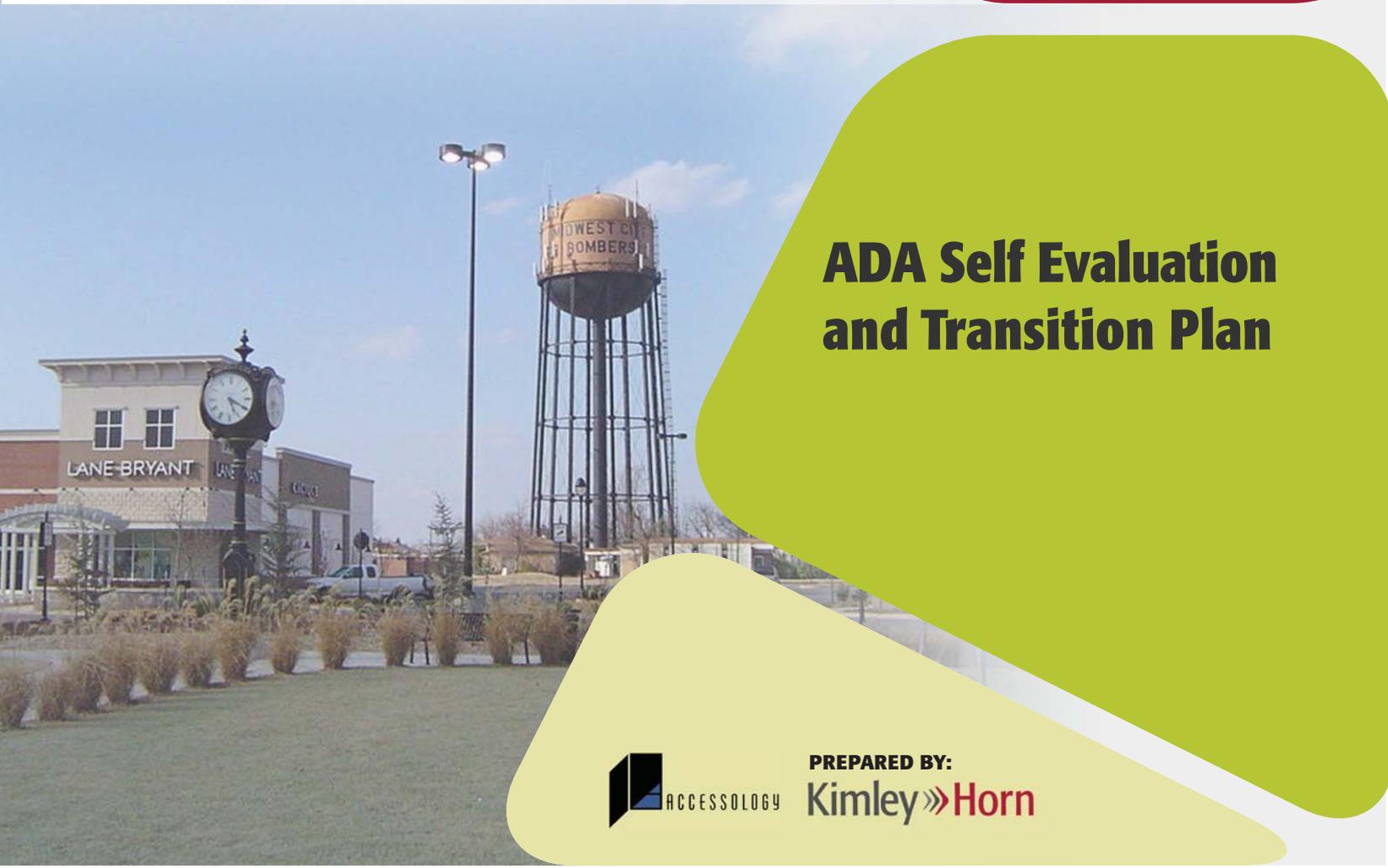




MIDWEST CITY



ADA Self Evaluation and Transition Plan



PREPARED BY:
Kimley»Horn

MIDWEST CITY

August 2015

ADA Self-Evaluation and Transition Plan

Prepared for:

City of Midwest City, Oklahoma



Prepared by:

Kimley-Horn and Associates, Inc.

Kimley»Horn

801 Cherry Street, Unit 11, Suite 950
Fort Worth, TX 76102

In association with:

Accessology

ACCESSOLOGY



Table of Contents

Mission and Vision Statement of the City of Midwest City.....	1
1.0 Introduction	3
1.1 Legislative Mandate.....	3
1.2 ADA Self-Evaluation and Transition Plan Development Requirements and Process	3
1.3 Discrimination and Accessibility.....	4
Physical Barriers.....	4
Programmatic Barriers.....	4
1.4 Ongoing Accessibility Improvements	4
1.5 City of Midwest City’s Approach	4
2.0 Public Outreach	5
2.1 Liaison Committee.....	5
2.2 Citizen’s Committee Meeting	5
2.3 Public Workshop.....	5
3.0 Self-Evaluation and Summary of Findings	7
3.1 Programs, Procedures, and Policies.....	7
3.1.1 Criteria for Determining Existence of Impediments.....	7
3.1.2 Programmatic Barriers.....	8
3.1.3 Programs, Activities, and Services Surveys and Interviews	8
3.1.4 Board and Commissions.....	8
3.1.5 Design Standards Review.....	9
3.1.6 Communications	9
3.1.7 Accommodation of Disabled Persons in Municipally Sponsored Programs.....	10
3.1.8 Grievance Procedure.....	10
3.2 Facilities Review	11
3.2.1 Buildings	11
3.2.2 Parks	12
3.2.3 Signalized Intersections.....	13
3.2.4 Sidewalk Corridors.....	13



3.3 Maintenance versus Alterations.....	14
3.4 FHWA Guidance on Closing Pedestrian Crossings	15
3.5 Prioritization	15
3.6 Conclusion/Action Log	18
4.0 Staff Training	19
5.0 Facility Costs	21
5.1 Facilities Cost Projection Overview.....	21
5.2 Implementation Schedule	21
5.3 Recent Projects	22
Appendix (<i>provided on CD</i>)	23
Public Workshop Meeting Notes	
Engineering Construction Standards Review Summary and Redlines	
Facilities Reports	
Departmental Surveys	
Grievance Procedure	
Grievance Form	

Mission and Vision Statement of the City of Midwest City

"To ensure that all policies, services, activities and benefits offered to the public do not discriminate against persons with disabilities and to ensure that a person with a disability has equal opportunity to participate in and enjoy the benefits of all services and activities."





(This page intentionally left blank.)

1.0 Introduction

1.1 Legislative Mandate

The Americans with Disabilities Act (ADA) is a civil rights law that mandates equal opportunity for individuals with disabilities. The ADA prohibits discrimination in access to jobs, public accommodations, government services, public transportation, and telecommunications. Title II of the ADA also requires that all Programs, Services and Activities (PSAs) of public entities provide equal access for individuals with disabilities.

The City of Midwest City has undertaken a comprehensive evaluation of its policies, programs, and facilities to determine the extent to which individuals with disabilities may be restricted in their access to City services and activities.

1.2 ADA Self-Evaluation and Transition Plan Development Requirements and Process

The City of Midwest City is obligated to observe all requirements of Title I in its employment practices; Title II in its policies, programs, and services; any parts of Titles IV and V that apply to the City and its programs, services, or facilities; and all requirements specified in the 2010 ADA Standards and 2011 Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) that apply to facilities and other physical holdings.

Title II has the broadest impact on the City. Included in Title II are administrative requirements for all government entities employing more than 50 people. These administrative requirements are:

- Completion of a self-evaluation;
- Development of an ADA complaint procedure;
- Designation of at least one person who is responsible for overseeing Title II compliance; and
- Development of a Transition Plan to schedule the removal of the barriers uncovered by the self-evaluation process. The Transition Plan will become a working document until all barriers have been addressed.

This document describes the process developed to complete the evaluation of Midwest City's activities, provides policy and program recommendations, and presents a Transition Plan for the modification of facilities, public rights-of way, and programs to improve accessibility, which will guide the planning and implementation of necessary program and facility modifications over the next 20 years. The ADA Self-Evaluation and Transition Plan is significant in that it establishes the City's ongoing commitment to the development and maintenance of policies, programs, and facilities that accommodate all.



1.3 Discrimination and Accessibility

Programmatic accessibility means that, when viewed in its entirety, each program is readily accessible to, and usable by, individuals with disabilities. Programmatic accessibility is necessary not only for individuals with needs related to mobility disabilities, but also to individuals with needs related to speech, cognitive, vision and hearing disabilities. The following are examples of elements that should be evaluated for barriers to accessibility:

Physical Barriers

- Parking
- Path of travel to, throughout and between buildings and amenities
- Doors
- Service counters
- Restrooms
- Drinking fountains
- Public telephones

Programmatic Barriers

- Building signage
- Customer communication and interaction
- Access to public telephones
- Non-compliant sidewalks or curb ramps
- Emergency notifications, alarms, visible signals
- Participation opportunities for events sponsored by the City

1.4 Ongoing Accessibility Improvements

City facilities, programs, services, policies, practices and procedures will continue to be evaluated on an ongoing basis, and the ADA Transition Plan should be revised to account for changes since the initial self-evaluation. An accessibility inventory of sidewalks and curb ramps on streets and near City facilities will be completed, and an approach put in place to remove all identified barriers. This Plan will be posted to the City's website for review and consideration by the general public. In addition, notice will be provided of its existence in any official and unofficial City publications.

1.5 City of Midwest City's Approach

The purpose of this Plan is to provide the framework for achieving equal access to Midwest City's programs, services and activities within a reasonable timeframe. The City's elected officials and staff believe accommodating disabled persons is essential to good customer service, the quality of life City of Midwest City residents seek to enjoy and to effective governance. This Plan has been prepared after careful study of all of the City's programs, services and activities.

The City of Midwest City shall make reasonable modifications in policies, practices, or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the City can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity. The City of Midwest City will not place surcharges on individuals with disabilities to cover the cost involved in making programs accessible.

2.0 Public Outreach

The City provided opportunities to receive input from the public concerning this Transition Plan. The following sections detail these opportunities.

2.1 Liaison Committee

At the beginning of the project, a Liaison Committee was formed to develop the initial study areas, self-evaluation and prioritization methodology, and received input on the project in general. This committee was composed of representatives from various departments in the City, including Community Development, Parks and Recreation, Streets, Police, Fire, Office of Emergency Management, Human Resources, Public Works, City Clerk, Courts, Risk Management, Public Relations, and Information Technology. Recommendations from the Committee were invaluable in the preparation of this Transition Plan.

2.2 Citizen's Committee Meeting

During the project, a Citizen's Committee was formed to provide guidance and feedback to City staff throughout the project. This committee was composed of representatives from various local disability organizations. Recommendations from the Citizen's Committee were invaluable in the preparation of this Transition Plan.

2.3 Public Workshop

A public workshop was held on February 26, 2015 from 6:00 – 8:00 PM. Several members of the disabled community attended this workshop and provided valuable input that was incorporated into this Plan. Many comments and questions were received during the meeting and are summarized below. Subsequent public meetings were held on May 20, 2015 and June 16, 2015. A copy of the meeting notes, including City staff responses, is provided in the Appendix.

- At the Police Station, deaf citizens are not able effectively to use the phone at the Customer Service window to dial 911 after hours because the Police operator is not able to communicate with the user. A meeting attendee let the manager know a few years ago but nothing changed. What is the City doing to address this issue? One example of how the meeting attendee has communicated with other businesses is First Fidelity Bank on N. Air Depot Blvd., which has a video camera. Handwritten notes can be held up to the camera back and forth between the customer and the service provider.
- The Midwest City 911 System is voice only (no video or text) and citizens do not use the Oklahoma Relay Service. Most people use Next Generation 911 (NG911), which uses video relay.
- A meeting attendee lives near Country Club Cir. and Parklawn Dr. off N. Midwest Blvd. and likes the sidewalk along E. Reno Ave. She mentioned these sidewalks are great for parents with kids. However, the path of travel to the library has limited sidewalk and has a push button where the level landing is too far away from button.
- How does ADA apply to private buildings, specifically for churches and snow cone stands?



- The area from S. Air Depot Blvd. to Rose State College is heavily traveled but pedestrians are walking on roadway because there is no sidewalk. Older citizens also live in this area. Why are there no sidewalks here?
- Midwest City does not caption the videos (or the advertisements) that are posted on the City's website. Can captioning be added when a sign language interpretation box is not provided on-screen?
- Has a Federal deadline been set for websites to be brought into Section 508 compliance?
- If an interpreter is needed for an event, who should I contact to request an interpreter?
- Are the Police and Fire Departments included in the Transition Plan? During traffic stops, can the Police effectively communicate with the deaf community? A meeting attendee has had the Police shine the flashlight in her eyes and she cannot see to tell them she is deaf.
- A meeting attendee used to work for the City of Houston, Texas and helped with sensitivity training on how to treat people with disabilities. She mentioned it really helped staff. After moving to Midwest City, the meeting attendee feels like the City is "behind the times" in comparison and suggested that training would be a great thing to have here so City employees can effectively communicate with the deaf community and others with disabilities.
- Are sign language interpreters who work for the City required to meet any qualifications? Sign language interpreters don't need to be certified for all events, but not everyone who claims to know sign language does.
- At the Midwest City Hospital, the workers aren't always experienced with deaf patients. In Houston, if a sign language interpreter is needed, the patient just points to a sign; however, there are no signs in the Midwest City Hospital.
- Where are the high priority areas? Is there a list?
- Can the City provide business owners with workshops (possibly at the Community Center) to educate them on the ADA?
- Does the City have a Disability Office or ADA point of contact?
- What is the proposed implementation schedule?
- How was meeting advertised? The meeting attendees prefer the City website (but there isn't captioning), Facebook, and on the water bills.
- The City Council Meeting Agenda included a recommendation to award a contract to a sign language interpreter company. The meeting attendee had never heard of one of the companies, which was unexpected since the attendee is familiar with most of companies in the area. The City should make sure the companies are qualified.

3.0 Self-Evaluation and Summary of Findings

3.1 Programs, Procedures, and Policies

In 2012, the City began an evaluation of its policies, programs, and procedures to determine current levels of service and the extent to which its policies and programs created barriers to accessibility for persons with disabilities. A survey of departmental ADA Liaisons provided information on the nature of the program, forms, and methods used to advertise each program's services and activities, a profile of current participants, the types of equipment and materials used, testing and entrance requirements, the level of staff training, and any special modifications provided.

Information provided by department staff, meetings with City staff, and input gathered at a public workshop revealed that the City's existing policies, programs, and procedures may present barriers to accessibility for people with disabilities. It is the intent of the City to address citywide programmatic accessibility barriers by providing improvements in the following areas:

- Non-Discrimination on the Basis of Disability,
- Facilities, Programs, and Services,
- Public Meetings,
- Communications,
- Staff Training, and
- Funding.

Additionally, when a policy, program, or procedure creates an accessibility barrier that is unique to a department or a certain program, the City's ADA Coordinator will coordinate with the department head or program manager to address the matter in the most reasonable and accommodating manner.

3.1.1 Criteria for Determining Existence of Impediments

Criteria were established to determine whether corrective action needs to be taken at a particular facility. The criterion includes, but is not limited to:

1. *The nature of unique programs or services.* Some facilities and sites are the only location that a particular program or service may be provided;
2. *Facilities already in compliance with ADA accessibility guidelines.* Some of the City's facilities were constructed or underwent major renovations after the effective date of the ADA and some did not.
3. *Ability to relocate programs from one facility to another accessible facility.* Because the City may offer special programs and services at more than one location, consideration was given to distribution of the special programs and services when viewed in their entirety;
4. *Current state of accessibility.* The current condition of each facility in terms of barriers already removed was noted on the facility reports;
5. *Cost.* The cost of alternatives to physical barrier removal versus the cost of an alternative corrective action plan was addressed along with the intended public use; and
6. *Location of Services.* The population served by a particular program or service and whether the public can obtain the service from an alternative City location.



3.1.2 Programmatic Barriers

The City recognizes not all barriers to the City's programs, services and activities are physical in nature. Other administrative barriers exist that must be overcome to provide complete government services to those who are disabled.

3.1.3 Programs, Activities, and Services Surveys and Interviews

The evaluation of the programs, services and activities offered by the City revealed that there are few policies or procedures in place to assist someone with a disability in any department. Surveys were developed and distributed on June 11, 2013 to the majority of City departments that have interaction with public, including Parks and Recreation, Police, Fire, Office of Emergency Management, Human Resources, Public Works, Courts, Public Relations, and Information Technology. Responses were reviewed and typical feedback indicated that well-meaning staff will do whatever they can to accommodate persons with disabilities if faced with an unfamiliar circumstance, but no policies are in place to provide consistent guidance to staff. Most employees that responded requested additional training and requested the development of a resource list so they know how and where to get auxiliary aids or interpreters when necessary. A resource list was developed as part of this project and has been distributed to City staff. Additionally, five (5) phone interviews were conducted for follow-up on survey responses for clarification, as needed.

A sample job description for an Associate Current Planner was reviewed as part of this project and no issues were identified; however, all job descriptions need to be reviewed for discriminatory language and policies written for all departments to cover services offered. The Police Department needs additional training on handling citizens with disabilities. We recommend the ADA liaison position becomes further developed throughout the City so every department has someone who understands these issues and can help develop the policies for their departments.

There is no emergency evacuation plan or emergency sheltering in place for any of the City's citizens. Over the last few years, the City has sought and been awarded many grants from FEMA and Red Cross for citizens to have the opportunity to install personal storm shelters in their homes.

Parks and Recreation has many programs with few written policies. Each individual program needs to be addressed to ensure people with disabilities are able to participate. Permanent pool lifts need to be installed at all pools. Parks and Recreation personnel need additional training to better handle citizens with disabilities.

Facilities where the public goes to pay bills, get permits or generally interact with City staff must have accessible transaction counters. Many departments rely on the website for communication and the website is not fully compliant. A full website evaluation needs to be done for compliance. Currently, there is no mention of who the ADA Coordinator is on the website, or any of the City's obligations as it pertains to Title II of the ADA.

Four (4) complaints were identified by the departmental surveys, but the survey respondent was unaware of whether the complaints had been addressed and resolved. These specific complaints need to be written and on file with a follow-up plan in place to better protect the City.

Copies of the completed surveys are provided in the **Appendix**.

3.1.4 Board and Commissions

Twenty-nine (29) Boards and Commissions were reviewed. Not all meetings are held in accessible locations because many are held in the City Hall building which has limited accessible restrooms. While some departments include the required verbiage offering accommodations for anyone wanting to participate, other departments have not complied with this requirement.

3.1.5 Design Standards Review

Midwest City Engineering Construction Standards available were reviewed and redlined for suggested improvements related to ADA requirements. This included the paving section detail as well as the waterline, sanitary sewer, storm water detention, concrete headwall, and channel liner detention details. Only standards developed by the City of Midwest City were reviewed; however, the City uses the 2006 version of *International Building Code (IBC)*, which is a substantially approved document as long as "Chapter 11: Accessibility" and 2003 ANSI American National Standards are enforced. It is recommended that the City update the version of ANSI being used to either 2009 or 2012 for consistency with the 2006 *IBC*. The City also uses the 2009 Oklahoma Department of Transportation (ODOT) Design Standards (Roadway, Traffic, and Bridge). Detailed review comments are provided in the **Appendix**.

3.1.6 Communications

This Plan incorporates recommended improvements to communications so that communication with disabled persons is as effective as communication with those who are not disabled. Effective communication means that whatever is written or spoken must be as clear and understandable to people with disabilities as it is for people who do not have disabilities.

The City's 9-1-1 and emergency communications services, currently does not provide direct and equal access for persons with disabilities. The City of Midwest City does not offer TTY (TeleTYpewriter) services. This means that emergency telephone services can not directly receive calls from TTY's and computer modem users without relying on state relay services or third parties. Once installed, the City of Midwest City's emergency operators will need to be trained to use the TTY, not only when they recognize the tones of a TTY at the other end of the line, but also when they receive a "silent call."

There are also other types of communications that the City handles, including website communications, communications relating to City administration and open public meetings, and other communications regarding the City's programs, services and activities, the City is in the process of:

- Identifying local resources for auxiliary aids and services, and
- Identifying ways of producing documents in Braille or acquiring other aids or services, including software that can convert text into speech, and contacting qualified interpreter services and other providers so that interpreters and other aids and services may be available on short notice.

We recommend the City take the following additional actions to improve communications, including:

1. *Agenda text.* Upon request, the City will print the meeting agendas in large-font type so that the content of agendas of public meetings can be more easily reviewed. The entire agenda will be printed in 14 point font.
2. *Website communication.* The City will post agendas on the City's website, which, when used with the free Adobe Acrobat Reader function, allows for enlargement so that the contents of agendas may be viewed from a personal computer. The City is exploring software upgrades with its website operator to provide handicap accessibility. Importantly, the City is in the process of implementing the addition of text equivalents for every image on the website, as well as using alternative document formats (such as HTML and Rich Text Formats) to the portable document format (pdf), which is incompatible with certain screen reader functions. The City has also requested that forms and tables be modified to include descriptive HTML tags.
3. *Accommodations for hearing impaired persons/use of auxiliary aids.* The City will research the feasibility of incorporating equipment, available upon request, specially designed to assist hearing impaired persons to fully participate in City Council meetings.



4. *Participation in/accessibility to public meetings.* The City does not conduct all public meetings in ADA accessible facilities, but to the maximum extent feasible the City will make specific accommodations, where necessary, so that meetings among residents and City staff can be held within ADA accessible facilities.

3.1.7 Accommodation of Disabled Persons in Municipally Sponsored Programs

The City is committed to allowing persons with disabilities to participate in municipally sponsored programs. This includes recreational opportunities sponsored by the City's Parks and Recreation Department, community forums and other events hosted or sponsored by the City. The City will achieve this goal by integrating all of the steps outlined above into these programs, including providing for effective communications and, to the extent possible, hold meetings and events in ADA-accessible parks and facilities.

3.1.8 Grievance Procedure

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

Employment

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

Effective Communication

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

Modifications to Policies and Procedures

The City of Midwest City will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the City of Midwest City offices, where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Midwest City should contact the office of Teresa Coplen, ADA Coordinator, City of Midwest City, TCoplen@MidwestCityOK.org, (405) 739-1002 as soon as possible but no later than 48 hours before the scheduled event.

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

Complaints that a program, service, or activity of the City of Midwest City is not accessible to persons with disabilities should be directed to Teresa Coplen, ADA Coordinator, City of Midwest City, TCoplen@MidwestCityOK.org, (405) 739-1002.

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

A copy of the Grievance Procedure and Form are provided in the **Appendix**.

3.2 Facilities Review

In 2012 and 2013, the City of Midwest City conducted a comprehensive evaluation of architectural barriers in numerous City owned facilities. These evaluations were the first phase of facility evaluations and represent the highest public volume locations. They also provide a good mixture of facility types and will provide the City an overview of the architectural barriers that prevent people with disabilities from using its facilities and participating in its programs.

The infrastructure evaluation process was accomplished using field crews equipped with measuring devices and GPS based data collection forms. The evaluations identified physical barriers in City facilities based on the 2010 ADA Standards and PROWAG. Recommendations to mitigate physical barriers and photos of each facility were recorded during the evaluation process and were included in the facility reports. Field crews were also required to note if the specific facility was in close proximity to a significant pedestrian attraction (e.g., government office, medical facility, school, etc.). This additional information assisted the consultant team and City staff in prioritizing barriers for removal. All data collected is compatible with the City's existing GIS databases. The following facilities were evaluated:

- Buildings;
- Parks;
- Signalized Intersections; and
- Sidewalk Corridors.

Summary reports were developed for the each facility type to document the findings of the evaluations. The reports identify the compliance status of each facility with regards to federal standards and include the following elements. Copies of the evaluation reports are provided in the **Appendix**.

- Listing of facilities that are in compliance with current ADA standards;
- Listing of facilities that are not in compliance with current ADA requirements;
- Recommended actions to resolve non-compliance issues for each facility;
- Prioritized list of improvements using criterion developed by the Consultant and City staff;
- "Cost report" that assigns conceptual budget estimates to each recommended action; and
- Photolog summary for signalized and unsignalized intersections and issues along sidewalk corridors (sidewalk photos provided in the GIS database only).

3.2.1 Buildings

Building evaluations documented elements in the exterior and interior of the building including:

- Access to parking and entry into the facilities themselves;
- Access to a clear and distinct path of travel within the facility;
- Access to programs and services themselves;
- Access to public areas and restrooms; and
- Access to related amenities.

Thirteen (13) buildings were identified by City staff for evaluation. None of the buildings had full compliance. The City Hall Complex may be considered the highest priority since the majority of public meetings are held in this location and the Complex has the highest pedestrian traffic of all buildings evaluated.



The evaluated buildings are listed below:

Buildings	
Animal Shelter	Welcome Center
Neighborhood in Action	Charles Johnson Building
Community Center	Conference Center
Dana Brown Cooper Head Start	PWA Complex
Fire Department Administration	Senior Center
Library	Sheraton Hotel
City Hall Complex (City Hall, Police Department, Municipal Court)	

3.2.2 Parks

Park evaluations documented the follow elements:

- Access to parking and entry into the facilities themselves;
- Access to a clear and distinct path of travel to the amenities;
- Access to programs and services themselves;
- Access to public areas and restrooms; and
- Access to related amenities.

Twenty-eight (28) parks were identified by City staff for evaluation. None of the parks had full compliance. One of the most dangerous elements noted during evaluations was at Joe B. Barnes Park, which had a switch-back ramp with excessive slopes. The evaluated parks are listed below:

Parks	
Barnett	Pecan Grove
East Haven	Tinker Bicentennial
Charles J. Johnson Memorial	Shirley Darrell Telstar South
Lynn Fry	Jack Guthery-Kiwanis
Eastridge	Shirley Darrell Telstar North
Zachry	Fred Myers Civic
Elks	Lions
Miller	ESA
Omni	Mid-America Kiwanis
Post Oaks	Alfalfa Field
Applegrove	Reed Baseball Complex
Holloway	Tom Poore
Quinlan	Hidden Creek Family Golf Course
Optimist	Joe B. Barnes Regional

3.2.3 Signalized Intersections

Four (4) signalized intersections within the City limits were identified and evaluated for this project:

- S. Air Depot Boulevard and E. Reno Avenue;
- S. Air Depot Boulevard and W. Jarman Drive;
- S. Air Depot Boulevard and E. Eddie Drive; and
- S. Air Depot Boulevard and E. S.E. 15th Street.

Signalized intersection evaluations documented the conditions and measurements along the pedestrian street crossing, curb ramps and adjacent sidewalk, and pedestrian signal equipment and adjacent clear spaces. Common curb ramp issues included not having a curb ramp installed where existing sidewalk configurations require a curb ramp, excessive curb ramp running and cross slopes, excessive flare cross slopes, non-existent or non-compliant detectable warning surfaces, excessive landing area running and cross slopes, and ponding at the base of the curb ramps. Common push button issues included push buttons installed at location inconsistent with the current *Manual on Uniform Traffic Control Devices (MUTCD)* guidance, push button diameters less than two inches, push buttons mounted too high, excessive push button clear space running and cross slopes, and missing or non-accessible push button clear spaces.

3.2.4 Sidewalk Corridors

Approximately one (1) mile of arterial sidewalks was included in the sidewalk inventory. The specific arterial sidewalks were selected based on pedestrian activity along the corridor and proximity to major traffic generators. All areas within the City of Midwest City are planned to be included in the sidewalk inventory. Future phases of the inventory will complete evaluations for the remainder of the arterial system followed by the collector and local residential streets.

Sidewalk evaluations documented the conditions and measurements along the pedestrian path of travel including the sidewalk, pedestrian crossings at cross streets and pedestrian crossings at driveways. Common sidewalk issues included excessive sidewalk cross slopes, vertical surface discontinuities that caused excessive level changes, permanent obstructions in the sidewalk such as power poles or utilities, temporary obstructions in the sidewalk or path of travel such as weeds and low hanging tree branches, and missing sidewalk segments. Where excessive foliage overgrowth was present, field crews attempted to determine the condition of the underlying sidewalk. Where possible, the condition of the underlying sidewalk was also recorded; however, the City may find additional damage to the sidewalk once the temporary obstruction is removed.

Existing curb ramps at unsignalized intersections and driveways have issues similar to those at signalized intersections. Non-compliant curb ramps and pedestrian paths of travel along street crossings at unsignalized intersections and driveway crossings along the project corridor were recommended to be removed and replaced. Where existing sidewalk leads up to the curb at an intersection, both parallel and perpendicular to the project corridor, curb ramps were recommended to be installed. Where existing sidewalk leads up to the curb at a driveway, parallel to the project corridor, curb ramps were recommended to be installed.

The ADA of 1990, Section 35.150, Existing Facilities, requires that this Plan include a schedule for providing curb ramps or other sloped area at existing pedestrian walkways, which applies to all facilities constructed prior to 1992. For any sidewalk installations constructed from 1992 to March 15, 2012, the curb ramps should have been installed as part of the sidewalk construction project per the 1991 Standards for Accessible Design, Section 4.7 Curb Ramp, which states, "curb ramps complying with 4.7 shall be provided wherever an accessible route crosses a curb." For sidewalk installations Constructed on or after March 15, 2012 similar guidance is provided in the 2010 Standards for



Accessible Design, Section 35.151 of 28 CFR Part 35, New construction and alterations, which states, “newly constructed or altered street level pedestrian walkways must contain curb ramps or other sloped area at any intersection having curb or other sloped area at intersections to streets, roads, or highways.”

3.3 Maintenance versus Alterations

The DOJ has issued a briefing memorandum on clarification of maintenance versus projects. Information contained in the briefing memorandum is below. We recommend this clarification with regard to when curb ramp installation is required as part of a project be disseminated to the appropriate Midwest City staff.

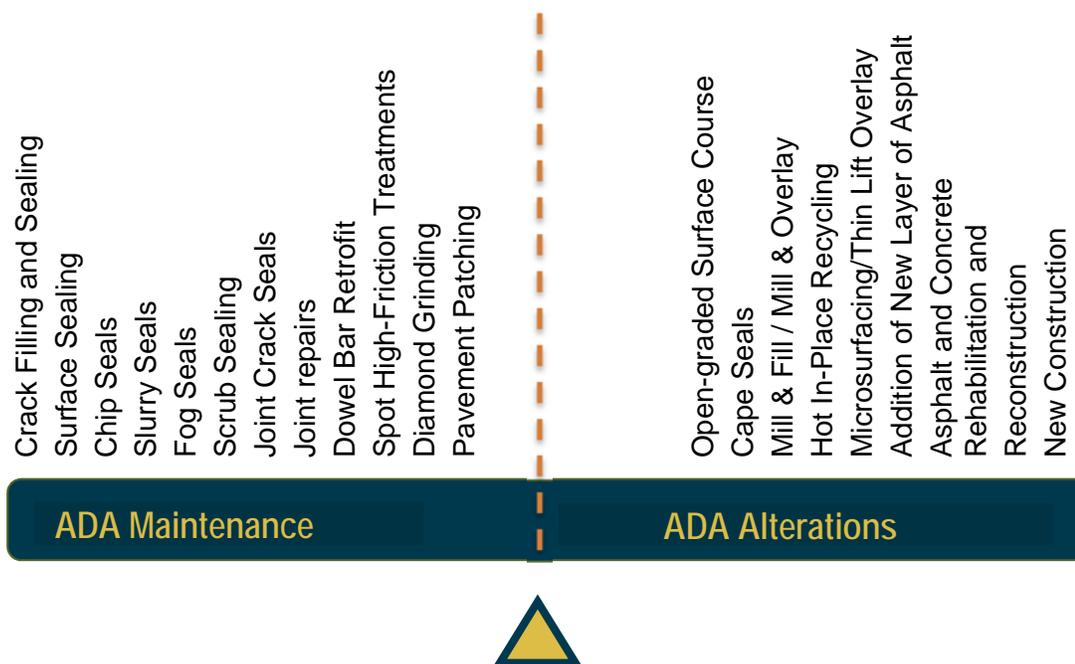
The Americans with Disabilities Act of 1990 (ADA) is a civil rights statute prohibiting discrimination against persons with disabilities in all aspects of life, including transportation, based on regulations promulgated by the United States Department of Justice (DOJ). DOJ's regulations require accessible planning, design, and construction to integrate people with disabilities into mainstream society. Further, these laws require that public entities responsible for operating and maintaining the public rights-of-way do not discriminate in their programs and activities against persons with disabilities. FHWA's ADA program implements the DOJ regulations through delegated authority to ensure that pedestrians with disabilities have the opportunity to use the transportation system's pedestrian facilities in an accessible and safe manner.

FHWA and DOJ met in March 2012 and March 2013 to clarify guidance on the ADA's requirements for constructing curb ramps on resurfacing projects. Projects deemed to be alterations must include curb ramps within the scope of the project.

*This clarification provides a single Federal policy that identifies specific asphalt and concrete-pavement repair treatments that are considered to be alterations – requiring installation of curb ramps within the scope of the project – and those that are considered to be maintenance, which do not require curb ramps at the time of the improvement. **Figure 1** provides a summary of the types of projects that fall within maintenance versus alterations.*

This approach clearly identifies the types of structural treatments that both DOJ and FHWA agree require curb ramps (when there is a pedestrian walkway with a prepared surface for pedestrian use and a curb, elevation, or other barrier between the street and the walkway) and furthers the goal of the ADA to provide increased accessibility to the public right-of-way for persons with disabilities. This single Federal policy will provide for increased consistency and improved enforcement.

Figure 1 – Maintenance versus Alteration Projects



Source: DOJ Briefing Memorandum on Maintenance versus Alteration Projects

3.4 FHWA Guidance on Closing Pedestrian Crossings

The FHWA has provided guidance on closing pedestrian crossings. If an engineering study (performed by Midwest City and not included in the scope of this Transition Plan) determines the crossing is not safe for any user, the crossing should be closed by doing the following:

- A physical barrier is required to close a crossing at an intersection. FHWA has determined that a strip of grass between the sidewalk and the curb IS acceptable as a physical barrier.
- A sign should be used to communicate the closure.

The agency wishing to close a certain intersection crossing should have a reasonable and consistent policy on how to do so written in their Transition Plan or as a standalone document. We recommend that the City of Midwest City develop and implement a policy to close pedestrian crossings with safety concerns, as determined by an engineering study. Potential crossings of concern include unprotected crossings that have existing sidewalk leading up to the curb in the direction of the crossing or an existing curb ramp or crosswalk currently serving an unprotected crossing.

3.5 Prioritization

Each physical barrier identified as part of the facility evaluations was given a removal priority of either “High”, “Medium”, or “Low”, based on the severity of the non-compliance. Each facility type had a different set of parameters to establish this classification.



The various parameters and elements addressed in the facility survey include:

Buildings and Facilities		
Building or Site Feature	Types of Elements	Recreation Features
Parking Area	Corridor or Aisle	Games and Sports Area
Passenger Loading Zone	Room	Grandstand/Bleachers
Curb Ramp	Multiple User Restroom	Swimming Pool/Wading Pool/Spa
Walk	Single User Restroom	Picnic Area
Ramp	Toilet Room	Site Furnishings:
Stairway	Bathing Facility	Fixed Trash/Recycling
Hazard	Locker Room	Fixed Bench
Door or Gate	Library	Utilities in Recreation Areas
Sign	Kitchen/Kitchenette	Play Equipment Area
Drinking Fountain	Eating Area/Vending	Fishing Piers and Platforms
Telephone	Machines	Boating Facilities
Building Level or Lift	Auditorium	Golf Course
Elevator	Area of Rescue Assistance	
Turnstile		
Automated Teller Machine		
Transaction Counter		

Curb Ramps (Signalized Locations Only)				
Issues	High	Medium	Low	Compliant
Pedestrian pushbutton diameter is not 2"			Not 2 inches	2 inches
Pedestrian pushbutton height is greater than 42"		Above 42 inches		Less than 42 inches
Pedestrian head offset is greater than 10' from the nearest crosswalk edge	Yes			No
Clear floor space for pedestrian pushbutton is less than 30" x 48" or has a cross slope greater than 2%	None	Non-Compliant		Compliant

Curb Ramps (Signalized and Unsignalized Locations)				
Issues	High	Medium	Low	Compliant
Ramp does not land in crosswalk		No		Yes
No 48" extension into crosswalk			No	Yes
Ramp does not exist	True			False
Flare cross slope is greater than 10%	Value > 10.00			Value ≤ 10
Ramp running slope is greater than 8.33%	Value > 11.00	11.00 ≥ Value ≥ 9.50	9.50 > Value > 8.33	Value ≤ 8.33
Ramp cross slope is greater than 2.0%	Value > 6.0	6.0 ≥ Value ≥ 4.0	4.0 > Value > 2.0	Value ≤ 2.0
Ramp width is less than 36"	Value < 32	32 ≤ Value < 36		Value ≥ 36
Obstruction present in ramp or landing area	Yes			No
Textured surface at base of ramp		None, Grooves		Domes
No color contrast at base of ramp			No	Yes
Landing area is less than 5' x 5' or has a cross slope greater than 2.0%	None	Non-Compliant		Compliant
Ramp transition onto roadway is greater than 0.25"	Yes			No
Ponding occurs at base of ramp			Yes	No
Ramp does not land in crosswalk		No		Yes
No 48" extension into crosswalk			No	Yes
Ramp does not exist	True			False



Prioritization Factors – Arterial Sidewalk Corridors				
Issues	High	Medium	Low	Compliant
Cross slope of sidewalk is greater than 2.0%	Value > 6.0	$6.0 \geq \text{Value} \geq 4.0$	$4.0 > \text{Value} > 2.0$	Value \leq 2.0
Width of sidewalk is less than 48"	Value \leq 36	$48 \geq \text{Value} > 36$		Value > 48
Obstruction present along sidewalk (clear width < 36")		Yes		No
Heaving is present in sidewalk	Yes - dangerous	Yes		No
Sinking is present in sidewalk	Yes - dangerous	Yes		No
Cracking is present in sidewalk	Yes - dangerous	Yes		No
Ponding is present in sidewalk		Yes		No
Pavement is in poor condition at cross street		Poor		Good
Crosswalk markings are worn at cross street			Yes - worn	Yes

3.6 Conclusion/Action Log

The City is taking the actions referenced below and will continue to look for, and timely remedy, barriers to access in an effort to ensure that the disabled users of Midwest City's programs, services, and activities are given access to them.

To confirm follow-up on corrective actions required under this Plan, the City will institute an ADA Action Log, documenting its efforts toward compliance with the ADA. At a minimum, the Action Log will identify items that are not ADA compliant and will include anticipated completion dates. After the adoption of this Plan by the Governing Body of the City, the ADA Action Log will be updated on at least an annual basis. The ADA Action Log shall be available upon request.

4.0 Staff Training

The Consultant team developed training specifically for City personnel, provided on March 18, 2014, for both field personnel and all customer contact employees. Two classes were developed. One was an overall ADA education class with a detailed account of Public Rights-of-Way. This class provided solutions to existing problems for exterior conditions. The second class was designed for all customer contact employees to help them understand how to best assist and communicate with people with disabilities.



(This page intentionally left blank.)

5.0 Facility Costs

5.1 Facilities Cost Projection Overview

The table below summarizes the estimated costs to bring each of the facility types into compliance.

Facility Type	High	Medium	Low	Total
Buildings	\$261,167	\$802,023	\$2,514	\$1,065,704
Parks	\$451,882	\$192,235	\$2,645	\$646,764
Signalized Intersections	\$177,000	---	---	\$177,000
Sidewalk Corridors	\$489,412	\$73,082	\$294,506	\$857,000
City Totals	\$1,379,461	\$1,067,340	\$299,665	\$2,746,466

5.2 Implementation Schedule

The following table details the barrier removal costs and proposed implementation schedule by facility type for all facilities evaluated as part of this project. This 20 year plan will serve as the implementation schedule for the Transition Plan. The City of Midwest City reserves the right to change the barrier removal priorities on an ongoing basis in order to allow flexibility in accommodating community requests, petitions for reasonable modifications from persons with disabilities, and changes in City programs.

It is the intent of the City to have its ADA Coordinator work together with department heads and budget staff to determine the funding sources for architectural barrier removal projects. Once funding is identified, the ADA Coordinator will coordinate the placement of the projects in the City's Capital Improvement Program to be addressed on a fiscal year basis.

Facility Type	Estimated Cost	Implementation Schedule (years)	Approximate Annual Budget
Buildings	\$1,065,704	20	\$53,285
Parks	\$646,762	20	\$32,338
Signalized Intersections	\$177,000	20	\$8,850
Sidewalk Corridors	\$857,000	20	\$42,850
Total	\$2,746,466		
Total Annual Budget			\$137,323



5.3 Recent Projects

The City has either completed or is currently working on several projects to help improve accessibility throughout the City.

- Reconstruction of Animal Shelter entrance – completed in December 2014
- 1 mile sidewalk installation along E. Reno Ave. from Sooner Rd. to Air Depot Blvd. – completed in September 2014
- Curb ramp reconstruction at S. Douglas Blvd. and Wonga Dr.
 - Currently under design
 - Construction is anticipated to begin Summer 2015
- 1 mile sidewalk installation on east side of N. Douglas Blvd. from NE 10th St. to NE 23rd St.
 - Bid Opening was held on 2/19/15
 - Construction is anticipated to begin in March/April 2015
- Sidewalk installation along Maple Dr. from SE 15th St. to Midwest City High School
 - Currently under design
 - Construction contract is anticipated to be bid late Spring/early Summer 2015
- 2 mile sidewalk installation along S. Sooner Rd. from SE 29th St. to E. Reno Ave.
 - Currently under design
 - Construction contract is anticipated to be bid on 3/19/15 by ODOT
 - Construction is anticipated to begin Summer 2015
- Curb ramp reconstruction and pedestrian signal equipment upgrades for 12 signalized intersections and installation of 2 HAWK signals with curb ramps along E. Reno Ave. at Kathleen Dr. and along S. Post Rd. at SE 10th St.
 - Bid Opening was held on 1/22/15
 - Construction is anticipated to begin early Summer 2015

Below is a summary of the project costs:

Project	Project Cost
Animal Shelter	\$12,000
E. Reno Ave. Sidewalk	\$150,000
S. Douglas Blvd. and Wonga Dr. Curb Ramp Improvements	\$15,000
N. Douglas Blvd. Sidewalk	\$235,000
Maple Dr. Sidewalk	\$45,000
S. Sooner Rd. Sidewalk	\$400,000
12 Signalized Intersection Improvements	\$350,000
HAWK signals	\$50,000
Total	\$1,257,000

Appendix *(provided on CD)*

Public Workshop Meeting Notes

Engineering Construction Standards Review Summary and Redlines

- General Notes
- Standard Water Line Details
- Standard Sewer Line Details
- Standard Paving Sections
- Standard Storm Sewer Details
- Standard Headwall Details
- Standard Channel Liner Details

Facilities Reports

- Buildings
- Parks
- Signalized Intersections
- Sidewalk Corridors

Departmental Surveys

Grievance Procedure

Grievance Form