



**Park Board Meeting
Agenda
November 18, 2021
City Council Chambers
6:30 p.m.**

<u>Park Board Members</u>		
Chair:	Lacey Shaw	2022
Member:	Matt Wessale	2021
Member:	Adam Hegeholz	2022
Member:	Thomas Adamini	2022
Member:	Andrew Anauo	2023
Alternate:	Leah Soltis	2023
Council Liaison:	Pete Leo	

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1. Call Meeting to Order	
2. Approval of Agenda	
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4. Sandy Shores Preliminary Plat	4-6
5. Inclusive Playground Site Plan.....	7-9
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7. Board Updates and Questions	
8. Adjourn	

Upcoming Meetings:
December 16
January 20

**CITY OF WACONIA
MINUTES OF SCHEDULED MEETING
PARKS & RECREATION BOARD
Thursday, August 19, 2021**

Pursuant to due call and notice thereof, the Regular Meeting of the Waconia Parks & Recreation Board was called to order at 6:31 p.m. by Shaw.

Park Board Members Present: Lacey Shaw, Thomas Adamini, Matt Wessale

Park Board Members Absent: Adam Hegeholz, Andrew Anauo, Leah Soltis

Council Liaison: Pete Leo

Staff Present: Shane Fineran, Craig Eldred

Adopt Agenda

Wessale made a motion to approve the agenda, seconded by Adamini. All in favor.

Approval of Minutes from July 15, 2021 Meeting

Wessale made a motion to approve the July 15, 2021 meeting minutes, seconded by Adamini. All in favor.

Project Updates

Public Services Director Craig Eldred provided an overview of the final draft layout for the inclusive playground and support building at Waterford Park. It was noted that the DNR grant application was amended to include a larger portion of the park space so that any improvements within the park space could be included for funding. Elements of layout take into consideration realignment of roadway segments and entrances into the park space related to the Waterford 6th addition. Site plan layout elements highlighted included designing pedestrian connections across the site and providing directional or buffer elements to keep people out of parking area conflicts as well as storm water management areas. Tree location and re-location areas were discussed to provide additional shading in the playground area.

Citizen Request – Pickleball Courts

The Board discussed a citizen comment provided to Chair Shaw regarding the addition of pickleball courts in the community. Eldred reviewed the existing pickleball court sites in the community at Interlaken Park and Cedar Point Park. Adamini provided his experience related to the development of pickleball courts and items to think about when placing them due to noise concerns, lighting requests, and balancing those with surrounding neighbors. Additional sites were discussed for possible placement such as Bayview Elementary, Clearwater Mills Park, and Waterford Park. Shaw preferred that the Board not stray from identified priorities currently favored by the board but supported incorporating into future community park spaces identified in

the comprehensive plan. The Board also discussed possibly utilizing existing court space in the community in which they could be striped for dual purposes such as other existing tennis court locations or outdoor basketball court locations.

Adjournment

Wessale motion to adjourn. Adamini second. All in favor. Adjourn at 7:22 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Shane Fineran". The signature is stylized with a large, looping initial "S" and a long, sweeping underline.

Shane Fineran
City Administrator



REQUEST FOR PARK BOARD ACTION

Meeting Date:	November 18 th , 2021					
Item Name:	Preliminary Plat – Sandy Shores					
Originating Department:	Community Development					
Presented by:	Lane Braaten, Community Development Director					
Item Type (X only one):	Consent		Regular Session	<input checked="" type="checkbox"/>	Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

The Parks & Recreation Board should review the attached Sandy Shores Preliminary Plat for the property located at 7860 Laketown Parkway and determine if the area is suitable or desirable for park/playground/open space purposes and make a recommendation to the City Council regarding dedication of land or payment in lieu of land.

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

City Ordinance states “Preliminary plats shall be submitted to the Waconia Park Board for review and comment. If, in the judgement of the City Council, after considering the input of the Park Board, the area proposed to be dedicated is not suitable or desirable for park/playground/open space purposes, because of location, size, or other reason, the City Council may require, in lieu of land dedication, a payment to the City of Waconia of a sum of \$6,000 per gross acre for each acre of land in a residential subdivision and \$5,000 per acre of land in a commercial, industrial or other land use classification.”

Further, “It shall be presumed that at least 10% of the gross land in the subdivision shall be dedicated for parks, schools, playgrounds and open space. The City, upon consideration of the particular type of development proposed in a subdivision, may require larger or lesser amounts of land to be dedicated if it determines that the present and future residents of the subdivision would require greater or lesser amounts of land for such purposes.”

The subject parcel, located at 7860 Laketown Parkway, includes one accessory structure. The attached preliminary plat proposes to subdivide the 2.87-acre parcel into three (3) single family home parcels and one (1) outlot.

Site Area Calculations

Site Area: 2.87 acres

Park Dedication Required at 10% Gross Area: 0.287 acres (12,501.72 sq. ft.)

Cash in Lieu of Land Proposed (approx.*) = 2.87 acres x \$6,000 = \$17,220.00

*The cash in lieu amount above is approximate as the overall acreage calculation shall not include lands occupied by delineated wetland areas, areas utilized for storm water retention ponds and steep slopes in excess of 18% that remain undeveloped. These areas have not been identified in the attached concept plan, so the gross site area was used in the calculation as an estimate.

Staff requests the Parks and Recreation Board review the attached Sandy Shores Preliminary Plat and make a recommendation to the City Council regarding park land dedication. Upon a recommendation from the Parks and Recreation Board said comments will be provided to the City Council for review during their consideration of the subdivision application.

Attachments:

Attachment 1: Location Map (1 page)

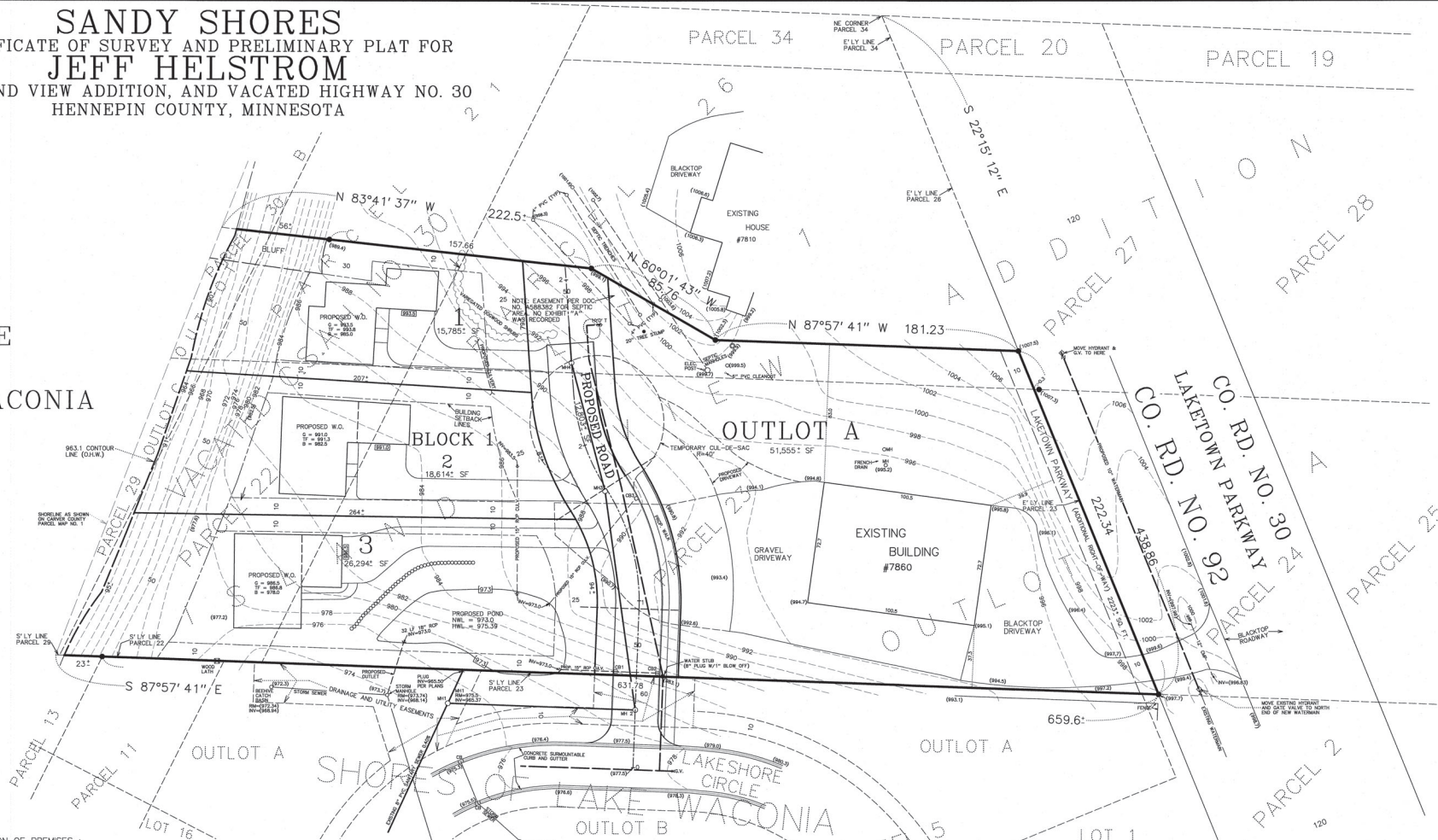
Attachment 2: Sandy Shores Preliminary Plat (1 page)

LOCATION MAP—7860 LAKETOWN PARKWAY



SANDY SHORES
CERTIFICATE OF SURVEY AND PRELIMINARY PLAT FOR
JEFF HELSTROM
 IN ISLAND VIEW ADDITION, AND VACATED HIGHWAY NO. 30
 HENNEPIN COUNTY, MINNESOTA

LAKE
 WACONIA



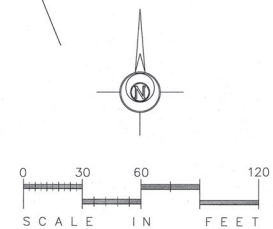
LEGAL DESCRIPTION OF PREMISES :

That part of Lot 1, Block 1; Outlot A; Outlot B; Outlot C; and vacated County State Aid Highway No. 30, all in ISLAND VIEW ADDITION, described as part of Parcels Numbered 21 and 22 and 23 and 26 and 29 and 30 of Carver County Parcel Map No. 1 in Government Lot No. 1, Section 18, Township 116, Range 24, Carver County, Minnesota, described as follows: Commencing at the Northeast corner of said Parcel No. 34; thence on an assumed bearing of South 22 degrees 15 minutes 12 seconds East along the easterly line of Parcels Numbered 34 and 26 and 23 a distance of 438.86 feet to the point of beginning of the tract to be described; thence North 22 degrees 15 minutes 12 seconds West along said easterly line 222.34 feet; thence North 87 degrees 57 minutes 42 seconds West 181.23 feet; thence North 60 degrees 01 minutes 43 seconds West 85.76 feet; thence North 83 degrees 41 minutes 37 seconds West 222.50 feet, more or less, to the shoreline of Lake Waconia; thence southwesterly along said shoreline to the intersection with the South line of said Parcels Numbered 22 and 23 and 29 and its westerly extension; thence South 87 degrees 57 minutes 42 seconds East along said South line 659.6 feet, more or less, to the point of beginning, and is subject to any and all easements of record.

- : denotes iron marker found
 - (908.3) : denotes existing spot elevation, mean sea level datum
 - 917--- : denotes existing contour line, mean sea level datum and county maps
- Bearings shown are based upon an assumed datum.

This survey intends to show the boundaries of the above described property, and the location of an existing building, visible utilities, spot elevations and topography, and the proposed location of proposed lot lines thereon. It does not purport to show any other improvements or encroachments.

TOTAL AREA (TO O.H.W.) = 127,274: SQ. FT. = 2.92: AC.
 AREA EXCLUDING NEW LAKETOWN PARKWAY RIGHT-OF-WAY = 125,051: SQ. FT. = 2.87: AC.



3

GRONBERG & ASSOCIATES, INC.
 CIVIL ENGINEERS, LAND SURVEYORS, LAND PLANNERS
 445 NORTH WILLOW DRIVE LONG LAKE, MN 55356
 952-473-4141

PROJECT

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

DATE: 10-24-21
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]



REQUEST FOR PARKS & RECREATION BOARD ACTION

Meeting Date: November 18, 2021

Item Name: Authorize Inclusive Play Equipment Acquisition and Site Design

Presented by: Craig Eldred, Public Services Director

RECOMMENDATIONS/ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Approval of Inclusive Play Equipment Acquisition and Site Design for Waterford Park; CIP Project 383

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

The focus of this request of Park & Recreation Board action is to review the work completed on the layout and site items as it relates to the Inclusive Play System and Proposed Site Work for Waterford Park.

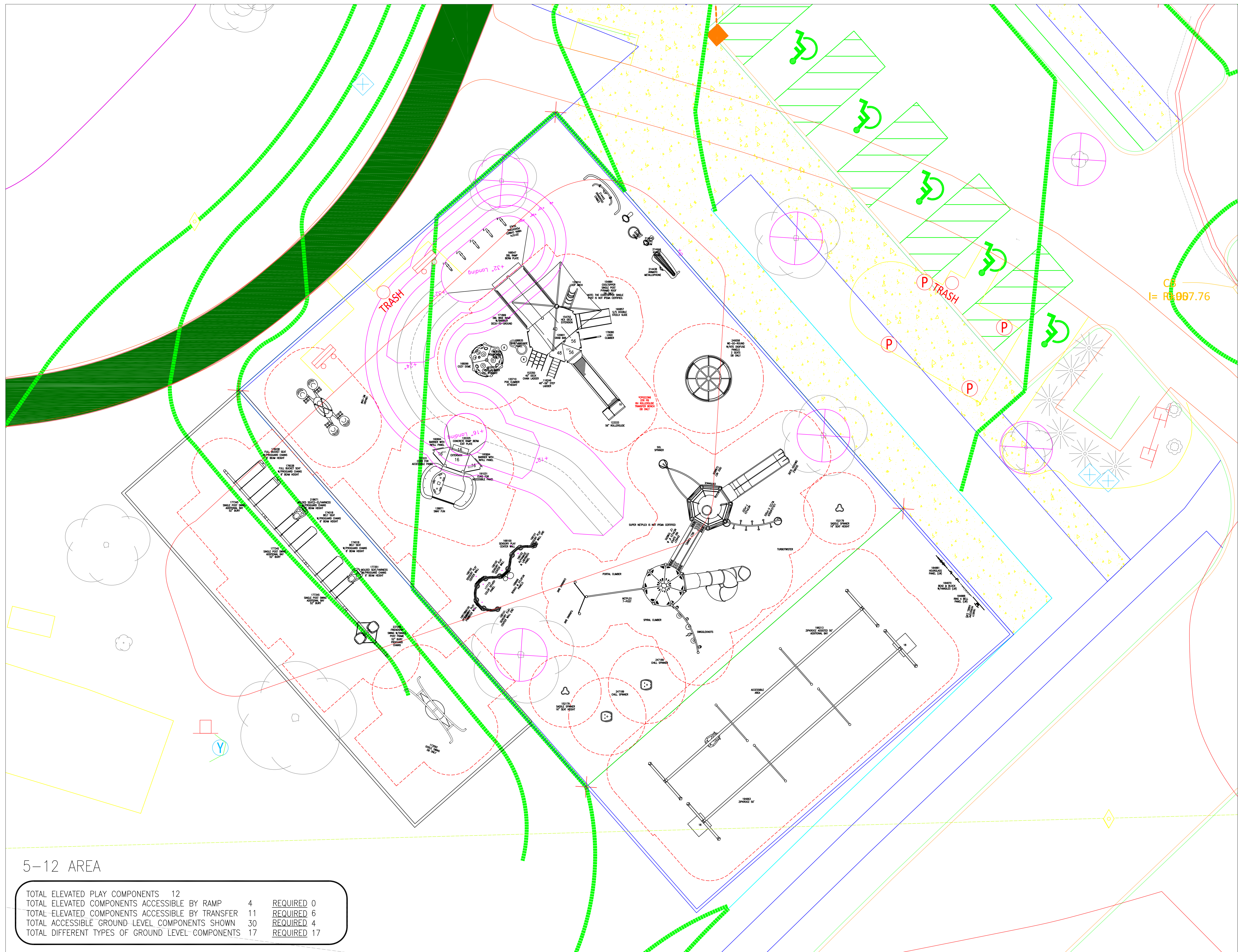
In 2017 a \$5,000.00 dollar donation was received from Quinn Larson and his Family to kick off fund raising for an Inclusive Playground for Waconia. In the fall of 2018, a Task Force was established to discuss the movement of Inclusive Play Systems for the Community Park in Waterford Development. Several meetings occurred, with each meeting being led by a representative of Flagship Recreation. Efforts of the Task Force included design and color scheme eventually brought forth to the Park & Recreation Board and City Council in efforts to initiate fund raising to construct.

To date approximately \$246,000.00 dollars have been raised of the \$400,000.00 goal. Park & Recreation Members may recall we were awarded a MNDNR Grant in the amount of \$250,000.00 and the Developer of Waterford Additions will be contributing in some respects to site work. Estimated equipment and installation costs are near \$642,219.00. Additional costs include site improvements estimated at \$444,000.00. The total project is estimated at \$1,086,219.00.

Attached you will find two different plan-sheet attachments with this request. One, is the Play System Layout. Second, is the entire proposed site plan. I'm hopeful on Thursday evening I will have received them combined to share.

In addition, Board Members will see the site cost proposal and equipment costs. The outstanding item of \$444,000.00 is relative to the site improvement costs. We will walk-through those items on Thursday evening.

We look forward to sharing the information, taking comments and discussion to present to the City Council in effort of moving this project forward for their approval on December 6th, 2021.



5-12 AREA

TOTAL ELEVATED PLAY COMPONENTS	12	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	4	REQUIRED	6
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	11	REQUIRED	4
TOTAL ACCESSIBLE GROUND-LEVEL COMPONENTS SHOWN	30	REQUIRED	17
TOTAL DIFFERENT TYPES OF GROUND-LEVEL COMPONENTS	17	REQUIRED	17



FLAGSHIP RECREATION
 11123 UPPER 33RD ST N
 LAKE ELMO, MN 55082
 763-550-7860
 FLAGSHIPPLAY.COM
 @FLAGSHIPPLAY



THIS PLAY AREA & PLAY EQUIPMENT IS
 DESIGNED FOR AGE RANGES AS NOTED
 ON PLAN.

Waconia Inclusive
 Playground
 Revised Layout 11/09/21

1702, Ravencroft Rd
 Waconia, MN 55387

SALES
 REPRESENTATIVE:
 BAILEY WOLF

DESIGNED BY:
 JLT
 11/09/2021

1/8" = 1'-0"

SHEET
 LS101



City of Waconia
 201 S. Vine St
 Waconia, MN 55387
 Susan Arntz - City Administrator

PRELIMINARY BUDGET

	Preliminary Budget	Possible Additions	Possible Reductions	QTY	Notes
Play Equipment & Installation					
Design - Waconia Inclusive	347,856.60				List Price of Equipment
State Contract Discount	(27,828.53)			8%	State Contract #119795
Sales Tax - if applicable	0.00				
Equipment Installation (Man Hours & Concrete for Footings)	62,294.91				Full professional installation by Landscape Structures Certified Installers *Prevailing Wage *Playground equipment= 17.9% discounted value of equipment
Delivery of Play equipment	2,000.00				estimated / final quote will be provided
Per Diem	0.00				estimated / final quote will be provided
Mobilization	500.00				
Dumpster(s) - 30 Yard	1,050.00		-1,050.00		Disposal of packaging material Possible deduction if owner provides dumpster(s)
Site work					Scope TBD - Assumed to be done by general contractor
Excavation & Hauling (new container)	0.00				
Demo, Excavation & Disposal (existing container)	0.00				
Special Equipment (Lull, Lift, Compactor, etc.)	0.00				
Border Options					
Concrete Border Straight (LF)	16,096.88			425	Standard 6" W x 12" D w/ rebar
Concrete Flatwork					
Concrete Flatwork (Sq. Ft.)	0.00			0	
Concrete Base / mound or sloped surface (2" skim coat)	12,151.56				Please note for mounds, crushed stone is not recommended due to the fact that crushed stone will move and over time the gaps between the crushed stone will cause issues and movement. If you must use crushed stone, it is required to have a concrete or asphalt covering over the crushed stone to make it solid. Possible reduction if concrete and labor is donated
Subgrade Preparation					
Compacted Aggregate Base (Recycled Concrete or Class V) (Tons)	24,497.38			596	Class V aggregate or recycled concrete (w/fines), delivery and installation . 4" - 6" compacted depth. Required for PIP & Synthetic Turf installations
Drain Tile (LF)	5,365.63			425	Perforated Corrugated Drain Tile with Sock
Surfacing Poured In Place (PIP) & Synthetic Turf					
PlayBound Poured In Place by Surface America (Sq. Ft.)	188,743.75			11500	Budget estimate assumes use of Aliphatic Binder (10 year warranty) and 50/50 mix of standard colors & black. Premium Colors have an additional. Possible reduction if Aromatic Binder (7 year warranty) is used.
Site Restoration (Sq.Ft.)	0.00			0	Top soil, seed and blanket
Payment & Performance Bonds (IF REQUIRED)	9,490.92				Payment & Performance Bonds. Per State Contract required on projects \$175,000+
	Budget Total	Total Additions	Total Reductions		Total w/ Additions & Reductions
	642,219.09	0.00	-1,050.00		641,169.09



PUBLIC SERVICES DEPARTMENT MEMO

To: Park and Recreation Board

From: Craig Eldred, Public Services Director

Date: November 18, 2021

RE: Park Maintenance Activities

CC: Shane Fineran, City Administrator & Peter Leo, City Council Liaison

Staffing: Most recently the city hired Deanna LaPlant as the Newly Established Park Maintenance Supervisor for Waconia. Deanna starting in her role on October 25th. Deanna was a previous Waconia Park Maintenance Employee and returned after a short April to October employment with Wright County Parks. Deanna also has previous employment experience with the DNR and completed her Public Works Certificate Program with MNAPWA. We are extremely excited to have Deanna aboard our Public Services Leadership Team.

Winter Operations: While we prepare for the winter season. I have attached a copy of our Winter Maintenance Policy for your review. We are fortunate this coming winter season to not experience many additions to our Trail and Sidewalk systems. We will experience expansive growth next winter due to the late Development construction in 2021.

2021 Projects:

- **Oak Pointe Park:** we have to complete the shelter installation and bench replacements to date.
- **War Memorial, City Square Park;** staff have been working on minor site items and we are currently working with the Legion on Grant funding requests to support improvements of the War Memorials in City Square Park.
- **Boulevard Tree:** staff will begin work on tree pruning & training through the winter season.

2022 Projects:

- **Reitz Lake Fishing Pier:** staff are working on pricing project related items including the Fishing Pier for Reitz Lake Park. Reitz Lake has considerable bounce due to the watershed and we intend to look at a floating type fishing pier. We are looking locally at pricing.
- **City Square ADA Improvements:** the project will be bid shortly. Staff received authorization to bid the work from City Council.

Waterford Play Equipment:

Staff have been working with Landscape Structures on re-utilizing the existing Waterford Park Play Equipment in Lakeview Terrace Park. Attached is a concept layout, images, and financial documents of the optimal placement of the equipment.

ADA Transition Plan:

The city is at the Draft and Community Review stage of its ADA Self-Evaluation and Transition Plan. I wanted to share the document and location images of the community with the Park & Recreation Board. It is my goal to share this with the City Council on December 6th in effort to initiate a Public Comment Period. We will discuss this subject matter in greater detail on Thursday evening.



Lakeview Terrace Relocate

LakeviewTerrace_Waconia 102821_Render • 11.08.2021





Lakeview Terrace Relocate

LakeviewTerrace_Waconia 102821_Render • 11.08.2021





Lakeview Terrace Relocate

LakeviewTerrace_Waconia 102821_Render • 11.08.2021





Lakeview Terrace Relocate

LakeviewTerrace_Waconia 102821_Render • 11.08.2021





City of Waconia
 310 East 10th Street
 Waconia, MN 55387
 Craig Eldred - Public Services Director

11/8/2021

PRELIMINARY BUDGET

	Preliminary Budget	Possible Additions	Possible Reductions	QTY	Notes
Play Equipment					
Design - Lakeview Terrace Relocate	23,748.97				List Price of Equipment
State Contract Discount	(1,424.94)			6%	State Contract #119795
Sales Tax - if applicable	0.00				
Equipment Installation (Man Hours & Concrete for Footings)	19,453.55				Full professional installation by Landscape Structures Certified Installers
Delivery of Play equipment	400.00			0	estimated / final quote will be provided
Per Diem	0.00				estimated / final quote will be provided
Mobilization	500.00				
Dumpster(s) - 30 Yard	525.00				Disposal of packaging material
Site work					
Removal of Existing Equipment	14,860.89				*Removal of existing equipment at Waterford Park and relocated to Lakeview Terrace Park
Border Options					
Concrete Border Straight (LF)	\$0.00	15,604.50		412	Standard 6" W x 12" D w/ rebar *Possible addition if Flagship pours container curb
Plastic Timbers & Ramp	0.00				
Subgrade Preparation					
Drainage Aggregate - Pea Rock (Tons)	\$0.00	4,667.44		76	Pea Rock - 3" depth - Recommended with EWF installations *Possible add if Flagship Installs
Drain Tile (LF)	0.00				Perforated Corrugated Drain Tile with Sock
Surfacing Engineered Wood Fiber (EWF)					
EWF - Playground Safety Surfacing (CY)	\$0.00	8,814.68		218	IPEMA Certified Playground Surfacing - Meets the standards of ASTM, ADA & CPSC - Blow-in Installation *Possible add if Flagship Installs
GeoTextile Fabric (Sq. Ft.)	\$0.00	2,566.03		6,775	Price includes installation *Possible add if Flagship Installs
Site Restoration (Sq.Ft.)	0.00				Top soil, seed and blanket
	Budget Total	Total Additions	Total Reductions		Total w/ Additions & Reductions
	58,063.47	31,652.65	0.00		89,716.12

State Contract Pricing



PROJECT INFORMATION

Project name	Lakeview Terrace		
Address	56 Lakeview Terrace Blvd		
City, State ZIP	Waconia MN, 55387		
Contract Year	2022		

EQUIPMENT INFORMATION & PRICING

Qty	Item No.	Description	Price	Ext Price
1	123293A	Cozy Climber Perm Handholds 32"Dk DB	\$2,717.00	\$2,717.00
1	128252A	Loop Ladder 48"Dk DB	\$1,040.00	\$1,040.00
1	143199A	Conical Climber 72"Dk DB	\$4,707.00	\$4,707.00
1	152911A	Curved Transfer Module Right 32"Dk DB	\$2,651.00	\$2,651.00
2	125921A	TurboTwister Pipe Barrier	\$742.00	\$1,484.00
1	133444	HDW PKG PERM PNL ATT PB	\$52.52	\$52.00
1	CP023911	2-step deck link barriers to fit old style deck link	2,822.95	2,822.95
Total Equipment Cost at State Contract Pricing				\$15,473.95
Replacement Parts				
2	128824	90* ATCH BRACKET PNT	\$26.82	\$53.63
8	100198	BHCS 6LP 3/8x1-1/8i SST	\$1.57	\$12.52
4	146007	BIT 5/16 6-LOBE T45 TAMP	\$1.63	\$6.50
8	152050	CHN 3/16 X 67-7/8i PVC	\$65.65	\$525.20
2	152055	CHN 4/0 59-15/16i PVC	\$60.60	\$121.20
8	121291	CLMP ASY SWG HGR/CLV 5i	\$85.85	\$686.80

26	106022	CLMP DK HGR	\$37.02	\$962.43
76	105327	CLMP HALF 5i AL	\$28.63	\$2,176.15
30	113729	CLMP OFFSET 5i RAIL HGR	\$37.02	\$1,110.50
2	118029	FTR 1.315iOD X 24i	\$69.69	\$139.38
1	133806	HDW 64/72 EL SLD 30iOD	\$144.43	\$144.43
2	141416	HDW ARCH SWING 5iOD BEAM	\$61.61	\$123.22
2	124900	HDW DK MNT PNL T-DECK PB	\$48.48	\$96.96
1	142230	HDW DK TO DK STEPS 24i	\$91.91	\$91.91
1	124342	HDW HLOOP/RAIL PB	\$30.30	\$30.30
1	124342	HDW HLOOP/RAIL PB	\$30.30	\$30.30
4	120203	HDW PB TRIANGULAR DK	\$31.31	\$125.24
4	132635	HDW PKG (2) BOLT LINKS	\$34.34	\$137.36
1	132739	HDW PKG ABOVE DK BARR PB	\$43.43	\$43.43
2	138414	HDW PKG BUCKET SEAT	\$8.08	\$16.16
1	121371	HDW PKG ENTR/DECK MTG	\$12.12	\$12.12
1	121371	HDW PKG ENTR/DECK MTG	\$12.12	\$12.12
1	111704	HDW PKG EXIT SPRT	\$13.13	\$13.13
2	119491	HDW PKG PB SQ TENDERDECK	\$40.40	\$80.80
1	119491	HDW PKG PB SQ TENDERDECK	\$40.40	\$40.40
1	111506	HDW PKG SGL POLY SLD	\$13.13	\$13.13
1	106578	HDW PKG SGL SLD HOOD PB	\$36.36	\$36.36
1	148851	HDW PKG SPACELINK CLMR	\$250.48	\$250.48
1	157711	HDW PKG SWING BEAM ATTACH	\$41.41	\$41.41
1	128373	HDW SLIDEWINDER2® EXIT DB	\$9.09	\$9.09
4	154942	HDW SLIDEWINDER2® SECTION	\$60.60	\$242.40
1	115985	HDW STORE COUNTER TOP	\$50.50	\$50.50
2	119593	HDW TRI-DK EXTENSION	\$22.22	\$44.44

1	139573	HDW WIGGLE LADR 40DK PB	\$60.60	\$60.60
1	146589	INST 2i ARCH SWING	\$0.00	\$0.00
1	146791	INST ARCH BELT SWING 5iOD	\$0.00	\$0.00
1	136166	INST BELT SWING SEAT	\$0.00	\$0.00
1	138716	INST CONCRETE TYP PB POST	\$0.00	\$0.00
1	148146	INST CORKSCREWS PB	\$0.00	\$0.00
1	142234	INST DK/DK STEPS PB	\$0.00	\$0.00
1	148634	INST DRIVER PNL PB	\$0.00	\$0.00
1	136165	INST FULL BUCKET SEAT	\$0.00	\$0.00
1	133914	INST KICK PANELS PB	\$0.00	\$0.00
1	141958	INST KICK PLATE SQ T-DECK	\$0.00	\$0.00
1	148798	INST MACRO SPACENET 3140	\$0.00	\$0.00
1	140666	INST PB CRVD XFER MOD 40i	\$0.00	\$0.00
1	150424	INST PB SLIDEWINDER2	\$0.00	\$0.00
1	145824	INST PB TRI-DECK	\$0.00	\$0.00
1	135331	INST PIPE BARRIER SQ PB	\$0.00	\$0.00
1	151060	INST SINGLE POLY SLIDE PB	\$0.00	\$0.00
1	152160	INST SPACELINK CLIMBER	\$0.00	\$0.00
1	145821	INST SQUARE DECK PB	\$0.00	\$0.00
1	144582	INST STOREFRONT PNL PB	\$0.00	\$0.00
1	145826	INST TRI-DECK EXT PB	\$0.00	\$0.00
1	148170	INST TURBO TWISTER SLD PB	\$0.00	\$0.00
1	136163	INST TYP SWING HGR ASY	\$0.00	\$0.00
1	147861	INST WIGGLE LADDER PB DB	\$0.00	\$0.00
4	146017	L-KEY 6-LOBE T45 TAMP	\$3.07	\$12.28
8	100351	NUT MOD-T 3/8-16 SST	\$1.70	\$13.57
3	119813	RAIL 13/16iOD X 27-15/16i	\$76.76	\$230.28

60	100610	RIVET 1/4X5/8i DRV AS	\$1.08	\$64.84
2	132443	TUBE 1-3/8ODX1-11/16 PNT	\$20.15	\$40.30
12	113468	TUBE 7/8iOD X 1-11/16i AL/PNT	\$11.16	\$133.93
1	136920	HDW PB CRVD TRANSFER MOD	\$129.28	\$129.28
3	122202	HDW SQ DECK KICK PLATE	\$13.08	\$39.24
1	148176	HDW PKG POLE PB	\$70.70	\$70.70
Total Replacdemnt Parts Equipment Cost				\$8,275.02



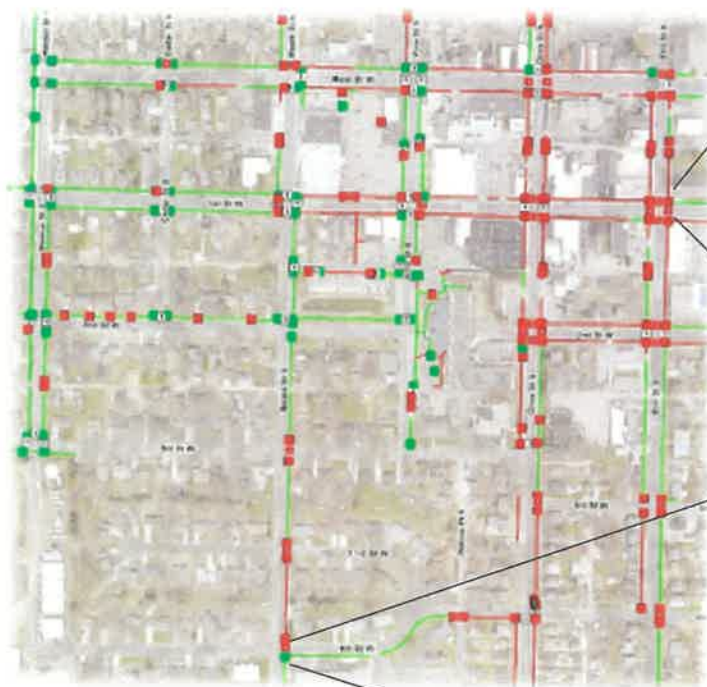
Real People. Real Solutions.



Waconia, MN

Americans with Disabilities Act Self-Evaluation and Transition Plan

DRAFT - September 2021



Prepared by:
Bolton & Menk, Inc.
111 Washington Ave S., Suite 650
Minneapolis, MN 55401
P: 612-416-0220
F: 612-416-0222

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I. INTRODUCTION

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

As required by Title II of [ADA, 28 CFR. Part 35 Sec. 35.105 and Sec. 35.150](#), the City of Waconia has conducted a self-evaluation of its facilities within public rights-of-way and has developed this Transition Plan detailing how the organization will ensure that all of those facilities are accessible to all individuals.

B. ADA and its Relationship to Other Laws

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

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

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law apply to employers and organizations that receive financial assistance from any Federal department or agency. Title II of ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding or not.

C. Agency Requirements

Under Title II, the City of Waconia 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](#)]
- Must make reasonable modifications to 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\(b\)\(1\)\(iv\) & \(d\)](#)].

- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others [\[29 C.F.R. Sec. 35.160\(a\)\]](#).
- Must designate at least one responsible employee to coordinate ADA compliance [\[28 C.F.R. 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 C.F.R. 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 [\[28 C.F.R. Sec. 35.106\]](#). The notice must include the identification of the employee serving as the ADA coordinator and must provide this information on an ongoing basis [\[28 C.F.R. Sec. 107\(a\)\]](#).
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [\[28 C.F.R. 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 city programs, practices, or building facilities not related to public rights-of-way.

II. SELF-EVALUATION

A. Overview

The City of Waconia is required, under Title II of the Americans with Disabilities Act (ADA) and 28 C.F.R. Sec. 35.105, to perform a Self-Evaluation of current transportation infrastructure policies, practices, and programs. A Self-Evaluation identifies what policies and practices impact accessibility and examine how the city implements these policies. The goal of the Self-Evaluation is to verify that, in implementing the city's policies and practices, the city is providing accessibility and not adversely affecting the full participation of individuals with disabilities.

The Self-Evaluation also examines the condition of the city's Pedestrian Circulation Route/Pedestrian Access Route (PCR/PAR) and identifies potential need for PCR/PAR infrastructure improvements. This will include the sidewalks, curb ramps, bicycle/pedestrian trails, traffic control signals, and transit facilities that are located within the city public rights-of-way. Any barriers to accessibility identified in the Self-Evaluation and actions to remedy identified barriers are identified in this document and appendices. Pedestrian facilities were evaluated for ADA deficiencies throughout the city. Pedestrian facilities located within MN Department of Transportation (MnDOT) or Carver County right-of-way were not included in this evaluation unless a cost-share agreement exists between the city and those agencies for the maintenance/reconstruction of facilities.

B. Methodology

The Self-Evaluation field data inventory began in November 25, 2020 to May 7, 2021. During this time, city staff inventoried components of the PCR/PAR environment using the latest GPS technology to collect field data for pedestrian infrastructure features. Data was imported into Esri ArcGIS for analysis, reporting, and mapping as part of the Transition Plan.

ADA accessibility evaluation included the following:

- *Pedestrian Ramps* – All pedestrian ramps were inventoried and evaluated for compliance. Data collected for each pedestrian ramp includes condition, truncated dome type, landing size and slope, ramp type, ramp slope, detectable warning system, and other required compliance information. Maintenance issues include vertical discontinuity, gaps, steep cross slope, cracking, standing water, vegetation, spalling, and others as shown in **Appendix A** of this document.

Ramps received one of the following condition ratings based on the following criteria:

Rating	Pedestrian Ramp Condition Rating
1	Uniform slopes, no noticeable cracks, no vertical discontinuities, no spalling, joints intact
2	Uniform slopes, some cracks, vertical discontinuities less than ¼”, no spalling, joints intact
3	Gutter slope beyond flare flows back towards curb ramp at <1.5%, some large cracks and minor spalling, noticeable vertical discontinuities, joints beginning to deteriorate, no detectable warnings
4	Gutter slope beyond flare flows back towards curb ramp at >1.5%, many cracks, multi-directional, excessive spalling, excessive vertical discontinuities, joints badly deteriorated, >1/2” vertical discontinuities, no detectable warnings

To achieve ADA-compliance, a pedestrian ramp must achieve a condition rating of 1 or 2 and exhibit the following:

- Maximum ramp slope is less than or equal to 8.34% (1/12 rise/run ratio)
- Cross slope is less than or equal to 2% (1/50 rise/run ratio)
- Presence of a landing area greater than or equal to 4-feet by 4-feet and less than or equal to 2% cross slopes in all directions.
- An ADA-compliant detectable warning* is present (i.e., truncated domes, brushed concrete, etc.)

Pedestrian ramps receiving a condition rating of 3 or 4 and not exhibiting the above criteria are not compliant with ADA and are candidates for future reconstruction. The timeline for modification of each of these pedestrian ramps will depend on its priority ranking, correlation to planned projects, reasonable accommodation requests, and available funding.

*A note on detectable warnings: Current guidance from the US Access Board and ADA standards require the use of truncated domes as the only acceptable detectable warning for new ramp construction. However, MnDOT does not require agencies to retrofit truncated domes into ramps where brushed concrete, exposed aggregate, or another detectable warning that was previously acceptable under standards at that time were employed. Ramps were identified as compliant if one of these types of detectable warnings were present and all other ramp elements were compliant. If a ramp with this type of detectable warning is adjacent to an alteration project such as roadway reconstruction or repaving, MnDOT requires that a truncated dome detectable warning device be installed.

Compliant and non-compliant pedestrian ramp locations are identified in **Appendix B**.

- *Sidewalks and Trails* – Sidewalk and trail maintenance issues include vertical discontinuity, gaps, steep cross slope, cracking, standing water, vegetation, spalling, and others. Barriers to accessibility include items obstructing the PAR which could include hydrants, lighting/traffic signal poles, power poles, manhole/handhole, valve boxes, and locations with a narrowed PCR/PAR among others (**Appendix A**).

Sidewalks and trails received one of the following condition ratings based on the above criteria:

Rating	Sidewalk and Trail Condition Rating
1	Sidewalk is smooth with no vertical discontinuities
2	Sidewalk has vertical discontinuities less than ½ inch, and the surface still passable
3	Sidewalk has vertical discontinuities more than ½ inch
4	Sidewalk is crumbling, has many cracks, and is unpassable for wheelchairs in many spots

To achieve ADA-compliance, a sidewalk or trail must achieve a condition rating of 1 or 2 and exhibit the following:

- Sidewalk width is a minimum of 4 feet, with 5-foot passing zones at a maximum distance of 200 feet apart (passing zone does not apply when the sidewalk is a continuous 5 feet wide).
- Cross slope is less than or equal to 2%

Sidewalk and trail segments exhibiting condition ratings of 3 or 4 and not exhibiting the above criteria are not compliant with ADA and are candidates for future reconstruction.

- Crosswalks – Crosswalks were evaluated for their general condition. Marked crosswalk locations were assessed for marking visibility issues and pavement condition.
- Signals – Signals were evaluated for the presence of Accessible Pedestrian Signal (APS) technology. Signals with APS are compliant with ADA standards, Signals without it are not.

APS technology communicates crossing information (i.e. Walk/Don't Walk) in a non-visual format (audible tones/messages or vibrotactile surfaces), allowing those who are blind or have low vision to use the facility safely.

C. Summary of Self-Evaluation Inventory

The City of Waconia conducted the Self-Evaluation review of programs from November 25, 2020 to May 7, 2021. This included an inventory of pedestrian facilities within public rights-of-way. **Figure 1** provides a summary of ADA compliance among the surveyed pedestrian facilities in Waconia, which includes pedestrian ramps, sidewalks/trails, signals, and crosswalks. **Table 1** details-ADA compliance and non-compliance with the actual number or amount of facilities by type.

Figure 1: Pedestrian facility ADA compliance in Waconia

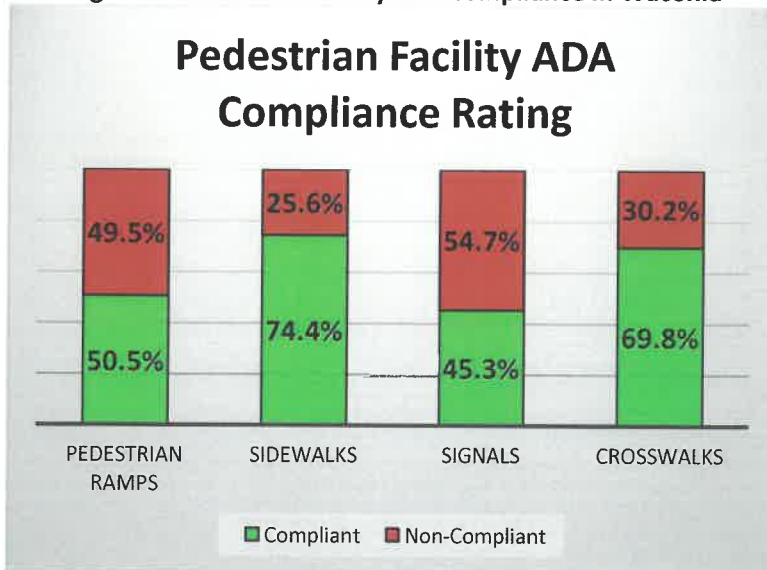


Table 1: Waconia Infrastructure ADA-Compliance Rates

Infrastructure Type	Compliant	Non-Compliant	Total	Percent Compliant
Sidewalks and Trails (Sq. Ft.)	172,573	59,486	232,059	74.37%
Pedestrian Ramps	400	392	792	50.51%
Crosswalks	220	95	315	69.84%
Signals	43	52	95	45.26%

Of the 792 pedestrian ramps in Waconia, 400 were found to be in compliance with ADA standards, while 392 were not. Most of the non-complaint ramps were located in the downtown area, which had relatively few compliant ramps. Most of downtown is scheduled to be reconstructed through planned capital improvement projects within the next few years, during which time the pedestrian ramps will be replaced with ADA-compliant ramps.

About 75 percent of sidewalks were determined to be ADA-compliant. Approximately 11,897 linear feet (59,486 square feet when allocating for five foot wide sidewalks) were not in compliance. Similar to pedestrian ramps, much of the non-complaint infrastructure is located within the downtown area.

The majority of crosswalks (220 of the 315 total) were in compliance. Most downtown Waconia crosswalks were non-complaint; other non-complaint locations were scattered around the city.

Additionally, 95 signals were evaluated, of which 52 were not in compliance. There was no overarching pattern to the location of non-complaint signals within the city.

Downtown Waconia exhibits the highest concentration of non-compliant infrastructure. Most of the sidewalks, crosswalks, and curb ramps are non-complaint, and the area includes many sidewalk barriers. However, most of this aging infrastructure is scheduled to be reconstructed over the next decade, which should bring most of downtown Waconia into compliance with ADA standards.

III. POLICIES AND PRACTICES

The City of Waconia is required, under Title II of the ADA and 28 CFR 35.105, to perform a self-evaluation of its policies, practices, and programs. The goal of this self-evaluation is to verify that, in implementing the policies and practices, the city is providing accessibility and not adversely affecting the full participation of individuals with disabilities. The self-evaluation identifies policies and practices that affect accessibility and examine city implementation of these policies.

A. Previous Practices

Since the adoption of the ADA, the City of Waconia has endeavored to provide accessible pedestrian features as part of the city's capital improvement projects and through city ordinances for site plan review and subdivision of land. As additional information was made available as to the methods and standards of providing accessible pedestrian features, the city updated its procedures to accommodate these methods.

B. Waconia ADA Policy

The City of Waconia is committed to providing accessible pedestrian infrastructure as part of the city's capital improvement projects and via all applicable ordinances. Waconia's goal is to continue to provide accessible pedestrian design features as part of the city's capital improvement projects. The city has adopted the Public Rights-of-Way Accessibility Guidelines (PROWAG) and procedures to be in accordance with the Minnesota Department of Transportation Standards (see **Appendix G**). These standards and procedures will be kept up to date with nationwide and local best management practices.

The city will consider and respond to all accessibility improvement requests. All accessibility improvements that have been deemed reasonable will be scheduled consistent with transportation priorities and available funding. The city will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the city's jurisdiction are ADA compliant to the maximum extent feasible.

Requests for accessibility improvements can be submitted to the City of Waconia's ADA Coordinator (see **Appendix F**).

Maintenance of pedestrian facilities within the public rights-of-way will continue to follow the policies set forth by the city. The current policies were reviewed, and potential changes were discussed. The breakdown of relevant policies can be seen in **Appendix H** which includes the following:

- City of Waconia City Code
- City of Waconia Comprehensive Plan (2019)

New Construction

The City of Waconia has the discretion to determine the need for a new sidewalk or shared use trail with new street construction projects. All new street construction projects with pedestrian accommodations will be designed and constructed to conform with the most current ADA guidance and design practices to the maximum extent feasible.

Reconstruction Projects

All city street reconstruction projects with pedestrian accommodations will be designed and constructed in accordance with the most current ADA guidance and design practices to the maximum extent feasible. Street reconstruction projects will require reconstruction of any non-compliant pedestrian curb ramps and sidewalks to meet ADA standards.

Rehabilitation/Resurfacing projects

All city major rehabilitation and resurfacing projects will include construction of missing or non-compliant pedestrian curb ramps as needed.

Curb ramps must be brought into compliance with roadway construction activities determined to be *alterations* per current US Department of Transportation / Department of Justice requirements. Alterations include new asphalt layers, mill and overlay, major rehabilitation and similar activities. Routine maintenance does not require curb ramp upgrades. Maintenance includes seal coats, crack filling/sealing, fog seals, pavement patching and similar activities.

Stand Alone Projects

As grant or additional city funding opportunities are available, independent ADA projects may be undertaken by the city. Candidate sites will be evaluated on a case-by-case basis for facility condition, pedestrian volumes, public safety, public benefit and improvement costs as well as the ability to provide alternative barrier removal options. High-priority areas such as those in close proximity to specific land uses (i.e., schools, government offices, and medical facilities) will be given additional consideration. Improvements will be undertaken at the discretion of the Public Services Director.

Development Projects

As private development continues to grow, both new and reconstruction, the City of Waconia will require new and adjacent infrastructure to comply with ADA standards.

IV. IMPLEMENTATION PLAN

A. Priority Areas

All intersections and roadway segments in the City of Waconia were classified based on the following criteria:

Priority Level 1 – High Priority

- Locations exhibiting accessibility barriers identified through the public process by stakeholders and the general public.
- Locations and roadway segments serving Level 1 facilities including:
 - Government facilities (city, county, state);
 - Public libraries;
 - Public and private primary and secondary schools (within a one-quarter mile radius from the school property);
 - Hospitals, health clinics and health centers (public and private);
 - Public housing and homeless shelters, including senior facilities and rehabilitation facilities;
 - Colleges, universities, and technical schools;
 - Transportation hubs (includes bus lines and transit stations);
 - Parks

For these high priority locations and roadway segments, field collection staff measured a variety of detailed accessibility and pedestrian data, as described in **Section II**.

Priority Level 2 – Medium Priority

- Locations and roadway segments serving Level 2 facilities including:
 - Central business districts, shopping malls, supermarkets and strip retail

- centers
- Churches and Places of Worship
- Major employment sites
- Housing complexes, including apartments

For these medium priority locations and roadway segments, field collection staff measured a detailed variety of accessibility and pedestrian data.

Priority Level 3 – Lower Priority

- Single-family residential areas;
- Industrial areas;
- Other areas not classified as Priority Level 1 and 2

B. Severity Index

Within these priority levels, projects were ranked using a severity index, a method of identifying the locations that are the least compliant and most in need of replacement. This rating runs from 0 to 10, with 0 being compliant and 10 being the most non-compliant. The overall score takes into account a variety of data collected in the Self-Evaluation Inventory, including ramp and gutter condition, slope class, ramp width, and size of the landing area.

The City of Waconia used the priority ranking outlined above combined with the severity index to create the plan and schedule for integrating ADA compliance projects in future street projects. Priority 1 locations are ranked by their severity index and then ordered so that locations most in need of repair are prioritized. Reporting on the results of the Self-Evaluation is included in **Appendix B**.

C. External Agency Coordination

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

D. Cost Estimates

Planning-level cost estimates were prepared for non-compliant ADA infrastructure. These estimates are based on design engineering expertise and 2020 bid pricing. They are subject to change over time due to inflation and changes in material and labor costs.

Table 2. Planning-Level Cost Estimates for Remediation Categories

Infrastructure Type	Planning-Level Cost
Sidewalks and Trails	\$6/SF
Pedestrian Ramps	\$1,000/Detectable Warning \$6,000/Full Ramp Reconstruction
Crosswalks	\$500/Each
Signals (APS)	\$7,000/Corner
Barriers	\$8/SF

Sidewalk, Trail and Barrier Remediation

The condition of mainline sidewalk and trail were classified by city staff during data collection. For cost estimating purposes, an entire segment of sidewalk or trail was classified as non-compliant if it contained multiple smaller sections that were considered non-compliant

and it would be more cost effective to replace the entire segment. This is common for sidewalk and trail located in the older parts of Waconia. A planning-level cost estimate of \$6/square foot was estimated for removal and replacement of non-compliant mainline sidewalk and trail segments.

Sidewalk and trail segments that were generally ADA-compliant but contained small sections that were non-compliant do not require the entire segment to be replaced. Instead, only the areas classified as non-compliant were noted. This was common with sidewalk and trail segments constructed within the last 5-15 years and generally were in good condition and ADA compliant, except for a few isolated areas. A planning level cost of \$6/square foot was estimated for repair of these isolated areas of mainline sidewalk and trail.

The area of mainline sidewalk and trail that contained barriers such as poles, hydrants, utility boxes that were too close to the PAR, or a PAR that was too narrow, were measured by the width of the walkway multiplied by the length of the barrier to the nearest 5 linear feet. The repair area was then multiplied by a unit price of \$8/square foot.

Pedestrian Ramp Remediation

Pedestrian ramps that are ADA compliant but missing a detectable warning (such as truncated domes, tined surface, etc.) are estimated to cost \$1,000 per ramp to install a compliant detectable warning system while maintaining the existing, concrete pedestrian ramp and landing. Ramps that have a detectable warning system compliant under earlier ADA guidance (exposed aggregate, brushed concrete) must be upgraded to include compliant truncated domes when adjacent to a street undergoing an alteration activity (reconstruction, resurfacing, etc.).

Ramps that are non-compliant because of slope, vertical discontinuities, lack of appropriate level landing and other related conditions require that the entire ramp be replaced. Replacing non-compliant ramps was estimated to cost \$6,000 each. Note that site-specific conditions for ramps can vary widely, affecting cost.

Crosswalk Remediation

Crosswalk compliance was estimated to be \$500 per crosswalk.

APS Signal Remediation

Each signal that was classified as non-compliant was estimated to cost \$7,000 per corner bring into compliance and add APS. The cost of adding APS signal elements can vary significantly for each signal location depending on the width of roadways and other factors.

E. Implementation Schedule

Overall, this Plan estimates \$4.7M (2021 dollars) in ADA improvements are necessary for pedestrian facilities throughout the city. This includes \$1.8M for Mainline Sidewalk and Trail Remediation, \$2.6M for Pedestrian Ramp Remediation, \$47,500 for Crosswalk Remediation, \$26,000 for Signal Remediation and \$241,800 for Mainline Sidewalk and Trail Barrier Remediation. Waconia aims to achieve ADA compliance among these facilities responsibly, and as expeditiously as possible, recognizing that \$4.8M is a significant cost. **Table 3** shows the cost of the program for each type of pedestrian facility as well as what parts of the program take place in Waconia's Capital Improvement Plan (CIP).

Table 3. Estimated Costs for ADA-Compliance Needs

Infrastructure Type	CIP Project Related Cost	Non-CIP Project Related Cost	Total Cost
Sidewalks and Trails	\$1,173,770	\$610,794	\$1,784,564
Pedestrian Ramps	\$1,356,000	\$1,251,000	\$2,607,000
Crosswalks	\$36,000	\$11,500	\$47,500
Signals	\$20,000	\$6,000	\$26,000
Barriers	\$99,800	\$142,000	\$241,800
Total Cost	\$2,685,570	\$2,021,294	\$4,706,864

The City of Waconia will utilize three methods for upgrading pedestrian facilities to the current ADA standards. The first and most comprehensive of the three methods are scheduled street and utility improvement projects already in the CIP. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. The second method is the stand alone sidewalk and ADA accessibility improvement project. These projects will be incorporated into the CIP on a case by case basis as determined by city staff. Lastly, the City of Waconia will use site redevelopment, new development, and cooperative agreement projects to bring all adjacent pedestrian facilities into compliance.

Much of the work necessary to bring Waconia’s pedestrian infrastructure into compliance with ADA standards is in locations on the CIP. This will include \$1.17M for sidewalk remediation, \$1.36M for Pedestrian Ramp Remediation, \$36,000 for Crosswalk remediation, and \$20,000 for Signal Remediation. The remaining balance of \$2M will have to be allotted in order to improve the remaining facilities. A full 58% of the cost of this plan is part of the CIP from 2022-2032, with the cost to bring the rest of the infrastructure into ADA compliance totaling approximately \$2M.

New instances of non-compliance will surface each year as normal wear-and-tear and extreme weather take their toll on pedestrian facilities. These conditions will likely prevent any Minnesota city from achieving 100% ADA compliance among facilities. However, known deficiencies have been carefully prioritized in this plan to ensure steps are taken where they matter most, and in the shortest timeframe possible. With this in mind, Waconia aims to improve deficiencies identified in this plan over a 30-year period. The improvements made in the first decade will be CIP related projects, with the following 20-year period being improvements made to non-CIP project locations. It is anticipated that during the first decade, CIP projects will average to a cost of \$269K per year, with the following two decades averaging a cost of \$101K to complete the remaining accessibility features defined in this plan. Both figures use 2021 dollars. This does not include unknown contributions from private development or potential cooperative agreements which will decrease the future cost to the city.

The city has set the following implementation goals for improving the accessibility of its pedestrian facilities within its jurisdiction:

- After 10 years, 34% of accessibility features identified in this Plan would be improved.
- After 20 years, 67% of accessibility features identified in this Plan would be improved.
- After 30 years, 100% of accessibility features identified in this Plan would be improved.

improved.

The City of Waconia anticipates updating this plan every **five years** to capture new instances of non-compliance and to document progress achieved since the previous plan was adopted. This plan serves as a framework for the city to follow and implementation goals will likely change as the city pursues ADA compliance.

V. ADA COORDINATOR

In accordance with 28 CFR 35.107(a), the City of Waconia has identified an ADA Title II Coordinator to oversee the city's policies and procedures. Contact information for this individual is in **Appendix F**.

VI. PUBLIC OUTREACH

The City of Waconia recognizes that public participation is an important component in the development of this document. Input from the community has been gathered and used to help define priority areas for improvements within the public rights-of-way of the City of Waconia.

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

- **Grievance Procedure:**

In compliance with 28 CFR 35.107, the city has established the grievance procedure to take future comments and concerns for the city. This can be seen in **Appendix E** and is further detailed in Section VIII below.

- **City Website:**

A city website was established early in the process that provided the public an opportunity to submit comments on areas in the community they find problematic. The website also provided a project schedule and other project related information including plan drafts and meeting notices among other items.

This document was available for public comment online between the dates of **October 1st, 2021 to November 1st, 2021**. Information regarding the public outreach activities is in **Appendix D**.

- **Virtual Public Comment:**

Due to the public health crisis caused by COVID-19, a virtual public comment period was held between the dates of **October 1st, 2021 and November 1st, 2021** to solicit feedback from the public on the draft ADA Transition Plan and projects in the city that pose barriers to accessibility that weren't identified in the plan. A meeting summary can be seen in **Appendix D**.

VII. GRIEVANCE PROCEDURE

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities in regard to the ADA. A draft of this public notice is provided in **Appendix E**. If users of the City of Waconia facilities and services believe the city has not provided reasonable accommodation, they have the right to file a grievance.

In accordance with 28 CFR 35.107(b), the city 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 E**.

VIII. MONITOR THE PROGRESS

This document will be updated as needed to reflect the City of Waconia's approach to complying

with ADA and providing accessible pedestrian infrastructure. The appendices in this document will be updated periodically to account for improvements, while the main body of the document will be updated within five to ten years with a future update schedule to be developed at that time. With each main body update, a public comment period will be established to continue public outreach.

Appendix A: Deficiencies

I. Appendix A: Self-Evaluation – Examples of Commonly Identified Deficiencies and Obstructions

Figure A.1 – Commonly Identified Deficiencies



Vertical Discontinuity



Horizontal Discontinuity



Cross Slope



Cracking



Ponding



Vegetation



Spalling



Vertical Slope

Figure A.2 – Sidewalk Obstruction Examples



Fire Hydrant



Lighting Pole



Traffic Signal Handhole



Traffic Signal Pole

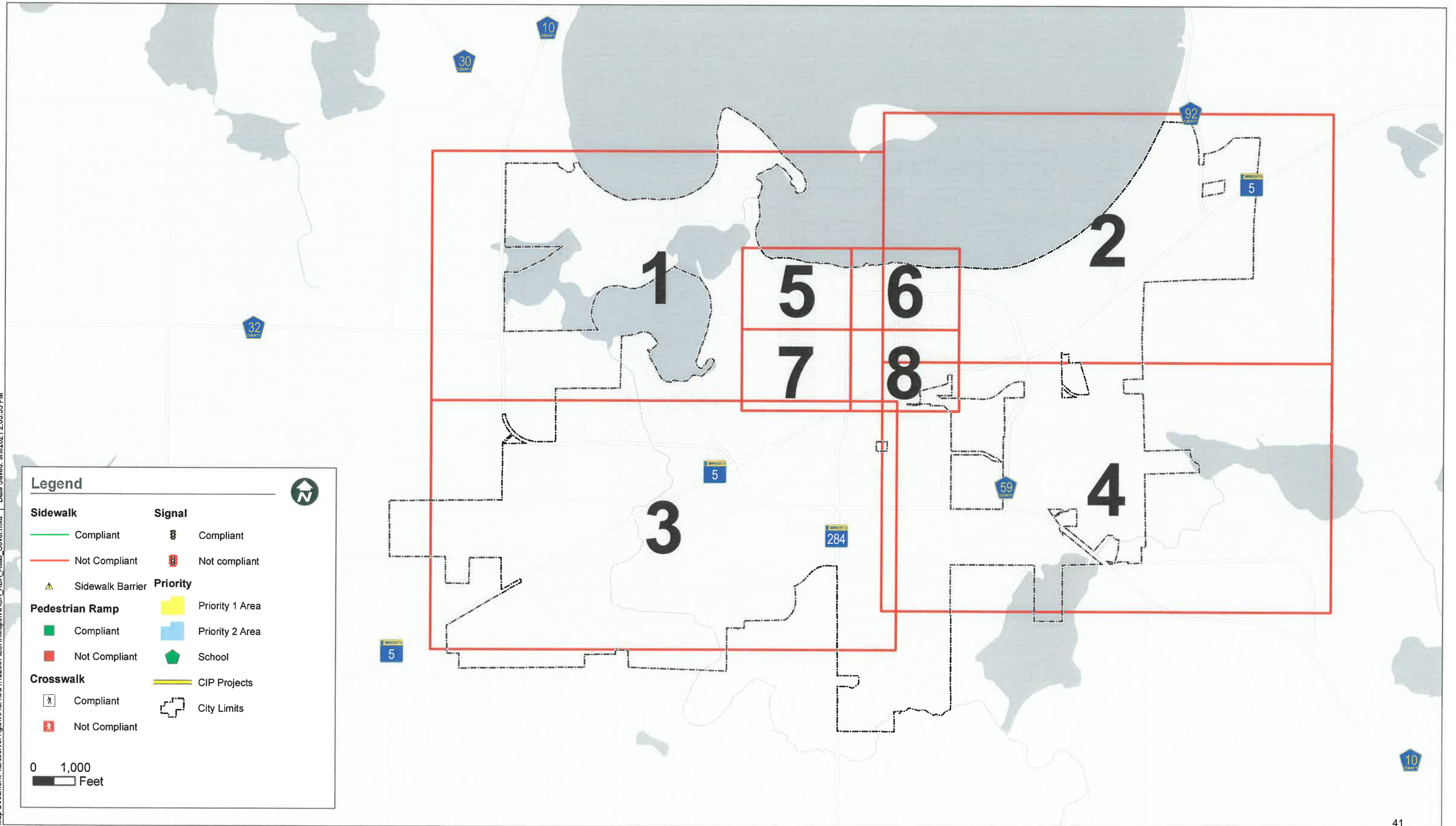


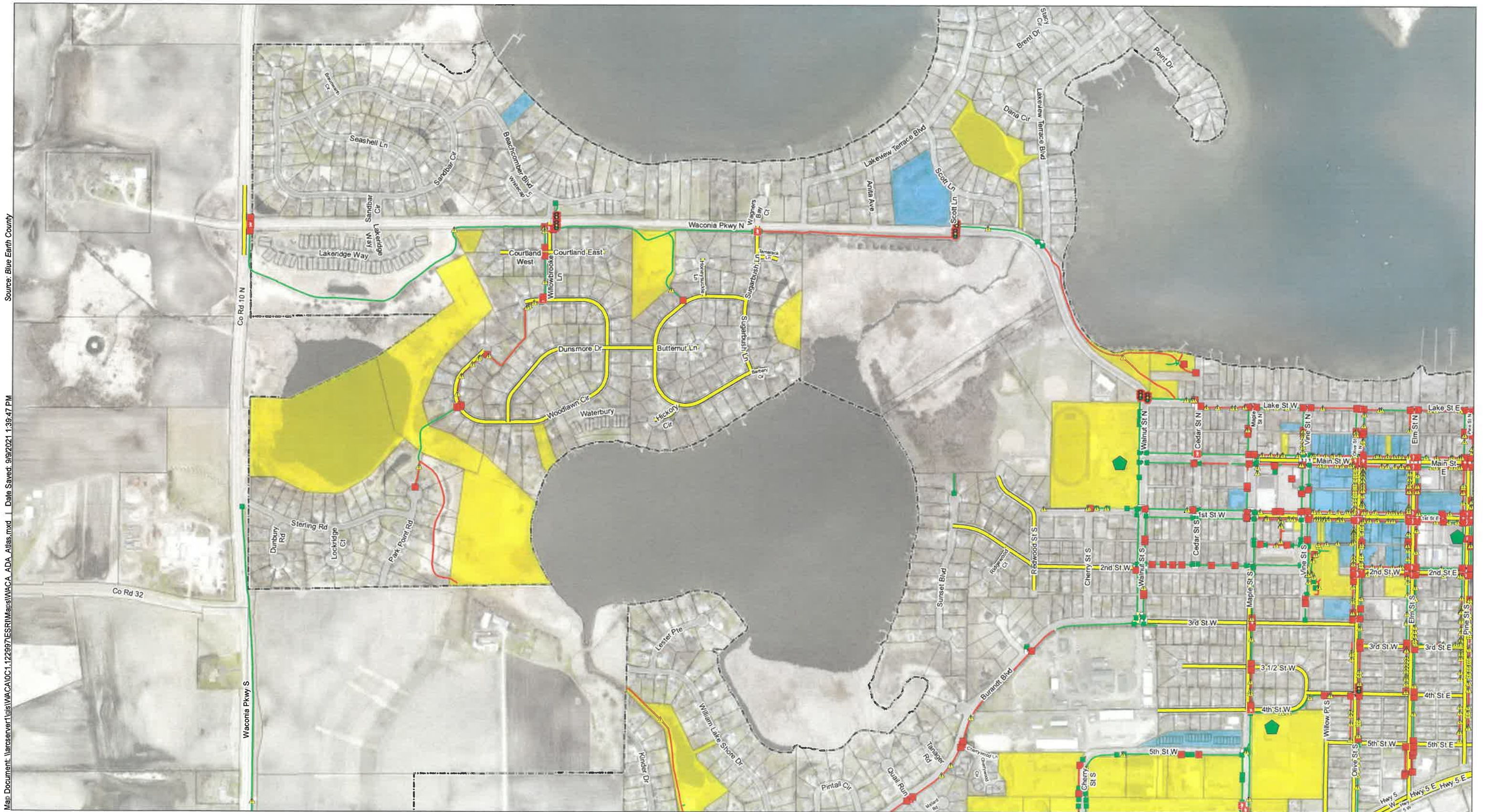
Utility Pole



Water Gate Valve

Appendix B: Self-Evaluation



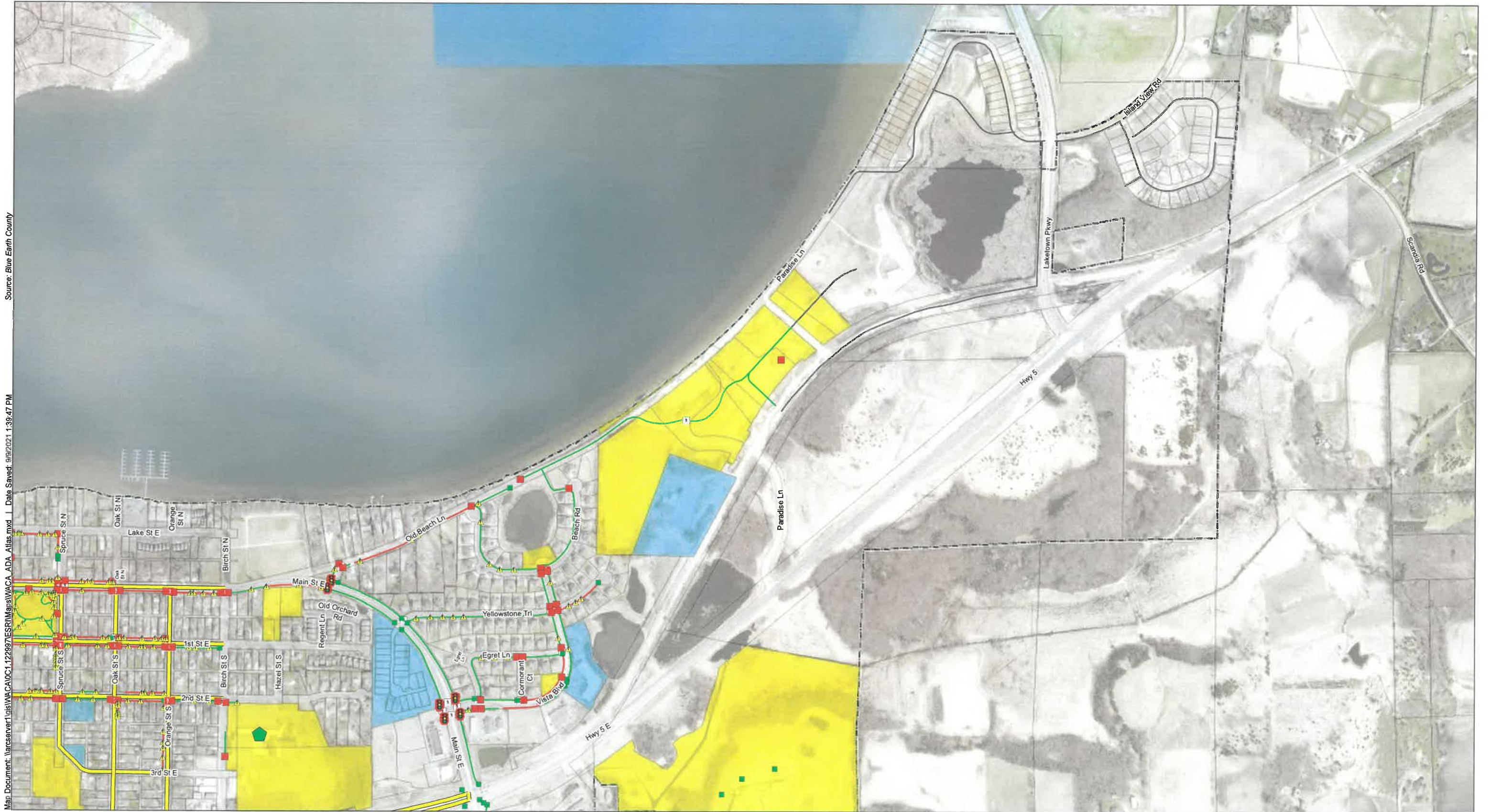


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- Figure 1 -



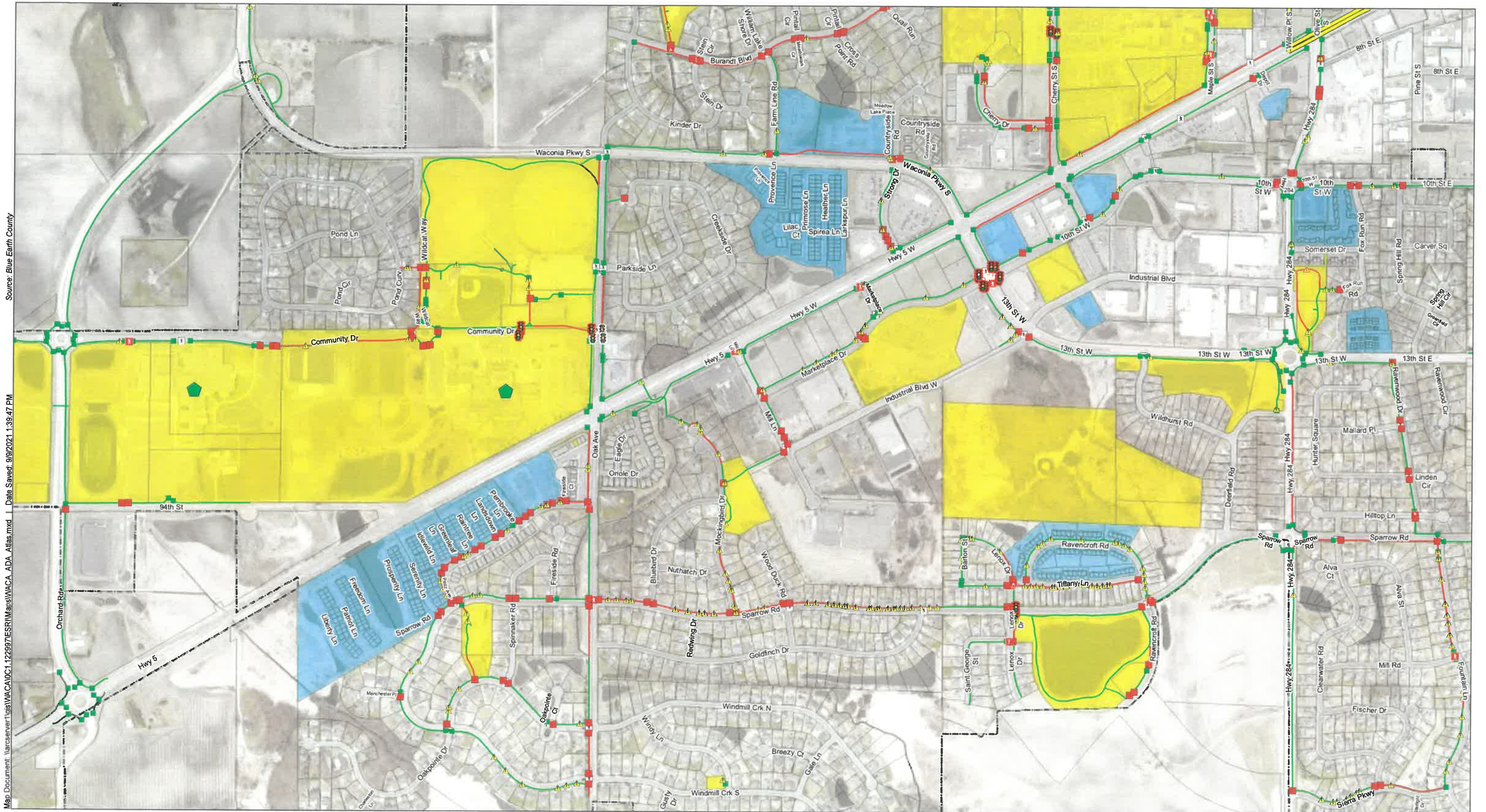


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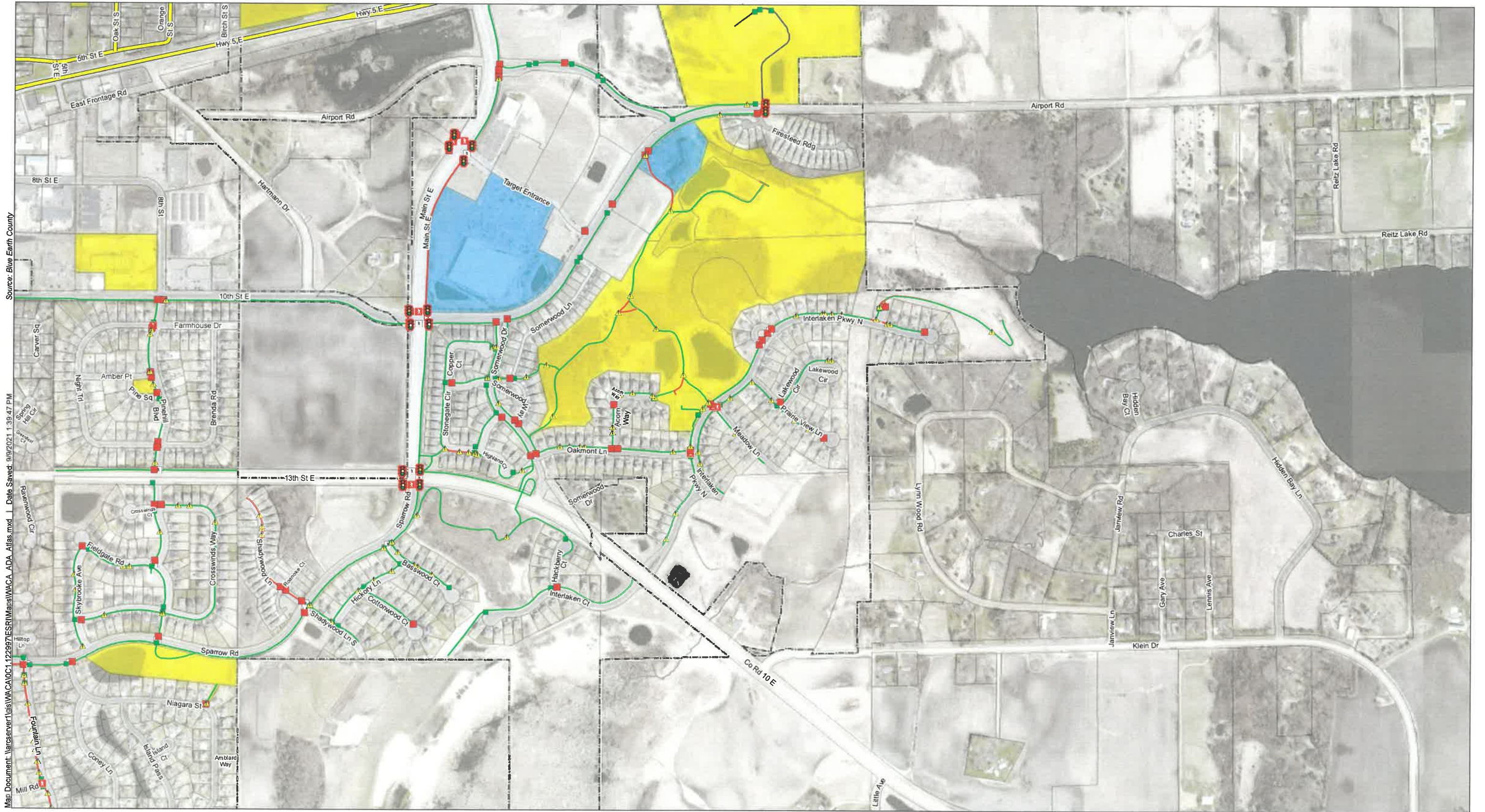


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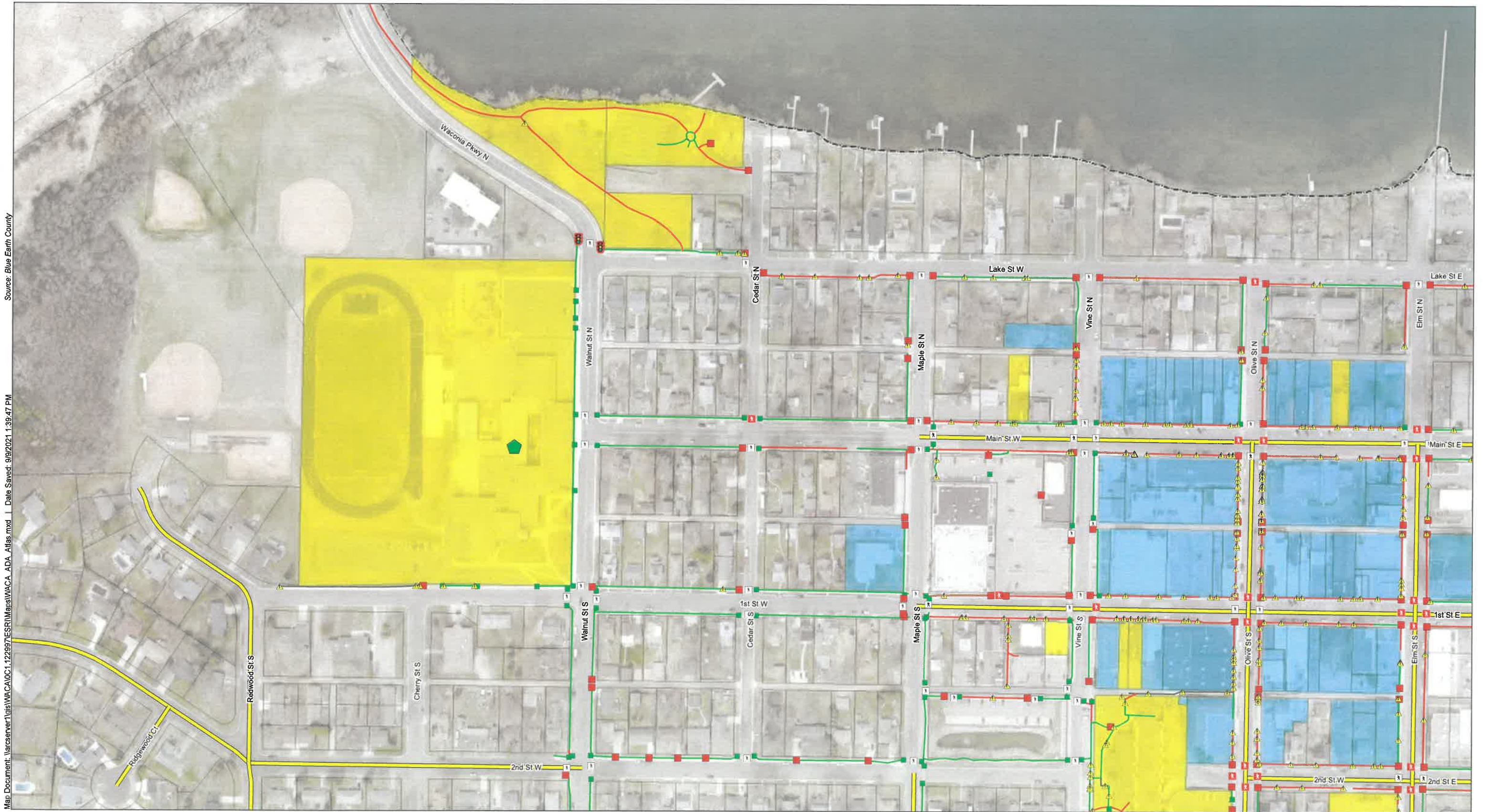
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- Figure 4 -



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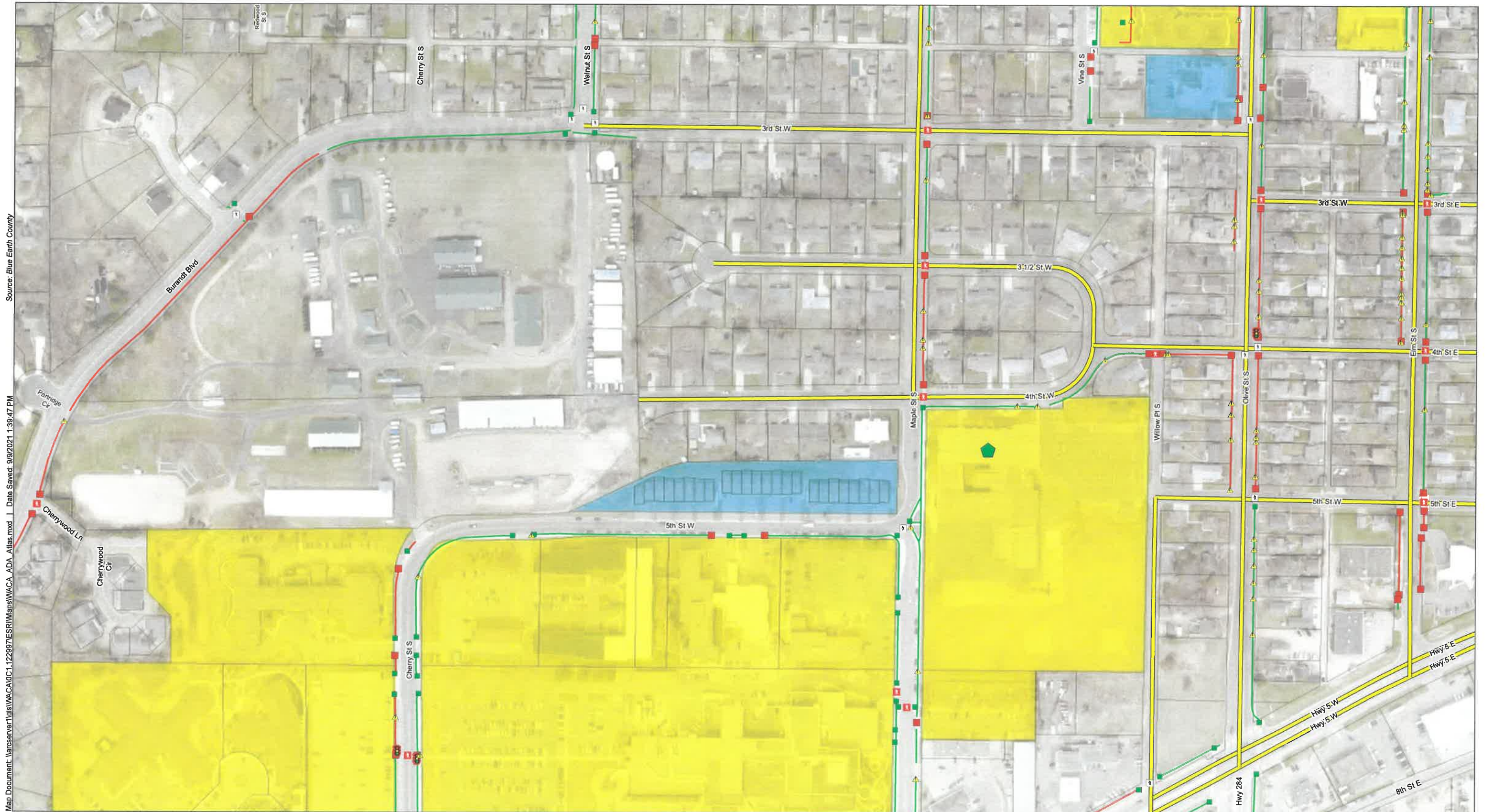
- Figure 5 -



Source: Blue Earth County

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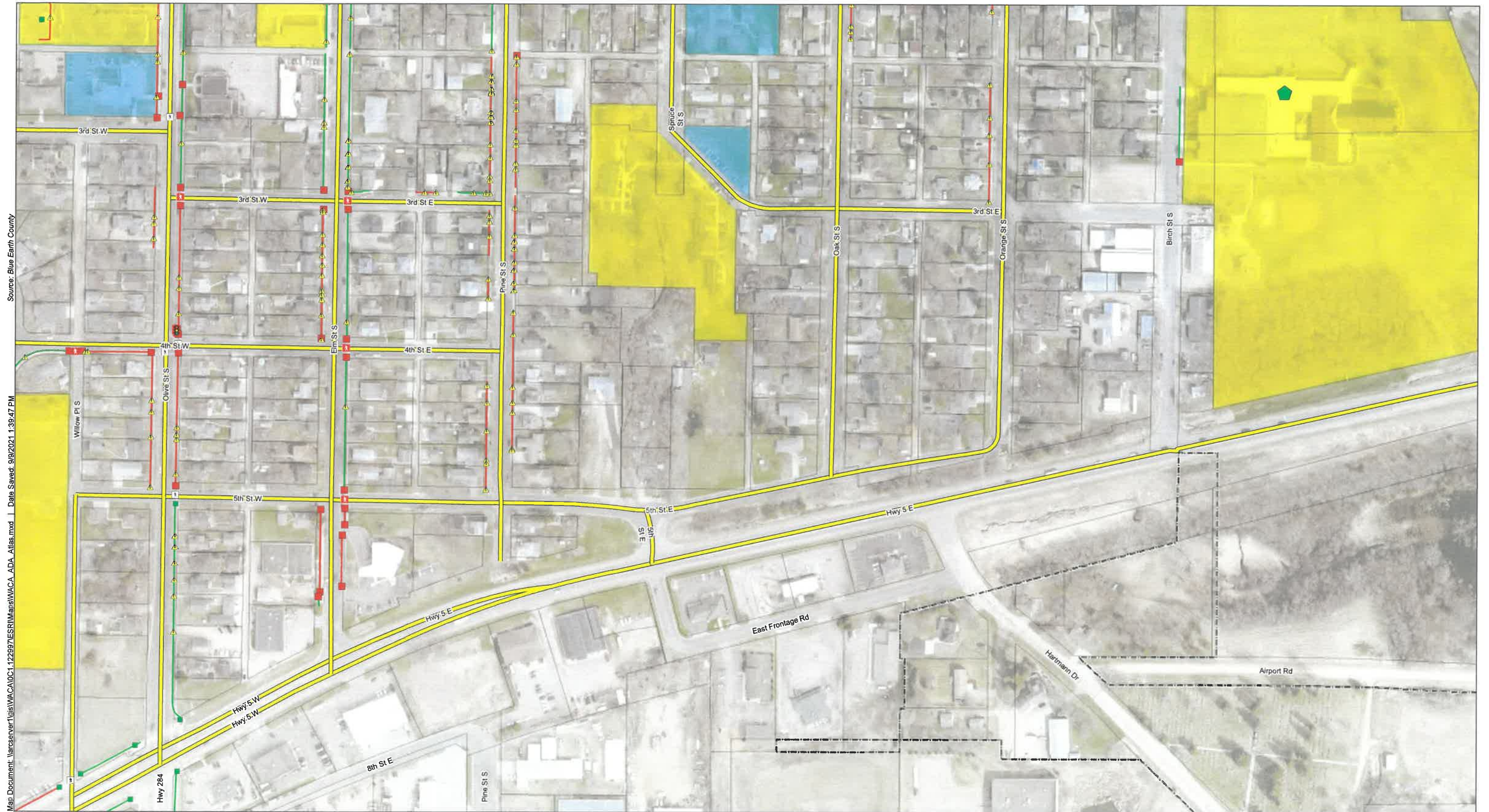
- Figure 6 -



Source: Blue Earth County

Map Document: \\arsserver1\gis\WACACA\DC1\122997\ESR\Map\Map\WACA ADA Atlas.mxd | Date Saved: 9/9/2021 1:38:47 PM

- Figure 7 -



Source: Blue Earth County

Map Document: \\arscserver1\gis\WACAO\122997\ESR\Map\WACA_ADA_Atlas.mxd | Date Saved: 9/9/2021 1:39:47 PM

- Figure 8 -