the grievant party becomes aware of the alleged violation. The ADA Coordinator will send an acknowledgement of receipt of the grievance within 12 working days.

Step Three: Informal Resolution

Following the filing of a grievance, the ADA Coordinator shall determine whether, and to what extent, an investigation of the grievance is warranted. Any resulting investigation shall be conducted by the ADA Coordinator or his/her designee. A thorough investigation affords all interested persons and their representatives an opportunity to submit evidence relevant to a grievance. The ADA Coordinator will complete the investigation within 60 calendar days of receipt of the grievance. If appropriate, the ADA Coordinator will arrange to meet with the grievant to discuss the matter and attempt to reach an informal resolution of the grievance. Any informal resolution of the grievance shall be documented in the ADA Coordinator file and the case will be closed.

Step Four: Written determination

If an informal resolution of the grievance is not reached in Step 3, within 60 calendar days of receipt of the grievance, a written determination as to the validity of the complaint, and description of the resolution, if appropriate, shall be forwarded by the ADA Coordinator to the Executive Officer for approval.

APPENDIX.GRIEVANCE PROCEDURE & ORDINANCE

Step Five: Final determination and resolution

The ADA Coordinator shall communicate the determination and resolution to the grievant within 90 calendar days of receipt of the grievance, unless the Executive Officer authorizes additional time for further consideration of the grievance. Any authorized extension of time will be communicated to the grievant. Any request for reconsideration of the response to the grievance shall be at the discretion of the Executive Officer.

If the grievant is not satisfied with City of Alexandria handling of the grievance at any stage of the process or does not wish to file a grievance through the City of Alexandria ADA Title II Grievance Procedures, the grievant may file a complaint directly with the US Department of Justice or other appropriate state or federal agency. Use of City of Alexandria grievance procedure is not a prerequisite to the pursuit of other remedies.

The resolution of any specific grievance will require consideration of varying circumstances, such as the specific nature of the disability; the nature of the access to services, programs, or facilities at issue, the essential eligibility requirements for participation; the health and safety of others; and the degree to which an accommodation would constitute a fundamental alteration to the service, program or facility, or cause an undue hardship to City of Alexandria. Accordingly, the resolution by City of Alexandria of any one grievance does not constitute a precedent upon which City of Alexandria is bound or upon which other complaining parties may rely.

File Maintenance

City of Alexandria ADA Coordinator shall maintain ADA Grievance files for three years.

**CITY OF ALEXANDRIA, INDIANA AMERICANS WITH DISABILITIES ACT
TITLE II: GRIEVANCE FORM**

Date: _____

Person Filing Complaint: _____

Address: _____

City, State, Zip: _____

Telephone: _____

E-mail: _____

Individual Discriminated Against: _____

Address: _____

Address: _____

City, State, Zip: _____

Telephone: _____

E-mail: _____

Alleged Violation:

Date(s) of Occurrence: _____

Description of Violation: _____

Department Involved: _____

Location of Violation: _____

Requested Action by County to Correct Violation: _____

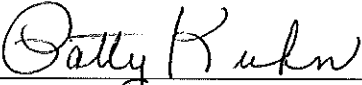
Has Complaint been Filed with State or Federal Agency: ____ Yes ____ No.

Name of Agency: _____ Date Filed: _____

Contact Person: _____ Telephone: _____

Signature: _____

ADOPTED AND APPROVED by the Common Council of the City of Alexandria, Indiana, this
4th day of September, 2018.

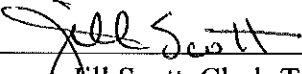


President, Common Council

ATTEST: 


Jill Scott, Clerk-Treasurer

Presented by me, the undersigned Clerk-Treasurer of the City of Alexandria, to the Mayor of the
City for his approval on the 4th day of September, 2018.



Jill Scott, Clerk-Treasurer

Having examined the foregoing Ordinance, I do now, as the Mayor of the City of Alexandria,
approve said Ordinance and return the same to the Clerk-Treasurer of the City of Alexandria this
4th day of September, 2018.



Ron Richardson, Mayor

Prepared by:
Alexandria Clerk-Treasurer

RESOLUTION NO. 2025-003-CR

**A RESOLUTION APPROVING AND ADOPTING
THE 2024 AMERICANS WITH DISABILITIES ACT TRANSITION PLAN FOR THE
CITY OF ALEXANDRIA, INDIANA**

WHEREAS, the City of Alexandria, Indiana ("City") recognizes the importance of planning for the provision of equal access to programs and services offered by the City to any and all persons that would utilize the programs and services; and,

WHEREAS, the City has the authority to adopt, amend, and update an Americans with Disabilities Act (ADA) Transition Plan ("ADA Transition Plan"); and,

WHEREAS, the City has elected to consult with the Madison County Council of Governments to update the original ADA Transition Plan adopted by the City Council of the City of Alexandria on the 19th day of September 2018; and,

WHEREAS, the City solicited input from the public, and from that input made necessary adjustments to the ADA Transition Plan; and,

WHEREAS, the City has reviewed the process and completed study thoroughly and is satisfied with the services performed, information contained therein, and methodology applied; and,

WHEREAS, the City will keep the updated ADA Transition Plan on file in the City offices for future reference; and,

WHEREAS, the ADA Transition Plan will continue to be periodically reviewed and updated according to new ADA guidelines and procedures,

NOW THEREFORE, BE IT RESOLVED by the City Council of Alexandria, Indiana that the City's 2024 ADA Transition Plan is hereby approved and adopted to be utilized as a guide for moving the City of Alexandria, Indiana toward compliance of the required ADA standards and regulations.

[Signature Page Follows]

Res. # 2025-003-CR

APPROVED AND ADOPTED by the City Council of the City of Alexandria, Indiana, this 14th day of Jan., 2025.

Wendi Goens
Wendi Goens, President

ATTEST: Darcy VanErman
Darcy VanErman, Clerk-Treasurer

Presented by me to the Mayor of the City for his approval or veto pursuant to Indiana Code §36-4-6-15 and 16, this 14th day of Jan., 2025.

Darcy VanErman
Darcy VanErman, Clerk-Treasurer

This resolution having been passed by the Legislative Body and presented to me is approved by me and duly adopted, pursuant to Indiana Code §36-4-6-16(a)(1), this 14th day of Jan., 2025.

Todd Naselroad
Todd Naselroad, Mayor

Prepared by:

Chou-il Lee
Printed Name

Clee
Signature

City Attorney
Title

Public Facility Inspection

Selected sections applicable to specific modifications being assessed/re-assessed must be filled out and submitted within ten days of modification completion.

Parking	1	2	3	4
Facility	_____	_____	_____	_____
Number of Accessible Spaces	_____	_____	_____	_____
Number of Van Accessible Spaces	_____	_____	_____	_____
Are the accessible spaces closest to the entrance?	_____	_____	_____	_____ (Yes/No)
Are accessible spaces marked?	_____	_____	_____	_____ (Yes/No)
Distance from accessible parking to entrance	1	_____	_____	_____
Is there a pull-up space?	2	_____	_____	_____ (Yes/No)
Are accessible aisles marked?	3	_____	_____	_____ (Yes/No)
On-Street Parking	1	2	3	4
Facility	_____	_____	_____	_____
On-street accessible spaces available?	_____	_____	_____	_____ (Yes/No)
Is on-street parking clear of obstacles for van lifts?	1	_____	_____	_____ (Yes/No)
Notes	2	_____	_____	_____ (Yes/No)
	3	_____		

APPENDIX.INSPECTION FORM

Accessible Entrance	1	2	3	4
Facility	_____	_____	_____	_____
Path to entrance without stairs?	_____	_____	_____	_____ (Yes/No)
Path firm/sturdy?	_____	_____	_____	_____ (Yes/No)
Width of Path (w/o curb)	_____	_____	_____	_____ (inches)
Width of Median	1 _____	_____	_____	_____ (inches)
Width of Curb cut	2 _____	_____	_____	_____ (inches)
Notes	3 _____	_____		

Entrance	1	2	3	4
Facility	_____	_____	_____	_____
Is there a handicap entrance?	_____	_____	_____	_____ (Yes/No)
Do inaccessible entries have signs directing to handicap entrance?	_____	_____	_____	_____ (Yes/No)
Independent handicap entrance?	_____	_____	_____	_____ (Yes/No)
Door opening width	_____	_____	_____	_____ (inches)
Pull-side wall space	_____	_____	_____	_____ (inches)
Threshold height	_____	_____	_____	_____ (inches)
Height of door handle	1 _____	_____	_____	_____ (inches)
Handle usable with a closed fist?	2 _____	_____	_____	_____ (Yes/No)
Doormat	3 _____	_____	_____	_____ (inches)

Access to Services**1 2 3 4**

Facility _____

Main floor, lobby, or elevator
directly accessible? _____ (Yes/No)All public spaces on accessible
path of travel? **1** _____ (Yes/No)Width of accessible route **2** _____ (inches)Notes **3** _____**Doors****1 2 3 4**

Facility _____

Door opening width _____ (inches)

Pull-side wall space _____ (inches)

Door force <5 lbs. _____ (Yes/No)

Height of door handle **1** _____ (inches)Handle usable with a closed fist? **2** _____ (Yes/No)Notes **3** _____**Floors****1 2 3 4**

Facility _____

Securely attached at edges? _____ (Yes/No)

Height of reach _____ (inches)

Height of step risers _____ (inches)

Handrail perimeter **1** _____ (inches)Threshold height **2** _____ (inches)Notes **3** _____

APPENDIX.INSPECTION FORM

Visual Characteristics

1 2 3 4

Facility _____

Non-glare finish? _____ (Yes/No)

Letters and background contrast? _____ (Yes/No)

Not script? **1** _____ (Yes/No)

Also in braille? **2** _____ (Yes/No)

Notes **3** _____

Seats, Tables, and Counters

1 2 3 4

Facility _____

Width of fixed seating aisles _____ (inches)

Spaces for wheelchair seating? _____ (Yes/No)

Counter and table height _____ (inches)

Knee height **1** _____ (inches)

Knee width **2** _____ (inches)

Knee depth **3** _____

Restrooms

1 2 3 4

Facility _____

Customer restroom available? _____ (Yes/No)

ADA Restroom available? _____ (Yes/No)

ADA Signage for restrooms? _____ (Yes/No)

Door opening width _____ (inches)

Height of door handle _____ (inches)

Handle usable with a closed fist? _____ (Yes/No)

Wheelchair maneuvering space
in entry? **1** _____ (Yes/No)

2 _____ (Yes/No)

Width of path to fixtures **3** _____ (inches)

Stalls

1 2 3 4

Handle usable with a closed fist? _____ (Yes/No)

Stall clearance 5x5 feet? _____ (Yes/No)

Grab bars installed? **1** _____ (Yes/No)

Height of toilet seat **2** _____ (inches)

Notes **3** _____

APPENDIX.INSPECTION FORM

Lavatories (sinks)

1 2 3 4

Facility	_____	_____	_____	_____
Clear space 30x48 inches?	_____	_____	_____	_____ (Yes/No)
Depth of sink	_____	_____	_____	_____ (inches)
Height of sink rim	_____	_____	_____	_____ (inches)
Height to bottom of apron	_____	_____	_____	_____ (inches)
Knee depth	_____	_____	_____	_____ (inches)
Operable with closed fist	_____	_____	_____	_____ (Yes/No)
Soap/dryer within 48 inch height of reach?	1			
	2			
Height to bottom edge of mirror	3			_____ (Yes/No)

**Lavatories (drinking
fountains)**

1 2 3 4

Facility	_____	_____	_____	_____
Clear space 30x48 inches?	_____	_____	_____	_____ (Yes/No)
Depth of sink	_____	_____	_____	_____ (inches)
Height of sink rim	_____	_____	_____	_____ (inches)
Height to bottom of apron	_____	_____	_____	_____ (inches)
Knee depth	_____	_____	_____	_____ (inches)
Operable with closed fist	_____	_____	_____	_____ (Yes/No)
Soap/dryer within 48 inch height of reach?	1			
	2			
	3			_____ (Yes/No)

Curb Ramp Inspection

Every ramp being constructed and/or modified must be assessed/re-assessed and this form filled out and submitted within ten days of project completion.

Curb Ramps	1	2	3	4
Intersection	_____	_____	_____	_____
Location	_____	_____	_____	_____ (NE, SE, SW, NW)
Type	_____	_____	_____	_____ (Perp, Diag)
5 foot landing?	_____	_____	_____	_____ (Yes/No)
Tactile strip installed?	_____	_____	_____	_____ (Yes/No)
Colored tactile strip?	_____	_____	_____	_____ (Yes/No)
Slope run	_____	_____	_____	_____ (%)
Cross slope	1 _____	_____	_____	_____ (%)
Flare slope (if applicable)	2 _____	_____	_____	_____ (%)
Approach slope	3 _____	_____	_____	_____ (%)
	5	6	7	8
Intersection	_____	_____	_____	_____
Location	_____	_____	_____	_____ (NE, SE, SW, NW)
Type	_____	_____	_____	_____ (Perp, Diag)
5 foot landing?	_____	_____	_____	_____ (Yes/No)
Tactile strip installed?	_____	_____	_____	_____ (Yes/No)
Colored tactile strip?	_____	_____	_____	_____ (Yes/No)
Slope run	_____	_____	_____	_____ (%)
Cross slope	5 _____	_____	_____	_____ (%)
Flare slope (if applicable)	6 _____	_____	_____	_____ (%)
Approach slope	7 _____	_____	_____	_____ (%)

Sidewalk Inspection

Every sidewalk being constructed and/or modified must be assessed/re-assessed and this form filled out and submitted within ten days of project completion.

Sidewalks	1	2	3	4
Street	_____	_____	_____	_____
Section(intersection to intersection)	_____	_____	_____	_____
Side of street	_____	_____	_____	_____ (N, S, E, W)
Speed limit	_____	_____	_____	_____ (mph)
Sidewalk width	_____	_____	_____	_____ (inches)
Is there a buffer between sidewalk and street?	1 _____	_____	_____	_____ (Yes/No)
Quality	2 _____	_____	_____	_____ (1 to 5 rating)
	3 _____	_____	_____	_____ (Yes/No)
	5	6	7	8
Street	_____	_____	_____	_____
Section(intersection to intersection)	_____	_____	_____	_____
Side of street	_____	_____	_____	_____ (N, S, E, W)
Speed limit	_____	_____	_____	_____ (mph)
Sidewalk width	_____	_____	_____	_____ (inches)
Is there a buffer between sidewalk and street?	5 _____	_____	_____	_____ (Yes/No)
Quality	6 _____	_____	_____	_____ (1 to 5 rating)
	7 _____	_____	_____	_____ (Yes/No)

Pedestrian Signal Inspection

Every pedestrian signal being installed and/or modified must be assessed/re-assessed and this form filled out and submitted within ten days of project completion.

Pedestrian Signals	1	2	3	4
Primary road	_____	_____	_____	_____
Intersecting road	_____	_____	_____	_____
Type of timing (time, actuated, semi-actuated, flashing red)	_____	_____	_____	_____
Ped signal E/W	_____	_____	_____	_____ (Yes/No)
Ped signal N/S	_____	_____	_____	_____ (Yes/No)
Pushbutton E/W	_____	_____	_____	_____ (Yes/No)
Pushbutton N/S	_____	_____	_____	_____ (Yes/No)
Height of pushbutton	_____	_____	_____	_____ (inches)
Length of walking man	_____	_____	_____	_____ (seconds)
Length of flashing hand	_____	_____	_____	_____ (seconds)
Length of solid hand	_____	_____	_____	_____ (seconds)
Is there an audible tone?	1 _____	_____	_____	_____ (Yes/No)
Crosswalk E/W	2 _____	_____	_____	_____ (Yes/No)
Crosswalk N/S	3 _____	_____	_____	_____ (Yes/No)

APPENDIX.PRELIMINARY COST ESTIMATES

Item Category	Modification	Per unit Cost	Unit	Times Identified
Parking	Provide/mark at least 1,2 accessible spaces with additional signage	variable	-	2
	Provide/mark at least 1 van accessible space	variable	-	4
	Provide/mark accessible spaces with International Symbol of Accessibility signage	variable	-	1
	Provide/mark at least 4 more accessible spaces	variable	-	
On-Street Parking	Clear obstacles for van lift accessibility or add in main parking lot	variable	-	
	Provide/mark at least 1 van accessible space closest to entrance	variable	-	
	Mark accessible space with blue	variable	-	
Accessible Entrance	Increase path width at least 10", 13"	\$60	Linear Foot	
	Lower call button to be within 48" height of reach	variable	-	
	Install curb ramp	\$3,000	Each	
	Install path from accessible parking to access path at least 48" wide	variable	-	
	Install paths at least 48" wide to all facilities	\$60	Linear Foot	2
	Provide alternative path that allows wheelchair access	variable	-	
Clearance and Ramps	Install tactile strip	\$17.25	Square Foot	
	Decrease ramp slope/ install curb ramp	\$3,000	Each	1
	Provide 5x5 top landing	\$3,000	Each	
	Ensure bottom grade break is perpendicular and contiguous	variable	-	
	Decrease ramp lip to make contiguous with the bottom grade break	variable	-	
	Install hand rails	\$80	Linear Foot	
Ramp Rails	Implement non-slip surface on ramp	variable	-	
Entrance	Indicate location of accessible entrance on all inaccessible entries	variable	-	2
	Replace door handle to be operable with a closed fist	\$20	Each	2
	Decrease/reduce door weight/resistance	variable	-	5
	Mark with International Symbol of Accessibility	\$40	Each	10
	Increase door width	\$400	Each	
	Decrease threshold height/ replace threshold	variable	-	3
	Increase pull-side wall clearance (move trash cans)	variable	-	2
	Provide ramp for entry, or provide alternative entrance	\$3,000	Each	
	Automate second entry door to coordinate opening with automated button	variable	-	1

Item Category	Modification	Per unit Cost	Unit	Times Identified
Access to Services	Increase width of path at least 10", 1", 36", 60" or provide alternative route to restroom	variable	-	1
	Install ramps or alternative path for accessibility to equipment	variable	-	
	Provide ramp access to gazebo	\$3,000	Each	
	Install designated pathway from parking to park shelter	\$60	Linear Foot	
Floors	Replace handrails	\$80	Linear Foot	
	Lower handrails 1-5"	variable	-	
	Lower shower handle at least 12", 18 to be within 48" height of reach	variable	-	2
	Reduce threshold height	variable	-	
	Decrease step riser height 1"	variable	-	
	Install ramp to shelter area/ install access ramp	\$3,000	Each	
	Ensure all flooring is secured	variable	-	
Doors	Decrease/reduce door weight/resistance	variable	-	1
	Replace door handle to be operable with a closed fist	\$20	Each	12
	Increase pull-side wall clearance (switch opening direction)	variable	-	4
	Increase door width	variable	-	
Visual Characteristics	Include braille for signage	\$40	Each	2
	Use non-glare finish	variable	-	
Seats, Tables, Counters	Provide/mark designated wheelchair seating space	variable	-	1
	Provide 28-34" high counter or alternative programmatic function	variable	-	1
	Raise counter 3-5" for knee clearance	variable	-	
	Lower counter 1-14"	variable	-	10
Drinking Fountain	Replace drinking fountain	\$450	Each	4
	Raise fountain 1-3"	variable	-	
	Lower fountain 3-8"	variable	-	

APPENDIX.PRELIMINARY COST ESTIMATES

Item Category	Modification	Per unit Cost	Unit	Times Identified
Restrooms	Decrease/reduce door weight/resistance	variable	-	3
	Increase pull-side wall clearance (switch opening direction)	variable	-	4
	Replace sink hardware to be operable with a closed fist	\$100	Each	1
	Lower soap/dyer to be within 48" height of reach	variable	-	4
	Lower mirror	variable	-	2
	Raise sink for apron clearance	variable	-	1
	Raise toilet seat	variable	-	2
	Mark with International Symbol of Accessibility	\$40	Each	9
	Replace sink to accomplish ADA compliance	\$280	Each	9
	Replace handle to be operable with a closed fist	\$20	Each	4
	widen stall for 5x5' clearance	variable	-	3
	Public Rights-of-Way	Sidewalk Replacement	\$45	Linear foot
New Sidewalk Install		\$60	Linear foot	100,000
Curb Ramp		\$3,000	Each	360
Audible Pedestrian Signal with Countdown Timer		\$1,500	Each	2
High Visibility Crosswalk		\$3,000	Each	
Striped Crosswalk		\$500	Each	

Note: Base labor cost estimates of \$75 per person per hour can be added to items with material costs only for loose estimation, per the 2017 Site Work & Landscape Costs with RSMeans Data guidebook.

