

NOVEMBER 2024 (DRAFT)

# ADA Transition Plan for Pedestrian Facilities in the Public Right of Way

RAMSEY COUNTY PUBLIC WORKS

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# 1 Introduction

## 1.1 HOW TO USE THIS DOCUMENT

The Ramsey County Public Works ADA Transition Plan creates a road map for making sidewalks, trails, and other pedestrian facilities accessible for people with disabilities by removing barriers. This transition plan is only for pedestrian assets and program delivery overseen by Ramsey County Public Works. The plan describes the types of accessibility issues commonly found along roads and sidewalks. It provides a summary of how many barriers were found in Ramsey County's most recent self-evaluation. It also explains the county's process for planning and implementing accessibility improvements.

If you want to know about accessibility improvements in your neighborhood or any other location, you can contact Ramsey County Public Works and our staff will research what projects are currently planned and what accessibility improvements are included. Contact information is located in **Appendix D**.

You can also find a comprehensive list of all the projects in the [Public Works Transportation Improvement Program \(TIP\)](#). The TIP is referenced in relevant sections of this document. Note that any project in the TIP may include accessibility improvements.

This document also explains the county's Grievance Procedure to report discrimination on the basis of disability in the provision of services, activities, programs, or benefits by Ramsey County Public Works. The Grievance Procedure is always available to the public. Ramsey County's Grievance Procedure is outlined in **Appendix H**.

## 1.2 TRANSITION PLAN NEED AND PURPOSE

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

1. Employment
2. State and local government services
3. Public accommodations

4. Telecommunications
5. Miscellaneous Provisions

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

As required by Title II of ADA, 28 CFR. Part 35 [Sec. 35.105](#) and [Sec. 35.150](#), Ramsey County Public Works has conducted a self-evaluation of pedestrian facilities (sidewalks, trails, curb ramps, and associated infrastructure for people walking) within public rights of way and has developed this ADA Transition Plan detailing how the organization will ensure that these facilities are accessible to all individuals. Public rights of way are areas owned by the county for the purposes of building transportation infrastructure for the public such as roads and sidewalks. This document serves as a supplement to Ramsey County's existing ADA Transition Plans that cover buildings, parks, services, programs and activities.

Ramsey County Public Works conducted an assessment and developed a transition plan in 1993; an update was published in November of 1996. Ramsey County Public Works is updating its ADA Transition Plan to align with current guidelines and best practices.

A list of key terms used throughout this document is provided in **Appendix A**.

## 1.3 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 \(ABA\)](#) and [Section 504 of the Rehabilitation Act](#) of 1973 ([Section 504](#)).

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

Section 504 is a federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any federal department or agency. Title II of ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding or not.

## 1.4 AGENCY REQUIREMENTS

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

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

This document has been created to specifically cover accessibility within the public rights of way and does not include information on Ramsey County programs, practices, or building facilities not related to public rights of way.

## 2 Pedestrian Infrastructure Self-Evaluation

### 2.1 OVERVIEW

Ramsey County Public Works is required, under Title II of the 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 Ramsey County Public Works implements them. The goal of the self-evaluation is to verify that, in implementing policies and practices, the department is providing accessibility and not adversely affecting the full participation of individuals with disabilities.

The self-evaluation examines the condition of Ramsey County Public Works' Pedestrian Circulation Route/Pedestrian Access Route (PCR/PAR) and identifies potential need for PCR/PAR infrastructure improvements. This includes the sidewalks, trails, curb ramps, crosswalks, traffic control signals, and pedestrian flasher systems that are located within Ramsey County Public Works right of way. Any barriers to accessibility identified in the self-evaluation and the remedy to the identified barrier are set out in this ADA Transition Plan.

### 2.2 SUMMARY

In 2024, Ramsey County Public Works conducted an inventory and evaluation of pedestrian facilities within its public right of way, including:

- 275 miles of sidewalk and trail
- 4,463 curb ramps
- 3,068 crosswalks
- 1,561 accessible pedestrian signal (APS) push buttons at traffic signals

- 199 push buttons at 28 traffic signal systems without APS
- 92 APS push buttons at pedestrian flasher systems (such as rectangular rapid flashing beacons, or RRFBs)

An explanation of how these facilities relate to ADA standards is found in **Appendix B** and will be updated in conjunction with the county's All-Abilities Transportation Plan, which is expected approximately every five years.

Sidewalk/trail and curb ramp data for the inventory was collected using DeepWalk ADA inspection software. The DeepWalk application calculates slope measurements on sidewalks, trails and curb ramps using lidar data (a technique that uses lasers to measure distances) collected with an iPad Pro. As part of the self-evaluation, a manual data validation process was conducted to review the accuracy of the DeepWalk methodology. The review concluded that the DeepWalk data performed consistently with the manual measurements while improving efficiency and data density.

## 3 Policies and Practices

### 3.1 PREVIOUS POLICIES AND PRACTICES

Ramsey County Public Works' past and current practice is to upgrade pedestrian facilities as part of transportation improvement projects identified in the Transportation Improvement Program (TIP). The county embraces best practices as they are developed and vetted and incorporates them into these projects.

[Active Living Ramsey Communities](#) is a broad-based coalition of community leaders, practitioners, and residents working together to improve health through community engagement by promoting and creating environments that make it safe and easy for everyone to integrate physical activity into their daily routine. In 2014-2015, Active Living Ramsey Communities led a planning effort to identify a countywide approach to increase activity through biking and walking. This process resulted in the identification of a [Connected Ramsey Communities Network](#) that links all of the communities in Ramsey County through high quality long-distance and connector routes. These desired countywide connections will bring people from place to place throughout Ramsey County and act as a countywide backbone between communities. The Connected Ramsey Communities Network is an

aspirational planning framework for the county and local jurisdictions and should be referenced when planning and designing an active transportation network.

The Ramsey County Board of Commissioners formally adopted an [All Abilities Transportation Network](#) policy on Dec. 13, 2016. The policy was created to unify county transportation efforts under a shared vision and implementation strategy and to clarify its commitment to creating and maintaining a transportation system that provides equitable access for all people regardless of race, ethnicity, age, gender, sexual preference, health, education, abilities, and economics.

Ramsey County Public Works is currently in the process of developing its [All-Abilities 2050 Transportation Plan](#) that will establish a vision for the multimodal transportation network. This plan will direct the selection and development of projects for inclusion in the county's TIP. Projects will be scored and selected via a combination of the Pavement Condition Index (PCI), Equity, Safety and Pedestrian/Bicycle categories. Additionally, the plan will provide an overview of new trends and best practices and a roadmap for how Ramsey County can leverage new approaches to transportation investment.

## 3.2 CURRENT PRACTICES AND STRATEGIES

The goal of Ramsey County Public Works is to continue to provide accessible pedestrian design features as part of transportation improvement projects. Ramsey County Public Works has established ADA design procedures and standards as listed in **Appendix C**. Ramsey County Public Works will continue to contribute to and develop best practices in conjunction with local and state leaders in Minnesota and throughout the country, recognizing MnDOT as a lead technical agency and the Public Right-of-Way Accessibility Guidelines (PROWAG) as a resource.

Ramsey County Public Works will consider and respond to all accessibility improvement requests. Contact information is located in **Appendix D**. All accessibility improvements that have been deemed reasonable will be scheduled consistent with transportation funding and priorities. The county will coordinate with external partners to ensure that all new or altered pedestrian facilities within the county right of way are ADA compliant to the maximum extent practicable.

All pedestrian facilities will be designed and constructed in accordance with the most current ADA guidance and design best practices to the maximum extent practicable. Ramsey County Public Works reviews ADA issues as part of all roadway reconstruction and pavement preservation projects. These reviews include curb ramps and crossings with other roadways.



Maintenance of pedestrian facilities within the public right of way will continue to follow current practices. Ramsey County Public Works strives to provide maintained pedestrian facilities. Maintenance (including snow removal) and facility replacement are a shared responsibility between Ramsey County Public Works and city/township partners. Pedestrian facilities covered by maintenance agreements between Ramsey County Public Works and individual cities normally prescribe routine maintenance responsibility to the individual city or township. Where maintenance is the county's responsibility it is performed in accordance with available resources.

Requests for accessibility improvements can be submitted to the ADA Title II Coordinator. Contact information for the ADA Title II Coordinator is located in **Appendix D**.

### 3.3 COMMUNICATIONS

Ramsey County Public Works communicates with members of the public through numerous methods, including but not limited to in person open houses or meetings, online open houses or meetings, printed materials, websites, social media materials and email communication. These efforts should comply with applicable countywide accessibility policies and procedures.

Ramsey County is committed to making electronic information on [ramseycounty.us](https://www.ramseycounty.us) accessible for everyone. More information is available at: <https://www.ramseycounty.us/website-accessibility-statement>

## 4 Improvement Schedule

### 4.1 PRIORITY AREAS

Ramsey County Public Works is developing an [All-Abilities 2050 Transportation Plan](#) that will establish a vision for the transportation network including multimodal elements. This long-range plan will inform the identification of priority areas for the county's program of transportation improvements as described in Section 3.1.

### 4.2 EXTERNAL AGENCY COORDINATION

Many other agencies share responsibilities for pedestrian facilities in public right of way within Ramsey County, including the Minnesota Department of Transportation (MnDOT), Metro Transit,

numerous cities and a township. Ramsey County Public Works will coordinate with those agencies to monitor and assist in removing accessibility barriers along their routes.

## 4.3 SCHEDULE

Ramsey County Public Works will upgrade pedestrian facilities to current ADA standards through programmed roadway improvement projects. The Ramsey County TIP, which includes a detailed schedule and budget for specific improvements, is available on the county website:

<https://www.ramseycounty.us/residents/roads-transportation/future-road-projects/transportation-improvement-program>.

# 5 ADA Coordinator

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

# 6 Implementation

Ramsey County Public Works will upgrade pedestrian facilities to current ADA standards through programmed roadway improvement projects. As discussed in Section 3, Ramsey County Public Works reviews ADA issues as part of all roadway reconstruction and pavement preservation projects. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards if they are substantially out of compliance. Discretion will be used in the amount of ADA improvements completed for projects whose primary focus is to extend the pavement condition for a shorter duration. In these instances, ADA improvements will be programmed and implemented with the larger major pavement upgrade or reconstruction project.

Ramsey County Public Works may also complete standalone sidewalk and ADA accessibility improvement projects. These projects will be incorporated into the TIP on a case-by-case basis as determined by Public Works staff. The Ramsey County TIP, which includes a detailed schedule and budget for specific improvements, is available on the county website:

<https://www.ramseycounty.us/residents/roads-transportation/future-road-projects/transportation-improvement-program>.

Estimated costs to bring existing facilities into compliance based on the results of the self-evaluation are discussed in **Appendix E**.

## 7 Public Outreach

Public participation is an important component in the development of this document. Input from the community on the draft plan was gathered and used to update and refine the final ADA Transition Plan. Public outreach for the creation of this document consisted of the following activities:

Insert summary here when complete.

This document was also available for public comment. A summary of comments received and detailed information regarding the public outreach activities are included in **Appendix F**.

## 8 Public Notice

Each agency is required to publish its responsibilities with regard to the ADA. A draft of this public notice is provided in **Appendix G**.

## 9 Grievance Procedure

If users of Ramsey County Public Works facilities and services believe they have been discriminated against or have not been provided a reasonable accommodation, they have the right to file a grievance. In accordance with 28 CFR 35.107(b), Ramsey County Public Works has developed an ADA grievance procedure for the purpose of the prompt and equitable resolution of public complaints, concerns, comments and other ADA-related grievances. This grievance procedure is outlined in **Appendix H**.

## 10 Monitoring Progress

The Ramsey County Public Works ADA Transition Plan will continue to be updated as conditions within the county and laws regarding accessibility and transportation evolve. The appendices in this document will be updated periodically, while the main body of the document will be updated in conjunction with the county's All-Abilities Transportation Plan update, which is expected in approximately five years. A future update schedule will be developed at that time. With each main body update, a public comment period will be established to continue the public outreach.

# 11 Appendices

- A. Key Terms
- B. Self-Evaluation Results
- C. ADA Design Procedures and Standards
- D. Contact Information
- E. Budget Information
- F. Public Outreach
- G. Public Notice
- H. Grievance Procedure

## APPENDIX A – KEY TERMS

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

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

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

**Americans with Disabilities Act (ADA):** 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.

**Architectural Barriers Act (ABA):** Federal law from 1968 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 (physical, human-made surroundings including transportation infrastructure, buildings, and more).

**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.

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

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

**Public Right-of-Way Accessibility Guidelines (PROWAG):** The Guidelines for Accessible Public Rights-of-Way were issued in 2005 by the United States Access Board and finalized in 2023. This guidance addresses roadway design practices 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.

**Rehabilitation Act of 1973**: The Rehabilitation Act of 1973 is a federal law that prohibits discrimination against people with disabilities by federal agencies, federal contractors, or programs receiving federal funds. It set the stage for the ADA in 1990.

**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 of 1973 that prohibits discrimination by any program or activity conducted by the federal government.

**Transportation Improvement Program (TIP)**: The TIP includes an annual capital budget and a five-year plan for funding projects on the county's transportation system. The current TIP is available online: <https://www.ramseycounty.us/residents/roads-transportation/future-road-projects/transportation-improvement-program>

**Truncated Domes**: Small, raised bumps used to help visually impaired users identify the transition between the roadway surface and a sidewalk or trail.

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

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

# APPENDIX B – SELF-EVALUATION RESULTS

## Overview

In 2024, Ramsey County Public Works conducted an inventory and evaluation of pedestrian facilities within its public right of way, including:

- 275 miles of sidewalk and trail
- 4,463 curb ramps
- 3,068 crosswalks
- 1,561 accessible pedestrian signal (APS) push buttons at traffic signals
- 199 push buttons at 28 traffic signal systems without APS
- 92 APS push buttons at pedestrian flasher systems (such as rectangular rapid flashing beacons, or RRFBs)

The self-evaluation has been completed and is in the process of review for completeness and quality. Preliminary results yield the following:

- 38% of sidewalks and trails achieved the highest Access Grade as scored by DeepWalk.
- 42% of curb ramps achieved the highest Access Grade as scored by DeepWalk.
- 68% of crosswalks met accessibility criteria.
- 90% of traffic control signals had APS.
- 82% of APS push buttons at traffic control signals met accessibility criteria.
- 65% of APS push buttons at pedestrian flasher systems met accessibility criteria.

Sidewalks/trails and curb ramps were assigned an Access Grade by DeepWalk based on the descriptions listed in **Table B.1**. Facilities with a grade of 5 are assumed to meet all accessibility criteria. Sidewalk/trail results are listed in **Table B.2** and curb ramp results are listed in **Table B.3**.



**Table B.1: DeepWalk Access Grade Descriptions**

<b>Access Grade</b>	<b>Access Description</b>
0 (Worst)	More than 25% deteriorated
1	10-25% deteriorated
2	Major barriers to Access Found
3	Moderate Barriers to Access Found
4	Minor Barriers to Access Found
5 (Best)	No Significant Barriers to Access Found

**Table B.2: DeepWalk Sidewalk/Trail Access Grade Results**

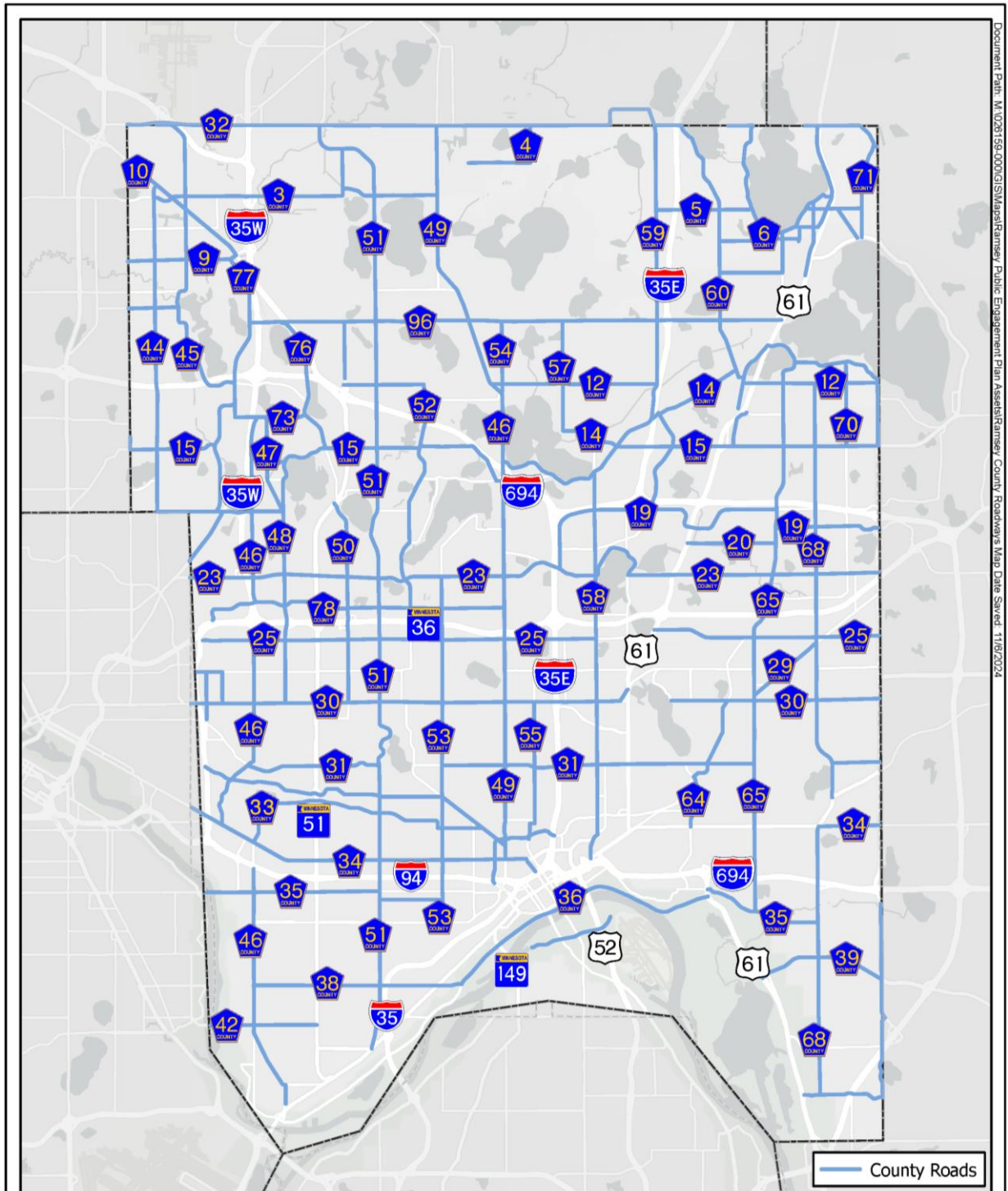
<b>Access Grade</b>	<b>Percent of Sidewalk/Trail Square Footage</b>
0 (Worst)	1.8%
1	2.3%
2	6.6%
3	17.6%
4	33.4%
5 (Best)	38.2%

**Table B.3: DeepWalk Curb Ramp Access Grade Results**

<b>Access Grade</b>	<b>Percent of Curb Ramps</b>
0 (Worst)	0.4%
1	1.3%
2	10.4%
3	17.8%
4	28.0%
5 (Best)	42.1%

A map showing the location of Ramsey County roadways that were included in the self-evaluation is included on page B-3.

Ramsey County Roadways Map

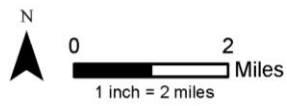


Document Path: M:\026156-000\GIS\Map\Ramsey Public Engagement Plan Assets\Ramsey County Roadways Map Date Saved: 1/19/2024



Ramsey County Roadways

Ramsey County ADA Transition Plan  
Ramsey County, MN



## Common ADA Compliance Issues

The self-evaluation of pedestrian facilities included numerous detailed measurements and ratings based on ADA standards and guidelines that were used to determine whether a sidewalk, curb ramp, traffic signal push button, or other facility was compliant or non-compliant. Several examples are provided below to show common issues, however this list is not all inclusive.

### Sidewalk and Trail Condition

Sidewalks and trails must meet specific width, slope, and other requirements to be considered fully compliant. They must also be free of condition issues that could cause trips and falls or make travel via wheelchair or mobility device challenging. The photos on page B-5 provide examples of several easy to identify sidewalk condition issues.

### Curb Ramp Condition

While curb ramps must meet many specific dimension and slope requirements to be considered compliant, they must also include “truncated domes,” or small, raised bumps used to help visually impaired users identify the transition between the roadway surface and a sidewalk or trail. In the photos below, the ramp on the left does not have truncated domes, while the ramp on the right does have truncated domes.

#### Example of Non-Compliant and Compliant Curb Ramps



**Non-Compliant Curb Ramp  
Without Truncated Domes**



**Compliant Curb Ramp  
With Truncated Domes**

Examples of Sidewalk Condition Issues



Cracking



Surface wear and debris



Wear on panel edges



Narrow sidewalk



Trip hazard



Vegetation/missing panel

**APS Push Buttons**

An APS push button is a device that communicates information about the “walk” phase of a traffic signal or pedestrian flasher system in audible and vibrotactile (touch-sensitive) formats to assist vision impaired users with crossing a street. APS push buttons were evaluated at traffic signals and at pedestrian flasher systems as noted above.

The left photo in the series below shows a non-compliant push button. It does not include the required warning systems and does not point users in the correct direction to cross the street. The button in the photo on the right is fully compliant, and guides users in the correct direction to cross the street.

**Example of Non-Compliant and Compliant APS Push Buttons**



**Non-Compliant Push Button**

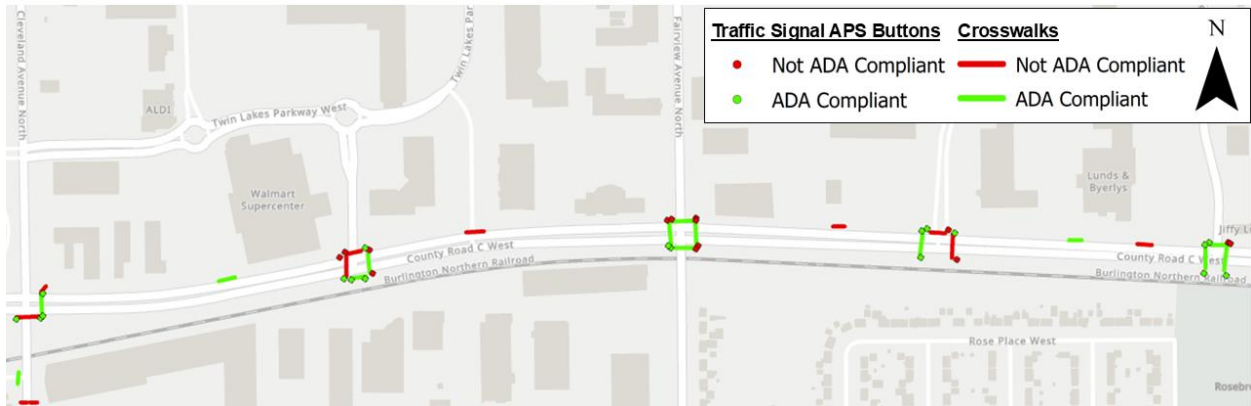


**ADA Compliant APS Push Button**

## Corridor Example

The first map below, which shows County Road C West from just east of I-35W to just west of Highway 51 (Snelling Ave) in the City of Roseville, provides an example of two data types that were collected for the self-evaluation. The dots represent the locations of APS push buttons at traffic signals, and the lines represent crosswalks. Features that are ADA compliant based on the data collected are colored green, and features that are not ADA compliant are colored red.

**Data Collection Example Map**



The second map shows the DeepWalk sidewalk accessibility analysis results for the same corridor. Segments with no barriers to access are shown in green, minor barriers are shown in yellow, moderate barriers in orange, and major barriers in red. Ramsey County Public Works will use the full database of information collected to plan ADA improvements as part of future transportation projects as described in Section 3.

**DeepWalk Sidewalk Results Example Map**



## Construction During Self-Evaluation

Self-evaluation data was collected during the 2024 construction season. Numerous Ramsey County roadways were under construction or had lane closures during and after the data collection process. As a result, complete data could not be collected in some areas (such as active construction sites). In other areas, accessibility improvements may have been completed after the inventory of existing infrastructure was completed. As a result, some areas may have more compliant pedestrian facilities than what appears in the current data. These recent improvements will be reflected in future self-evaluation updates. Areas under construction in 2024 include, but may not be limited to:

- Bald Eagle Avenue East – On Bald Eagle Blvd
- County Road B – From Snelling Ave to Lexington Ave
- County Road C – From Hazelwood St to White Bear Ave
- County Road F – From McKnight Rd to Jay Ln
- Dale St – From Hwy 36 to Como Ave
- Edgerton Street – At Centerville Rd
- Hodgson Road – From Gramsie Rd to Hwy 96
- Hwy 96 – From Victoria St N to Snail Lake Blvd
- Koehler Rd – On Koehler Rd at Lambert Creek
- McKnight Road – From 11th Ave to Karth Rd
- Mounds View Boulevard – From Woodale Dr to Silver Lake Rd
- Old Hwy 8 – From County Road D to 5th St NW
- Rice St – From Pennsylvania Ave to Wheelock Pkwy
- White Bear Ave – From Larpenteur Ave to Frost Ave
- University Ave – Intersections of Curfew St, LaSalle St, Lynnhurst Ave, Oxford St, Milton St, Avon St, and Farrington St

Projects in these areas included roadway reconstruction and resurfacing, sidewalk improvements, roadway reconfiguration, concrete repair, traffic signal replacements, drainage improvements, and lane closures (as part of development projects).

# APPENDIX C – ADA DESIGN PROCEDURES AND STANDARDS

## Design Procedures

### **Intersection Corners**

Curb ramps or blended transitions (transitions to the street with a grade less than 5%) will be constructed or upgraded to achieve compliance within all transportation improvement projects that include ADA requirements. There may be limitations which make it unattainable 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 ADA Transition Plan. As future projects or opportunities arise, those intersection corners shall continue to be incorporated into future work. Regardless if full compliance can be achieved or not, each intersection corner shall be made as compliant as possible in accordance with the judgment of Ramsey County Public Works staff.

### **Sidewalks and Trails**

Sidewalks and trails will be constructed or upgraded to achieve compliance within all transportation improvement projects that include ADA requirements. There may be limitations which make it unattainable 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 ADA Transition Plan. As future projects or opportunities arise, those segments shall continue to be incorporated into future work. Regardless if full compliance can be achieved or not, every sidewalk or trail shall be made as compliant as possible in accordance with the judgment of Ramsey County Public Works staff.

### **Traffic Control Signals**

Traffic control signals will be constructed or upgraded to achieve compliance within all transportation improvement projects that include ADA requirements. There may be limitations which make it unattainable 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 ADA Transition Plan. As future projects or opportunities arise, those locations shall continue to be incorporated into future work. Regardless if full compliance can be achieved or not, each traffic signal control location



shall be made as compliant as possible in accordance with the judgment of Ramsey County Public Works staff.

### **Bus Stops**

Bus stop accessibility is generally the responsibility of the respective transit provider. However, there may be situations where existing bus stops are physically impacted by a Ramsey County Public Works improvement project. In these instances, bus stops will be reconstructed or upgraded to achieve compliance in cooperation with Metro Transit. There may be limitations which make it unattainable for individual bus stop locations to achieve full accessibility within the scope of any project. Regardless if full compliance can be achieved or not, each bus stop location impacted by a Ramsey County Public Works project shall be made as compliant as possible in accordance with the judgment of Ramsey County Public Works staff. Maintenance of bus stops will follow existing cooperative agreements between Ramsey County Public Works and Metro Transit.

### **Other Transit Facilities**

Additional transit facilities are present within the limits of Ramsey County Public Works right of way. Those facilities fall under the jurisdiction of others. Ramsey County Public Works will work with the facility owners to identify appropriate accessibility solutions for implementation by the agency with jurisdiction.

### **Other policies, practices and programs**

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

## **Design Standards**

Ramsey County follows PROWAG, as adopted by the Minnesota Department of Transportation (MnDOT), as its design standard. Additional information on MnDOT design standards related to accessibility is available on MnDOT's website: <https://www.dot.state.mn.us/ada/design.html>

## APPENDIX D – CONTACT INFORMATION

### Ramsey County ADA Title II Coordinator

**Name:** Melanie Sinouthasy

**Address:** 121 7<sup>th</sup> PI E #102 Saint Paul, MN 55101

**Phone:** 651-266-2933

**Fax:** 651-266-2727

**Email:** [ADA@co.ramsey.mn.us](mailto:ADA@co.ramsey.mn.us)

### Ramsey County Public Works Contact

**Name:** Brian Isaacson

**Address:** 1425 Paul Kirkwold Drive Arden Hills, MN 55112

**Phone:** 651-266-7100

**Fax:** 651-266-7110

**Email:** [publicworksADA@ramseycounty.us](mailto:publicworksADA@ramseycounty.us)

## APPENDIX E – BUDGET INFORMATION

### Cost Information

#### Unit Prices

Construction costs for upgrading facilities can vary depending on each individual improvement and the conditions of each site. Costs can also vary depending on the type and size of projects the improvements are associated with. Listed below are representative 2024 costs for some typical accessibility improvements. Costs will vary significantly depending on if the improvements are included as part of a retrofit project, or as part of a larger comprehensive transportation improvement project.

- Sidewalk/trail ADA improvement retrofit: +/- \$12 per sq ft
- Sidewalk/trail new construction: +/- \$18 per sq ft
- Intersection corner ADA curb ramp improvement retrofit: +/- \$8,000 per corner
- Crosswalk improvement ADA retrofit: +/- \$5,000 per each
- Traffic control signal or pedestrian flasher system APS upgrade retrofit: +/- \$5,000 per APS button
- Traffic signal system replacement to include APS: +/- \$400,000 per each

#### Improvement Costs

Based on the results of the self-evaluation, the estimated costs associated with providing ADA accessibility within the entire jurisdiction is approximately \$103 million. This amount signifies a significant investment that Ramsey County Public Works is committed to making in the upcoming years. Estimated improvement costs for each asset included in the self-evaluation are listed in **Table F.1**.

A systematic approach to providing accessibility will be taken in order to absorb the cost into the Ramsey County budget for improvements to the public right of way. The Ramsey County TIP, which includes a detailed schedule and budget for specific improvements, is available on the county website: <https://www.ramseycounty.us/residents/roads-transportation/future-road-projects/transportation-improvement-program>.

**Table F.1: Estimated Countywide ADA Improvement Cost by Asset**

<b>Asset</b>	<b>Quantity Not ADA Compliant</b>	<b>Improvement Cost</b>	<b>Cost Unit</b>	<b>Total Improvement Cost</b>
Sidewalk/trail (in square feet)	5,409,485	\$12	Per sq ft	\$64,913,820
Curb Ramps	2,583	\$8,000	Per corner	\$20,664,000
Crosswalks	979	\$5,000	Per each	\$4,895,000
Traffic Control Signal Systems Without APS	28	\$400,000	Per each	\$11,200,000
Traffic Control Signal APS Buttons	283	\$5,000	Per APS button	\$1,415,000
Pedestrian Flasher System APS Buttons	32	\$5,000	Per APS button	\$160,000
<b>Total</b>				<b>\$103,247,820</b>

## APPENDIX F – PUBLIC OUTREACH

Insert summary of public outreach here when complete. Will include agendas, sign in sheets and materials used.

## APPENDIX G – PUBLIC NOTICE

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

## Public Notice

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

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

**Effective Communication:** Ramsey 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:** Ramsey County will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all Ramsey County programs, services and activities. For example, individuals with service animals are welcomed in Ramsey 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 Ramsey County program, service, or activity, should contact the office of the Ramsey County ADA Title II Coordinator, as soon as possible but no later than one week 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



# Ramsey County Public Works: 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 Ramsey County Public Works. Ramsey County's Personnel Policy governs employment-related complaints of disability discrimination.

## **How to File a Grievance:**

Those wishing to file a formal written grievance with Ramsey County Public Works may do so by contacting the ADA Title II Coordinator using the steps below. A paper copy of the grievance form is available by request from the ADA Title II Coordinator. Please contact the ADA Title II Coordinator listed below if you need an alternative format.

### **Step 1: Complete the Grievance Form**

Fill out all of the information requested on the grievance form, which is located on the following pages. The grievance must contain the name and address of the grievant, a description of the alleged discrimination or alleged ADA violation, including relevant dates and location(s).

### **Step 2: Submit the Grievance Form**

The grievance form must be filled out completely and submitted to the ADA Coordinator within 60 days from the date of the occurrence or discovery of the alleged discrimination or alleged ADA violation, or as soon as reasonably possible. If you experience difficulty in completing or submitting the form, please contact the ADA Title II Coordinator.

### **Step 3: Resolution of Your Grievance**

The ADA Title II Coordinator (or designee) will promptly review all grievances submitted under this procedure. If it is determined that the information submitted is insufficient, the ADA Title II Coordinator (or designee) may request, obtain, and consider additional information that is needed in order to make a full and fair determination of the grievance. Within 30 days after receiving a grievance, the ADA Title II Coordinator (or designee) will

respond in writing and in a format accessible to the grievant. If the ADA Title II Coordinator (or designee) is able to resolve the grievance, the resolution shall be set forth in writing and sent to the grievant. If the ADA Title II Coordinator (or designee) is unable to resolve the grievance, the ADA Title II Coordinator (or designee) will advise the grievant, in writing, of all offers by the County that have been made to resolve the grievance, and of the federal and state agencies available should the grievant wish to pursue the matter further.

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

**Contact Information:**

Melanie Sinouthasy  
Ramsey County ADA Title II Coordinator  
[ADA@co.ramsey.mn.us](mailto:ADA@co.ramsey.mn.us)

Ramsey County Human Resources  
121 7th PI E #102  
Saint Paul, MN 55101

Phone: 651-266-2933  
Fax: 651-266-2727

**Ramsey County Public Works**

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

Instructions: Please fill out this form completely. Sign and return to the address or email address on page 3.

Complainant Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Home: \_\_\_\_\_

Business: \_\_\_\_\_

Person Discriminated Against (if other than the complainant): \_\_\_\_\_

Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Business: \_\_\_\_\_

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_

County: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

When did the discrimination occur? \_\_\_\_\_ Date: \_\_\_\_\_

Describe the acts of discrimination providing the name(s) where possible of the individuals who discriminated (use space on page 3 if necessary):

Have efforts been made to resolve this complaint through the internal grievance procedure of the government, organization, or institution?

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

If yes: what is the status of the grievance?

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

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

If yes:

Agency or Court: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

Do you intend to file with another agency or court?

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

Agency or Court: \_\_\_\_\_

Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**Additional space for answers:**

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

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

**Return to:**

**Melanie Sinouthasy**  
**Ramsey County ADA Title II Coordinator**  
[ADA@co.ramsey.mn.us](mailto:ADA@co.ramsey.mn.us)

**Ramsey County Human Resources**  
**121 7th PI E #102,**  
**Saint Paul, MN 55101**

**Phone: 651-266-2933**  
**Fax: 651-266-2727**