

# Americans with Disabilities Act Self-Evaluation and Transition Plan



CITY OF ROCHESTER  
INDIANA



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Prepared By:  
The Rochester City  
ADA Compliance Committee





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## List of Abbreviations/Acronyms

- AA – Affirmative Action
- AASHTO – American Association of State Highway and Transportation Officials
- ABA – Architectural Barriers Act of 1968
- ADA – Americans with Disabilities Act of 1990
- ADAAG – Americans with Disabilities Act Accessibility Guidelines
- CDBG – Community Development Block Grant
- CFR – Code of Federal Regulations
- D.A.R.E. – Drug Abuse Resistance Education
- DDRS – Indiana Division of Disability & Rehabilitative Services
- DHHS – Deaf & Hard of Hearing Services, Indiana Division of Disability & Rehabilitative Services
- DOJ – U.S. Department of Justice
- DOT – U.S. Department of Transportation
- EEOC – Equal Employment Opportunity Commission
- EMS – Emergency Medical Services
- FHWA – U.S. DOT Federal Highway Administration FTA – U.S. DOT Federal Transit Administration G.E.D. – General Educational Development
- GIS – Geographic Information System HOME – Home Investment Partnership HR – Human Resources Department HTML - Hyper Text Markup Language
- INDOT – Indiana Department of Transportation
- ISA – International Symbol of Accessibility IT – Information Technology Department RPD – Rochester Police Department NCA – National Center on Accessibility OTRB – Over-the-Road Buses
- PDF – Portable Document Format
- PROWAG – Public Rights-of-Way Accessibility Guidelines
- RA – Rehabilitation Act of 1973
- ROW – Right-of-Way
- RTF – Rich Text Format
- SETP – Self-Evaluation and Transition Plan
- FCEMA – Fulton County Emergency Management Agency
- TBD - To Be Determined
- TDD – Telecommunications Devices for Deaf Persons
- TTY – Teletypewriter
- UFAS – Uniform Federal Accessibility Standards



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## Executive Summary

The Americans with Disabilities Act (ADA) is a comprehensive Federal civil rights statute enacted in 1990. Comprised of five major parts, or “titles”, the ADA’s stated purpose was to provide a “clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities”. It is estimated by the U.S. Census Bureau that over 50 million U.S. residents have a disability, and over 50% of senior citizens age 65 or older have a disability. Title II requires that all public entities with 50 or more employees perform a self-evaluation, prepare a transition plan, make the transition plan available for three years, publish a notice of non-discrimination, designate an ADA Coordinator, and develop a formal complaint form and grievance procedure.

City of Rochester has completed this self-evaluation of all City facilities inside and outside of the public right-of-way (ROW), programs, and procedures and prepared a Transition Plan that outlines the necessary steps to be fully compliant with the requirements of Title II of the ADA. The City will strive to ensure that all residents and visitors are able to access all services, programs, and activities and will promptly investigate any formal grievance filed according to the grievance procedures outlined. Additionally, the City will strive to include annual budgetary allotments to make required improvements that will eventually make the various facilities fully accessible, with emphasis given to the improvements that most impact the ability of persons with disabilities to access facilities or programs. Where access cannot be provided, alternate means to provide the same opportunities to persons with disabilities will be provided.

In performing this self-evaluation, all means of pedestrian traffic within the City’s ROW, including sidewalks, crosswalks, and curb ramps were evaluated and documented. Only areas open to the public were assessed at the following City facilities:

<b>Rochester City Office Buildings</b>	<b>Public Park/ Recreational Facilities</b>
- City Building Complex:	- Mill Creek Golf Course
City Hall, Police Department, & Utility Office	- Rochester City Park
	- Fansler Park
- Wastewater Treatment Plant	- Jaycee Park
- Fire Station	- Pioneer Park
- Water Plant	- Lakeside Park
- Community Resource Center	- Rochester City Pool
- Street Department Barn	
	<b>Public Parking Areas</b>
	- West 9th Street
	- East 7th Street & Main Street
	- East 7th Street & Madison Street: North & South
	- West 7th Street: North and South

Areas of these facilities open to the public generally included parking lots, walks, park amenities, and areas within buildings that are not restricted to employees. Some buildings or areas of certain build-



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ings have infrequent public access and were evaluated under the same guidelines. These include tour routes of the wastewater treatment plant and the fire station. The decision to exclude areas of City facilities, or entire facilities, restricted to employees does not obviate the need of the City to ensure full accessibility is provided to employees with disabilities, consistent with the requirements of Title I of the ADA.

In addition to City facilities, the self-evaluation reviewed existing City policies and procedures within each department. The focus of this review began with distribution of a questionnaire to each department, followed by interviews or other data gathering if needed to better understand the responses or the operation of each department. Key items reviewed within each department included ADA-specific training of employees, past interaction and accommodation of persons with disabilities, review of publications produced by each department, and staff suggestions to help them accommodate persons with disabilities. Following this review, recommendations were made to improve accessibility of programs for each department.

It is the goal of the City to make facilities for all services, programs and activities fully accessible within 30 years, though this will be largely dependent on a number of economic factors and future changes to the ADA Accessibility Guidelines (ADAAG) or other unforeseen requirements that would necessitate additional improvements to City facilities. The City have committed to provide training for staff on the requirements of the ADA and make accommodations for employees with disabilities, many of which can be done without costly architectural renovations. The Transition Plan will be reviewed and updated periodically to ensure the City is fully compliant with ADAAG standards.

The results of the self-evaluation identified a number of barriers at City facilities, in and out of the right-of-way. The estimated cost to correct the deficiencies outside of the right-of-way is \$51,247.60. The estimated cost to correct the deficiencies inside the right-of-way is \$2,295,438.00. The degree to which these barriers limited accessibility and their priority for corrective action was subjectively categorized as “high”, “moderate”, or “low”. “High” priority included barriers that effectively prohibited access to a service or program or present a safety hazard. High pedestrian traffic areas within the city were mapped out and utilized as a higher priority for non-compliant issues denoted as High Priority. This “Moderate” priority included barriers that either partially prohibited access or made it quite difficult. Similar to the high pedestrian zone within the city, a moderate pedestrian traffic area was also identified to aid in the categorization of non-compliant issues within the right-of-way. “Low” priority barriers typically do not limit access but are not compliant with standards and were inclusive of all other facilities within the right-of-way not classified as a high or moderate pedestrian traffic area. The improvements were further categorized into six, five year phasing programs to spread the cost for implementation out and address the most serious deficiencies at the most used City facilities. The actual implementation schedule, budgeting, and prioritization is up to the administration and is likely to be impacted by complaints, new regulations and requirements, and availability of funding.







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# 1.0 Introduction and Overview

## 1.1 Introduction

The Americans with Disabilities Act of 1990 (ADA), enacted on July 26, 1990, is a Federal civil rights statute, under the jurisdiction of the United States Department of Justice (DOJ), which provides civil rights protection to qualified individuals with disabilities in the areas of employment, public accommodations, state and local government services, transportation, and telecommunications. The law states its purpose is “to provide a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities”. Similar protections are provided by Section 504 of the Rehabilitation Act of 1973. The ADA was signed into law by President George Bush on July 26, 1990, extending civil rights protections to individuals with physical or mental disabilities in the following areas:

1. Title I – Employment (all Title II employers and employers with 15 or more employees)
2. Title II – Public Services (state and local government including public school districts and public transportation)
3. Title III – Public Accommodations and Services operated by Private Entities
4. Title IV – Telecommunications
5. Title V – Miscellaneous

The City of Rochester is classified as a “public entity” pursuant to Title II of the ADA. The City is also required to comply with Title I, which requires state and local government entities to practice nondiscrimination in all parts of the employment process.

The DOJ is the lead agency that oversees the ADA. The ADA in itself is not enforceable by any state or local governmental unit code of official.

## 1.2 Purpose

The Code of Federal Regulations (CFR) is the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal government. It is divided into 50 titles that represent broad areas subject to Federal regulation. Each volume of the CFR is updated once each calendar year and is issued on a quarterly basis.

Relative to the ADA on July 26, 1990, the DOJ issued rules implementing Title II, which is codified at 28 CFR Part 35, which applies to City of Rochester. Title II requires state and local governments to make their programs and services accessible to persons with disabilities. This requirement extends not only to physical access at government facilities, programs, and events, but also to policy changes that state and local governmental entities must make to ensure that all people with disabilities can take part in, and benefit from, the programs and services of state and local governments.

The ADA regulations [ref. U.S. DOJ, 28 CFR Part 35, Subpart A, 35.105 and 35.150(a) and (d)] require state and local governments to conduct a self-evaluation of their programs and services to identify barriers to access. One of the fundamental reasons for performing the self-evaluation is to identify potential problems before they occur, so that discrimination complaints won't be necessary. By identifying the policies, programs, services, and activities that do not comply, the City can take action to remove those barriers to ensure that the City is not discriminating against individuals with disabilities. Title II of the ADA stipulates that the City is required to perform six administrative responsibilities:

1. Publicize the name and contact information of the designated ADA Coordinator responsible to oversee compliance [28 CFR 35.107 (a)]
2. Administer and write self-evaluation of the programmatic barriers in services offered by the local government [28 CFR 35.105]



3. Publicize and inform applicants, participants, and beneficiaries of the City's policy of nondiscrimination on the basis of disability related to City services, programs, and activities [28 CFR 35.106]
4. Establish a complaint/grievance procedure to respond to complaints of noncompliance from the public [28 CFR 35.107 (b)]
5. Develop a transition plan if structural changes are necessary for achieving program accessibility [28CFR 35.150 (a) and (d)]
6. Retain the self-evaluation and provide it for public inspection for three years [28 CFR 35.105 (c)]

Retain the self-evaluation and provide it for public inspection for three years [28 CFR 35.105 (c)]. The City of Rochester is committed to complying with the tenets of Title II of the ADA of 1990, and other Federal and state statutes and regulations intended to make City-owned and operated facilities, programs, services, and activities accessible to persons with disabilities. This ADA Self-Evaluation and Transition Plan (SETP) establishes a new benchmark for compliance with ADA and identifies a plan to remove barriers.

### **1.3 Transition Plan Overview**

In 2012, the City of Rochester was made aware of issues related to non-compliance with certain requirements of the ADA by the Federal Highway Administration (FHWA) following their inspection of a Federal aid project. FHWA, one of a number of Federal agencies with ADA responsibilities, found that the City did not have a SETP in place that included an evaluation of all City facilities, programs, policies, services, and activities. The City responded by contacting DLZ Indiana, LLC to consult while the City prepared a SETP.

A work plan to assess City-owned, and operated facilities, programs, policies, services, and activities for compliance with ADA was initiated to complete the ADA SETP. This work plan in-

cluded:

- Facility audit (interior and exterior)
- City ROW audit
- Self-evaluation of City programs, services and activities
- Facilitate designating an ADA Coordinator
- Develop grievance procedures
- Outreach to advocacy groups and the general public
- Prioritize facilities improvements for accessibility
- Develop written transition plan
- Adoption of the transition plan

Facility audits were performed only in those areas open to the public for this project. Areas within City-owned facilities that are not accessible to the public must also be accessible for employees with disabilities. Accessibility in employee work areas will be assessed on a case-by-case basis based on the needs of the individual and nature of their disability. The City is committed to ensuring that all workspaces are accessible pursuant to the requirements of each job and making the necessary modifications when needed. In addition, facilities within the public right-of-way (ROW) were inventoried. The City has a standing policy on improving sidewalks and curb ramps within the ROW to be ADA-compliant as part of infrastructure improvement projects. These recommendations are intended to serve as the transition plan and framework for implementation. All of the recommendations in this plan for structural or programmatic solutions to facilitate the opportunity of access to all individuals are subject to review, revision, and approval of the City Common Council and appropriation of funding to implement the improvements.

This transition plan is an on-going, dynamic document that will need periodic review and updating. In particular, additional evaluations will be required when updates are made to the ADA or supporting statutes or when existing accessibility guidelines change or new guidelines are established.



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In its efforts to maintain compliance, the City has several mechanisms in place to provide for an ongoing update of the transition plan:

- Designated ADA Coordinator is empowered with oversight responsibility for implementation of the requirements of the ADA.
- Implementation activities will be part of the City's annual Capital Improvement Plan.
- Training of staff.

## **1.4 Legislative Background & Framework**

For more than 40 years, the City of Rochester has been subject to many of the non-discrimination provisions contained in the ADA. Significant precursory legislation to the ADA includes the Architectural Barriers Act of 1968 (ABA) and Section 504 of the Rehabilitation Act of 1973 (RA).

Congress' first significant effort to address discrimination on the basis of disability was its enactment of the ABA, which provided that all buildings constructed, altered, leased, or financed by the U.S. Government shall be accessible to, and usable by, individuals with physical disabilities.

Section 504 of the Rehabilitation Act states: "No otherwise qualified individual with a disability in the United States shall, solely by reason of his disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any Executive Agency". It also requires Federal agencies to provide accessible programs and facilities.

The ADA was modeled on Section 504. The ADA applies to state and local government entities, public accommodations, public transportation, and commercial establishments. The key points of understanding for ADA are:

- The ADA is fundamentally civil rights legislation. This legislation protects the rights of people with disabilities in employment, transportation, public accommodation, and access to services offered by the public.
- The ADA addresses facility access and access to programs and services. Buildings are required to be accessible and the activities that are offered inside and outside those buildings also must be accessible.
- Outdoor recreation standards as it relates to ADA have not been finalized, though guidance is pending for a number of situations. Standards for outdoor recreation (i.e. boating and fishing facilities, swimming pools, stadiums, etc.) are being established and only guidelines exist currently. (NOTE: New standards were published and formally adopted that went into effect in March 2011 that included provisions for some recreational facilities.)

The primary focus of this report is to assess the compliance of City of Rochester facilities, programs, policies, services, and activities related to Title II of the ADA. Title II of the ADA was effective on January 26, 1992.

Governmental entities must ensure effective communication, including the provision of necessary auxiliary aids and services, so that individuals with disabilities can participate in civic functions. Public entities are not required to take actions that would result in undue financial and administrative burdens. However, they are required to make reasonable modifications to policies, practices, and procedures where necessary to avoid discrimination, unless they can demonstrate that doing so would fundamentally alter the nature of the service, program, or activity being provided.

One important way to ensure that Title II's requirements are being met in cities of all sizes is through self-evaluation, which is required by the ADA regulations. Self-evaluation enables local governments to pinpoint the facilities, programs



and services that must be modified or relocated to ensure that local governments are complying with Title II requirements of the ADA. A public entity that employs 50 or more employees must retain its self-evaluation for a minimum of three (3) years.

## **1.5 Facility Access versus Program Access**

The ADA addresses two types of accessibility:

- Facility accessibility
- Program accessibility

Facility accessibility requires that a building or structure be physically accessible. Individuals with disabilities cannot be provided access to programs, services, and activities if a building is inaccessible. Program accessibility includes facility accessibility, but also means that a person with a qualified disability receives the same benefits from a program or service and has an equal opportunity to participate as any other participant. The ADA requires all City programs, but not all City buildings, to be accessible.

There is some flexibility with regard to program accessibility. Not every building (or each part of every building) needs to be accessible. Structural modifications are required only when there is no alternative available for providing program access. The City is required to provide program access, which means that programs, services and activities when viewed in their entirety, are readily accessible to and usable by individuals with disabilities.

When choosing a method of providing program access, the City will give priority to the one that results in the most integrated setting appropriate to encourage interaction among all users, including individuals with disabilities. In accordance with Title II program accessibility requirements, the City is required to:

- Provide equal access to programs, services, and activities as provided to other members of the community. [28 CFR 35.130(a)-(b)(1)(vii)]
- Provide programs, services and activities in an integrated setting, unless separate or different measures are necessary to ensure equal opportunity. [28 CFR 35.130(b)(2); (d)]
- Absorb any costs necessary to ensure nondiscriminatory treatment, such as making modifications required to provide program accessibility or providing qualified interpreters. [28 CFR 35.130(f)]
- Allow a person with a disability to participate in a program, service or activity regardless of disability. [28 CFR 35.130(g)]
- Eliminate unnecessary eligibility standards or rules that deny individuals with disabilities an equal opportunity to enjoy programs, services or activities unless necessary for the provisions of the program, service or activity. [28 CFR 35.130(b)(8)]
- Modify policies, practices, or procedures that deny equal access to individuals with disabilities [28 CFR 35.130(b)(7)]
- Furnish auxiliary aids and services when necessary to ensure effective communication. [28 CFR 35.160(b)(1)-(2)]
- Provide appropriate signage and structural communication to inform and alert individuals with visual, mobility, and hearing disabilities. [28 CFR 35.163]
- Eliminate physical barriers to programs, services, and activities by remodeling existing facilities, constructing new facilities, or moving programs, services or activities to an accessible location. [28 CFR 35.150(b)(1)]
- Ensure that newly constructed or altered buildings and facilities are free of physical and communication barriers that restrict accessibility of people with disabilities. [28CFR 35.151]

## **1.6 Undue Burden**

The City does not have to take any action that it



can demonstrate would result in a fundamental alteration in the nature of a program or activity, would create a hazardous condition for other people, or would represent an undue financial and administrative burden. A fundamental alteration is a change to such a degree that the original program, service, or activity is no longer the same. For example, a city sponsors college-level classes that may be used toward a college degree. To be eligible to enroll, an individual must have either a high school diploma or a General Educational Development certificate (“G.E.D”). If someone lacks a diploma or G.E.D. because of a cognitive disability, it is unlikely that the city would have to alter the requirement to provide equal access. Modifying the rule would change the class from college level to something less than college level and would fundamentally alter the original nature of the class.

The determination that an undue financial burden would result must be based on an evaluation of all resources available for use in a program. For example, if a barrier removal action is judged unduly burdensome, the city must consider other options for providing access that would ensure that individuals with disabilities receive the benefits and services of the program or activity.

### **1.7 ADA Self-Evaluation and Transition Plan Requirements**

The purpose of this ADA SETP is to document the City’s review of access to facilities, programs, services, and activities by individuals with disabilities in order to determine if there are any discriminatory or potentially discriminatory practices, policies, or procedures.

In accordance with the Title II requirements for self-evaluation, the City:

1. Identified all of the public entity’s programs, activities, and services. [28 CFR 35.105(a)]
2. Reviewed all the policies and practices that govern the administration of the City’s programs, activities, and services. [28

CFR35.105(a)]

If structural changes are identified to provide program accessibility as part of the self-evaluation, the ADA identifies specific elements to be included in the transition plan. At a minimum, the elements of the transition plan are:

1. A list of the physical barriers in the City’s facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities. [28 CFR 35.150 (d)(3)(i)]
2. A detailed outline of the methods to be utilized to remove these barriers and make the facilities accessible. [28 CFR 35.150 (d)(3)(ii)]
3. The schedule for taking the necessary steps to achieve compliance with Title II of the
4. ADA. If the time period for achieving compliance is longer than one year, the plan should identify the interim steps that will be taken during each year of the transition period. [28 CFR 35.150 (d)(3)(iii)]
5. The name of the official responsible for the plan’s implementation. [28 CFR 35.150 (d)(3)(iv)]

### **1.8 Self-Evaluation and Transition Plan Process**

A work plan and method to assess City-owned and operated facilities, programs, policies, services, and activities for compliance with the ADA was implemented to complete the ADA SETP.

This work plan included:

1. Facility and Right-of-Way audits (interior and exterior)
2. Self-evaluation of City programs, services and activities
3. Public outreach to advocacy groups Facilitate designating an ADA Coordinator Develop grievance procedures
4. Identify required/suggested training for City staff
5. Public outreach to advocacy groups
6. Prioritize facilities improvements for accessibility





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7. Develop transition plan public involvement and adoption schedule

Recommendations are intended to serve as the transition plan and framework for implementation. All of the recommendations in this plan for structural or programmatic solutions to facilitate the opportunity of access to all individuals are subject to review, revision, and approval of the Common Council.

## **1.9 Facility Audit**

In the spring and summer of 2012, interior and exterior audits of buildings, facilities, and parks were performed only in those areas open to the public. This review identified physical and architectural barriers and provided recommendations to comply with Federal accessibility requirements. The list of facilities that received an accessibility audit included:

- City-owned buildings, i.e. City Hall, fire stations, police station, community center, etc.
- City-owned parks, including public restrooms
- City-owned golf course
- City-owned dock and boat ramp facilities

Photographs of all amenities were taken for the record but are not included in this report. The specific site and architectural improvements recommended to remove barriers and improve accessibility are listed in Appendix B-City of Rochester, Facility Reports.

## **1.10 City Administration and Departments**

There are approximately eight departments that provide City services, programs, and activities. These Departments and descriptions of their functions are:

### **Mayor's Office**

The Mayor's Office has the responsibility for a number of day-to-day functions for City government. In addition to fielding general ques-

tions and being asked to solve problems from the general public, the Mayor's Office also has responsibility for meetings with various groups or individuals to improve conditions in the City for residents and businesses. The City of Rochester is organized under the Mayor's Office and is located in City Hall at 320 Main Street, Rochester, Indiana.

### **City Clerk-Treasurer's Office**

The Clerk-Treasurer's Office has the responsibility for all revenue and expenditures and all of the resulting accounting and reporting required. The Clerk-Treasurer's Office is also responsible for compiling the annual budget, processing and filing all financial reporting for the Federal, state, and local levels of government, processing payroll, as well as, processing all accounts payable for the City of Rochester. The Clerk-Treasurer's Office acts as the Human Resources Department ensuring City-wide consistent personnel policies, monitoring regulations compliance, and maintaining employee records. The Clerk-Treasurer's Office is responsible for preparing agendas, minutes, ordinances, resolutions, and legal publications and notices sent to the media, City departments, citizens, and other governmental agencies. The Clerk-Treasurer's Office also serves as the secretary to the City Common Council and Board of Public Works & Safety. The Clerk-Treasurer's Office has the responsibility for preparing all meeting notices, agendas, packets of materials, and minutes for the following: Council Meetings, Executive Sessions, and Work Sessions of the Council. In addition, the City Clerk-Treasurer's Office has responsibilities relative to the keeping the City record books, preparing and filing real property liens, and maintaining receipts of violations payments. The Rochester City Clerk-Treasurer's Office is located at 320 Main Street, Rochester.

### **Parks and Recreation Department**

The Park Department has a full-time staff of employees responsible for various functions within the organization. Services within the department include staffing the Round Barn Golf Club at Mill



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Creek, the Rochester City Pool, as well as, Park Maintenance. The Parks and Recreation Department offers a wide range of programs, special events, and services. The Department is also responsible for maintaining and improving six public parks, wetland environmental area, the community swimming pool, and an 18 hole golf course for a total of 220 acres of park and recreational land. The Parks and Recreation Department is located at 320 Main Street, Rochester, Indiana.

### **Plan Commission and Building Department**

The Area Plan Commission and Building Department is a coordinated effort between Rochester City and Fulton County. In 2008, the City adopted the Area Plan and signed an interlocal agreement with Fulton County for the enforcement of the City zoning and building codes, creating one centralized office and improving efficiency. The Planning and Building Department works with a wide range of citizens, from neighborhood leaders to builders and businesses. The department issues and tracks building permits, inspects construction projects, performs land use and comprehensive planning, coordinates project development, administers the zoning ordinance, provides staff to the Plan Commission and Board of Zoning Appeals, and issues permits for construction/modification of various structures. The Department of Planning and Development is located 125 East 9th Street, Rochester.

### **Fire Department**

The primary responsibilities of the Fire Department lie in the areas of: fire suppression, fire prevention, fire investigation, emergency medical, hazardous materials, education, water rescue, and confined space rescue. In addition to their other duties, Rochester firefighters continue an intensive fire prevention and fire safety education program. The Rochester City Fire Department contracts with the three surrounding townships and covers a total of 110 square miles. Over a quarter of the City's firefighters are cross-trained as emergency medical technicians and assists the Fulton County EMS on a daily basis.

The Rochester City Fire Department is located at 2006 East State Road 14, Rochester.

### **Police Department**

The Rochester Police Department is a full-service, 24-hour operational department entrusted with the safety and general welfare of the residents within the City of Rochester. The Rochester Police Department (RPD) strives to provide an open line of communication between citizens and police officers to take an active role in community programs and neighborhoods and to be a service-oriented police department. The RPD consists of a number of units/division, including: Patrol, Crime Scene Investigations, Detectives, and the K-9 Unit. The RPD is also charged with the duty of ensuring compliance with City ordinances. Duties include taking complaints and following up on them, and enforcing housing codes. The RPD enforces the City Municipal Codes addressing abandoned autos, tall grass, animal issues, snow removal, noise complaints, and trash. The RPD is located at 312 Main Street, Rochester.

### **Utility Operations**

The City of Rochester in 2010 reorganized the three utility departments, the street, waste water, and water departments, to be under the auspice of one Operations Manager. This reorganization of the historical Department Head hierarchy worked to achieve a reduction of expenses and streamline operations. The Operations Manager maintains a business office located in the Waste Water Treatment Facility, 610 Monticello Road, Rochester.

### **Street Department**

- The Rochester Street Department employs a full-time staff of employees responsible for a variety of jobs including, leaf, grass, and brush pick-up, storm drain repair, street and pot-hole repair, and snow removal. The Rochester Street Department is charged with maintaining approximately 292,478 feet, or 55.4 miles, of public street every day within the Rochester City Limits. The Rochester Street Department is located at 620 Monti-



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cello Road, Rochester.

### **Waste Water Treatment Facility**

- The Rochester Waste Water Treatment Facility strives to meet its goal of protecting the receiving waters of Indiana and our environment. The Waste Water Treatment Facility is a Class III trickling filter plant and is capable of handling 1.65 million gallons of flow per day. The Rochester Wastewater produces Class B sludge that is land applied or land filled. The Waste Water Treatment Facility has a full-time staff of employees that are responsible for the operation and maintenance of the facility, the City's sewer system, including lift stations, the Storm Sewer Drains, testing, and regulatory compliance. The Rochester Waste Water Treatment Facility is located at 610 Monticello Road, Rochester.

### **Water Department**

- The Rochester Water Department must by law protect the water supply system from contamination, ensuring delivery of fresh, clean drinking water. As such, the Water Department is responsible for enforcing state and local backflow prevention regulations and testing of drinking water supplies. The Water Department is governed by a three-member Water Board. The Rochester Water Department Business Office is responsible for providing the billing and customer service for the City. The Rochester Water Department Business Office is located at 320 Main Street, Rochester.

## **1.11 Department Self-Evaluation**

As part of this self-evaluation, the City distributed an internal memo to all City departments requesting information about their respective departmental policies regarding ADA compliance. The Rochester ADA Coordinator corresponded with many of the departments to discuss the intended use of the questionnaire. All policies, programs, activities, and services were evaluated

and in the case where policies are not currently in place, this report provides recommendations for the implementation of corrective actions to comply with the ADA. Refer to Section 3.19 Department Self-Evaluation - Findings & Recommendations.

## **1.12 Public Outreach**

Public outreach by all of the Rochester City Departments is always encouraged in order to educate the public on the requirements of the ADA and to introduce the City's project goals and objectives. The availability of this compliance and transition plan was announced publicly and accessible for review prior to the public meeting held for the approval.

All public comments during the public meeting should be considered in future planning corrections for City projects related to the removal of architectural and programmatic barriers at City facilities.

## **2.0 Definitions**

The words, phrases and definitions summarized below are included in the ADA. Refer to the ADA 28 CFR 35.104 for full definitions. A list of common terms and definitions are included below.

2010 Standards: the 2010 ADA Standards for Accessible Design (ADAAG), which consist of the 2004 ADAAG and requirements contained in 35.151.

Access Board: an independent Federal agency devoted to accessibility for people with disabilities. The Access Board developed the accessibility guidelines for the ADA and provides technical assistance and training on these guidelines.

Accessible: refers to a site, facility, work environment, service, or program that is easy to approach, enter, operate, participate in, and/or





use safely and with dignity by a person with a disability.

*Affirmative Action (AA)*: a set of positive steps that employers use to promote equal employment opportunity and to eliminate discrimination. It includes expanded outreach, recruitment, mentoring, training, management development and other programs designed to help employers hire, retain and advance qualified workers from diverse backgrounds, including persons with disabilities. Affirmative action means inclusion, not exclusion. Affirmative action does not mean quotas and is not mandated by the ADA.

*Americans with Disabilities Act (ADA)*: a comprehensive, Federal civil rights law that prohibits discrimination against people with disabilities in employment, state and local government programs and activities, public accommodations, transportation, and telecommunications.

*ADA Accessibility Guidelines (ADAAG)*: scoping and technical requirements to be applied during the design, construction, and alteration of buildings and facilities covered by titles II and III of the ADA to the extent required by regulations issued by Federal agencies, including the DOJ and the Department of Transportation (DOT).

*Auxiliary Aids and Services*: under Titles II and III of the ADA, includes a wide range of services and devices that promote effective communication or allows access to goods and services. Examples of auxiliary aids and services for individuals who are deaf or hard of hearing include qualified interpreters, note takers, computer-aided transcription services, written materials, telephone handset amplifiers, assistive listening systems, telephones compatible with hearing aids, closed caption decoders, open and closed captioning, telecommunications devices for deaf persons (TDDs), videotext displays, and exchange of written notes. Examples for individuals with vision impairments include qualified readers, taped texts, audio recordings, Braille materials, large print materials, and assistance

in locating items. Examples for individuals with speech impairments include TDDs, computer terminals, speech synthesizers, and communication boards.

*Civil Rights Act of 1991*: Federal law that capped compensatory and punitive damages under Title I of the ADA for intentional job discrimination. The law also amended the ADA's definition of an employee, adding "with respect to employment in a foreign country, such term includes an individual who is a citizen of the United States."

*Complaint*: a written statement, alleging violation of the ADA, which contains the complainant's name and address and describes the City's alleged discriminatory action in sufficient detail to inform them of the nature and date of the alleged violation. It shall be signed by the complainant or by someone authorized to do so on his or her behalf. Complaints filed on behalf of classes or third parties shall describe or identify (by name, if possible) the alleged victims of discrimination.

*Covered Entity*: under the ADA, "covered entity" is an entity that must comply with the law. Under Title I, covered entities include employers, employment agencies, labor organizations, or joint labor-management committees. Under Title II, covered entities include state and local government instrumentalities, the National Railroad Passenger Corporation, and other commuter authorities, and public transportation systems. Under Title III, covered entities include public accommodations such as restaurants, hotels, grocery stores, retail stores, etc., as well as privately owned transportation systems.

*Direct Threat*: a significant risk to the health or safety of others that cannot be eliminated by reasonable accommodation.

*Disability*: with respect to an individual, means: a physical or mental impairment that substantially limits one or more of the major life activi-



ties of such individual; a record of such an impairment; or being regarded as having such an impairment.

*Discrimination on the basis of disability:* means to: Limit, segregate, or classify a citizen in a way that may adversely affect opportunities or status because of the person's disability; Limit, segregate, or classify a participant in a program or activity offered to the public in a way that may adversely affect opportunities or status because of the participant's disability; Participate in a contract that could subject a qualified citizen with a disability to discrimination; Use any standards, criteria, or methods of administration that have the effect of discriminating on the basis of disability; Deny equal benefits because of a disability; Fail to make reasonable accommodations to known physical or mental limitations of an otherwise qualified individual unless it can be shown that the accommodation would impose an undue burden on the City's operations; Use selection criteria that exclude otherwise qualified people with disabilities from participating in the programs or activities offered to the public; and Fail to use tests, including eligibility tests, in a manner that ensures that the test results accurately reflect the qualified applicant's skills or aptitude to participate in a program or activity.

*Employer:* a person engaged in an industry affecting commerce who has 15 or more employees for each working day in each of 20 or more calendar weeks in the current or preceding calendar year, and any agent of such person, except that, for two years following the effective date of this subchapter, an employer means a person engaged in an industry affecting commerce who has 25 or more employees for each working day in each of 20 or more calendar weeks in the current or preceding year, and any agent of such person. Exceptions: The term "employer" does not include the United States, a corporation wholly owned by the government of the United States, or an Indian tribe; or a bona fide private membership club (other than a labor organization) that is exempt

from taxation under section 501(c) of Title 26 [the Internal Revenue Code of 1986].

*Equal Employment Opportunity Commission (EEOC):* the Federal agency charged with enforcing Title I of the ADA.

*Essential Job Functions:* the fundamental job duties of the employment position that the individual with a disability holds or desires. The term "essential functions" does not include marginal functions of the position.

*Equal Employment Opportunity:* an opportunity to attain the same level of performance or to enjoy equal benefits and privileges of employment as are available to an average similarly-situated employee without a disability.

*Existing Facility:* refers to buildings that were constructed before the ADA went into effect. A public building constructed before the effective date of Title III does not have to be fully accessible unless the removal of barriers, including structural ones, is readily achievable.

*Historic Properties:* those properties that are listed or eligible for listing in the National Register of Historic Places or properties designated as historic under State or local law.

*Job Analysis:* a formal process in which information about a specific job or occupation is collected and analyzed.

*Job Description:* a detailed summary, usually written, of the major components of a job. A typical job description consists of six major components: essential job functions, knowledge and critical skills, physical demands, environmental factors, the roles of the ADA and other Federal laws such as the Occupational Safety Health Act, and any explanatory information that may be necessary to clarify job duties or responsibilities.

*Job Related and Consistent with Business Necessity:* standard used to determine whether a quali-



fication standard or employment policy concerns an essential aspect of the job and is required to meet the needs of the business.

Light Duty: generally, “light duty” refers to temporary or permanent work that is physically or mentally less demanding than normal job duties. Some employers use the term “light duty” to mean simply excusing an employee from performing those job functions that s/he is unable to perform because of an impairment. “Light duty” also may consist of particular positions with duties that are less physically or mentally demanding created specifically for the purpose of providing alternative work for employees who are unable to perform some or all of their normal duties. Further, an employer may refer to any position that is sedentary or is less physically or mentally demanding as “light duty”. The term is often associated with workers compensation programs.

Major Life Activity: term used in the ADA definition of disability. It refers to activities that an average person can perform with little or no difficulty, such as walking, seeing, speaking, hearing, breathing, learning, performing manual tasks, caring for oneself, and working. These are examples only. Other activities such as sitting, standing, lifting, or reading are also major life activities.

Marginal Job Functions: functions that are not considered essential to a job. Employers must consider removing marginal job functions as an accommodation under the ADA, but do not have to remove essential functions as an accommodation.

Medical Examination: a procedure or test that seeks information about an individual’s physical or mental impairments or health. The following factors should be considered to determine whether a test (or procedure) is a medical examination: (1) whether the test is administered by a health care professional; (2) whether the test is interpreted by a health care professional; (3)

whether the test is designed to reveal an impairment or physical or mental health; (4) whether the test is invasive; (5) whether the test measures an employee’s performance of a task or measures his/her physiological responses to performing the task ; (6) whether the test normally is given in a medical setting; and, (7) whether medical equipment is used. In many cases, a combination of factors will be relevant in determining whether a test or procedure is a medical examination. In other cases, one factor may be enough to determine that a test or procedure is medical.

Mitigating Measures: medical treatment or devices that lessen the effects of an impairment, such as medication, a prosthesis, or a hearing aid. When determining whether a person has a disability under the ADA, the effect of mitigating measures is to be considered.

Physical or Mental Impairment: a physical or mental limitation that may include, but are not limited to: vision, speech, and hearing impairment; emotional disturbance and mental illness; seizure disorders; mental retardation; orthopedic and neuromotor disabilities; learning disabilities; diabetes; heart disease; nervous conditions; cancer; asthma; hepatitis B; HIV infection (HIV condition); and drug addiction if the addict has successfully completed or is participating in a rehabilitation program and no longer uses illegal drugs.

The following conditions are not physical or mental impairments: tranvestism, illegal drug use; homosexuality or bisexuality; compulsive gambling; kleptomania; pyromania; pedophilia; exhibitionism; voyeurism; pregnancy; height; weight; eye color; hair color; left-handedness; poverty; lack of education; a prison record; and poor judgment or quick temper if not symptoms of a mental or physiological disorder.

Public Accommodations: entities that must comply with Title III. The term includes facilities whose operations affect commerce and fall within at least one of the following 12 categories:



places of lodging (e.g., inns, hotels, motels) (except for owner-occupied establishments renting fewer than six rooms); establishments serving food or drink (e.g., restaurants and bars); places of exhibition or entertainment (e.g., motion picture houses, theaters, concert halls, stadiums); places of public gathering (e.g., auditoriums, convention centers, lecture halls); sales or rental establishments (e.g., bakeries, grocery stores, hardware stores, shopping centers); service establishments (e.g., laundromats, dry-cleaners, banks, barber shops, beauty shops, travel services, shoe repair services, funeral parlors, gas stations, offices of accountants or lawyers, pharmacies, insurance offices, professional offices of health care providers, hospitals); public transportation terminals, depots, or stations (not including facilities relating to air transportation); places of public display or collection (e.g., museums, libraries, galleries); places of recreation (e.g., parks, zoos, amusement parks); places of education (e.g., nursery schools, elementary, secondary, undergraduate, or postgraduate private schools); social service center establishments (e.g., day care centers, senior citizen centers, homeless shelters, food banks, adoption agencies); and places of exercise or recreation (e.g., gymnasiums, health spas, bowling alleys, golf courses).

**Public Entity:** entities that must comply with Title II. The term is defined as: any state or local government; any department, agency, special purpose district, or other instrumentality of a state or local government; or certain commuter authorities as well as Amtrak. It does not include the Federal government.

**Qualified Individual with a Disability:** an individual with a disability who, with or without reasonable modification to rules, policies, or practices, removal of architectural, communication, or transportation barriers, or the provision of auxiliary services or aids, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by the City.

**Readily Achievable:** easily accomplished and able to be carried out without much difficulty or expense. In determining whether an action is readily achievable, factors to be considered include nature and cost of the action, overall financial resources and the effect on expenses and resources, legitimate safety requirements, impact on the operation of a site, and, if applicable, overall financial resources, size, and type of operation of any parent corporation or entity. Under Title III, public accommodations must remove barriers in existing facilities if it is readily achievable to do so.

**Reasonable Accommodation:** under Title I, a modification or adjustment to a job, the work environment, or the way things usually are done that enables a qualified individual with a disability to enjoy an equal employment opportunity. Reasonable accommodation is a key non-discrimination requirement of the ADA.

**Reasonable Program Modifications:** if an individuals' disabilities prevent them from performing the essential functions of the program or activity, it is necessary to determine whether reasonable program modifications would enable these individuals to perform the essential functions of the program or activity. Reasonable program modification is any change in a program or activity, or in the way things are customarily done, that enables an individual with a disability to enjoy equal program opportunities. Accommodation means modifications or adjustments:

- To a registration or application process to enable an individual with a disability to be considered for the program or activity;
- To the program or activity environment in which the duties of a position are performed so that a person with a disability can perform the essential functions of the program or activity; and
- That enables individuals with disabilities to enjoy equally the benefits of the program or activity as other similarly situated individuals without disabilities enjoy.



Modification includes making existing facilities and equipment used by individuals readily accessible and usable by individuals with disabilities. Modification applies to known disabilities only. Modification is not required if it changes the essential nature of a program or activity for the person with a disability, it creates a hazardous situation, adjustments or modifications requested are primarily for the personal benefit of the individual with a disability, or it poses an undue burden on the City.

*Record of an Impairment:* an individual is disabled if he or she has a history of having an impairment that substantially limits the performance of a major life activity or has been diagnosed, correctly or incorrectly, as having such an impairment. An example: a man, who is in line for a promotion, has a history of cancer treatment, although he is now free of cancer. He is not given the promotion because his bosses are worried that, if his cancer returns, he won't be able to do the job. He does not, at this point, meet the first part of the definition of disability because he does not have a physical or mental impairment that substantially limits one or more major life activities. However, based on his "record of" an impairment, he is being discriminated against.

*Regarded as Having a Disability:* an individual is disabled if he or she is treated or perceived as having an impairment that substantially limits major life activities, although no such impairment exists. An example: a woman applies for a job as a customer service representative at a department store. Her face is badly scarred from an automobile accident. The interviewer doesn't want to give her the job, in spite of her skills and experience, because he thinks customers will be uncomfortable looking at her. She is not substantially limited in any major life activity, but the interviewer is "regarding her as" if she has a disability.

*Service Animal:* any dog that is individually trained to do work or perform tasks for the ben-

efit of an individual with a disability, including physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition.

*Substantial Limitation on Major Life Activities:* An individual is disabled if she or he has a physical or mental impairment that (a) renders her or him unable to perform a major life activity, or (b) substantially limits the condition, manner, or duration under which she or he can perform a particular major life activity in comparison to other people. In determining whether physical or mental impairment substantially limits the condition, manner, or duration under which an individual can perform a particular major life activity in comparison to other people, the following factors shall be considered:

- The nature and severity of the impairment; The duration or expected duration of the impairment; and
- The permanent or long term impact (or expected impact) of, or resulting from, the impairment.
- Title V of the Rehabilitation Act of 1973: title of the law that prohibits discrimination on the basis of a disability by the Federal government, Federal contractors, by recipients of Federal financial assistance, and in Federally conducted programs and activities.
- Transition Plan: refers to a requirement that state and local governments employing 50 or more people develop plans detailing structural changes necessary to achieve facility and program accessibility.

*Undue Burden:* means significant difficulty or expense incurred in the provision of accommodation. Undue burden includes, but is not limited to, financial difficulty. Undue burden refers to any modification that would be unduly costly, extensive, substantial, or disruptive, or that would fundamentally alter the nature of operation of the business of the City. Whether a particu-





lar accommodation will impose an undue hardship is determined on a case-by-case basis. If a particular modification is determined to cause an undue burden to the City of Rochester, the City shall attempt to identify another modification that would not pose such a burden. If cost causes the undue burden, the City must consider whether funding for the modification is available from an outside source. If no such funding is available, the City must give the person with a disability the opportunity to provide the modification or to pay for that portion of the modification that constitutes an undue burden.

Undue Hardship: with respect to the provision of an accommodation under Title I of the ADA, significant difficulty or expense incurred by a covered entity, when considered in light of certain factors. These factors include the nature and cost of the accommodation in relationship to the size, resources, nature, and structure of the employer's operation. Where the facility making the accommodation is part of a larger entity, the structure and overall resources of the larger organization would be considered, as well as the financial and administrative relationship of the facility to the larger organization. Employers do not have to provide accommodations that cause an undue hardship.

Uniform Federal Accessibility Standards (UFAS): one of two standards that state and local governments can use to comply with Title II's accessibility requirement for new construction and alterations. The other standard is the ADA Accessibility Guidelines.

U.S. Department of Justice: Federal agency that is responsible for enforcing Titles II and III of the ADA.

U.S. Department of Transportation: Federal agency that enforces nondiscrimination in public and private transportation. Nondiscrimination includes access to public bus, train and paratransit, as well as privately operated bus and shuttle transportation. The ADA does not cover air

transportation, which is subject to the Air Carrier Access Act.

### **3.0 Self-Evaluation of City Policies, Services, Activities, and Programs - Findings & Recommendations**

This segment of the self-evaluation plan summarizes a review of current City-wide policies, services, activities, and programs based on meetings with City staff and responses to the program accessibility questionnaire received from City departments and divisions. The findings and recommendations contained in this segment will provide the basis for the implementation of specific improvements for providing access to City programs.

#### **3.1 Program Evaluation** **Interdepartmental Memo**

The self-evaluation of the City's services, programs, and activities required and involved the participation of every City department. The City of Rochester evaluated its policies, procedures and programs to determine current levels of service and the extent to which its policies and programs created barriers to accessibility for persons with disabilities. The Rochester City ADA Coordinator distributed a memo to all department heads as one measure to determine the level of ADA compliance (see Appendix C). This memo requested department staff to provide the following:

- A list of any ADA training that has been attended, performed or is planned to be done;
- A list of current services/programs that the department provides to the public;
- A list, including any supporting documentation of policies and practices in place for interacting/communicating with persons that



- have disabilities;
- A contact person who can provide answers to inquiries about ADA compliance in the department;
- Provide background on how that department has interacted with anyone with a disability and what actions were taken to assist meeting that person's needs; and
- A list of any suggestions for modifications to the department's service, policies, and procedures that may better serve persons with disabilities

All City Departments responded to this memo regarding ADA compliance.

### **3.2 Overall Findings – General Policies and Practices**

The City's self-evaluations of their Departments identified common accessibility issues between all City Departments. The findings from the City Departments can be organized into the following general categories:

- Public Information
- Designation of ADA Coordinator Grievance/Uniform Complaint Procedures Public Meetings
- Accommodations to Access Programs, Services and Activities
- Special Events and Private Events on City Property
- Contracted Services and Contractors Customer Service, Satisfaction, and Input Equally Effective Communication Alternate Communication Formats
- Fees and Surcharges
- Information and Signage
- Staff Training
- Emergency Evacuation Procedures
- Polling Places
- Curb Ramps and Sidewalks
- Employment

The findings and recommendations in the following subsections apply to all departments.

### **3.3 Public Information**

The City is required to notify the public of their rights and protections under the ADA (28 CFR35.106), which states: "A public entity shall make available to applicants, participants, beneficiaries, and other interested persons information regarding the provisions of this part and its applicability to the services, programs, or activities of the public entity, and make such information available to them in such manner as the head of the entity finds necessary to apprise such persons of the protections against discrimination assured them by the Act and this part." In addition, notices regarding ADA should be included in a number of other situations to inform the public of their rights and opportunities to ensure accessibility, including signage directing the public to accessible routes and entrances.

#### **Self-Evaluation General Findings:**

City Resolution's 04-2012 and 05-2012 adopted May 2012 includes a policy, grievance procedure, and rights & protections for citizens under the ADA. The resolution's identify the Rochester City Clerk-Treasurer as the ADA Coordinator. A poster entitled "Equal Opportunity is the Law", defining the requirements of Title VII, is posted in the in plain view within many of the department areas, as well as, the City Building Complex lobby. Public notices, public meeting agendas, and other information published by the City do not have an ADA compliance statement included within.

The Employee Handbook for City of Rochester includes the following statement on page 47 under the section entitled "Americans with Disabilities Act": It is the policy of City of Rochester that qualified individuals with disabilities not be excluded from participation in or benefiting from the services, programs or activities of the City. It is the policy of the City not to discriminate against a qualified individual with a disability in: job application procedures; the hiring, advancement or discharge of employees; employee compensation; job training and other terms, con-



ditions and privileges of employment. It is the intention of this municipality to comply with all applicable requirements of the Americans with Disabilities Act. (ADA).

The Employee Handbook for the City of Rochester includes the following statement on page 2 under the section entitled “Equal Employee Opportunity Policy”: The City of Rochester does not discriminate on the basis of race, color, sex, national origin, religion, age, disability, or any other classification protected under applicable law in employment or in the provision of services. This equal employment opportunity refers to all applicable company practices including employee recruiting, hiring, transferring, training, promoting, disciplining, termination and all other conditions or privileges of employment. The selection of persons for positions in City of Rochester is to be based on the qualifications and abilities required to do the job. Further, it is the policy of City of Rochester to expand and increase efforts of the company to promote the realization of equal employment opportunity throughout all its operations through a positive and continuing program.

Signage directing visitors to City buildings along an accessible routes is lacking and the International Symbol of Accessibility (ISA) is not present or in clear view at all accessible entrances.

#### Recommended Action:

Standard language for a Notice of Nondiscrimination needs to be used by all departments for all City publications and printed materials. This statement should include, at a minimum, the following language: “City of Rochester acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, and amanuenses) for participation in or access to City sponsored public programs, services and/or meetings, the City requests that individuals make requests for these services forty-eight (48) hours ahead of the

scheduled program, service and/or meeting. To make arrangements, contact the Rochester ADA Coordinator, at (574) 223-2510.” All departments need to include the above language in their meeting agendas. The City public notices and agendas need to include a statement regarding requests for accommodations for compliance with ADA; however, the statement should list a TDD/TTY (Telecommunications Device for the Deaf/TeleTypewriter) number.

Public notification should always identify a contact person for individuals with disabilities who may request program modifications, or information on how a hearing or speech impaired person could communicate by telephone. Increase outreach to persons with disabilities by finding additional methods and formats to provide information about meetings and other City activities. The City should endeavor to inform the public of the possible modifications required to make its services, programs, and activities accessible. Non-discrimination language should appear on both hard copies and documents posted on the City websites.

List City agencies, departments, and specialized services that offer TDD/TTY in printed City directories. The City Clerk-Treasurer’s Office should have a list of qualified individuals to contract for services to provide information in alternate accessible formats when individuals have had a request for accommodation. Signage directing visitors to City buildings should be placed along the accessible routes and the International Symbol of Accessibility (ISA) should be placed in clear view at all accessible entrances.

### **3.4 Designation of ADA Coordinator**

The ADA regulations require any public entity with fifty or more employees to designate at least one employee to coordinate ADA compliance (28 CFR 35.107 (a)). Federal regulations require public entities to make available to interested persons the name, office address and





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telephone number of the ADA Coordinator. The ADA Coordinator's role is to plan, coordinate, organize, facilitate, and promote compliance efforts. The Coordinator responds to requests for accommodations or barrier removal. The Coordinator also receives and investigates complaints and grievances.

#### Self-Evaluation Findings:

City Resolution 04-2012 designates the Rochester City Clerk-Treasurer as the ADA Coordinator. The Clerk-Treasurer has made it a point to explain the ADA Coordinator position and job functions to the Rochester Common Council, the Board of Public Works and Safety, as well as, all the Rochester City Department Heads.

#### Recommendations:

Information regarding the identity of the ADA Coordinator should continue to be provided to staff, posted at all City locations, incorporated into employee handbooks, staff and public phone directories, placed in frequently used publications, and on the City websites.

The designated ADA Coordinator must be familiar with the requirements of ADA and get appropriate training to ensure compliance by the City. It is strongly suggested that each department have one individual with knowledge of ADA issues that can respond to issues that arise within their department and assist the ADA Coordinator. It is recommended the City publish the name, address, e-mail address and phone number of City of Rochester ADA Coordinator in appropriate public notices, agendas, and City publications frequently distributed to the general public. Publications should also include the TDD/TTY number.

### **3.5 Grievance/Uniform Complaint Procedures**

A public entity that employs 50 or more employees must adopt and publish grievance procedures

which provide for the prompt and equitable resolution of complaints alleging any action that would be prohibited by the ADA (28CFR 35.107 (b)).

#### Self-Evaluation Findings:

The City of Rochester has a complaint procedure that provides for prompt resolution of complaints. The website provides contact information for the City, but does not specifically state that complaint can be submitted and addressed through those contact avenues. There is nothing ADA specific within the language of the website. Due to the fact the Grievance Procedure has only been adopted recently, its policies and procedures are unknown to most City employees.

#### Recommendations:

The City should formalize and publish procedures for ADA-specific complaint handling to assist with the tracking of complaint resolution. Centralized record keeping of such information will help the City to regularly update its compliance efforts, and plan for additional compliance implementation. Information regarding complaint procedures should be available to members of the public in addition to employees and applicants. Procedures should outline the steps needed to resolve a complaint. Information regarding the complaint process should be provided on the City's website. Forms or a method to alert the City of an ADA-related complaint should be available on the website. The City should review its current administrative policy and provide a form for City Hall to make available for the filing of a formal complaint or grievance. The form should also note that it may be requested in an alternate accessible format, i.e. Braille, audio-tape, e-text, large print, etc.

Administrative policies and procedures should continue to be developed, adopted, and implemented to provide consistency for filing complaints or grievances and record keeping. The City should make efforts to inform City staff and the general public of the name of the ADA Coordinator, grievance procedures, the steps for



handling grievances, and the City policies for remediation of grievances.

### **3.6 Public Meetings**

Public meetings are routinely held by various City departments, boards, and commissions. The ADA prohibits public entities from excluding persons with disabilities from programs, services, or activities offered by a public entity. The law does allow a public entity to use both structural and nonstructural methods to achieve accessibility to programs, services, and activities (28 CFR 35.150 (a)(1); (b)(1)).

#### **Self-Evaluation Findings:**

The following boards/commissions meet at various times on City business and all of them would be considered open meetings that can be attended by anyone:

- Rochester Common Council: Council Chambers, City Building Complex
- Board of Public Works & Safety: Council Chambers, City Building Complex
- Board of Park Commissioners: Council Chambers, City Building Complex
- Redevelopment Commission – Varies
- Tree Board - Council Chambers, City Building Complex
- Sidewalk Commission - Council Chambers, City Building Complex
- Water Works Board of Directors - Council Chambers, City Building Complex
- Plan Commission – Commissioner/Council Room, Fulton County Office Building
- Board of Zoning Appeals: Council Chambers, City Building Complex

City public notices and agendas do not include a statement regarding how requests for accommodations for persons with disabilities can be made, nor is a TDD/TTY number provided. Common Council and other board/ commission meetings are not currently broadcast on local cable access channels.

#### **Recommendations:**

The City should continue to schedule and hold public meetings in the most accessible locations whenever possible. The City should develop procedures for obtaining and providing auxiliary aids such as assistive listening systems, sign language interpreters, readers, descriptive services, and other assistive technologies. The City should develop means and methods to provide closed captioning (or sign language interpretation on the screen) for televised programs and for audiovisual presentations produced by the City (including videos and films) in order to ensure that persons with hearing impairments can benefit from these presentations. The City should make reasonable modifications to enable individuals with disabilities to attend and participate in all public meetings. Provide meeting agendas in alternative formats when requested. The City should assemble a list of readily accessible meeting spaces to facilitate the scheduling of meetings and/or the relocation of meetings upon request. The City should create a simple checklist for creating accessible meetings and selection of accessible meeting spaces. This checklist should be utilized and available to all City departments for their programs and events.

### **3.7 Accommodations to Access Programs, Services, and Activities**

The ADA prohibits public entities from excluding persons with disabilities from programs, services, or activities offered by a public entity. A public entity may not adopt policies that are discriminatory or engage in practices that are discriminatory. This prohibition applies to policies that are explicitly exclusionary and to those which appear to be neutral, but have discriminatory effect. The law does allow a public entity to use both structural and nonstructural methods to achieve accessibility to programs, services, and activities (28 CFR 35.130 (b)(3); 35.150 (a)(1); (b)(1)).

#### **Self-Evaluation Findings:**

There is no evidence of intentional discriminatory



practices, intentional exclusion of individuals with disabilities, or practices to segregate individuals with disabilities or limit access to City programs, services, or activities. City staff stated public meetings are generally held in locations that are thought to be accessible to persons with mobility impairments and had no recollection of any previous complaints of issues.

City staff cited examples of accommodations that have been made by employees of the City to afford individuals with disabilities the opportunity to have equal access to programs, services, and activities (see Section 3-19). Staff in most departments noted circumstances where they have improvised to achieve satisfactory solutions to remove barriers to the best of their ability.

**Recommended Action:**

Information directing the public how to request accommodations should appear on all public notices, announcements, and agendas. All City departments and divisions should be provided with the City's ADA compliance statement for accommodations.

Tours conducted by the City at City facilities should be reviewed to ensure compliance with ADA and make necessary modifications, both programmatic and physical, wherever necessary to achieve compliance. Examples of programmatic changes could include making a narrated or close-captioned video of portions of the tour that are not accessible or unsafe for someone with a disability. Ensure that tours are provided in a manner that allows people with mobility, visual, speech, hearing, and cognitive disabilities to full participate. Evaluate the destination of the tour or trip to determine the level of accessibility and any accommodations or modifications that may be required.

Provide information to participants in advance so that informed requests for accommodation can be made. Front line staff such as administrative assistants, receptionists, and staff that has everyday contact with the public, should receive training on interacting and accommodat-

ing individuals with disabilities. The City should provide additional and ongoing training for staff, including volunteers, regarding the requirements of the ADA and accommodations that provide equal access to programs, services and activities.

The City should consider the purchase of a network PC compatible TDD/TTY system that would allow individual computers to be networked and access TDD/TTY calls, instead of purchasing separate TDD/TTY units that require a dedicated line. The advantages of a networkable system will allow the user to transfer calls, conduct conference calls, and utilize voice mail. All staff responsible for responding to incoming telephone calls should be trained in the protocol and use of TDD/TTY communications. Information and training should be provided on an ongoing basis. The City should develop procedures to ensure that TDD/TTY are maintained in a working and operable condition.

The ADA Coordinator should continue to monitor programmatic access.

### **3.8 Special Events and Private Events on City Property**

The City occasionally provides an opportunity for private organizations to utilize City facilities for special or private events. Contained within the ADA are two titles that pertain to public and private entities. Public entities are not subject to Title III of the ADA. Conversely, private entities are not subject to Title II. In many situations, however, public entities have close relationships with private entities that are covered by Title III (Public Accommodations), with the result that certain activities may be at least indirectly affected by both Titles. This is the case with certain special events or private organizations that may use City facilities.

**Self-Evaluation Findings:**

The City occasionally provides an opportunity



for private organizations to utilize City facilities for special or private events. The City sponsors a large number of special events in various City owned facilities, both indoors and outdoors.

**Recommended Action:**

Guidelines or a policy should be established for ensuring that all special events are accessible. Events sponsored or cosponsored by the City should have accessible advertising and an accessible location. Additional accessible parking and restrooms should be provided based upon the capacity of the event.

The City should ensure that all programs conducted by concessionaires, leases, clubs, and contractors using City facilities will be available to people with disabilities.

In situations where private organizations sponsor events in City facilities, the City should require private organizations to comply with applicable ADA requirements. The City should provide a checklist and information during the application process to inform organizers of their responsibility for accessibility under the ADA, if applicable. The checklist and information should be available on the City's website.

### **3.9 Contracted Services and Contractors**

Public entities cannot use contract procurement criteria that discriminates against persons with disabilities (28 CFR 35.130 (b)(5)). In addition, selected contractors should be held to the same nondiscrimination rules as the City.

**Self-Evaluation Findings:**

No discriminatory or exclusionary practices are evident in the selection of contractors and contracted services.

**Recommended Action:**

All City contracts should be reviewed to determine that they include specific, detailed ADA language to ensure that contractors comply with

the ADA. It is recommended that the City consider means to maintain compliance when contracting for services or when leasing facilities by:

- Including ADA compliance requirements in new requests for proposals
- Reviewing ADA requirements when contracts or leases are negotiated, revised, or renewed

### **3.10 Customer Service, Satisfaction, and Input**

ADA requires a public entity to provide an opportunity to interested persons and organizations to participate in the self-evaluation process. For three years after completion of the self-evaluation, a public entity must maintain a record of any problems identified (28 CFR 35.105).

**Self-Evaluation Findings:**

Public notices were advertised in the local newspaper and invitations extended to local advocacy groups in an effort to have public comment involved in the approval process. All public comments received of the draft plan are included as Appendix D.

**Recommended Action:**

Conduct periodic customer satisfaction surveys or gather input from recipients of City services using an alternate method, such as public hearings or focus groups. An additional emphasis should be made to survey individuals with disabilities and organizations representing individuals with disabilities. Partner with persons with disabilities, their caregivers, and advocates for the disabled to identify concerns and gather comments on capital improvement projects to improve accessibility to people with disabilities during design.

### **3.11 Equally Effective Communication**

ADA calls for public entities to provide applicants, participants, members of the public, and companions with disabilities with communication access that is equally effective as that provided to



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persons without disabilities (28 CFR 35.160(a)-(d)). The regulations also require that the public entity provide the appropriate auxiliary aids and services where necessary to give people with disabilities an equal opportunity to participate in, and enjoy the benefits of a service, program, or activity of a public entity. The law stipulates that the individuals can request the auxiliary aids and services of their choice and that the City will honor the request unless a suitable substitute exists or the request is not required under the law. In addition, the City may provide qualified interpreters via video from a remote location as long as it can meet the performance requirements of 28 CFR 35.160(d).

### **Auxiliary Aids and Services**

#### Self-Evaluation Findings:

The City has not provided people with disabilities written materials and publications in Braille and large print text, nor have they been asked to do so.

The City has assisted customers with disabilities by modifying procedures to provide alternate means to complete transactions and offered assistance to complete City forms.

#### Recommended Action:

The City should provide staff training and information regarding auxiliary aids and effective communication.

The City should confirm and update a complete list of auxiliary service providers, i.e. Braille transcription services, computer assisted transcript, dictation and transcription, assistive listening system, etc.

### **Interpreter Services**

#### Self-Evaluation Findings:

There is not a City-wide contract for qualified sign language interpreters for departments to select from.

#### Recommended Action:

The City should consider a City-wide con-

tract for qualified sign interpreter services that departments could utilize as needed. Interpreters should be provided upon request for accommodations or in situations where an interpreter is known to be required.

The City should explore the viability of providing qualified sign interpreters from a remote location and transmitting the disabled participant's response to the interpreter in accordance with 28 CFR 35.160(d).

### **Telecommunications Devices for the Deaf**

#### Self-Evaluation Findings:

Fulton County 911 Communications is the PSAP (Public Safety Answering Point) for Fulton County and is responsible for taking all 911 calls. Fulton County 911 Communications dispatches Police, Fire and Emergency Medical Services (EMS). 911 Communications has 2 positions fully staffed 24/7 with a Guardian system equipped to take TDD calls. The Guardian system will auto-detect or if the call was not detected the dispatcher can manually start the TDD call. Rochester City Police Dispatch does not have a designated line or a system to take TDD calls. All calls go through a relay service. The City's website does not provide information for TDD service.

#### Recommended Action:

Instructions for handling hearing-impaired calls are kept at both positions and easily accessible in time of need. All dispatchers should be trained in the protocol and use of TDD/TTY Communications and telecommunications relay systems (28 CFR 35.161 (b)) on an ongoing basis. The City should consider the purchase of a network PC compatible TDD/TTY system for City Hall that would allow individual computers to be networked and access TDD/TTY calls. The advantages of networkable system will allow the user to transfer calls, conduct conference calls, and utilize voicemail.

Procedures should be developed to ensure that TDD/TTY are maintained in a working and operable condition for all departments.





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## **Website**

### Self-Evaluation Findings:

The City of Rochester provides basic information on a website to define the City's various functions, departments, and boards. The website does not appear to be accessible by individuals with disabilities.

### Recommended Action:

The City's website development team should work to develop and refine procedures to design, maintain, update, and monitor website accessibility. The City should continue to take proactive steps to ensure its web pages provide for access for the cross-section of disabilities covered under the ADA and should ensure that web pages do not exclude individuals when describing programs, services, or activities.

The City's website should provide documents in an alternative text-based format, such as HTML (Hyper Text Markup Language) or RTF (Rich Text Format), in addition to PDF.

The City should publicize its statement of ADA compliance throughout its website. The City should consider creating a webpage related to accessibility issues and provides contact information for City ADA Coordinator, grievance and complaint procedures, self-evaluation/transition plan, and local resources.

The City should list the departments that offer TDD/TTY in the website phone directory (when this is implemented). The City should work to improve the accessibility of web pages through the use of web accessibility analysis to meet or exceed Section 508 of the Rehabilitation Act Amendments of 1998. Section 508 establishes a minimum level of accessibility for electronic information. Information on the requirements, along with suggestions for making websites accessible can be found at [www.ada.gov/websites2\\_prnt.pdf](http://www.ada.gov/websites2_prnt.pdf).

The University of Wisconsin Trace Center (<http://trace.wisc.edu/world/web/>) provides re-

sources and on-line information that might assist the City in further development and implementation of an accessible website.

The Web Accessibility Initiative (WAI) provides guidance on making websites fully accessible ([www.w3.org/WAI/](http://www.w3.org/WAI/)).

The International Center for Disability Resources on the Internet (ICDRI) provides information on accessibility ([www.icdri.org/section508/index.htm](http://www.icdri.org/section508/index.htm)).

The Access Board provides a number of resources on their website as well ([www.access-board.gov/links/communication.htm](http://www.access-board.gov/links/communication.htm)).

## **3.12 Alternate Communication Formats**

A public entity has a responsibility to provide information in alternative formats to comply with 28 CFR 35.160. This section of the ADA requires state and local government entities to communicate effectively with individuals who are deaf, hard-of-hearing, or have a speech, vision, or learning disability. Communication access involves providing content in methods that are understandable and usable by people with reduced or no ability to: speak, see, hear and limitations in learning and understanding. Some alternative formats can be produced in-house at minimal costs, i.e. large print, disks, and e-mail attachments. Other formats, such as Braille and audio-formats, may need to be produced by a vendor. Alternate communication formats that are likely to be requested include, but are not limited to: audio-formats, Braille, large print, captioned films and video, electronic text/disk/CD-ROM, or sign interpreted films and video.

### Self-Evaluation Findings:

The City Clerk-Treasurer's Office is the main point of contact for requesting and providing information in alternate formats on a request for accommodation basis.



Most City departments and offices produce printed information that is distributed and available to the public. City staff indicated that they assist with filling out forms, as requested, or when alternative formats are not available. The majority of the departments stated they did not have a standard procedure to communicate and produce accessible alternate formats for people with disabilities.

Recommended Action:

The City should provide staff training regarding the requirements of accessible alternate formats, what accessible alternate formats are, and how to provide accessible alternate formats. Procedures and methods should be established for the development of accessible alternate formats to ensure that requests are handled in a uniform and consistent manner. The City should centralize the production of alternate formats for agendas, publications, and documents, which may result in efficiency and a cost savings.

### **3.13 Fees and Surcharges**

Public entities may not charge a fee or add a surcharge to a fee to cover the cost of making its facilities, programs, services, or activities accessible to persons with disabilities (28 CFR 35.130(f)).

Self-Evaluation Findings:

There was no evidence of fees charged to individuals with disabilities that were not charged to individuals without disabilities to access programs, services, and activities.

Recommended Action:

The City should continue to monitor and review policies and practices to ensure that fees and surcharges are not charged to individuals with disabilities that were not charged to individuals without disabilities

### **3.14 Information and Signage**

A public entity is required to ensure that individuals with disabilities are directed to an accessible entrance to a building and to the location and existence of accessible services, activities, and facilities. The ISA shall be used at each accessible entrance of a facility (28 CFR 35.163). Paragraph (b) requires the public entity to provide signage at all inaccessible entrances to each of its facilities that directs users to an accessible entrance or to a location with information about accessible facilities.

Self-Evaluation Findings:

Accessible directional and informational signs are not provided at any City facilities and City-owned sites. Most inaccessible entrances do not provide signage directing users to accessible entrances.

Recommended Action:

An accessible signing strategy for City facilities should be developed for interior and exterior directional, informational, and permanent room signs. Design standards for accessible signs should be created to guide the production and installation of the accessible signs. Signage replacement projects should include replacement or installation of accessible signs as required.

### **3.15 Staff Training**

On-going compliance with the ADA can only be achieved if City staff receives training and education about the rights of persons with disabilities and the obligations of public entities and its employees under Title II of the ADA. Although training is not required by the ADA, training regarding the requirements of the ADA is recommended.

Self-Evaluation Findings:

Some City Departments have had and continue to schedule various training courses in regard to the ADA requirements. The City staff may not be knowledgeable about the different types of reasonable modifications that would make their



services accessible. Some Departments have made minor adaptations to their programs regarding accessibility.

#### Recommended Action:

The City should provide training regarding ADA and related civil rights legislation. Suggested training topics include, but are not limited to:

- Requirements of the ADA for the City of Rochester
- Consequences of Non-Compliance
- Acceptable Terminology and Phrases
- Grievance/Complaint Procedures
- Reasonable Accommodations
- Awareness and Sensitivity
- Disability Etiquette – a good resource is [http://transition.fcc.gov/cgb/dro/504/disability\\_primer\\_4.html](http://transition.fcc.gov/cgb/dro/504/disability_primer_4.html)
- Accessible Locations for Meetings
- Consequences of Non-Compliance
- Barriers to Access – Programmatic and Physical
- Auxiliary Aids and Services
- TDD/TTY
- Building Evacuation Procedures to Assist Persons with Disabilities

Training materials and handbooks should be prepared, if needed, in alternate formats. The ADA Coordinator should continue to provide or coordinate additional ADA training to all Department managers and staff who have regular contact with the public.

### **3.16 Emergency Evacuation Procedures**

#### Self-Evaluation Findings:

The City is required to establish emergency evacuation procedures to safely evacuate persons with disabilities who may need special assistance in an emergency. These plans and procedures should include identification of assembly locations for persons with disabilities in each facility, staff assigned to ensure that assembly areas are checked prior to leaving buildings during an

emergency, identification of assembly locations for pickup and transport of persons with disabilities to be used for various types of emergencies. Shelter agreements are obtained and coordinated by the American Red Cross. The Fulton County Emergency Management Agency contacts the American Red Cross for shelter arrangements when an emergency warrants their use.

The Fulton County Emergency Management Agency (FCEMA) coordinates all emergency management activities to protect the people, property, economy and environment of Fulton County and its political subdivisions, including City of Rochester. FCEMA is responsible for public education, disaster planning, disaster response, and disaster recovery. The FCEMA is not a Public Safety Response Agency and provides no direct response service to the general public. FCEMA coordinates public and private services in order to assist with public needs during a disaster. Following an event their role is to conduct a county-wide damage assessment in order to qualify for Federal or state disaster recovery funds that may become available. FCEMA works with all county, city, and township public safety agencies to develop and maintain a County Comprehensive Emergency Management Plan.

The Comprehensive Emergency Response Plan for Hazardous Materials Incidents includes general information about the need to provide specially equipped vehicles to evacuate “infirm and handicapped” persons but does not identify that their location would be known in the event of an emergency.

It is not know if anyone maintains and provides a list of housebound clients to the Fire Chief/ Emergency Management Coordinator for City of Rochester. This would be recommended.

#### Recommended Action:

The City should review and update, if necessary, response procedures to include evacuation procedures to evacuate people with disabilities from





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all buildings, as well as from the community to suitable Red Cross shelters.

Excellent resources can be found at:

- [www.ada.gov/emergencyprepguide.htm](http://www.ada.gov/emergencyprepguide.htm)
- <http://www.access-board.gov/evac.htm>

Coordinate with the FCEMA to identify evacuation routes and shelters and ensure that vehicles used to evacuate residents are accessible, as are all of the emergency shelters.

The City should provide additional training and information regarding emergency evacuation procedures, particularly with regard to the evacuation of persons with disabilities.

All staff should be made aware of the location of the posted accessible evacuation routes within their facilities. Develop guidelines for the evacuation of persons with disabilities for various emergency situations at all City facilities, but especially at City Hall. Each Department should use these guidelines to create their own emergency evacuation plans, which should:

- Address what to do when an alarm is triggered;
- Establish meeting places for assistance and evacuation chairs;
- Provide direction on what to do if assistance is not available.

Take the necessary steps to ensure that emergency teams are aware of persons with disabilities in the community who may require special assistance in the event of an emergency and encourage residents with special needs to register with the City to ensure that proper assistance can be provided if needed.

### **3.17 Curb Ramps and Sidewalks**

The City of Rochester contains nearly 50 miles of public streets and alleys, with portions of the ROW being under the control of the Indiana Department of Transportation (INDOT). Title II of the ADA (28 CFR Section 35.150 (d))

requires that state and local governmental entities develop a Transition Plan specific to curb ramps or other sloped areas at locations where walkways cross curbs. A curb ramp (or sometimes referred to as a curb cut) is a short sidewalk ramp cutting through a curb or built up to it.

Curb ramps are a relatively small but important part of making sidewalks, crossings at intersections, and other pedestrian routes accessible to people with disabilities. The ADA requires state and local governments to make pedestrian crossings accessible to people with disabilities by providing curb ramps (28 CFR 35.150 (d)(2); 35.151(a), (b), and (i)). There is no requirement under Title II of the ADA or proposed Public Rights-of-Way Accessibility Guidelines (PROWAG) that sidewalks be made accessible or be provided where they are not currently provided. The law stipulates that the public entity provide curb ramps, or other sloped areas where pedestrian walks cross curbs, that are accessible. New construction or alterations would require that non-compliant sidewalks be improved to the extent possible.

#### **Self-Evaluation Findings:**

Street reconstruction and underground utility projects typically include repair of sidewalk and construction of ADA compliant curb ramps. Design and inspection of sidewalk and ADA curb ramps is the responsibility of the Rochester City Utility Superintendent and the Fulton County Plan Commission.

Operation and maintenance of curb ramps is the responsibility of the Rochester Street Department. The City bases its standards on INDOT's curb ramp design standards, including a library of standard technical specifications and construction detail drawings, which establish minimum standards for improvements and assure ADA compliance. These specifications identify the requirements for detectable warnings, maximum slope, landings, and other geometric features. The purpose of INDOT construction standards is to regulate and ensure the construction of improve-



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ments result in the coordinated and compliant development of curb ramps, sidewalk, and pedestrian facilities throughout the City.

The City, in the past, had a curb and sidewalk replacement program. This program encouraged single-family homeowners to repair or replace deteriorated public curbs and sidewalks adjacent to their property by providing a 50/50 split between the homeowner and the City of the repair cost of curbs, sidewalks and drive approaches. This program was eliminated due to lack of interest by the general public.

No obvious programs or policies were noted regarding providing temporary accessible routes during construction projects.

Recommended Action:

The City needs to develop a program of utilizing the self evaluation survey that has been conducted of all sidewalks and curb ramps within the public ROW determining compliance issues and implement a method for repair and reconstruction.

The City should develop a curb ramp reconstruction program to correct deficiencies and ensure accessibility especially on routes regularly utilized by persons with disabilities. The City should continue to prepare design plans and construction documents to meet or exceed state and Federal accessibility requirements.

The City should consider establishing construction guidelines and procedures for monitoring and maintaining accessible paths of travel throughout construction for pedestrians and bicyclists, i.e. sidewalk detour plans. Provide advance notice of all street or sidewalk closures on informational materials and the City website. The City should continue to update its design standards to meet any additions or changes to ADA standards.

### **3.18 Employment**

Title I of the ADA requires public entities not to discriminate against persons with disabilities in all parts of the recruitment and employment process (28 CFR 35.140 and 29 CFR 1630.4).

Self-Evaluation Findings:

The City of Rochester Clerk-Treasurer primarily provides services to job applicants, City employees, and retirees. The City of Rochester Clerk-Treasurer is the ADA Coordinator per Resolution 04-2012. The City Employee Handbook includes an ADA policy and all employees are required to sign that they have received a copy of the handbook.

The City has posted Federal and state equal employment opportunity notices and posters in all appropriate employee areas and has indicated that all advertisements for job announcements state that the City is an "Equal Opportunity Employer".

The each department provides reasonable accommodations to applicants or employees with a disability upon request. City employment application statement in the section "Special Employment Notice to Disabled Veterans, Vietnam Era Veterans and Individuals with Physical or Mental Handicaps" includes the word "handicap" in both the title and statement beneath it.

The application states that "Applicants are considered for all positions without regard to race, color, religion, gender, creed, national origin, age, marital or veteran status, or the presence of a non-job related medical condition or disability."

Job applications contain a section entitled "Special Employment Notice to Disabled Veterans, Vietnam Era Veterans and Individuals with Physical or Mental Handicaps" asking applicants questions related to their veterans or disability status.

Recommended Action:

The City should continue to practice the City policies of nondiscrimination as required by ADA.



The City should consider providing on-going training in providing services to persons with a range of disabilities and developing strategies for appropriate modifications. The City should confirm that staff members are trained in the use of TDD equipment or other means of communicating over the telephone with a person with hearing disabilities.

In 2008, the EEOC stated that use of the term “handicap” is outdated and should be replaced with “disability”. City publications and terminology used should be reviewed and updated accordingly. The words “individuals with disabilities” or “persons with disabilities” should replace “handicapped”. The term “disabled person” should also be avoided. Publications should be updated as they are reprinted.

### **3.19 Department Self-Evaluation**

#### **Findings and Recommendations**

The ADA Coordinator prepared and distributed a memo on October 2012 to all City of Rochester departments that included a request for information about each. This information included six specific items that the departments were requested to provide information to help the ADA Coordinator better understand the policies and procedures of each related to ADA understanding, training, and accommodation (see Appendix C).

The questions posed, along with the findings and comments of the self-evaluation received from each City Department are reported below. Note that the responses reported below are as provided by the Department to illustrate current procedures and policies and the person within each department that provided the responses is not known or identified.

The departments that provided feedback are included below:

#### ***Questions***

Q1. Provide a list of any training related to the

Americans with Disabilities Act that have been attended by any of them or their staff. This would include conferences, seminars, webinars, etc. Include the staff person that attended, who provided the training, date, etc.

- The Rochester Clerk-Treasurer, ADA Coordinator, has attended all of the ADA Compliance Committee meetings, as well as, the training sessions given by DLZ instructing Committee members on the tasks associated with the self-evaluation process.
- The Rochester Utility Superintendent, Warren Lease, has also attended some of the ADA Compliance Committee meetings.
- The Rochester Fire Chief, Tom Butler, responded by stating through First Responder and EMT courses, as well as continuing education, fire personnel have learned how to respond to individuals with disabilities. One such class was a two hour workshop on, “Recognizing and responding appropriately to individuals with Autism Spectrum Disorders”, on October 6, 2010. Produced by: Indiana Resource Center for Autism, Indiana Institute on disability and Community, Indiana University’s Center for Excellence on Disabilities.
- All other City Department heads responded that there had been no attendance of any training by themselves or their staff.

Q2. Provide a list of all services that each department provides to the public

- The Rochester Clerk-Treasurer is the appointed ADA Coordinator and is responsible for ensuring the integrity of the Rochester ADA Compliance and Grievance Procedure. As the Rochester Clerk-Treasurer and the ADA Coordinator there is a responsibility to ensure that all public records and public meetings are accessible to all individuals.
- The Rochester Fire Chief is responsible for providing emergency services to the community, including: fire suppression, rescue and extraction, fire prevention education, BLS Medical, and answer many different calls for service.



- The Rochester Utility Superintendent is responsible for sewer line cleaning, storm line cleaning, and the treatment of wastewater. The Water Department Superintendent is responsible for reading water meters, installing and repairing service lines and hydrants, as well as, conducting shut-off services as needed.
- The Street Department Superintendent is responsible for picking-up yard debris, blacktopping holes, chipping brush, cleaning drains, maintaining alleyways, plowing snow, as well as, fixing and installing signs.
- The Park Board is responsible for maintaining the integrity of the City Parks, Golf Course, and Pool.

Q3.A list of any policies or documents that exist within the City and each department related to dealing with and interacting with individuals with disabilities. This would include policy manuals, memos, legal directives, statements on agendas or other written documents, etc.

- Many of the departments referenced the Rochester City Personnel Policy Manual, or Employee Handbook.
- The Rochester Fire Chief also responded by stating that department members are told to treat everyone with respect, and work hard to do their best in serving the public. He continued by stating that the department has no written policies regarding ADA guidelines, but would investigate future policies of this nature.

Q4.Who would be the person responsible for ADA compliance in each department? Please list the name and contact information.

- Rochester City Clerk-Treasurer: Shoda Beehler, (574) 223-2510
- Rochester Police Chief: Jason Coleman, (574) 223-3313
- Rochester Fire Department: Tom Butler, (574) 223-6113
- Rochester Utility Superintendent: Warren Lease, (574) 223-3485
- Rochester Water Department: Randy Wynn,

(574) 223-3412

- Rochester Street Department: Lenny Conley, (574) 223-4740
- Rochester Parks Department: Bobby Goodman, (574) 223-4302

Q5.If your department has interacted with anyone with a disability, please provide information about the specifics of how you accommodated them to provide them with what they needed from your department.

- The Rochester Clerk-Treasurer has interaction with many members of the public. Staff has been trained internally to be sensitive to any individual with disabilities.
- The Rochester Fire Chief stated that the department has worked with the State Fire Marshall's Office to give out and set-up smoke detectors for the deaf in our community in the past and will continue to do so in the future. Also, the fire station is used for many public meetings, in which there have been individuals with disabilities attending in the past.
- The Parks Department has purchased an ADA approved lift for the City Pool to aid individuals with disabilities.
- All other departments had no response.

Q6.Please list any suggestions you would have for your department to provide better service to persons with disabilities.

- Most departments responded by requesting more training.

## 4.0 Transition Plan

The Transition Plan describes how the City will be transitioning to compliance with the ADA. Public entities, like City of Rochester, are required to provide access to City programs, services and activities for all of the recipients. Thus, the City must provide access for individuals with disabilities and document areas of noncompliance. Additional documentation is provided as barriers are removed.



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If structural changes are identified to provide program accessibility as part of the self-evaluation, ADA identifies specific elements to be included in the transition plan. At a minimum, the elements of the Transition Plan are:

- 1) A list of the physical barriers in the City's pedestrian routes and facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities [28 CFR 35.150 (d)(3)(i)]
- 2) A detailed outline of the methods to be utilized to remove these barriers and make the pedestrian routes and facilities accessible [28 CFR 35.150 (d)(3)(ii)]
- 3) The schedule for taking the necessary steps to achieve compliance with Title II of the ADA. If the time period for achieving compliance is longer than one year, the plan should identify the interim steps that will be taken during each year of the transition period [28 CFR 35.150 (d)(3)(iii)]
- 4) The name of the official responsible for the plan's implementation. [28 CFR 35.150 (d)(3)(iv)]

The transition plan is a reaction to the findings of the facility audits, assessments of City policies, services, programs, and activities, and input from advocacy groups. Recommended actions for City policies and programs can be found in section 3.0.

The specific architectural and site improvement modifications required to make programs accessible are listed in City of Rochester, Facility Reports (see Appendix B). Facilities reports include buildings, parks, and their related grounds. Each facility report contains a list of architectural barriers and barrier removal actions. Not all of these barriers must be removed in order to provide program compliance with the ADA. Removing barriers limiting access to programs or those which present a safety hazard should be the City's first priority.

The portion of the transition plan to bring

facilities within the City right-of-way (curb ramps and sidewalks) into compliance is within the City's area of responsibility, which includes curb ramps, sidewalks, public pedestrian rights-of-way, and signalized intersections. The specific site improvement modifications required to make pedestrian routes accessible are listed in City of Rochester, Right-of-Way Reports (see Appendix B).

#### **4.1 Phasing of Corrections**

A phased implementation of the required corrections to remove physical barriers at City-owned facilities is required and recommended. The City has limited funds and cannot immediately make all facilities fully accessible. Prior to setting priorities, baseline criteria needed to be established to develop a starting point for ranking the deficient facilities identified during the self-evaluation.

Site priorities and pedestrian routes were determined by evaluating level of use, social need, civic function, and the general uniqueness of the site. For example, the removal of barriers at the City's parks was spread out among the phases. At the time of the development of this report, few public complaints had been received about City-owned facilities. Complaints were not used as criteria to determine the phasing of improvements for any particular site, though future complaints will be included in the priority funding schedule for improvements.

Each of these criteria is assumed to have equal weight and no priority over another:

*Level of Use:* Is the pedestrian route or facility utilized quite frequently and by a large cross-section of the public?

*Social Need:* Does the pedestrian route or facility provide access to a social service or program for less fortunate or transient citizens?

*Civic Function:* Does the pedestrian route or facility provide access to civic programs and ser-





VICES that implement the civil and political rights provided by the government.

*General Uniqueness of the Site:* Does the pedestrian route, building, facility, or site provide distinct access to programs or services that cannot occur at a different location or facility?

## **4.2 Public Outreach**

Public participation on the final contents of the Transition Plan, including setting of priorities and the phasing of improvements, is critical to the success of the endeavor and is required by law. A draft Transition Plan was made available at the Rochester City Building Complex (City Hall), the Fulton County Auditor's Office, the Fulton County Public Library in the City of Rochester and the Town of Leifers Ford, and the Fulton County Council on Aging for public review and comment. Additional copies were placed at the office of the Veterans Service Officer, the Manitou Training Center, Four-County Counseling Center, the Cardinal Center, and Wynnfield Crossing for review and comment by the patrons and their families. The public comments were incorporated in the final report. All comment forms submitted have been included as Appendix D. The final Transition Plan was then submitted to the City for adoption at its regular City Common Council meeting on December 18, 2012.

In creating priorities, it is the City's intent to evaluate all areas of potential deficiency, and to make structural changes where necessary and where equal accommodation cannot be made in another manner. The assignment of priorities is intended to facilitate public review and to address specific concerns of the local disabled community. It must be emphasized that it is the City's intention that all individuals with all types of disabilities be reasonably accommodated.

The timing of the improvements by site within each transition phase will be determined by the City based on their preferences and criteria. In general, the required physical improvements to

meet ADA specifications along pedestrian routes and City facilities were split into three priority groups:

- High priority improvements
- Moderate priority improvements
- Low priority improvements

## **4.3 Priorities for Barrier Removal**

All barriers are not equal in the impact they have on persons with disabilities to have equal access to City pedestrian routes and facilities or programs. Following evaluation of all pedestrian routes, facilities, and programs, a prioritization had to be done to identify a ranking system to utilize when determining which capital improvements need to be considered first and those that could be implemented in subsequent years.

1. High priority barriers prohibit access for disabled persons, make access extremely troublesome, or present safety hazards to all users. These barriers likely do not have acceptable alternative routes or treatments to overcome the barrier. Typically these barriers are significant deterioration of pedestrian routes, as well as, obstacles located at entry walks and doors, interior corridors, curb ramps, rest rooms, and transaction and information counters.

Examples of high priority barriers would include:

- service counter height non-compliant doors
- extremely non-compliant slopes for accessible routes or ramps
- protruding objects
- displacements, protrusions, or obstacles in pedestrian route segments
- missing handrails or grab bars
- some signage
- lack of barrier-free parking
- extremely non-compliant dimensional issues (narrow doors, corridors, etc.)



2. Moderate priority barriers partially prohibit access or make access quite difficult for disabled persons. For moderate priority barriers, alternative routes or treatments to overcome the barrier may or may not exist. Typically these barriers are obstacles to amenities such as secondary entry points, light switches, vending machines, and drinking fountains. Moderate priority barriers may also be barriers which are significant obstacles prohibiting access but for which alternative access is available or assistance is readily available to navigate around the barrier. The presence of the moderate priority barrier possibly causes a minor danger to a disabled person who is attempting to use the pedestrian route or facility.

Examples of moderate priority barriers would include:

- minor non-compliant slopes
- some signage
- minor issues with doors
- stairwell/stair issues, particularly where an elevator is available
- restroom fixture issues
- moderately non-compliant dimensional issues

3. Low priority barriers typically do not limit access to facilities or services for disabled persons. For low priority barriers, alternative routes or treatments are typically available or assistance can be provided to overcome the barrier. It is not likely that the presence of a low priority barrier would cause a danger to a disabled person who is attempting to use or access the pedestrian route or facility.

Examples of low priority barriers would include:

- many signage issues
- minor issues with light switches, electrical outlets, etc.
- minor non-compliant dimensional issues

The costs to remove barriers by priority for each site are shown in Table 1 and detailed for each facility in Appendix B. In addition, a time

frame had to be identified to determine an average annual budget to consider. For the purposes of this report, a 30 year time frame was utilized. Using this, it is conceivable that at the end of 30 years, all non-compliant ADA issues would be addressed throughout all City-owned facilities. This assumes that standards and guidelines are not modified. This further assumes that funding is available each budget cycle to make the necessary improvements. It is highly unlikely given the economy that this is realistic, particularly when considering the large number of costly improvements required within the public ROW.

In some instances, it may be advantageous to construct all improvements at a facility site at once rather than correct the high priority barriers first and come back at a later date to correct the medium or low priority barriers.

For some sites, the total cost of construction for the corrections requires that they be spread out over two phases. The City of Rochester has the right to modify the priorities based on funding levels and changes in City programs activities and services, to have flexibility in accommodating community requests and complaints. Interim resolutions, such as assigning aids, temporary signing for alternate routes or sites, and modifications of programs, activities, and services may be implemented at the City's discretion to handle existing insufficiencies or access complaints received.

All costs noted on Appendix B and Table 1 are 2012 estimates and subject to change based on market conditions, economic conditions, inflation, material selection, etc.

Based on the self evaluation, a total of approximately \$51,247.60 in facility improvements would be required (2012 costs) and a total of approximately \$2,295,438 in pedestrian route improvements within the right-of-way, to achieve ADA compliance. Note that the cost of some improvements could not be completed due to lack of information (survey), various options



being available for routes, etc. The cost to make those items accessible is noted at “TBD” in Appendix B. If City of Rochester were to set a goal for implementing all of the recommended improvements within a 30-year time frame, it would require an annual budget of approximately \$78,222.85 to bring all of the City facilities evaluated in this report up to current ADA standards (no inflation included). These costs do not include any costs associated with training of staff, staff time related to training or overseeing implementation, etc. For the purposes of this report, the thirty-year time frame was divided into six phases.

Below is a listing of the recommended timetable for modernization of each facility by phase. Each phase approximately follows the required yearly budget to be compliant in 30 years. Note that actual phasing, transitioning of improvements, etc. can be impacted by a number of factors that may be unknown currently, as well as economic conditions, grant opportunities, etc. The City is committed to becoming ADA compliant within the confines of preserving existing programs and services to all and budgetary limitations.

#### **4.4 Transition Plan Phasing**

The recommended phasing of the required corrections to bring all surveyed City-owned facilities into compliance with the ADA requirements described in the Self-Evaluation is described below.

Any changes to the ADA policy after the sites were surveyed are not reflected in these basic cost estimates. Additionally, it is the City’s responsibility, as required by the ADA mandate, to regularly update the Transition Plan based on the latest requirements of the ADA laws and to document constructed improvements and facilities that are brought up to current ADA standards. Finally, the site surveys performed for this report are not to design level detail and are intended to

be used to give a framework to the Transition Plan. When the Transition Plan is approved and the planning stages are begun for the first improvements, a more detailed survey of each site should be performed and improvements should be designed by licensed professionals that are compliant with ADA as well as all other applicable codes, including building and fire codes. At this time, costs are estimated but precise costs cannot be determined and the Transition Plan should be adjusted to reflect this knowledge.

Complaints received may also help determine the priorities of the improvements. If the City receives complaints about access at a particular site that is not slated for upgrades for several years, they should adjust the Transition Plan to accommodate the implementation of improvements to be sooner or as necessary.

#### **4.5 Curb Ramps and Sidewalks**

The City has several curb ramp and sidewalk policies, described in Section 3.17. The resulting Transition Plan from the inventory of pedestrian facilities utilizes a similar prioritization system that takes into account factors such as level of use, degree of danger posed, complaints or requests for repair received, and other factors.

#### **4.6 Plan Updates and Enforcement**

Changes to the City of Rochester’s policies and programs should be drafted, implemented, and documented by the ADA Coordinator. Examples of some of these changes were provided in the Self-Evaluation. These changes should have little cost of implementation, mainly consisting of the time to develop the language of the policy and program changes, time to train City staff, and administrative costs.





**TABLE 1. CITY OF ROCHESTER - ADA SELF-EVALUATION STUDY AND TRANSITION PLAN**  
**Cost of Correction for Pedestrian Routes and Facility (Interior and Exterior) Elements by Site**

	<b>Facility Name</b>	<b>Low Priority</b>	<b>Medium Priority</b>	<b>High Priority</b>	<b>Total Site Cost</b>
	<b>Rochester City Office Buildings</b>				
	- City Building Complex:				
	- Utilities Business Office	\$ TBD	\$ TBD	\$ TBD	\$5,100
	- Rochester Police Department	\$ TBD	\$ TBD	\$ TBD	\$1,100
	- Wastewater Treatment Plant	\$ TBD	\$ TBD	\$ TBD	\$ TBD
	- Fire Station	\$ TBD	\$ TBD	\$ TBD	\$1,050
	- Community Resource Center	\$ TBD	\$ TBD	\$ TBD	\$1,700
	- Street Department Barn			<b>Total</b>	<b>\$8,950</b>
	<b>Public Park/ Recreational Facilities</b>				
	- Mill Creek Golf Course	\$ TBD	\$ TBD	\$ TBD	\$ TBD
	- Rochester City Park	\$ TBD	\$ TBD	\$ TBD	\$22,338.20
	- Fansler Park	\$ TBD	\$ TBD	\$ TBD	\$7,912.80
	- J.C. Park	\$ TBD	\$ TBD	\$ TBD	\$6,282.00
	- Pioneer Park	\$ TBD	\$ TBD	\$ TBD	\$310.00
	- Lakeside Park	\$ TBD	\$ TBD	\$ TBD	\$3134.60
	-Rochester City Pool	\$ TBD	\$ TBD	\$ TBD	\$ TBD
				<b>Total</b>	<b>\$39,977.60</b>
	<b>Public Parking Areas</b>				
	- West 9th Street	\$ TBD	\$ TBD	\$ TBD	\$310.00
	- East 7th Street & Main Street	\$ TBD	\$ TBD	\$ TBD	\$310.00
	- East 7th Street & Madison Street: North & South	\$ TBD	\$ TBD	\$ TBD	\$980.00
	- West 7th Street: North and South	\$ TBD	\$ TBD	\$ TBD	\$720.00
				<b>Total</b>	<b>\$2320.00</b>

	<b>Pedestrian Route Facets</b>	<b>Low Priority</b>	<b>Medium Priority</b>	<b>High Priority</b>	<b>Total Cost</b>
	Sidewalk Panels	\$410,767.00	\$292,243.00	\$183,928.00	\$886,938.00
	Curb Ramp at Intersections	TBD	TBD	TBD	\$1,408,500.00
	Protrusions & Obstructions	TBD	TBD	TBD	TBD
				<b>Total</b>	<b>\$2,295,438</b>
	<b>GRAND TOTALS</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$2,346,685.60</b>

<b>Summary</b>		
Years 0 - 5	TBD	\$ TBD
Years 6 - 10	TBD	\$ TBD
Years 11 - 15	TBD	\$ TBD
Years 16 - 20	TBD	\$ TBD
Years 21 - 25	TBD	\$ TBD
Years 26 - 30	TBD	\$ TBD



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***Table 1. Notes***

1. Several facilities have inaccessible components for which costs cannot be estimated without additional detailed investigation, survey, and/or design, which is not within the scope of this plan. Those costs are listed as “TBD” on the facility cost sheets and are not included in the figures on those sheets or within this compiled cost estimate.

2. Priorities included on facility cost sheets and on this summary are based on consultant’s philosophy for prioritization and is not intended to represent any minimization of importance of providing full and complete accessibility and compliance with relevant statutes and guidelines. General basis is included within the text of the Transition Plan.

3. A number of the corrective actions identified and costed out would not be required if equal facilitation/access is provided in another manner, changes are made to the City’s procedures (not giving tours of some facilities, etc.), or existing facilities are removed and not replaced (restroom buildings at some parks). Other non-compliant items have low cost alternatives until permanent solutions are implemented. For example, non-compliant drinking fountains can have a cup dispenser and waste basket provided.

4. Costs included are only to provide compliance under Title II of the ADA and is limited to areas of City facilities open and accessible to the public at all times. This does not eliminate the need for the City to provide accessibility for employees with disabilities, as needed, to allow them to perform their required job duties.

5. Actual schedule for implementation of the Transition Plan is dependent on a number of factors unknown at the time of preparation of the Transition Plan, including, but not limited to: availability of funding with the City budget, reprioritization based on input from disabled persons, award of grants or other funding to make corrective actions, changes to the ADA Accessibility Guidelines or other guidance that is not available at this time, etc.

6. Costs and schedule for implementation does not include any work within the public right-of-way (sidewalks, curb ramps, etc.). Compliance for facilities within the ROW will be made as part of public works projects, in response to requests from the public for disability provision of an accessible route, to address safety concerns identified by the City, availability of funding, etc.



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## 5.0 ADA Policy and Grievance or Complaint Procedure

City of Rochester has designated the Clerk-Treasurer as its ADA Coordinator. The ADA Coordinator will delegate the responsibility of preparing an initial investigation and response to departmental management staff members. The ADA Coordinator is responsible for coordinating the efforts of the City to comply with Title II and for investigating any complaints that the City have violated Title II of the ADA. The Coordinator is also responsible for coordinating the efforts of the City to comply and all other applicable state and Federal physical and program accessibility requirements.

It is desired that individuals with complaints, questions or concerns bring them to the attention of the ADA Coordinator or other Department Head in an informal manner and that they be resolved at that level. The following information should be provided to all departments and posted conspicuously in all City buildings and the website, in accordance with Resolutions 04-2012 and 05-2012.

It is the City's policy that every employee makes reasonable efforts to accommodate the needs of the disabled. If an employee is not able to address the concern within their authority to act the issue may be elevated to a formal complaint. Notification of complaints, grievances or issues should be submitted as soon as possible, but no later than 60 calendar days after the date of the alleged violation or discriminatory act. Anonymous formal complaints or grievances will not be accepted, though if the nature is such that a potential hazard is reported, it should be investigated. Formal notification of complaints, grievances or issues must be submitted to the City in writing on a designated form, which shall contain specific information about

the alleged violation or discrimination. Specific information shall include name, address, contact number of the complainant and the date, location and complete description of the issue or problem. The matter will be documented and logged and assigned to the proper department for follow-up.

Alternative means of filing complaints, grievances or issues may be accepted as shown below; however, all complaints, grievances, or issues must provide all the information required consistent with the format of the official designated form:

- Telephone: Contact the ADA Coordinator at (574) 223-2510 during normal business hours. A message may also be left on voicemail after-hours.
- Website: The City's website is [www.rochester.in.us](http://www.rochester.in.us).
- Email: An email message containing all of the required elements as stated above can be sent to [clerk@rochester.in.us](mailto:clerk@rochester.in.us)
- Fax: A fax containing all of the required elements as stated above can be sent by fax to (574) 223-6509.
- Regular mail: Written notice, preferably on a City-provided notice form or containing all of the required elements as stated above, can be sent to:

City of Rochester ADA Coordinator  
P.O. Box 110  
320 Main Street  
Rochester, IN 46975

Questions concerning the notification and follow-up process may be addressed to the ADA Coordinator at (574) 223-2510. Within 15 working days of the initial notification, the ADA Coordinator will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, ADA Coordinator, or his/her designee, will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of Fulton County and offer options for



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substantive resolution of the complaint.

If the response provided by the ADA Coordinator does not satisfactorily resolve the issue, the complainant may appeal the decision to a Rochester Common Council within 15 calendar days after receipt of the response. Within 15 calendar days after receipt of the appeal, the Common Council will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Common Council will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

Every reasonable attempt will be made by City of Rochester to remedy the disability complaints, grievances, or issues in a timely manner subject to staff and budget constraints. The adopted grievance procedure is included in Appendix A.

## **6.0 ADA Tool Kit**

### **6.1 Introduction**

In order to facilitate access to all City programs and Departments, the City will maintain program accessibility guidelines, standards and resources. This information is available to all employees and volunteers. The City will add to these guidelines when necessary to address its needs and include information and technological devices that help staff and volunteers members communicate with individuals with a variety of disabilities. The City will periodically review the components of this section, as new technologies are developed in order to ensure that the best types of modifications are included. This section also contains the accessibility standards of care that govern new construction and alterations to facilities.

If you need any additional assistance, please contact:

- The Rochester City Clerk-Treasurer,  
ADA Coordinator  
Phone: (574) 223-2510  
E-mail: [clerk@rochester.in.us](mailto:clerk@rochester.in.us)

### **6.2 Federal Accessibility Standards and Regulations**

#### **U.S. Department of Justice**

The U.S. DOJ provides many free ADA materials including the ADA text. Printed materials may be ordered by calling the ADA Information Line [(800) 514-0301 (Voice) or (800) 514-0383 (TDD)]. Publications are available in standard print as well as large print, audiotape, Braille, and computer disk for people with disabilities. Documents, including the following publications, can also be downloaded from the DOJ website ([www.ada.gov/](http://www.ada.gov/)).

Unless noted, the ADA publications have not been updated to reflect the recent revisions to the ADA regulations that took effect on March 15, 2011.

- *ADA Regulation for Title II.* This publication ([http://www.ada.gov/regs2010/ADAREgs2010.htm#titleII\\_final\\_2010](http://www.ada.gov/regs2010/ADAREgs2010.htm#titleII_final_2010)) describes Title II of the ADA, Pub. L. 101-336, which prohibits discrimination on the basis of disability by public entities. Title II of the ADA protects qualified individuals with disabilities from discrimination on the basis of disability in the services, programs, or activities of all state and local governments. This rule adopts the general prohibitions of discrimination established under Section 504, as well as the requirements for making programs accessible to individuals with disabilities and for providing equally effective communications. It also sets forth Standards for what constitutes discrimination on the basis of mental or physical disability, provides a defi-



nition of disability and qualified individual with a disability, and establishes a complaint mechanism for resolving allegations of discrimination.

- *Title II Technical Assistance Manual (1993) and Supplements.* This 56-page manual ([www.ada.gov/publicat.htm#Anchor-Title-49425](http://www.ada.gov/publicat.htm#Anchor-Title-49425)) explains in lay terms what state and local governments must do to ensure that their services, programs, and activities are provided to the public in a nondiscriminatory manner. Many examples are provided for practical guidance.
- *Accessibility of State and Local Government Websites to People with Disabilities.* This is a 5-page publication providing guidance ([www.ada.gov/websites2.htm](http://www.ada.gov/websites2.htm)) on making state and local government websites accessible

### U.S. Access Board

The full texts of Federal laws and regulations that provide the guidelines for the design of accessible facilities and programs are available from the U.S. Access Board. Single copies of publications are available free and can be downloaded from the Access Board's website ([www.access-board.gov/pubs](http://www.access-board.gov/pubs)). In addition to regular print, publications are available in large print, disk, audiocassette, and Braille. Multiple copies of publications can be ordered by sending a request to [pubs@access-board.gov](mailto:pubs@access-board.gov). In addition to the guidelines, guidance material is also available to assist staff in understanding and implementing Federal accessibility guidelines.

The following publications are currently available from the U.S. Access Board.

### Guidelines and Standards for Facilities

Federal guidelines and standards are subject to periodic revision based on research findings and guidance from advisory committees. The City should have a regular practice of reviewing research materials posted to the U.S. Access Board's website and updating local guidelines and practices as new standards are adopted or existing standards are revised.

- *ADA Accessibility Guidelines (ADAAG).* This document ([www.ada.gov/2010ADAstandards\\_index.htm](http://www.ada.gov/2010ADAstandards_index.htm)) contains scoping and technical requirements for accessibility to buildings and facilities by individuals with disabilities under the ADA. These scoping and technical requirements are to be applied during the design, construction, and alteration of buildings and facilities covered by Titles II and III of the ADA to the extent required by regulations issued by Federal agencies, including the DOJ and the DOT, under the ADA.
- *State and Local Government Facilities: ADAAG Amendments.* The Access Board is issuing final guidelines to provide additional guidance to the DOJ and the DOT in establishing accessibility standards for new construction and alterations of state and local government facilities covered by Title II of the ADA. The guidelines will ensure that newly constructed and altered state and local government facilities are readily accessible to and usable by individuals with disabilities in terms of architecture, design, and communication.
- *Building Elements for Children: ADAAG Amendments.* The Access Board is issuing final guidelines to provide additional guidance to the DOJ and the DOT in establishing alternate specifications for building elements designed for use by children. These specifications are based on children's dimensions and anthropometries and apply to building elements designed specifically for use by children ages 12 and younger.
- *Play Areas: ADAAG Amendments.* The Access Board is issuing final accessibility guidelines to serve as the basis for standards to be adopted by the DOJ for new construction and alterations of play areas covered by the ADA. The guidelines include scoping and technical provisions for ground level and elevated play components, accessible routes, ramps and transfer systems, ground surfaces, and soft contained play structures.





- *Recreation Facilities: ADAAG Amendments.* The Access Board is issuing final accessibility guidelines to serve as the basis for standards to be adopted by the DOJ for new construction and alterations of recreation facilities covered by the ADA. The guidelines include scoping and technical provisions for amusement rides, boating facilities, fishing piers and platforms, golf courses, miniature golf, sports facilities, and swimming pools and spas.
- *Text Telephones Technical Bulletin.* Text telephones are machinery or equipment that employs interactive graphic (i.e., typed) communications through the transmission of coded signals across the standard telephone network. Text telephones can include, for example, devices known as TDDs (telecommunications display devices or telecommunications devices for deaf persons) or computers. This bulletin was developed to provide more technical information about the types of text telephones available and how and where their use is required. ([www.access-board.gov/adaag/about/bulletins/ttys.htm](http://www.access-board.gov/adaag/about/bulletins/ttys.htm))

### Guidance Material and Advisory Reports for Facilities

The following publications provide additional information on specific aspects of the above guidelines and standards for facilities. Employees are encouraged to refer to these publications to obtain more detailed and up-to-date information when evaluating and implementing accessibility improvements to facilities.

- *Using ADAAG Technical Bulletin.* This bulletin was developed to serve the specific needs of architects and other design professionals who must apply the ADAAG to new construction and alterations projects covered by Titles II and III of the ADA. It is also intended to clarify accessibility regulations generally, including those that apply to existing facilities covered by the ADA.
- *Visual Alarms Technical Bulletin.* In passing the ADA, Congress specifically directed the Access Board to provide greater guidance regarding communications accessibility. Thus the ADAAG require that where emergency warning systems are provided in new or altered construction, they must include both audible and visible alarms that meet certain technical specifications. This bulletin was developed to provide more technical information about the types of visual fire alarms available and how and where their use is required. ([www.access-board.gov/adaag/about/bulletins/alarms.htm](http://www.access-board.gov/adaag/about/bulletins/alarms.htm))
- *Ground and Floor Surfaces Technical Bulletin.* Over 27 million Americans report some difficulty in walking. Of these, eight million have a severe limitation and one-fifth of this population is elderly. Ambulatory persons with mobility impairments - especially those who use walking aids - are particularly at risk of slipping and falling even on level surfaces. The information in this bulletin is intended to provide designers with an understanding of the variables that affect the measurement and performance of materials specified for use on walking surfaces and to better describe the requirements of an accessible route.
- *Parking Technical Bulletin.* Accessible parking requires that sufficient space be provided alongside the vehicle so that persons using mobility aids, including wheelchairs, can transfer and maneuver to and from the vehicle. Accessible parking also involves the appropriate designation and location of spaces and their connection to an accessible route. This bulletin was developed to provide more detailed information about the requirements for accessible parking including the Configuration, location, and quantities of accessible parking spaces. ([www.access-board.gov/adaag/about/bulletins/parking.htm](http://www.access-board.gov/adaag/about/bulletins/parking.htm))
- *Detectable Warnings Update (March 2008).* Currently, the Access Board is in the



process of developing guidelines on public rights-of-ways that, once finalized, will supplement the new ADAAG. This update is expected in 2012. While ADAAG covers various features common to public streets and sidewalks, such as curb ramps and crosswalks, further guidance is necessary to address conditions unique to public rights-of-way. Constraints posed by space limitations at sidewalks, roadway design practices, slope, and terrain raise valid questions on how and to what extent access can be achieved. Guidance on providing access for blind pedestrians at street crossings is also considered essential. This bulletin outlines the requirements of detectable warnings, a distinctive surface pattern of domes detectable by cane or underfoot, which are used to alert people with vision impairments of their approach to streets and hazardous drop-offs. The ADAAG require these warnings on the surface of curb ramps, which remove a tactile cue otherwise provided by curb faces, and at other areas where pedestrian ways blend with vehicular ways. They are also required along the edges of boarding platforms in transit facilities and the perimeter of reflecting pools. ([www.access-board.gov/adaag/dws/update.htm](http://www.access-board.gov/adaag/dws/update.htm))

- *Assistive Listening Systems Technical Bulletins.* Assistive listening systems are devices designed to help people with hearing loss improve their auditory access in difficult and large-area listening situations. Typically, these devices are used in such venues as movie houses, theaters, auditoriums, convention centers, and stadiums, where they are piggybacked on a public address system. They may also be used in smaller listening locations like courtrooms, museums, classrooms, and community centers. This bulletin provides information about the types of systems that are currently available and tips on choosing the appropriate systems for different types of applications. ([www.access-board.gov/adaag/about/bulletins/als-index.htm](http://www.access-board.gov/adaag/about/bulletins/als-index.htm))
- *Guide to the ADAAG for Play Areas.* The

Access Board has developed accessibility guidelines for newly constructed and altered play areas. This bulletin is designed to assist in using the play area accessibility guidelines and provides information regarding where the play area guidelines apply, what a play component is considered to be, how many play components must be an accessible route, and the requirements for accessible routes within play areas. ([www.access-board.gov/play/guide/intro.htm](http://www.access-board.gov/play/guide/intro.htm))

- *Summaries of Accessibility Guidelines for Recreation Facilities.* The Access Board issued accessibility guidelines for newly constructed and altered recreation facilities in 2002. The recreation facility guidelines are a supplement to ADAAG. They cover the following facilities and elements: amusement rides, boating facilities, fishing piers and platforms, miniature golf courses, golf courses, exercise equipment, bowling lanes, shooting facilities, swimming pools, wading pools, and spas. ([www.access-board.gov/recreation/summary.htm](http://www.access-board.gov/recreation/summary.htm))
- *Accessibility Guidelines for Outdoor Developed Areas.* The Regulatory Negotiation Committee on Accessibility Guidelines for Outdoor Developed Areas was established in June 1997. The accessibility guidelines proposed by the Committee include consideration of the latest information, design, and construction practices in existence. Proposed Section 16 of ADAAG requires all areas of newly designed or newly constructed and altered portions of existing trails connecting to designated trailheads or accessible trails to comply with this section. This proposed section also provides design guidelines for all newly constructed and altered camping facilities, picnic areas, and beach access routes. It is recognized that compliance with this section will not always result in facilities that will be accessible to all persons with disabilities. These guidelines recognize that often the natural environment will prevent full compliance with certain



technical provisions, which are outlined in this publication ([www.access-board.gov/outdoor/status.htm](http://www.access-board.gov/outdoor/status.htm)).

### **Guidelines for Transportation**

- *ADAAG for Transportation Vehicles*. This publication provides minimum guidelines and requirements for accessibility standards for transportation vehicles required to be accessible by the ADA, including over-the-road bus and tram systems. ([www.access-board.gov/transit/html/vguide.htm](http://www.access-board.gov/transit/html/vguide.htm))
- *ADAAG for Transportation Vehicles; Over-the-Road Buses*. This publication outlines the amendments to the accessibility guidelines for over-the-road buses (OTRB) made by the Architectural and Transportation Barriers Compliance Board and the DOT to include scoping and technical provisions for lifts, ramps, wheelchair securing devices, and moveable aisle armrests. Revisions to the specifications for doors and lighting are also adopted. The specifications describe the design features that an OTRB must have to be readily accessible to and usable by persons who use wheelchairs or other mobility aids. ([www.access-board.gov/transit/otrb/otrbfinl.htm](http://www.access-board.gov/transit/otrb/otrbfinl.htm))

### **Guidance Material for Transportation**

- *American Association of State Highway and Transportation Officials (AASHTO)*. AASHTO is the organization that maintains the “Green Book” for design of roads and highways and has begun to address accessibility of pedestrian networks. Several AASHTO publications, which can be ordered from the AASHTO website (<http://transportation.org/>), address accessible circulation systems, including: AASHTO Guide for the Planning, Design, and Operation of Pedestrian Facilities (1st edition) and Guide for the Development of Bicycle Facilities (3rd edition).
- *Federal Transit Administration (FTA)*. FTA regulates and enforces requirements of the ADA covering transportation facilities and systems. FTA maintains a technical assis-

tance line on ADA questions (888-446-4511) and on their website ([www.fta.dot.gov](http://www.fta.dot.gov)).

- *Manuals on ADAAG for Transportation Vehicles*. These technical assistance documents ([www.access-board.gov/transit/manuals/Manuals-list.htm](http://www.access-board.gov/transit/manuals/Manuals-list.htm)) are one of a series provided to help in understanding the background and underlying rationale of the ADAAG for Transportation Vehicles (Vehicle Guidelines) and how the guidelines may apply in a particular case. The documents in this series include:
  - Buses, vans, and systems
  - Over-the-road buses and systems
  - Automated guideway transit vehicles and systems
  - Trams, similar vehicles, and systems
- *Securement of Wheelchairs and Other Mobility Aids*. As a public or private transit authority, the responsibility of safe, efficient service from public agencies who offer transportation services has been enlarged to affording ridership to people using a wide variety of mobility aids. In considering not only the many types of mobility aid devices, but also the variety and sizes of lifts, and the numerous makes of buses and vans, it can be easily seen that there is no single, definitive solution to accessibility on mass transit vehicles. This publication reports on the experience of two transit accessibility leaders who have taken the initiative to involve the ridership in needs assessment and have established policies, educated operators, and informed the public to achieve greater accessibility in their bus transit systems.

### **Guidance Material for Communication**

- *Standards for Electronic and Information Technology*. The Access Board is issuing final accessibility standards for electronic and information technology covered by Section 508 of the Rehabilitation Act Amendments of 1998. Section 508 requires the Access Board to publish standards setting forth a definition of electronic and information technology and the technical and functional



performance criteria necessary for such technology to comply with section 508. ([www.access-board.gov/sec508/standards.htm](http://www.access-board.gov/sec508/standards.htm)). Section 508 also requires that individuals with disabilities, who are members of the public seeking information or services from a Federal agency, have access to and use of information and data that is comparable to that provided to the public who are not individuals with disabilities, unless an undue burden would be imposed on the agency. ([www.section508.gov/](http://www.section508.gov/))

- *Bulletin on the Telecommunications Act Accessibility Guidelines.* As technology continues to improve our means of telecommunication, it can pose challenges to accessibility on one hand, while on the other hold the key to innovative access solutions. Section 255 of the Telecommunications Act requires telecommunications products and services to be accessible to people with disabilities. This is required to the extent access is “readily achievable,” meaning easily accomplishable, without much difficulty or expense. Telecommunications products covered include: wired and wireless telecommunication devices, such as telephones (including pay phones and cellular phones), pagers, and fax machines; other products that have a telecommunication service capability, such as computers with modems, and equipment that carriers use to provide services, such as a phone company’s switching equipment. ([www.access-board.gov/adaag/about/bulletins/telecomm.htm](http://www.access-board.gov/adaag/about/bulletins/telecomm.htm))

Federal guidelines and standards are subject to periodic revision based on research findings and guidance from advisory committees. The City should have a regular practice of reviewing research materials posted to the U.S. Access Board’s website and updating local guidelines and practices as new standards are adopted or existing standards are revised.

### **6.3 Resources for Providing Accessible Programs & Facilities**

- *ADA Document Portal:* This website ([www.adaportal.org](http://www.adaportal.org)) provides links to more than 7,400 documents on a wide range of ADA topics. The ADA Document Portal is supported by the 10 ADA & IT Technical Assistance Centers.
- *DisabilityInfo.Gov:* A one-stop interagency portal for information on Federal programs, services, and resources for people with disabilities, their families, employers, service providers, and other community members.
- *National Center on Accessibility (NCA):* The Center (<http://ncaonline.org>) is a cooperative effort between the National Park Service (NPS) and Indiana University to provide information and technical assistance, primarily on recreation access. An example of the research activities of the NCA is the National Trails Surface Study. Initiated in 2005, this longitudinal study is primarily the result of questions that the National Center on Accessibility has, for many years and continues to receive from organizations, agencies and individuals who desire to make their trails accessible; are interested in an unobtrusive surface that blends and is friendly to the environment; and provides a quality trail experience for people with and without disabilities.
- *National Center on Physical Activity and Disability:* The Center ([www.ncpad.org](http://www.ncpad.org)) provides information and resources on physical activity to help people with disabilities find ways to become more active and healthy. The Center also provides information on how to provide access to fitness centers, schools, recreation facilities, camps, and health and leisure services.
- *National Park Service:* NPS has many programs that address the issue of providing accessible recreation services to people with disabilities. These include Wilderness Accessibility for People with Disabilities (<http://>





[planning.nps.gov/wilderness/toolbox3.cfm](http://planning.nps.gov/wilderness/toolbox3.cfm)) and Director's Order #42-Accessibility, which establishes the purpose and role of the NPS Accessibility Program ([www.nps.gov/accessibility.htm](http://www.nps.gov/accessibility.htm)), lists applicable laws, standards, and authorities, implementation strategies, roles, and responsibilities. It also addresses NPS policies and provides links to additional information sources.

## 6.4 Technical Resources

The City should utilize the many disability-related resources available through the internet. Begin at AbleData ([www.abledata.com](http://www.abledata.com)), maintained by the National Institute on Disability and Rehabilitation Research of the U.S. Department of Education. The site provides up-to-date links to assistive technologies and disability-related resources. AbleData's mission is to provide objective information on such assistive products as:

- *Architectural elements*: Products that make the built environment more accessible, including indoor and outdoor architectural elements, vertical lifts, lighting, and signs.
- *Blind and low vision*: Products for people with visual disabilities, including computers, educational aids, information storage, kitchen aids, labeling, magnification, office equipment, orientation and mobility, reading, recreation, sensors, telephones, tools, travel, typing, and writing (Braille).
- *Communication*: Products to help people with disabilities related to speech, writing and other methods of communication, including alternative and augmentative communication, signal systems, telephones, typing, and writing.
- *Computers*: Products to allow people with disabilities to use desktop and laptop computers and other kinds of information technology including software, hardware, and computer accessories.
- *Controls*: Products that provide people with disabilities with the ability to start, stop, or adjust electric or electronic devices in-

cluding environmental controls and control switches.

- *Deaf and hard of hearing*: Products for people with hearing disabilities, including amplification, recreational electronics, signal switches, and telephones.
- *Deaf and blind*: Products for people who are both deaf and blind.
- *Education*: Products to provide people with disabilities with access to educational materials and instruction in school and in other learning environments including classroom and instructional materials.
- *Recreation*: Products to assist people with disabilities with their leisure and athletic activities including crafts, electronics, gardening, music, photography, and sports.
- *Seating*: Products that assist people to sit comfortably and safely including seating systems and therapeutic seats.
- *Transportation*: Products to enable people with disabilities to drive or ride in cars, vans, trucks and buses including mass transit vehicles and facilities and vehicle accessories.
- *Wheeled mobility*: Products and accessories that enable people with mobility disabilities to move freely indoors and outdoors including wheelchairs (manual, sport, and powered), wheelchair alternatives (scooters), wheelchair accessories, and carts.
- *Workplace*: Products to aid people with disabilities at work including agricultural equipment, office equipment, tools, and work stations.

### Assistive Technology Vendors and Service Providers

International Commission on Technology and Accessibility Initiates, facilitates, and provides information regarding technology and accessibility through the internet. This information is available to people with disability, advocates, and professionals in the field of disability, researchers, legislative bodies, and the general community. ([www.ictaglobal.org](http://www.ictaglobal.org))

### National Center for Accessible Media





A research and development facility dedicated to the issues of media and information technology for people with disabilities in their homes, schools, workplaces, and communities. NCAM has developed an authoring tool to make web- and CD-ROM-based multimedia materials accessible to persons with disabilities. Called Media Access Generator (MAGpie, versions 1.0 and 2.01) create captions and audio descriptions of rich media and can be downloaded on their website ([ncam.wgbh.org](http://ncam.wgbh.org)).

### **American Sign Language Interpreters**

A pool of on-call American Sign Language interpreters should be developed. This list should be routinely updated to ensure their availability. Some programs may need to have a pool of interpreters who are available on a 24-hour basis to handle emergency procedures. The required qualifications of these interpreters should be established. Many non-certified interpreters provided by local services may have excellent skills and be qualified to handle most circumstances. However, unique circumstances, such as the provision of emergency medical services, may require interpreters who are approved by the courts and can ensure a level of confidentiality.

Resources and contacts for qualified sign language interpreters and information for the deaf and hard of hearing are at the following locations:

- Deaf & Hard of Hearing Services (DHHS), Division of Disability & Rehabilitative Services (DDRS)  
402 W. Washington St., Rm. W453  
P.O. Box 7083  
Indianapolis, IN 46207-7082  
1-800-545-7763  
[DHHSHelp@fssa.IN.gov](mailto:DHHSHelp@fssa.IN.gov) [www.in.gov/fssa/ddrs/2637.htm](http://www.in.gov/fssa/ddrs/2637.htm)
- American Sign Language Interpreter Network- [www.aslnetwork.com/](http://www.aslnetwork.com/)
- Registry of Interpreters for the Deaf - [www.rid.org/](http://www.rid.org/)

Assistive Listening Systems and Devices Systems and devices amplify sound for persons with

hearing disabilities should be available for public meetings and conferences. Different types of devices are more suitable for different types of hearing disabilities. Devices should be chosen to accommodate the greatest number of individuals.

- *Assistive Listening Systems Technical Bulletins* - are available on the U.S. Access Board's website ([www.access-board.gov/adaag/about/bulletins/als-a.htm](http://www.access-board.gov/adaag/about/bulletins/als-a.htm)).
- *Closed Caption Machine* - To the extent practical, City Divisions should have access to a device for encoding closed captioning on films and videotapes used for training and other programs.
- *Enlarging Printed Materials* - A copy machine capable of enlarging printed materials should be available for each site where programs or transaction counter services are provided to the public.
- *Optical Readers* - Equipment that can translate printed information into an audio format should be available to Departments.
- *TDD* - To the extent necessary, City Divisions should have access to a text telephone or have access to a telephone transfer service as required by the law and offered by public telephone companies.
- *Telecommunications for the Deaf, Inc.* - TDI's (formerly known as Telecommunications for the Deaf, Inc.) mission is to promote equal access in telecommunications and media for people who are deaf, hard of hearing, late deafened, or deaf blind. TDI's online resources ([www.tdi-online.org/](http://www.tdi-online.org/)) include information about telecommunications access such as a TTY, pagers, telephony, VoIP, and more.

### **Guide to Disabilities and Disability Etiquette**

A summary guide to disabilities and disability etiquette has been included below. The guide will allow staff members to become familiar with a variety of types of disabilities, and help them to be more sensitive to the abilities and needs of people with disabilities in order not to offend or demean them. The guide should be periodically updated to ensure that it includes current accept-



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able language for talking about disabilities.

The National Organization on Disability reports that more than 59 million Americans have a disability. This section is for anyone — with or without a disability — who wants to interact more effectively with people who are disabled.

The ADA was conceived with the goal of integrating people with disabilities into all aspects of American life, particularly the workplace and the marketplace. Sensitivity toward people with disabilities is not only in the spirit of the ADA, it makes good business sense. It can help the City expand its services to citizens, better serve its customers and improve relationships with its employees.

When supervisors and co-workers use disability etiquette, employees with disabilities feel more comfortable and work more productively. Practicing disability etiquette is an easy way to make all people feel more comfortable and welcomed in their environment.

There is no reason to feel awkward when dealing with a person who has a disability. This section provides some basic tips for City staff to follow. If a City employee is ever unsure how to best serve a person with a disability, just ask them.

### **Ask Before You Help**

Just because someone has a disability, don't assume he/she needs your help. If the setting is accessible, people with disabilities can usually get around fine without assistance. Adults with disabilities want to be treated as independent people. Offer assistance only if the person appears to need it. If they do want help, ask what type of help they would like before you offer any assistance. What you think they may need may not be what they really need.

### **Do Not Touch!**

Some people with disabilities depend on their arms for balance. Grabbing them — even if you

mean well — could knock them off balance and create an injury. This is especially true of a person using a cane, crutches, or walker.

When someone is in a wheelchair, never pat their head or touch their wheelchair (or scooter) without permission. This equipment is part of their personal space and touching it is considered rude.

### **Engage Your Mind Before Engaging Your Mouth**

Always speak directly to the person with the disability NOT to their companion, aide, or sign language interpreter. Making small talk with a person who has a disability is great; just talk to him/her like you would anyone else. Respect his/her privacy and don't ask questions about their disability unless they invite the discussion. If you are with a child who asks, don't make the situation awkward for everyone; let the person with the disability respond directly to the child. They are used to children's questions.

### **Make No Assumptions**

People with disabilities are the best judge of what they can or cannot do. Do not make any decisions for them about participating in any activity or what they may or may not be able to do. Simply respond to their questions and let them make their own decisions. Depending on the situation, it may be a violation of the ADA to exclude someone because of a wrong decision on what they're capable of doing.

### **Respond Graciously To Requests**

When people who have a disability ask for an accommodation at a county or city owned property, it is not a complaint. It shows they feel comfortable enough in your establishment to ask for what they need. If they get a positive response, they will enjoy their transaction and feel comfortable to come back again and again. Unless they are asking for something outlandish, provide what is asked for. If they request something unreasonable, contact your ADA Coordinator for a direction toward a resolution.



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## Terminology

**PUT THE PERSON FIRST!** Always say “person with a disability” rather than “disabled person”. This recognizes that they are a person first, not a disability first. If someone has a specific disability, it would be a “person who is blind”, a “person who is deaf”, or a “person with dwarfism”. Each person may have their own preferred terminology, and if you’re not sure what to use, just ask them. Most, however, will recognize the effort when you just refer to them as “people”.

Avoid outdated, politically incorrect terms like “handicapped” or “crippled”. Be aware that many people with disabilities dislike jargon and euphemistic terms like “physically challenged” and “differently abled”. Say “wheelchair user” instead of “confined to a wheelchair” or “wheelchair bound”. The wheelchair is what enables the person to get around, but they are neither confined by it nor bound to it. The wheelchair is liberating, not confining.

With any disability, avoid negative, disempowering words like “victim” or “sufferer”. Say “person with AIDS” instead of “AIDS victim” or person who “suffers from AIDS”.

It’s okay to use idiomatic expressions when talking to people with disabilities. For example, saying “It was good to see you” and “See you later” to a person who is blind is completely acceptable. They will use the same terminology and it’s inappropriate to respond with questions like, “How are you going to see me later?”

People in wheelchairs will say things like, “Let’s go for a walk” and it’s okay for you to say it too. The situation will only become awkward if you make it so.

Many people who are Deaf communicate with sign language and consider themselves to be members of a cultural and linguistic minority group. They refer to themselves as Deaf (with

a capital D) and may be offended by the term “hearing impaired.” Others may not object to the term, but in general it is safest to refer to people who have hearing loss but communicate through a spoken language as “people with hearing loss” and those who have a profound hearing loss as “people who are Deaf”.

## Community Groups, Organizations, Associations and Commissions

There are a large number of groups nationally, regionally, and within each state that provide specialized services, information, and advocacy for persons with all disabilities. A few are included below:

- *Ability Resources, Inc.: Ability Resources Inc.* ([www.ability-resources.org/home.html](http://www.ability-resources.org/home.html)) was founded in 1976. Their mission is to assist people with disabilities in attaining and maintaining their personal independence. One way this can be achieved is in the creation of an environment in which people with disabilities can exercise their rights to control and direct their own lives.
- *American Council of the Blind: ACB* ([www.acb.org](http://www.acb.org)) is a national organization advocating on behalf of persons who are blind or have low vision. ACB also publishes *A Guide to Making Documents Accessible to People Who Are Blind or Visually Impaired*. ACB is located at 1155 15th St. NW, Suite 1004, Washington, DC 20005 (800.424.8666) or by email at [info@acb.org](mailto:info@acb.org).
- *American Association of People with Disabilities: The American Association of People with Disabilities* ([www.aapd.com/](http://www.aapd.com/)) is the largest non-profit, non-partisan, cross-disability organization in the United States.
- *National Association of the Deaf: NAD* is a national consumer organization representing people who are deaf and hard of hearing. NAD provides information about standards for American Sign Language Interpreters and the Captioned Media Program on its website ([www.nad.org](http://www.nad.org)).
- *National Federation of the Blind: NFB* is a national organization advocating on behalf



- of persons who are blind or have low vision. NFB provided online resources ([www.nfb.org](http://www.nfb.org)) for technology for the blind, including a technology resource list, a computer resource list, screen access technology, sources of large print software for computers, and sources of closed circuit TV (CCTV's).
- *National Organization on Disability*: The National Organization on Disability promotes the full and equal participation and contribution of America's 54 million men, women and children with disabilities in all aspects of life. NOD maintains an on-line directory of information and links including transportation-related resources ([www.nod.org](http://www.nod.org)).
  - *Paralyzed Veterans of America*: PVA is a national advocacy organization representing veterans. PVA's Sports and Recreation Program promotes a range of activities for people with disabilities, with special emphasis on activities that enhance lifetime health and fitness. PVA's website ([www.pva.org/sports/sportsindex.htm](http://www.pva.org/sports/sportsindex.htm)) provides information on useful sports publications and a list of contacts.
  - *United Spinal Association*: United Spinal Association is a membership organization serving individuals with spinal cord injuries or disease. Formerly known as the Eastern Paralyzed Veterans Association, the organization expanded its mission to serve people with spinal cord injuries or disease regardless of their age, gender, or veteran status. Information on accessibility training and consulting services and recreational opportunities for people with spinal cord injuries or disease is available on their website ([www.unitedspinal.org](http://www.unitedspinal.org)).
  - *World Institute on Disability*: WID is an international public policy center dedicated to carrying out research on disability issues and overcoming obstacles to independent living. WID maintains an on-line information and resource directory on technology, research, universal design, and the ADA. ([www.wid.org/resources](http://www.wid.org/resources)).
  - *State of Indiana Division of Disability & Rehabilitative Services (DDRS)*: [www.in.gov/fssa/ddrs/2637.htm](http://www.in.gov/fssa/ddrs/2637.htm)
  - *State of Indiana Protection and Advocacy Services (IPAS)*: [www.in.gov/ipas/](http://www.in.gov/ipas/)
  - *Disability Resources, Inc., Guide to Disability Resources on the Internet – IN*: Disability Resources, inc. is a nonprofit 501(c)(3) organization established to promote and improve awareness, availability and accessibility of information that can help people with disabilities live, learn, love, work and play independently. [www.disabilityresources.org/INDIANA.html](http://www.disabilityresources.org/INDIANA.html)
  - *Indiana Resource Center for Families with Special Needs (IN\*SOURCE)*: The mission of IN\*SOURCE is to provide parents, families, and service providers in Indiana the information and training necessary to assure effective educational programs and appropriate services for children and young adults with disabilities. IN\*SOURCE employs nearly 13 staff at their central office in South Bend and 16 staff in other regional sites around the state. [insource.org/index.htm](http://insource.org/index.htm)
  - *ADA-Indiana*: The mission of ADA-Indiana is to serve as a statewide resource for promoting the implementation of the Americans with Disabilities Act in Indiana. [www.iidc.indiana.edu/cpps/ada/default.asp#content](http://www.iidc.indiana.edu/cpps/ada/default.asp#content)
  - *Great Lakes ADA Center*: The Great Lakes ADA Center provides information, materials, technical assistance and training on the ADA. Topics addressed includes the non-discrimination requirements in employment, the obligations of state and local governments and business to ensure that programs, services and activities are readily accessible to and usable by people with disabilities. This includes access to the information technology used by these entities including but not limited to websites, software, kiosks, etc.
  - *The Great Lakes ADA Center's Accessible Technology Initiative* encourages incorporation of accessible information technology in K-12 and post secondary school settings. Accessible Information Technology incorpo-



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rates the principles of universal design so that people with a wide range of abilities and disabilities can access information disseminated electronically. [www.adagreatlakes.org/](http://www.adagreatlakes.org/)







RESOLUTION 04-2012

**A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ROCHESTER, INDIANA ADOPTING  
ACCESSIBLE DESIGN STANDARDS FOR BUILDINGS AND FACILITIES OWNED AND MAINTAINED BY  
THE CITY OF ROCHESTER**

**WHEREAS**, the City of Rochester (“the City”) desires to create a transition plan to bring its facilities and buildings to current accessibility standards as established by the Americans with Disabilities Act of 1990 (“ADA”); and,

**WHEREAS**, the City desires to adopt standards for accessible design for persons with disabilities for the facilities and buildings owned and maintained by the City to create a transition plan; and,

**WHEREAS**, the City desires to adopt standards for accessible design for persons with disabilities for new construction and remodeling of buildings and facilities owned by the City.

**IT IS THEREBY RESOLVED** by the Common Council of the City of Rochester that the City adopts the Americans with Disabilities Act and Architectural Barriers Act Accessibility Guidelines (“ADAAG”) published by the United States Access Board in 2004 as the standards pertaining to accessible design when designing new buildings and facilities, remodeling existing buildings and facilities, and when improving buildings and facilities in accordance with the transition plan. The ADAAG standards shall be used to determine if the existing facilities and buildings are currently compliant or if they need to be included in the transition plan.

ADAAG allows for certain facilities to be exempted for various reasons. The Common Council shall approve or reject any application to exempt a facility from the accessibility requirements. Applications shall explain the reasons why a facility should be exempted from the accessibility standards and also explain the counter measures or alternatives that may be available or made available so that a person with a disability has access. A copy of any approved exemptions shall be kept on file with the ADA Coordinator as part of the City’s ADA transition plan .

**ALL OF WHICH IS RESOLVED** by the Common Council of the City of Rochester of Fulton County, Indiana this 22nd day of May, 2012.

*Rochester Common Council:*

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*Mayor, City of Rochester:* \_\_\_\_\_

*Attest: Rochester Clerk-Treasurer:* \_\_\_\_\_



RESOLUTION 05-2012

**A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ROCHESTER, INDIANA TO ADOPT AN  
ADA GRIEVANCE PROCEDURE**

**WHEREAS**, All state and local governments must provide pedestrian access for persons with disabilities in compliance with the 1990 American with Disabilities Act (ADA) Title II; and

**WHEREAS**, the City of Rochester would like to adopt and publish procedures for resolving grievances arising under Title II of the ADA; and

**WHEREAS**, it is the City of Rochester's interest and goal to be compliant with Title II of the ADA and to increase access to services, locations, activities, programs and benefits to its citizens; and

**WHEREAS**, the proposed grievance procedure attached hereto allows for the disputes regarding alleged disability discrimination to be addressed and resolved at the local level for the convenience and benefit of all involved.

**LET IT NOW BE RESOLVED**, by the Common Council of the City of Rochester of Fulton County, Indiana this 22nd day of May, 2012 that the Common Council of the City of Rochester adopts the ADA grievance procedure attached hereto for anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits provided by or established by the City of Rochester .

**PASSED AND RESOLVED** by the City of Rochester of the County of Fulton, Indiana, 22nd day of May, 2012.

*Rochester Common Council:*

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*Mayor, City of Rochester:* \_\_\_\_\_

*Attest: Rochester Clerk-Treasurer* \_\_\_\_\_



## NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

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

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

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

**Modifications to Policies and Procedures:** The City of Rochester will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the City of Rochester 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 program, service, or activity of the City of Rochester, should contact the Rochester Clerk-Treasurer [Phone: (574) 223-2510] as soon as possible but no later than 48 hours before the scheduled event.

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

Complaints that a program, service, or activity of the City of Rochester is not accessible to persons with disabilities should be directed to the Rochester Clerk-Treasurer [Phone: (574) 223-2510]

The City of Rochester 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.



## **City of Rochester Grievance Procedure under The Americans with Disabilities Act**

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Rochester.

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

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

City of Rochester Clerk-Treasurer

ADA Coordinator  
320 Main Street, P.O. Box 110

Rochester, IN 46975

Phone: (574) 223-2510

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

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

Within 15 calendar days after receipt of the appeal, the Rochester Common Council will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Rochester Common Council 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 his/her designee, appeals to the Rochester Common Council, and responses from these two offices will be retained by the City of Rochester for at least three years.





**City of Rochester Clerk-Treasurer  
ADA Coordinator  
320 Main Street  
P.O. Box 110  
Rochester, IN 46939  
Phone: (574) 223-2510**

**TITLE II of the Americans with Disabilities Act  
GRIEVANCE FORM**

**I. COMPLAINANT INFORMATION**

Name of Complainant:		
Address:		
City:	State:	Zip:
Phone Number:	Email Address:	

Preferred Method(s) of Communication: (Check all that apply)

Voice Telephone      TTY      E-mail      US mail      Other:

**II. DESCRIBE YOUR COMPLAINT OF DISCRIMINATION BASED UPON DISABILITY.**

Be specific and give date(s), time(s), and location(s). Use reverse side of this sheet or attached pages, if needed.



- III. **PERSONS NAMED IN YOUR COMPLAINT.** List the names of (or describe) all person involved in your complaint. Indicate the job title and City Department if possible.
- IV. **WITNESSES TO YOUR COMPLAINT.** List the names of (or describe) all persons involved in your complaint. Indicate the job title and City Department, if possible.
- V. **EVIDENCE AND DOCUMENTATION.** List and provide any physical evidence, written or recorded documents, or any other information that directly supports your specific claim of discrimination.
- VI. **CASE REMEDY AND/OR RESOLUTION.** What remedies or resolutions are you seeking?

**CERTIFICATION**

**I hereby certify that the information and statements provided above are true.**

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

If Complainant is not the individual completing this form, please provide:

Representative's Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_



***FACILITIES OUTSIDE THE RIGHT-OF-WAY***

Facility Name	Compliance Elements to be Corrected		Estimated Site Cost
<b>Rochester City Office Buildings</b>			
- City Building Complex:			
- Utilities Business Office	Parking Lot Striping, Entryway Accessibility, Door Closer Times, Signage, Hardware Heights, Bathroom Elements		\$5,100
- Rochester Police Department	Door Closer Timing, Counter Height		\$1,100
- Wastewater Treatment Plant			\$ TBD
- Fire Station	Parking Lot Striping, Door Closer Times, Telephone Height & Volume Control, Signage, Hardware Heights, Bathroom Elements		\$1,050
- Community Resource Center	Parking Lot Striping, Entryway Accessibility, Signage, Hardware Heights, Bathroom Elements, Drinking Fountain		\$1,700
- Street Department Barn			\$ TBD
		<b>Total</b>	<b>\$8,950</b>
<b>Public Park/ Recreational Facilities</b>			
- Mill Creek Golf Course			\$ TBD
- Rochester City Park	Approximately 1327 feet of sidewalk, Barrier Free Parking & Signage, Bathroom Elements (Cost TBD)		\$22,338.20
- Fansler Park	Approximately 458 feet of sidewalk, Barrier Free Parking & Signage		\$7,912.80
- J.C. Park	Approximately 420 feet of sidewalk, Barrier Free Parking & Signage		\$6,282.00
- Pioneer Park	Barrier Free Parking & Signage		\$310.00
- Lakeside Park	Approximately 181 feet of sidewalk, Barrier Free Parking & Signage, Bathroom Elements (Cost TBD)		\$3134.60
-Rochester City Pool			\$ TBD
		<b>Total</b>	<b>\$39,977.60</b>
<b>GRAND TOTALS</b>			<b>\$48,927.60</b>



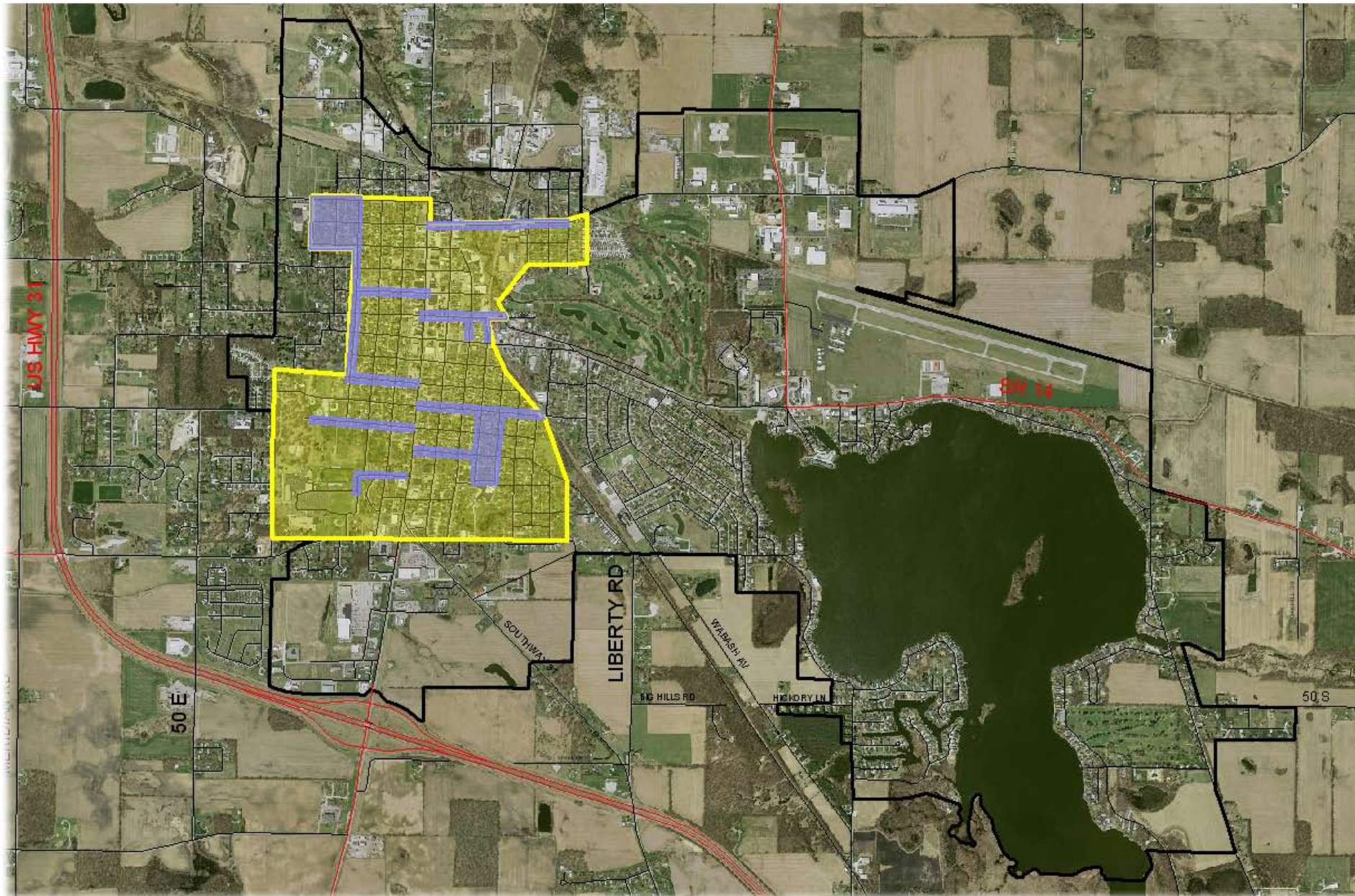


***FACILITIES WITHIN THE RIGHT-OF-WAY - SIDEWALKS***

**Map Key**

Purple = High Pedestrian Traffic  
 Yellow = Moderate Pedestrian Traffic  
 No Shading = Low Pedestrian Traffic

Heavy Black Line = City Limits



***FACILITIES WITHIN THE RIGHT-OF-WAY - SIDEWALKS***

	Location	Present?	Priority	Width	Running Slope	Cross Slope	Displacemt Amount	Notes	Est. Compl. Cost
Low	117 W 2nd Street	Yes						10 Panels	\$830.00
Low	316 W 2nd Street (west & north side) north to 180 Pontiac Street	No sidewalk present						156 panels	\$12,948.00
Low	130 W 2nd Street north to RR	Yes						21 Panels	\$1,743.00
Low	201 W 2nd Street	Yes	HIGH				10"	3 panels	\$249.00
Low	429 2nd Street	Yes						7 Panels	\$581.00
								Total Cost	\$16,351.00
High	502 W 3rd Street	Yes	All brick					13 panels	\$1,079.00
High	402 W 3rd Street	Yes						29 Panels	\$2,407.00
High	416-428 W 3rd Street	Yes	All brick					30 panels	\$2,490.00
High	419 W 3rd Street	Yes						5 Panels	\$415.00
							Total High Priority Cost		\$6,391.00
Moderate	212 W 3rd Street	Yes						10 Panels	\$830.00
Moderate	130 W 3rd Street	Yes						12 Panels	\$996.00
Moderate	111 W 3rd Street	Yes						13 Panels	\$1,079.00
Moderate	228 W 3rd Street	Yes	HIGH					15 Panels	\$1,245.00
Moderate	312 W 3rd Street	Yes						7 Panels	\$581.00
Moderate	328 W 3rd Street	Yes						9 Panels	\$747.00
Moderate	220 W 3rd Street	Yes						Brick	
							Total Moderate Priority Cost		\$5,478.00
High	4th Street - Madison to Indiana	Yes - North Side - sidewalk is bad: No - South Sidewalk						277 panels	\$22,991.00
High	420 W 4th Street	Yes						10 panels	\$830.00





# Appendix B

High	514 E 4th Street	Yes						13 Panels	\$1,079.00
High	514 E 4th Street (alley) - 530 E 4th Street	Yes - broken and raised						28 panels	\$2,324.00
High	425 W 4th Street	Yes						3 Panels	\$249.00
High	521 W 4th Street	Yes						4 Panels	\$332.00
High	530 W 4th Street	yes						4 panels	\$332.00
High	416 W 4th Street	Yes						5 Panels	\$415.00
								Total High Priority Cost	\$28,552.00
Moderate	214 W 4th Street	Yes						11 Panels	\$913.00
Moderate	218 W 4th Street	Yes						4 Panels	\$332.00
Moderate	118 W 4th Street	Yes						7 Panels	\$581.00
								Total Moderate Priority Cost	\$1,826.00
High	416 W 5th Street - alley	Yes						2 panels	\$166.00
High	528 W 5th Street	Yes						3 Panels	\$249.00
High	506 W 5th Street	Yes						4 Panels	\$332.00
High	527 W 5th Street	Yes						4 Panels	\$332.00
High	518 W 5th Street	Yes	HIGH				4&1/2"	6 Panels	\$498.00
High	417 W 5th Street	Yes						7 Panels	\$581.00
High	429 5th Street	Yes						7 Panels	\$581.00
High	500 W 5th Street	Yes						8 Panels	\$664.00
High	514 W 5th Street	Yes						8 panels	\$664.00
High	513 W 5th Street	Yes					2&1/4"	9 Panels	\$747.00
								Total High Priority Cost	\$4,814.00
Moderate	217 W 5th Street- Jefferson Street	Yes						21 Panels	\$1,743.00
Moderate	214-218 W 5th Street	Yes						25 Panels	\$2,075.00
Moderate	120 W 5th Street- Jefferson Street	Yes					2&1/2"	27 Panels	\$2,241.00
Moderate	129 W 5th Street	Yes						5 panels	\$415.00
Moderate	320 W 5th Street	Yes					3"	8 Panels	\$664.00
Moderate	330 W 5th Street	Yes						8 Panels	\$664.00
Moderate	117 W 5th Street	Yes					4 Displacement 2"	9 Panels	\$747.00



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							Total Moderate Priority Cost		\$8,549.00
Moderate	210-214 E 6th Street	yes					2&3/4" & 2&1/4"	11 Panels	\$913.00
Moderate	222 6th Street	yes						5 Panels	\$415.00
Moderate	117 W 6th Street	Yes						7 Panels	\$581.00
Moderate	121 E 6th Street (storage units)	yes						Missing 4 Panels	\$332.00
							Total Moderate Priority Cost		\$2,241.00
Low	429 W 6th Street	Yes						12 Panels	\$996.00
Low	417 W 6th Street	Yes	High				4&1/2" , 2"	13 Panels	\$1,079.00
Low	319 E 6th Street	Yes						14 panels	\$1,162.00
Low	515 - 629 W 6th Street - south side	No sidewalk						174 panels	\$14,442.00
Low	502 W 6th Street - 700 W 6th Street (north side)	No						209 panels	\$17,347.00
Low	429 W 6th Street south to 428 W 7th Street	yes						25 panels	\$2,075.00
							Total Low Priority Cost		\$37,101.00
High	219 W 7th Street	Yes						1 Panel	\$83.00
High	329 W 7th Street	Yes						26 panels	\$2,158.00
High	129 W 7th Street	Yes						4 Panels	\$332.00
High	128 W 7th Street	Yes						6 Panels	\$498.00
							Total High Priority Cost		\$3,071.00
Low	421 W 7th Street	Yes						1 Panel	\$83.00
Low	418-428 W 7th Street	Yes					1&1/2"	14 Panels/2 Missing	\$1,162.00
Low	429 W 7th Street	Yes					4"	2 panels	\$166.00
							Total Low Priority Cost		\$1,411.00
High	209 8th Street	Yes						1 Panel	\$83.00
High	200 E 8th Street -208 E 8th Street	Yes						15 Panels	\$1,245.00
High	217 E 8th Street to 231 Monroe Street	Yes					4"	8 Panels	\$664.00
High	321 E 8th Street to 330 Main Street (west side of Franklin St)	partial sidewalk						80 panels	\$6,640.00
							Total High Priority Cost		\$8,632.00



Appendix B

Moderate	328 W 8th Street	Yes	Brick					11 panels	\$913.00
Moderate	328 W 8th Street - east side (Fulton Ave to North alley)	Yes						21 Panels	\$1,743.00
Moderate	316 W 8th Street	Yes	brick					32 panels	\$2,656.00
Moderate	130 W 8th Street	Yes						8 Panels	\$664.00
Moderate	226 W 8th Street	Yes						8 Panels	\$664.00
Moderate	318-322 W 8th Street	Yes						8 Panels	\$664.00
								Total Moderate Priority Cost	\$7,304.00
Low	430 W 8th Street	Yes - all brick						19 panels	\$1,577.00
Low	500 W 8th Street to 610 W 8th Street	No sidewalks						206 panels	\$17,098.00
Low	408 W 8th Street	Yes						3 panels	\$249.00
Low	412 W 8th Street - front of house	Yes - brick						9 panels	\$747.00
								Total Low Priority Cost	\$19,671.00
Moderate	212 9th Street	Yes						10 Panels	\$830.00
Moderate	301 9th Street - 10th Street	Yes						13 Panels	\$1,079.00
Moderate	318 W 9th Street	Yes	brick					13 panels	\$1,079.00
Moderate	312 W 9th Street to 300 W 9th Street	Yes						14 Panels	\$1,162.00
Moderate	315 W 9th Street	Yes	brick					16 panels	\$1,328.00
Moderate	328 W 9th Street	Yes						18 Panels	\$1,494.00
Moderate	228 W 9th Street (9th Street side)	Yes - all brick						40 panels	\$3,320.00
Moderate	201 E 9th Street to 929 Madison Street	Yes						5 panels need replac	\$415.00
Moderate	130 9th Street	yes						8 Panels	\$664.00
								Total Moderate Priority Cost	\$11,371.00
Low	500 W 9th Street to Park Rd - “(North side - 8th Street side)”	No sidewalks						193 panels	\$16,019.00
Low	430 W 9th Street	Yes						2 panels	\$166.00
Low	520 W 9th Street	Yes						2 Panels	\$166.00
Low	611 W 9th Street to 1001 Clay Street	No sidewalk present						34 panels	\$2,822.00
Low	436 W 9th Street	Yes						4 panels	\$332.00
Low	500 W 9th Street	Yes						4 panels	\$332.00
Low	607 W 9th Street	Yes						5 Panels	\$415.00



# Appendix B

Low	530 W 9th Street (south side of property) to 630 W 9th Street	No sidewalk present						75 panels	\$6,225.00
Low	530 W 9th Street	Yes						8 panels	\$664.00
Low	424 9th Street	Yes						9 panels	\$747.00
Low	506 W 9th Street	Yes						9 panels	\$747.00
Low	700 W 9th Street (corner of Park Rd) to 630 W 9th Street	No sidewalks						96 panels	\$7,968.00
								Total Low Priority Cost	\$36,603.00
Moderate	416-418 E 10th Street	Yes						13 Panels	\$1,079.00
Moderate	117 W 10th Street	Yes						17 Panels	\$1,411.00
Moderate	317 E 10th Street	Yes					1 & 1/2"	2 panels	\$166.00
Moderate	221 W 10th Street	yes						6 panels	\$498.00
Moderate	325 W 10th Street	Yes						6 Panels	\$498.00
Moderate	218 W 10th Street	yes						8 Panels	\$664.00
Moderate	319 W 10th Street	Yes						9 Panels	\$747.00
								Total Moderate Priority Cost	\$5,063.00
Low	701 E 10th Street to 702 E 12th Street	no sidewalks						108 panels	\$8,964.00
Low	710-720 E 10th Street	Yes		1_10"				25 panels	\$2,075.00
Low	711 E 10th Street - 807 E 10th Street	No sidewalks						48 panels	\$3,984.00
								Total Low Priority Cost	\$15,023.00
High	100 Block - W 11th Street	Yes						23 Panels	\$1,909.00
High	223 W 11th Street	Yes					1&3/4", (2) 1&1/2 "	3 panels	\$249.00
High	305 W 11th Street	Yes						6 Panels	\$498.00
High	331 W 11th Street to 330 W 12th Street (Fulton Ave)	No sidewalks						69 panels	\$5,727.00
High	317 W 11th Street	Yes 3&3/4"						7 Panels	\$581.00
High	331 W 11th Street	Yes						7 Panels	\$581.00
High	401 W 11th Street to 1130 Fulton Ave (west side)	no sidewalks						70 panels	\$5,810.00
High	217 11th Street	Yes						8 Panels	\$664.00
								Total High Priority Cost	\$16,019.00



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Moderate	11th & Main	Yes					Displaced because of Tree Root	1 Panel	\$83.00
Moderate	115 E 11th Street (alley)	yes					Displaced because of Tree Root	1 panel	\$83.00
Moderate	329 E 11th Street	Yes					1&1/4"	2 panels	\$166.00
							Total Moderate Priority Cost		\$332.00
High	12th Street south side - 1201 Main Street to 1200 Madison Street	yes						22 Panels need repla	\$1,826.00
High	517 E 12th Street	Yes						14 Panels	\$1,162.00
High	809 E 12th Street to 711 E 12th Street	yes		3_				52 panels	\$4,316.00
High	330 E 12th Street	Yes						6 Panels	\$498.00
High	330 E 12th Street-1129 Monroe Street (south side of house)	Yes						6 Panels	\$498.00
High	429 E 12th Street	Yes					2&1/2"	8 panels	\$664.00
							Total High Priority Cost		\$8,964.00
Moderate	121 W 12th Street	yes	High				3"	1 panel	\$83.00
Moderate	329 W 12th Street to 330 W 13th Street - east side	no sidewalks						71 panels	\$5,893.00
Moderate	501 W 12th Street between 12th & 13th Streets west side	No sidewalks						71 panels	\$5,893.00
							Total Moderate Priority Cost		\$11,869.00
High	118 W 13th Street	Yes		3_2"			1"	1 panel	\$83.00
High	201 W 13th Street	Yes						10 Panels/8 Missing	\$830.00
High	430 13th Street	Yes						11 Panels	\$913.00
High	East of 210 W 13th Street	Yes						14 Panels	\$1,162.00
							Total High Priority Cost		\$2,988.00
Moderate	529 13th Street							19 Panels	\$1,577.00
Moderate	501-509 E 13th Street	Yes						21 Panels	\$1,743.00
Moderate	329 E 13th Street - north side of property to alley	Yes						23 Panels	\$1,909.00





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Moderate	529 E 13th Street	yes						28 Panes	\$2,324.00
								Total Moderate Priority Cost	\$7,553.00
High	117 E 14th Street	yes						1 panel	\$83.00
High	130 E 14th Street to 1329 Main Street (east to west)	yes						11 Panels need Repla	\$913.00
High	312 14th Street	Yes		3_				12 panels	\$996.00
High	401 E 14th Street	Yes	high					13 panels	\$1,079.00
High	319 E 14th Street on Franklin Street	Yes					4" , 3&1/4"	2 panel	\$166.00
High	314-330 E 14th Street	Yes all brick						21 panels	\$1,743.00
High	407-413 E 14th Street	Yes - all brick						22 panels	\$1,826.00
High	130 E 14th Street (east of property - corner 14th & Madison)	yes						5 Panels need Replac	\$415.00
High	301 E 14th Street	Yes all brick						8 panels	\$664.00
High	229 E 14th Street	Yes					1&1/2"	9 Panels/ Brick	\$747.00
High	Corner of E 14th Street & Madison Street to 212 E 14th Street	Yes						All Brick - 36 panel	\$2,988.00
								Total High Priority Cost	\$11,620.00
Moderate	500-526 E 14th Street	Yes		2_9"				To narrow - 56 panel	\$4,648.00
Moderate	625 E 14th Street	Yes						26 Panels	\$2,158.00
Moderate	608 E 14th Street	yes						29 Panels	\$2,407.00
Moderate	517 E 14th Street	yes						3 Panels	\$249.00
Moderate	14th Street to 15th Street on Bancroft Ave	Yes						36 Panels	\$2,988.00
Moderate	611 E 14th Street on Bancroft Ave							5 panels	\$415.00
Moderate	614 E 14th Street	yes						5 Panels	\$415.00
								Total Moderate Priority Cost	\$13,280.00
Moderate	Corner of E 16th Street & Madison to 1560 Monroe Street	Yes					1&1/4"	72 panels	\$5,976.00
								Total Moderate Priority Cost	\$5,976.00



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Low	1515 Arrowhead Dr	Yes						1 panel	\$83.00
Low	1502 Arrowhead Dr	No						11 panels	\$913.00
Low	1503 Arrowhead Dr	Yes						2 panels	\$166.00
Low	1504 Arrowhead Dr	Yes						3 Panels	\$249.00
								Total Low Priority Cost	\$1,411.00
Low	Arthur Street to Mitchell Street - east side of Wabash Ave	No sidewalks						136 panels	\$11,288.00
Low	911 Arthur Street	No sidewalks - to installed as part of the covenan						16 panels	\$1,328.00
Low	1109 Arthur Street	No sidewalks - to be installed per covenant						18 panels	\$1,494.00
Low	1113 Arthur Street (Manitou Heights G Lot 25)	No sidewalks - side-walks to be installed per coven						20 panels	\$1,660.00
Low	905 - 907 Arthur Street	No sidewalks - must be installed as part of the co						36 panels	\$2,988.00
Low	910 - 912 Arthur Street	No sidewalk - re-quired to install per covenant.						38 panels	\$3,154.00
Low	1110 Arthur Street to Mitchell Drive	No sidewalks - to be installed per covenant						41 panels	\$3,403.00
								Total Low Priority Cost	\$25,315.00
Low	Audubon Street - east side							234 panels	\$19,422.00
Low	Audubon Street - west side	No sidewalk present						235 panels	\$19,505.00
								Total Low Priority Cost	\$38,927.00
Moderate	1116-1124 Bancroft Ave	yes					4"	10 Panels	\$830.00
Moderate	1500 Bancroft Ave	Yes						15 Peices missing 23	\$1,909.00
Moderate	1202 Bancroft Ave	Yes						20 Panels	\$1,660.00



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Moderate	1511 Bancroft Av.	Yes						5 Panels	\$415.00
Moderate	Bancroft Ave.- College Ave. south side of E 14th Street	Yes						59 Panels	\$4,897.00
Moderate	1509 Bancroft Ave	Yes						9 panels	\$747.00
								Total Moderate Priority Cost	\$10,458.00
Low	1220 Bittersweet Ln							1 Panel	\$83.00
Low	1235 Bittersweet Lane	Yes						1 Panel	\$83.00
								Total Low Priority Cost	\$166.00
Low	961 Brown Street	Yes						42 Panels	\$3,486.00
								Total Low Priority Cost	\$3,486.00
High	428 Clay Street	Yes						1 Panel	\$83.00
High	404 Clay Street	Yes	High				2&1/4"	10 Panels	\$830.00
High	424 Clay Street	Yes						10 Panels	\$830.00
High	302 Clay Street - from northwest drive to property line (city limits)	No						39 panels	\$3,237.00
High	410 Clay Street	Yes						8 Panels	\$664.00
								Total High Priority Cost	\$5,644.00
Moderate	525 Clayton Street	Yes						17 panels	\$1,411.00
								Total Moderate Priority Cost	\$1,411.00
Low	901 Clover Street	Yes						1 Panel	\$83.00
Low	903 Clover Street	yes						1 Panel	\$83.00
Low	905 Clover Street	Yes						1 Panel	\$83.00
Low	921 Clover Street	Yes						1 Panel	\$83.00
Low	Clover Street - Jackson Blvd to Washington Street - both sides of Clover Street	No						126 panel	\$10,458.00
Low	907 Clover Street	yes						3 panels	\$249.00
Low	917 Clover Street	Yes						4 Panels	\$332.00



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Low	Clover Street (north side) from Court Street to Washington Street	No sidewalk						70 panels	\$5,810.00
								Total Low Priority Cost	\$17,181.00
Moderate	1419-1429 College Av	Yes						45 Panels	\$3,735.00
								Total Moderate Priority Cost	\$3,735.00
High	1229-1227 Elm Street	Yes						10 Panels	\$830.00
High	1309 Elm Street- 13th Street							17 panels	\$1,411.00
High	1318 Elm Street- 428 E 14th Street	Yes						2 Panels	\$166.00
High	1401 Elm Street	Yes - all brick						24 panels	\$1,992.00
High	1415 Elm Street	Yes						3 Panels	\$249.00
High	1402 Elm Street	Yes						4 Panels	\$332.00
High	1214 Elm Street	Yes						5 panels	\$415.00
High	1411 Elm Street	Yes	HIGH				4"	5 Panels	\$415.00
High	1213 Elm Street	Yes						6 Panels	\$498.00
High	1205 Elm Street	Yes						7 Panels	\$581.00
High	1317 Elm Street	Yes						7 Panels	\$581.00
High	1300 ELm Street-403 13th Street	Yes						All Bad - 57 panels	\$4,731.00
High	1217 Elm Street	Yes						8 Panels	\$664.00
								Total High Priority Cost	\$12,865.00
Moderate	1027 Elm Street	Yes						13 Panels	\$1,079.00
Moderate	1016-1024 Elm Street	yes						15 Panels	\$1,245.00
Moderate	1117 Elm Street	Yes						17 Panels	\$1,411.00
Moderate	1116 Elm Street	Yes						2 Panels	\$166.00
Moderate	1002 Elm Street - North side of property	yes						24 Panels	\$1,992.00
Moderate	1130 Elm Street	Yes	HIGH					24 Panels	\$1,992.00
Moderate	1002-1014 Elm Street	Yes						26 Panels	\$2,158.00
Moderate	1106 Elm Street	Yes						3 Panels	\$249.00
Moderate	1114 Elm Street	Yes						3 Panels	\$249.00
Moderate	1115 Elm Street	Yes						5 Panels	\$415.00
Moderate	1122 Elm Street	Yes						6 Panels	\$498.00



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Moderate	1109 Elm Street	yes						8 Panels	\$664.00
Moderate	1100 Elm Street	Yes						9 Panels	\$747.00
Moderate	1101 Elm Street & 11th Street	Yes						All bad - 27 panels	\$2,241.00
								Total Moderate Priority Cost	\$15,106.00
Low	1504 EWING	NO						48 panel	\$3,984.00
Low	1404 EWING RD	NO						50 panels	\$4,150.00
								Total Low Priority Cost	\$8,134.00
Low	2007 Fourth Street - Tiosa Church	Yes		3_				43 panels	\$3,569.00
								Total Low Priority Cost	\$3,569.00
High	1203 Franklin Street	Yes						28 panels	\$2,324.00
High	1216 Franklin Street	Yes					3&1/2"	1 panel	\$83.00
High	1428 Franklin Street	Yes					1&3/4"	1 panel	\$83.00
High	1215 Franklin Street	Yes						11 panels	\$913.00
High	1331 Franklin Street	Yes all brick to alley						11 Panels	\$913.00
High	1306 Franklin Street	Yes					3" Tree Dis- placement	12 Panels	\$996.00
High	1314 Franklin Street	yes						12 panels	\$996.00
High	1217-1223 Franklin Street	Yes						16 Panels	\$1,328.00
High	1200 Franklin Street	Yes - brick						4 panels	\$332.00
High	1419-1427 Franklin Street	Yes						8 Panels	\$664.00
								Total High Priority Cost	\$8,632.00
Moderate	1122 Franklin Street	Yes					1&1/2"	1 panel	\$83.00
Moderate	1125 Franklin Street	Yes						1 Panel	\$83.00
Moderate	1022 Franklin Street	Yes						11 panels	\$913.00
Moderate	1101 Franklin Street	Yes all brick						11 panels	\$913.00
Moderate	1016 Franklin Street	Yes						13 Panels	\$1,079.00
Moderate	1106-1114 Franklin Street	yes						17 Panels	\$1,411.00
Moderate	1101 Franklin Street to 1100 Elm Street	Yes brick						55 panels	\$4,565.00
Moderate	1023 Franklin Street	Yes						7 panels	\$581.00





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Moderate	1029 Franklin Street	yes						9 panels	\$747.00
								Total Moderate Priority Cost	\$10,375.00
High	516 Fulton Ave	Yes						1 Panel	\$83.00
High	504 Fulton Ave - North side of property	Yes						13 panels	\$1,079.00
High	301 Fulton Street	Yes	Brick					17 panels	\$1,411.00
High	517-523 Fulton Ave	Yes						18 Panels	\$1,494.00
High	728 Fulton Av - south side of property	Yes - brick						18 panels	\$1,494.00
High	608 Fulton Ave	Yes						2 Panels	\$166.00
High	800 Fulton Ave	yes						20 panels	\$1,660.00
High	1130 Fulton Ave to 1109 Park Rd (north side Fulton)	No sidewalks						260 panels	\$21,580.00
High	530 Fulton Ave - 700 W 6th Street - north side	No Sidewalk						280	\$23,240.00
High	302 Fulton Street	Yes					3"	3 panels	\$249.00
High	417 Fulton Street	Yes						3 Panels	\$249.00
High	514 Fulton Ave	yes						3 Panels	\$249.00
High	700 Fulton Ave	Yes						34 Panels	\$2,822.00
High	712-728 Fulton Ave	Yes	Brick					34 panels	\$2,822.00
High	415 Fulton Street	Yes						5 Panels	\$415.00
High	408 Fulton Street	Yes						7 Panels	\$581.00
High	418 Fulton Ave	Yes						7 panels	\$581.00
High	504 Fulton Ave - east side of property	Yes						7 Panels	\$581.00
High	530 Fulton Ave	yes						7 Panels	\$581.00
High	618 Fulton Ave	Yes						7 Panels	\$581.00
High	702 Fulton Ave	Yes						9 Panels	\$747.00
								Total High Priority Cost	\$62,665.00
Low	218 Fulton Street	yes						12 Panels	\$996.00
Low	202 Fulton Street	yes					3"	13 Panels	\$1,079.00
Low	219 Fulton Street	Yes						15 Panels	\$1,245.00
								Total Low Priority Cost	\$3,320.00
Low	1113 Hill Street	yes						2 Panels	\$166.00
Low	1200 Hill Street	Yes						3 Panels	\$249.00



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Low	1319 Hill Street	Yes						9 panels	\$747.00
Low	1215 Hill Street	Yes						Branch	
								Total Low Priority Cost	\$1,162.00
Moderate	519 Indiana Av	Yes					4"	14 panels	\$1,162.00
Moderate	601 Indiana Ave - north side of property	Yes						9 panels	\$747.00
Moderate	501-517 Indiana Av	Yes						All bad - 22 panel	\$1,826.00
Moderate	403-427 Indiana Av	Yes						Bad - 60 panels	\$4,980.00
								Total Moderate Priority Cost	\$8,715.00
Low	1104 Jackson Blvd	Yes						1 panel	\$83.00
Low	1106 Jackson Blvd	Yes						1 panel	\$83.00
Low	1111 Jackson Blvd	Yes						1 Panel	\$83.00
Low	1214 Jackson Blvd	Yes						1 panel	\$83.00
Low	1226 Jackson Blvd	Yes						1 panel	\$83.00
Low	1230 Jackson Blvd	Yes						1 Panel	\$83.00
Low	1231 Jackson Blvd	Yes						1 Panel	\$83.00
Low	1311 Jackson Blvd	Yes						1 Panel	\$83.00
Low	902 Jackson Blvd	Yes		3_				1 Panel	\$83.00
Low	929 Jackson Blvd	yes						11 panels	\$913.00
Low	1015 Jackson Blvd	Yes						2 panels	\$166.00
Low	1100 Jackson Blvd	yes						2 panels	\$166.00
Low	1319 Jackson Blvd	yes						2 Panels	\$166.00
Low	910 Jackson Blvd	Yes						2 Panels	\$166.00
Low	1026 Jackson Blvd	Yes						3 panels	\$249.00
Low	1200 Jackson Blvd	Yes						3 Panels	\$249.00
Low	1209 Jackson Blvd	Yes						3 Panels	\$249.00
Low	1223 Jackson Blvd	Yes						3 Panels	\$249.00
Low	1227 Jackson Blvd	Yes						3 Panels	\$249.00
Low	923 Jackson Blvd	Yes						3 Panels	\$249.00
Low	1005 Jackson Blvd	Yes						4 Panels	\$332.00
Low	1009 Jackson Blvd	Yes						4 Panels	\$332.00



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Low	1202 Jackson Blvd	Yes						4 Panels	\$332.00
Low	1310 Jackson Blvd	Yes						4 Panels	\$332.00
Low	1321 Jackson Blvd							4 Panels	\$332.00
Low	1217 Jackson Blvd	Yes						5 Panels	\$415.00
Low	1314 Jackson Blvd	Yes						5 Panels	\$415.00
Low	1101 Jackson Blvd - facing Washington Street	Yes						6 panels	\$498.00
Low	1305 Jackson Blvd	Yes						6 Panels	\$498.00
Low	1025 Jackson Blvd	Yes					2&1/2"	7 Panels	\$581.00
Low	935 Jackson Blvd - facing Hill Street	Yes						7 Panels	\$581.00
Low	1213 Jackson Blvd	Yes						9 Panels	\$747.00
								Total Low Priority Cost	\$9,213.00
High	314 Jay Street	Yes						12 Panels	\$996.00
High	328 Jay Street	yes						2 Panels	\$166.00
								Total High Priority Cost	\$1,162.00
Moderate	329 Jefferson Street	Yes					1&3/4"	1 Panel	\$83.00
Moderate	515 Jefferson Street	Yes					1"	1 Panel	\$83.00
Moderate	1101 Jefferson Street -1104 Main Street	Yes						10 Panels	\$830.00
Moderate	816 Jefferson Street	Yes						10 Panels	\$830.00
Moderate	301 Jefferson Street	Yes						12 Panels	\$996.00
Moderate	624 Jefferson Street	Yes						12 Panels	\$996.00
Moderate	826 Jefferson Street	Yes						13 Panels	\$1,079.00
Moderate	1224-1230 Jefferson Street	Yes						16 Panels	\$1,328.00
Moderate	210 Jefferson Street	Yes						16 Panels	\$1,328.00
Moderate	401-409 Jefferson Street	YEs						16 Panels	\$1,328.00
Moderate	1213-1215 Jefferson Street	Yes						16 Panels 2 Missing	\$1,328.00
Moderate	216-228 Jefferson Street	Yes	high				4"	17 Panels	\$1,411.00
Moderate	940 Jefferson Street - 10th Street side	Yes						18 Panels	\$1,494.00
Moderate	1201 Jefferson Street	Yes					(2) 2&1/4"	2 panel	\$166.00
Moderate	510-530 Jefferson Street	Yes						22 Panels	\$1,826.00
Moderate	1204-1214 Jefferson Street	Yes - brick						24 panels	\$1,992.00



# Appendix B

Moderate	1123-1129 Jefferson Street	Yes brick						25 panels	\$2,075.00
Moderate	1020 Jefferson Street	Yes						4 Panels	\$332.00
Moderate	801 Jefferson Street	Yes						4 Panels	\$332.00
Moderate	1200 Jefferson Street (W 12th Street side)	Yes - over grown						42 Panels	\$3,486.00
Moderate	312 Jefferson Street	Yes						5 Panels	\$415.00
Moderate	316 Jefferson Street	Yes						5 Panels	\$415.00
Moderate	613 Jefferson Street	Yes						5 Panels	\$415.00
Moderate	625 Jefferson Street	Yes						5 Panels	\$415.00
Moderate	917 Jefferson Street	Yes						5 Panels	\$415.00
Moderate	1118-1120 Jefferson Street	Yes						6 Panels	\$498.00
Moderate	614 Jefferson Street	Yes						6 Panels	\$498.00
Moderate	427 Jefferson Street	Yes						7 Panels	\$581.00
Moderate	609 Jefferson Street	Yes						7 Panels	\$581.00
Moderate	1200-1204 Jefferson Street	Yes						8 Panels	\$664.00
Moderate	419 Jefferson Street	Yes						8 Panels	\$664.00
Moderate	802 Jefferson Street	Yes						9 Panels	\$747.00
								Total Moderate Priority Cost	\$29,631.00
Low	208 Jefferson Street	Yes						10 Panels	\$830.00
Low	201-205 Jefferson Street	Yes						22 Panels	\$1,826.00
Low	146 Jefferson Street	Yes						3 Panels/ Brick	\$249.00
Low	229 Jefferson Street	Yes						5 Panels	\$415.00
Low	217 Jefferson Street	Yes						8 Panels	\$664.00
								Total Low Priority Cost	\$3,984.00
Low	1227 Lakeshore Dr	yes						1 Panel	\$83.00
Low	1229 Lakeshore Dr	Yes						1 panel	\$83.00
Low	1233 Lakeshore Dr	Yes						19 panel	\$1,577.00
Low	1217 Lakeshore Dr	Yes						2 Panels	\$166.00
Low	1213 Lakeshore Dr	Yes						3 Panels	\$249.00
Low	1215 Lakeshore Dr	Yes						3 Panels	\$249.00
Low	1311 Lakeshore Dr	Yes						3 Panels	\$249.00
Low	1205 Lakeshore Drive to 1320 Rochester Blvd	No sidewalks						340 panels	\$28,220.00
								Total Low Priority Cost	\$30,876.00



Appendix B

Moderate	1030 Madison Street	yes						1 panel	\$83.00
Moderate	1116 Madison Street	yes					Displaced because of Tree Root	1 panel	\$83.00
Moderate	130 Madison Street	Yes					3 & 1/4 " Displacement	1 panel	\$83.00
Moderate	1709 Madison Street - north side of E 18th Street	Yes					Displaced	1 panel	\$83.00
Moderate	530 Madison Street	Yes					1/2" Displacement	1 panel	\$83.00
Moderate	1317 Madison Street	yes						1 Panels Needs Repla	\$83.00
Moderate	1201 Madison Street	Yes		2_4"				11 panel	\$913.00
Moderate	1101 Madison Street- 1102 Monroe Street	Yes						11 Panels	\$913.00
Moderate	1025 Madison Street	yes		3_3"				12 panel	\$996.00
Moderate	1230 Madison Street	yes						12 Panels	\$996.00
Moderate	1302 Madison Street (north side of property) to 1308 Madison Street	Yes					Tree Roots Causing Displacement	12 Panels	\$996.00
Moderate	519-525 Madison Street	Yes						12 panels	\$996.00
Moderate	505-509 Madison Street	Yes						13 Panels	\$1,079.00
Moderate	701-715 Madison Street	Yes					2"	13 Panels	\$1,079.00
Moderate	1222 Madison Street	yes					Tree Root causing 2 displacements	2 panel	\$166.00
Moderate	1326 Madison Street	Yes					2 Tree Roots Causing Displacement	2 panel	\$166.00
Moderate	1017 Madison Street	yes						2 Panels need Replac	\$166.00
Moderate	1307 Madison Street	Yes						2 Panels need Replac	\$166.00
Moderate	1512 Madison Street	Yes						2 Panels Need Replac	\$166.00





Appendix B

Moderate	1514 Madison Street	yes						2 Panels Need Replac	\$166.00
Moderate	627 Madison Street - 7th Street	Yes- ALL BAD!						20 panel	\$1,660.00
Moderate	1230 Madison Street to alley at 114 E 13th Street	yes						24 Panels need repla	\$1,992.00
Moderate	1014-1024 Madison Street	Yes- All BRICK						26 Panels	\$2,158.00
Moderate	1131 Madison Street (south side of property - 12th St to alley)	Yes - all brick						33 panels	\$2,739.00
Moderate	1200 Madison - Alley Way	Yes- All Bad						35 panel	\$2,905.00
Moderate	1703-1709 Madison Street	yes						4 panels	\$332.00
Moderate	1009 Madison Street	Yes	High - sidewalk is n					5 panels	\$415.00
Moderate	616 Madison Street to corner of E 7th Street	Yes						5 Panels	\$415.00
Moderate	1101-1131 Madison Street	yes						5 panels need replac	\$415.00
Moderate	701 Madison Street - north side facing E 7th Street	yes						6 Panels	\$498.00
Moderate	1028 Madison- Corner of 11th & Main Street	Yes- All Bad						60 panel	\$4,980.00
Moderate	1604 Madison Street	Yes						7 panels	\$581.00
Moderate	815 Madison Street	yes					1 1/4"	7 panels	\$581.00
Moderate	608 Madison Street	yes		5_				8 panels need Replac	\$664.00
Moderate	1014 Madison Street	Yes - all brick						9 panels	\$747.00
Moderate	1016 Madison Street	Yes					A peice is miss-ing	9 panels	\$747.00
Moderate	1031 Madison Street to 1030 Monroe Street	Yes					1 & 1/2"	9 Panels	\$747.00
Moderate	1130 Madison Street	Yes						9 Panels Need Replac	\$747.00
							Total Moderate Priority Cost		\$32,785.00
Moderate	1005 Main Street	Yes						1 Panel	\$83.00



Appendix B

Moderate	1301 Main Street to alley on east side of property	yes					Tree Roots causing displacement	12 panels	\$996.00
Moderate	428 Main Street	Yes - brick						19 Panels	\$1,577.00
Moderate	1230 Main Street	Yes		3_6"				2 Panels	\$166.00
Moderate	430 Main Street - 118 W 5th Street	Yes	Bad condition					31 panels	\$2,573.00
Moderate	410 Main Street	Yes						5 Panels	\$415.00
Moderate	303- 331 Main Street	Yes						6 Panels	\$498.00
Moderate	1128 Main Street to 1129 Jefferson Street	Yes	High - all brick					67 panels	\$5,561.00
Moderate	501-528 Main Street	Yes			4.4			67 panels	\$5,561.00
Moderate	1114 - 1120 Main Street	Yes						7 Panels	\$581.00
Moderate	420 N Main Street	Yes						7 panels	\$581.00
Moderate	401-431 Main Street	Yes						Bad condition - 70 p	\$5,810.00
							Total Moderate Priority Cost		\$24,402.00
Low	255 Main Street	Yes						6 Panels	\$498.00
							Total Low Priority Cost		\$498.00
Low	1501 Mitchell Drive to 1907 Maples Court	No sidewalks						295 panels	\$24,485.00
							Total Low Priority Cost		\$24,485.00
High	816 Monroe Street	Yes		4_				14 Panels need Repla	\$1,162.00
High	808 Monroe Street	yes						9 Panels	\$747.00
							Total High Priority Cost		\$1,909.00
Moderate	1029 Monroe Street	Yes					2 1/2"	1 panel	\$83.00
Moderate	1117 Monroe Street	Yes						1 Panel	\$83.00
Moderate	1231 Monroe Street	Yes					1&1/2_	1 panel	\$83.00
Moderate	1328 Monroe Street	Yes					1&1/2"	1 panel	\$83.00
Moderate	705 Monroe Street	Yes					2&3/4"	1 panel	\$83.00
Moderate	924 Monroe Street	Yes					1"	1 panel	\$83.00



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Moderate	1129 Monroe Street	Yes						11 Panels	\$913.00
Moderate	711 Monroe Street -300 E 7th Street	Yes					3" , 1&3/4"	12 Panels	\$996.00
Moderate	1228 Monroe Street - 222 E 13th Street	Yes						17 Panels	\$1,411.00
Moderate	1000 Monroe Street - 10th & Madison Street	Yes						19 Panels need Repla	\$1,577.00
Moderate	1114 Monroe Street	Yes					1 & 1/4"	2 panel	\$166.00
Moderate	1427 Monroe Street	Yes					1& 1/2" , 1&3/4"	2 panel	\$166.00
Moderate	1017 Monroe Street	yes		3_6"				2 Panels	\$166.00
Moderate	1111 Monroe Street	Yes						2 Panels	\$166.00
Moderate	1303 Monroe Street	Yes						2 Panels only, 3_6"	\$166.00
Moderate	931 Monroe Street to 930 Franklin Street	Yes						20 Panels	\$1,660.00
Moderate	1420 Monroe-1430 Monroe Street	Yes					2&1/2"	28 panel	\$2,324.00
Moderate	1620 Monroe Street	Yes						3 Panels	\$249.00
Moderate	916-920 Monroe Street	Yes						3 Panels Need Replac	\$249.00
Moderate	1300 Monroe Street - alley to corner 13th & Monroe	Yes - brick						33 panels	\$2,739.00
Moderate	1600 Monroe Street	Yes		4_				4 Panels	\$332.00
Moderate	1201 Monroe Street-1231 Monroe Street	Yes					2"	40 panels	\$3,320.00
Moderate	1300 Monroe - 1316 Monroe Street	Yes all brick						46 panels	\$3,818.00
Moderate	1433 Monroe Street to 1480 Franklin Street	No sidewalks	school area					52 panels	\$4,316.00
Moderate	1014 Monroe Street	Yes						6 panels	\$498.00
Moderate	1501 Monroe Street to Columbia Elementary School	No sidewalk	school area					63 panels	\$5,229.00
Moderate	1222 Monroe Street	yes - all brick						9 panels	\$747.00
Moderate	1016 Monroe Street	Yes						9 Panels need replac	\$747.00
Moderate	1103-1107 Monroe Street	Yes						All Brick	
							Total Moderate Priority Cost		\$32,453.00
Moderate	343 Ohio Street	Yes						11 Panels	\$913.00



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Moderate	531 Ohio Street	Yes		2_				11 panels	\$913.00
Moderate	517 Ohio Street	Yes						13 panels/ 5 Missing	\$1,079.00
Moderate	405-421 Ohio Street	Yes						16 Panels	\$1,328.00
Moderate	506-516 Ohio Street	Yes - bad/missing						29 panels	\$2,407.00
Moderate	418 Ohio Street	Yes						6 panels	\$498.00
Moderate	520 Ohio Street	Yes						7 Panels	\$581.00
Moderate	501 Ohio Street	Yes						9 Panels	\$747.00
Moderate	406 Ohio Street	Yes						All Bad - 18 panels	\$1,494.00
								Total Moderate Priority Cost	\$9,960.00
Low	322 Ohio Street	Yes						11 Panels	\$913.00
Low	337-339 Ohio Street	yes						13 panels	\$1,079.00
								Total Low Priority Cost	\$1,992.00
Low	931 Park Street - 949 Park Street (east of park to south side of property at 949)	yes & no						72 panels	\$5,976.00
Low	851 Park Rd (east of Park Rd)	no						82 panels	\$6,806.00
Low	Park Road between 8th Street and 9th Street (east side)	No sidewalk						82 panels	\$6,806.00
Low	916 Park Street	Yes						9 Panels	\$747.00
Low	948 Park Street	Yes						Missing Panel - 1 pa	\$83.00
								Total Low Priority Cost	\$20,418.00
Moderate	403 Pontiac Street	Yes						1 Panel	\$83.00
Moderate	813 Pontiac Street	Yes						1 Panel	\$83.00
Moderate	800 Pontiac Street	Yes					2&1/2"	10 Panels	\$830.00
Moderate	315 Pontiac Street	Yes						11 Panels	\$913.00
Moderate	402 Pontiac Street - north side of property	Yes						13 Panels	\$1,079.00
Moderate	1201-1205 Pontiac Street	yes						16 Panels	\$1,328.00
Moderate	518 Pontiac Street	Yes						16 Panels	\$1,328.00
Moderate	1031 Pontiac Street (11th St & Pontiac St side)	Yes	all brick					17 panels	\$1,411.00



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Moderate	1008 Pontiac Street						2"	2 panels	\$166.00
Moderate	314 Pontiac Street	Yes						2 Panels	\$166.00
Moderate	1120 Pontiac Street	Yes					1&3/4"	2 panels ?	\$166.00
Moderate	1215 Pontiac Street	Yes						2 Panels Missing	\$166.00
Moderate	800 Pontiac Street - north side of property	Yes						25 Panels	\$2,075.00
Moderate	215 Pontiac Street	Yes						3 Panels	\$249.00
Moderate	712 Pontiac Street	Yes						3 Panels	\$249.00
Moderate	1109 Pontiac Street	Yes						4 panels	\$332.00
Moderate	1119 Pontiac Street	Yes						4 Panels	\$332.00
Moderate	1214 Pontiac Street	Yes						4 Panels	\$332.00
Moderate	200 Pontiac Street	Yes						4 Panels	\$332.00
Moderate	229 Pontiac	Yes						4 Panels	\$332.00
Moderate	530 Pontiac Street	Yes						4 Panels	\$332.00
Moderate	718 Pontiac Street	Yes						4 Panels	\$332.00
Moderate	730 Pontiac Street	Yes						4 Panels	\$332.00
Moderate	921 Pontiac Street	Yes						4 Panels	\$332.00
Moderate	717 Pontiac Street	Yes						5 Panels	\$415.00
Moderate	812 Pontiac Street	Yes						5 Panels	\$415.00
Moderate	517 Pontiac Street to north side of 503 Pontiac Street (W 5th Street)	Yes	brick					55 panels	\$4,565.00
Moderate	1017 Pontiac Street	yes					2"	6 Panels	\$498.00
Moderate	218 Pontiac Street	Yes						6 Panels	\$498.00
Moderate	310 Pontiac Street	Yes						6 panels	\$498.00
Moderate	419 Pontiac Street	Yes						6 Panels	\$498.00
Moderate	526 Pontiac Street	Yes						6 Panels	\$498.00
Moderate	1130 Pontiac Street to 330 W 12th Street	No sidewalks						67 panels	\$5,561.00
Moderate	1220 Pontiac Street	Yes						7 Panels	\$581.00
Moderate	228 Pontiac Street	Yes						7 Panels	\$581.00
Moderate	217-230 Pontiac Street	Yes						9 Panels	\$747.00
Moderate	320 Pontiac Street	Yes						9 Panels	\$747.00
Moderate	404 Pontiac Street	Yes						9 Panels	\$747.00
Moderate	521 Pontiac Street	Yes						9 Panels	\$747.00
Moderate	913 Pontiac Street - Alley Way	Yes					2& 3/4"	9 panels	\$747.00





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Moderate	1121 Pontiac Street	Yes						9 Panels/ Brick	\$747.00
								Total Moderate Priority Cost	\$32,370.00
Low	180 Pontiac Street	Yes						15 Panels	\$1,245.00
Low	184 Pontiac Street	Yes						2 Panels	\$166.00
Low	181 Pontiac Street	Yes						3 Panels	\$249.00
Low	183 Pontiac Street	Yes						3 Panels	\$249.00
								Total Low Priority Cost	\$1,909.00
Low	1101 Rochester Blvd	Yes						1 Panel	\$83.00
Low	1217 Rochester Blvd	Yes						1 Panel	\$83.00
Low	1221 Rochester Blvd	Yes						1 panel	\$83.00
Low	1311 Rochester Blvd	Yes						1 panel	\$83.00
Low	1317 Rochester Blvd	Yes						1 Panel	\$83.00
Low	1304 Rochester Blvd	NO						19 panel	\$1,577.00
Low	1109 Rochester Blvd	Yes						2 Panels	\$166.00
Low	1208 Rochester Blvd	Yes		2_4"				2 Panels	\$166.00
Low	1229 Rochester Blvd	Yes						2 Panels	\$166.00
Low	1307 Rochester Blvd	Yes						2 Panels	\$166.00
Low	1119 Rochester Blvd	Yes						3 Panels	\$249.00
Low	1200 Rochester Blvd	Yes						3 Panels	\$249.00
Low	1212 Rochester Blvd	Yes					3&1/4"	3 Panels	\$249.00
Low	1214 Rochester Blvd	Yes						3 Panels	\$249.00
Low	1216 Rochester Blvd	Yes						3 panels	\$249.00
Low	1224 Rochester Blvd	Yes						3 Panels	\$249.00
Low	1314 Rochester Blvd	Yes						3 Panels	\$249.00
Low	1228 Rochester Blvd	Yes					2&1/2"	4 Panels	\$332.00
Low	1315 Rochester Blvd	Yes						4 Panels	\$332.00
Low	1220 Rochester Blvd	Yes						5 panels	\$415.00
Low	1323 Rochester Blvd	no sidewalk present						56 panels	\$4,648.00
Low	1222 Rochester Blvd	Yes					3&1/2"	6 Panels	\$498.00
Low	1320 Rochester Blvd	Yes						6 Panels	\$498.00
Low	1403 Rochester Blvd to 1516 Ewing Rd	No sidewalk present						73 panels	\$6,059.00
Low	1100 Rochester Blvd	Yes					4"	8 Panels	\$664.00



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Low	1120 Rochester Blvd	Yes						8 Panels	\$664.00
Low	1139 Rochester Blvd	Yes		3_6"				9 Panels	\$747.00
								Total Low Priority Cost	\$19,256.00
Low	1006 Wabash Av	Yes						10 Panels	\$830.00
Low	1208 Wabash Av	Yes						11 Panels	\$913.00
Low	1122 Wabash Ave - east side of property	Yes						12 panels	\$996.00
Low	1315 Wabash Av	Yes						12 panels	\$996.00
Low	1329 Wabash Ave - west side of property	Yes						18 Panels	\$1,494.00
Low	1400 Wabash Av	Yes	HIGH				5&1/2"	18 Panels	\$1,494.00
Low	1322 Wabash Av	Yes						2 Panels	\$166.00
Low	1413 Wabash Av	Yes						2 Panels	\$166.00
Low	1420 Wabash Ave	Some sidewalk present - mostly no sidewalk						201 panels	\$16,683.00
Low	1016 Wabash Av	Yes						3 panels	\$249.00
Low	938 Wabash Ave - 808 E 10th Street alley	Yes						35 Panels/5 Missing	\$2,905.00
Low	1116 Wabash Av	Yes						4 Panels	\$332.00
Low	1329 Wabash Ave - facing Brown Street	Yes						5 Panels	\$415.00
Low	1407-1409 Wabash Av	Yes						5 Panels	\$415.00
Low	1122 Wabash Ave - south side of property	yes					6 panels	6 panels	\$498.00
Low	1111 Wabash Av	Yes						7 panels	\$581.00
Low	1121 Wabash Av	Yes						7 Panels	\$581.00
Low	1125 Wabash Av	Yes						7 Panels	\$581.00
Low	1220 Wabash Av	Yes						7 Panels	\$581.00
Low	1019 Wabash Av	Yes						8 Panels	\$664.00
Low	1221 Wabash Av	Yes						8 Panels	\$664.00
Low	1110 Wabash Av	Yes						9 Panels	\$747.00
Low	1325 Wabash Av	Yes						9 Panels	\$747.00
								Total Low Priority Cost	\$33,698.00
Low	Wallace Ave - east side	No sidewalks present						192 panels	\$15,936.00



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Low	Wallace Ave - west side	No sidewalk present						201 panels	\$16,683.00
								Total Low Priority Cost	\$32,619.00
Low	1115 Washington Street	Yes						1 Panel	\$83.00
Low	1215 Washington Street	Yes						1 panel	\$83.00
Low	1225 Washington Street	Yes						1 Panel	\$83.00
Low	1310 Washington Street	Yes						1 Panel	\$83.00
Low	1413 Washington Street	Yes						1 Panel	\$83.00
Low	1122 Washington Street	Yes						2 Panels	\$166.00
Low	1125 Washington Street	Yes						2 Panels	\$166.00
Low	1302 Washington Street	Yes					1&1/2"	2 Panels	\$166.00
Low	1306 Washington Street	Yes						2 Panels	\$166.00
Low	1326 Washington Street	Yes						2 Panels	\$166.00
Low	1405 Washington Street	Yes						2 panels	\$166.00
Low	1402 Washington Street	Yes						3 Panels	\$249.00
Low	1314 Washington Street	Yes						4 Panels	\$332.00
Low	1230 Washington Street	Yes						6 Panels	\$498.00
Low	1316 Washington Street	Yes						6 panels	\$498.00
								Total Low Priority Cost	\$2,988.00
								Grand Total	\$886,938.00



***FACILITIES WITHIN THE RIGHT-OF-WAY - OBSTRUCTIONS***

	<b>Location</b>	<b>Present?</b>	<b>Obstruction</b>
Clover	904 Clover Street	Yes	Pole
Court	1410 Court St	Yes	Mailbox
Court	1414 Court St	Yes	Mailbox
Lincolnway	1515 Lincolnway	yes	Mailbox
Main	401-431 Main Street	Yes	Cars in front of Quaker State
Rochester	1321 Rochester Blvd	Yes	Mailbox
Spear	Spear Street		Mailboxes are on side walk all down the street



***FACILITIES WITHIN THE RIGHT-OF-WAY - PROTRUSIONS***

<b>Location</b>	<b>Present?</b>	<b>Protrusion Over Wk</b>
114 3rd Street	Yes	Tree Branch
500 W 5th Street	Yes	Blue Spruce
217 W 5th Street	Yes	Tree Branch
228 5th Street	Yes	Tree Branches
319 E 6th Street	Yes	Tree Branches
329 W 8th Street	yes	tree branches
201 E 9th Street to 929 Madison Street	Yes	2 Bushes by the stream liner
119 W 9th Street	Yes	Bushes
300 W 9th Street	Yes	Tree Branch
424 9th Street	Yes	Tree Branch
503 W 9th Street	Yes	Tree Branch
421 W 9th Street	Yes	Tree Branches
117 W 10th Street	Yes	Tree Branches
1030 11th Street	Yes	Tree Branches
504 E 12th Street	Yes	Bush
330 E 12th Street-1129 Monroe Street (south side of house)	Yes	Bushes and Dumpster
123 W 13th Street	Yes	3- Trees
218 13th Street	Yes	Bushes
130 E 14th Street to 1329 Main Street (east to west)	yes	Bushes hanging out in the sidewalk
517 E 14th Street	yes	Tree branch





## Appendix B

529 Bancroft Av		Bushes
1114 Bancroft Ave	Yes	Tree Branch
415 Clayton Street	Yes	Tree Branches
921 Clover Street	Yes	Tree Branch
907 Clover Street	yes	Tree Branches
917 Clover Street	Yes	Tree Branches
1318 Elm Street- 428 E 14th Street	Yes	Blue Spruce
1229-1227 Elm Street	Yes	Bush
1106 Elm Street	Yes	Bushes
1114 Elm Street	Yes	Tree Branches
1415 Elm Street	Yes	Weeds
1130 Elm Street	Yes	WEEDS ARE BAD!
1209 Franklin Street	Yes	Bushes
1022 Franklin Street	Yes	Bushes and Tree Branches
1215 Franklin Street	Yes	Grass and weeds
1005 Franklin Street	Yes	Tree Branch
1106-1114 Franklin Street	yes	Tree Branch
700 Fulton Ave	Yes	5 Trees & Bushes
315 Fulton Street	Yes	Tree Branch
198 Fulton Street	Yes	Tree Branches
608 Fulton Ave	Yes	tree branches
702 Fulton Ave	Yes	Weeds
1100 Hill Street	Yes	2 Tree Branches
1114 Hill Street	Yes	2 Tree Branches
1219 Hill Street	Yes	3-Tree Branches
1150 Hill Street	Yes	Tree Branch
1322 Hill Street	Yes	Tree Branches



## Appendix B

723 Indiana Av	Yes	Bushes Hang over
1026 Jackson Blvd	Yes	Tree Branch
1100 Jackson Blvd	yes	Tree Branch
1101 Jackson Blvd	Yes	Tree Branch
902 Jackson Blvd	Yes	Tree Branch
935 Jackson Blvd - facing Hill Street	Yes	Tree Branch
720 Jefferson Street	Yes	Bush
826 Jefferson Street	Yes	Bushes & Flowers
1130 Jefferson Street	Yes	Tree Branch
401-409 Jefferson Street	YEs	Tree Branch
940 Jefferson Street	YEs	Tree Branches
515 Jefferson Street	Yes	Tree Branchs and Bushes
1213 Lakeshore Dr	Yes	Tree Branches
1215 Lakeshore Dr	Yes	Tree Branch
1217 Lakeshore Dr	Yes	Tree Branch
1227 Lakeshore Dr	yes	Tree Branch
1229 Lakeshore Dr	Yes	Tree Branch
1311 Lakeshore Dr	Yes	Tree Branch
701 Madison Street - north side facing E 7th Street	yes	Tree Branch
1429 Madison Street	Yes	2 Tree branches hanging in walk
1303 Madison Street	Yes	2 Tree branches hanging in way
1516 Madison Street	Yes	2 Trees hanging in Side walk
1703-1709 Madison Street	yes	3 Tree Branches Hanging in the walk way
505 Madison Street	yes	Branches hanging over
608 Madison Street	yes	Bush hanging out in walk way
1302 Madison Street (north side of property) to 1308 Madison Street	Yes	Multiple tree branches and bushes
1230 Madison Street	yes	North Side of 13th has a low hanging Branch



## Appendix B

1101 Madison Street	Yes	Tree Branch hanging in walk way
1417 Madison Street	yes	Tree Branch Hanging in walk way
1206 Madison Street	yes	Tree Branch Hanging Low
1517 Madison Street	yes	Tree Branches
616 Madison Street to corner of E 7th Street	Yes	Tree Branches
1315 Madison Street	Yes	Tree Branches Hanging in walk way
1215 Madison Street	yes	Tree Branches hanging in way
1030 Madison Street	yes	Tree Root pushed it up
1301 Main Street to alley on east side of property	yes	2 Tree Branches & Bush
1601 Main Street	yes	Branches hanging in walk way
625 Main Street	Yes	The outside furniture
1005 Main Street	Yes	Tree Branch
1000 Monroe Street - 10th & Madison Street	Yes	Tree Branches
1464 Monroe Street	Yes	Blue Spruce
1129 Monroe Street	Yes	Bush
711 Monroe Street -300 E 7th Street	Yes	Bushes and Trees
1014 Monroe Street	Yes	Tree Branch
1555 Monroe Street	Yes	Tree Branch
1600 Monroe Street	Yes	Tree Branch
930 Monroe Street	Yes	Tree Branch in front of house and in the back of house.
1029 Monroe Street	Yes	Tree Branches
1030 Monroe Street		Tree Branches
1023 Monroe Street	yes	Tree Branches & Bushes
500 Ohio Street	Yes	Overgrown Bush
406 Ohio Street	Yes	Tree Branch
430 Ohio Street	Yes	Tree Branches
402 Pontiac Street - north side of property	Yes	Bush
1130 Pontiac Street		Tree Branch
218 Pontiac Street	Yes	Trees and Bushes



## Appendix B

1224 Rochester Blvd	Yes	Tree Branch
1320 Rochester Blvd	Yes	Tree Branches
14 10 Spear Street	Yes	Tree Branch
1408 Spear Street	Yes	Tree Branch
1410 Spear Street	Yes	Tree Branch
1412 Spear Street	Yes	Tree Branch
1017 Wabash Av	Yes	tree Branch
1400 Wabash Av	Yes	Tree Branches
1115 Washington Street	Yes	Tree Branches
1121 Washington Street	Yes	Tree Branches
1314 Washington Street	Yes	Tree Branches



***FACILITIES WITHIN THE RIGHT-OF-WAY - CURB RAMPS***

Intersection	Priority	Present?	Ramp Width	Run %	Cross %	Flare %	Top Landing Dim	Landing Cross %	DW Plate Dim	Gap @ DWP>2"?	DWP Color/contrast?	Notes	Estimated Cost of Compliance
Arrowhead/Mitchell - A		NO						.8					
Arrowhead/Mitchell - B								0					
Arrowhead/Mitchell - G								.2					
Arrowhead/Mitchell - H		NO						.6					
												Total Cost	\$9,000.00
Arthur/Lincolnway - B												CURB, NO LANDING	
Arthur/Lincolnway - C												CURB, NO LANDING	
												Total Cost	\$4,500.00
Bancroft/11th - E		NO						.2					
Bancroft/11th - F		NO						1.3					
Bancroft/12th - C												BAD CONDITION	
Bancroft/12th - D												BAD CONDITION	
Bancroft/12th - E				4.8				4.8					
Bancroft/12th - F								1.7					
Bancroft/13th - E												BAD CONDITION	
Bancroft/13th - F												BAD CONDITION	
Bancroft/13th - G								2.1				RAMPS ARE BAD	
Bancroft/13th - H								1.4				BAD RAMP	
Bancroft/14th - A		YES		.3				2.5					
Bancroft/14th - B		YES		1.7				.5					
Bancroft/14th - C				3.6				1.5					
Bancroft/14th - D		NO		2.1				1.3					
Bancroft/14th - E		NO		.4				2.5					
Bancroft/14th - F		NO		2.8				1.5					
Bancroft/14th - H								.6					
Bancroft/15th - E								1.5					





# Appendix B

Bancroft/15th - F								3.2					
												Total Cost	\$42,750.00
Brown/Hill - A		YES		6.8				1.2					
Brown/Hill - B				4.0				2.4					
Brown/Hill - G		NO		2.8				.4					
Brown/Hill - H		NO		1.9				1.4					
Brown/Wabash - A				6.6				.2					
Brown/Wabash - B				1.9				1.6					
Brown/Wabash - F				1.2				1.0					
Brown/Wabash - G				5.2				.3					
Brown/Wabash - H				6.0				0					
												Total Cost	\$20,250.00
Clay/4th - A				8.8				3.0					
Clay/4th - B		NO						.1					
Clay/4th - C		YES		18.3									
Clay/5th - A		NO										BAD	
Clay/5th - H		YES										LIP, BAD	
												Total Cost	\$11,250.00
Clayton/6th - A		NO						2.6					
Clayton/6th - B		YES		2.0				1.0					
Clayton/6th - E				1.8				1.8					
												Total Cost	\$6,750.00
College/14th - E												BRICK	
College/14th - F												BRICK	
College/14th - G								2.6					
College/14th - H								.9					
												Total Cost	\$9,000.00
Courtland Ct		Yes										Total Cost	\$2,250.00
Elm/10th - D		YES		5.2								NO LANDING	
Elm/10th - E				5.3				.5					
Elm/10th - F				5.8				2.2				SILT	
Elm/11th - A		NO		6.3				1.4					



# Appendix B

Elm/11th - B		NO		2.3				.2					
Elm/11th - C		NO		2.3				1.1					
Elm/11th - D		NO		5.8			1.7						
Elm/11th - E		NO		.1				.9					
Elm/11th - F		NO		2.7				2.3					
Elm/11th - G		YES		1.3				1.3					
Elm/11th - H		YES		1.3				.3				LIP	
Elm/12th - A		YES		1.8				1.0					
Elm/12th - B		YES		2.1				1.0					
Elm/12th - C		NO										BAD CONDITION	
Elm/12th - D												BAD CONDITION	
Elm/12th - E												BAD CONDITION	
Elm/12th - F												BAD CONDITION	
Elm/12th - G								.8				BAD RAMP	
Elm/12th - H								.3				BAD RAMP	
Elm/13th - A		NO		1.1				2.3					
Elm/13th - B		NO						.4					
Elm/13th - C								.2				BAD RAMP	
Elm/13th - D								.4				BAD RAMP	
Elm/13th - E		NO		8.6				1.5					
Elm/13th - F		NO		14.1				.9					
Elm/13th - G		NO		11.2				1.0					
Elm/13th - H		NO		14.0				2.1					
Elm/14th - A		NO		8.7				7.6					
Elm/14th - B		NO		19.6				6.7					
Elm/14th - C		NO										STEPS	
Elm/14th - D		NO										STEPS	
Elm/14th - E		NO		5.5				8.1					
Elm/14th - F		NO		9.4				3.6					
Elm/14th - G		NO		15.9				.5					
Elm/14th - H		NO		5.0				.5					
Elm/15th - E		YES		12.7								FAN RAMP, NO LANDING	



Appendix B

												Total Cost	\$81,000.00
Franklin/10th - A		YES		4.3				.8				LIP	
Franklin/10th - B		NO		2.4				.3					
Franklin/10th - C		NO		4.6				.3					
Franklin/10th - D		NO		4.3				.7					
Franklin/10th - E		NO		4.9				1.1					
Franklin/10th - F		YES		6.6				.2					
Franklin/10th - G		YES		5.9				1.3					
Franklin/10th - H		YES		5.6				.6					
Franklin/11th - A		NO		4.1				.2					
Franklin/11th - B		NO		2.4				.6					
Franklin/11th - C		YES		3.0				1.4				LANDING IS BRICK, LIP	
Franklin/11th - D		YES		3.0				1.9				LANDING IS BRICK, LIP	
Franklin/11th - E		YES		5.2				.9					
Franklin/11th - F		YES		3.9				.2					
Franklin/11th - G		NO		3.9				.2					
Franklin/11th - H		YES		5.5				.2					
Franklin/12th - A		YES		2.8				.9					
Franklin/12th - B		YES		5.3				.7					
Franklin/12th - C		NO						1.8				STAIRS	
Franklin/12th - D		YES		5.4				2.6				SILT	
Franklin/12th - E		YES		1.6				.7					
Franklin/12th - F		YES		6.1				.3				SILT	
Franklin/12th - G		NO		3.3				.8					
Franklin/12th - H		NO		3.4				.1					
Franklin/13th - A		YES		7.4				.2				SILT	
Franklin/13th - B		YES		8.5				.5					
Franklin/13th - C		NO		8								STEPS, LANDING IN BAD SHAPE	
Franklin/13th - D		NO		7.6								LANDING IN BAD SHAPE	



# Appendix B

Franklin/13th - E		YES						.1					
Franklin/13th - F		NO						.2				BAD RAMP	
Franklin/13th - G				6.4				.2					
Franklin/13th - H				5				.3					
Franklin/14th - A		YES		3.4				3.3					
Franklin/14th - B		YES		3.3				.6					
Franklin/14th - C		NO		7.9				.6					
Franklin/14th - D		NO		8.1				.5					
Franklin/14th - E		NO		5.9				4.3				BAD RAMP	
Franklin/14th - F		NO		7.5				.6				BAD RAMP	
Franklin/14th - G				10.6				0					
Franklin/14th - H				3.6				2.0					
Franklin/15th - A		NO						.9					
Franklin/15th - B		NO		3.3				1.6					
Franklin/15th - C		YES		5.9								FAN RAMP, NO LANDING	
												Total Cost	\$96,750.00
Fulton/10th - A		YES		14.1				3.9					
Fulton/10th - B		YES		10.8				1.3					
Fulton/10th - C		YES		16.0				12.1					
Fulton/10th - D		YES		11.6				.3					
Fulton/11th - A		YES		10.2				.3					
Fulton/11th - B		YES		9.2				11.9					
Fulton/11th - C		NO		16.6				.3					
Fulton/11th - D		NO		14.4				2.2					
Fulton/11th - E		NO		9.8				.2					
Fulton/11th - F		NO						7.2					
Fulton/13th - A		YES		5.9				1.5					
Fulton/13th - H		YES		1.9				.5					
Fulton/2nd - E								.2					
Fulton/2nd - F				1.9				1.3					
Fulton/3rd - A		NO		8.7				.2					
Fulton/3rd - B		NO		5.7				.3					



# Appendix B

Fulton/3rd - C		NO		5.2				1.5				BAD LANDING	
Fulton/3rd - D		NO						.9				BAD LANDING, BAD RAMP	
Fulton/3rd - E		NO		5.3				2.6					
Fulton/3rd - F		NO		2.1				3.2					
Fulton/3rd - G		NO						1.4				BAD RAMP	
Fulton/3rd - H		NO		7.7				.9					
Fulton/4th - A		YES		7.8				.8				CURB	
Fulton/4th - B		YES		9.4				1.8				CURB	
Fulton/4th - C		YES		10.3				.7				CURB	
Fulton/4th - D		YES		11.5				.8				CURB	
Fulton/4th - E		YES		10.0				1.5				CURB	
Fulton/4th - F		YES		9.3				1.4				CURB	
Fulton/4th - G		YES		7.5				.7				CURB	
Fulton/4th - H		YES		13.3				.2				CURB	
Fulton/5th - A		NO		7.2				.8					
Fulton/5th - B		NO		7.6				.6					
Fulton/5th - C		NO		2.5				.6					
Fulton/5th - D		NO		2.8				1.3					
Fulton/5th - E		NO		4.4				.4					
Fulton/5th - F		NO		9.8				1.7					
Fulton/5th - G		NO		3.6				1.3					
Fulton/5th - H		NO		9.2				.9					
Fulton/6th - A								.4					
Fulton/6th - B		YES		8.3				1.4					
Fulton/6th - C		YES		21.2				5.5					
Fulton/6th - D		YES		11.5				1.2					
Fulton/6th - E		YES		6.1				7.2					
Fulton/6th - F		YES		11.1				2.4					
Fulton/6th - G		YES		9.6				1.9					
Fulton/6th - H		NO						1.6					
Fulton/7th - A		YES		10.5				.2					
Fulton/7th - B		YES		6.1				.3					



# Appendix B

Fulton/7th - C		YES		6.0				1.6				LIP	
Fulton/7th - D		YES		9.0				1.0				LIP	
Fulton/7th - E												BAD CONDITION	
Fulton/7th - F												BAD CONDITION	
Fulton/7th - G		YES		11.7				1.5					
Fulton/7th - H		YES		13.0				.4					
Fulton/8th - A		YES		12.8				2.8					
Fulton/8th - B		YES		12.8				.7					
Fulton/8th - C		YES		15.3				3.4					
Fulton/8th - D		YES		14.1									
Fulton/8th - E												BAD CONDITION	
Fulton/8th - F												BAD CONDITION	
Fulton/8th - G		NO		10.9				2.0					
Fulton/8th - H		NO		13.0				1.7					
Fulton/9th - A		NO						1.0				STEPS	
Fulton/9th - B		NO		10.3				2.2					
Fulton/9th - C		NO		6.0				1.4					
Fulton/9th - D		NO		19.3				2.3					
Fulton/9th - E		YES		7.3								NO LANDING	
Fulton/9th - G		NO		6.1				4.7					
Fulton/9th - H		NO		3.4				2.9					
												Total Cost	
Indiana/4th - G				6.7				1.8					
Indiana/4th - H				4.8				.2					
Indiana/6th - A				8.1				.2					
Indiana/6th - B				6.9				1.3					
												Total Cost	\$9,000.00
Jackson/Clover - C		NO		2.2				2.0					
Jackson/Clover - D		NO		5.3				.9					
Jackson/Clover - E				3.5				1.7					
Jackson/Clover - F				1.7				1.9					
Jackson/Hill - C		NO		3.5				1.1					
Jackson/Hill - D		NO		2.0				1.0					





# Appendix B

Jackson/Hill - E		NO		4.1				1.1					
Jackson/Hill - F		NO		2.8				.4					
Jackson/Lakeshore - A		YES		3.0				.5					
Jackson/Lakeshore - G		NO		2.2				1.1					
Jackson/Lakeshore - H		NO		4.1				.5					
Jackson/Wabash - A				6.7				.1					
Jackson/Wabash - B				9.8				1.1					
Jackson/Wabash - C				3.8				.4					
Jackson/Wabash - D				3.2				1.5					
Jackson/Wabash - E				7.2				2.5					
												Total Cost	\$36,000.00
Jay/3rd - C		NO		5.6				.2					
Jay/3rd - D		NO		5.0				2.3					
Jay/3rd - E				.5				3.3					
Jay/3rd - F				.3				1.3					
Jay/4th - A				3.5									
Jay/4th - C		YES		6.2				2.1					
Jay/4th - D		YES		2.5				.7					
Jay/4th - E		YES		7.8				.2					
Jay/4th - F		NO						.6				STEP	
Jay/4th - G		NO		8.2				.6					
Jay/4th - H		NO		10.9				3.8					
Jay/5th - A		YES		5.9									
Jay/5th - H		YES		14.5									
Jay/7th - A								0					
Jay/7th - B								.7					
Jay/8th - A												BRICK, BAD CON- DITION	
Jay/8th - B		NO										BRICK LANDING	
Jay/8th - H												BAD CONDITION	
												Total Cost	\$40,500.00
Jefferson/10th - A		YES		2.1				.5					
Jefferson/10th - B		YES		6.9				.3				SILT	



Appendix B

Jefferson/10th - C		YES		4.0				.8					RAMP HAS DIS- PLACEMENT	
Jefferson/10th - D		YES		2.8				.4						
Jefferson/10th - E		NO		1.4				.7						
Jefferson/10th - F		NO		1.0				.2						
Jefferson/10th - G		NO		4.1				.9						
Jefferson/10th - H		NO		5.7				.4					DISPLACEMENT	
Jefferson/11th - A		NO		3.3				.7						
Jefferson/11th - B		NO		2.1				.4					BAD SHAPE	
Jefferson/11th - C		YES		9.1				.5					LIP	
Jefferson/11th - D		NO		2.5				1.1						
Jefferson/11th - E		NO		2.0				.2					BRICK, LANDING IS TOO SMALL	
Jefferson/11th - F		NO		3.9				.4					BRICK, LANDING IS TOO SMALL	
Jefferson/11th - G		YES		7.0				2.9					LIP	
Jefferson/11th - H		YES		5.8				1.3						
Jefferson/12th - A													BRICK	
Jefferson/12th - B													BAD CONDITION	
Jefferson/12th - C		NO		6.1				.4						
Jefferson/12th - D		NO		4.6				1.3						
Jefferson/12th - E		YES		5.1				0					LIP	
Jefferson/12th - F		YES		6.8				.6						
Jefferson/12th - G		YES		1.5				.6						
Jefferson/12th - H		YES		2.3				1.1						
Jefferson/13th - A		YES		10.5				0					LIP	
Jefferson/13th - B		NO						3.0						
Jefferson/13th - G		NO						.1						
Jefferson/13th - H		YES		.7				1.3						
Jefferson/15th - A		NO		2.0				.6						
Jefferson/15th - B		NO		3.0				.2						
Jefferson/15th - E													VERY BAD SHAPE	
Jefferson/15th - F													VERY BAD SHAPE	



# Appendix B

Jefferson/15th - G												NO LANDING	
Jefferson/2nd - A												BAD CONDITION	
Jefferson/2nd - C								4.0					
Jefferson/2nd - D				4.3				.4					
Jefferson/2nd - E												BAD CONDITION	
Jefferson/2nd - F												BAD CONDITION	
Jefferson/2nd - G												BAD CONDITION	
Jefferson/2nd - H												BAD CONDITION	
Jefferson/3rd - A		NO		14.6				2.6				BAD	
Jefferson/3rd - B								.3				REALLY BAD	
Jefferson/3rd - C				6.4				1.4					
Jefferson/3rd - D								1.5				BRICK	
Jefferson/3rd - E		YES		5.1				.9					
Jefferson/3rd - F		NO		4.9				1.1					
Jefferson/3rd - G		NO		3.3				1.4					
Jefferson/3rd - H		NO		7.2				.8					
Jefferson/4th - A		NO		9.1				1.0					
Jefferson/4th - B		NO		7.8				.3					
Jefferson/4th - C		NO		7.2				1.3					
Jefferson/4th - D		NO		7.9				.4					
Jefferson/4th - E		NO		7.2				1.0					
Jefferson/4th - F		YES		10.3				1.4				LIP	
Jefferson/4th - G		NO		12.6				1.3					
Jefferson/4th - H		NO		13.3				.1					
Jefferson/5th - A		NO		2.6				.9					
Jefferson/5th - B		NO		6.8				.9					
Jefferson/5th - C		NO		5.0				.4					
Jefferson/5th - D		NO		2.1				.8					
Jefferson/5th - E		NO		5.2				.3					
Jefferson/5th - F		NO		6.4				.4					
Jefferson/5th - G		NO		8.2				.9					
Jefferson/5th - H		NO		8.8				.3					
Jefferson/6th - A		YES		10.9				2.3					



# Appendix B

Jefferson/6th - B		YES		10.0				.8					
Jefferson/6th - C		YES		9.3				.6					
Jefferson/6th - D		YES		7.9				.4				LIP	
Jefferson/6th - E		NO		5.8				.8					
Jefferson/6th - F		NO		4.7				.1					
Jefferson/6th - G		YES		11.5				.1					
Jefferson/6th - H		YES		13.3				.6					
Jefferson/7th - A		YES		2.8				1.3				LIP	
Jefferson/7th - B		YES		5.2				1.5					
Jefferson/7th - C		YES		3.6				1.1				LIP	
Jefferson/7th - D		YES		4.9				.3				LIP	
Jefferson/7th - E		YES		3.0				.8				LIP	
Jefferson/7th - F		NO						.6					
Jefferson/7th - G		YES		4.4				1.5				LIP	
Jefferson/7th - H				7.2				.9					
Jefferson/8th - A		YES		6.3				.8					
Jefferson/8th - B		YES		6.7				1.0					
Jefferson/8th - E		NO		3.8				.7					
Jefferson/8th - F		NO						.5				TREE ROOT DIS- PLACEMENT ON RAMP	
Jefferson/8th - G		NO		8.1				.8					
Jefferson/8th - H		NO		4.5				1.0					
Jefferson/9th - A		NO						.5				BRICK	
Jefferson/9th - B		YES		.8				.5				LIP	
Jefferson/9th - C		YES		1.5				.5				LIP	
Jefferson/9th - D		NO		.1				.8					
Jefferson/9th - E		NO		.8				.1					
Jefferson/9th - F		NO		.5				.2					
Jefferson/9th - G		NO						1.5				BRICK	
Jefferson/9th - H		NO											
												Total Cost	
Madison/10th - A		NO		5.8				1.9					



# Appendix B

Madison/10th - B		YES		3.2				.3				LIP	
Madison/10th - C		YES		3.5				.8					
Madison/10th - D		NO		3.7				.8					
Madison/10th - E		YES		4.8				.9					
Madison/10th - F		YES		3.8				1.2					
Madison/10th - G		NO		4.6				.4					
Madison/10th - H		NO		5.5				.3					
Madison/11th - A		NO		7.1				1.0					
Madison/11th - B		YES		9.4				.5					
Madison/11th - C		YES		8.1				.5				SILT	
Madison/11th - D		NO						.1				SILT, STEPS	
Madison/11th - E		NO						1.4					
Madison/11th - F		NO		1.6				.7					
Madison/11th - G		NO		5.3				2.3					
Madison/11th - H		NO		3.4				.5					
Madison/12th - A		YES		5.2				0				SILT	
Madison/12th - B		YES		2.6				.1					
Madison/12th - C		YES		.8				.1				SILT	
Madison/12th - D		YES		1.2				1.0				SILT	
Madison/12th - E		YES		1.5				.4				SILT	
Madison/12th - F		YES		.5				1.1					
Madison/12th - G		NO		4.4				.8					
Madison/12th - H		NO		2.7				0					
Madison/13th - A		YES		5.0				.6				LIP	
Madison/13th - B		YES		3.5				.6				LIP	
Madison/13th - C		NO		5.9				1.4					
Madison/13th - D		NO						.7				STEPS	
Madison/13th - E		NO		3.6				.7					
Madison/13th - F		NO		2.0				.2					
Madison/13th - G		YES		5.2				.3					
Madison/13th - H		NO		3.3				.4					
Madison/14th - A		NO		6.8				3.6				CURB, BAD LAND- ING	



# Appendix B

Madison/14th - B		NO		11.8				3.1					CURB, BAD LAND- ING	
Madison/14th - C		NO		8.9				.4					CURB, BAD LAND- ING	
Madison/14th - D		NO		11.0				.5					CURB, BAD LAND- ING	
Madison/14th - E		NO		10.6				.3					CURB	
Madison/14th - F		NO		18.7				.4					CURB	
Madison/14th - G		NO		10.0				1.7					CURB, BAD LAND- ING	
Madison/14th - H		NO		8.8				.4					CURB, BAD LAND- ING	
Madison/16th - A		NO						1.2						
Madison/16th - B		NO						.5						
Madison/4th - A								1.7						
Madison/4th - B								1.0						
Madison/5th - D		YES		3.6				2.5						
Madison/5th - E		YES		7.4				.3					LIP	
Madison/5th - F		YES		6.1				.4						
Madison/5th - G				2.6										
Madison/6th - A		YES		7.0				.3						
Madison/6th - B		YES		5.0				1.8						
Madison/6th - C		NO		5.8				.2						
Madison/6th - D		NO		4.3				.6						
Madison/6th - E		YES		5.6				1.5					LIP	
Madison/6th - F		YES		5.3				0						
Madison/6th - G		YES		7.1				1.3						
Madison/6th - H		YES		8.0				.6					SILT	
Madison/7th - A		YES		3.1				.3						
Madison/7th - B		YES		3.5				.8					SILT	
Madison/7th - C		NO		3.4				.9						
Madison/7th - D		NO		2.9				.6						
Madison/7th - E		NO						.5						





# Appendix B

Madison/7th - F		NO						.4					
Madison/7th - G		YES		5.7				.5				SILT	
Madison/7th - H		YES		8.9				.5				SILT	
Madison/8th - A		YES		5.5				1.0					
Madison/8th - B		YES		2.8				.2					
Madison/8th - C		YES		4.8								NO LANDING	
Madison/8th - D		YES		6.2								NO LANDING	
Madison/8th - Z		YES										FADED	
												Total Cost	
Main/2nd - E		NO						1.2					
Main/2nd - F		YES		6.8				.5					
Main/3rd - A		NO						1.2					
Main/3rd - B		YES		5.5				.2				LIP	
Main/3rd - C		YES		3.2				1.1					
Main/3rd - D		YES		5.8				.9				LIP	
Main/3rd - E		YES		11.5				4.2				LIP	
Main/3rd - F		YES		12.5				3.1				LIP	
Main/3rd - G		YES		8.3				1.8				LIP	
Main/3rd - H		YES		5.7				.5				LIP	
Main/4th - A				.2				.8					
Main/4th - B				8.1				.9					
Main/4th - G				11.3				1.3					
Main/4th - H				9.1				.7					
Main/5th - A		NO		5								CAR PARKED ON LANDING	
Main/5th - B		YES		9.1								CAR PARKED ON LANDING	
Main/5th - C		YES		8.7				1.8				LIP	
Main/5th - D		YES		5.2				3.6				LIP	
Main/5th - E		NO		9.4								CURB, NO LANDING	
Main/5th - F				4.2								NO LANDING	
Main/5th - G												BAD SHAPE, BRICK	



# Appendix B

Main/5th - H												BAD SHAPE, BRICK	
Main/6th - A		YES		7.7				1.6					
Main/6th - B		YES		7.8				.9					
Main/6th - C		YES		2.9								LANDING IS ONLY 4_3__	
Main/6th - D		NO		3.7								LANDING IS ONLY 4_3__	
Main/6th - E		YES		7.6				1.7					
Main/6th - F		YES		7.6				.7					
Main/6th - G		YES		5.3				1.7					
Main/6th - H		YES		2.2				0					
Main/7th - A		YES		5.4								STOPLIGHT POLE IN LANDING	
Main/7th - B		YES		8.1								STOPLIGHT POLE IN LANDING	
Main/7th - C		YES		6.4								NO LANDING	
Main/7th - D		YES		5								NO LANDING	
Main/7th - E		YES		9.2				1.3					
Main/7th - F		YES		7.8				2.1					
Main/7th - G		YES		4.5				2.8					
Main/7th - H		YES		7.0				.6					
Main/8th - A		YES		4.8				2.8					
Main/8th - B		YES		6.9				1					
Main/8th - C		YES		6.6				2.9					
Main/8th - D		YES		7.1				2.9					
Main/8th - E		YES		9.5				3.3					
Main/8th - F		YES		13.4				1.9				RAMP TOO SMALL	
Main/8th - G		YES		7.0								NO LANDING	
Main/8th - H		YES		5.1								NO LANDING	
												Total Cost	
Monroe/10th - C		NO		3.0				.1					
Monroe/10th - D		NO		2.8				0					
Monroe/10th - E		NO		0				.8				BAD CONDITION	



# Appendix B

Monroe/10th - F		YES		2.8				1					
Monroe/10th - G		YES		3.6				.3					
Monroe/10th - H		NO		3.4				.1					
Monroe/11th - A		YES		3.1				.7					
Monroe/11th - B		YES		2.6				.6				SILT	
Monroe/11th - C		NO		1.9				1.2					
Monroe/11th - D		NO		2.1				.6				BRICK	
Monroe/11th - E		YES		7.0				1.7				LIP	
Monroe/11th - F		YES		6.7				1.4					
Monroe/11th - G		YES		3.8				.2					
Monroe/11th - H		NO		3.5				.1					
Monroe/12th - A		NO		5.6				.6					
Monroe/12th - B		NO						.7				STEP	
Monroe/12th - C		NO		4.2				.5					
Monroe/12th - D		NO		2.4				.8					
Monroe/12th - E		NO		2.4				.4					
Monroe/12th - F		NO		4.7				.3					
Monroe/12th - G		NO		6.4				.1					
Monroe/12th - H		NO		3.0				1.1					
Monroe/13th - A		NO		2.4				.4					
Monroe/13th - B		NO		1.5				.4					
Monroe/13th - C		NO		4.5				1.1					
Monroe/13th - D		NO		5.4				.6					
Monroe/13th - E		NO		4.1				.3					
Monroe/13th - F		NO						.5				BRICK	
Monroe/13th - G		NO						.6				BRICK	
Monroe/13th - H		NO		1.9				.1					
Monroe/14th - A		YES		3.4				2.4				LIP	
Monroe/14th - B		NO		5.6				.2					
Monroe/14th - C		YES		5.9				6.7					
Monroe/14th - D		YES		6.8				.2					
Monroe/14th - E		YES		4.6				4.7					
Monroe/14th - F		YES		5.3				1.4					



# Appendix B

Monroe/14th - G		NO		7.6				.8					
Monroe/14th - H		NO		3.6				1.4					
Monroe/15th - B		YES		3.6								NO LANDING	
Monroe/15th - C		YES		4.4				2.1					
Monroe/16th - E		YES		4								FAN RAMP, NO LANDING	
Monroe/16th - G		YES		5								FAN RAMP, NO LANDING	
Monroe/7th - A		NO		3.2				1					
Monroe/7th - B		YES		3.3				5.2				LIP	
Monroe/7th - C				5.2								BAD	
Monroe/7th - D				5.7				.8					
Monroe/7th - E												OVERGROWN WITH GRASS	
Monroe/7th - F												OVERGROWN WITH GRASS	
Monroe/8th - A		NO		5.5				0					
Monroe/8th - B		NO						1.2					
Monroe/8th - C		NO						1.6					
Monroe/8th - D		YES		8.1				2.3				LIP, POLE	
Monroe/8th - E		YES		8.5								NO LANDING AREA, LIP	
												Total Cost	
Ohio/4th - A				5.2				1.2					
Ohio/4th - B		NO						.6					
Ohio/4th - G				6.4				.2					
Ohio/4th - H								1.0					
												Total Cost	\$9,000.00
Parks/10th - D				13.2				.4				Total Cost	\$2,250.00
Pontiac/10th - A		NO		2.0				.1					
Pontiac/10th - B		NO						1.0				BAD RAMP	
Pontiac/10th - C		NO						.4				BAD RAMP	
Pontiac/10th - D		YES		6.9				.5					



# Appendix B

Pontiac/10th - E		YES		5.6				.1					
Pontiac/10th - F		NO		2.8				0					
Pontiac/10th - G		NO		6.7				.2					
Pontiac/10th - H		NO		1.2				.8					
Pontiac/11th - A		YES		4.9				.4				LIP	
Pontiac/11th - B		NO		5.1				.8					
Pontiac/11th - C		NO						1.3				BAD CONDITION	
Pontiac/11th - D		NO						1.6				BAD CONDITION	
Pontiac/11th - E		NO						1.5				BAD CONDITION	
Pontiac/11th - F		NO		6.0				0					
Pontiac/11th - G		YES		5.7				2.3					
Pontiac/11th - H		YES		8.3				.4					
Pontiac/12th - C		YES		3.4				1.9					
Pontiac/12th - A		NO						.9					
Pontiac/12th - B		YES		5.3				1.5					
Pontiac/12th - D		YES		5.7				.7					
Pontiac/12th - E		YES		3.5				.9					
Pontiac/12th - F		YES		7.7				.8					
Pontiac/12th - G		YES		7.6				.1					
Pontiac/12th - H								.5					
Pontiac/13th - A		NO		3.8				1.4					
Pontiac/13th - B		NO		6.6				1.2					
Pontiac/13th - E								.3					
Pontiac/13th - F				5.1				.7					
Pontiac/13th - G				10.8				4.0					
Pontiac/13th - H								1.3					
Pontiac/2nd - A								1.5					
Pontiac/2nd - B		NO		3.0				2.0					
Pontiac/2nd - C		NO		6.8				2.3					
Pontiac/2nd - D		NO						.2				CURB	
Pontiac/2nd - E												BAD CONDITION	
Pontiac/2nd - F												BAD CONDITION	
Pontiac/2nd - G				7.0				1.1					



# Appendix B

Pontiac/2nd - H		NO						.5					
Pontiac/3rd - A		YES		9.4				2.4					
Pontiac/3rd - B		YES		4.1				3.1				LIP	
Pontiac/3rd - C		YES		10.4				.8					
Pontiac/3rd - D		YES		7.3				2.5					
Pontiac/3rd - E		YES		3.2				.7					
Pontiac/3rd - F		YES		7.4				.9				LIP	
Pontiac/3rd - G								1.3				BAD SHAPE	
Pontiac/3rd - H		YES		11.0				.1				LIP	
Pontiac/4th - A		NO		13.2				.5					
Pontiac/4th - B		NO		10.9				.5					
Pontiac/4th - C		NO		12.7				.7					
Pontiac/4th - D		NO		12.5				.9					
Pontiac/4th - E		NO						.6					
Pontiac/4th - F		NO						.4					
Pontiac/4th - G		NO		10.6				.3					
Pontiac/4th - H		NO		10.8				.5					
Pontiac/5th - A		NO		3.0				.1					
Pontiac/5th - B		NO		6.7				.3					
Pontiac/5th - C				3.4				1.8				LANDING IS BRICK	
Pontiac/5th - D				4.4				.9				LANDING IS BRICK	
Pontiac/5th - E		YES		9.6				.1				LIP	
Pontiac/5th - F		YES		11.0				1.6				LIP	
Pontiac/5th - G		NO						1.7					
Pontiac/5th - H		NO		4.7				1.3					
Pontiac/6th - A				5.6				.6					
Pontiac/6th - B				8.3				2.2					
Pontiac/6th - C		NO		7.6									
Pontiac/6th - D		NO		2.9									
Pontiac/6th - E		YES		12.6				5.3				LIP	
Pontiac/6th - F		YES		10.3				3.2					
Pontiac/6th - G				8.0				2.4					
Pontiac/6th - H				4.1				2.1					





# Appendix B

Pontiac/7th - A		YES		10.2				1.3					
Pontiac/7th - B		YES		8.3				1.0					
Pontiac/7th - C		NO						.9					
Pontiac/7th - D		NO		2.2				1.0					
Pontiac/7th - E		YES		2.6				.1					
Pontiac/7th - F		YES		6.4				.8					
Pontiac/7th - G		YES		6.9				.2					
Pontiac/7th - H		YES		3.2				.2					
Pontiac/8th - A								1.4				BAD CONDITION	
Pontiac/8th - B								1.4				BAD CONDITION	
Pontiac/8th - C		YES		7.7				.8				LIP	
Pontiac/8th - D		YES		8.4				.2				LIP	
Pontiac/8th - E		YES		10.2				1.2					
Pontiac/8th - F		YES		9.9				.1					
Pontiac/8th - G		NO		14.1				.5				BRICK	
Pontiac/8th - H		NO		8.5				2.0				BRICK	
Pontiac/9th - A		YES		6.5				.4				LANDING IS BRICK, LIP	
Pontiac/9th - B		YES		5.4				1.5				LANDING IS BRICK	
Pontiac/9th - C		YES		9.5				.1				LIP	
Pontiac/9th - D		YES		4.1				.5				LIP	
Pontiac/9th - E		YES		5.3				.1				LIP	
Pontiac/9th - F		YES		2.8				1.5				CURB	
Pontiac/9th - G		YES		5.5				.2					
Pontiac/9th - H		YES		5.2				.5					
												Total Cost	
Rochester/Clover - A		NO										BAD CONDITION	
Rochester/Clover - B		NO										BAD CONDITION	
Rochester/Clover - C		NO										BAD CONDITION	
Rochester/Clover - D		NO										BAD CONDITION	
Rochester/Clover - E		NO										BAD CONDITION	
Rochester/Clover - F		NO										BAD CONDITION	
Rochester/Clover - G		NO										BAD CONDITION	



# Appendix B

Rochester/Clover - H		NO										BAD CONDITION	
Rochester/Jackson - A		NO		1.1				1.1					
Rochester/Jackson - B		NO		2.0				.4					
Rochester/Jackson - C		NO		4.6				2.3					
Rochester/Jackson - D		NO		3.7				.6					
Rochester/Jackson - E		NO		7.0				3.7					
Rochester/Jackson - F		NO		3.6				.2					
Rochester/Jackson - G		NO		3.4				.7					
Rochester/Jackson - H				6.0				.3					
Rochester/Lincolnway - F				3.7				.8					
												Total Cost	\$38,250.00
Wabash/12th - E		YES		8.3				.2					
Wabash/12th - F		YES		6.1				.5					
Wabash/12th - G		YES		7.7				3.6					
Wabash/12th - H		YES		3.2				.7					
Wabash/Arthur - A		YES		3.6								FAN RAMP	
Wabash/Arthur - C		NO						.1					
Wabash/Arthur - D		NO						.5					
												Total Cost	\$15,750.00
Washington/Brown - G		NO		2.2				1.0					
Washington/Brown - H		NO		6.5				2.6					
Washington/Clover - C				7.8				.3					
Washington/Clover - F				4.2				2.7					
Washington/Jackson - C				3.1				.7					
Washington/Jackson - D				8.4				1.7					
Washington/Jackson - E				4.8				2.1				BAD LANDING	
Washington/Jackson - F				2.5				.8				BAD LANDING	
												Total Cost	\$18,000.00
												Grand Total	



***FACILITIES WITHIN THE RIGHT-OF-WAY - CROSSWALKS***

Crosswalk ID	Priority	Marked?	Cross%	Bottom Landing Dim	Sep or Ridges >1/2"	Gutter Slope%	Notes
Clay/4th - W		YES					
Clay/4th - Y		YES					
Clay/4th - Z		YES					
Elm/15th - W		YES					
Franklin/15th - Z		YES					
Jefferson/11th - V		YES					
Jefferson/11th - W		YES					
Jefferson/11th - Y		YES					
Jefferson/11th - Z		YES					
Madison/8th - Z		YES					FADED
Main/5th - V		YES					FADED
Main/5th - W		YES					FADED
Main/5th - Y		YES					FADED
Main/5th - Z		YES					FADED
Main/6th - V		YES					
Main/6th - W		YES					
Main/6th - Y		YES					
Main/6th - Z		YES					
Main/6th - Z		YES					
Main/7th - V		YES					
Main/7th - W		YES					
Main/7th - Y		YES					
Main/7th - Z		YES					
Main/8th - V		YES					
Main/8th - W		YES					
Main/8th - Y		YES					
Main/8th - Z		YES					



# Appendix B

Facility Name	Pkg Spaces Provided	Total Spaces	Total Access. Space	Accessible Space	Van Accessible	Car Pkg Space Size	Van Pkg Space Size	Accessb Cross Slope	Notes/Comments	Public Entry Doors	Aisle Width	Comments	Cost Estimate
Boat Launch Parking lot (by Dairy Queen)	26	26	2	0	2	8_6__	12_8__	1.8	"Ramp by bathrooms have slope 2.3, cross .8 Ramp by piers has slope 7.0, cross, 2.0"			Pier by loading dock 29ft by 6 1/2ft."	\$130.00
							\$130.00		"Pier by beach is 39ft by 6 1/2ft.				
City Hall/Police Station	42	42	2	2	1	8_7 1/2__	13_ 1/2__	.2	\$50 Sign	4	\$130.00		\$180.00
Fire Station	70	70	2	2	0 - need 1 \$130			.2	Ramps have no landings \$150 Sign	2	\$130.00		\$410.00
Flirt	26	26	1	0 - need 1 \$130	1	9_1__	9_5__	.2	Handicap spot not the closest spot to the entrance \$50 Sign		\$130.00		\$310.00
Golf Course	70	70	2 - need 3	2	0 - need 1 \$130	10_	10_8__	3.3	No signs, no aisle \$150 Sign	1	\$130.00		\$410.00
Putt_s	60	60	0 - need 3	0 - need 2 \$260	0 - need 1 \$130	9_1__			No handicap spots marked \$150 Sign		\$130.00		\$670.00
Sheriff_s Station	27	27	2	1	1	9_7 1/2__	15_2__	1.6	Van accesibility not on passenger side, only visible sign is on ground, not 11_ without accessibility \$100 Sign	1	\$130.00	No wheel chair accessibility	\$230.00
Transpo	64	64	5	3	2	8_5__	15_10__	.8	Far side door has no landing for ramp	3	\$130.00		\$130.00
											\$130.00		\$130.00
wastewater/street depart- ment	4	4	1	1	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00
Police Department	5	5	1	1	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00
City hall front	3	3	1	1	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00
Fansler Park		0-on street	0-on street	0-on street	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00
JC Park		0-on street	0-on street	0-on street	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00
City Park	7	7	0	0	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00
Pioneer Park		0-on street	0-on street	0-on street	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00



Appendix B

north 7th to east		gravel-undeter-mined	1	1	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00
7th street west to north	10	10	0	0	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00
7th street west to south	30	30	0	0 - need 1 \$130	0 - need 1 \$130				No signs, no aisle \$100 Sign		\$130.00		\$410.00
9th Street	7	7	0	0	0 - need 1 \$130				No signs, no aisle \$50 Sign		\$130.00		\$310.00
												Total	\$1,340.00



**DEPARTMENT HEAD QUESTIONNAIRE**

The following questions were sent out to each Department Head. Any and all answers are listed in Table 2.

**Questions**

- Q1: Provide a list of any training related to the Americans with Disabilities Act that have been attended by any of them or their staff. This would include conferences, seminars, webinars, etc. Include the staff person that attended, who provided the training, date, etc.
- Q2: Provide a list of all services that each department provides to the public
- Q3: A list of any policies or documents that exist within the City and each department related to dealing with and interacting with individuals with disabilities. This would include policy manuals, memos, legal directives, statements on agendas or other written documents, etc.
- Q4: Who would be the person responsible for ADA compliance in each department? Please list the name and contact information.
- Q5: If your department has interacted with anyone with a disability, please provide information about the specifics of how you accommodated them to provide them with what they needed from your department.
- Q6: Please list any suggestions you would have for your department to provide better service to persons with disabilities.

	Q1	Q2	Q3	Q4	Q5	Q6
Clerk-Treasurer	I've attended all of the ADA Compliance Committee meetings, as well as, the training sessions given by DLZ instructing Committee members on the tasks associated with the self-evaluation process.	I am the appointed ADA Coordinator and am responsible for ensuring the integrity of the Rochester ADA Compliance and Grievance Procedure. As the Rochester Clerk-Treasurer and the ADA Coordinator there is a responsibility to ensure that all public records and public meetings are accessible to all individuals.	Rochester City Personnel Policy Manual, or Employee Handbook.	Rochester City Clerk-Treasurer: Shoda Beehler, (574) 223-2510	My staff & I have interaction with many members of the public. Staff has been trained internally to be sensitive to any individual with disabilities.	More training
Fire Department	Thru First Responder and EMT courses, as well as continuing education, fire personal, how to respond to individuals with disabilities. One such class was a two hour workshop on, "Recognizing and responding appropriately to individuals with Autism Spectrum Disorders" , on Oct 6, 2010. Produced by: Indiana Resource Center for Autism, Indiana Institute on disability and community, Indiana's University Center for Excellence on Disabilities.	The Rochester Fire Department provides emergency services to the community to include: fire suppression, rescue and extraction, fire prevention education, BLS Medical, and answer many different calls for service.	Rochester Fire Department members are told to treat everyone with respect, and work hard to do their best in serving the public. RFD has no written policies to do with ADA, but will work on that.	Thomas Butler, Chief and Ryan Murphy Assist, Chief (574)223-6113	RFD has work with the State Fire Marshal's office to give out and set up smoke detectors for the deaf in our community in the past and will continue to do so. Also the Fire Station is used for many public meetings, in which we have had person with disabilities attending and our doors and rest room have meet all of their needs.	To take advantage of any training on the subject, so that we would stay up to date in training and any changes to laws that might come up. Also try to stay aware of the special needs of people living in our responds area.





## Appendix C

Water Department	N/A	Read water meters. Install and repair service lines and hydrant. Shut off lines as needed.	N/A	Randy Wynn (574)835-1988	N/A	More training
Waste Water	City and County ADA Planning Meeting	Sewer line cleaning, storm line cleaning treatment of wastewater	City employee handbook	Warren Lease P.O. Box 110 Rochester, IN 46975 e-mail wwtp@rochester. in.us	N/A	Training
City Park	Nobody	Parks, Golf and Pool	None	Park Board President Bob Goodman	Pool manager Lori Simpson purchases ADA lift for city pool.	None
Street Department	None	Pick up yard debris, blacktop holes, chip brush, clean drains, maintain alley ways, plow snow, fix and put up signs and ect.	None	Lennie Conley (574)835-1799 and Warren Lease (574)835-3215	None	None
Police Department	None known at this time		Page 47 City of Rochester, Indiana Personnel Policies handbook	Jason R. Coleman, Chief of Police	None	None



***PUBLIC COMMENTS AND ADVERTISEMENTS***

The following announcements and comment card, as well as, a draft Transition Plan were made available at the Rochester City Building Complex (City Hall), the Fulton County Auditor's Office, the Fulton County Public Library in the City of Rochester and the Town of Leipers Ford, and the Fulton County Council on Aging for public review and comment. Additional copies were placed at the office of the Veterans Service Officer, the Manitou Training Center, Four-County Counseling Center, the Cardinal Center, and Wynnfield Crossing for review and comment by the patrons and their families. The availability of the report and the request for comments were published in the Rochester Sentinel (included in Appendix D).

There were no public comments submitted at any location.

Tuesday, December 4, 2012

# THE ROCHESTER SENTINEL.

Rochester, Indiana 46975

The Voice of Fulton County's People Since 1858

## ADA work

County hires interpreter firm DeafLink

BY JONATHAN KLEYER

Staff Writer, The Sentinel

County commissioners agreed Monday to hire communication interpreters to help with Americans with Disabilities Act compliance at county government functions.

They unanimously approved a contract with DeafLink through the League for the Blind & Disabled, based out of Fort Wayne, to provide an interpreter on an as-needed basis.

**An interpreter is required for the county's federally-required ADA compliance plan.**

DeafLink's standard rate is \$90 for two hours of service, \$11.25 per 15 minutes after that. The rate for weekends and nights - 8 p.m.-8 a.m. - is \$100.

Commissioner Sherry Fulton said officials went with an as-needed plan instead of paying monthly because interpretive services have been used occasionally at the county jail or in courts, but to her knowledge have not yet been needed at board meetings.

Those needing special accommodations at meetings were previously asked to notify the county two days beforehand. However, Auditor Judith Reed said DeafLink requires three days notice, so the county will need to be contacted to make arrangements four days before meetings.

An interpreter is required for the county's federally-required ADA compliance plan. The plan is to be prepared by Dec. 31. The city and county jointly

Please see Commissioners, Page 2



**GETTING STARTED** Above, left - United Ministries Christmas basket program co-chairwoman off by Putt's Bar and Grill at the Fulton County 4-H Fairgrounds Monday. Above, right - Riddle Elementary School drops off books purchased by the school's students and staff. In the background, some of the items for Kids event garnered Sunday.

## Talk of the Town

### Christmas lights

The annual outdoor Christmas display of Jerry and Shirley Werner, 10957 W. 950 South, Kewanna, will be lit 6-10 p.m. nightly Saturday through Jan. 1. Vehicles may pull in the back drive on 1100 West and make a circle in the barn lot for the back displays.

### Winamac choir

The Winamac choir performs at 6:30 p.m. Sunday at the Richland Center United Methodist Church.

### Culver Library

Culver-Union Township Public Library starts a new session of free computer classes.

Classes are two hours, 6 p.m. Mondays and 10 a.m. Fridays. Sessions topics: searching the web, Friday; social networking,

Monday and Dec. 14; and computer security, Dec. 17 and 21.

For more information call 574-842-2941, visit [www.culver.lib.in.us](http://www.culver.lib.in.us) or email [abaker@culver.lib.in.us](mailto:abaker@culver.lib.in.us).

### Magic show

Justino Zoppe performs his magic and comedy routine at 7 p.m. Thursday at Rochester High School.

Cost is \$8 for adults and \$6 for children and senior citizens.

A portion of the proceeds benefit RHS scholarships.

For advance tickets call 417-848-1383 or visit [www.JDZProductions.com](http://www.JDZProductions.com).

### No drive-up

The Rochester utility office drive-up window is closed after 1 p.m. today for staff training; inside

lobby window remains open.

### Book fair

Rochester Middle School hosts a book fair, A Blizzard of Books, 7:30 a.m.-4 p.m. through Friday.

A special event with Frosty is 5-7 p.m. today.

### Zebras decals

Rochester High School Cheerleaders are fundraising by selling Rochester Zebras auto decals for \$10. See page 5 to learn who they are.

### Doughnut fundraiser

The Rochester Wrestling Club is taking orders for Krispy Kreme Original Glazed Doughnuts to raise money for a new wrestling mat.

Price is \$7 a dozen with delivery on Dec. 14. Call 223-8505.





## COMMISSIONERS

Continued from Page 1

began work on their plans in late June.

The city and county ADA committee will have their transition and evaluation plans available for review by the public at city hall, the Fulton County auditor's office, the Fulton County Public Library and the Community Resource Center until Dec. 12. Comment cards for public input will be available.

Reed said commissioners at 6 p.m. on Dec. 17 and the council at 6:30 p.m. on Dec. 18 will consider the county's plan.

"We're hoping we can have a timeframe to work within five to 10 years," Fulton said. "The main thing is we have a plan in place."

Becoming ADA compliant means looking at everything from handicap accessibility at county buildings, to work on sidewalks, signage and parking lots.

If people have complaints, the plan's priorities can be adjusted to address the complaint first, Fulton said.

The difficult part will be funding any changes the plan calls for, said Rick Ranstead, highway supervisor, who has been involved in creating the ADA plan.

It will be hard to guess the cost of something five years in the future, even though it has to be included in the plan now.

Commissioners Chairman Mark Rodriguez noted that with Josh Strver,

the county information technology director, working on a structural analysis of the courthouse, the county will probably need to address ADA compliance issues as repairs come up.

During the meeting, commissioners also:

- Heard from Ranstead the highway department has hired, with a nod from the county council, Bob Edlington as mechanic and John Flint as laborer/truck driver.

The mechanic will be paid \$16.08 hourly, starting with a probationary rate of \$14.79, and the laborer/driver will be paid \$14.71 hourly, starting with a probationary rate of \$14.53.

- Agreed to amend a new golf cart ordinance that allows golf carts to be driven on county roads. Sheriff Walker Conley wants lights on at all times the carts are on the road.

Commissioners will vote on the amended ordinance at their Dec. 17 meeting and then the council will consider on it the next day.

- Received a letter from the Fulton County Historical Society thanking commissioners, the county council and the Fulton County Tourism Commission for helping with an Office of Community Rural Affairs grant for work on the William Polke house and Round Barn Museum. The society is recognizing the three boards as "benefactors of the year."





Enclosed, please find a copy of the City of Rochester's *Americans with Disabilities Act Self-Evaluation and Transition Plan*. This transition plan was created with the intent to develop a plan of action to ensure the City of Rochester's compliance with the Americans with Disabilities Act regulations.

Please read and review the following transition plan. We would welcome any and all comments and will be including them in Appendix D for reference and possible revisions prior to final approval. Feel free to use the enclosed comment cards.

The City of Rochester Common Council will be reading all comments made in writing, as well as, hearing comments from any public in attendance at their December 18, 2012 meeting.

If you have any questions regarding this plan, please contact Shoda Beehler, City of Rochester ADA Coordinator, at (574) 223-2510.

Please Accept Our Sincere Appreciation for Your Time and Attention!

*The Fulton County ADA Compliance Committee*



## Comments:





We are Asking For Members  
of the Public to  
Read and Review  
the City of Rochester's  
Americans with Disabilities  
Act Self-Evaluation and  
Transition Plan.

Please See \_\_\_\_\_  
for Copies of the Transition  
Plan and a Comment Card.

Please Accept Our Sincere  
Appreciation for Your Time and  
Attention!

*The Fulton County ADA Compliance Committee*

