



# Sherburne County ADA Transition Plan



## Introduction

### Transition Plan Need and Purpose

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

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

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

As required by Title II of [ADA, 28 CFR. Part 35 Sec. 35.105 and Sec. 35.150](#), Sherburne County has conducted a self-evaluation of its facilities within public rights of way and has developed this Transition Plan detailing how the organization will ensure that all of those facilities are accessible to all individuals. **This document has been created to specifically cover accessibility within the public rights of way and does not include information on County programs, practices, or building facilities not related to public rights of way.**

### ADA and its Relationship to Other Laws

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

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

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal

department or agency. Title II of ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding or not.

### **Agency Requirements**

Under Title II, Sherburne County must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities ([28 C.F.R. Sec. 35.150](#)).
- May not refuse to allow a person with a disability to participate in a service, program or activity simply because the person has a disability ([28 C.F.R. Sec. 35.130 \(a\)](#)).
- Must make reasonable modifications in policies, practices and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result ([28 C.F.R. Sec. 35.130\(b\) \(7\)](#)).
- May not provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective ([28 C.F.R. Sec. 35.130\(b\)\(iv\) & \(d\)](#)).
- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others ([29 C.F.R. Sec. 35.160\(a\)](#)).
- Must designate at least one responsible employee to coordinate ADA compliance [[28 CFR Sec. 35.107\(a\)](#)]. This person is often referred to as the "ADA Coordinator." The public entity must provide the ADA coordinator's name, office address, and telephone number to all interested individuals [[28 CFR Sec. 35.107\(a\)](#)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [[28 CFR Sec. 35.106](#)]. The notice must include the identification of the employee serving as the ADA coordinator and must provide this information on an ongoing basis [[28 CFR Sec. 104.8\(a\)](#)].
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [[28 CFR Sec. 35.107\(b\)](#)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

## Self-Evaluation

### Overview

Sherburne County is required, under Title II of the Americans with Disabilities Act (ADA) and 28CFR35.105, to perform a self-evaluation of its current transportation infrastructure, policies, practices, and programs. The self-evaluation will help identify what policies and practices impact accessibility within the Public Right of Way and examine how the County can implement improvements.

The goal of the self-evaluation is to verify that, in implementing the County's policies and practices, the department is providing accessibility and not adversely affecting the full participation of individuals with disabilities.

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

### Summary

In August 2012, Sherburne County conducted an inventory of pedestrian facilities within its public right of way consisting of the evaluation of the following facilities:

- Sidewalks/trails
- Curb ramps
- Traffic control signals
- Access to County facilities

A detailed evaluation on how these facilities relate to ADA standards is found in Appendix A and will be updated periodically.

## **Policies and Practices**

### **Previous Practices**

Since the adoption of the ADA, Sherburne County has strived to provide accessible pedestrian features as part of the County's capital improvement projects. As additional information was made available as to the methods of providing accessible pedestrian features, the County updated their procedures to accommodate these methods. Recently, more standardized design and construction practices have evolved. This has resulted in the ability for local agencies to receive additional exposure and training on accessible features. This has improved an agency's ability to understand available options and to explore the feasibility of implementing accessibility improvements. This information also assisted in providing guidance for developing transition plans.

### **Policy**

Sherburne County's goal is to continue to provide accessible pedestrian design features as part of the County's capital improvement projects. The County has established ADA design standards and procedures as listed in Appendix F. These standards and procedures will be revised periodically to reflect changing national, state and local recommended best management practices.

The County will consider and respond to all accessibility improvement requests in a reasonable and responsible manner. All accessibility improvements that have been deemed reasonable will be scheduled for implementation in a manner consistent with county practices for establishing transportation priorities. The County will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the County's jurisdiction are designed and constructed in accordance with the most current ADA design practices to the extent feasible.

Maintenance of pedestrian facilities within the public right of way will continue to follow the policies set forth by the County.

#### **New Construction:**

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

#### **Reconstruction areas:**

- All County reconstruction projects will be designed and constructed in accordance with the most current ADA design practices to the extent feasible.

### **Rehabilitation/Resurfacing projects**

- Accessible curb cuts and ramps will be added as needed to provide access to existing pedestrian facilities (i.e. walks/trails) at intersections 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 County Engineer.

### **Public Request projects.**

- Accessibility improvements requested by the public will be evaluated by County staff. A brief engineering study will be performed. Evaluation criteria will include pedestrian volumes, traffic volumes, condition of existing infrastructure, impacts to future projects, and public safety.

**Requests for accessibility improvements should be submitted to the Sherburne County ADA Coordinator Contact information is located in Appendix E.**

### **Stand Alone Projects.**

- If funding is available, independent ADA projects may be undertaken by the County. A brief engineering study will be performed. 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.

### **External Agency Coordination**

Many other agencies are responsible for pedestrian facilities within the jurisdiction of Sherburne County. The County will cooperate with those agencies to assist in the facilitation of the elimination of accessibility barriers as necessary.

## **Schedule**

Sherburne County has set the following schedule goals for improving the accessibility of its pedestrian facilities within the County's jurisdiction:

- After 5 years, items identified in the County Improvement Plan (CIP) would be ADA compliant to the extent feasible.
- After 20 years, 80% of accessibility features within the jurisdiction of the County would be ADA compliant to the extent feasible.

## **ADA Coordinator**

In accordance with 28 CFR 35.107(a), Sherburne County has identified an ADA Title II Coordinator to oversee the County's policies and procedures. Contact information for this individual is located in Appendix E.

## **Implementation Schedule**

### **Methodology**

Sherburne County will utilize two methods for upgrading pedestrian facilities. The first and most comprehensive of the two methods are the scheduled roadway reconstruction projects. Pedestrian facilities along reconstruction corridors will be upgraded to current recommended accessibility standards to the extent feasible. The second method is stand alone sidewalk and accessibility improvement projects. These projects will be incorporated into the Capital Improvement Program (CIP) on a case by case basis as a priority need is identified and as available funding allows. Stand Alone projects will be completed at the discretion of Sherburne County staff. A copy of the Sherburne County Capital Improvement projects list is available upon request.

### **Public Outreach**

Sherburne County recognizes that public participation is an important component in the development of this document. Input from the community has been gathered and used to help define priority areas for improvements within the jurisdiction of Sherburne County.

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

- Newspaper Advertisement was placed in *the Citizen*, October 20, 2012, advertising a public open house meeting to be held November 7, 2012 from 4-7pm.
- A Newspaper Article was run in *The Citizen* on November 3, 2012, outlining the County's intention to address accessibility in the county.
- A public Open House was held at the Sherburne County Government Center on November 7, 2012 from 4-7 pm.
  - Numerous posters, handouts and map as well as draft copies of the Counties ADA transition plan were available for public review at the open house meeting.
  - No comments were received.

## **Grievance Procedure**

Requests for accessibility improvements can be submitted to the Sherburne County ADA Coordinator. Under the Americans with Disabilities Act, each agency is required to publish its responsibilities in regards to the ADA. A copy of this public notice is provided in Appendix D. If users of Sherburne County facilities and services believe the County has not provided reasonable accommodation, they have the right to file a grievance.

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

## **Monitor the Progress**

This document will continue to be updated as conditions within the County evolve. This document and the appendices are subject to periodic updates. With each main body update, a public comment period will be established to continue the public outreach.

## **Appendices**

- A. Self-Evaluation Results**
- B. Schedule / Budget Information**
- C. Public Outreach Materials**
- D. Public Notice**
- E. Contact Information**
- F. Agency ADA Design Standards and Procedures**
- G. Glossary of Terms**
- H. Grievance Procedure**
- I. Grievance Form**

## **Appendix A – Self-Evaluation Results**

This initial self-evaluation of pedestrian facilities yielded the results shown on the following pages in this appendix.

## Sherburne County Pedestrian Facilities - Signals

| Hardware Jurisdictional Owner  | Intersection                     | Nearest City    | APS Status    | Notes               |
|--|----------------------------------|-----------------|---------------|---------------------|
| Sherburne County   | CSAH 1 & CR 77                   | Elk River       | Not Installed |                     |
| Sherburne County   | CSAH 4 & CR 45                   | Zimmerman       | Not Installed |                     |
| Sherburne County   | CSAH 2 & CSAH 29                 | Princeton       | Not Installed |                     |
| <b>Additional signals systems in Sherburne County but Owned by not Owned or Operated by County</b> |                                  |                 |               |                     |
| MnDOT  | TH 10 & 171st Avenue             | Elk River       | NA            |                     |
| MnDOT  | TH 10 & TH 169 N. Ramp           | Elk River       | NA            |                     |
| MnDOT  | TH 10 & Main Street              | Elk River       | NA            |                     |
| MnDOT  | TH 19 & Jackson                  | Elk River       | NA            |                     |
| MnDOT  | TH 10 & CSAH 1                   | Elk River       | NA            |                     |
| MnDOT  | TH 10 & CR 44                    | Elk River       | NA            |                     |
| MnDOT  | TH 10 & Joplin Street            | Elk River       | NA            |                     |
| MnDOT  | TH 10 & Waco                     | Elk River       | NA            |                     |
| MnDOT  | TH 10 & CR 43                    | Big Lake        | NA            |                     |
| MnDOT  | TH 10 & CSAH 5                   | Big Lake        | NA            |                     |
| MnDOT  | TH 10 & TH 25                    | Big Lake        | NA            |                     |
| MnDOT  | TH 10 & CSAH 17 & CR 81          | Big Lake        | NA            |                     |
| MnDOT  | TH 10/TH 25 & CSAH 11            | BigLake/Becker  | NA            |                     |
| MnDOT  | TH 10 & Liberty Lane             | Becker          | NA            |                     |
| MnDOT  | TH 10 & TH 24 & CSAH 6           | Clear Lake      | NA            |                     |
| MnDOT  | TH 10 & 15th Avenue (St. Cloud)  | St. Cloud       | NA            |                     |
| MnDOT  | TH 169 & Main Street             | Elk River       | NA            |                     |
| MnDOT  | TH 169 & School Street           | Elk River       | NA            |                     |
| MnDOT  | TH 169 & Jackson Avenue          | Elk River       | NA            |                     |
| MnDOT  | TH 169 & 197th Avenue            | Elk River       | NA            |                     |
| MnDOT  | TH 169 & CSAH 4                  | Zimmerman       | NA            |                     |
| MnDOT  | Main/Zane/Line/CSAH 12           | Elk River       | NA            |                     |
| MnDOT  | School Street & Freeport         | Elk River       | NA            |                     |
| MnDOT  | TH 25 & CSAH 14/CSAH 11          | Big Lake/Becker | NA            |                     |
| MnDOT  | TH 24 & CSAH 8                   | Clear Lake      | NA            |                     |
| MnDOT  | School Street & Jackson Avenue   | Elk River       | NA            |                     |
| City of Elk River  | School Street & Lions Park Drive | Elk River       | NA            |                     |
| City of Elk River  | School Street & CSAH 1           | Elk River       | NA            |                     |
| City of Becker   | TH 10 & CSAH 23                  | Becker          | NA            | Blinker System      |
| City of Becker   | CSAH 23 & CSAH 24                | Becker          | NA            | Pedestrian Crossing |

## Sherburne County Pedestrian Facilities - Bridges & Underpasses

| No. | Bridge Number | Location  | Nearest City             | Direction | Pedestrian Features | ADA Checklist Status | Notes                       |
|-----|---------------|---|--------------------------|-----------|---------------------|----------------------|-----------------------------|
| 1   | 71513         | CR 62 - East of St. Cloud Regional Airport          | St. Cloud                | E         | None                | Does not Apply       | Paved Shoulder              |
| 2   | 71503         | CSAH 3 - East of TH 10                              | St. Cloud                | SE        | None                | Does not Apply       | Paved Shoulder              |
| 3   | 71514         | CR 61 - East of TH 10                               | Clear Lake               | NW        | None                | Does not Apply       | Paved Shoulder              |
| 4   | 90706         | 54th Street (Twp. Rd.) - East of TH 10              | Clear Lake               | NW        | None                | Does not Apply       | Closed Bridge               |
| 5   | 71511         | CSAH 20 - North of TH 10                            | Clear Lake               | NW        | None                | Does not Apply       | Paved Shoulder              |
| 6   | 71521         | CSAH 20 - North of TH 10                            | Clear Lake               | NW        | None                | Does not Apply       | Paved Shoulder              |
| 7   | 71510         | CSAH 16 - East of CSAH 20                           | Clear Lake               | N         | None                | Does not Apply       | Paved Shoulder              |
| 8   | 7034          | CSAH 6 - Northeast of Clear Lake                    | Clear Lake               | NE        | None                | Does not Apply       | Paved Shoulder              |
| 9   | L8138         | 90th Avenue (Twp. Rd.) - North of Clear Lake        | Clear Lake               | NE        | None                | Does not Apply       | No Shoulder                 |
| 10  | 7187          | CSAH 3 - Between CR 61 & CSAH 6                     | Clear Lake               | NE        | None                | Does not Apply       | No Shoulder                 |
| 11  | 71516         | CSAH 6 - Between CSAH 3 and CR 62                   | Clear Lake               | NE        | None                | Does not Apply       | Paved Shoulder              |
| 12  | 71J05         | 42nd Street (Twp. Rd.) - West of CSAH 6             | Clear Lake               | NE        | None                | Does not Apply       | Culvert, No Shoulder        |
| 13  | 71507         | CSAH 16 - East of CSAH 6                            | Clear Lake               | NE        | None                | Does not Apply       | Paved Shoulder              |
| 14  | 71508         | CSAH 16 - Between CSAH 6 and CR 53                  | Clear Lake               | NE        | None                | Does not Apply       | Paved Shoulder              |
| 15  | 6411          | CR 54 - West of CR 53                               | Clear Lake               | E         | None                | Does not Apply       | No Shoulder                 |
| 16  | 71520         | 155th Avenue (Twp. Rd.) - East of CSAH 23           | National Wildlife Refuge | NW        | None                | Does not Apply       | No Shoulder                 |
| 17  | 71542         | 155th Avenue (Twp. Rd.) - East of CSAH 23           | National Wildlife Refuge | NW        | None                | Does not Apply       | No Shoulder                 |
| 18  | 71523         | 15th Street (Twp. Rd.) - North of CSAH 3            | National Wildlife Refuge | NW        | None                | Does not Apply       | No Shoulder                 |
| 19  | 71512         | CSAH 11 - North of CSAH 3                           | National Wildlife Refuge | NW        | None                | Does not Apply       | Paved Shoulder              |
| 20  | 71524         | CSAH 3 - Between CSAH 11 and CR 70                  | National Wildlife Refuge | NW        | None                | Does not Apply       | No Shoulder                 |
| 21  | 71J07         | CSAH 3 - East of CR 70                              | National Wildlife Refuge | NW        | None                | Does not Apply       | Paved Shoulder              |
| 22  | 71J08         | CR 70 - West of CSAH 22                             | National Wildlife Refuge | NW        | None                | Does not Apply       | Box Culvert, No Shoulder    |
| 23  | 71525         | CSAH 5 - South of CSAH 3                            | National Wildlife Refuge | N         | None                | Does not Apply       | Paved Shoulder              |
| 24  | 71518         | CSAH 9 - Between CSAH 5 and CR 42                   | National Wildlife Refuge | C         | None                | Does not Apply       | Paved Shoulder              |
| 25  | 71J02         | CSAH 1 - Between CR 42 and CR 87                    | National Wildlife Refuge | E         | None                | Does not Apply       | Box Culvert, Paved Shoulder |
| 26  | 71505         | CSAH 4 - West of CSAH 1                             | National Wildlife Refuge | SE        | None                | Does not Apply       | Paved Shoulder              |
| 27  | 71509         | CSAH 15 - South of CSAH 10                          | National Wildlife Refuge | S         | None                | Does not Apply       | Paved Shoulder              |
| 28  | 71519         | CSAH 23 - North of Becker                           | Becker                   | N         | None                | Does not Apply       | Paved Shoulder              |
| 29  | 97742         | CSAH 23 - North of TH 10                            | Becker                   | C         | None                | Does not Apply       | Box Culvert, Paved Shoulder |
| 30  | 71501         | CSAH 24 - East of CSAH 23                           | Becker                   | E         | None                | Does not Apply       | Paved Shoulder              |
| 31  | 71506         | CSAH 11 - South of CR 73                            | Becker                   | SE        | None                | Does not Apply       | Paved Shoulder              |
| 32  | 71526         | CR 73 - Northwest of Big Lake                       | Big Lake                 | NW        | None                | Does not Apply       | Paved Shoulder              |
| 33  | 1960          | CR 75 - West of Eagle Lake                          | Big Lake                 | N         | None                | Does not Apply       | Paved Shoulder              |
| 34  | 71527         | CSAH 5 - South of CR 75                             | Big Lake                 | N         | None                | Does not Apply       | Paved Shoulder              |
| 35  | 71515         | CR 43 - North of TH 10                              | Big Lake                 | E         | None                | Does not Apply       | Paved Shoulder              |
| 36  | 71504         | CSAH 14 - North of TH 10                            | Big Lake                 | E         | None                | Does not Apply       | Paved Shoulder              |
| 37  | 71J01         | CR 35 - East of CSAH 14                             | Big Lake                 | E         | None                | Does not Apply       | Culvert, No Shoulder        |
| 38  | 71J03         | 209th Avenue (Twp. Rd.) - Between CSAH 15 and CR 32 | Elk River                | W         | None                | Does not Apply       | Culvert, No Shoulder        |
| 39  | L8139         | Ranch Road (Twp. Rd.) - West of CR 32               | Elk River                | NW        | None                | Does not Apply       | Culvert, No Shoulder        |
| 40  | 71J06         | CR 79 - West of CR 32                               | Elk River                | NW        | None                | Does not Apply       | Culverts, No Shoulder       |
| 41  | 71J04         | CSAH 33 - Between CSAH 1 and Proctor Rd.            | Elk River                | C         | None                | Does not Apply       | Box Culvert, Paved Shoulder |

## Sherburne County Pedestrian Facilities - Ped Ramps

| County Highway | Intersection              | Quadrant | Compliance Check Completed | Compliant (Yes/No) |
|----------------|---------------------------|----------|----------------------------|--------------------|
| <b>CSAH 1</b>  |                           |          |                            |                    |
|                | CR 32                     | SE       | Jul-12                     | No                 |
|                | Golf Course Entrance      | NE       | Jul-12                     | No                 |
|                | Golf Course Entrance      | SE       | Jul-12                     | No                 |
|                | 196th Ln NW               | SE       | Aug-12                     | No                 |
|                | 196th Ln NW               | NE       | Aug-12                     | No                 |
|                | 196th Ln NW               | SW       | Aug-12                     | No                 |
|                | 194th Ln NW               | NE       | Aug-12                     | No                 |
|                | 194th Ln NW               | SE       | Aug-12                     | No                 |
|                | Industrial Blvd           | NW       | Aug-12                     | No                 |
|                | Industrial Blvd           | SW       | Aug-12                     | No                 |
|                | Watson St                 | NE       | Aug-12                     | No                 |
|                | Watson St                 | SE       | Aug-12                     | No                 |
|                | Vernon St                 | NE       | Aug-12                     | No                 |
|                | Vernon St                 | SE       | Aug-12                     | No                 |
|                | Upland St                 | NE       | Aug-12                     | No                 |
|                | Upland St                 | SE       | Aug-12                     | No                 |
|                | Upland St                 | NW       | Aug-12                     | No                 |
|                | Proctor Rd                | SE       | Aug-12                     | No                 |
|                | Proctor Rd                | NE       | Aug-12                     | No                 |
|                | Proctor Rd                | SW       | Aug-12                     | No                 |
|                | Proctor Rd                | NW       | Aug-12                     | No                 |
|                | Vandenburg MS S. Entrance | NE       | Aug-12                     | No                 |
|                | Vandenburg MS S. Entrance | SE       | Aug-12                     | No                 |
|                | Vandenburg MS S. Entrance | NE       | Aug-12                     | No                 |
|                | Vandenburg MS S. Entrance | SE       | Aug-12                     | No                 |
|                | School St                 | NE       | Aug-12                     | No                 |
|                | School St                 | NW       | Aug-12                     | No                 |
|                | School St                 | SW       | Aug-12                     | No                 |
|                | School St                 | SE       | Aug-12                     | No                 |
|                | Train Tracks              | NE       | Aug-12                     | No                 |
|                | Train Tracks              | NW       | Aug-12                     | No                 |
|                | Train Tracks              | SE       | Aug-12                     | No                 |
|                | Train Tracks              | SW       | Aug-12                     | No                 |
| <b>CSAH 4</b>  |                           |          |                            |                    |
| <b>CSAH 5</b>  |                           |          |                            |                    |
|                | Lexington Ave             | NE       | Aug-12                     | No                 |
|                | Lexington Ave             | SE       | Aug-12                     | No                 |
|                | Martin Ave                | SE       | Aug-12                     | Yes                |
|                | Martin Ave                | NE       | Aug-12                     | No                 |
|                | Minnesota Ave             | SE       | Aug-12                     | No                 |
|                | Minnesota Ave             | NE       | Aug-12                     | No                 |
|                | High School Entrance      | NE       | Aug-12                     | No                 |
| <b>CSAH 6</b>  |                           |          |                            |                    |
| <b>CSAH 8</b>  |                           |          |                            |                    |
|                | 16th St SE                | SW       | Jul-12                     | No                 |
|                | 16th St SE                | NE       | Jul-12                     | No                 |
|                | University Ave            | SE       | Jul-12                     | No                 |
|                | University Ave            | NE       | Jul-12                     | No                 |
|                | University Ave            | NW       | Jul-12                     | No                 |
|                | University Ave            | SW       | Jul-12                     | No                 |
|                | 14th St SE                | NE       | Jul-12                     | No                 |
|                | 14th St SE                | SE       | Jul-12                     | No                 |
|                | City Shop Entrance        | NE       | Jul-12                     | No                 |
|                | City Shop Entrance        | SE       | Jul-12                     | No                 |

| County Highway           | Intersection                | Quadrant      | Compliance Check Completed | Compliant (Yes/No) |
|--------------------------|-----------------------------|---------------|----------------------------|--------------------|
|                          | 13th St                     | SW, East-West | Jul-12                     | No                 |
|                          | 13th St                     | SW            | Jul-12                     | No                 |
|                          | 13th St                     | NW            | Jul-12                     | No                 |
|                          | 12th St                     | NW            | Jul-12                     | No                 |
|                          | 12th St                     | SW            | Jul-12                     | No                 |
|                          | 12th St                     | SW, East-West | Jul-12                     | No                 |
|                          | 12th St                     | SW            | Jul-12                     | No                 |
|                          | 11th St                     | NW            | Jul-12                     | No                 |
|                          | 11th St City Shop           | NE            | Jul-12                     | No                 |
|                          | 11th St City Shop           | SE, East-West | Jul-12                     | No                 |
|                          | 11th St City Shop           | SE            | Jul-12                     | No                 |
|                          | 11th St                     | SW, East-West | Jul-12                     | No                 |
|                          | 11th St                     | SW            | Jul-12                     | No                 |
|                          | Lincoln Ave                 | SE            | Jul-12                     | No                 |
|                          | Lincoln Ave                 | NE            | Jul-12                     | No                 |
|                          | Lincoln Ave                 | SW            | Jul-12                     | No                 |
|                          | Lincoln Ave                 | NW            | Jul-12                     | No                 |
|                          | Frontage Road               | NW            | Jul-12                     | No                 |
|                          | Frontage Road               | SW            | Jul-12                     | No                 |
| <b>CSAH 8 (15th ave)</b> |                             |               |                            |                    |
|                          | 24th St SE                  | SE            | Jun-12                     | No                 |
|                          | 24th St SE                  | NE            | Jun-12                     | No                 |
|                          | 9th Ave                     | NW            | Jun-12                     | No                 |
|                          | Minnesota Ave               | SW            | Jun-12                     | No                 |
|                          | Minnesota Ave               | NW            | Jun-12                     | No                 |
|                          | 19th St SE                  | SW            | Jun-12                     | No                 |
|                          | 19th St SE                  | NW            | Jun-12                     | No                 |
|                          | Oakwood Court Apt. Building | S             | Jun-12                     | No                 |
|                          | Oakwood Court Apt. Building | N             | Jun-12                     | No                 |
|                          | Oakwood Court Middle Ent.   | S             | Jun-12                     | No                 |
|                          | Oakwood Court Middle Ent.   | N             | Jun-12                     | No                 |
| <b>CSAH 12</b>           |                             |               |                            |                    |
|                          | 100's Nixon St              | N             | Aug-12                     | No                 |
|                          | Nixon St                    | NW            | Aug-12                     | No                 |
|                          | Nixon St                    | NE            | Aug-12                     | No                 |
|                          | Nixon St                    | SW            | Aug-12                     | No                 |
|                          | Trott Brook Pkwy            | NE            | Aug-12                     | No                 |
|                          | Trott Brook Pkwy            | NW            | Aug-12                     | No                 |
|                          | Tyler Dr                    | SE            | Aug-12                     | No                 |
|                          | Zane Ave                    | SE            | Aug-12                     | No                 |
|                          | Zane Ave                    | SW            | Aug-12                     | No                 |
| <b>CSAH 13</b>           |                             |               |                            |                    |
|                          | 182nd Ave                   | NE            | Aug-12                     | No                 |
|                          | 182nd Ave                   | SE            | Aug-12                     | No                 |
|                          | Line Ave                    | SW            | Aug-12                     | No                 |
|                          | 185th Ave NW                | NE            | Aug-12                     | No                 |
|                          | 185th Ave NW                | SE            | Aug-12                     | No                 |
|                          | End Curb N                  | East Side     | Aug-12                     | No                 |
|                          | Twin Lakes PKWY             | SE            | Aug-12                     | No                 |
|                          | 193rd Ave NW                | NW            | Aug-12                     | No                 |
|                          | 193rd Ave NW                | SW            | Aug-12                     | No                 |
|                          | CR 40                       | SE            | Aug-12                     | No                 |
| <b>CSAH 23</b>           |                             |               |                            |                    |
|                          | Edgewood St                 | SW            | Jul-12                     | No                 |
|                          | Edgewood St                 | NW            | Jul-12                     | No                 |
|                          | Parkview Dr                 | NW            | Jul-12                     | No                 |
|                          | Parkview Dr                 | SW            | Jul-12                     | No                 |
|                          | Comm. Center. Lib. Entrance | NW            | Jul-12                     | No                 |
|                          | Comm. Center. Lib. Entrance | SW            | Jul-12                     | No                 |
|                          | Bradley Blvd                | NW            | Jul-12                     | No                 |

| County Highway | Intersection             | Quadrant           | Compliance Check Completed | Compliant (Yes/No) |
|----------------|--------------------------|--------------------|----------------------------|--------------------|
|                | Bradley Blvd             | SW                 | Jul-12                     | No                 |
|                | Hancock St               | NW                 | Jul-12                     | No                 |
|                | Hancock St               | SW                 | Jul-12                     | No                 |
|                | Baptist Church           | NW                 | Jul-12                     | No                 |
|                | Baptist Church           | SW                 | Jul-12                     | No                 |
|                | Catholic Church          | NW                 | Jul-12                     | No                 |
|                | Dale St                  | SW                 | Jul-12                     | No                 |
|                | CSAH 24                  | NW                 | Jul-12                     | No                 |
|                | CSAH 24                  | SW- N to S, E to W | Jul-12                     | No                 |
|                | CSAH 24                  | SE                 | Jul-12                     | No                 |
|                | CSAH 24                  | NW                 | Jul-12                     | No                 |
|                | CSAH 24                  | SW                 | Jul-12                     | No                 |
|                | 2nd St                   | NW                 | Jul-12                     | No                 |
|                | 2nd St                   | SW                 | Jul-12                     | No                 |
|                | Bank St                  | NE                 | Jul-12                     | No                 |
| <b>CSAH 24</b> |                          |                    |                            |                    |
|                | Rolling Ridge Road       | SW                 | Aug-12                     | No                 |
|                | Riley Ave                | SE                 | Aug-12                     | No                 |
|                | Riley Ave                | SW                 | Aug-12                     | No                 |
|                | Oakview Blvd             | SE                 | Aug-12                     | No                 |
|                | Oakview Blvd             | SW                 | Aug-12                     | No                 |
|                | Hancock                  | SW                 | Aug-12                     | No                 |
|                | Hancock                  | NW                 | Aug-12                     | No                 |
|                | Hancock                  | SE                 | Aug-12                     | No                 |
|                | Hancock                  | NE                 | Aug-12                     | No                 |
|                | CR 67                    | SW                 | Aug-12                     | No                 |
|                | CR 67                    | NW                 | Aug-12                     | No                 |
| <b>CSAH 29</b> |                          |                    |                            |                    |
|                | Smith Sys Rd             | NE                 | Aug-12                     | No                 |
|                | Smith Sys Rd             | NW                 | Aug-12                     | No                 |
|                | Smith Sys Rd             | SW                 | Aug-12                     | No                 |
|                | Northland Blvd           | NW                 | Aug-12                     | No                 |
| <b>CR 30</b>   |                          |                    |                            |                    |
|                | Denver St                | NW                 | Aug-12                     | No                 |
|                | Denver St                | SW                 | Aug-12                     | No                 |
|                | Fresno St                | NW                 | Aug-12                     | No                 |
|                | Fresno St                | NE                 | Aug-12                     | No                 |
|                | Joplin St                | NW                 | Aug-12                     | No                 |
|                | Joplin St                | NE                 | Aug-12                     | No                 |
|                | Joplin St                | SW                 | Aug-12                     | No                 |
|                | Macon St. NW             | NW                 | Aug-12                     | No                 |
|                | Macon St NW              | NE                 | Aug-12                     | No                 |
|                | Naples St                | NE                 | Aug-12                     | No                 |
|                | Waco St                  | NE                 | Aug-12                     | No                 |
| <b>CR 40</b>   |                          |                    |                            |                    |
|                | 191st Ave                | NW                 | Aug-12                     | No                 |
|                | 191st Ave                | SW                 | Aug-12                     | No                 |
| <b>CSAH 43</b> |                          |                    |                            |                    |
| <b>CSAH 1</b>  |                          |                    |                            |                    |
| <b>CR 43</b>   |                          |                    |                            |                    |
|                | Park Ave                 | NW                 | Aug-12                     | No                 |
|                | Park Ave                 | SW                 | Aug-12                     | No                 |
|                | Glenwood Ave             | NW                 | Aug-12                     | No                 |
|                | Glenwood Ave             | SW                 | Aug-12                     | No                 |
|                | Glenwood Ave             | SE                 | Aug-12                     | No                 |
|                | N. Entrance to BB Park   | NW                 | Aug-12                     | No                 |
|                | N. Entrance to BB Fields | SW                 | Aug-12                     | No                 |
|                | S. Entrance to BB Fields | NW                 | Aug-12                     | No                 |
|                | S. Entrance to BB Fields | SW                 | Aug-12                     | No                 |

| County Highway | Intersection             | Quadrant | Compliance Check Completed | Compliant (Yes/No) |
|----------------|--------------------------|----------|----------------------------|--------------------|
|                | S. Entrance to BB Fields | NW       | Aug-12                     | No                 |
|                | S. Entrance to BB Fields | SW       | Aug-12                     | No                 |
|                | Minnesota Ave            | NW       | Aug-12                     | No                 |
|                | Minnesota Ave            | SW       | Aug-12                     | No                 |
|                | Martin Ave               | NW       | Aug-12                     | No                 |
|                | Martin Ave               | SW       | Aug-12                     | No                 |
|                | Frontage Road            | NW       | Aug-12                     | No                 |
|                | Frontage Road            | SW       | Aug-12                     | No                 |
|                | Future Road              | NW       | Aug-12                     | No                 |
|                | Future Road              | SW       | Aug-12                     | No                 |
|                | 198th Ave                | NW       | Aug-12                     | No                 |
|                | 198th Ave                | SW       | Aug-12                     | No                 |
| <b>CR 45</b>   |                          |          |                            |                    |
|                | 8th Ave N                | SW       | Aug-12                     | No                 |
|                | Trailer Park Entrance    | NE       | Aug-12                     | No                 |
|                | Trailer Park Entrance    | SE       | Aug-12                     | No                 |
|                | 7th Ave N                | NW       | Aug-12                     | No                 |
|                | 7th Ave N                | SW       | Aug-12                     | No                 |
|                | 5th Ave N                | NE       | Aug-12                     | No                 |
|                | 5th Ave N                | SE       | Aug-12                     | No                 |
|                | 3rd Ave N                | NW       | Aug-12                     | No                 |
|                | 3rd Ave N                | SW       | Aug-12                     | No                 |
|                | 2nd Ave N                | NE       | Aug-12                     | No                 |
|                | 2nd Ave N                | SE       | Aug-12                     | No                 |
|                | 2nd Ave N                | NW       | Aug-12                     | No                 |
|                | 2nd Ave N                | SW       | Aug-12                     | No                 |
|                | CSAH 4                   | NW       | Aug-12                     | No                 |
|                | CSAH 4                   | NE       | Aug-12                     | No                 |
|                | CSAH 4                   | SW       | Aug-12                     | No                 |
|                | CSAH 4                   | SE       | Aug-12                     | No                 |
|                | 1st Ave S                | NE       | Aug-12                     | No                 |
|                | 1st Ave S                | SE       | Aug-12                     | No                 |
|                | 2nd Ave S                | NE       | Aug-12                     | No                 |
|                | 2nd Ave S                | SE       | Aug-12                     | No                 |
|                | Zimm Elementary          | NE       | Aug-12                     | No                 |
|                | Elementary School        | SE       | Aug-12                     | No                 |
|                | High School Ent. North   | NW       | Aug-12                     | No                 |
|                | High School Ent. North   | SW       | Aug-12                     | No                 |
|                | High School Ent. South   | NW       | Aug-12                     | No                 |
|                | High School Ent. South   | SW       | Aug-12                     | No                 |
|                | 6th Ave S                | NE       | Aug-12                     | No                 |
|                | 6th Ave S                | SE       | Aug-12                     | No                 |
|                | 6th Ave S                | NW       | Aug-12                     | No                 |
|                | 7th Ave S                | NW       | Aug-12                     | No                 |
|                | 7th Ave S                | SW       | Aug-12                     | No                 |
|                | 8th Ave S                | NW       | Aug-12                     | No                 |
|                | 8th Ave S                | NE       | Aug-12                     | No                 |
|                | 8th Ave S                | SE       | Aug-12                     | No                 |
| <b>CR 67</b>   |                          |          |                            |                    |
|                |                          |          |                            | No                 |
| <b>CR 81</b>   |                          |          |                            |                    |
|                | 204th Ave                | NW       | Aug-12                     | No                 |
| <b>TOTAL</b>   |                          |          |                            | <b>207</b>         |

## Sherburne County Pedestrian Facilities - Sidewalk/Trails

| County Highway | Type | City       | Segment From      | Segment To           | ADA Checklist Status (3) | Facility Types           | Notes (4)            |
|----------------|------|------------|-------------------|----------------------|--------------------------|--------------------------|----------------------|
| CSAH 1         | CSAH | ELK RIVER  | US HWY 10         | CR 77                | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CSAH 1         | CSAH | ELK RIVER  | CR 77             | CR 32                | Completed -Non Compliant | Trail                    |                      |
| CSAH 1         | CSAH |            | CSAH 4            | 1.8 MI N CSAH 4 FIRE | Completed -Non Compliant |                          | No trail or sidewalk |
| CSAH 4         | CSAH | ZIMMERMAN  | CR 45             | MAIN ST              | Completed - Compliant    | Ped Ramps/Sidewalk       |                      |
| CSAH 4         | CSAH | ZIMMERMAN  | MAIN ST           | TH 169               | Completed - Compliant    | Ped Ramps/Sidewalk       |                      |
| CSAH 4         | CSAH | ZIMMERMAN  | TH 169            | FREMONT DR           | Completed - Compliant    | Ped Ramps                | MNDOT ROW            |
| CSAH 5         | CSAH | Big Lake   | US HWY 10         | PLYMOUTH AVE         | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CSAH 5         | CSAH | Big Lake   | PLYMOUTH AVE      | PARK AVE. WEST       | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CSAH 6         | CSAH | Clear Lake | US HWY 10         | N LIM CLEAR LAK      | Completed -Compliant     | Ped Ramps/Sidewalk       | MNDOT ROW            |
| CSAH 8         | CSAH | ST CLOUD   | US HWY 10         | B.N. R/R             | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CSAH 8         | CSAH | ST CLOUD   | B.N. R/R          | 13TH ST              | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CSAH 8         | CSAH | ST CLOUD   | 13 ST             | UNIVERSITY AVE       | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CSAH 8         | CSAH | ST CLOUD   | UNIVERSITY AVE SE | MINNESOTA BLVD       | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CSAH 8         | CSAH | ST CLOUD   | MINN BLVD         | 9TH AVE SE           | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CSAH 8         | CSAH | ST CLOUD   | 9TH AVE SE        | 24TH ST              | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CSAH 8         | CSAH |            | 24TH ST           | 30TH ST              |                          |                          |                      |
| CSAH 8 (OLD)   | CSAH | ST CLOUD   | MINNESOTA         | 15TH AVE SE          |                          |                          |                      |
| CSAH 12        | CSAH | ELK RIVER  | ZANE AVE          | NIXON STREET         | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CSAH 12        | CSAH | ELK RIVER  | NIXON STREET      | E COUNTY LINE        | Completed -Non Compliant | Ped Ramps/Trail          |                      |
| CSAH 13        | CSAH | ELK RIVER  | CSAH 12           | LINE AVENUE          | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CSAH 13        | CSAH | ELK RIVER  | LINE AVENUE       | TYLER STREET         | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CSAH 13        | CSAH | ELK RIVER  | TYLER STREET      | SO JCT CSAH 33       | Completed -Non Compliant | Ped Ramps/Trail          |                      |
| CSAH 23        | CSAH | Becker     | US HWY 10         | DALE ST              | Completed -Non Compliant | Ped Ramps/Sidewalk/      |                      |
| CSAH 23        | CSAH | Becker     | DALE ST           | EDGEWOOD ST          | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CSAH 24        | CSAH | Becker     | Hancock St        | CSAH 23              | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CSAH 24        | CSAH | Becker     | CSAH 23           | RILEY AVE            | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CSAH 24        | CSAH | Becker     | RILEY AVE         | E LIM BECKER         | Completed -Non Compliant | Ped Ramps/Trail          |                      |
| CSAH 24        | CSAH |            | E LIM BECKER      | 0.7 M. EAST          | Completed -Non Compliant | Sidewalk/Trail           |                      |
| CSAH 29        | CSAH | Princeton  | Cty 45            | Cty. Line            | Completed -Non Compliant | Ped Ramps/Sidewalk       |                      |
| CR 30          | CSAH | ELK RIVER  | WACO ST           | NAPLES ST            | Completed -Non Compliant | Trail                    |                      |
| CR 30          | CSAH | ELK RIVER  | NAPLES ST         | FRESNO ST            | Completed -Non Compliant | Sidewalk/Trail           |                      |
| CR 30          | CSAH | ELK RIVER  | FRESNO ST         | ORONO ROAD           | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CSAH 43        | CR   |            | CSAH 14           | 198TH AVE            | Completed -Compliant     | Ped Ramps/Sidewalk/Trail |                      |
| CR 43          | CR   | Big Lake   | US HWY 10         | 205TH AVE            | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CR 43          | CR   |            | 205TH AVE         | ELK RIVER BRIDGE     | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CR 45          | CR   | ZIMMERMAN  | 6TH AVE S         | CSAH 4               | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CR 45          | CR   | ZIMMERMAN  | CSAH 4            | 800' N OF 8TH AVE    | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CR 67          | CR   | Becker     | CSAH 24           | 102ND ST             | Completed -Non Compliant | Sidewalk/Trail           |                      |
| CR 67          | CR   |            | 150TH AVE         | CSAH 4               |                          |                          | No trail or sidewalk |
| CR 81          | CR   |            | US HWY 10         | CR 73 SOUTH          | Completed -Non Compliant | Ped Ramps/Sidewalk/Trail |                      |
| CR 81          | CR   |            | Lake Ridge Dr     | 217TH ST             |                          |                          | No trail or sidewalk |
| <b>TOTAL</b>   |      |            |                   |                      | <b>37</b>                | <b>36</b>                | <b>5</b>             |

## Sherburne County Pedestrian Facilities - Facilities

| County Building                         | City      | Address                     | Door Access                                    | Compliance Check Completed | Compliant (yes/no) | Facility Types  | Notes (4)   |
|---|-----------|-----------------------------|--|----------------------------|--------------------|-----------------|---|
| GOVERNMENT CENTER                       | ELK RIVER | 13880 Business Center Drive | Door A   | Aug-12                     | No                 | Pedestrian Ramp | No Domes to main door.  |
| GOVERNMENT CENTER                       | ELK RIVER | 13880 Business Center Drive | Door A, south of main entrance for crosswalk.  | Aug-12                     | No                 | Pedestrian Ramp | No domes, narrow path, also access to door G, no actuators on door G.   |
| GOVERNMENT CENTER                       | ELK RIVER | 13880 Business Center Drive | Door B, to planning, zoning, and public works. | Aug-12                     | No                 | Pedestrian Ramp | No domes, ramp too steep.   |
| GOVERNMENT CENTER                       | ELK RIVER | 13880 Business Center Drive | Door D, sheriff's office.                      | Aug-12                     | No                 | Pedestrian Ramp | No domes, no handicap parking, no actuator door.  |
| GOVERNMENT CENTER                       | ELK RIVER | 13880 Business Center Drive | Door H, Jail visiting                          | Aug-12                     | No                 | Pedestrian Ramp | No domes, ramp too steep, sidewalk more than 6% crosswalk, actuator on outside door does not work.                    |
| GOVERNMENT CENTER                       | ELK RIVER | 13880 Business Center Drive | Door J, range & training center.               | Aug-12                     | No                 | Pedestrian Ramp | No domes, ramp in wrong location, no landing area, no designated handicap parking, ramp to door for wheelchairs.      |
| JACKSON AVE. PUBLIC WORKS               | ELK RIVER | 425 Jackson Ave.            | Main door.                                     | Aug-12                     | No                 | Pedestrian Ramp | Landing to door not cut down for a ramp, no domes.  |
| JACKSON AVE. PUBLIC WORKS               | ELK RIVER | 425 Jackson Ave.            | Side door by garage entrance.                  | Aug-12                     | No                 | Pedestrian Ramp | Landing flat with parking lot, no designated handicap parking, not a public entrance.                                 |
| PALMER TOWN HALL, SHERIFF SUB-STATION   | PALMER    | 4180 105th Ave.             | Sheriff's access door on side of building.     | Aug-12                     | No                 | Pedestrian Ramp | Not a public entrance, no ramp, flat with parking lot, no door actuator.  |
| PALMER TOWN HALL, SHERIFF SUB-STATION   | PALMER    | 4180 105th Ave.             | Main door to town hall.                        | Aug-12                     | No                 | Pedestrian Ramp | Has domes, ramp too steep, designated handicap parking, no door actuator.   |
| SANTIAGO TOWN HALL, SHERIFF SUB-STATION | SANTIAGO  | 16943 20th St.              | Sheriff's access door on back of building.     | Aug-12                     | No                 | Pedestrian Ramp | Not a public entrance, no ramp, flat with parking lot, handicap parking, no door actuator.                            |
| SANTIAGO TOWN HALL, SHERIFF SUB-STATION | SANTIAGO  | 16943 20th St.              | Main door to town hall.                        | Aug-12                     | No                 | Pedestrian Ramp | Has domes, ramp too steep, designated handicap parking, no door actuator.   |
| SHERIFF BUILDING, ZIMMERMAN SUB-STATION | ZIMMERMAN | 26750 5th St. W.            | Main entrance.                                 | Aug-12                     | No                 | Pedestrian Ramp | Has domes, cross slope on sidewalk too steep, landing too small, joints too big, handicap parking, has door actuator. |
| BECKER MAINTENANCE FACILITY             | BECKER    | 10705 125th Ave. SE.        | Door A   | Aug-12                     | No                 | Pedestrian Ramp | Ramp too steep, has domes, not a public building, no actuator on door, has handicap parking.                          |
| SHERBURNE COUNTY WIC                    | ELK RIVER | 18334 Joplin St.            | Main door.                                     | Aug-12                     | No                 | Pedestrian Ramp | No domes, ramp too steep, no door actuator, curb cut not low enough.  |

## Appendix B – Schedule / Budget Information

### Cost Information

Construction costs for upgrading facilities can vary depending on each individual improvement and the conditions of each site. Costs can also vary on the type and size of project with which the improvements are associated. All costs shown below are in 2013 dollars and may be updated periodically

### Improvement Cost

|  |                    |
|--|--------------------|
| Replace 209 pedestrian ramps from field evaluation) @\$4000/corner             | \$836,000          |
| Traffic Signal Upgrades including <a href="#">APS @\$30,000/signal</a> System. | \$90,000           |
| Pedestrian Ramps Access to 11 Public Buildings                                 | \$76,000           |
| <b>Total</b>   | <b>\$1,002,000</b> |

Based on the results of the self-evaluation, the estimate costs associated with providing ADA accessibility within the entire jurisdiction is \$1,002,000 (in 2013 dollars). *(Note: This value does not address replacement of existing non compliant walks or trails. Trail or walk upgrades will be undertaken as part of any reconstruction project and the cost for this work will be included in as a project cost).* This amount identified above represents a significant investment that Sherburne County is committed to making to improve accessibility in the County.

## **Appendix C – Public Outreach Materials**

Public outreach materials used in Sherburne County are included in the following pages in this appendix.



# What is an ADA Transition Plan?

The Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability.

As a provider of public transportation services and programs, Sherburne County Public Works must comply with this Act, and has developed a Transition Plan detailing how Sherburne County will ensure that all facilities are accessible to all individuals.

Sherburne County must meet these general requirements for individuals with disabilities:

- Access to all public programs and places
- Modification of policies that deny equal access
- Effective communication procedures
- An ADA Coordinator that coordinates ADA compliance
- Public notice of ADA requirements
- Grievance procedure for resolution of complaints

Sherburne County Public Works goal is to provide ADA accessible pedestrian design features as part of the County's capital improvement projects (CIP). These standards and procedures will be kept up to date with nationwide and local best management practices.



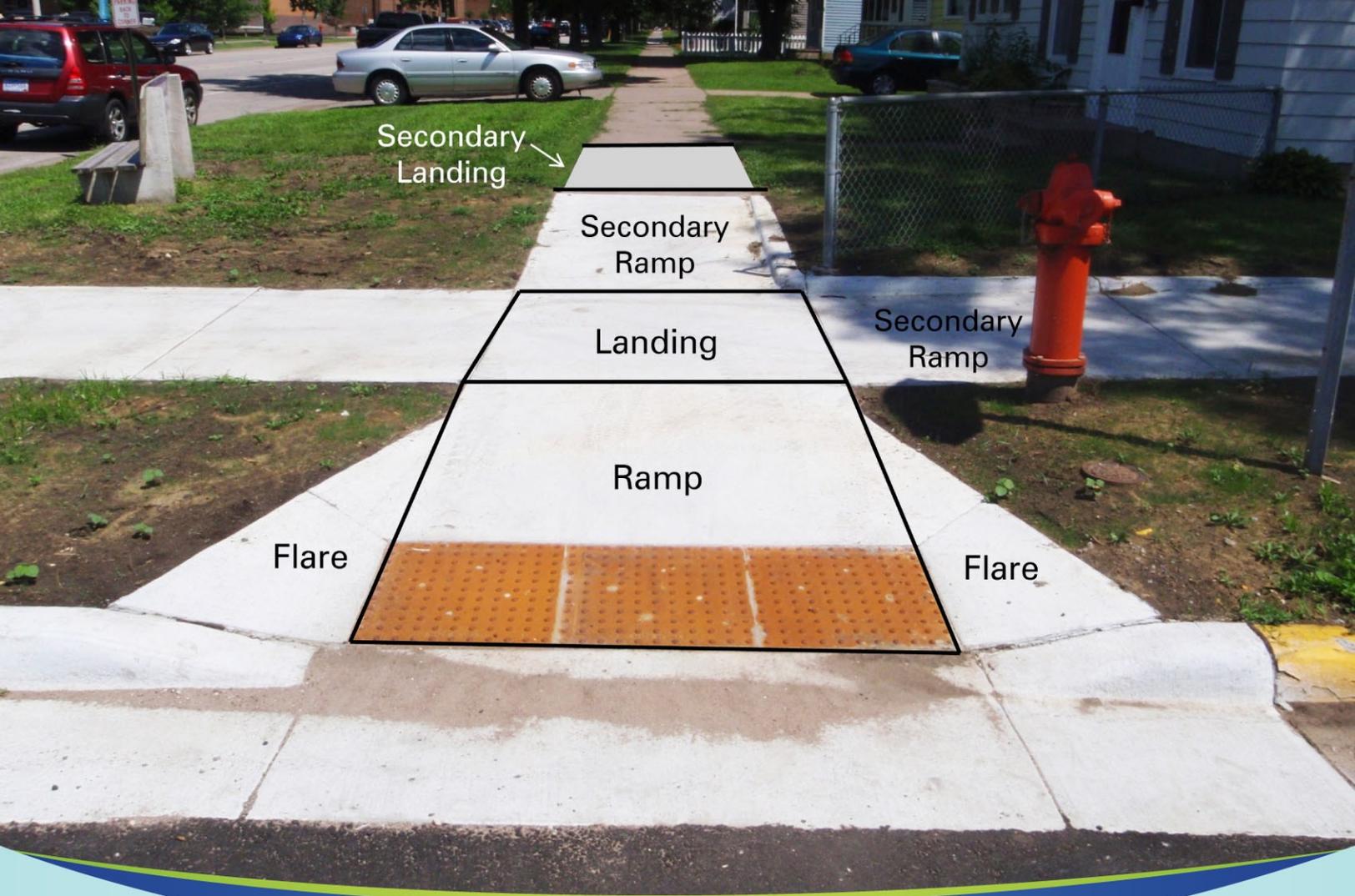
# ADA Improvement Schedule

The Sherburne County Public Works ADA improvement schedule is based on items identified in the yearly County capital improvement projects (CIP) listing and includes the following schedule:

- All new construction projects and county reconstruction projects with pedestrian facilities will be designed and constructed to conform with the most current ADA design practices to the extent feasible.
- ADA improvements on county rehabilitation or resurfacing projects will be addressed on a case by case basis.
- ADA improvements requested by the public will be evaluated by county staff. Evaluation criteria will include pedestrian volumes, traffic volumes, condition of existing infrastructure, and public safety.

## **Sherburne County Goals:**

- After 5 years, items identified in the County Improvement Plan (CIP) would be ADA Compliant.
- After 20 years, 80% of accessibility features within the jurisdiction of County would be ADA compliant.



## Basic Ramp Elements

Without these basic ramp elements, sidewalk travel can be dangerous, difficult, and in some cases impossible for people who use wheelchairs, scooters, and other mobility aids.

Curb ramps allow people with mobility impairments to gain access to the sidewalks and to pass through center islands in streets. Otherwise, these individuals are forced to travel in streets and roadways and are put in danger or are prevented from reaching their destination.

# Non-Compliant Ramp



# ADA Compliance Example



# Compliant Ramp



# ADA Coordinator

Sherburne County Public Works has identified an ADA Title II Coordinator to oversee the County policies and procedures:

**Rhonda Lewis, P.E. - Sherburne County Engineer**  
425 Jackson Avenue  
Elk River, MN 55330

Phone: 763-765-3300

Fax: 763-765-3366

E-mail: [Rhonda.Lewis@co.sherburne.mn.us](mailto:Rhonda.Lewis@co.sherburne.mn.us)

News and announcements from the Sherburne County Public Works Department can be found on our web site:

**<http://www.co.sherburne.mn.us/publicworks>**

# ADA COORDINATOR



## NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

# ADA TRANSITION PLAN

Sherburne County Public Works has identified an ADA Title II Coordinator to oversee the County policies and procedures:

**Rhonda Lewis, P.E.**  
**Sherburne County Engineer**  
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[Rhonda.Lewis@co.sherburne.mn.us](mailto:Rhonda.Lewis@co.sherburne.mn.us)

Sherburne County Public Works  
Department web site:  
<http://www.co.sherburne.mn.us/publicworks>



In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 ("ADA"), Sherburne County will not discriminate against individuals with disabilities on the basis of disability in its services, programs, or activities.

**Modifications to Policies and Procedures:** Sherburne County 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.

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 Sherburne County, should contact the office of Rhonda Lewis, Sherburne County Engineer, as soon as possible but no later than 48 hours before the scheduled event.

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



### What is an ADA Transition Plan?

The Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability.

As a provider of public transportation services and programs, Sherburne County Public Works must comply with this Act, and has developed a Transition Plan detailing how Sherburne County will ensure that all facilities are accessible to all individuals.

Public outreach materials provided by:



**Complaints that a program, service, or activity of Sherburne County is not accessible to persons with disabilities should be directed to Rhonda Lewis, Sherburne County Engineer.**

**Sherburne County Public Works goal is to provide ADA accessible pedestrian design features as part of the County's capital improvement projects (CIP).**

# Improvement Schedule

The Sherburne County Public Works ADA improvement schedule is based on items identified in the yearly County capital improvement projects (CIP) listing and includes the following schedule:

- All new construction projects and county reconstruction projects with pedestrian facilities will be designed and constructed to conform with the most current ADA design practices to the extent feasible.
- ADA improvements on any county rehabilitation or resurfacing projects will be addressed on a case by case basis.
- ADA improvements requested by the public will be evaluated by county staff. Evaluation criteria will include pedestrian volumes, traffic volumes, condition of existing infrastructure, and public safety.

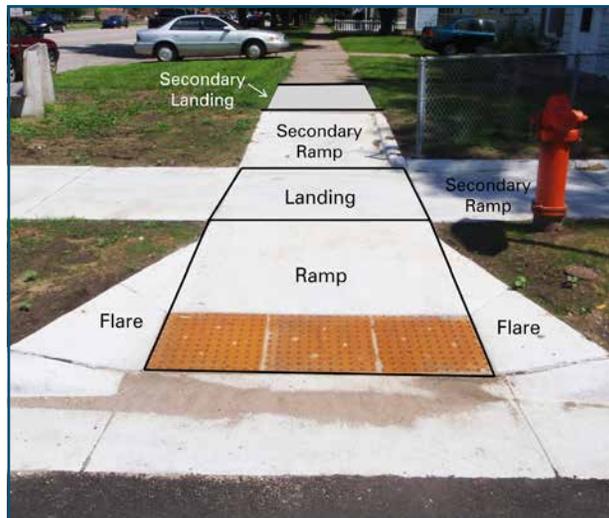
**Sherburne County must meet these requirements for individuals with disabilities:**

- Access to all programs and places
- Modification of policies that deny equal access
- Effective communication procedures
- An ADA Coordinator that coordinates ADA compliance
- Public notice of ADA requirements
- Grievance procedure for resolution of complaints

# Ramp Elements

Curb ramps allow people with mobility impairments to gain access to the sidewalks and to pass through center islands in streets.

Otherwise, these individuals are forced to travel in streets and roadways and are put in danger or are prevented from reaching their destination.



## Sherburne County Goals:

- After 5 years, items identified in the County Improvement Plan (CIP) would be ADA Compliant.
- After 20 years, 80% of accessibility features within the jurisdiction of County would be ADA compliant.

# Examples

## Non-Compliant Ramp



## ADA Compliant Ramp



Without these basic ramp elements, sidewalk travel can be dangerous, difficult, and sometimes impossible for people who use wheelchairs and other mobility aids.

## **Appendix D – Public Notice**

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

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990, Sherburne County will not discriminate against qualified individuals with disabilities on the basis of disability in the provision of County services, programs, or activities.

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

**Effective Communication:** Sherburne County Public Works will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the County’s programs, services, and activities.

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

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

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

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

## **Appendix E – Contact Information**

### **ADA Title II Coordinator**

**Rhonda Lewis, P.E.  
Sherburne County Engineer/ADA Coordinator  
425 Jackson Avenue  
Elk River, MN 55330  
(763) 765-3300**

### **Public Right of Ways ADA Implementation Coordinator**

**Rhonda Lewis, P.E.  
Sherburne County Engineer/ADA Coordinator  
425 Jackson Avenue  
Elk River, MN 55330  
(763) 765-3300**

## **Appendix F – Agency ADA Design Standards and Procedures**

### **Design Procedures**

#### **Intersection Corners**

Sherburne County Public Works will attempt to construct or upgrade curb ramps or blended transitions to be consistent with Access Board recommended designs parameters, MnDOT or Local requirements to the extent feasible within all capital reconstruction projects. There may be limitations which make it technically infeasible for the County to achieve these goals at an intersection corner within the scope of any project. Those limitations will be noted and those 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 County will strive to ensure that each intersection corner is constructed to be as accessible as possible.

#### **Sidewalks / Trails**

Sherburne County Public Works will attempt to construct or upgrade sidewalks and trails to be consistent with Access Board recommended designs parameters, MnDOT or Local requirements to the extent feasible within all capital improvement projects. There may be limitations which make it technically infeasible for segments of sidewalks or trails to achieve this goal within the scope of any project. There may be limitations which make it technically infeasible for the County to achieve these goals 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 County will strive to ensure that every sidewalk or trail is constructed to be as accessible as possible.

#### **Traffic Control Signals**

Sherburne County Public Works will attempt to construct or upgrade traffic control signals to be consistent with Access Board recommended designs parameters, MnDOT or Local requirements to the extent feasible. There may be limitations which make it technically infeasible for individual traffic control signal locations to meet this goal within the scope of any project. Those limitations will be noted and as future projects or opportunities arise, those locations shall continue to be incorporated into future work. Each traffic signal control location shall be made as accessible as possible in accordance with the judgment of County staff.

#### **Other Transit Facilities**

Additional transit facilities are present within the limits of Sherburne County. Those facilities fall under the jurisdiction of a Transit Provider. Sherburne County will cooperate with the Transit Provider to ensure that those facilities meet all appropriate accessibility goals.

**Other policies, practices and programs**

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

**Design Standards**

Sherburne County will follow the PROWAG, as adopted by the Minnesota Department of Transportation (MnDOT), as its design guidance.

## **Appendix G – Glossary of Terms**

(Note: not all terms are used in this document)

**ABA:** See Architectural Barriers Act.

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

**ADA Transition Plan:** A transportation system plan that identifies accessibility needs, the process to integrate accessibility improvements into the County Transportation Improvement plan (CIP) and ensures all transportation facilities, services, programs, and activities are accessible to all individuals.

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

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

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

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

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

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

**APS:** See Accessible Pedestrian Signal.

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

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

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

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

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

**FHWA:** See Federal Highway Administration

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

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

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

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

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

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

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

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

## **Appendix H – Grievance Procedure**

**Prior to filing a grievance the public is strongly encouraged to contact the ADA Coordinator to discuss any concerns regarding County facilities. The ADA Coordinator role is designed to provide a point of contact for the public to address concerns. Contact information for the ADA coordinator can be found in Appendix E of this document.**

### **Sherburne County**

#### **Grievance Procedure under The Americans With Disabilities Act**

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

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

The complaint should be submitted by the grievant and/or their designee as soon as possible but no later than 60 calendar days after the alleged violation to the ADA Coordinator. Contact information can be found in Appendix E of this document.

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

If the response by *the ADA Coordinator or their designee* does not satisfactorily resolve the issue, the complainant and/or their designee may appeal the decision within 30 calendar days after receipt of the response to the County Administrator or designee.

Within 30 calendar days after receipt of the appeal, the County Administrator or *their designee* will meet with the complainant to discuss the complaint and possible resolutions. Within 30 calendar days after the meeting, the County Administrator or *their designee* will respond in

writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by *the ADA Coordinator or their* designee, appeals to the County Administrator or *their* designee, and responses from these two offices will be retained by the County in accordance with state and federal law.

## **Sherburne County Grievance Procedure**

Those wishing to file a formal written grievance with Sherburne County may do so by one of the following methods:

### Internet

Visit the Sherburne County website (website) and click the “ADA” link to the [ADA Grievance Form](#). A copy of The ADA Grievance Form is included with this document in Appendix I.

### Telephone

Contact the pertinent County staff person listed in the **Contact Information** section of Appendix E to submit an oral grievance. The staff person will prepare and submit the grievance form on behalf of the person filing the grievance.

### Paper Submittal

Contact the pertinent County staff person listed in the **Contact Information** section of Appendix E to request a paper copy of the County’s grievance form, complete the form, and submit it to the Responsible Party. A staff person will utilize the Internet method above to submit the grievance on behalf of the person filing the grievance.

The ADA Grievance Form will ask for the following information:

The **name, address, telephone number, and email address** for the person filing the grievance

The **name, address, telephone number, and email address** for the person alleging an ADA violation (if different than the person filing the grievance)

A **description and location of the alleged violation and the nature of a remedy sought**, if known by the complainant.

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**.

If the grievance filed does not concern a Sherburne County facility, the County will work with the complainant to contact the agency that has jurisdiction.

Within 60 calendar days of receipt, a Sherburne County staff person will conduct an investigation necessary to determine the validity of the alleged violation. As a part of the investigation, the staff person may conduct an engineering study to help determine the County's response. The staff person will take advantage of department resources and use engineering judgment, data collected, and any information submitted by the resident to develop a conclusion. A staff person will be available to meet with the complainant to discuss the matter as a part of the investigation and resolution of the matter. The County will document each resolution of a filed grievance and retain such documentation in the department's ADA Grievance in accordance with state and federal law.

The County will consider all specific grievances within its particular context or setting. Furthermore, the County will consider many varying circumstances including: 1) the nature of the access to services, programs, or facilities at issue; 2) the specific nature of the disability; 3) the essential eligibility requirements for participation; 4) the health and safety of others; and 5) the degree to which an accommodation would constitute a fundamental alteration to the program, service, or facility, or cause an undue hardship to Sherburne County.

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

#### File Maintenance

The County shall maintain ADA grievance files in accordance with state and federal law.

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

**For more information, contact:**

U.S. Department of Justice  
Civil Rights Division  
950 Pennsylvania Avenue, N.W.  
Disability Rights Section - NYAV  
Washington, D.C. 20530

[www.ada.gov](http://www.ada.gov)

(800) 514-0301 (voice – toll free)

(800) 514-0383 (TTY)

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

## **Appendix I – Grievance Form**

### **Sherburne County Public Works**

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

*Instructions: Please fill out this form completely, in black ink or type. Sign and return to the address on page 25.*

Complainant Name:

Address:

City, State and Zip Code:

Telephone (Home):

Telephone (Business):

Person Discriminated Against:  
(if other than the complainant)

Address:

City, State, and Zip Code:

Telephone (Home/Business or Both):

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

Name:

Address:

County:

City:

State and Zip Code:

Telephone Number:

When was the issue discovered/when did the problem occur? (Date):

Describe the issue in detail, providing the name(s) where possible of the individuals who have been contacted. (Add additional pages if necessary):

Have prior efforts been made to resolve this complaint through the Sherburne County grievance procedure?

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

If Yes: what is the status of the grievance?

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

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

If Yes: Agency or Court:

Contact Person:

Address:

City, State, and Zip Code:

Telephone Number:

Date Filed:

Do you intend to file with another agency or court?

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

If Yes: Agency or Court:

Address:

Telephone Number:

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

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

**Return to:**

Rhonda Lewis, P.E. - Sherburne County Engineer  
Sherburne County Engineer/ADA Coordinator  
425 Jackson Avenue  
Elk River, MN - 55330  
Rhonda.Lewis@co.sherburne.mn.us

**NOTICE OF RIGHTS**

*In accordance with the Minnesota Government Data Practices Act, Sherburne County is required to inform you of your rights as they pertain to the private information collected from you. Your personal information we collect from you is private. Access to this information is available only to you and the agency collecting the information and other statutorily authorized agencies, unless you or a court authorize its release.*

*The Minnesota Government Data Practices Act requires that you be informed that the following information, which you are asked to provide, is considered private.*

***The purpose and intended use of the requested information is:***

*To assist county staff and designees to evaluate and respond to accessibility concerns within the public right of way.*

***Authorized persons or agencies with whom this information may be shared include:***

*Sherburne County officials, staff or designee*

***Furnishing the above information is voluntary, but refusal to supply the requested information will mean:***

*County staff may be unable to respond to or evaluate your request.*

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