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MAPO ADA TRANSITION PLAN AND INVENTORY

PART 2 – CITY OF EAGLE LAKE ADA TRANSITION PLAN AND INVENTORY

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I. INTRODUCTION

A. City of Eagle Lake

A partner agency of the Mankato/North Mankato Area Planning Organization (MAPO), the City of Eagle Lake completed a Self-Evaluation and developed an ADA Transition Plan as part of the overarching MAPO ADA Transition Plan effort. This *“Part 2 – City of Eagle Lake ADA Transition Plan and Inventory”* has been developed solely for the City of Eagle Lake and includes information, data, and recommendations relevant to the city’s interests and those of the MAPO. Concurrent with the adoption of *“Part 2 – City of Eagle Lake ADA Transition Plan and Inventory,”* the City of Eagle Lake also adopts *“Part 1 – MAPO Partner Agency Requirements and Project Purpose”* of the MAPO ADA Transition Plan and Inventory overarching document and associated appendices.

Part 1 accomplishes the following:

- Provides requirements mandated by ADA law for all agencies
- Introduces MAPO Partners
- Outlines public participation initiatives
- Provides the methodology used for agency Self-Evaluation
- Provides the methodology used for prioritization strategies for implementation.

II. PUBLIC OUTREACH

The following summarizes public outreach for the City of Eagle Lake:

- City Council Meetings: Early in the process, project staff were asked to discuss project initiatives with the City of Eagle Lake City Council. Staff met with Council on October 2, 2017.
- News Release: A newspaper release was posted prior to infrastructure data collection efforts in the City of Eagle Lake to make the community aware of the process.
- Grievance Procedure: In compliance with 28 C.F.R. Sec. 35.107, the city has established the grievance procedure to receive future comments and concerns regarding barriers to accessibility. This can be seen in **Appendix 2-E** and is further detailed in **Section VII** below.
- Public Information Meetings: Project staff solicited feedback from the community on issues pertaining to ADA deficiencies within the community and initiatives for Transition Plan development while attending two public information meetings that took place on January 31, 2018 and January 31, 2019. See **Appendix 1-A** for summaries of those meetings.
- Stakeholder Meetings: Project Staff met with a group of seniors in at the Epiphany Lutheran Church in Eagle Lake on April 11, 2018 to solicit feedback on problem areas in the community. See **Appendix 2-D.1** for a meeting summary.
- City Website: This document was available for public comment online between the dates of **October 6, 2018 to October 27, 2018**. A summary of comments received and

detailed information regarding the public outreach activities are located in **Appendix 2-D**.

III. SELF-EVALUATION RESULTS

A. Review of Programs

The review of programs for the City of Eagle Lake's Self-Evaluation began in September 2017 and was completed in October 2017. During that time project staff inventoried 7.9 miles of sidewalk/trail, 77 locations where pedestrian ramps exist or should exist, and 8 crosswalks for barriers to accessibility. **Table 2-1** summarizes the results of the Self-Evaluation infrastructure data collection completed within the City of Eagle Lake public rights-of-way.

A full report of the results of the Self-Evaluation assessing infrastructure compliance can be seen in **Appendix 2-A**.

Table 2-1. City of Eagle Lake Self-Evaluation Infrastructure Data Collection Results		
Infrastructure Type	% Compliant	Summary
Pedestrian Ramps	31%	<ul style="list-style-type: none">• 109 total pedestrian ramps• 34 (31%) are compliant• 75 (69%) are non-compliant
Sidewalks	79%	<ul style="list-style-type: none">• 8.2 miles of sidewalk and trail in Eagle Lake• 2 accessibility barriers were identified• 6.5 miles of sidewalk/trail (79%) are compliant• 1.7 miles of sidewalk/trail (21%) are non-compliant
Crosswalks	100%	<ul style="list-style-type: none">• 8 crossings have marked crosswalks• 100% of crossings exhibited are compliant

B. Review of Policies and Practices

1. Previous Practices

Since the adoption of the ADA, the City of Eagle Lake has striven to provide accessible pedestrian features as part of street construction and reconstruction projects. As additional information was made available as to the methods of providing accessible pedestrian features, the city updated their procedures to accommodate these methods.

2. Policy

The City of Eagle Lake's goal is to continue to provide accessible pedestrian design features as part of street construction and reconstruction projects. The city will reference ADA design standards and procedures listed in **Appendix 2-G**. These standards and procedures provide the preferred standard for ADA compliance in Minnesota and will serve as the primary guidance for all future projects.

The city will consider and respond to all accessibility improvement requests. All accessibility improvements that have been deemed reasonable will be

scheduled consistent with transportation priorities. The city will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the city's jurisdiction are ADA compliant to the maximum extent feasible. Requests for accessibility improvements can be submitted to the City of Eagle Lake's ADA Coordinator. Contact information for ADA Coordinator is located in **Appendix 2-F**.

Maintenance of pedestrian facilities within the public rights-of-way will continue to follow the policies set forth by the city. A breakdown of relevant policies can be seen in **Appendix 2-B** which includes the following:

- City of Eagle Lake City Code

New Construction

All new street construction projects with pedestrian accommodations will be designed and constructed to conform with the most current ADA guidance and design practices to the maximum extent feasible.

Reconstruction Projects:

All city street reconstruction projects with pedestrian accommodations will be designed and constructed in accordance with the most current ADA guidance and design practices to the maximum extent feasible.

Rehabilitation/Resurfacing projects

All city rehabilitation and resurfacing projects will include accessible pedestrian curb ramps as needed to provide access to existing pedestrian facilities (i.e. walks/trails) at locations where they do not currently exist. Improvements to existing pedestrian ramps will be addressed on a case by case basis. High priority areas such as those in close proximity to specific land uses (i.e. schools, government offices, and medical facilities) will be given additional consideration. Improvements will be undertaken at the discretion of the city Public Works Director.

Stand Alone Projects.

As grant funding opportunities are available, independent ADA projects may be undertaken by the city. A brief engineering study will be performed where candidate sites will be evaluated on facility condition, pedestrian volumes, public safety, public benefit and improvement costs as well as the ability to provide alternative barrier removal options.

A full ADA compliance assessment of policies and practices is included in **Appendix 2-B**.

IV. IMPLEMENTATION PLAN

A. Priority Areas

The City of Eagle Lake identified specific locations as priority areas for planned accessibility improvement projects based on criteria identified in **Part 1-Section IV**. These areas have been selected due to their proximity to specific land uses consistent with higher levels of pedestrian traffic, from the receipt of public comments, as well as areas exhibiting high levels of non-compliance. The priority areas as identified in the 2017 Self-Evaluation will be programmed into Eagle Lake's CIP as project needs arise and/or public preference dictates.

Additional priority will be given to any location where an improvement project or alteration was constructed after January 26, 1991, and accessibility features were omitted.

B. External Agency Coordination

Many other agencies are responsible for pedestrian facilities within the jurisdiction of the City of Eagle Lake. The city will coordinate with those agencies to track and assist in the facilitation of the elimination of accessibility barriers along their routes.

C. Schedule

Each year the City of Eagle Lake will program improvements into Capital Improvement Projects. The city has set the following schedule goals for improving the accessibility of its pedestrian facilities within the city's jurisdiction:

After 10 years, 100% of accessibility features within the jurisdiction of city would be ADA compliant.

Improvements will be coordinated with the city's annual budget and 5-year Capital Improvements Plan, and its long-term maintenance effort.

V. ADA COORDINATOR

In accordance with 28 C.F.R Sec. 35.107(a), the City of Eagle Lake has identified an ADA Title II Coordinator to oversee the city's policies and procedures. Contact information for this individual is located in **Appendix 2-F**.

VI. IMPLEMENTATION SCHEDULE

The City of Eagle Lake will utilize two methods for upgrading pedestrian facilities to the current ADA standards. The first and most comprehensive of the two methods are the scheduled street and utility improvement projects. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. The second method is the stand alone sidewalk and ADA accessibility improvement project. These projects will be incorporated into the Capital Improvement Program (CIP) on a case by case basis as determined by the City of Eagle Lake staff. The city CIP, which includes a detailed schedule and budget for specific improvements, is included in **Appendix 2-C**.

VII. GRIEVANCE PROCEDURE

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities in regards to the ADA. If users of The City of Eagle Lake facilities and services believe the city has not provided reasonable accommodation, they have the right to file a grievance.

In accordance with 28 C.F.R. Sec. 35.107(b), the city has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints, concerns, comments, and other grievances. This draft of the public notice and the City of Eagle Lake's grievance procedure is outlined in **Appendix 2-E**.

VIII. MONITOR THE PROGRESS

This document will be updated as needed to reflect the City of Eagle Lake's approach to complying with ADA and providing accessible pedestrian infrastructure. The appendices in this document will be updated periodically to account for improvements, while the main body of the document will be updated within three to five years with a future update schedule to be developed at that time. With each main body update, a public comment period will be established to continue the public outreach.

Appendix 2-A: Self-Evaluation – Program Review

I. Appendix 2-A: City of Eagle Lake, MN Self-Evaluation – Program Review

A. Review of Programs

During October 2017, the City of Eagle Lake inventoried pedestrian ramps and sidewalks within the public rights-of-way.

1. Pedestrian Ramps

The City of Eagle Lake has 109 locations where pedestrian ramps exist or should exist within its public rights-of-way. These locations were inventoried for ADA compliance based on (1) whether a pedestrian ramp was present and (2) if compliance criteria outlined in **Part 1 Sec. III** were met. 34 (31%) of the 109 locations were reported to be compliant and 75 (69%) were reported to be non-compliant. Planning level remediation costs for pedestrian ramps are aggregated to street intersections and are identified in **Table 2-A.3**.

2. Sidewalks/Trails

The sidewalks and trails within the City of Eagle Lake public rights-of-way were inventoried and evaluated to determine existing compliance with ADA and to identify existing obstructions based on compliance criteria outlined in **Part 1**. Of the 8.2 miles of sidewalk evaluated, 1.7 (30%) miles exhibited instances of non-compliance along their length which require further evaluation and remedial action. Seventeen accessibility barriers, or obstructions, were also present along these sidewalks. Planning level remediation costs for sidewalks and barriers are included in **Table 2-A.4**.

3. Crosswalks

Eight crosswalks were evaluated in the City of Eagle Lake. All were marked appropriately and were in acceptable condition.

4. Public Comment

Project staff met with stakeholders at the Epiphany Church in Eagle Lake on April 11, 2018 to discuss ADA accessibility barriers in the city (see **Appendix 2-D.1** for a summary of that meeting). Three barriers to accessibility were identified by that group in Eagle Lake which can be seen in **Figure 2-A.1**. **Table 2-A.1** provides a description of the barriers. It's important to note that two of the barriers refer to inaccessible cluster mailboxes provided by the United States Postal Service (USPS). The City of Eagle Lake will contact the USPS to discuss remediation efforts for these barriers.

Table 2-A.1. City of Eagle Lake Program Review - Stakeholder Comments		
ID*	Barrier	Comments
1	Sidewalk	Major dip in sidewalk that fills with pooling water and thick ice in winter. Difficult to maintain for the property owner and a barrier to accessibility for users
2	Other	Cluster of Mailboxes - No Ramp at Curb: Inaccessible
3	Other	Cluster of Mailboxes - No Ramp at Curb: Inaccessible

*ID's are referenced from Figure 2-A.1

Compliant and non-compliant pedestrian ramps, sidewalk, and trail infrastructure are illustrated in **Figure 2-A.1** and remediation costs and implementation timeframes are identified in **Table 2-A.2**. Remediation is dependent upon priority ranking, correlation to planned projects, reasonable accommodation requests, and available funding. A detailed list of these instances may be obtained upon request to the City of Eagle Lake ADA Coordinator (**Appendix 2-F**).

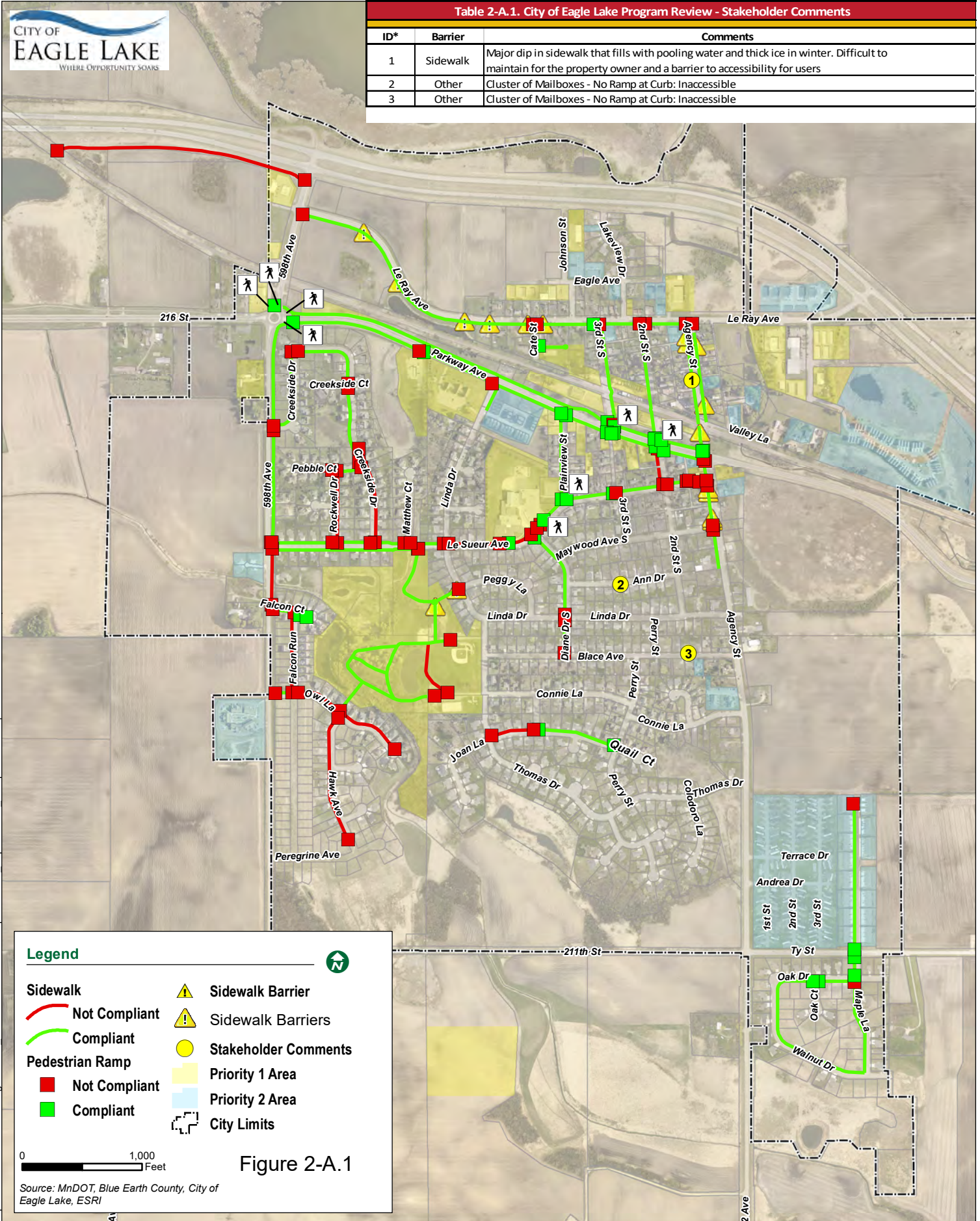


Table 2-A.2. City of Eagle Lake Program Review - Implementation Plan

Location	Land Use	Sidewalk Remediation Cost	Pedestrian Ramp Remediation Cost	Bus Stop Remediation Cost	Crosswalk Remediation Cost	Barrier Remediation Cost	Total Remediation Cost	Priority
Pebble Ct	Schools	\$5,276	\$16,000	\$0	\$0	\$0	\$21,276	1
S 2nd St	Schools	\$8,092	\$8,000	\$0	\$0	\$0	\$16,092	1
Linda Dr	Schools	\$0	\$12,000	\$0	\$0	\$0	\$12,000	1
FY 2019 Implementation Totals		\$13,368	\$36,000	\$0	\$0	\$0	\$49,368	-
Diane Dr	Schools	\$0	\$20,000	\$0	\$0	\$0	\$20,000	1
Park	Parks, Schools	\$12,330	\$12,000	\$0	\$0	\$250	\$24,580	1
FY 2020 Implementation Totals		\$12,330	\$32,000	\$0	\$0	\$250	\$44,580	-
Parkway Ave	Schools	\$0	\$16,000	\$0	\$0	\$0	\$16,000	1
Agency St	Schools	\$0	\$32,000	\$0	\$0	\$2,875	\$34,875	1
FY 2021 Implementation Totals		\$0	\$48,000	\$0	\$0	\$2,875	\$50,875	-
Le Ray Ave	Schools	\$0	\$24,000	\$0	\$0	\$1,750	\$25,750	1
Rockwell Dr	Schools	\$15,117	\$8,000	\$0	\$0	\$0	\$23,117	1
FY 2022 Implementation Totals		\$15,117	\$32,000	\$0	\$0	\$1,750	\$48,867	-
Lesueur Ave	Government, Scho	\$17,763	\$52,000	\$0	\$0	\$0	\$69,763	1
FY 2023 Implementation Totals		\$17,763	\$52,000	\$0	\$0	\$0	\$69,763	-
Creekside Dr	Schools	\$20,495	\$36,000	\$0	\$0	\$0	\$56,495	1
FY 2024 Implementation Totals		\$20,495	\$36,000	\$0	\$0	\$0	\$56,495	-
598th St	Other	\$11,441	\$4,000	\$0	\$0	\$0	\$15,441	3
Maple Ln	Other	\$0	\$8,000	\$0	\$0	\$0	\$8,000	3
Falcon Ct	Other	\$1,630	\$12,000	\$0	\$0	\$0	\$13,630	3
Joan Ln	Other	\$9,250	\$8,000	\$0	\$0	\$0	\$17,250	3
FY 2025 Implementation Totals		\$22,321	\$32,000	\$0	\$0	\$0	\$54,321	-
Hawk Ave		\$26,938	\$12,000	\$0	\$0	\$0	\$38,938	3
FY 2026 Implementation Totals		\$26,938	\$12,000	\$0	\$0	\$0	\$38,938	-
Falcon Run		\$16,800	\$8,000	\$0	\$0	\$0	\$24,800	3
Owl Ln		\$24,433	\$8,000	\$0	\$0	\$0	\$32,433	3
FY 2027 Implementation Totals		\$41,233	\$16,000	\$0	\$0	\$0	\$57,233	-
Hwy 14 Trail		\$52,747	\$4,000	\$0	\$0	\$0	\$56,747	3
FY 2028 Implementation Totals		\$52,747	\$4,000	\$0	\$0	\$0	\$56,747	-
FY 2019 - 2028 Total Expenditures		\$222,312	\$300,000	\$0	\$0	\$4,875	\$527,187	-

Table 2-A.3. City of Eagle Lake Program Review - Pedestrian Ramp Report (Per Intersection)

Intersection	Land Use	Total # of Ramps	# of Non-Compliant Ramps	Recommended Action	Cost for Remediation	Tied to CIP Project (Y/N)	CIP Project #	Priority Level
Creekside Ct & Creekside Dr	Schools	2	2	Reconstruct	\$8,000	No	-	1
Diane Dr & Linda Dr	Schools	2	2	Reconstruct	\$8,000	No	-	1
Lesueur Ave & S 2nd St	Schools	2	2	Reconstruct	\$8,000	No	-	1
Midblock - Creekside Dr	Schools	3	3	Reconstruct	\$12,000	No	-	1
Agency St & Maywood Ave S	Schools	2	2	Reconstruct	\$8,000	No	-	1
Lindar Dr & Parkway Ave	Schools	1	1	Reconstruct	\$4,000	No	-	1
Midblock - Lesueur Ave	Government Facilities, Parks, Schools	9	7	Maintain, Reconstruct	\$28,000	No	-	1
Cate St & Le Ray Ave	Schools	2	2	Reconstruct	\$8,000	No	-	1
Lesueur Ave & S 3rd St	Schools	2	1	Maintain, Reconstruct	\$4,000	No	-	1
Lesueur Ave & Rockwell Dr	Schools	2	2	Reconstruct	\$8,000	No	-	1
Agency St & Le Sueur Ave	Schools	2	2	Reconstruct	\$8,000	No	-	1
Midblock - Parkway Ave	Schools	2	1	Maintain, Reconstruct	\$4,000	No	-	1
Agency St & Parkway Ave	Schools	4	2	Maintain, Reconstruct	\$8,000	No	-	1
3rd St S & Parkway Ave	Schools	6	1	Maintain, Reconstruct	\$4,000	No	-	1
Pebble Ct & Rockwell Dr	Schools	2	2	Reconstruct	\$8,000	No	-	1
Blace Ave & Diane Dr	Schools	1	1	Reconstruct	\$4,000	No	-	1
Creekside Dr & Lesueur Ave	Schools	2	2	Reconstruct	\$8,000	No	-	1
Linda Dr & Peggy Ln	Parks, Schools	1	1	Reconstruct	\$4,000	No	-	1
2nd St S & Parkway Ave	Schools	6	1	Maintain, Reconstruct	\$4,000	No	-	1
3rd St S & Le Ray Ave	Schools	2	1	None, Reconstruct	\$4,000	No	-	1
Midblock - Park	Parks, Schools	3	3	Reconstruct	\$12,000	No	-	1
Diane Dr & Lesueur Ave	Schools	3	2	Maintain, Reconstruct	\$8,000	No	-	1
Lesueur Ave & Linda Dr	Schools	2	2	Reconstruct	\$8,000	No	-	1
Lesueur Ave & Matthew Ct	Schools	2	2	Reconstruct	\$8,000	No	-	1
Creekside Dr & Pebble Ct	Schools	2	2	Reconstruct	\$8,000	No	-	1
Agency St & Le Ray Ave		2	2	Reconstruct	\$8,000	No	-	3
598th Ave & Le Ray Ave		1	1	Reconstruct	\$4,000	No	-	3
Joan Ln & Thomas Dr & Timberidge Trl		1	1	Reconstruct	\$4,000	No	-	3
Maple Ln & Oak Dr		2	1	Maintain, Reconstruct	\$4,000	No	-	3
598th Ave & Creekside Dr		2	2	Reconstruct	\$8,000	No	-	3
598th Ave & Falcon Ct		2	2	Reconstruct	\$8,000	No	-	3
Midblock - Owl Ln		1	1	Reconstruct	\$4,000	No	-	3
James Dr & Joan Ln		2	1	Maintain, Reconstruct	\$4,000	No	-	3
Hawk Ave & Owl Ln		2	2	Reconstruct	\$8,000	No	-	3
598th Ave & Lesueur Ave		3	3	Reconstruct	\$12,000	No	-	3

Table 2-A.3. City of Eagle Lake Program Review - Pedestrian Ramp Report (Per Intersection)

Intersection	Land Use	Total # of Ramps	# of Non-Compliant Ramps	Recommended Action	Cost for Remediation	Tied to CIP Project (Y/N)	CIP Project #	Priority Level
2nd St S & Le Ray Ave		2	2	Reconstruct	\$8,000	No	-	3
Midblock - Maple La		1	1	Reconstruct	\$4,000	No	-	3
Midblock - 598th Ave		1	1	Reconstruct	\$4,000	No	-	3
Midblock - Hawk Ave		1	1	Reconstruct	\$4,000	No	-	3
Falcon Run & Owl Ln		2	2	Reconstruct	\$8,000	No	-	3
Midblock - Hwy 14 Trail		1	1	Reconstruct	\$4,000	No	-	3
598th Ave & Owl Ln		1	1	Reconstruct	\$4,000	No	-	3
Falcon Ct & Falcon Run		2	1	Maintain, Reconstruct	\$4,000	No	-	3

Table 2-A.4. City of Eagle Lake Program Review - Sidewalk and Trail Report

Street	Land Use	# of Segments	Total Length (ft)	Sidewalk/Trail Remediation Cost	Barriers Present	Barrier Length	Barrier Remediation Cost	Total Cost for Remediation	Priority Level	CIP Project #
Pebble Ct	Schools	2	419	\$5,276	No	0	\$0.00	\$5,276	1	-
S 2nd St	Schools	2	324	\$8,092	No	0	\$0.00	\$8,092	1	-
Eagle Lake Park	Parks, Schools	9	4827	\$12,330	Yes	10	\$250.00	\$12,580	1	-
Rockwell Dr	Schools	1	605	\$15,117	No	0	\$0.00	\$15,117	1	-
Le Sueur Ave	Schools	15	4607	\$17,763	Yes	0	\$0.00	\$17,763	1	-
Creekside Dr	Schools	4	2824	\$20,495	No	0	\$0.00	\$20,495	1	-
598th St	Other	3	2190	\$11,441	No	0	\$0.00	\$11,441	3	-
Falcon Ct	Other	2	253	\$1,630	No	0	\$0.00	\$1,630	3	-
Joan Ln	Other	2	1007	\$9,250	No	0	\$0.00	\$9,250	3	-
Hawk Ave	Other	1	1078	\$26,938	Yes	0	\$0.00	\$26,938	3	-
Falcon Run	Other	1	672	\$16,800	No	0	\$0.00	\$16,800	3	-
Owl Ln	Other	2	1127	\$24,433	No	0	\$0.00	\$24,433	3	-
Hwy 14 Trail	Other	1	2110	\$52,747	No	0	\$0.00	\$52,747	3	-

Appendix 2-B: Self-Evaluation – Policy and Practice Review

I. Appendix 2-B: City of Eagle Lake, MN Self-Evaluation – Policy and Practice Review

A. Review of Policies and Practices

The City's policies and practices include any City, department, or division policies and practices that direct staff in its daily work activities. Policies and practices that relate to accessibility and ADA conformance include:

1. *The City of Eagle Lake City Code:*

The City of Eagle Lake City Code provides several provisions dealing with sidewalk infrastructure. The following is a list of regulations providing barriers to ADA compliance:

a) Chapter 4: Regulations of streets, highways, and other rights-of-ways.

This section states the following:

"It is unlawful for any person, as driver or operator of a vehicle, or as the registered owner of a vehicle to park, stop or leave standing, whether knowingly or unknowingly, any such vehicle in a given place upon any public street for a period in excess of seventy two (72) continuous hours. (04-07-2014)"

A. Upon a public sidewalk;

E. Upon any public street on any crosswalk;

Policy Understanding and Recommended Revision:

Based on this regulation, it is lawful to park, stop, or leave standing a vehicle on a public sidewalk or crosswalk for 72 hours or less which provides a temporary barrier to all users of those pedestrian facilities.

The following revisions to this Plan are recommended as part of this review:

1. Amend policy language to prevent parking, stopping, or leaving a vehicle on sidewalks or crosswalks for any length of time unless for temporary unloading or emergency purposes.

Appendix 2-C: ADA Transition Plan Projects referenced from the City of Eagle Lake Capital Improvements Plan

I. **Appendix 2-C: City of Eagle Lake Capital Improvements Plan (CIP) Projects That Include (Consider) Accessible Pedestrian Infrastructure**

The City of Eagle Lake’s most recent CIP was adopted on XXXX, 20XX. This document can be accessed through the City’s website at the following link:

Insert [Link](#)

The following projects from the CIP that may include accessible pedestrian infrastructure considerations:

CIP Area	20XX Proposed Improvements

The City will continue to implement infrastructure and maintenance improvements as part of its long-range capital improvement planning and pavement management plan. With these efforts, the City will incorporate ADA-compliant pedestrian facilities and complete accessible infrastructure improvements as needed to ensure access for all users.

Appendix 2-D: Public Outreach Results

I. Appendix 2-D: Public Outreach Results

Input from the community has been gathered and used to help define priority areas for improvements within the public rights-of-way of XXXXXXXX.

Public outreach for the creation of this document consisted of the following activities:

- **Stakeholder Outreach:**

Project staff met with a group of seniors at the Epiphany Lutheran Church in Eagle Lake on April 11, 2018 to discuss barriers to accessibility in the community. These barriers are illustrated on **Figure 2-A.1** in **Appendix 2-A**. The group identified three barriers in the community that they found to pose barriers to accessibility. A meeting summary can be seen in **Appendix 2-D.1**

- **Public Open House:**

MAPO agencies held two public open houses to gather input on the state of pedestrian infrastructure in each jurisdiction and priority preferences for projects moving forward.....

Open House #1.

All stakeholders within MAPO jurisdictions were invited to attend a public information meeting on January 31, 2018 at the Mankato Intergovernmental Center to receive information on the project and provide their feedback on the process and help project staff identify locations that pose barriers to accessibility. There were no specific comments received for Eagle Lake at that meeting. A meeting summary is available in **Appendix 1-A**.

Open House #2.

XXXXXX

- **Project Website:**

This document was available for public comment online between the dates of XXXXX XX, 20XX to XXXX XX, 20XX.

A grievance procedure was also available on the site in which the general public could file an electronic grievance, placing comments directly on an interactive map for the city to include in the results of the Self-Evaluation. There were no comments received through this application.

Appendix 2-E: Greivance Procedure

I. Appendix 2-E: City of Eagle Lake ADA Grievance Procedure

In accordance with 28 CFR 35.107(b), the City has developed the following ADA grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints, concerns, comments, and other grievances.

The City understands that members of the public may desire to contact staff to discuss ADA issues without filing a formal grievance. Members of the public wishing to contact the ADA Coordinator should reference the contact information in **Appendix 2-F**. Contacting staff to informally discuss ADA issues is welcome and does not limit a person's ability or right to file a formal grievance later.

Those wishing to file a formal written grievance with the City of Eagle Lake may do so by one of the following methods:

A. Telephone

Contact the City of Eagle Lake's ADA Coordinator listed in the **Contact Information** section of **Appendix 2-F** to submit an oral grievance. The staff person will use the internet to electronically submit the grievance on behalf of the person filing it.

B. Paper Submission

A paper copy of the City's grievance form is available by request from the City of Eagle Lake's ADA Coordinator (contact information in **Appendix 2-F**). Complete the form and submit it to the City of Eagle Lake ADA Coordinator at the address listed.

The City of will acknowledge receipt of the grievance to the citizen within 10 working days of the submission. City staff will then provide a response or resolution to the grievance or will provide information on when the citizen can expect a response. If the grievance filed does not fall within the City of Eagle Lake's jurisdiction, staff will work with the citizen to contact the agency with jurisdiction.

When possible (typically within 60 calendar days or less of the grievance submission) City staff will conduct an investigation to determine the validity of the alleged violation. As a part of the investigation, internal staff will be consulted to fully understand the complaint and possible solutions. The City of Eagle Lake staff will contact the citizen to discuss the investigation and proposed resolution.

The City of Eagle Lake will consider all grievances within its particular context or setting. Furthermore, the department will consider many varying circumstances including: access to applicable services, programs, or facilities; the nature of the disability; essential eligibility requirements for participation; health and safety of others; and degree to which a potential solution would constitute a fundamental alteration to the program, service, or facility, or cause undue hardship to the City of Eagle Lake.

Accordingly, the resolution by The City of Eagle Lake of any one grievance does not constitute a precedent upon which the City is bound or upon which other complaining parties may rely.

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

For more information, contact:

U.S. Department of Justice

Civil Rights Division

950 Pennsylvania Avenue, N.W.

Disability Rights Section – NYAV

Washington, D.C. 20530

www.ada.gov

(800) 514-0301 (voice)

(800) 514-0383 (TTY)

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

File Retention

The City of Eagle Lake shall maintain ADA grievance files on behalf of the City for a period of seven years.

City Eagle Lake, MN ADA Grievance Form

Instructions: Please fill out this form completely and submit to:

City of Eagle Lake ADA Coordinator
City of Eagle Lake, MN
705 Parkway Avenue,
Eagle Lake, MN 56024

Or it can be e-mailed to: jbromeland@eaglelakemn.com

Complainant – person filing grievance:

Name: _____ Date: _____ Address: _____

_____ City, State, Zip Code: _____

Home: _____ Cell: _____

Work: _____ Email: _____

Representing – person claiming an accessibility issue or alleging an ADA violation (if not the complainant):

Name: _____

Address: _____ City, State, Zip Code: _____

Home: _____ Cell: _____

Work: _____ Email: _____

Description and location of the alleged violation and the nature of a remedy sought.

If the complainant has filed the same complaint or grievance with the United States Department of Justice (DOJ), another federal or state civil rights agency, a court, or others, the **name of the agency or court where the complainant filed it and the filing date**.

Agency or Court: _____ Contact Person: _____

Address: _____ City, State, Zip Code: _____

Phone Number: _____ Date Filed: _____

Appendix 2-F: Contact Information

I. Appendix 2-F: Responsible Officials and Key Staff

A. Responsible Officials Contact Information

1. City of Eagle Lake ADA Coordinator:

Jennifer Bromeland, City Administrator

705 Parkway Avenue

Eagle Lake, MN 56024

P: (507)257-3218

E: jbromeland@eaglelakemn.com

Appendix 2-G: ADA Design Standards and Procedures

I. Appendix 2-G: ADA Design Standards and Procedures

A. Design Standards

1. Public Rights-of-Way Accessibility Guidelines

Public Rights-of-Way Accessibility Guidelines (PROWAG), developed by the Access Board, are draft guidelines that address accessibility in the public rights-of-way. Sidewalks, street crossings, and other elements of the public rights-of-way present unique challenges to accessibility for which specific guidance is considered essential. The Access Board is developing these guidelines that will address various issues, including access for visually impaired pedestrians at street crossings, wheelchair access to on-street parking, and various constraints posed by space limitations, roadway design practices, slope, and terrain. PROWAG can be found at <http://www.access-board.gov/attachments/article/743/nprm.pdf>.

In 2010 and 2015, as a part of the development of MnDOT's Transition Plan, MnDOT Issued Technical Memorandum 10-02-TR-01 Adoption of Public Rights of way Accessibility Guidance and Technical Memorandum No. 15--02-TR-01 Adoption of Public Rights-of -Way Accessibility Guidance (PROWAG), respectively to their staff, cities, and counties. These memorandums, which have both expired, make the PROWAG the primary guidance for accessible facility design on MnDOT projects. In addition, these technical memorandums can be found on MnDOT's website. See (<http://techmemos.dot.state.mn.us/>).

2. Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way

The Access Board is proposing these accessibility guidelines for the design, construction, and alteration of pedestrian facilities in the public right-of-way. The guidelines ensure that sidewalks, pedestrian street crossings, pedestrian signals, and other facilities for pedestrian circulation and use constructed or altered in the public right-of-way by state and local governments are readily accessible for pedestrians with disabilities. When the guidelines are adopted, with or without additions and modifications, as accessibility standards in regulations issued by other federal agencies implementing the ADA, Section 504 of the Rehabilitation Act, and the Architectural Barriers Act, compliance with these accessibility standards is mandatory. These proposed accessibility guidelines can be found on the Access Board website (<http://www.access-board.gov>) under Public Rights-of-Way or at <http://www.access-board.gov/attachments/article/743/nprm.pdf>.

3. Accessible Public Rights-of-Way Planning and Design for Alterations (August 2007)

This report and its recommendations are the work of the Public Rights-of-Way Access Advisory Committee (PROWAAC) – Subcommittee on Technical Assistance and are intended to provide technical assistance only. The report is not a rule and has no legal effect. It has not been endorsed by the U.S. Access Board, the Department of Justice, or the Federal Highway Administration of the Department of Transportation. Still it can be a technical advisory source

for engineers and technicians who are planning and designing for alterations to pedestrian elements. This document is on the Access Board website (<http://www.access-board.gov>) or at <http://www.access-board.gov/attachments/article/756/guide.pdf>.

4. Minnesota Department of Transportation

Building on the adoption of PROWAG as planning and design guidance for accessible pedestrian facilities, MnDOT has developed additional planning, design, and construction guidance that is available to local agencies. Listed below is information on additional design guidance available. This is not intended to be an exclusive or comprehensive list of ADA guidance, but rather an acknowledgement of guidance staff should consider and a starting point for information on providing accessible pedestrian facilities.

The MnDOT Accessibility webpage, which has good information in a variety of subject areas related to ADA and accessibility, can be found at <http://www.dot.state.mn.us/ada/index.html>. The webpage also provides the ability to sign up for ADA policy and design training classes when available and to review material from previous trainings.

Curb Ramp Guidelines: <http://www.dot.state.mn.us/ada/pdf/curbramp.pdf>

ADA Project Design Guide Memo:

<http://www.dot.state.mn.us/ada/pdf/adaprojectdesignguidememo.pdf> ADA Project Design Guide: <http://www.dot.state.mn.us/ada/pdf/adaprojectdesignguide.pdf>

Pedestrian Curb Ramp Details Standard Plans 5-297.250 can be found on MnDOT's website at <http://standardplans.dot.state.mn.us/>

Driveway and Sidewalk Details Standard Plans 5-297.254 can be found on MnDOT's website at <http://standardplans.dot.state.mn.us/>

MnDOT's 7000 series Standard Plates, which are approved standards drawings, provide information on standard details of construction and materials related to curbs, gutters, and sidewalks are on MnDOT's website at <http://standardplates.dot.state.mn.us/stdplate.aspx>

The MnDOT Road Design Manual serves as a uniform design guide for engineers and technicians working on MnDOT projects. The document is available to others (such as Hennepin County) as a technical resource. Chapter 11 – Special Designs, includes information on the design of pedestrian facilities. The Road Design Manual can be found at (<http://roaddesign.dot.state.mn.us/roaddesign.aspx>)

MnDOT's Pedestrian Accommodations Through Work Zones webpage, <http://www.dot.state.mn.us/trafficeng/workzone/apr.html> contains information on providing accessibility during impacts due to maintenance or construction activities.

B. Design Procedures

1. Intersection Corners

The City of Eagle Lake will attempt to construct or upgrade pedestrian curb ramps to be consistent with Access Board recommended designs parameters and MnDOT ADA design guidance and procedures to the extent feasible within all capital reconstruction projects. There may be limitations which make it technically infeasible for the City to achieve these goals at an intersection corner within the scope of any project. Those limitations will be noted and the intersection corners will be constructed to maximize accessibility to the extent feasible within the project scope. As future projects or opportunities arise, additional improvements at these locations may be incorporated into future projects. The City will strive to ensure that each intersection corner is constructed to be as accessible as possible.

2. Sidewalks / Trails

The City of Eagle Lake will attempt to construct or upgrade sidewalks and trails to be consistent with Access Board recommended designs parameters, MnDOT ADA design guidance and procedures to the extent feasible within all capital improvement projects. There may be limitations which make it technically infeasible for the City to achieve these goals within all segments of sidewalks or trails within the scope of any project. Those limitations will be noted and those segments will be constructed to maximize accessibility to the extent feasible within the project scope. As future projects or opportunities arise, additional improvements at these locations may be incorporated into future projects. The City will strive to ensure that every sidewalk or trail is constructed to be as accessible as possible.