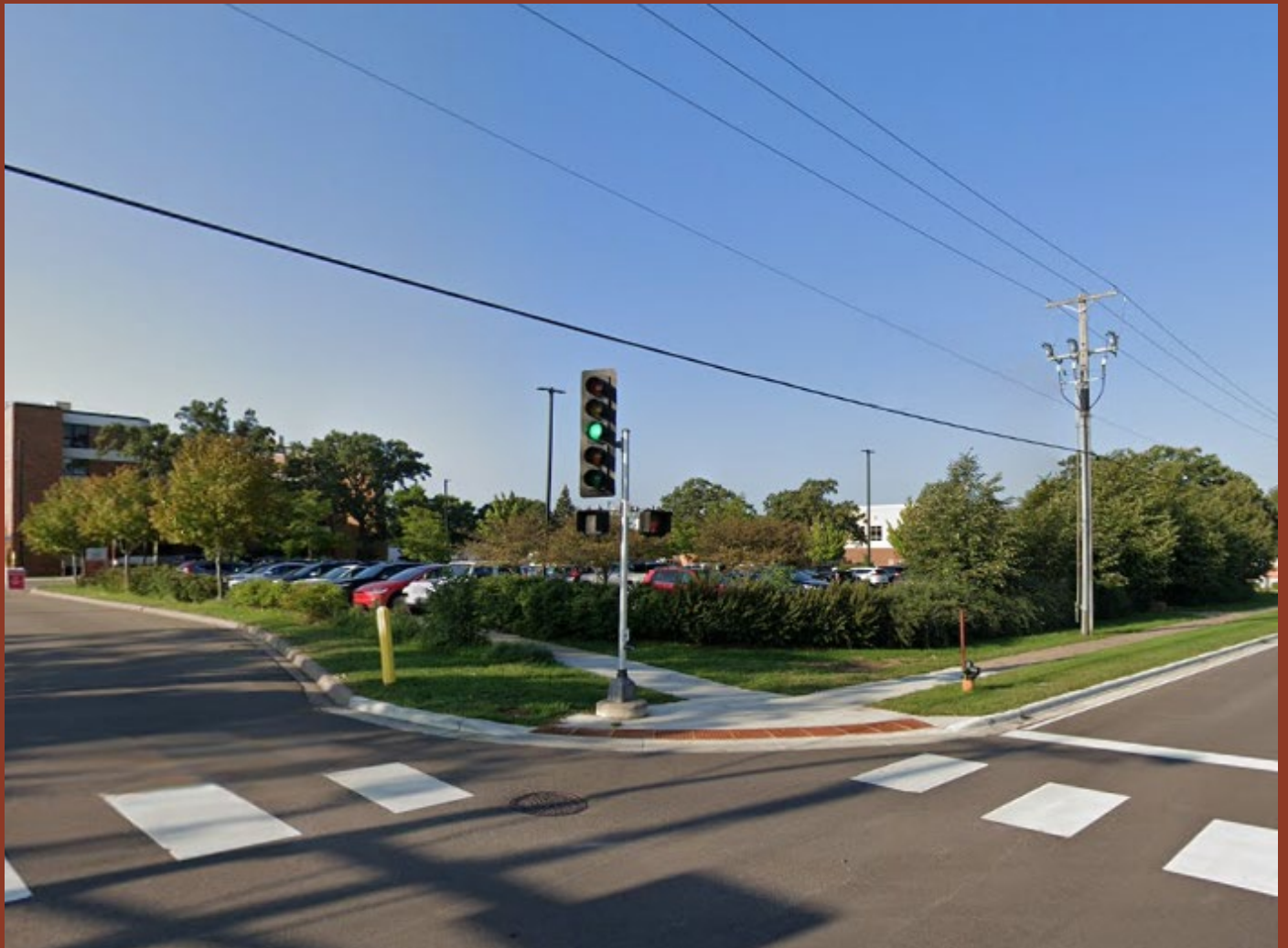




Anoka County Highway System ADA Transition Plan

Updated June 2024



Anoka County

ADA Transition Plan

June 2024

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INTRODUCTION

Transition Plan Need and Purpose

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

- I. Employment
- II. State and local government services
- III. Public accommodations
- IV. Telecommunications
- V. Miscellaneous Provisions

Appendix A of this document includes a glossary of ADA terms that may be used in this document. Title II of the ADA pertains to the programs, activities, and services public entities provide. As a provider of public transportation services and programs, the Anoka County Highway Department (ACHD) must comply with this section of the Act as it specifically applies to public service agencies. Title II of the ADA provides that “...no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.” ([42 USC. Sec. 12132](#))

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

ADA and its Relationship to Other Laws

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

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

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency. Title II of the ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding.

Agency Requirements

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

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

SELF-EVALUATION CONDITION ASSESSMENT

Overview

The Anoka County Highway Department is required, under Title II of the Americans with Disabilities Act (ADA) and [28 CFR 35.105](#), to perform a self-evaluation of its current transportation infrastructure policies, practices, and programs. This self-evaluation will identify what policies and practices impact accessibility and examine how the County implements these policies.

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

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

Summary

In 2017, the Anoka County Highway Department conducted an inventory of pedestrian facilities within its public right of way consisting of the evaluation of the following facilities. With this 2024 update, any infrastructure constructed or refurbished since 2017 was updated in this Plan. Any grievances on previously compliant ramps were also updated. This data is believed to be accurate as of 2024. This Plan includes:

- Pedestrian Ramps at street crossings that include trail or sidewalk facilities. Sidewalks are maintained by the City in which they are located.
- Traffic Control Signal Systems

Pedestrian ramps were assessed and categorized into three condition rating tiers:

Tier 1: largely or entirely compliant - Good

Tier 2: substantially compliant and working well - Fair

Tier 3: several elements are not compliant - Poor

Traffic Control Signal Systems were assessed and categorized into three condition rating tiers.

Condition Rating for Signalized Intersections:

Tier 1: all signal elements for the intersection are essentially or entirely compliant - Good

Tier 2: no more than one signal element for the intersection is non-compliant - Fair

Tier 3: two or more signal elements for the intersection are non-compliant - Poor

A detailed evaluation of how these facilities relate to ADA standards can be found on the County's website (<http://www.anokacountyada.com>) and detailed in Appendix B, which will be updated periodically.

POLICIES AND PRACTICES

Previous Practices

Since adopting the ADA, the Anoka County Highway Department has striven to provide accessible pedestrian features for highway improvement projects. As additional information was made available regarding providing accessible pedestrian features, the ACHD has updated its procedures to accommodate these methods. Recently, more standardized design and construction methods have evolved. This has resulted in the ability of local agencies to receive additional exposure and training on accessible features. This has improved the ACHD's ability to understand available options and to explore the feasibility of implementing accessibility improvements. This information also assists in guiding the development of transition plans.

Policy

The ACHD will inspect, inventory, and plan for any required improvements to facilities located in the public right-of-way to ensure compliance with the ADA. The County's goal is to continue to provide accessible pedestrian design features as part of the County Highway Improvement Plan (CHIP or HIP) projects. The ACHD has established ADA design standards and procedures as detailed in **Appendix C**. These standards and procedures will be updated with nationwide and local best management practices.

The ACHD will consider and respond to all accessibility improvement requests. Requests should be sent to the ADA Coordinator as specified in **Appendix D**. All accessibility improvements deemed reasonable will be scheduled consistent with transportation priorities. The ACHD will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the ACHD jurisdiction are ADA-compliant to the maximum extent feasible.

Maintenance and Snow Removal

Maintenance of pedestrian facilities within the public right of way will continue to follow the policies set forth by the County. The cities are responsible for maintenance and snow removal operations for pedestrian facilities on county highways within each municipality.

The Anoka County Highway Department will maintain and update the facility database to reflect improvements to inventoried facilities.

ADA COORDINATOR

By [28 CFR 35.107\(a\)](#), the ACHD has identified an ADA Title II Coordinator to oversee the ACHD policies and procedures. It is the responsibility of the ADA Coordinator to implement this policy. Contact information for this individual is listed in **Appendix D**.

IMPROVEMENT SCHEDULE

Priority Areas

A tier system that categorizes the level of compliance for pedestrian ramps and signal systems was developed to assist the ACHD with prioritizing limited funds to improve its pedestrian facilities.

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

External Agency Coordination

Many other agencies are responsible for pedestrian facilities within the jurisdiction of Anoka County, including the Minnesota Department of Transportation (MNDOT), multiple Cities and townships, and transit providers such as Metro Transit. The ACHD will coordinate with those agencies to assist in facilitating the elimination of accessibility barriers along their routes and associated with their services.

Schedule Goals

The ACHD has set the following schedule goals for improving the accessibility of its pedestrian facilities within the County jurisdiction:

- Traffic signal pedestrian features will be addressed through the Highway Improvement

Plan (HIP)

- Facilities with condition ratings in Tier 2. These facilities are considered serviceable and do not need immediate action. Improvements for these facilities will be addressed in conjunction with adjacent highway improvement projects. ACHD staff will use the HIP to coordinate these improvements.
- Facilities with condition ratings in Tier 3. Any of these facilities identified as an existing hazard or compliance issue that ACHD staff believes needs to be addressed by a set date shall have a work order initiated or be incorporated into a project in the HIP.

IMPLEMENTATION SCHEDULE

Methodology

The ACHD will utilize two methods for upgrading pedestrian facilities to the current ADA standards. The scheduled Highway Improvement Plan projects are the first and most comprehensive of the two methods. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. The second method includes standalone sidewalk and ADA accessibility improvement projects. These projects will be incorporated into the Highway Improvement Plan on a case-by-case basis as determined by ACHD staff or may be completed by internal county forces or cities that maintain the facilities. The Highway Improvement Plan includes a detailed schedule and budget for specific improvements.

PUBLIC OUTREACH

The ACHD recognizes that public participation is essential in developing this plan. Input from the community has been gathered and used to help define priority areas for improvements within the jurisdiction of Anoka County. The County has maintained materials on the County Website since the Plan's creation in 2017 and updated with this 2024 Plan Update. Materials are included in **Appendix F**.

GRIEVANCE PROCEDURE

Under the Americans with Disabilities Act, each agency must publish its responsibilities regarding the ADA. This public notice is provided in **Appendix G** and is available at [Anoka ADA Legal Notice](#). If users of Anoka County Highway department facilities and services believe the County has not provided reasonable accommodation, they have the right to file a grievance.

Per 28 CFR 35.107(b), the ACHD has developed a grievance procedure for the prompt and equitable resolution of citizens' complaints, concerns, comments, and other grievances. This grievance procedure is outlined in **Appendix H**, with a Complaint Form in **Appendix I**. The complaint form can also be found on the County's [website](#).

MONITOR THE PROGRESS

This document, including the Appendices, will be updated as conditions within the County evolve. For plan updates, a public comment period will be established to continue the public outreach regarding the ADA accessibility of highway department facilities.

A facilities review was conducted in 2024. Infrastructure updated after this time may not be reflected in this Plan update.

APPENDICES

- A. Glossary of Terms**
- B. Self-Evaluation**
- C. Agency ADA Design Standards and Procedures**
- D. ADA Coordinator**
- E. Prioritization Summary**
- F. Public Outreach Materials**
- G. ADA Public Notice**
- H. Grievance Procedure**
- I. Complaint Form**

Appendix A – Glossary of Terms

ABA: See Architectural Barriers Act.

ACHD: Anoka County Highway Department

ADA: See Americans with Disabilities Act.

ADA Transition Plan: Anoka County Highway Department’s transportation system plan identifies accessibility needs, the process to fully integrate accessibility improvements into the Highway Improvement Plan, and ensures all transportation facilities, services, programs, and activities are accessible to all individuals.

ADAAG: See Americans with Disabilities Act Accessibility Guidelines.

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

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

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

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

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

APS: See Accessible Pedestrian Signal.

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

Highway Improvement Plan (HIP): The HIP includes an annual capital budget and a five-year plan for funding construction projects on the County’s transportation system.

Condition Rating for Pedestrian Curb Ramps

- Tier 1: largely or fully compliant – Good
- Tier 2: substantially compliant and working well – Fair
- Tier 3: several elements are non-compliant – Poor

Condition Rating for Signalized Intersections

- Tier 1: all signal elements for intersection are largely or fully compliant – Good
- Tier 2: no more than one signal element for intersection is non-compliant – Fair
- Tier 3: two or more signal elements for intersection are non-compliant – Poor

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

DOJ: See United States Department of Justice

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

FHWA: See Federal Highway Administration

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

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

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

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

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

Uniform Accessibility Standards (UFAS): Accessibility standards that all federal agencies are

required to meet that include scoping and technical specifications.

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

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

Appendix B – Self-Evaluation

Details of the condition assessment of the traffic signals and pedestrian facilities adjacent to roadway corridors can be found on the County’s ADA Transition Plan webpage:

<http://www.anokacountyada.com>

A summary of the condition assessment is also included on the following pages.

Anoka County



ADA Transition Plan

Pedestrian Curb Ramps

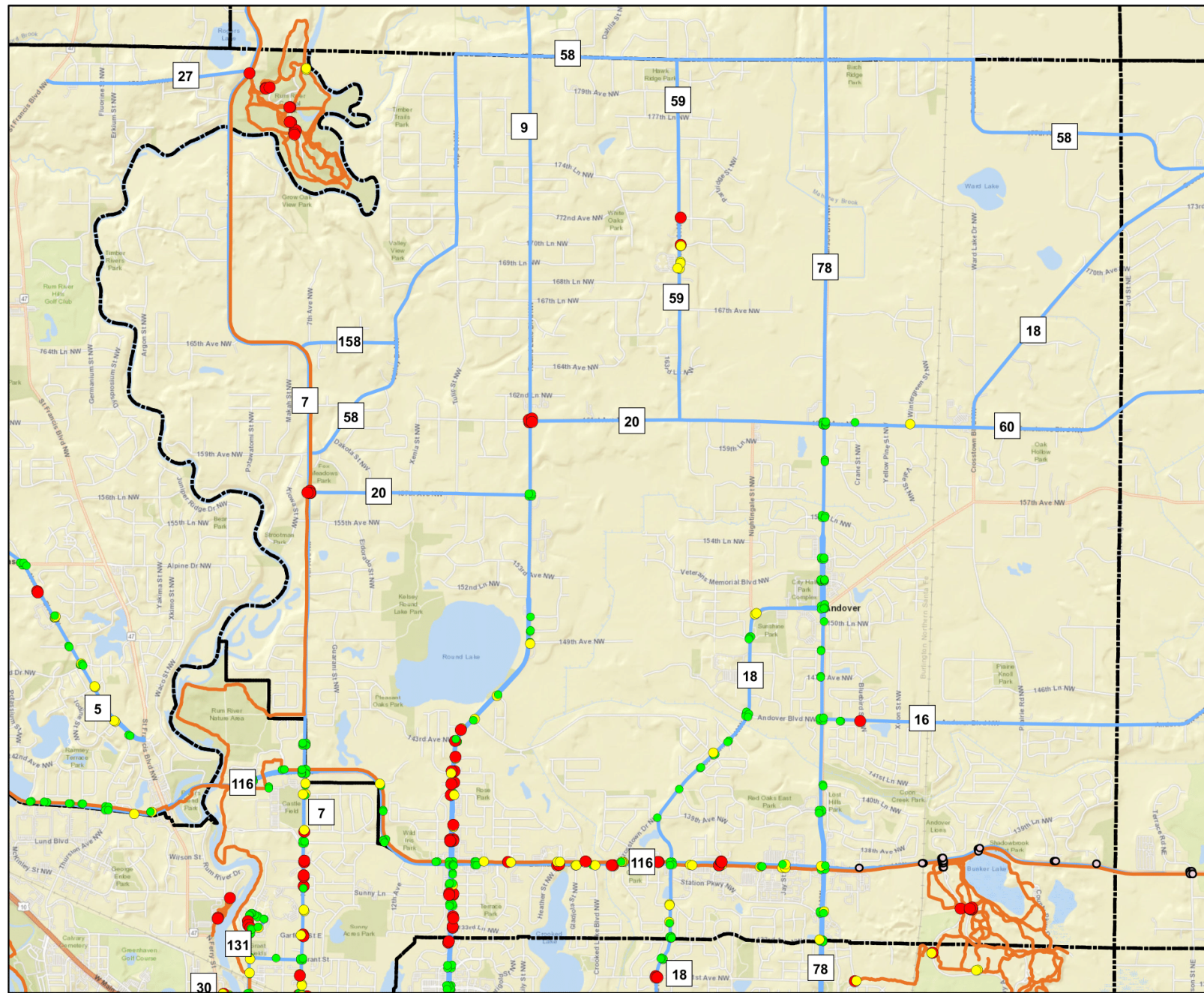
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



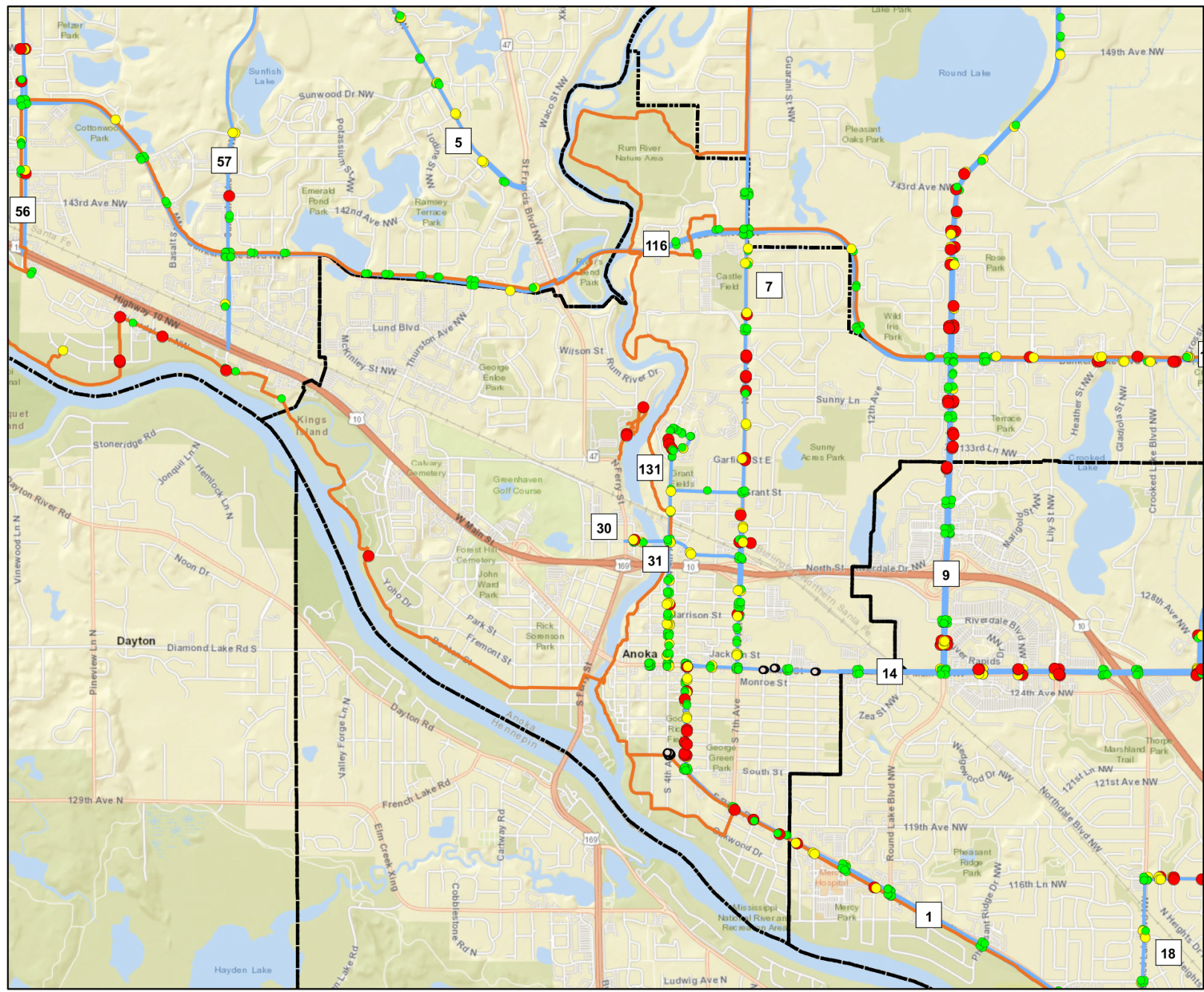
City of Andover

Figure 1
May 2024










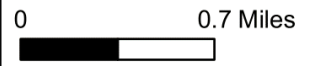
ADA Transition Plan

Pedestrian Curb Ramps



Legend

-  Tier 1 - Good
-  Tier 2 - Fair
-  Tier 3 - Poor
-  Unverified
-  County Roads
-  Trails
-  Boundary



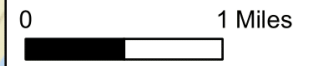
City of Anoka

Figure 2
May 2024

Pedestrian Curb Ramps

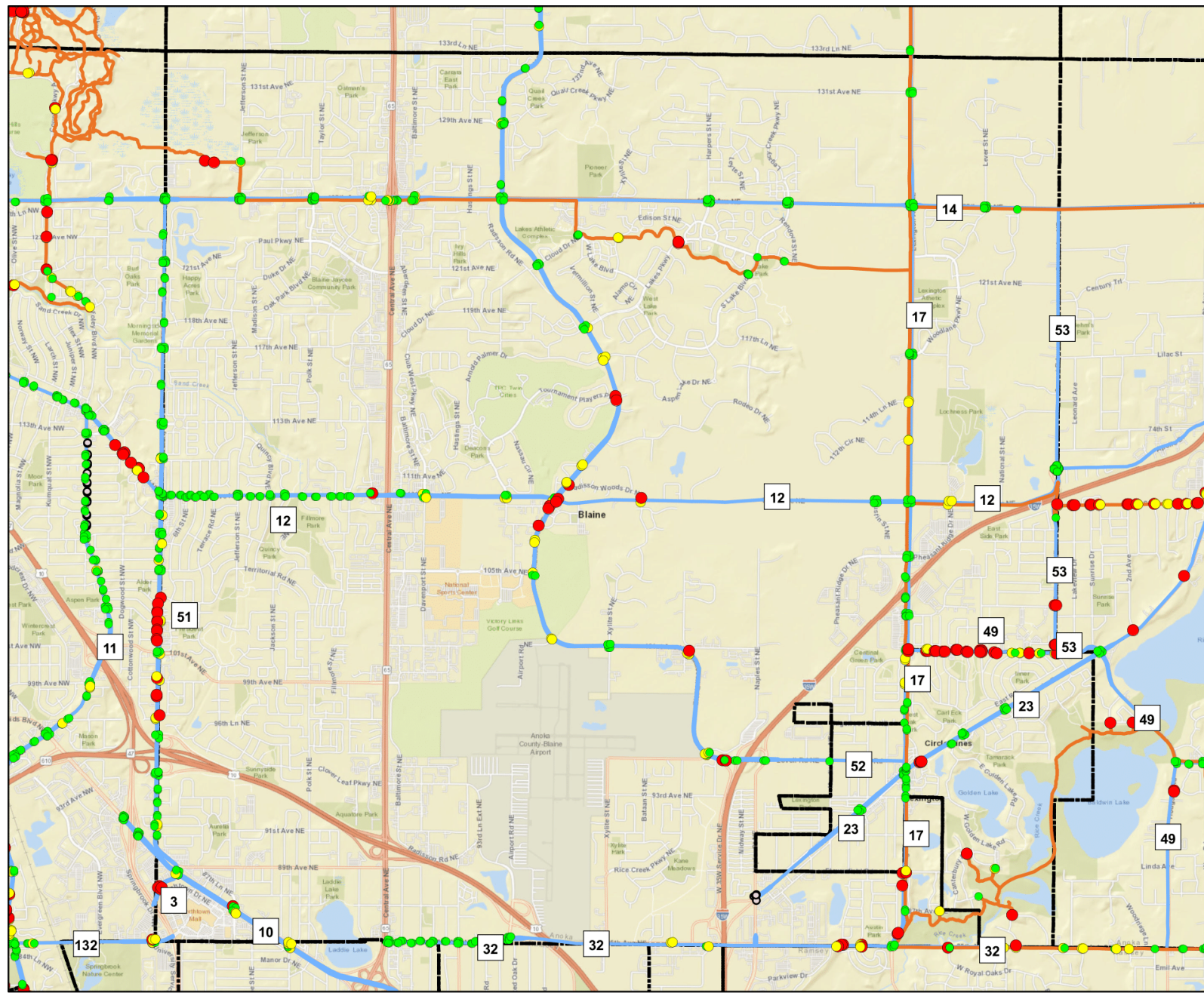
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Blaine

Figure 3 May 2024



Anoka County

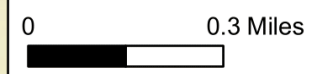


ADA Transition Plan

Pedestrian Curb Ramps

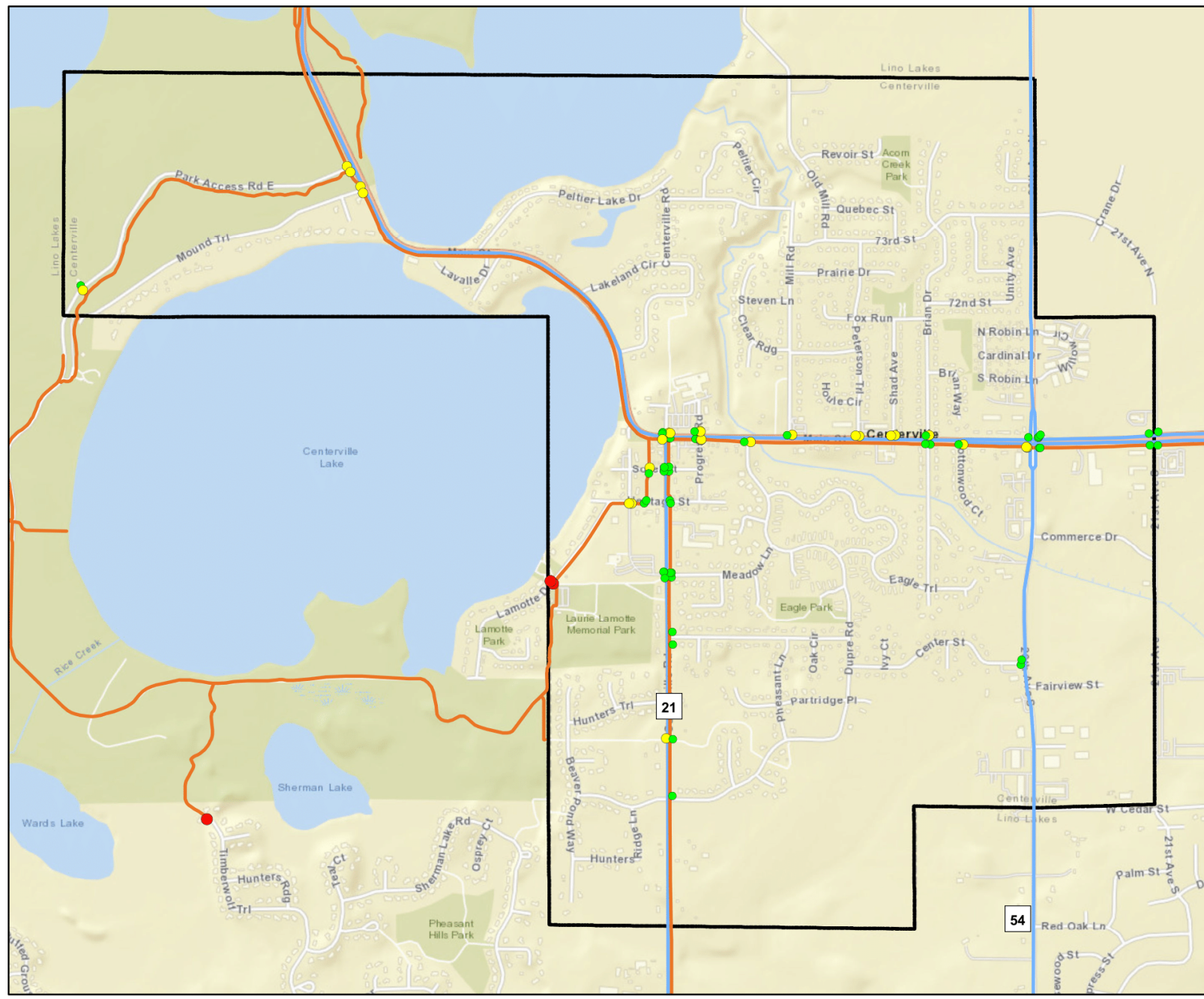
Legend

- Tier 1 - Good (Green dot)
- Tier 2 - Fair (Yellow dot)
- Tier 3 - Poor (Red dot)
- Unverified (White circle)
- County Roads (Blue line)
- Trails (Orange line)
- Boundary (Black dashed line)



City of Centerville

Figure 4
May 2024



Anoka County

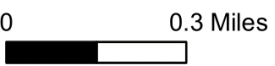


ADA Transition Plan

Pedestrian Curb Ramps

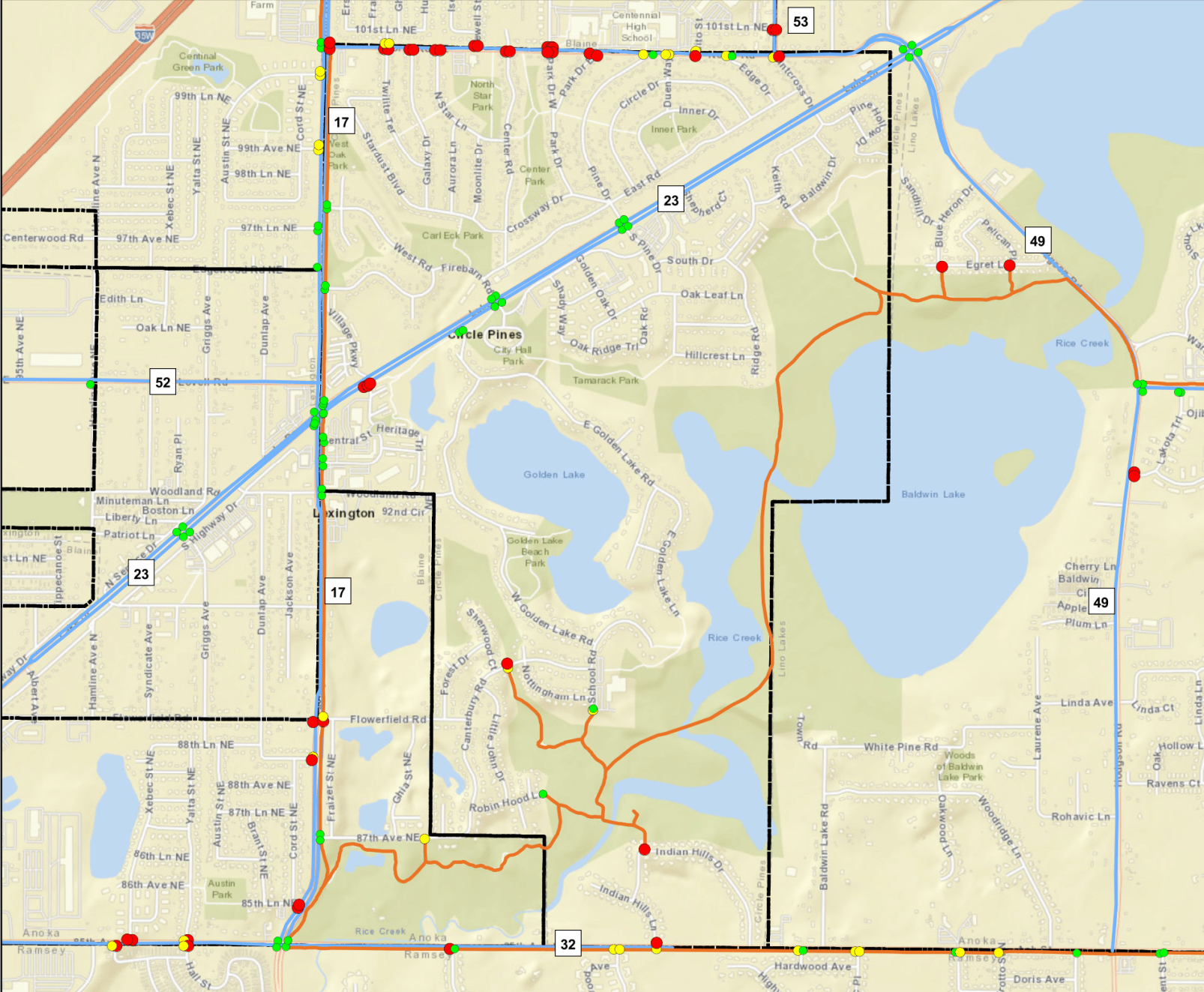
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Circle Pines

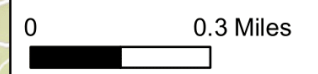
Figure 5
May 2024



Pedestrian Curb Ramps

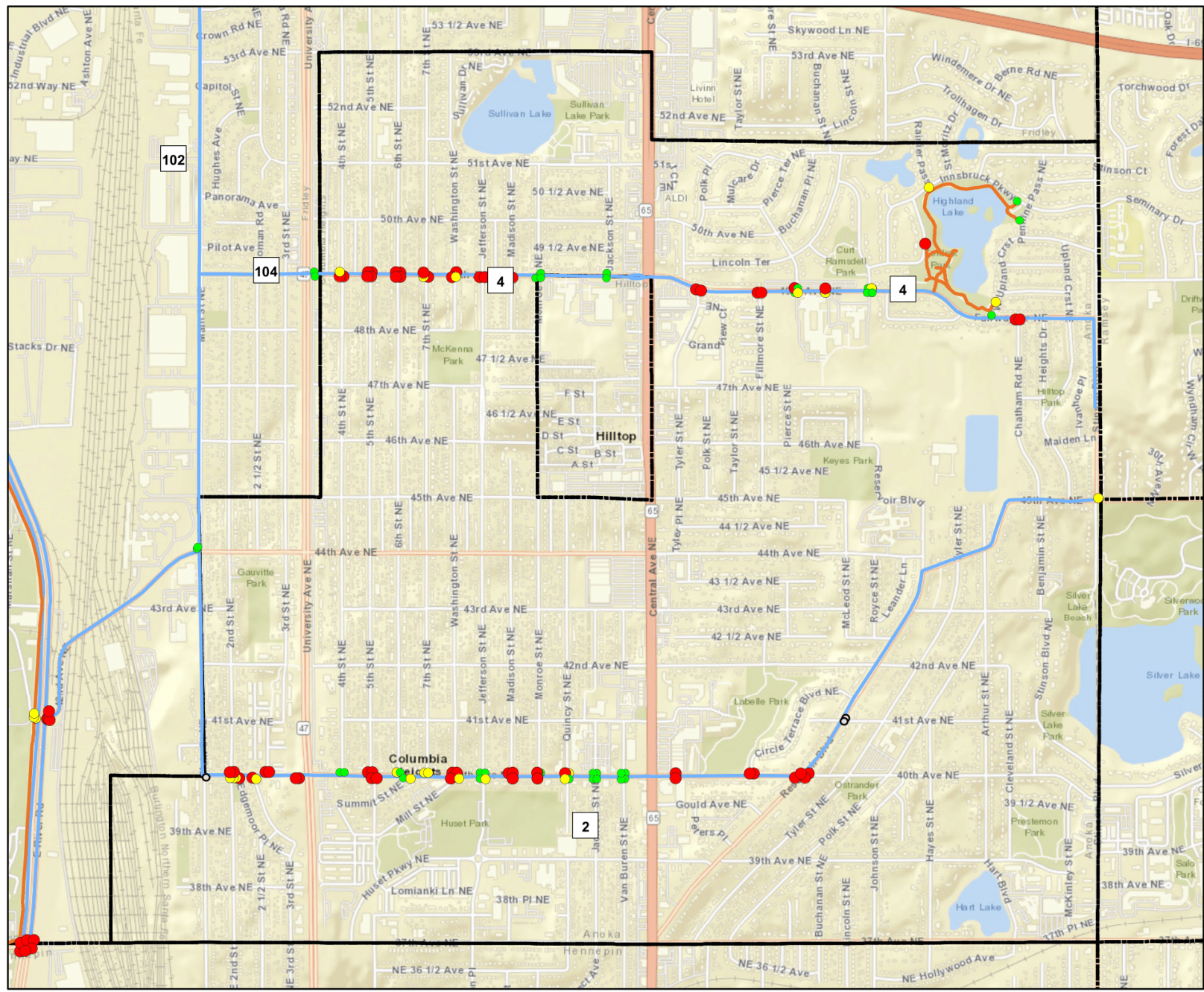
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Columbia Heights

**Figure 6
May 2024**



Anoka County

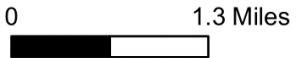


ADA Transition Plan

Pedestrian Curb Ramps

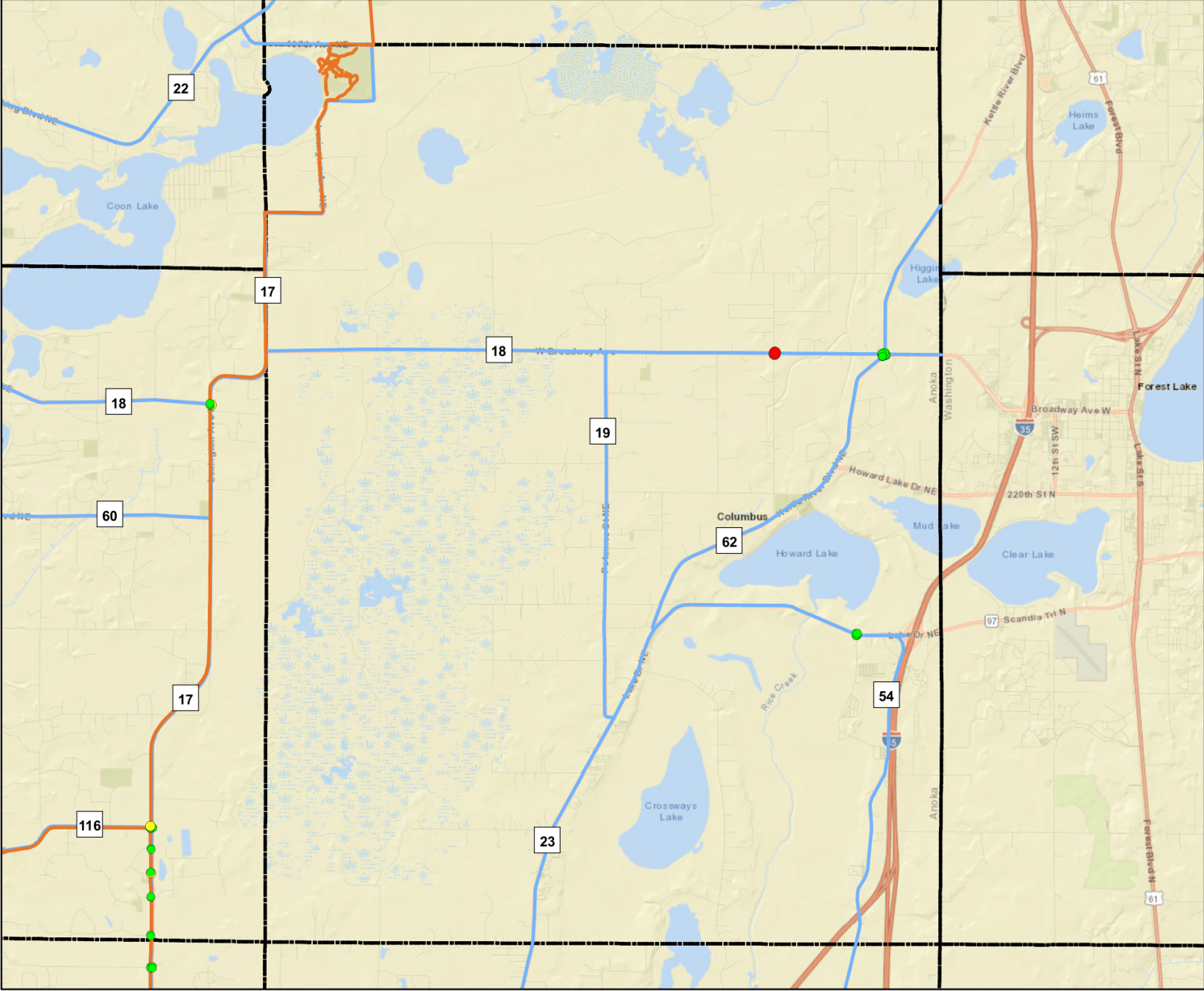
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Columbus

Figure 7
May 2024



Anoka County



ADA Transition Plan

Pedestrian Curb Ramps

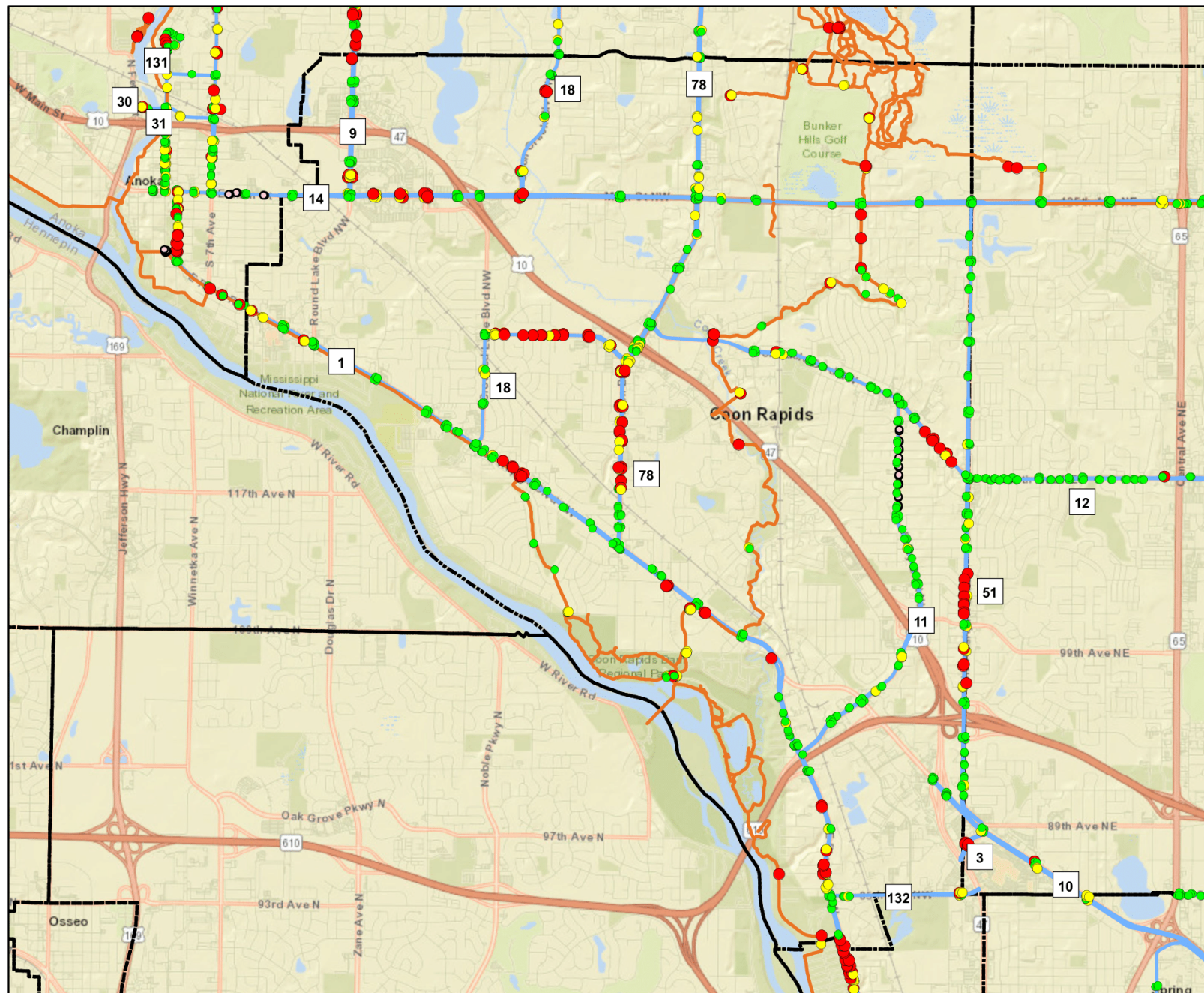
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Coon Rapids

Figure 8
May 2024



Anoka County

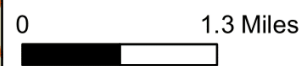


ADA Transition Plan

Pedestrian Curb Ramps

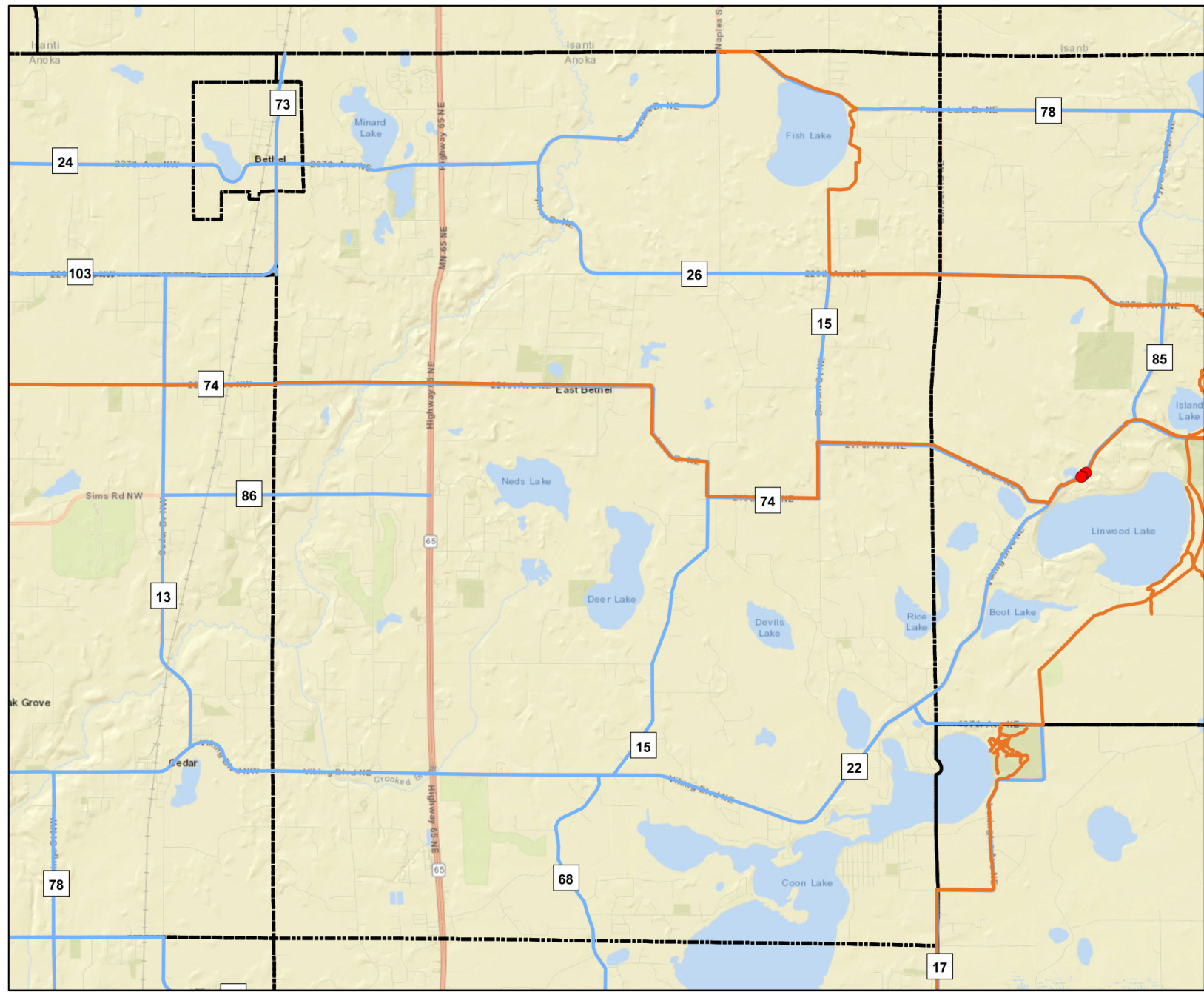
Legend

- Tier 1 - Good (Green dot)
- Tier 2 - Fair (Yellow dot)
- Tier 3 - Poor (Red dot)
- Unverified (White circle with black outline)
- County Roads (Blue line)
- Trails (Orange line)
- Boundary (Dashed black line)



City of East Bethel

Figure 9
May 2024

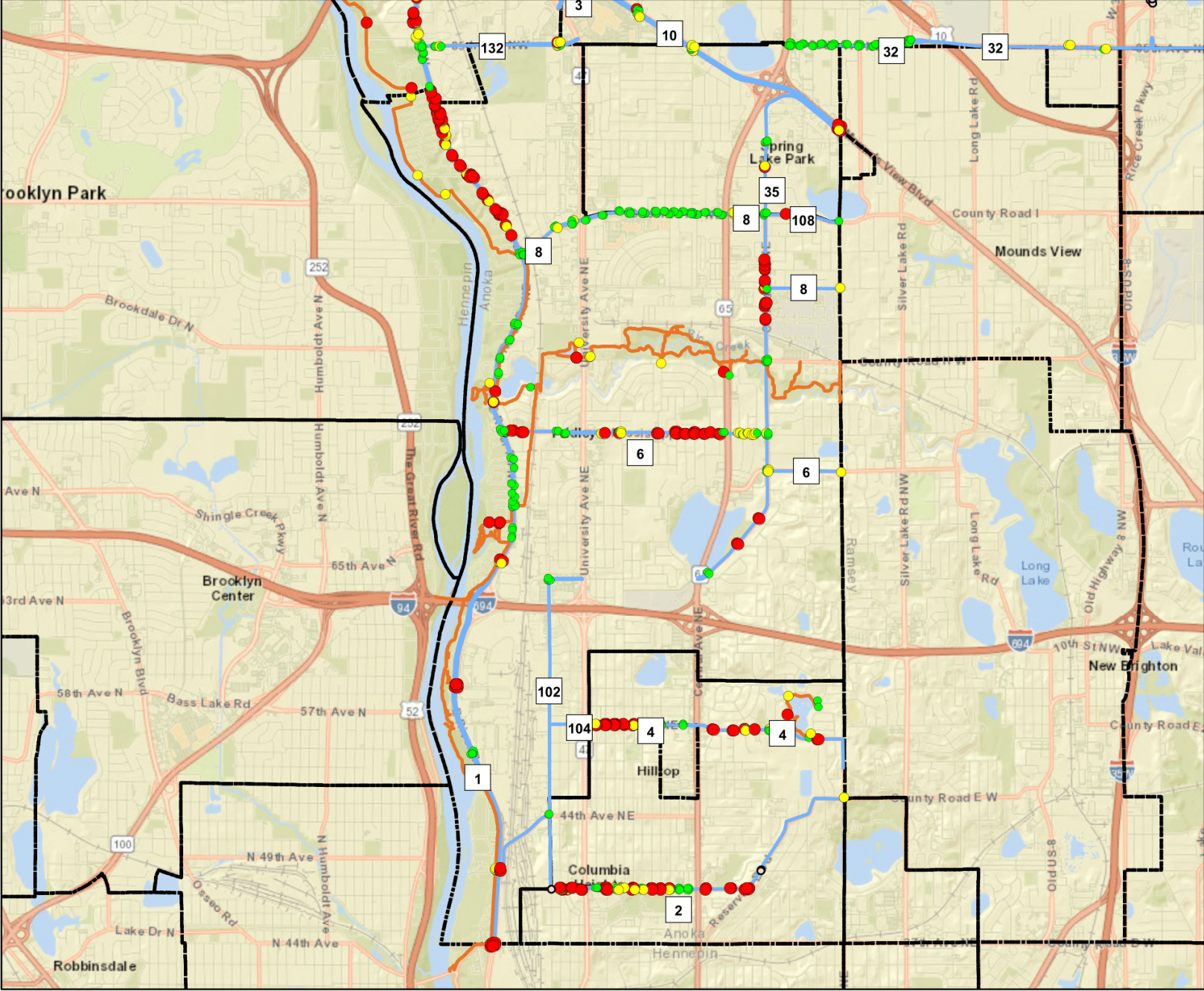


Anoka County



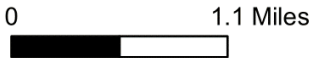
ADA Transition Plan

Pedestrian Curb Ramps



Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- - - Boundary



City of Fridley

Figure 10
May 2024



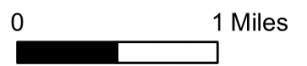


ADA Transition Plan

Pedestrian Curb Ramps

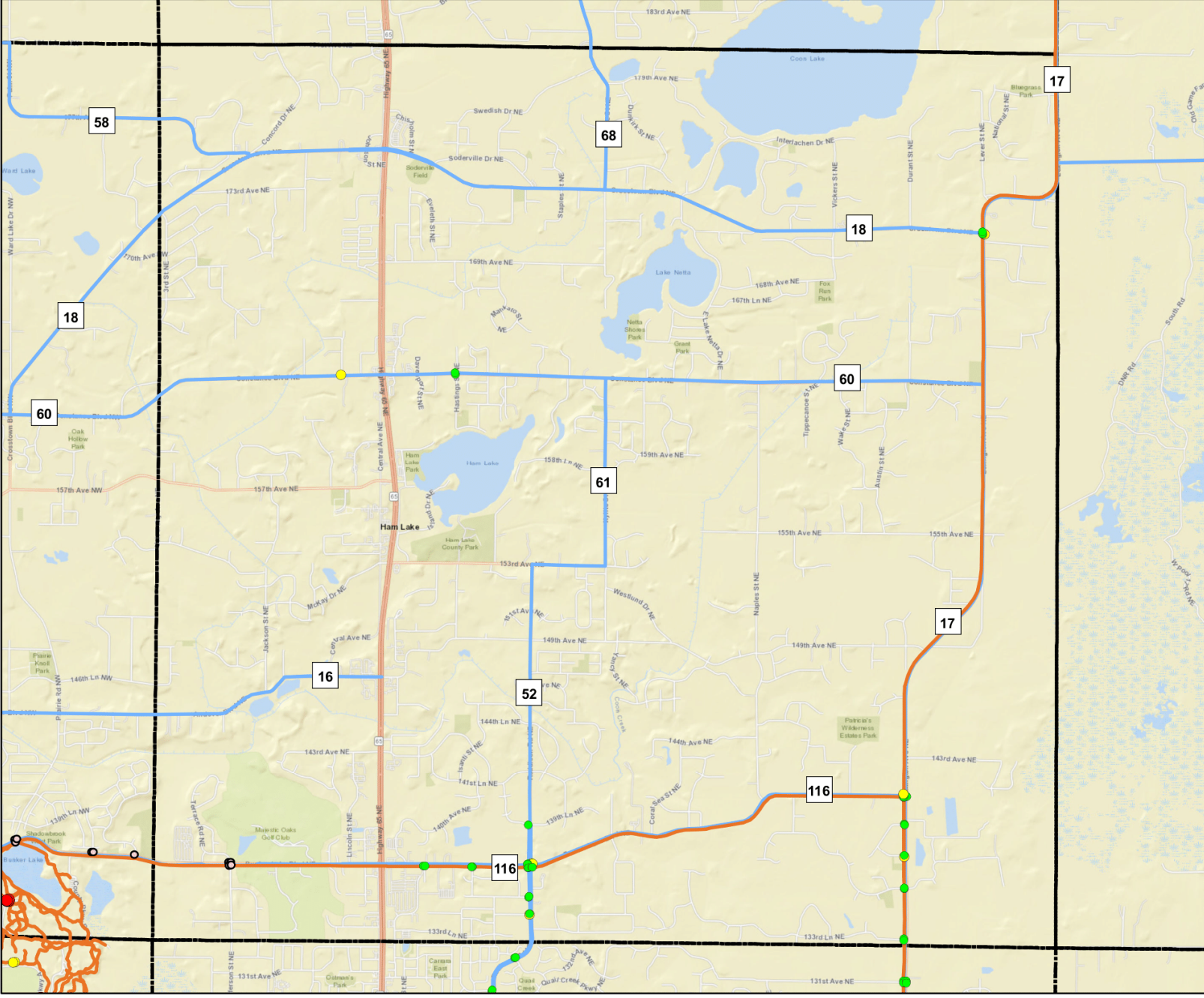
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Ham Lake

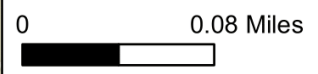
Figure 11
May 2024



Pedestrian Curb Ramps

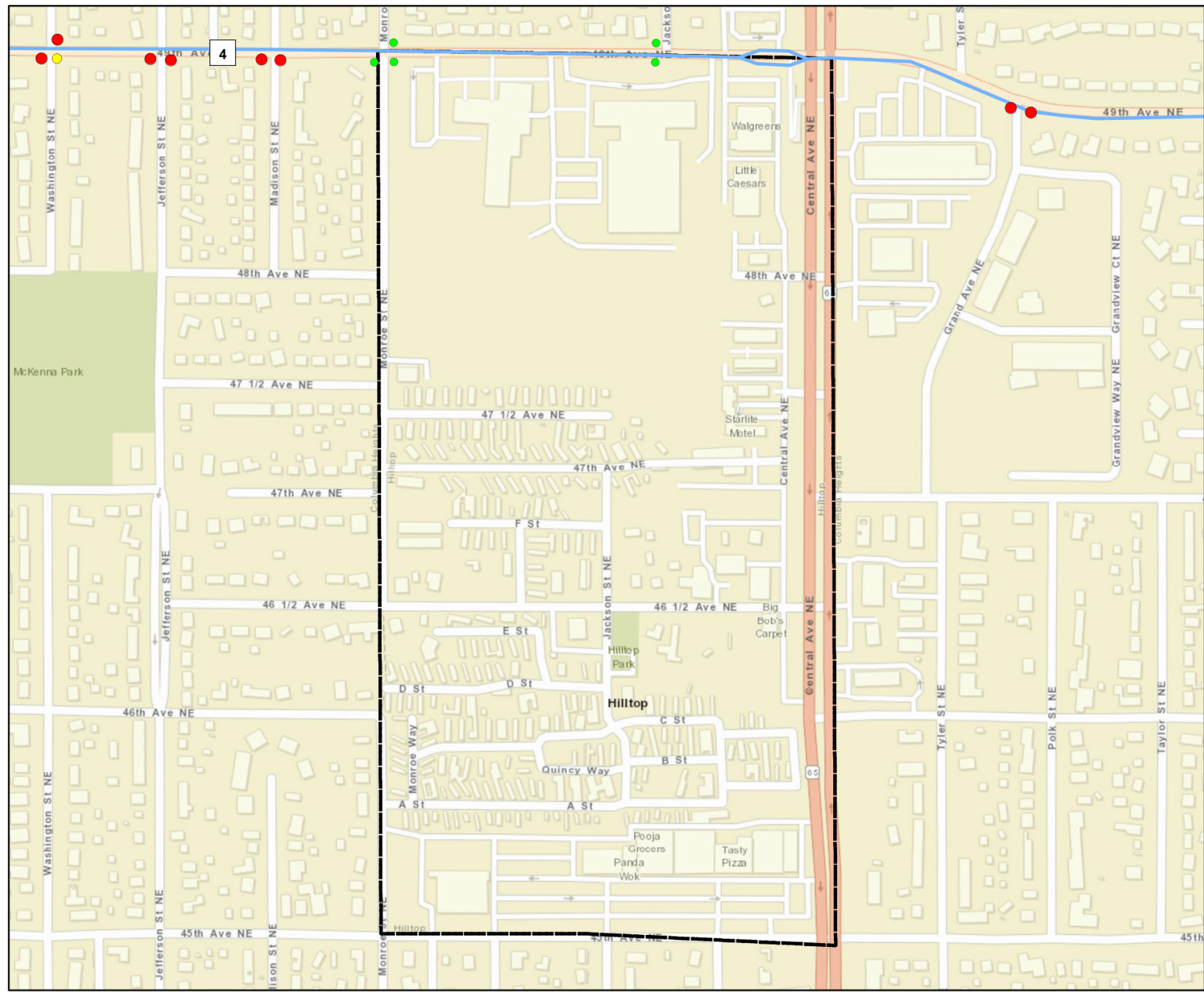
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Hilltop

**Figure 12
May 2024**

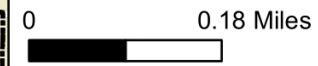


ADA Transition Plan

Pedestrian Curb Ramps

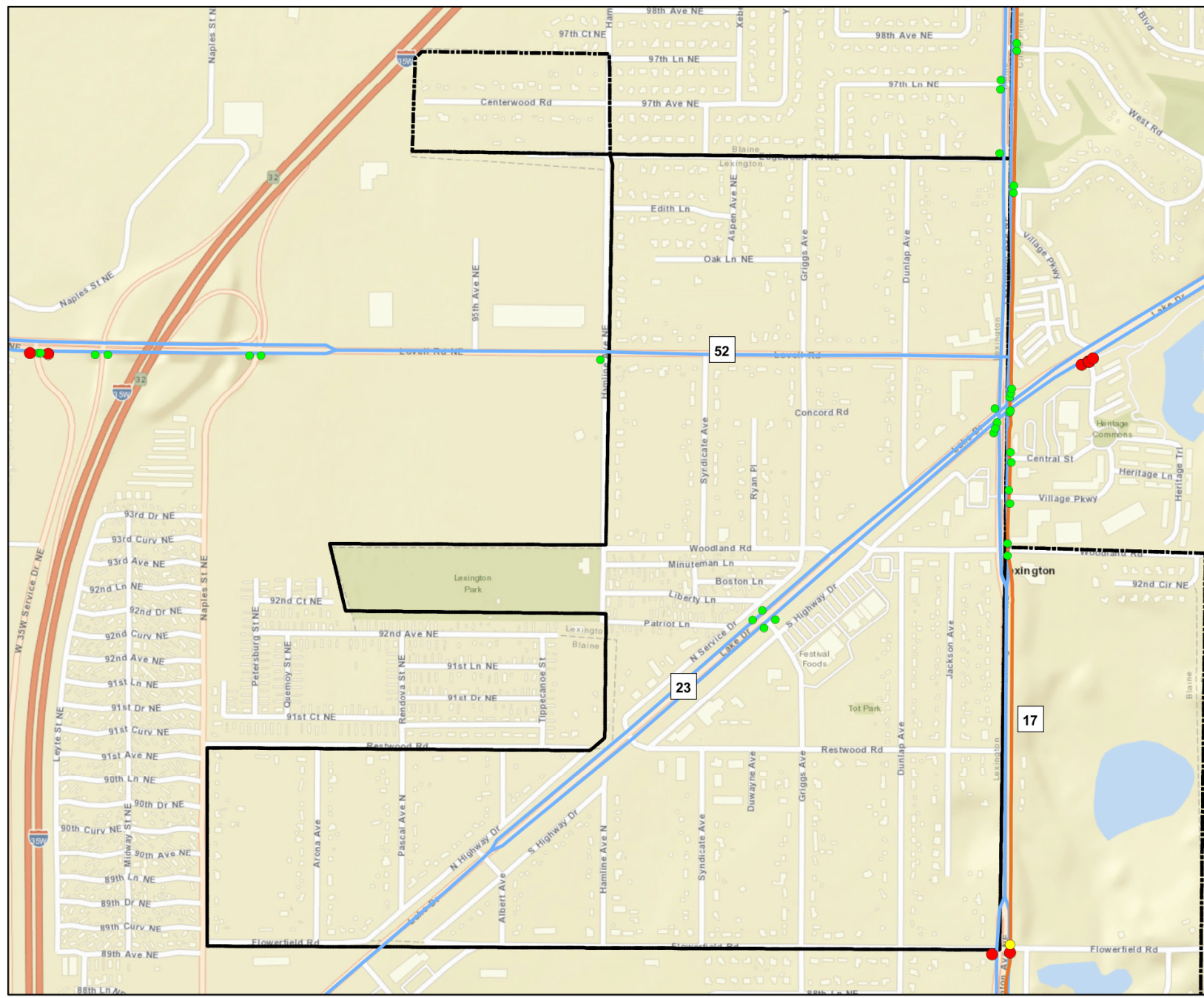
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- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary










City of Lexington

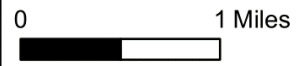
Figure 13
May 2024



Pedestrian Curb Ramps

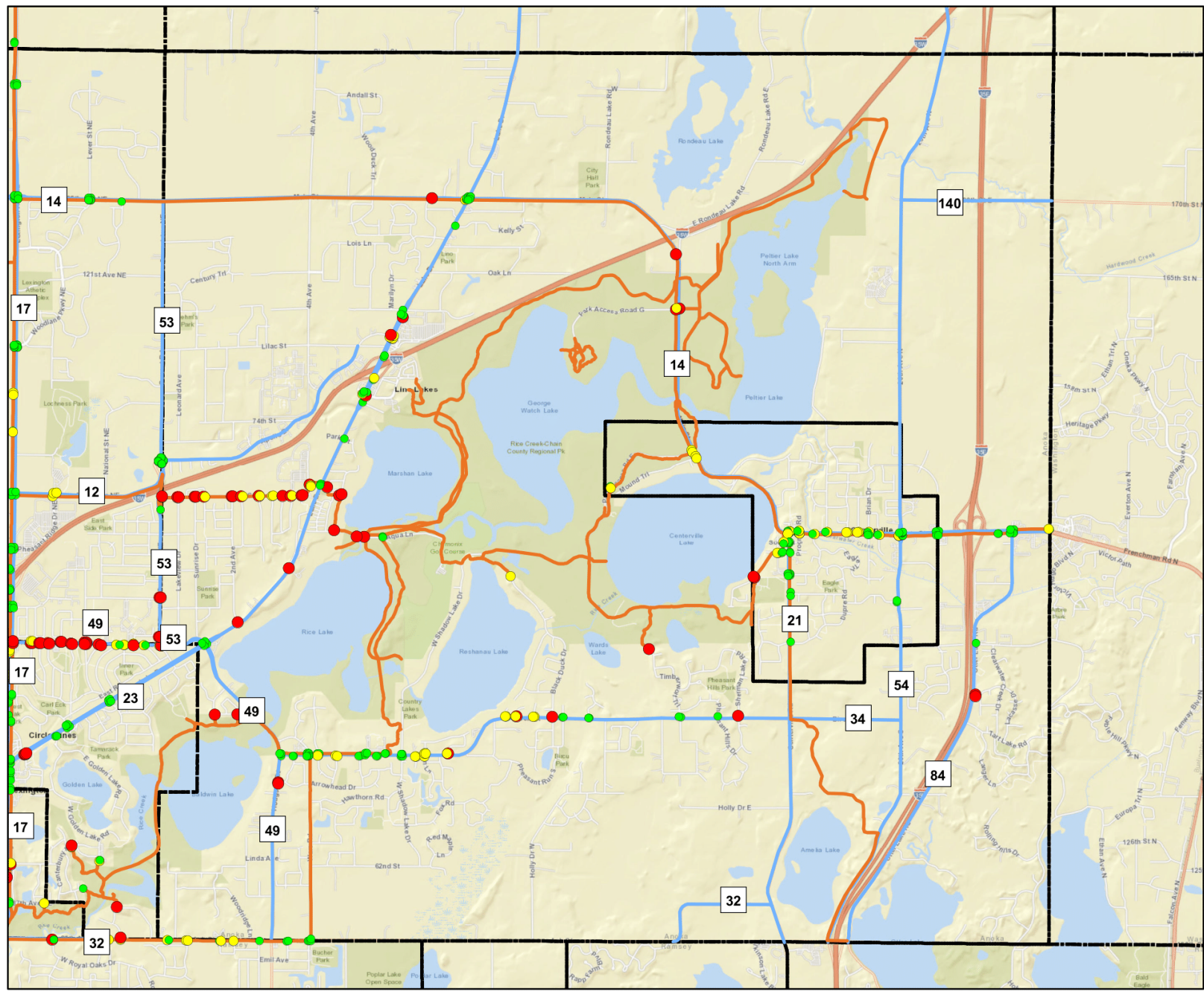
Legend

-  Tier 1 - Good
-  Tier 2 - Fair
-  Tier 3 - Poor
-  Unverified
-  County Roads
-  Trails
-  Boundary



City of Lino Lakes

Figure 14
May 2024



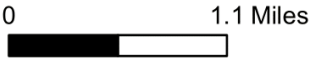


ADA Transition Plan

Pedestrian Curb Ramps

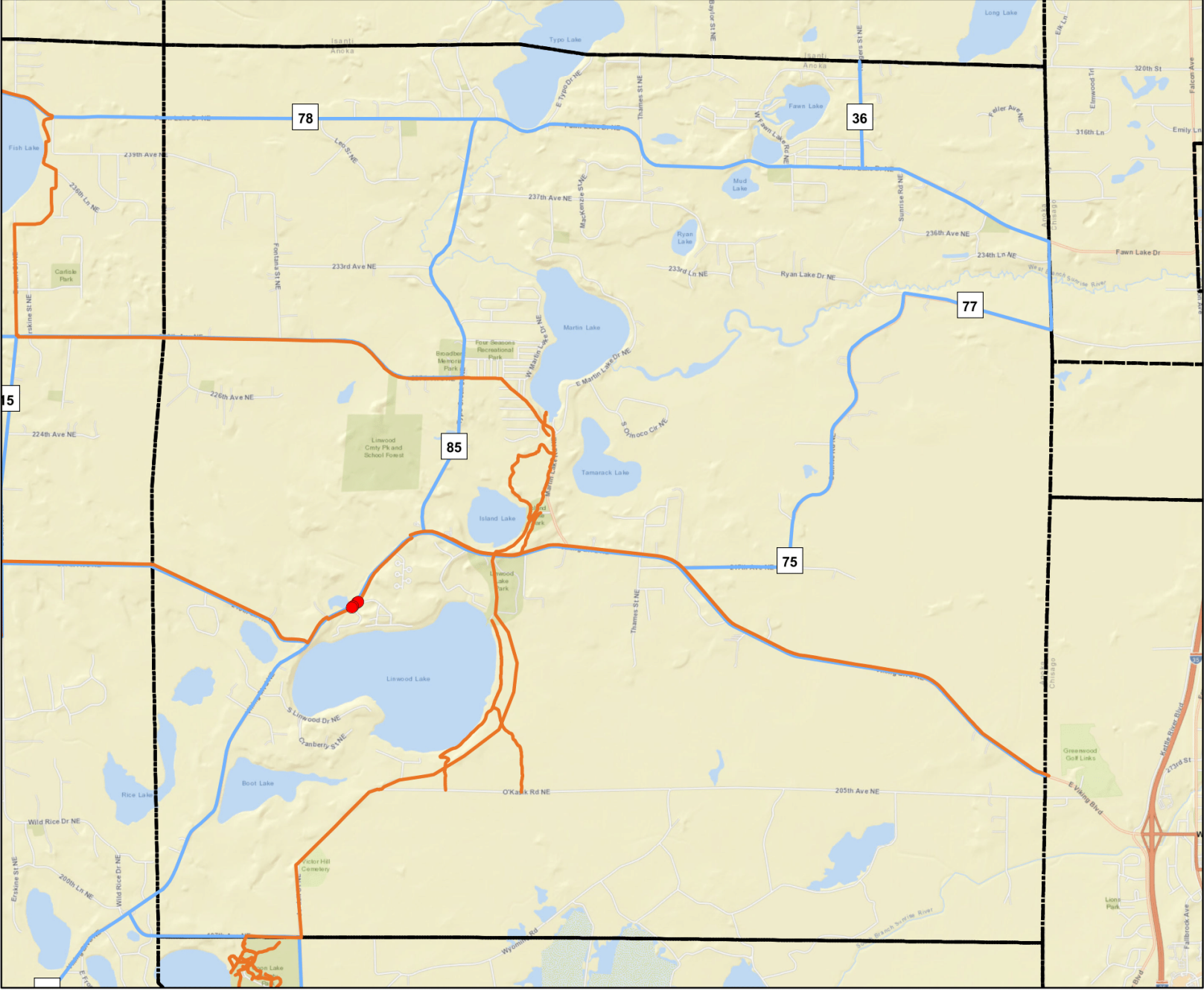
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- Tier 1 - Good
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- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Linwood

Figure 15
May 2024



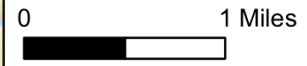


ADA Transition Plan

Pedestrian Curb Ramps

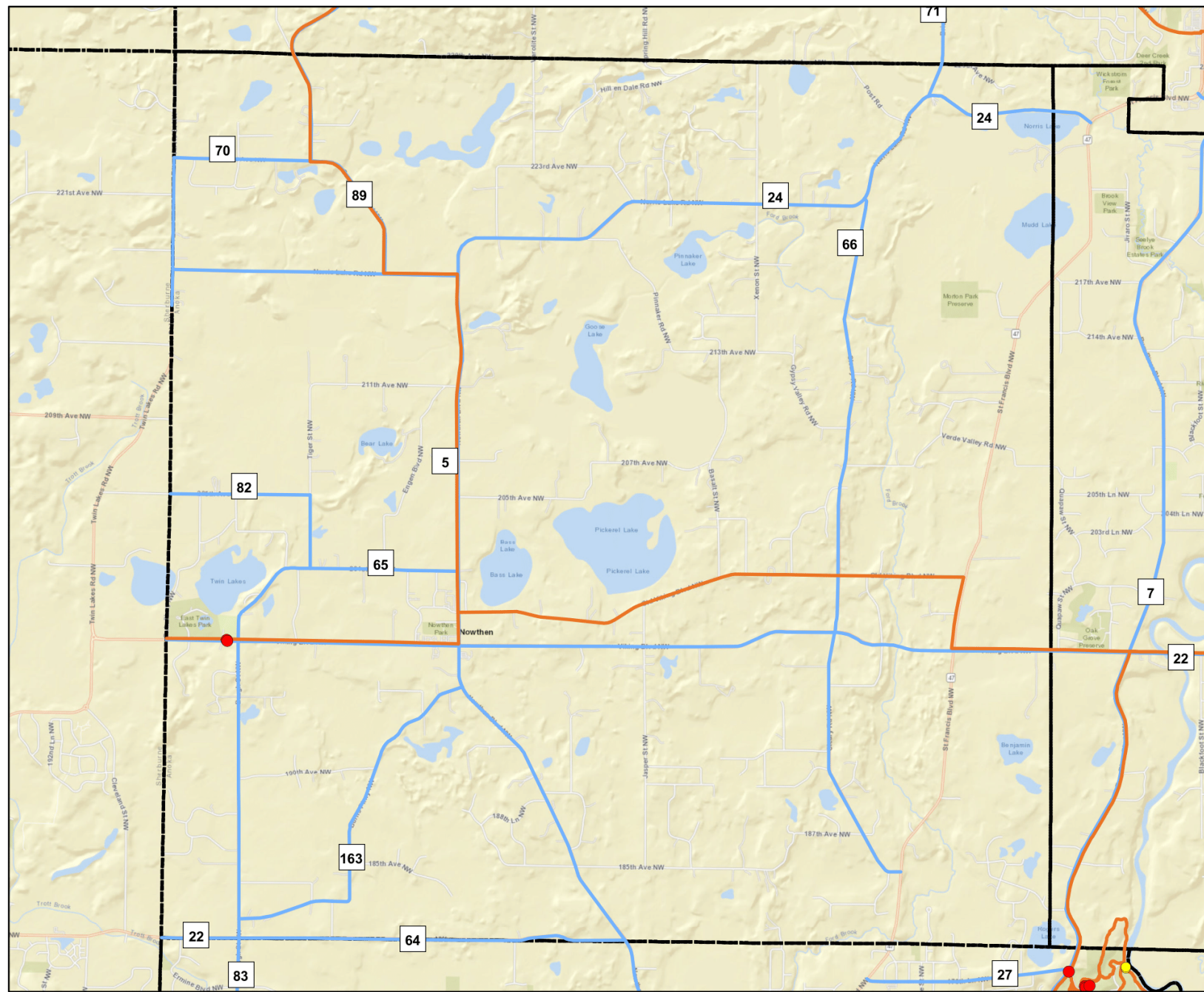
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Nowthen

Figure 16
May 2024



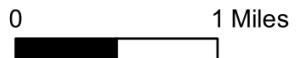


ADA Transition Plan

Pedestrian Curb Ramps

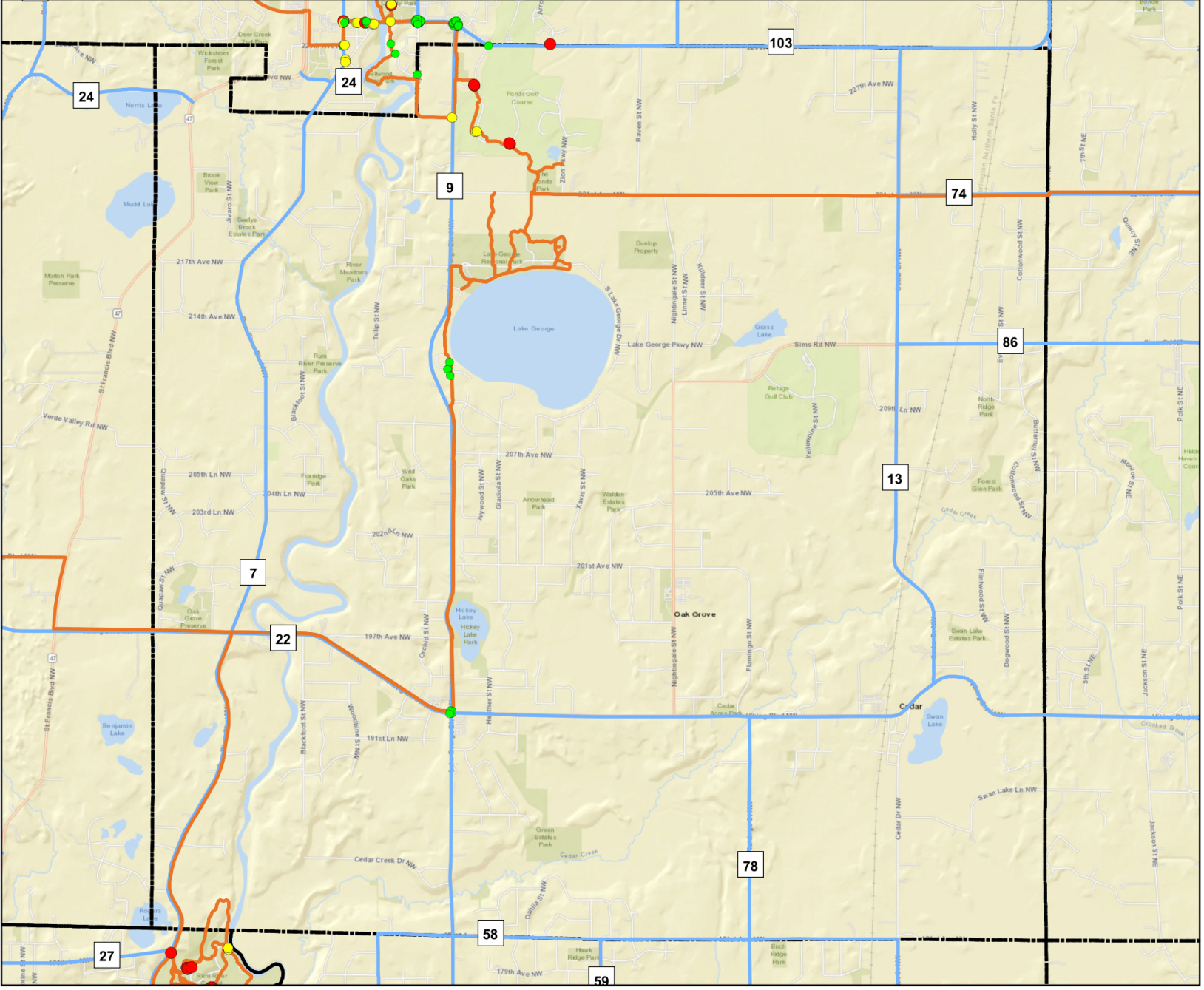
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Oak Grove

Figure 17
May 2024



ADA Transition Plan

Pedestrian Curb Ramps

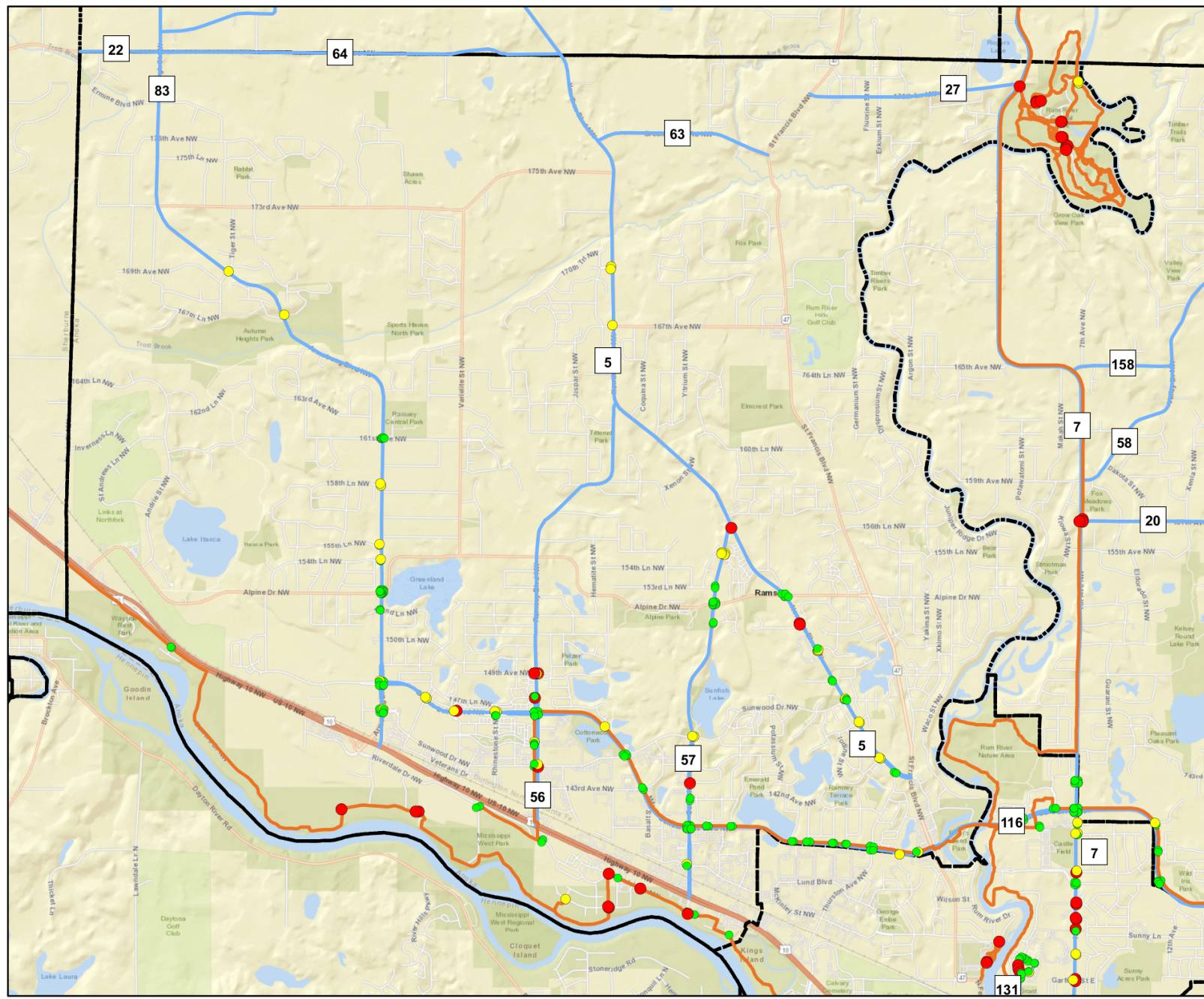
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Ramsey

Figure 18
May 2024



Anoka County

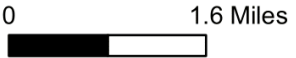


ADA Transition Plan

Pedestrian Curb Ramps

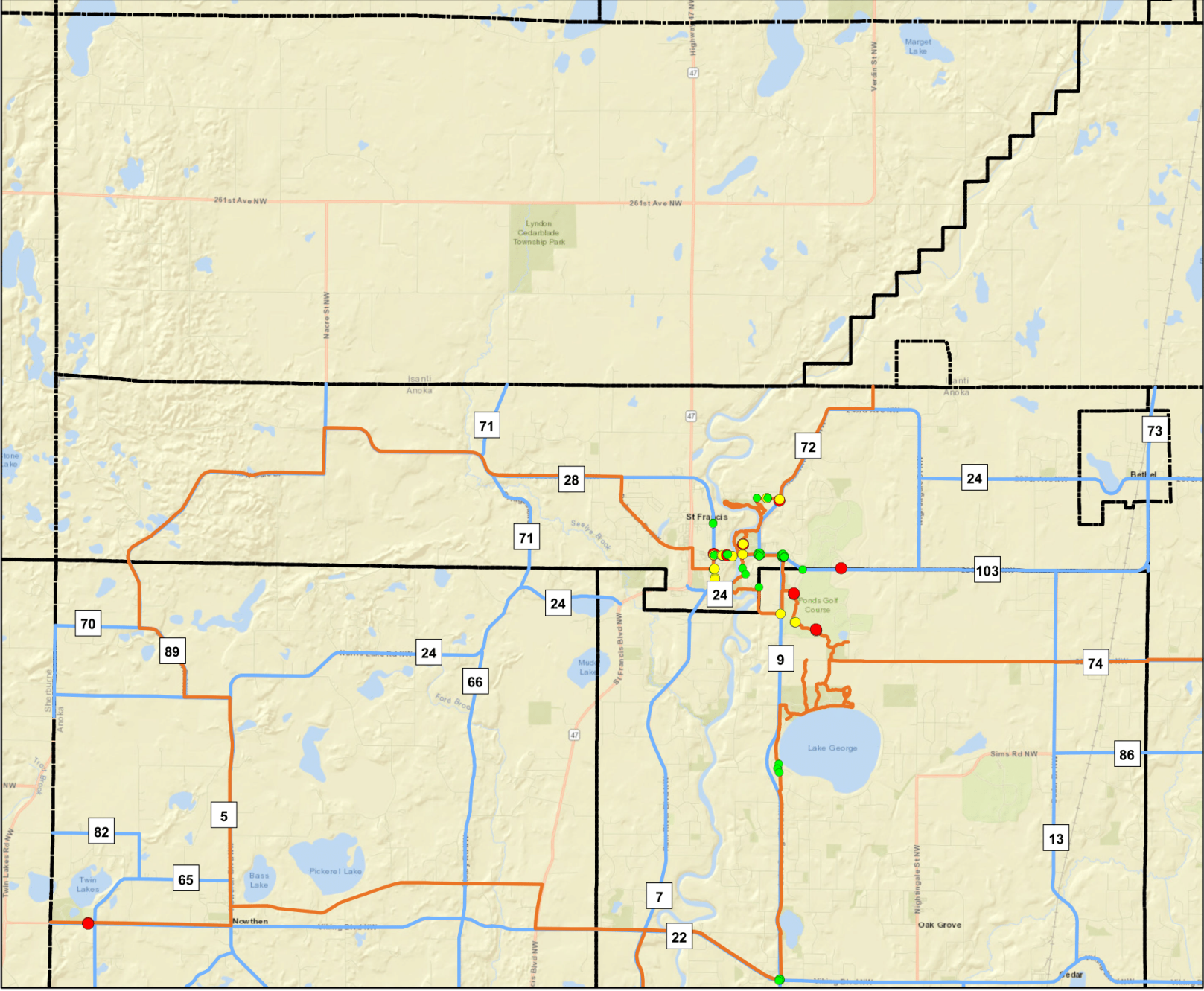
Legend

- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- ▭ Boundary



City of Saint Francis

Figure 19
May 2024



Anoka County

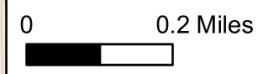


ADA Transition Plan

Pedestrian Curb Ramps

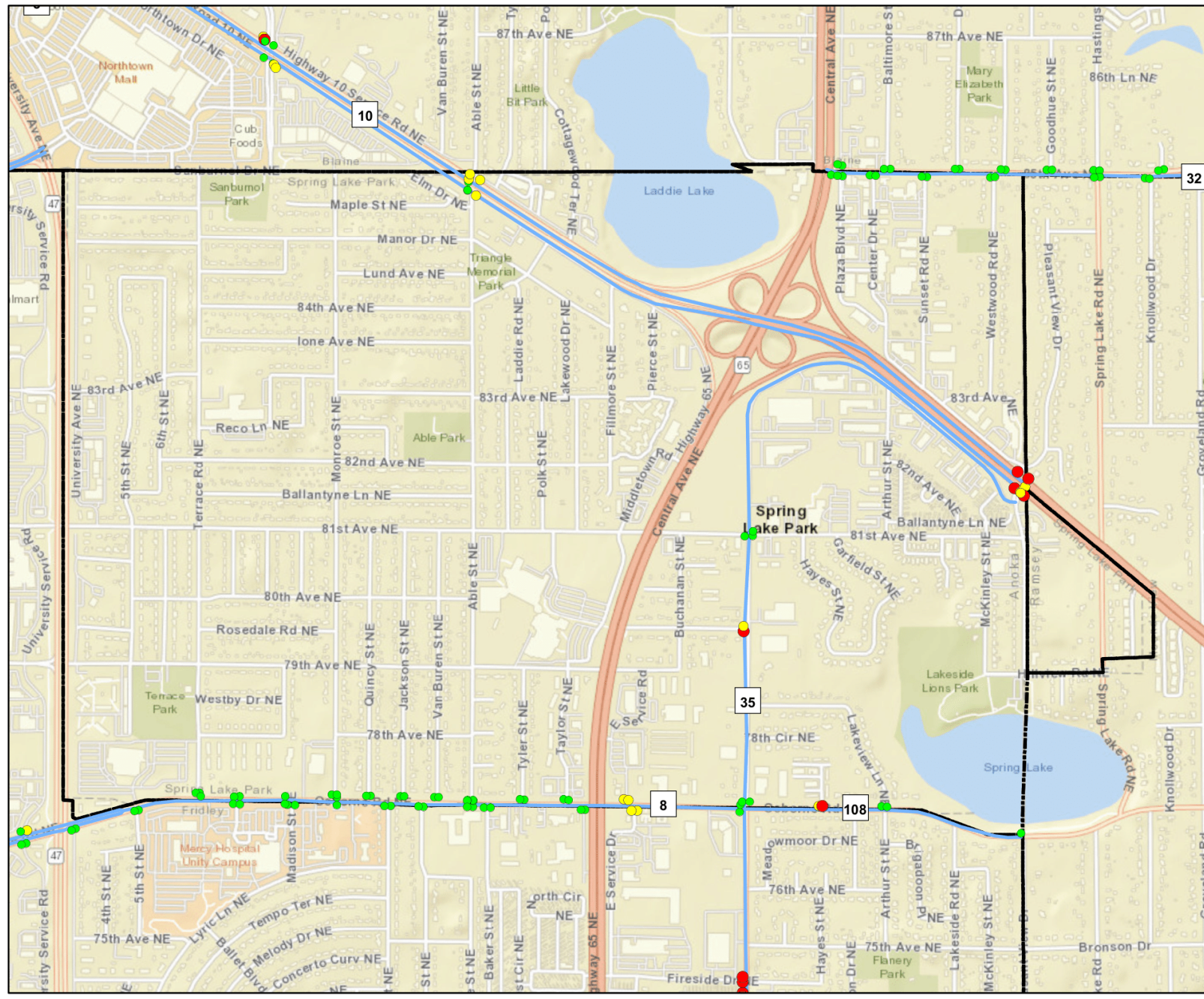
Legend

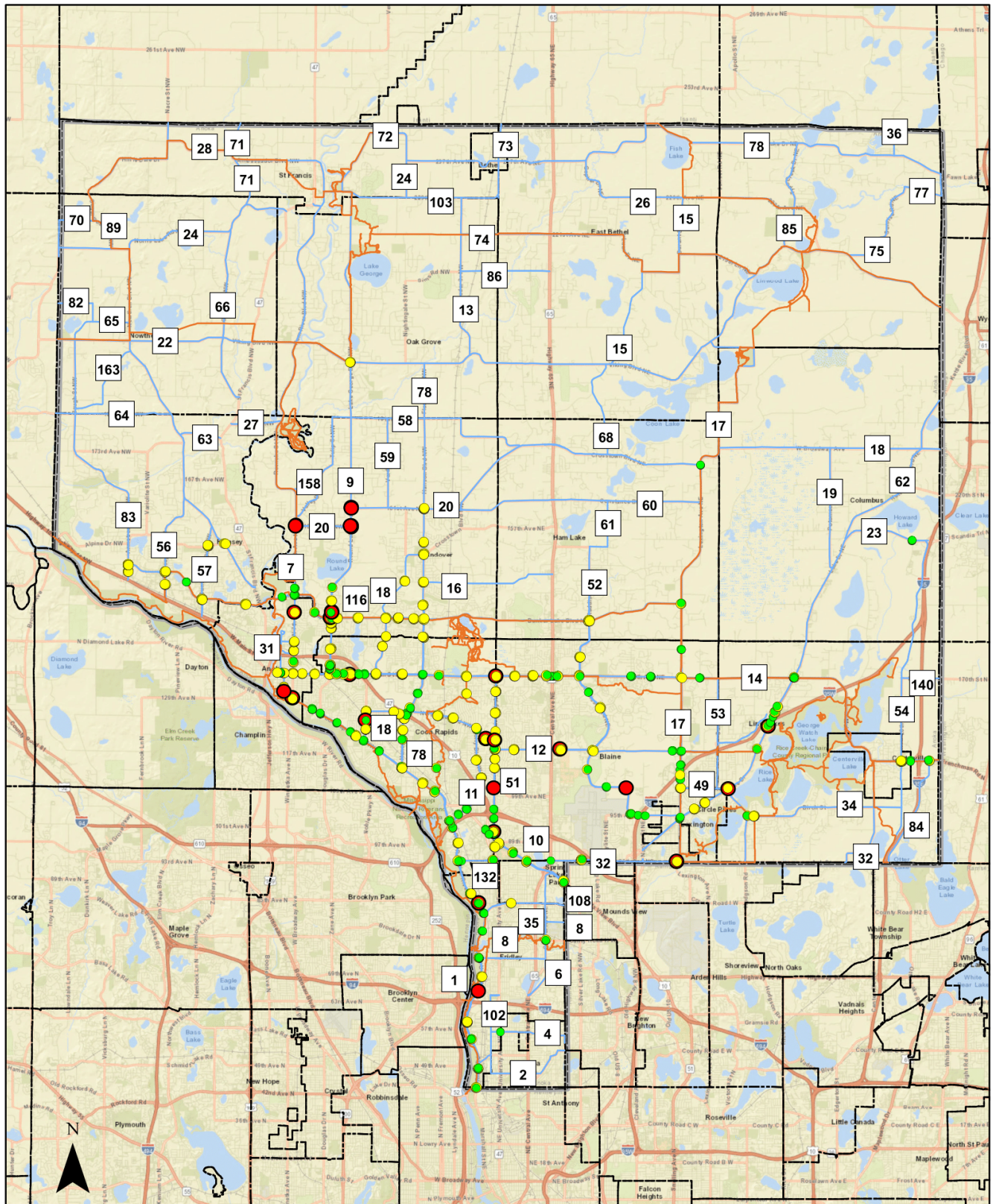
- Tier 1 - Good
- Tier 2 - Fair
- Tier 3 - Poor
- Unverified
- County Roads
- Trails
- Boundary



City of Spring Lake Park

Figure 20
May 2024





Legend

- County Roads
- Trails
- Boundary

Signal Tier Ratings

- 1 - Good
- 2 - Fair
- 3 - Poor

Anoka County
ADA Transition Plan
Signalized Intersections

Figure 21
May 2024

Appendix C – Agency ADA Design Standards and Procedures

Design Procedures

Intersection Corners

The ACHD intends to construct or upgrade curb ramps to achieve compliance with its Highway Improvement Plan projects. There may be limitations that make it technically infeasible for an intersection corner to achieve full accessibility within the scope of any project. Those limitations will be noted, and those intersection corners will remain on the transition plan. As future projects or opportunities arise, those intersection corners shall continue to be incorporated into future work. Regardless of whether full compliance can be achieved, each intersection corner shall be made as compliant as possible by the judgment of County staff.

Sidewalks / Trails

The ACHD will coordinate with cities responsible for sidewalks and trails located within the county's right of way to evaluate and attempt to construct or upgrade sidewalks and paths to achieve compliance as part of Highway Improvement Plan projects. There may be limitations that make it technically infeasible for segments of sidewalks or trails to achieve full accessibility within the scope of any project. Those limitations will be noted, and those segments will remain on the transition plan. As future projects or opportunities arise, those segments shall continue to be incorporated into future work. Regardless of whether full compliance can be achieved, every sidewalk or trail shall be made as compliant as possible by the judgment of County staff.

Traffic Control Signals

The ACHD will attempt to construct or upgrade traffic control signals to achieve compliance as part of Highway Improvement Plan projects. There may be limitations that make it technically infeasible for individual traffic control signal locations to achieve full accessibility within the scope of any project. Those limitations will be noted, and those locations will remain on the transition plan. As future projects or opportunities arise, those locations shall continue to be incorporated into future work. Regardless of whether full compliance can be achieved, each traffic signal control location shall be made as compliant as possible by the judgment of County staff.

Bus Stops

All bus stops are owned and operated by Metro Transit, which is generally responsible for the maintenance of accessibility. ACHD staff coordinate with Metro Transit upon request for new or rehabilitated bus stops that will be made ADA-compliant to the extent practical and feasible.

Transit Facilities

Transit facilities are present within the limits of Anoka County right of way. Those facilities fall under the jurisdiction of the Metropolitan Council's transit provider, Metro Transit. ACHD and transit staff will coordinate upon request with Metro Transit for those facilities to meet all appropriate accessibility standards to the extent practical and feasible.

Other policies, practices, and programs

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

Design Standards

The ACHD generally follows the guidelines identified in the *Guidelines for Accessible Public Rights-of-Way (PROWAG)* most recent version, when practical and feasible.

Appendix D – Contact Information

Anoka County Highway Department

ADA Title II Coordinator & Implementation Coordinator

Name: Jack Forslund, PTP, or current Transportation Planner

Address: Anoka County Highway Department 1440 Bunker Lake Boulevard, NW Andover, MN 55304

Phone: 763.324.3179

Fax: 763.324.3020

E-mail: jack.forslund@co.anoka.mn.us

Appendix E – Prioritization Summary

Priority Areas

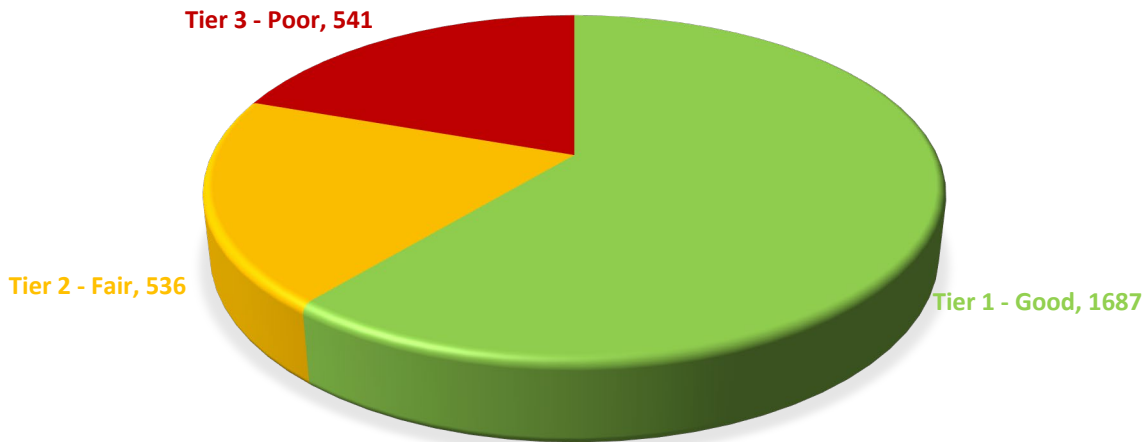
The ACHD is committed to making accessibility improvements to its highway infrastructure. A systematic approach to providing accessibility will be taken to absorb the cost into Anoka County's budget to improve the public right of way.

Pedestrian Ramps

A total of 2,831 pedestrian ramps were inventoried and classified as follows.

- Tier 1: largely or fully compliant = 1687 Pedestrian Ramps
- Tier 2: substantially compliant and working well = 536 Pedestrian Ramps
- Tier 3: several elements are not compliant = 541 Pedestrian Ramps
- 62 ramps could not be verified.

CURB RAMP TIERS

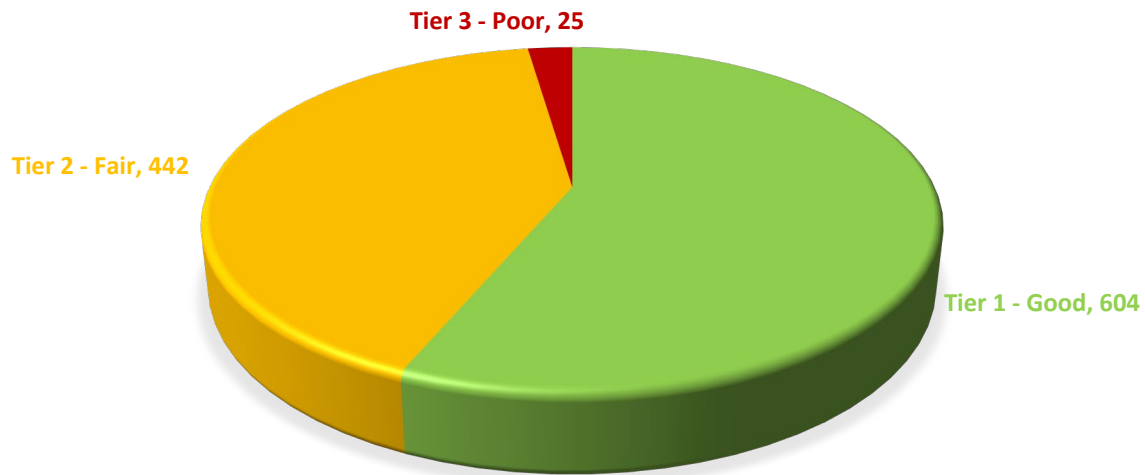


Traffic Signal Systems

A total of 1071 pedestrian signals were inventoried and classified as follows.

- Tier 1: all signal elements are largely or fully compliant = 604
- Tier 2: no more than one signal element is non-compliant = 442
- Tier 3: two or more signal elements are non-compliant = 25

PEDESTRIAN SIGNAL TIERS



Appendix F – Public Outreach Material

The following pages include poster boards, maps, and other materials on the County website.



What is an ADA Transition Plan?

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

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

The Anoka County Highway Department must meet these general requirements for individuals with disabilities:

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

The Anoka County Highway Department's goal is to provide ADA-accessible pedestrian design features as part of the County's capital improvement projects(CIP). These standards and procedures will be updated with nationwide and local best management practices.





ADA Improvement Plan

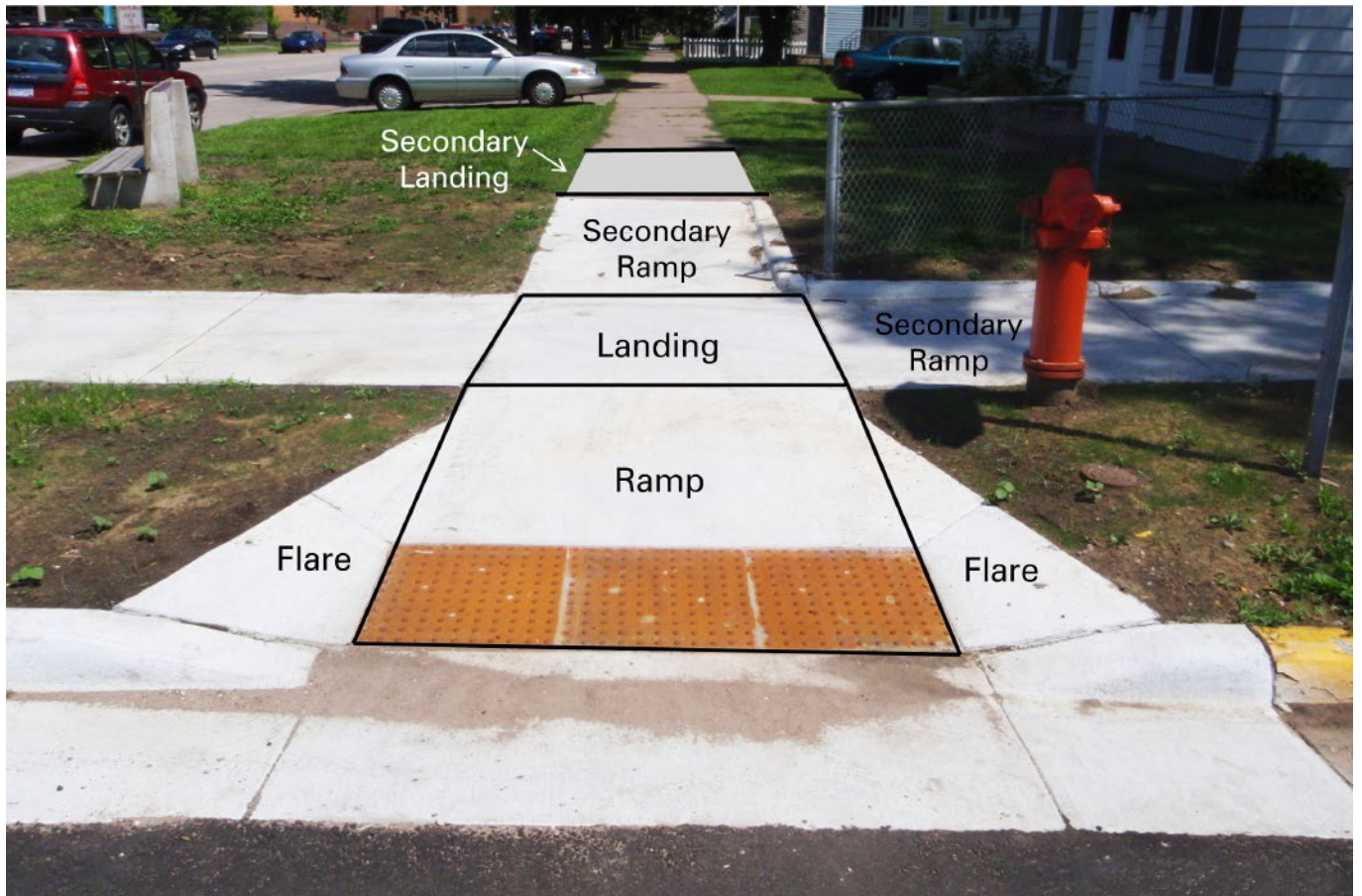
The Anoka County Highway Department's ADA improvements are based on projects identified in the County capital improvement projects (CIP) listing and will be addressed using the following criteria:

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

Anoka County Goals:

- After five years, items identified in the County Improvement Plan will be ADA-compliant.
- After 20 years, 80 percent of accessibility features within the jurisdiction of the County will be ADA-compliant.





Curb Ramp Elements

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

Curb ramps allow people with mobility impairments to access the sidewalks and pass through center islands in the streets. Without accessible ramps, these individuals are forced to travel in streets and roadways, are put in danger, and are prevented from reaching their destination.



Anoka County
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ADA Coordinator

Anoka County has identified an ADA Title II Coordinator to oversee County Highway Department policies and procedures:

Jack Forslund

Anoka County Transportation Division 1440 Bunker Lake Boulevard, NW Andover, MN 55304

Phone: 763-324-3179

Fax: 763-324-3020

E-mail: jack.forslund@co.anoka.mn.us

More information is available at:

www.AnokaCountyADA.com



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NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

By the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), Anoka County will not discriminate against qualified individuals with disabilities based on disability in its services, programs, or activities.

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

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

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

The ADA does not require Anoka County 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 Anoka County is not accessible to persons with disabilities should be directed to Jack Forslund, Anoka County Transportation Division.

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

Appendix G – Public Notice

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

Public Notice

By the requirements of Title II of the Americans with Disabilities Act of 1990, Anoka County will not discriminate against qualified individuals with disabilities based on disability in County services, programs, or activities.

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

Effective Communication: The County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the County's programs, services, and activities, 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 County will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all County programs, services, and activities. For example, individuals with service animals are welcomed in County offices, even where pets are generally prohibited.

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

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

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

Appendix H – Grievance Procedure

Before filing a grievance, the public should contact the ACHD ADA Coordinator to discuss concerns about County Highway Department facilities. The ACHD ADA Coordinator role is designed to provide a point of contact for the public to address problems. It is anticipated that most concerns identified will be able to be resolved by the ADA coordinator. Contact information for the ACHD ADA coordinator can be found in Appendix D of this document.

Anoka County Public Rights of Way 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 based on disability in the provision of services, activities, programs, or benefits by the Anoka County Highway Department. County rules and regulations govern employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination, such as name, address, phone number of the complainant, 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 grievance and their designee should submit the complaint to the ADA Coordinator as soon as possible but by 60 calendar days after the alleged violation. Contact information can be found in **Appendix D** of this document.

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

Suppose the ADA Coordinator's or their designee's response needs to resolve the issue satisfactorily. In that case, the complainant and their designee may appeal the decision within 30 calendar days after receipt of the response to the Transportation Division Manager or their designee.

Within thirty calendar days after receipt of the appeal, the Transportation Division Manager or their designee will meet with the complainant to discuss the complaint and possible resolutions. Within thirty calendar days after the meeting, the Transportation Division Manager or

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

All written complaints received by the ADA Coordinator or their designee appeal to the Transportation Division Administrator or their designee and responses from these two offices will be retained by the County by state and federal law.

Anoka County Public Rights of Way Grievance Procedure

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

- Internet

Visit the Anoka County ADA website at <http://www.anokacountyada.com/>

and click the link to the ADA Complaint Form. Appendix I includes a copy of The ADA Complaint Form with this document.

- Telephone

Contact the ADA Coordinator as specified in **Appendix D** to submit an oral complaint. The ADA Coordinator will prepare and submit the complaint form for the person filing the grievance.

- Paper Submittal

Contact the ADA Coordinator as specified in **Appendix D** to request a paper copy of the complaint form, complete it, and submit it to the ADA Coordinator.

The ADA Complaint Form will ask for the following information:

- The name, address, telephone number, and email address of the person filing the grievance
- The name, address, telephone number, and email address of the person alleging an ADA violation (if different than the person filing the grievance)
- A description and location of the alleged violation and the nature of a remedy sought, if known by the complainant.
- If the complainant has filed the same complaint or grievance with the United States Department of Justice (DOJ), another federal or state civil rights agency, a court, or others, the name of the agency or court where the complainant filed it and the filing date.

If the grievance filed does not concern an Anoka County Highway Department facility, the ACHD will work with the complainant to contact the agency that has jurisdiction.

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

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

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

File Maintenance

The ACHD shall maintain ADA grievance files by state and federal law.

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

For more information, contact:

U.S. Department of Justice Civil Rights Division

950 Pennsylvania Avenue, N.W. Disability Rights Section - NYAV Washington, D.C. 20530 www.ada.gov

(800) 514-0301 (voice – toll-free)

(800) 514-0383 (TTY)

Title II may also be enforced through private lawsuits in Federal court. It is unnecessary to file a complaint with the DOJ or any other Federal agency or to receive a "right-to-sue" letter before going to court.

Appendix I – Complaint Form

See the following three pages for the complaint form.

Anoka County Public Rights of Way - Title II of the Americans with Disabilities Act and - Section 504 of the Rehabilitation Act of 1973 Discrimination Complaint Form

Instructions: Please fill this form completely, in black ink or type. Sign and return to the ADA Coordinator as specified in **Appendix D**. Attach additional sheets if necessary.

Complainant Name:

Street Address:

City, State, and Zip Code:

Telephone (Home):

Telephone (Business):

Person Discriminated Against (if other than the complainant):

Address:

City, State, and Zip Code:

Telephone (Home/Business or Both):

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

Name:

Street Address:

City:

County:

State and Zip Code:

Telephone Number:

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

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

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

No

If Yes, what is the status of the grievance?

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

Yes No

If Yes: Agency or Court:

Contact Person:

Street Address:

City, State, and Zip Code:

Telephone Number:

Date Filed:

Do you intend to file with another agency or court? Yes No

If Yes: Agency or Court:

Address:

Telephone Number:

Signature: _____

Name: _____

Date: _____

Return to:

ADA Coordinator as specified in **Appendix D** of the Transition Plan.

NOTICE OF RIGHTS

By the Minnesota Government Data Practices Act, Anoka County is required to inform you of your rights as they pertain to the private information collected from you. The personal information we collect from you is confidential. Unless you or a court approves its release, this information is available only to you, the agency managing it, and other statutorily authorized agencies.

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

The purpose and intended use of the requested information is:

To assist Anoka County staff and designees in evaluating and responding to accessibility concerns within the public right of way.

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

Anoka County officials, staff or designee(s)

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

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

MINN. STAT. §13.04(2)