

AGENDA

CITY COUNCIL MEETING CITY OF WHEAT RIDGE, COLORADO 7500 WEST 29TH AVENUE, MUNICIPAL BUILDING

October 23, 2017
7:00 p.m.

Individuals with disabilities are encouraged to participate in all public meetings sponsored by the City of Wheat Ridge. Call Sara Spaulding, Public Information Officer, at 303-235-2877 at least one week in advance of a meeting if you are interested in participating and need inclusion assistance.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL OF MEMBERS

APPROVAL OF Council Minutes of September 25, 2017 and Study Notes of October 2, 2017

PROCLAMATIONS AND CEREMONIES

Glory of God Lutheran Church 35th Anniversary- Service to the Wheat Ridge Community

CITIZENS' RIGHT TO SPEAK

- a. Citizens, who wish, may speak on any matter not on the Agenda for a maximum of 3 minutes and sign the Public Comment Roster.
- b. Citizens who wish to speak on Agenda Items, please sign the GENERAL AGENDA ROSTER or appropriate PUBLIC HEARING ROSTER before the item is called to be heard.
- c. Citizens who wish to speak on Study Session Agenda Items, please sign the STUDY SESSION AGENDA ROSTER.

APPROVAL OF AGENDA

DECISIONS, RESOLUTIONS AND MOTIONS

1. Resolution 39-2017 – approving Anderson Park Master Plan
2. Motion to award a contract to Diaz Construction Group LLC, Lakewood CO., in the amount of \$150,750 for Anderson Park Waterline Project

DECISIONS, RESOLUTIONS AND MOTIONS con't

3. Resolution 40-2017 – adopting the City of Wheat Ridge Americans with Disabilities Act Transition Plan

CITY MANAGER'S MATTERS

CITY ATTORNEY'S MATTERS

ELECTED OFFICIALS' MATTERS

ADJOURNMENT

CITY COUNCIL MINUTES

CITY OF WHEAT RIDGE, COLORADO
7500 WEST 29TH AVENUE, MUNICIPAL BUILDING

September 25, 2017

Mayor Jay called the Regular City Council Meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

ROLL CALL OF MEMBERS

Monica Duran	Zachary Urban	Janece Hoppe	George Pond
Kristi Davis	Tim Fitzgerald	Genevieve Wooden	Larry Mathews

Also present: City Clerk, Janelle Shaver; City Attorney, Jerry Dahl; Chief Daniel Brennan; other staff, guests and interested citizens.

APPROVAL OF Council Minutes of August 28, 2017 and September 11, 2017 and Special Study Notes of August 28, 2017 and September 11, 2017

There being no objections, the minutes of August 28, 2017 and September 11, 2017 and Special Study Notes of August 28, 2017 and September 11, 2017 were approved as published.

PROCLAMATIONS AND CEREMONIES

Presentation of Police Department CALEA Award

Chief Brennan presented to City Council and the citizens the Police Department's third national advanced accreditation award from CALEA (Commission on Accreditation for Law Enforcement Agencies). Accreditation manager **Colleen Slater** and **Commander Mike Hendershot** were present. The goal of this three-year process is to improve service delivery and establish best business practices in policies, procedures and operations. The standards covers 38 topical areas and 484 standards which cover every aspect of policing. It requires serious teamwork, commitment and perseverance. Besides honoring Ms. Slater, recognized **Michelle Stodden, Nicole Abney, Laura McAvoy**, the police management, and human services for helping to receive the award. In April an out-of-state assessment team spent four days reviewing files, interviewing employees and citizens, and conducting a public hearing on compliance to standards. Their report went to CALEA. On July 29 Ms. Slater, Division Chief Pickett and Chief Brennan met with representatives of CALEA to answer questions about the report. No compliance issues were found.

CITIZENS' RIGHT TO SPEAK

Thomas Lundy (WR) urged the City to appeal the summary judgement of Judge Enquist in the case of Longs Peak Metropolitan District v City of Wheat Ridge. He feels this ruling is deeply flawed and could be appealed successfully. He gave reasons:
1) Judge Enquist failed to accommodate that Wheat Ridge is a home rule city.

- 2) Judge Enquist has a history of handing down uninformed decisions related to municipal law. He cited an example.
- 3) This ruling is inconsistent with the Littleton TIF Reform Charter change which served as some basis for Question 300 and has stood the test of time.
- 4) Expense is no excuse. With CIRSA covering most attorney fees, the cost of the appeal should not be expensive for the taxpayers or time consuming for the staff. He announced his intention and ability to file suit against the City should they decline to defend the will of the voters. He's conferred with expert counsel and as one of the filers of Question 300 he has uncontestable standing. He urged Council to do the right thing.

Natalie Menten, RTD Board, gave an update on the Gold Line. The RTD board, including herself, is very frustrated as the process continues to be delayed due to repeated need to file requests for waivers. Most recently the timing of the gates was adjusted; now the FRA (Federal Railway administration) is requesting adjustments to how the system should operate. RTD awaits a response on their most recent submittal and they hope it will be approved. RTD is also filing with the Public Utilities Commission to be able to continue to test. She would like to have a community meeting on this and would appreciate being able to use the Council Chambers and that it be at a time that is convenient for the public. They will continue testing on gates and when that passes they will be able to move forward. She noted RTD is filing a separate application for the A Line – to be able to operate under a permanent waiver.

Ms. Menten also reported it is time to do service changes. There are no changes affecting the Wheat Ridge area - except for the West Line. The closest public hearing for that will be this Thursday at the Golden Community Center at 6pm. She referenced the handout she had distributed to Council showing the service changes. The route from the Federal Center out to the Jeffco Government Center is moving from 15 to 30 min intervals. Also, for all lines, the last trip of the evening, Monday through Thursday at 1:15am, will be eliminated.

She is hopeful a public meeting can be arranged so more detail can be given on the Gold Line and the service changes, and the public can offer input before the board votes on this October 24.

Motion by Councilmember Mathews to have a public meeting in Council Chambers at a date and time to be determined before October 24 so RTD can present more information and to allow citizens to ask questions about the service changes and the Gold Line; seconded by Councilmember Fitzgerald.

There were a few questions from councilmembers.

The motion carried 8-0.

There were more questions from councilmembers.

Dorothy Archer (WR) asked if a study session date has been set to address the issue of 35 ft flat roofed allowances in all zones except R1-C and R-3. Councilmember Pond said it is tentatively scheduled for November 20. Ms. Archer asked that Council post

articles in all three papers as this issue is of great concern to many citizens. Citizens should be aware that any house in their neighborhood can be purchased, scraped, and replaced with a single home or duplex 35ft high (three stories), flat-roof house only five feet from their property line. She urged people to come to this meeting on November 20 so we can keep Wheat Ridge the bright place that it is. She expressed her concern for affordable housing and gave the market rates for houses in the east and west parts of Wheat Ridge. She urged Council to put articles in the paper making citizens aware of this situation and the meeting on November 20.

Maureen Daly (WR) urged the Council to appeal the judge's ruling about Question 300. She acknowledged that Council doesn't always know the wishes of the citizens when they vote on things, but on this item they do know that the majority of Wheat Ridge residents want Question 300. She asked Council to represent the wishes of the majority regardless of their personal views.

APPROVAL OF AGENDA

DECISIONS, RESOLUTIONS AND MOTIONS

1. Resolution 34-2017 – a resolution concerning the proposed Redevelopment at the southeast corner of 44th Avenue and Jellison Street authorizing a Cooperation Agreement pertaining to the collection of Tax Increment Financing (TIF)

The Wheat Ridge Urban Renewal Authority (URA) has negotiated a redevelopment agreement with the Sheard Family Trust for a commercial redevelopment of the subject property. The owner has requested financial assistance of \$767,383 for related, eligible improvements. Property and sales tax increment generated by this project will be used for funding. A Cooperation Agreement is required for the TIF to detail the intent of the proceeds and obligations of both parties.

The site previously contained an abandoned house. The owners purchased the property in 2016 with the concept of developing a new retail site for Swiss Flower and Gift Cottage. The owners have been working on site plans and building elevations for the past year. The property consists of two parcels, which were recently replatted to create the development site. A cooperation agreement is required

Councilmember Wooden introduced Item 1.

Mayor Jay opened the public hearing.

Staff presentation

Steve Art reminded Council of the proposal presented to them last week at the study session. With this cooperation agreement the City will relinquish 1.5 cents of the local 3 cents of sales tax. In response to a question from the study session he said that the base [of current sales tax generation] can be calculated into the amount.

Mr. Art outlined the phases of the project.

- Phase 1 (the corner where the vacant house was scraped) will build a 6,600 sf building as the new home for Swiss Flower and Gift Cottage. This 2-story building will sell most of their products. Their current building will remain for sale of larger items such as furniture. The new building will have some artistic features the City requested. These are part of the eligible public improvements.
- Phase 2 will be 6,000 sf of maker space behind the Phase 1. It will be light industrial space that could house artists whose work could be sold at Swiss Flower.
- Phase 3 will be 7,200 sf of maker space – scheduled to be completed by 2025.

The TIF will be divided into three separate TIFs which would only be received upon completion of each phase.

Mr. Art said this is truly what urban renewal was set out to do when it was started. This will help a home-based business, started by Heidi's parents in 1969, go to the next level.

He explained a "base" would be established by the previous 12 months of sales tax. If a base is incorporated, the sales tax that comes in would first have to reach that base before any sales tax is diverted to the project.

Tim Morzel from EPS reported on the impact of the base. Absent packet material for the Council he used a power point presentation to explain to Council the figures for what the numbers would look like with and without a base.

Council questions

Heidi Sheard explained her vision for use of the buildings – moving the existing operation to the new building and leaving the existing space for larger pieces and a gallery.

Councilmember Urban asked about eligible building costs vis a vis the public improvements objective of the I-70/Kipling Urban Renewal Plan. Mr. Art explained that when additional elements are requested for a building that go above and beyond what the owner might normally do, those are eligible costs. The City has done that in the past e.g. additional façade brick at Kipling Ridge Shopping Center. Councilmember Urban noted that in the breakdown for specific public objectives the Kipling Urban Renewal Plan doesn't list (and specifically excludes) site modifications to private property. He asked how eligible building costs do not fall in the category of site modifications to private property. Mr. Art said he would have to look into that, but noted that even without the eligible building costs, the public improvements still exceed what the TIF is being provided for.

Councilmember Davis asked how the motion to approve the Agreement addresses the setting of a base. Mr. Art said the Cooperation Agreement sets the sales tax base at zero because the area for the new buildings currently has no sales tax. If Council wishes it can amend the agreement to include the base – as some other URA projects have done, but the calculations do not currently include that.

There was discussion about having or not having a base.

- We should be consistent with past projects -- not initiate an exception to the rule.
- If the new building was across town, the sales tax would not be included in the base, so the owner should not be penalized because the new building is next door.
- The old (existing) building will not technically register any point of sales but will still be used and generate sales; existing sales will be going to the new building. It is hard to say that sales tax isn't there (at the new building) when it is just moving from next door and using the same register to collect the dollars.
- Using a base would extend the time a little, but WR Cyclery had a base and it paid off five years early.
- The City needs tax dollars, so totally getting rid of a tax base we're used to having is not supported.
- All councilmembers who expressed desire of including a base also expressed support for this project

Public Comment

Vivian Vos (WR) was permitted to speak on TIF's in general. She distributed to the Council copies of a Denver post editorial about the recent \$30 land deal in Arvada and read portions that spoke of unelected urban renewal boards and city councils giving away sales tax revenue to private for-profit corporations and developers. This manipulates and destroys the free market with taxpayer dollars. In relation to the upcoming executive session she reminded Council that Question 300 passed and citizens do not want large TIFs. There is opposition to sweetheart deals for businesses and developers while City services go wanting. She urged Council to make sure that a small developer adheres to urban renewal laws.

Motion by Councilmember Wooden to approve Resolution 34-2017, a resolution concerning the proposed Redevelopment at the southeast corner of 44th Avenue and Jellison Street authorizing a Cooperation Agreement pertaining to the collection of Tax Increment Financing (TIF); seconded by Councilmember Hoppe.

Councilmember Urban pointed out that Resolution 34 states that the property and sales tax increment revenues are to be used to finance public infrastructure. He asked that non-public elements be excluded. Mr. Art said the approval of the Cooperation Agreement does not include that aspect of the project proposal. This could go back to the URA to amend the Redevelopment Agreement and remove that cost. Councilmember Urban felt it important that if it says public infrastructure, private elements should not be included – even if they are eligible.

Councilmember Mathews received clarification that these eligible costs are consistent with what was awarded WR Cyclery. He remarked that if this is consistent with what was done in the past we shouldn't punish this one applicant. Changes on what is eligible and ineligible should be a separate issue addressed at another time.

Councilmember Wooden noted this was reviewed by the URA attorney and that TIF's provide the City the ability to have some input on what the buildings look like. This business is taking a huge financial risk and we should help her. The City will reap benefits in the long run.

Councilmember Duran suggested each project should be looked at individually. Swiss Flower has been here for decades and she feels nit-picking it sends the wrong message. She supports having no tax base and believes this will lift up the area.

Councilmember Pond clarified that eligible costs are \$1.2M.

Motion by Councilmember Urban to request that a sales tax base be include in the calculations for the Cooperation Agreement; seconded by Councilmember Davis.

Discussion followed. Councilmember Davis pointed out that the URA did not recommend having a tax base or not having a tax base. Mr. Art acknowledged that was true.

The motion to amend failed 3-5, with Councilmembers Wooden, Mathews, Pond, Hoppe and Duran voting no.

The main motion carried 8-0.

2. Resolution 36-2017 – a resolution approving an Employee Screening Agreement with the Jefferson County Communications Center Authority

The new regional communications authority, Jefferson County Communications Center Authority (Jeffcom), includes the police departments from Arvada, Golden, Lakewood and Wheat Ridge, the fire departments of Arvada, Evergreen and West Metro, and the Jefferson County Sheriff's Office. To help with the transition of dispatch services Jeffcom has agreed to recruit, screen and pre-qualify candidates for call-taker and dispatch positions for the new Emergency Communications Specialist (ECS) position.

Councilmember Pond introduced Item 2.

Chief Brennan reported that Jeffcom is picking up steam. The transition will start in February and hopefully be complete by April. Having Jeffcom assume the recruiting and screening now would save the City staff time and dollars, and help get pre-qualified candidates.

All Wheat Ridge dispatchers will be offered positions with Jeffcom in 2018 and would become employees of Jeffcom.

Councilmember Urban received explanation that the current dispatchers for the eight member agencies will not have to be screened; they will be offered letters of

employment. ~ How will the new dispatchers have geographical knowledge of Wheat Ridge? Chief Brennan said there will be a lot of training.

Motion by Councilmember Pond to approve Resolution 36-2017, a resolution approving an Employee Screening Agreement with the Jefferson County Communications Center Authority, seconded by Councilmember Mathews, carried 8-0.

3. Reconsideration of the Mayoral Appointment of Kevin Hood to the vacant District IV seat of the Wheat Ridge Urban Renewal Authority dba Renewal Wheat Ridge, term to expire November 30, 2021

City Council voted 3 to 2 on this appointment on September 11, 2017. This appointment requires approval by a majority of the entire City Council (five votes). A motion was made and approved to reconsider the Mayoral appointment of Kevin Hood to the Urban Renewal Authority at the September 25, 2017 regular business meeting.

Councilmember Davis introduced Item 3.

Mr. Dahl explained that per the Code appointments to the Urban Renewal Authority require five votes of the entire Council. The motion failed on September 11 and a proper motion was made and passed to set reconsideration for September 25.

Mr. Dahl also advised that in order to be able to vote on the reconsideration the councilmembers who were absent on September 11 (Pond, Davis and Mathews) need to affirm they have listened to the relevant portion of that meeting on tape. If they have not listened to that portion of the meeting they cannot vote.

Councilmembers Pond and Davis notified Council they did not listen to the meeting.

Mayor Jay invited Kevin Hood to speak about his interest in this position. He highlighted elements of his resume – living here 18 years (collectively), being president of Localworks and remaining active with them, some of his jobs, and being on several boards. He claims no specialized knowledge in urban renewal, but is curious and asks good hard questions.

Motion by Councilmember Davis to change the Council Rules to allow councilmembers who were not present on September 11, but had reviewed the minutes, be allowed to vote without viewing the video; seconded by Councilmember Duran. A supermajority vote was necessary and the motion carried 8-0.

Motion by Councilmember Davis to ratify the Mayoral Appointment of Kevin Hood to District IV of the Wheat Ridge Urban Renewal Authority dba Renewal Wheat Ridge, term to expire November 30, 2021; seconded by Councilmember Duran, carried 8-0.

CITY MANAGER'S MATTERS

Chief Brennan noted that the City Manager was away attending the Gold Medal Parks award meeting with Parks Director Joyce Manwaring. Wheat Ridge was one of four national finalists – which is quite an honor. We should know the results early tomorrow.

CITY ATTORNEY'S MATTERS

ELECTED OFFICIAL'S MATTERS

Janelle Shaver reminded Council of the Boards and Commissions Dinner on October 18.

Larry Mathews announced that Boy Scout Troop 240, chartered in 1957, is having an ice cream social and movie night sleepover at Wheat Ridge Methodist Church on September 29th from 6pm until 9am Saturday. Anyone who is interested in learning more about the troop is welcome to come.

Kristi Davis asked about the inquiries she forwarded regarding campaign information. Clerk Shaver said she got the email and a few others, and has talked to the City Attorney. Mr. Dahl said he will be providing the Clerk with an answer on this.

Zach Urban announced the Colorado Consortium for Prescription Drug Abuse Prevention launched a new statewide initiative called Recovery Ready Colorado. The purpose is to remove the stigma for recovery to support people in recovery. The focus is on cultural change through public policy and community support. The 4 pillars are 1) suitable employment, 2) safe affordable housing, 3) ability to achieve higher education, and 4) access to recovery related resources. More information is available on Facebook.

Motion by Councilmember Pond to go into executive session for a conference with the City Attorney, City Manager, and appropriate staff under Charter Section 5.7(b)(1) and CRS 24-6-402(4)(b), to receive legal advice concerning the Longs Peak Metropolitan District litigation, and further to adjourn the Council meeting at the conclusion of the executive session; seconded by Councilmember Urban.

Mayor Jay announced she will be having Coffee with the Mayor on Saturday, October 7.

There was discussion about transparency -- whether to vote publicly (or in executive session) to give the attorney direction related to the Longs Peak litigation.

Motion to amend by Councilmember Mathews to temporarily adjourn to executive session and reconvene in Council Chambers to take a formal vote on how the Council will direct the City Attorney to proceed in the matter of this litigation; seconded by Councilmember Duran.

Further discussion followed.

Councilmember Hoppe called for the question to vote on the amendment; seconded by Councilmember Mathews.

The call for the question carried 8-0.

Mr. Mathews' motion to amend tied 4-4, with Councilmembers Wooden, Fitzgerald, Pond and Hoppe voting no. The Mayor voted no and the motion failed.

The main motion carried 7-1, with Councilmember Mathews voting no.

ADJOURNMENT to Executive Session

The City Council Meeting was adjourned at 8:56 pm. An executive session followed.

EXECUTIVE SESSION

The executive session convened at 9:02 pm in the Lobby Conference Room and was adjourned at 10:24 pm.



Janelle Shaver, City Clerk

APPROVED BY CITY COUNCIL ON October 23, 2017

George Pond, Mayor pro tem

The preceding Minutes were prepared according to §47 of Robert's Rules of Order, i.e. they contain a record of what was *done* at the meeting, not what was *said* by the members. Recordings and DVD's of the meetings are available for listening or viewing in the City Clerk's Office, as well as copies of Ordinances and Resolutions.

STUDY SESSION NOTES

CITY OF WHEAT RIDGE, COLORADO

City Council Chambers 7500 W. 29th Avenue

October 2, 2017

Mayor Joyce Jay called the Study Session to order at 6:30 p.m.

Council members present: Monica Duran, Kristi Davis, Janeece Hoppe, George Pond, Tim Fitzgerald, Genevieve Wooden, Zachary Davis, Larry Mathews

Also present: Deputy City Clerk, Robin Eaton; Chief of Police, Daniel Brennan; City Manager, Patrick Goff; Lauren Mikulak, Community Development; Administrative Services Director, Heather Geyer; Parks and Recreation Director, Joyce Manwaring; Greg Knudson, Operations; other staff and interested citizens.

CITIZEN COMMENT ON AGENDA ITEMS There was no citizen comment.

1. Staff Report(s) None were provided
2. Presentation of 2018 Proposed Budget – Patrick Goff

<http://www.ci.wheatridge.co.us/DocumentCenter/View/27307>

Heather Geyer announced the City has received for the sixth year, the Government Finance Officers (GFOA) distinguished budget award. The award is based on the City's ability to demonstrate and meet specific criteria that was developed by the National Advisory Council on State and Local Budgeting.

The total 2018 Proposed Budget including the General Fund, the CIP Fund, 8 special revenue funds and the 2E Investing 4 the Future Fund is \$65,394,527. The Budget is based on projected revenues of \$48,386,184. The projected beginning fund balance for 2018 is \$47,133,393, which brings the total available funds to \$95,519,577. This will provide for a projected ending fund balance of \$30,125,050.

Mr. Goff highlighted some points of the financial health for the City that included the following projects:

- A balanced General Fund budget in the amount of \$34,037,540
- An unrestricted fund balance of \$6,621,461 or 19.5% of expenditures (17 % minimum reserve level required)
- A General Fund transfer of \$2,200,000 to the Capital Improvement Program (CIP)
- An 8% increase in the General Fund budget compared to the adjusted 2017 Budget

- This increase is primarily due to the \$1.5 million budgeted in 2018 to repair City property damaged by the May 8th hailstorm
- 3.4 % increase without hailstorm expenses of \$1.5M
- Proposed CIP Fund in the amount of \$6,425,000
- Proposed 2E Fund in the amount of \$17,425,300
 - Debt service in the amount of \$3,505,300
 - The 2E fund is for four large capital improvement projects
- Special Revenue Funds in the amount of \$7,506,687
- Proposed budget (all funds) in the amount of \$65,394,527

CIP Fund revenue is projected at \$5,456,000 (\$2,200,000 transferred from the General Fund) which is a 45% increase compared to the 2017 estimated revenue. In addition, the projected beginning fund balance for 2018 is \$978,376, which brings the total available funds for the CIP Fund to \$6,434,376

Steve Nguyen (Public Works):

The proposed 2018 CIP budget includes the following projects:

- \$2.0 million for completion of Wadsworth Environmental Assessment, identification of right-of-way and initiation of final design
- \$2.0 million for street preventative maintenance
- \$1.57 million for 29th Avenue and Fenton Street intersection improvements
- \$260,000 for drainage improvements at 26th and Fenton
- \$150,000 for municipal facility security upgrades
- \$145,000 for a new traffic signal at 32nd and Xenon
- \$100,000 for improvements to the Police Department evidence storage facility
- \$50,000 for citywide ADA infrastructure improvements
- \$50,000 for aerial photography and GIS updates
- \$25,000 for Clear Creek Master Plan update
- \$25,000 for completion of the environmental assessment re-evaluation for the Clear Creek Crossing project
- \$25,000 for gateway signage program
- \$15,000 for Neighborhood Traffic Management program
- \$10,000 for Maple Grove Reservoir emergency planning

Joyce Manwaring (Parks):

Open Space revenue is projected at \$3,682,000 which is an 88% increase compared to the 2017 estimated revenue. The large increase is primarily due to a significant increase in development-related park fees and the sale of open space property at 38th and Kipling. The projected beginning fund balance for 2018 is \$327,547, which brings the total available funds for the Open Space Fund to \$4,009,547.

Open Space projects for 2018 include:

- Renovation of Prospect Park – Phase 2
- Reconstruction of Anderson Park
- Renovation of Stites Park
- Update to Open Space Management Plan
- Repairs to Clear Creek Trail
- Installation of a kiosk in Lewis Meadows
- Contribution to the Jefferson County Open Space River Corridor project

Conservation Trust revenue is projected at \$320,500, which is equal to the 2017 estimated revenue. In addition, the beginning fund balance for 2018 is projected at \$479,979, which brings the total available funds for the Conservation Trust Fund to \$800,479.

Conservation Trust projects for 2018 include:

- Renovation of Anderson Building
- Recreation Center maintenance projects
- New playground in Boyd's Crossing Park
- Reconstruction of Apel Bacher tennis court and crack sealing of Panorama Creek tennis court

Recreation Center Operations revenue for 2017 is projected at \$2,272,366, which is an increase of 4.5%, compared to the 2017 estimated revenue. In addition, the beginning fund balance for 2018 is projected at \$480,000, which brings the total available funds for the Recreation Center Operations Fund to \$2,752,368.

Recreation Center new minimum wage rate increases and fee changes for 2018 were discussed, to include:

- Councilmember Davis on how some fees seem to be going down in price.
- Councilmember Mathews asks about how the annual pass fees that are going up and how it might affect the senior citizens that use the facility.
- Mayor Jay asks if the Silver Sneakers program will be continued.
- Councilmember Urban asked about how these new fees compare with local health clubs or gym pricing.
- Councilmember Doran asks whether there would be extra fees attached if a person is paying by Debit or Credit cards.

In summary, Ms. Manwaring responds that some types of passes are being removed to streamline the process and the convenience of the fees being restructured will save money and cause fewer refunds to be issued. Also the Silver Sneakers program will continue, being accomplished with aid from the County. Lastly, there are no extra charges to the customers, if fees are paid by using those types of cards. The City picks those up as its good customer service to do so.

Discussion followed

Other Budget Strategic Priorities:

- Building up Business Loan Program (BUBL) - \$25,000 (Localworks)
- 44th Avenue Corridor marketing efforts - \$7,500
- 29th Avenue Marketplace marketing efforts - \$5,000
- 38th Avenue marketing - \$30,000
- Neighborhood Revitalization Strategy update - \$77,500 (Localworks & 106)
- Traffic Safety, Life Quality and Crime Reduction (TLC) Program - \$40,000 (105 to Localworks)
- Home Investment Loan Program (HIP) - \$25,000 (105 to Localworks)
- Historic building management and maintenance - \$78,699
- Kipling/I-70 Corridor planning effort - \$150,000
- Large-item pickup program - \$5,000
- Carnation Festival contribution - \$80,000
- Carnation Festival staff overtime - \$25,500
- Citizen Academy - \$5,000
- Citizen review committee for outside agency program:
- Total Outside agency contributions - \$122,700
- Wheat Ridge 50th Anniversary planning - \$20,000 (102 and Localworks)

2018 Fleet Replacement - Greg Knudson

Replacement guidelines are based upon age and mileage/hours of the unit

- 2018 proposed budget - \$607,900
- Public Works - \$226,500 (\$201,000 Street Sweeper)
- Awarded \$75,000 from RAQC for street sweeper
- Parks - \$70,900
- Police - \$310,500
- Two new vehicle requests not approved - \$71,150

2018 Proposed Staffing Changes

Heather Geyer spoke about the new FTE increases for 2018, which are minimal.

New Positions – General Fund:

- FTE Human Resources Technician – Administrative Services
- FTE Buyer II – Administrative Services
- 0.5 FTE Pool Manager – Parks and Recreation
- 0.5 FTE Recreation Leader – Parks and Recreation

Eliminated Positions – General Fund:

- 0.5 FTE Purchasing Technician – Administrative Services

Overall net increase of 2.5 FTE's general fund

Discussion followed.

Mr. Goff: Several other Special Revenue Funds are also included in this Budget to track revenues and expenditures that are designated by law to be used for specific purposes or are used to simplify the budgeting process. Those funds include Public Art, Police

Investigation, Municipal Court, Equipment Replacement, and Crime Prevention/Code Enforcement. Detailed revenue and expenditure information for these funds can be found in the Special Revenue Funds and the Line Item Accounts sections of the Budget.

The 2E Investing 4 the Future Fund (Fund 31) was created in 2017 as a special fund to account for the 2E bond and debt activity. 2018 revenues from the 0.5% sales and use tax and interest are projected at \$4,166,308. In addition, the beginning fund balance for 2018 is projected at \$33,156,876, which brings the total available funds for the 2E Fund to \$37,323,184.

2E Fund expenditures total \$17,425,300, of which \$13,920,000 is for 2E project expenditures and \$3,505,300 is for debt service on the 2E bonds. This will provide for a projected ending fund balance of \$19,897,884

2E Investing 4 the Future projects for 2018 include:

- Final construction of hook ramps on I-70 for the Clear Creek Crossing development
- Construction plans and ROW acquisition for potential City constructed projects at the Gold Line Station (exact projects not yet identified)
- Completion of the Wadsworth Boulevard Environmental Assessment (EA)
- Design, development and construction drawings for Anderson Building, bathhouse and park renovation

Sales Tax

Sales tax, the City's largest revenue source, for 2018 is projected to increase by 1.8% compared to 2017 estimated revenue. Sales tax revenue is projected to decrease by 2.5% compared to what was originally budgeted in the 2017 budget. Overall, total General Fund revenues for 2018 are projected to decrease by 6% compared to 2017 estimated revenue and increase by 2.3% compared to what was originally budgeted in the 2017 budget. The closure of the Walmart store is the primary reason for the minimal increase projected for sales tax in 2018

- On May 8, 2017, the City of Wheat Ridge and the surrounding area experienced an extremely damaging hailstorm. In 2016, the Building Division processed 1,597 building permits, of which 231 were for residential re-roofs. Conservatively, staff is estimating approximately 6,000 residential re-roof permits will be processed in 2017 and an additional 2,000 in 2018.
- The proposed 2018 Budget reflects the closure of Walmart on July 7, 2017, and the associated loss in sales tax revenue. As a result of the closure, City Departments identified over \$500,000 in discretionary spending that was cut from the 2017 Budget
- The City of Wheat Ridge currently operates a Communication Center to receive and process 911 emergency and non-emergency calls for service for police, fire and emergency medical response. The adjusted 2017 Communications Center

(204) budget is \$847,528 plus \$92,434 for medical benefits and \$82,000 for information technology expenses for a total of \$1,021,962. The City currently employees 13.0 FTE to operate the Center

- Several commercial redevelopment projects across the City are projected to increase sales and use tax revenues in the next several years. The Corners at Wheat Ridge is currently under construction and the anchor tenant and other retail shops are expected to open after mid-year 2018. The 2018 Budget includes three months of revenues from this project in the amount of \$215,500

Questions, discussions and requests included:

- Roofing permit projections for the end of this year and beginning of next year.
- Gateway signage program: These signs will be added where they are needed or going to be put up but no specific location has been picked out at this time.
- Capital Fund Improvements and Special Funds
- Miscellaneous revenue is up due to project funds being repaid to the City.
- Consensus to establish an account fund in 2018 to save money for construction of Wadsworth Blvd sidewalks to the amount of \$300K yearly. Consensus failed 3-5
- Concerns were discussed by councilmembers regarding how funds were being distributed to outside agencies and to have a better oversight on these programs to see where that money goes.
- Consensus for a narrative budget to be submitted from both Local Works and the Carnation Festival, these to show the actual and projected expenses. Consensus passed 5-3
- Consensus to add 180K to the 2018 budget for 2 FTE for the Police Department and 1 FTE for public works department. Consensus passed 5-3

3. Elected Official's Report(s) There were no reports.

ADJOURNMENT

The Study Session adjourned at 10:15 pm.



Robin Eaton, Deputy City Clerk

APPROVED BY CITY COUNCIL ON October 23, 2017

George Pond, Mayor Pro Tem

REQUEST FOR CITY COUNCIL ACTION**TITLE: RESOLUTION NO. 39-2017 – A RESOLUTION
APPROVING ANDERSON PARK MASTER PLAN**

- ☐ PUBLIC HEARING
☐ BIDS/MOTIONS
☒ RESOLUTIONS

- ☐ ORDINANCES FOR 1ST READING
☐ ORDINANCES FOR 2ND READING

QUASI-JUDICIAL:

☐ YES☒ NO**Parks and Recreation Director****City Manager****ISSUE:**

The renovation of Anderson Park is one of four “Investing 4 the Future” projects funded through the 2E ballot initiative. A Preferred Renovation Plan and a Preferred Renovation Plan Alternate (with baseball field) was developed through an extensive public input process as well as with input from City Council. Both plans represent improvements to the infrastructure of the park which include parking lot resurfacing, increased circulation and a new domestic water line. Also included in the plan is the replacement and relocation of the large picnic shelter/performance stage and additional walking trails which will result in increased pedestrian safety and access to the park. Amenities that will remain in place include the restroom structure, basketball court, and playground equipment.

The Preferred Concept Plan removes the baseball field and replaces it with a multi-purpose field and open grass area. The lights currently on the field will be removed as part of the project. The Preferred Concept Plan Alternate (with baseball field) retains the baseball field in its current location without lights and does not include the multi-purpose field and open grassy area.

The improvements associated with this project are intended to provide an updated park that retains its character, functions effectively for park users and meets current and future needs.

PRIOR ACTION:

City Council awarded a contract to MIG, Inc. on March 27, 2017 to prepare a Concept Plan for the park. This contract also included the preparation of the concept design for improvements to the Anderson Building and Outdoor Pool Bathhouse. The Parks and Recreation Commission recommended approval of the Preferred Renovation Plan at their September 20, 2017 meeting. City Council reached a consensus at the October 16 Study Session to change the Preferred Renovation Plan by removing the multipurpose field and retaining the baseball field without lights. The consensus also included noting that when funding is available new lighting should be installed. The plan with the change described above is referred to as the Preferred Renovation Plan Alternate (with baseball field).

FINANCIAL IMPACT:

The Preferred Renovation Plan probable cost for construction and design fees is estimated at \$2,333,381 for renovation of the park. The Anderson Building and Bathhouse cost is \$3,068,320 for a total project cost of \$5,401,701. These estimated costs include an estimating and construction contingency. The estimate will change as the details of the design and construction drawings are completed. The volatility of the construction market will also impact the final cost at time of bidding. Due to the change in the Preferred Renovation Plan to maintain the baseball field, the budget estimate will need to be refined to incorporate the change. It is not anticipated that this change will increase the probable cost estimate.

Bond funds in the amount of \$4,000,000 have been allocated for this project. Additional funds have been appropriated in the Conservation Trust Fund and Open Space Fund to supplement the cost of the project. Depending on the cost of construction in 2018 and 2019 the project may require phasing, increasing the number of add alternates or the opportunity to accept the add alternates as presented in the plan.

To date, \$125,935 has been spent on consultant design fees and \$150,750 has been allocated for replacement of the waterline for a total of \$276,685. These expenses are not included in the probable costs as noted above.

BACKGROUND:

The voter approved 1/2 cent sales tax increase and additional funding from the Conservation Trust and Open Space Funds will fund the Anderson Park Renovation and will provide for the renovation of Anderson Park, Anderson Building and Bathhouse. Improvements presented during promotion of the bond issue included:

Outdoor Pool Locker Room

- Renovate and update Outdoor Pool Bathhouse, which was constructed in 1980, to include family changing rooms and individual showers. Renovate to allow off-season usage for programs held in the Anderson Building.

Renovate Anderson Building

- Renovate Anderson Building by upgrading current finishes, reconfiguring the space to allow additional programming for fitness and wellness classes and replace leaking roof.

Sports Fields

- Remove lighted baseball field, convert to multi- purpose sports field (open, grassy field with no dedicated use or permanent equipment) for use as a:
 - soccer, lacrosse and football practice field
 - middle school sports program field
 - instructional playfield area
 - rental space for outside organizations such as kickball leagues
 - special event usage such as the Kite Flite and Carnation Festival
- Reconstruct existing soccer game field to improve the condition of the grass to provide a higher quality game field

Pavilion area

- Update amenities – new park pavilion and small shelter

Special Events

- Reconfigure available park land to support special event programming including Performances in the Park and Carnation Festival

Miscellaneous

- Parking lot improvements/resurfacing
- Water line replacement

The Anderson Park Preferred Renovation Plan Alternate (with baseball field) includes all of the amenities listed above with the exception of the addition of a new small shelter, which is shown as an add alternate in the plan. The Alternate Plan also retains the baseball field (unlighted) and does not construct the multipurpose field. The impacts of retaining the baseball field are minor in terms of adjusting the locations of the small shelter and realigning the north south trail that runs adjacent to the field.

The Preferred Renovation Plan presented at the study session included the multipurpose field and removed the baseball field and lights and met all of the above goals as well, except for the new small shelter as noted above.

Amenities included in both Plans that are not listed above include 1) a creek access amenity in two locations and 2) added sidewalks for increased pedestrian access to the park and buildings to increase safety as well as create a walking loop inside the park.

RECOMMENDATIONS:

Staff recommends adoption of the Anderson Park Preferred Renovation Plan as presented at the October 16 Study Session. An extensive public input process was completed that included focus

groups, an open house, a pop up event at the park and a community meeting. The plan represents the input received at these events as well as meets the demand for an additional grassy area for play and festival events, youth classes and athletic league practices.

RECOMMENDED MOTION:

“I move to approve Resolution No. 39-2017, a resolution approving Anderson Park Master Plan.”

Or,

“I move to deny Resolution No. 39-2017, a resolution approving Anderson Park Master Plan for the following reason(s) _____.”

REPORT PREPARED/REVIEWED BY:

Joyce Manwaring, Parks and Recreation Director

Patrick Goff, City Manager

ATTACHMENTS:

1. Resolution No. 39-2017
2. Preferred Renovation Plan
3. Preferred Renovation Plan Alternate (with baseball field)

CITY OF WHEAT RIDGE, COLORADO
RESOLUTION NO. 39
Series of 2017

TITLE: A RESOLUTION APPROVING ANDERSON PARK MASTER PLAN

WHEREAS, the voters of Wheat Ridge approved the 2E ballot initiative bonding authority in November 2016; and

WHEREAS, this bond issue included the Anderson Park Renovation project; and

WHEREAS, the City of Wheat Ridge supports the provision of updated parks and amenities for its citizens; and

WHEREAS, a Preferred Renovation Plan for the park has been completed through an extensive public input process.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wheat Ridge, Colorado, as follows:

The Anderson Park Master Plan is adopted as presented.

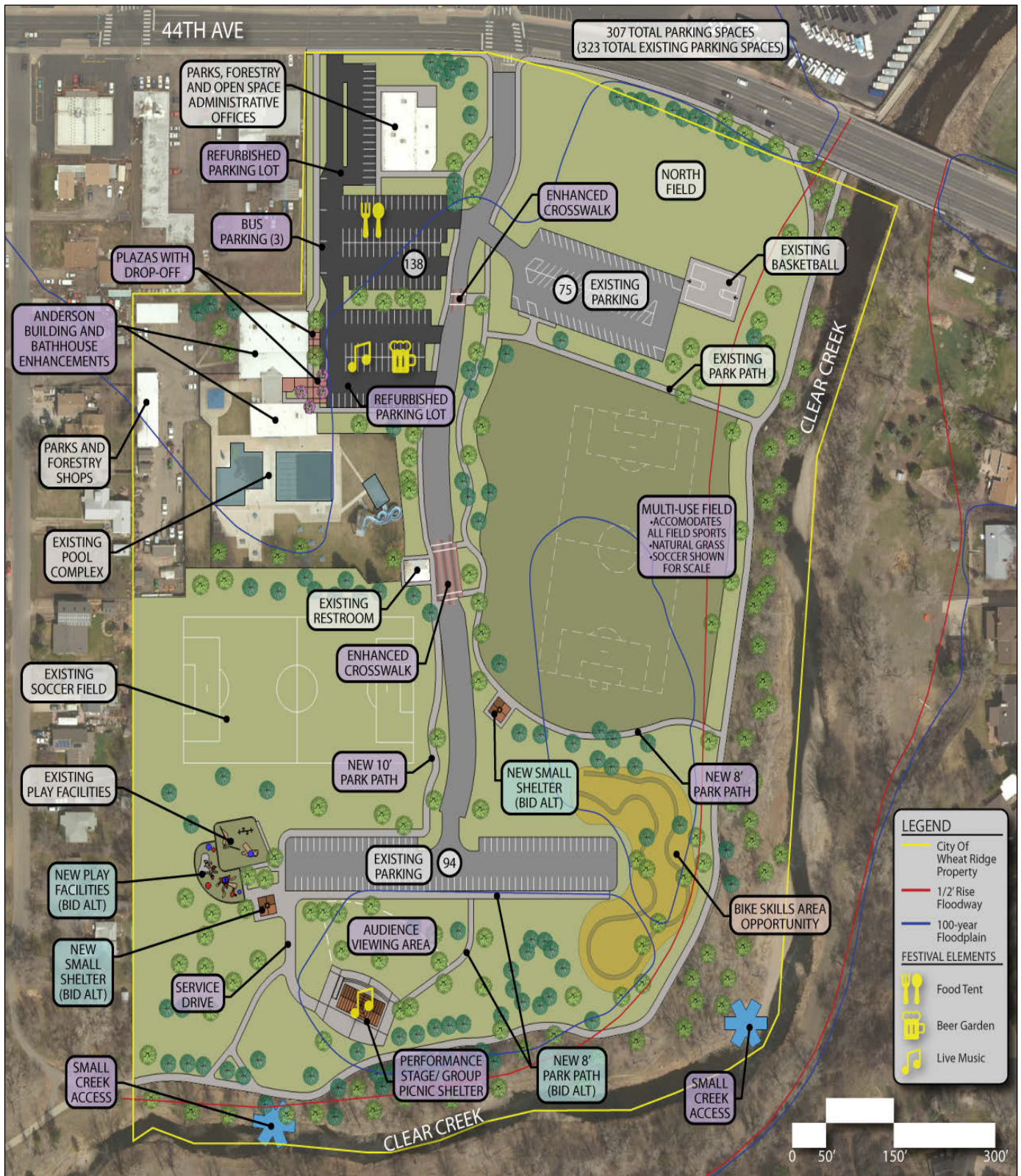
DONE AND RESOLVED this 23rd day of October 2017.

Joyce Jay, Mayor

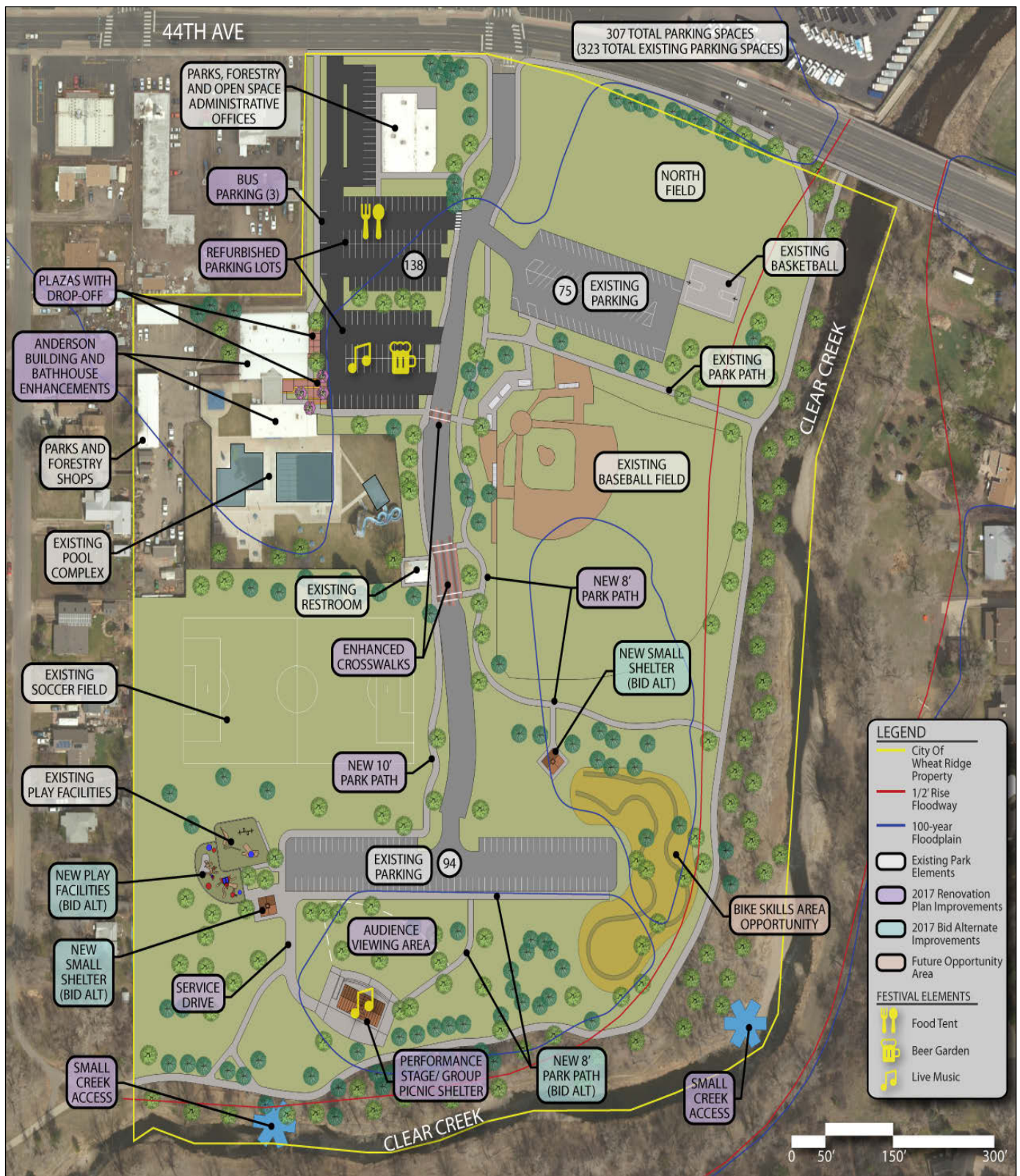
ATTEST:

Janelle Shaver, City Clerk

Preferred Renovation Plan



Preferred Renovation Plan Alternate (with baseball)




REQUEST FOR CITY COUNCIL ACTION**TITLE: MOTION TO AWARD A CONTRACT TO DIAZ CONSTRUCTION GROUP LLC, LAKEWOOD CO., IN THE AMOUNT OF \$150,750 FOR ANDERSON PARK WATERLINE PROJECT**

- ☐ PUBLIC HEARING
☒ BIDS/MOTIONS
☐ RESOLUTIONS

- ☐ ORDINANCES FOR 1ST READING
☐ ORDINANCES FOR 2ND READING

QUASI-JUDICIAL:

☐ YES☒ NO
Parks and Recreation Director
City Manager**ISSUE:**

The existing Anderson Park domestic water line was installed in the early 1970s. This waterline serves four separate buildings within Anderson Park. The existing domestic waterline has failed and been repaired at multiple locations and times in the last several years. The recent repairs have led staff to conclude that the waterline has reached its useful life span. Replacement of the domestic waterline will provide a new Valley Water District compliant water delivery system for Anderson Park turf and the park facilities including the Outdoor Pool Bath House, Anderson Building, Anderson Outdoor Restroom, and the Parks Operations Shop. The replacement of the existing water line will replace aging infrastructure in preparation for 2E Bond Project Anderson Park renovation.

PRIOR ACTION:

Funds for the waterline replacement project were included in the scope of work for the 2016 2E Bond Issue.

FINANCIAL IMPACT:

Funding for this project is budgeted in Fund 31. The funds would provide for the installation of a new and reliable water delivery system for all major facilities located in Anderson Park and irrigation of both new and existing turf.

BACKGROUND:

The formal solicitation process resulting in receiving two bids for ITB-17-28 on October 10, 2017. Diaz Construction Group, LLC of Lakewood, Colorado was the low bidder at \$150,750.00. Diaz Construction Group, LLC is a responsible and responsive bidder as demonstrated by successful completion of several recent City projects. Funding for this project is from the 2016 2E bond initiative. The funds provide for the installation of a new domestic water line for Anderson Park. Alternate pricing was provided for installation of four inch size pipe as opposed to the specified three inch size pipe. This alternate was rejected due to unknown impacts of installing a different size pipe.

RECOMMENDATIONS:

Staff recommends the award of the contract to Diaz Construction Group, LLC for the installation of a new domestic waterline for Anderson Park.

RECOMMENDED MOTION:

“I move to award a contract to Diaz Construction Group LLC, Lakewood, Colorado, in the amount of \$150,750 for the Anderson Park waterline project.

Or,

“I move to deny award of contract to Diaz Construction Group LLC, Lakewood, Colorado, in the amount of \$150,750 for the Anderson Park waterline project.

REPORT PREPARED/REVIEWED BY:

Mark Ruote, Park Project Coordinator
Rick Murray, Parks, Forestry and Open Space Manager
Joyce Manwaring, Director of Parks and Recreation
Jennifer Nellis, Purchasing Agent
Patrick Goff, City Manager

ATTACHMENTS:

1. Bid Tabulation Sheet

Subject to review for completeness and accuracy.



PROJECT: ITB-17-26

REQUESTED BY: MARK RUOTE, PARKS FORESTRY & OPEN SPACE

WATERLINE AT ANDERSON PARK

OPENED BY: JENNIFER NELLIS, PURCHASING AGENT

DUE DATE/TIME: TUESDAY, OCTOBER 10, 2017 BY 1 P.M. LOCAL TIME

WITNESSED BY: CINDY RAILOLO, PURCHASING TECHNICIAN

ALLOWED VENDOR (PRIME)	Diaz Construction Group, LLC	Ricor Services			
LOCATION	Lakewood, CO	Arvada, CO			
BIDDER ACKNOWLEDGEMENT FORM	Yes	Yes			
ACKNOWLEDGE ADDENDUM (1)	Yes	Yes			
CONTRACTOR'S QUALIFICATION FORM	Yes	Yes			
NON-DISCRIMINATION ASSURANCE FORM	Yes	Yes			
ILLEGAL ALIEN COMPLIANCE	Yes	Yes			
LIST OF SUB-CONTRACTORS	Yes	Yes			
NON-COLLUSION AFFIDAVIT	Yes	Yes			
BID BOND FORM	Yes	Yes			
PRICING SCHEDULE	Yes	Yes			
1 - MOBILIZATION	\$1,500.00	3,500.00			
2 - BARRIDACES/CONES	\$500.00	2,100.00			
3 - INLET PROTECTION	\$500.00	1,300.00			
4 - ROCK SOCK	\$500.00	1,300.00			
5 - CDOT CLASS 1 BACK FILL	\$3,500.00	4,800.00			
6 - DEWATERING	\$1,500.00	9,800.00			
7 - PIPE BEDDING	\$6,300.00	7,350.00			
8 - TRENCH COMPACTION	\$5,250.00	6,300.00			

PROJECT: ITB-17-26**WATERLINE AT ANDERSON PARK**


ALLOWED VENDOR (PRIME)	Group, LLC	Ricor Services			
LOCATION	Lakewood, CO	Arvada, CO			
9 - TRENCHING	\$2,100.00	8,400.00			
10 - 3" DUCTILE IRON WATER PIPE	\$84,000.00	48,300.00			
11 - 3" DUCTILE IRON WATER PIPE FITTINGS/JOINTS	\$2,500.00	4,500.00			
12 - 3" BACKFLOW DEVICE AT SHOWER HOUSE 3"	\$5,200.00	13,400.00			
13 - 1" BACKFLOW DEVICE AT ANDERSON BUILDING 1"	\$1,500.00	3,400.00			
14 - 3/4" BACKFLOW DEVICE AT PARKS OPERATIONS	\$900.00	1,900.00			
15 - 2" K COPPER AND FITTINGS	\$1,500.00	4,000.00			
16 - BACKFLOW DEVICE TESTING/CERTIFICATION	\$1,500.00	1,000.00			
17 - PIPE FLUSHING AND CHLORINATION	\$1,500.00	1,000.00			
18 - PIPE HYDROSTATIC TESTING	\$1,500.00	800.00			
19 - CONCRETE REPAIR	\$6,500.00	5,700.00			
20 - ASPHALT REPAIR	\$15,000.00	15,000.00			
21 - LANDSCAPE REPAIR	\$2,500.00	8,100.00			
22 - HAUL AWAY EXCAVATED MATERIAL, CONCRETE AND ASPHALT	\$3,500.00	6,100.00			
23 - SITE CLEANUP	\$1,500.00	5,500.00			
TOTAL AMOUNT OF BID:	\$ 150,750.00	\$ 163,550.00	\$ -	\$ -	\$ -
ALTERNATE BID (see line items 10 & 11)	139,200.00	not acknowledged			

REQUEST FOR CITY COUNCIL ACTION**TITLE: RESOLUTION NO. 40-2017 - A RESOLUTION ADOPTING
THE CITY OF WHEAT RIDGE AMERICANS WITH
DISABILITIES ACT TRANSITION PLAN**

- ☐ PUBLIC HEARING
☐ BIDS/MOTIONS
☒ RESOLUTIONS

- ☐ ORDINANCES FOR 1ST READING
☐ ORDINANCES FOR 2ND READING

QUASI-JUDICIAL:

☐ YES☒ NO
Director of Public Works
City Manager**ISSUE:**

The City of Wheat Ridge is required, under Title II of the Americans with Disabilities Act (ADA) to perform a self-evaluation of its current transportation infrastructure and to develop policies, practices, and programs to address the requirements of the ADA. In cooperation with staff, the City's consultant, Alfred Benesch and Company, has completed an ADA Transition Plan to meet this mandate.

The plan will provide guidance to the City regarding ADA Transition Plan requirements and evaluation of accessibility in the City right-of-way (ROW). More specifically, guidelines and procedures have been developed to plan, construct, enhance and improve pedestrian mobility throughout the City. The plan also guides and works in conjunction with the Capital Improvement Plan (CIP) to identify opportunities for improvements as part of the City's long term goals for accessibility and mobility.

PRIOR ACTION:

After staff completed a standard solicitation and procurement process, the City Council on May 23, 2016, awarded a contract to Alfred Benesch and Company, Denver, Colorado to assist the City in developing, adopting, and implementing an ADA Transition Plan.

After an extensive amount of data collection, and the initiation of a public process, staff provided an update to Council on October 3, 2016. At the May 1, 2017, City Council Study Session, staff and the consultant presented a final draft for further review, comment, and discussion. Subsequently, a second public meeting was held on July 19, 2017, seeking input to the program specifically on findings and recommendations.

FINANCIAL IMPACT:

A contract was awarded to Alfred Benesch and Company in the amount of \$43,247.60 for the completion of the ADA Transition Plan.

BACKGROUND:

In 2010, the United States Department of Justice issued a final rule in order to adopt enforceable accessibility standards under the Americans with Disabilities Act. These standards ensure that state and local government services do not discriminate against individuals on the basis of disabilities and require state and local governments to make their programs and services accessible to persons with disabilities. These requirements focus on providing accessibility by addressing and eliminating structural barriers associated with public facilities.

The ADA Transition Plan addresses access in public rights-of-way, including sidewalks, intersections, and street crossings. The plan also provides guidance for public rights-of-way to address various issues, such as access for individuals with disabilities, access to on-street parking, and various constraints posed by space limitations, including roadway design practices, slope, and terrain. The new guidelines will cover pedestrian access to sidewalks and streets, including crosswalks, curb ramps, street furnishings, pedestrian signals, transit stops, and other components of public right-of-way. The City's purpose in developing these guidelines is to ensure that access for persons with disabilities is provided wherever a pedestrian way is newly built or altered, and that the same degree of convenience, connection, and safety afforded the public generally is available to pedestrians with disabilities.

The ADA Transition Plan will provide guidance to improve accessibility to the City of Wheat Ridge's transportation network in accordance to Title II of the Americans with Disabilities Act. The ADA requires a public entity to modify its policies, practices, or procedures, within reason, to avoid discrimination against people with disabilities. This Plan will assist the City's Engineering Division to identify both physical and non-physical barriers to accessibility and to develop solutions to increase the opportunity of accessibility to all individuals. The main components included:

- A self-evaluation of the City's current practices, guidelines, standards, policies, and/or procedures recommended for future use to minimize or eliminate barriers to accessibility within the City of Wheat Ridge public ROW.
- Designating the Department's ADA Coordinator and their role and responsibilities.
- Developing a formal ADA complaint procedure.

- Performing public involvement to seek input on the Transition Plan and accessibility issues.
- Serve as guidance to development of a multi-year program to correct deficiencies, based in part by a prioritization method, condition, and available funding through the Capital Improvement Plan or other opportunities for improvements such as private development projects.

The Plan is a living document, subject to review and update periodically.

Prior to engaging with the consultant last year, staff completed a substantial amount of survey work on curb ramps over the prior year. This data, an essential component of the plan, was evaluated and utilized by the consultant as part of the plan development, including categorizing for use in long-term capital planning.

Through the course of the program development, the following activities and tasks have been completed as part of this ADA Transition Plan Document:

1. Staff completed an inventory of existing right-of-way facilities and conditions.
2. The consultant conducted a review and verification of the survey data collected by the City by conducting spot verifications for accuracy, identifying additional needed mapping, and compiling other data and information as required. This effort also included working with Public Works and IT staff to complete all mapping needed for the plan.
3. A public process was initiated that included a significant amount of outreach through a public informational meeting on October 3, 2016, a second public meeting on July 19, 2017, seeking input to findings and recommendations, solicitation of public input through an online survey, and additional promotion of the plan development through other communication outlets such as social media channels and the City website.
4. The Consultant completed a policy and procedure draft in accordance with the requirements as described above in the plan scope.
5. Based on the completed inventory and condition assessment of curb ramps and associated facilities, the consultant developed a tiered grouping, based on specific categories of accessibility (meets standard, does not meet and level of deficiency, etc.). Based on specific priorities and needs, these categorized groupings were then utilized to develop a proposed multi-year improvement program, based on certain amounts and years of funding levels.

The ADA Transition Plan will play a significant role in guiding implementation of effective policies and practices to improve and address the mobility needs of users with disabilities. In addition, the plan identifies specific mobility needs such as access to transit and safety

enhancement opportunities. The plan also assists in identifying and prioritizing long-term capital needs and costs, and the development of a long-term capital plan for constructing improvements.

RECOMMENDATIONS:

Staff recommends approving the attached resolution adopting the City of Wheat Ridge Americans with Disabilities Act Transition Plan.

RECOMMENDED MOTION:

“I move to approve Resolution No. 40-2017, a resolution adopting the Americans with Disabilities Act Transition Plan.”

Or,

“I move to postpone indefinitely Resolution No. 40-2017, a resolution adopting the City of Wheat Ridge Americans with Disabilities Transition Plan for the following reason(s)

.”

REPORT PREPARED/REVIEWED BY:

Scott Brink, Director of Public Works

Steve Nguyen, Engineering Manager

Patrick Goff, City Manager

ATTACHMENTS:

1. Resolution No. 40-2017
2. ADA Transition Plan Document

CITY OF WHEAT RIDGE, COLORADO
RESOLUTION NO. 40
Series of 2017

**TITLE: A RESOLUTION ADOPTING THE CITY OF WHEAT RIDGE
AMERICANS WITH DISABILITIES TRANSITION PLAN**

WHEREAS, The City of Wheat Ridge is required, under Title II of the Americans with Disabilities Act (ADA) to perform a self-evaluation of its current transportation infrastructure and to develop policies, practices, and programs in addressing this mandate by the development and adoption of an ADA Transition Plan; and

WHEREAS, The development of the ADA Transition Plan is to provide guidance to improve accessibility to the City of Wheat Ridge's transportation network in accordance with Title II of the Americans with Disabilities Act; and

WHEREAS, The City, with the guidance of a professional consultant, has developed the plan through an extensive public process; and

WHEREAS, said Americans with Disabilities Transition Plan is ready to be formally adopted by the City Council in accordance with the City's policies and procedures.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wheat Ridge, Colorado, as follows:

The Americans with Disabilities Transition Plan, as presented to the City Council on this date, is hereby approved.

DONE AND RESOLVED this 23rd day of October, 2017.

Joyce Jay, Mayor

ATTEST:

Janelle Shaver, City Clerk



Americans with Disabilities Act Transition Plan

FINAL DRAFT

September 2017

ORIGINAL PLAN PREPARED IN 2017

This publication has been prepared by Alfred Benesch & Company in partnership with the City of Wheat Ridge.

All information contained herein is expressly prepared for the sole use of the City of Wheat Ridge. Should any portion of this publication be duplicated elsewhere, we request appropriate attribution for such usage.

ACKNOWLEDGEMENTS

Many individuals were involved with the development of the ADA Transition Plan and other accessibility improvements within Wheat Ridge. The active participation of City staff from the Public Works and Engineering Divisions, the City Council and Leadership, and other stakeholders within the community indicates the level of engagement and commitment to improving accessibility in our Community. This assignment could not have been completed without the efforts and cooperation from these the following:

City of Wheat Ridge City Council

City of Wheat Ridge Public Works Department – Engineering Division

Prepared By:



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EXECUTIVE SUMMARY

While the City has been improving accessibility within their corporate limits for years, in 2016, the City's Engineering Division continued the process of developing a published ADA Transition Plan. The purpose of this Plan is to provide formal guidelines and goals to improve accessibility throughout the City's transportation network, and serve as a means of formal documentation of the procedures and progress already taken place in accordance with Title II of the Americans with Disabilities Act (ADA). Enacted in 1990, the ADA mandates equal opportunity for individuals with disabilities.

The current self-evaluation focused on pedestrian facilities within the City's transportation network maintained by the Engineering Division. These facilities include curb ramps and pedestrian pushbuttons within the public right-of-way (ROW) throughout the City. In 2017, the City anticipates beginning the process to assess sidewalk accessibility within the public ROW. In conjunction with the sidewalk assessment efforts, the City will also update their GIS database to document those pedestrian facilities with improved accessibility based upon work performed since the last assessment. The past and anticipated future evaluations will provide a basis for a more robust assessment of accessibility in and along City facilities; allow for planning and prioritizing removal of barriers; and develop a road map for any remaining assessments needed. This Transition Plan addresses proposed timelines and anticipated costs associated with the removal of barriers and completing the remaining assessments.

Along with the assessment of pedestrian facilities in the City's transportation network, the self-evaluation also reviewed the Engineering Division's programs, procedures, and policies. This process included meetings with different department staff and disseminating an internal staff questionnaire. Public outreach and involvement was also conducted consisting of public meetings, user surveys, and an online website.

This Transition Plan is a living document intended to be regularly monitored and updated. Updated versions will incorporate future findings from the actions identified above as well as advancements made towards improving accessibility, implementation of the Plan, and progress towards identified goals.

1. Overview

The purpose of this Transition Plan is to provide guidance to improve accessibility to the City of Wheat Ridge's transportation network in accordance to Title II of the Americans with Disabilities Act (ADA). The ADA requires a public entity to modify its policies, practices, or procedures, within reason, to avoid discrimination against people with disabilities. This Plan will assist the City's Engineering Division to identify both physical and non-physical barriers to accessibility and to develop solutions to increase the opportunity of accessibility to all individuals. The main components included:

- Performing a self-evaluation of the City's current practices, guidelines, standards, policies, and/or procedures or recommended for future use to minimize or eliminate barriers to accessibility within the City of Wheat Ridge public ROW.
- Designating the Department's ADA Coordinator and their role and responsibilities.
- Developing a formal ADA complaint procedure.
- Performing Public Involvement to seek input on the Transition Plan and accessibility issues.

This Plan describes the process the City used to perform a self-evaluation and provides recommendations and goals identified as a result of the self-evaluation. The Plan also addresses training provided regarding guidelines, standards, policies, procedures, and/or practices to minimize or eliminate barriers to access within the City.

The City of Wheat Ridge elected officials and staff believe promoting an accessible environment for all persons is essential to good customer service and in line with the quality of life that its residents desire.

The Plan is a living document, subject to review and update periodically.

2. Federal, State, and City Legal Accessibility Requirements

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

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

Title II of ADA pertains to the programs, activities, and services public entities provide and extend the application of the ADA to include those provided by all state and local government entities. Title II regulations expand upon the general prohibitions of discrimination established under Section 504 of the Rehabilitation Act of 1973. As such, policies, practices, and programs, must comply with the appropriate sections of the ADA.

The ADA requires the City operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities. This includes making reasonable modifications in policies, practices, and procedures that deny equal access to individuals with disabilities unless it would result in a fundamental alteration in the program. The City can provide services or benefits to individuals with disabilities through programs that are separate or different such that the separate or different measures are necessary to ensure that benefits and services are equally effective.

A large part of the effectiveness of increasing accessibility and complying with the ADA is taking appropriate steps to ensure that communications with persons with disabilities are as effective as communications with others. This also includes establishing a grievance procedure to provide prompt and equitable resolution of complaints.

Title II of ADA, 28 CFR. Part 35 Sec. 35.105 and Sec. 35.150 requires agencies to conduct a self-evaluation of its facilities, policies, practices, and programs and develop a Transition Plan to outline how reasonable accessibility improvements for individuals, when needed, will be addressed. This Plan includes the findings of the self-evaluation and addresses areas of potential improvement as they pertain to public ROW within and maintained by the City. This Plan also identifies alternative methods of service delivery permissible under 28 CFR Part 35.150(a) and (b).

Once a Transition Plan is developed, it must be submitted for public review before final approval and adoption. At a minimum, a Transition Plan shall include the following elements:

- Identify ADA Coordinator
- Identify Physical and Programmatic Barriers
- Schedule and Method to Mitigate Barriers
- Complaint & Grievance Procedure
- Provide Public Participation Opportunities During Development

While the ADA requires agencies to reasonably modify its policies, procedures, and facilities to avoid discrimination towards persons with a disability, it is not required to remove all barriers in all situations. The ADA does not require the City to undertake any action that would fundamentally alter the intent of a program or activity, create a hazardous condition, or result in an undue financial burden.

3. Policies and Practices

3.1 Design Standards

The ADA Standards and Specifications described in this section are intended to apply to all construction of city streets and the transportation network within the City of Wheat Ridge required to adhere to City requirements under the Engineering Division's jurisdiction. Pedestrian facilities within the City's parks and trails network adhere to the Parks and Recreation Department's standards.

Currently the City utilizes the Americans with Disabilities Act Accessibility Guidelines (ADAAG) and portions of the 2011 Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) as the basis for transportation facilities. The City maintains standard construction details for transportation facilities intended to provide accessibility within the transportation network. Additionally, the City utilizes Colorado Department of Transportation requirements for some projects.

For public ROW adjacent to private property, the Streetscape Design Manual was adopted by City Council on March 28, 2011, through Ordinance 1481. This document establishes streetscape design requirements (such as sidewalks and street trees).

The City's Engineering Standard Construction Details are available at:

<http://www.ci.wheatridge.co.us/71/Standard-Construction-Details>

CDOT standards are available at:

<https://www.codot.gov/business/designsupport/standard-plans/2012-m-standards-plans/2012-m-standards-pdfs/>

The Streetscape Design Manual is available at:

<http://www.ci.wheatridge.co.us/431/Guiding-Documents>

In an effort to account for construction tolerances and to avoid exceeding listed thresholds, designers and construction crews shall target specified slopes and dimensions below the maximum or above the minimum requirements stated in these standards while maintaining positive drainage to the maximum extent possible.

In alterations to existing facilities, where compliance with applicable standards and specifications is technically infeasible or result in undue burden, the alteration shall conform to standards to the maximum extent possible. Such exceptions shall be documented on the ADA Design and Construction Exception Form contained in Appendix C and submitted to the ADA Coordinator for documentation.

All future enactments and revisions to legally applicable Federal, State, or City accessibility codes, standards or guidelines, shall be incorporated into these ADA Codes and Standards to the extent that such enactments or revisions exceed the requirements contained herein. Nevertheless, such enactments or revisions shall not decrease any requirement as contained herein.

3.2 Accessibility Practices

The City strives to improve accessibility by leveraging many of its existing and programs. While most of these programs listed below are not intended to specifically address accessibility, they often result in accessibility upgrades or improvements to some extent. These programs include the following:

- Street Resurfacing Program
- Capital Investment Program
- Traffic Signal Maintenance
- Targeted Accessibility Projects
- Private Development Review

Section 7 further explains the implementation and scope of these programs as they relate to accessibility improvements.

The City's goal is to provide an accessible route throughout the transportation network whenever possible. This does not require the City to construct sidewalk where it does not currently exist or remove physical barriers to all existing pedestrian facilities as long as they provide and identify an accessible route to individuals with disabilities, however, the City is working towards improving connectivity and accessibility. Under this concept, the City may choose not to install curb ramps or sidewalks at some locations (or to install them as a lower priority later), as long as a reasonable path of travel is available even without those pedestrian facilities. Installing new sidewalk within residential areas which do not have existing sidewalks is the responsibility of the property owners.

3.3 Program Access and Effective Alternative Communication

The City makes every effort to provide access to its programs for all citizens. Beyond physical access, this includes program access. In order to effectively communicate with individuals with disabilities, the City provides alternative effective communication methods to its staff members and the public when requested and possible. The following statement is currently included in all City Council Meeting agendas and will be included in public notifications from the Engineering Division:

"Individuals with disabilities are encouraged to participate in all public meetings sponsored by the City of Wheat Ridge. Contact the Public Information Officer at least one week in advance of a meeting if you are interested in participating and need inclusion assistance."

The ADA does not require the City to undertake any action that would result in a fundamental alteration in the intent of its program or activity, would create a hazardous condition, or would represent an undue financial and administrative burden. If such a situation should arise, the City will make sure proper documentation is provided as outlined in the ADA and explore potential accommodations that may be appropriate for providing program accessibility in lieu of making actual physical changes in an effort to make their programs and services as accessible as possible.

The majority of the programs the Engineering Division are involved with are Public Meetings. Public Meetings are typically conducted as close to the specific project's location as possible in an accessible facility. Accommodations and alternative forms of effective communication are made available to the public upon request.

4. ADA Coordinator Role & Responsibilities

The ADA requires public entities with fifty (50) or more employees to designate one or more individuals as responsible employees for monitoring compliance with and investigating potential violations of the ADA. This individual(s) is the primary point of contact for individuals with disabilities to:

- Request auxiliary aids and services, policy modifications, and other accommodations;
- File a complaint with the City regarding accessibility to City programs, activities and services; and/or
- Address ADA concerns from the general public and from other departments and employees of the public entity.

In addition to providing public service, an ADA Coordinator is a valuable resource for City as well. They provide a specific contact person knowledgeable with the ADA to answer questions and provide support. The ADA Coordinator also provides consistent feedback on reasonable accommodations, undue burden decisions, and potential accessibility measures.

The ADA does not require the City to undertake any action that would result in a fundamental alteration in the intent or nature of its program or activity, would create a hazardous condition, or would represent an undue burden. Undue burden means significant difficulty or expense when considering the nature and cost of the accommodation in relation to the size, resources, and facility of the specific operation. Undue burden is determined on a case-by-case basis and shall include concurrence of the ADA Coordinator and must be accompanied by a statement citing the reasons for reaching the conclusion. The determination that undue burdens would result must be based on an evaluation of all resources available for use in the programs.

The Engineering Division currently has a Department ADA Coordinator to serve in this role. A Departmental ADA Coordinator system is anticipated

to be implemented in the future to address the needs of employees and citizens with disabilities for the programs and facilities each department is responsible for within the City. A single ADA Coordinator may be designated in the future for the entire City with each Department ADA Coordinator handling their respective departments. If implemented, this system will identify a Departmental ADA Coordinator within each department who will collaborate with the City's ADA Coordinator regarding the needs of their department and the programs their department is responsible to manage. The benefit of having a Departmental ADA Coordinator for each department is it provides a subject matter expert and someone with knowledge of department operations and budgets for the ADA Coordinator to work. The City's ADA Coordinator, or designee, will follow-up with each Departmental ADA Coordinator to coordinate the implementation of plans, programs, policies and procedures and to determine any undue burden specific to that department.

Appendix D identifies the office, address, and telephone number of the Engineering Division's ADA Coordinator.

5. Public Involvement

The City provided several opportunities to receive and encourage the public, advocacy groups, and other stakeholders to provide input and identify areas of concern during the development of this Plan.

The City utilized several different methods of public outreach and involvement including public meeting and open houses, informational handouts, online surveys, and press releases. A Transition Plan webpage was also provided within the City's website specifically intended for providing updates and soliciting input.

A public open house was held at the Wheat Ridge Recreation Center, a fully accessible facility, on October 5, 2015. Notifications for the event were disseminated on multiple platforms including the City's webpage, social media outlets, a press release, and flyers to various City facilities and community living centers. The public open house was for both the ADA Transition Plan and the Bicycle & Pedestrian Master Plan Update projects in an effort to increase public turnout and because of the synergies between the two projects. The open house provided an opportunity for interested parties to visit with the Plan development team, provide input on areas of concern, and a handout regarding the Plan's goals and objectives.

Another method of soliciting input for the Transition Plan was through a public survey made available in a variety of formats (paper, online, audio, etc.). The purpose of this survey was to help identify specific accessibility issues as well as potential areas of improvement throughout the City overall. Input received from the survey and meetings was evaluated and included in the Transition Plan.

A second public open house was held at the same Wheat Ridge Recreation Center, on July 19, 2017. Notifications for the event were disseminated on multiple platforms including the City's webpage, social media outlets, a press release, and bi-lingual flyers. The open house included a presentation of the Transition Plan draft and findings from the self-evaluation. The open house also provided an opportunity for interested parties to visit with the Plan development team and provide input on the draft Transition Plan.

A draft version of the Plan was made available to the public through the project webpage for a period of 30 days. Feedback received was evaluated and the Plan modified as deemed appropriate by the Plan development team.

Appendix E shows the different forms of public involvement used during the development of the Transition Plan described in this section.

6. Self-Evaluation

There are two kinds of accessibility, program accessibility and physical accessibility. The City must provide both types of accessibility in order to be free of discrimination. In addition to physical access, programmatic accessibility also includes all of the policies, practices, and procedures allowing people with disabilities an equally effective opportunity to participate in programs and services. Physical accessibility requires a facility provide for an accessible path free of barriers.

6.1 Programmatic Accessibility

The ADA requires the City to evaluate current policies and practices to identify and correct any barriers inconsistent with the intent of the law. Representatives from the Engineering Division have examined current practices and policies related to the ADA, and identified gaps in information or training to address in the Transition Plan. To further refine and understand accessibility issues needing to be addressed, the City administered a questionnaire to department staff in order to provide information on the following:

- Overall accessibility of the City's facilities and programs,
- Level of staff training and understanding of the ADA,
- Accommodations made for individuals with disabilities to access these services, and
- Encounters with physical obstructions and staff disabilities.

A sample of the questionnaire and an overview of the responses are in Appendix F.

6.2 Physical Accessibility

The Engineering Division is responsible for maintaining the City's transportation network defined as all roadways, sidewalks, on-system shared-use trails, curb ramps, bridges, and other pathways designated for public transportation within City limits and owned by the City. This Plan

intends to address accessibility adjacent to or crossing roadways and bridges and accessibility on facilities designated for shared-use or non-vehicular public transportation. The transportation network does not include facilities maintained by or owned by other agencies or private entities within the jurisdictional boundaries of the City. An example of this are curb ramps along State highways are addressed as part of CDOT's ADA Transition Plan and will not directly be the City's responsibility.

The ADA requires the City to address accessibility across all public facilities under the jurisdiction of the City. For the purpose of this Transition Plan, the Engineering Division focused on the following categories within the public ROW:

- Curb Ramps
- Pedestrian Pushbuttons
- Sidewalk

Accessibility issues related to other City facilities will be addressed under a separate plan(s).

6.2.1 Method for Evaluations, Data Collection, and Processing

As part of the self-evaluation, the City outlined a comprehensive evaluation strategy consisting of physical review and measurement of curb ramps and sidewalks and other pedestrian transportation assets adjacent to or crossing roadways and bridges. At the time of this Plan, the City has evaluated curb ramps and pedestrian pushbuttons and are implementing the evaluation strategy for sidewalks.

These evaluations are based on the 2011 Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG) published by the United States Access Board. The PROWAG document has not been adopted or approved. PROWAG is recognized as a best practice and has been recommended for use by the Federal Highway Administration (FHWA). Compliance or non-compliance as noted herein, is in reference to PROWAG, assuming it is the standard by which accessibility should be measured.

The City cataloged all existing curb ramps and pedestrian pushbuttons utilizing their Geographic Information System (GIS) database. In 2015 and 2016 the City performed field evaluations and documented a variety of attributes for these assets to determine compliancy. The attributes evaluated generally include the following:

- Curb ramp configuration, geometry, grades, vertical discontinuities, and condition
- Detectable warnings panel presence, geometry, and contrast
- Clear space location and geometry
- Turning space geometry and grades
- Pedestrian pushbutton presence, location, accessibility, and audible features
- Pedestrian signals presence and audible features
- Adjacent street grades and stop control presence

The City is currently populating its sidewalk network in its GIS database and evaluating segments for compliancy. The attributes being evaluated generally include the following:

- Sidewalk presence, material, geometry, grades, and condition
- Presence of vertical faults, horizontal gaps, obstructions of width, or non-compliant driveway crossings

In addition to these attributes, any curb ramps, pedestrian signals or sidewalks within the City belonging to CDOT or other agencies were identified.

To be compliant under PROWAG, these features must satisfy established criteria specific to each asset type and purpose. If one criteria of an asset is non-compliant, the asset technically does not meet accessibility requirements even though it may be substantially compliant. Appendix G provides information related to the assets surveyed. This information is maintained in the City's GIS database for easy reference and query for internal staff. It should be noted, all information related to the findings is based upon the self-evaluation performed in 2015 and 2016 for curb ramps and pedestrian pushbuttons.

6.2.2 Overview of Findings

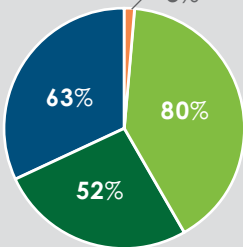
The City has approximately 1,707 locations under their jurisdiction with curb ramps present and constructed to old or non-compliant standards. These locations, while not fully compliant, provide some degree of accessibility. Based upon the self-evaluation field survey, approximately 3% of the curb ramp locations were fully compliant and provided compliant accessibility. Approximately 1,354 locations did not have an acceptable detectable warning panel present. The most prevalent issues with non-compliant curb ramps included improper landing slopes and/or dimensions (80%); improper cross slope or geometry along the ramp or at the curb drop (52%); and/or running slope of the ramp (63%).

Based on the self-assessment, the City has approximately 153 locations with pedestrian pushbuttons under their jurisdiction throughout the transportation network. Based on the self-assessment, only 10% of the pushbuttons meet accessibility requirements (excluding audible features and distance from curb ramp not previously required under PROWAG or ADAAG). The most prevalent issues encountered on non-compliant pushbuttons included improper mounting height, improper location (distance) relative to the curb, and/or no clear space along the travel path. These issues either singularly or in combination were present on approximately 68% of the segments assessed. Approximately 118 pushbutton locations were not equipped with audible features¹. Currently, audible features are not mandated at all pedestrian signals and should be evaluated on a case-by-case basis.

Based on the self-assessment, the City has approximately 162 locations with pedestrian signals under their jurisdiction throughout the transportation network. Of the 162 locations, 9 did not have pedestrian pushbuttons

¹ MUTCD, ADAAG, or PROWAG did not require pedestrian signals/pushbuttons be audible prior to 2012. Upgrading the controller, software, or replacing the pedestrian signal heads may require updating the pedestrian signals to include audible features.

Curb Ramp Findings



- Fully Compliant
- Landing Space Issues
- Ramp Cross Slope
- Ramp Running Slope

present. Based on the self-assessment, approximately 72% of the pedestrian signals were not equipped with audible features. It should be noted for locations with non-compliant curb ramp, pedestrian pushbuttons and/or pedestrian signals, an accessible route may exist within reasonable proximity to some of these locations.

At the time of this Plan, it is estimated the City has approximately 150 miles of sidewalk. Summaries of findings will be updated once existing accessibility reviews have been analyzed and additional field surveys have been conducted.

Appendix I provides a summary of curb ramp and pedestrian signal findings.

7. Transition Plan Implementation

7.1 Goals for the Program

The overall goal of the Transition Plan is to improve accessibility to the programs, activities, and services provided by the Engineering Division. In order to achieve this goal, the City prioritized the list of identified barriers, identified potential strategies and methods to remove barriers within fiscal constraints, and provided additional guidance to City staff and the public on the requirements of the ADA and the City's approach to improve accessibility. The City also developed a realistic schedule based on estimated available budget for the removal of barriers and identified potential funding sources and opportunities to remove identified barriers.

7.2 Prioritization of Barriers

Currently, the City primarily addresses identified accessibility issues on a case-by-case basis as determined by the department responsible for the facility and based on available resources. The Engineering Division assesses and updates curb ramps as necessary adjacent to street segments included in their annual Street Resurfacing Project.

Due to differing levels of severity regarding impacts to accessibility and fiscal constraints, the City developed a system to classify, prioritize and schedule implementation of accessibility improvements and barrier removal. This system consists of proximity to public facilities and public transit, level of use by the public, severity of barriers, geographic distribution, and cost.

Considering these factors, along with due consideration of the often conflicting nature of these challenges, the City anticipates utilizing the following criteria to assist staff in prioritizing implementation of accessibility improvements.

1. Locations where adjacent roadway or infrastructure improvements are taking place.
2. Locations in close proximity to public facilities and high pedestrian traffic areas such as schools, hospitals, City owned facilities, churches, and group living communities.
3. Locations having a higher degree of non-compliance or more significant barriers to accessibility.

4. All other locations not listed above as funding and resources are available.

The Intersection Prioritization Tool provided through the link and available from the Traffic Operations Division was recreated from National Cooperative Highway Research Program (NCHRP) 3-62 research. The worksheets are a product of NCHRP 3-62 and are published in the Transportation Research Record, Journal of the Transportation Research Board, No. 1982, pp. 13-20, entitled "Development of an Intersection Prioritization Tool for Accessible Pedestrian Signal Installation". The Intersection Prioritization Tool consists of two worksheets.

To prioritize installing accessible pedestrian signals, the City will analyze traffic volumes, current traffic-signal patterns and the complexity of the intersection's geometry. The City will utilize the Intersection Prioritization Tool criteria created by the National Cooperative Highway Research Program (NCHRP) 3-62 research and the Manual on Uniform Traffic Control Devices to evaluate and prioritize each intersection under consideration, including new traffic signal installations. The Intersection Prioritization Tool provides a method of scoring individual crossings for relative crossing difficulty to visually impaired individuals. This provides a method to compare crossings for priority for installation of accessible pedestrian signals. The worksheets and detailed instructions on completing the worksheets are located at http://www.apsguide.org/appendix_d.cfm.

While the City intends to use these criteria as a guide for prioritization, project level decisions to improve accessibility or modify existing pedestrian facilities will be based on a variety of other contributing factors including efficiency of construction efforts and budget, upcoming infrastructure projects which may impact pedestrian facilities, program and master planning input, etc.

Locations identified from the grievance process will be addressed and prioritized on a case-by-case basis.

7.3 Strategies to Improve Accessibility

Implementing physical changes to the City's infrastructure will take time and resources to properly plan, design, and upgrade existing facilities and remove identified barriers. Beyond targeted barrier removal projects, the City incorporates improving accessibility on capital improvement projects. These projects, both public and private, currently require ADA compliance and review by City staff or designated representatives.

Additionally, the City plans to include annual budgetary allotments for projects targeting accessibility on top of what is currently programmed, with emphasis given to the removal of barriers based on the Transition Plan priorities. Where access cannot immediately be provided, interim measures will be explored and potentially implemented in order to provide

programmatic access to persons with disabilities to the extent feasible pending the remediation of physical barriers.

Recently, the City completed its Bicycle & Pedestrian Master Plan Update. This effort helped identify specific locations and corridors throughout the City where the public desires increased connectivity. This update will afford the City the benefit of improving accessibility in these highly desired locations during the implementation of the improvements identified. Improving accessibility and potentially expanding the pedestrian facilities network may be done in coordination with the guidance of this master plan.

7.4 Implementation Schedule

The City plans to address and remove barriers to accessibility based upon the priorities outlined in this Transition Plan systematically based on established program priorities and standard City processes and procedures.

The City reserves the right to modify barrier removal priorities in order to allow flexibility in addressing reasonable accommodations for persons with disabilities, community requests, changes in City programs or facility usage, funding availability and constraints, and opportunities with similar capital improvement projects.

For the development of this Transition Plan, the City based programming costs of the different project components on a per ramp, per linear foot of curb and gutter, and per each pedestrian pushbutton and signal basis. These programming costs include an allowance for different elements typically associated with the specific improvements and severity of non-compliance. Examples of these components include additional adjacent sidewalk or curb and gutter required to construct curb ramp, retaining walls, landscaping, pavement patching, and ROW. The estimated programming costs also include contingencies for engineering design, construction and surveying. Because of the unknown nature of future capital improvement program projects and budgets, private development and re-development, federal grants, and general operating budgets; the City cannot accurately predict available future annual spending towards improving accessibility. Estimated costs and potential timelines to address the findings of the self-evaluation are provided in Appendix J.

7.5 Implementation Strategy

In general, accessibility improvements along the transportation network addressing curb ramps and sidewalks occur as part of contracted construction projects and activities. The City has legal authority to require new sidewalks and accessible ramps being constructed or existing facilities with a demonstrated need within the public ROW meet current accessibility requirements.

It is anticipated the majority of the accessibility improvement will be performed in conjunction with other projects and activities occurring within the City. The following illustrates the most anticipated efforts and how each may improve accessibility:

New Construction Projects: Work involving constructing new pedestrian or transportation features in locations within current or future public ROW shall provide accessible features in the project that meet current ADA design standards.

New Improvements Projects: Work involving improving existing public ROW transportation features will provide new or necessary upgrades to existing accessible features in the project area to meet current ADA design standards. Such projects may include road widenings as part of the Capital Improvement Program with associated sidewalk improvements or connectivity projects identified in the Bicycle & Pedestrian Master Plan Update.

Major Maintenance and Rehabilitation Projects: Work involving any alteration or major maintenance activity performed on transportation assets in the existing public ROW shall provide or upgrade accessible features in, or immediately adjacent to, the project to meet current ADA design standards to the extent feasible. Such projects shall include any project requiring pavement reconstruction, major pavement rehabilitation, sidewalk improvements, or the reconstruction of accessibility facilities caused by private permittees. Minor or routine maintenance activities (patching, sealing, etc.) will include accessibility improvements when required by the ADA or when such improvements are consistent with the scope of the activity being performed.

Routine Maintenance & Repair Projects: Work that is limited to specifically repairing spot areas in the public ROW directly affecting accessibility shall provide new or necessary upgrades to impacted existing accessible features to meet current ADA design standards.

Training & Education Projects: The City may provide training, formal or informal, to staff, contractors, engineers, developers, partners, and the general public as deemed appropriate for the purpose of educating and training individuals and entities on ADA requirements, construction standards and processes, and City expectations for projects within the transportation network.

7.6 Funding

Funding is an important component for improving accessibility within the transportation network. The City endeavors to responsibly fund efforts to improve accessibility whenever practical. It is anticipated funding for improvements and mechanisms for project delivery may come from the following sources:

- Annual Capital Improvement Program Projects
- Federal Aid or Grants² – State Transportation Improvement Program (STIP), Highway Safety Improvement Program (HSIP), Safe Routes To Schools (SRTS), Congestion Mitigation and Air Quality Improvement (CMAQ), Surface Transportation Program (STP), Colorado Office of Transportation Safety (OTS) grants, Centers for Disease Control and Prevention (CDC), Community Development Block Grant (CDBG), Road Diet Projects, Multi-Modal Transportation Programs, Transportation Enhancement Activities (TEA), Transportation Alternatives (TA), Railway-Highway Crossing Program (RHC), and other pedestrian, mobility, development grants
- Intergovernmental Agreement (IGA) with neighboring jurisdictions
- Bonding
- Reallocation of departmental budgets (e.g. dedicating more from General Fund)
- Creation of Taxing Districts - Tax Increment Financing District (TIF), Community Improvement District (CID), Tax Allocation District (TAD)
- Adoption of Fees to fund an Enterprise associated with Accessibility

The ADA does not require the City to undertake any action that would result in a fundamental alteration in the intent of its program or activity, would create a hazardous condition, or would represent an undue financial and administrative burden. This determination shall include concurrence of the ADA Coordinator and must be accompanied by a statement citing the reasons for reaching the conclusion. The determination that undue burdens would result must be based on an evaluation of all resources available for use in the programs.

The following outlines the anticipated process for addressing accessibility barriers within the City's transportation system:

Coordinated/Included with another Project(s):

1. Annually review planned projects and compare project locations to locations of known accessibility issues.
2. Review project areas to identify or confirm and quantify accessibility barriers.
3. Identify available funding to allocate towards accessibility improvements.

² NOTE: Many of these programs or types of programs are competitive type grants, therefore, agencies aren't guaranteed to receive these funds. The City will need to monitor these programs and decide whether to pursue the funds.

4. Develop necessary Contract Document changes to incorporate proposed improvements into the overall project.
5. Inspect constructed improvements and document resolution of accessibility barrier(s).

Standalone Project(s):

1. Review documented accessibility barriers and identify locations without undue burdens to target, consistent with the Plan priorities, construction economics and other environmental factors, and available funding.
2. Identify available funding to allocate towards accessibility improvements.
3. Develop necessary Contract Document changes to incorporate proposed improvements into the overall project.
4. Inspect constructed improvements and document resolution of accessibility barrier(s).

Prior to initiating the formal development of the Transition Plan, the City commenced efforts to improve accessibility. These efforts are ongoing and will be re-focused as needed to maintain consistency with the vision of the Plan.

In an effort to provide a better understanding of the ADA and its requirements, the City is developing and will be providing two different ADA training measures. The first training measure will address City specific items such as the Departmental ADA Coordinator, requirements and best practices for public meetings, standardized language for public outreach and correspondence, and ADA support provided by the City. The second training measure will address issues more technical in nature such as current ADA standards and specifications; requirements for providing an accessible route; reasonable accommodations; and the design, construction, maintenance, and inspection of accessible improvements. The measures provided may focus on a combination of these elements or single elements depending on the intended specific purpose or audience. Additional details of the anticipated training program are provided in Appendix K.

8. Public Information Sharing & Grievance Procedure

8.1 Public Information Sharing

The City makes information available to all applicants, participants, beneficiaries, and interested persons regarding the provisions of the ADA and its applicability to the services, programs or activities of the City.

The City is committed to sharing information with the public regarding efforts to improve accessibility throughout the City. Information sharing occurs mostly through contact with the ADA Coordinator, the City's webpage, press releases and other public notifications, and other typical public outreach methodologies.

The Transition Plan will continuously be available by contacting the ADA Coordinator or on the City's website <http://co-wheatridge3.civicplus.com/1543/ADA-Transition-Plan>.

8.2 Grievance Procedure

The City of Wheat Ridge has a formal grievance procedure in place to provide citizens with a way to file complaints regarding accessibility and a documented method for the City to handle complaints. Appendix L identifies the City's grievance procedure and responsibilities towards filing, investigating, and initiating a response and the complaint form.

In the event available funds are insufficient for responding to grievances that request barrier removal or structural modifications, improvements will be prioritized and scheduled, as resources are available.

9. Monitoring Progress & Updating Plan

The ADA Transition Plan is a living document. The City will review the ADA Transition Plan on a periodic basis and update it as deemed appropriate to address progress towards improving accessibility and provide for any Plan modifications. The Department ADA Coordinator and appropriate staff will review the Plan to identify updates and incorporate new information pertaining to accessibility and the ADA into the Plan. Public comments or suggestions received will be incorporated as deemed appropriate.

City staff or representatives will monitor barrier removal and remediation periodically in the field. Their goal is to ensure alterations and newly constructed facilities meet ADA Codes and City Standards. City ADA guidelines will be made available to contractors prior to performing any work. Field inspections may be performed both during and after work is performed.

As new facilities are constructed or re-constructed such as curb ramps, sidewalks, or pedestrian pushbuttons and signals; the Engineering Division will update their GIS database to reflect these improvements.

Updating the GIS database will allow the City to monitor accessibility in specific areas, as well as the City's overall transportation network. The GIS database can also be used to re-prioritize and allocate budget appropriately. The database is intended to be a tool to assist the City with accessibility improvements and not the sole method for determining accessibility improvement projects. The Department ADA Coordinator will be available to the general public to provide updated monitoring and status reports upon request.



Appendix A

Glossary of Terms



APPENDIX A – GLOSSARY OF TERMS

Accessible Pedestrian Signal – An integrated device that communicates information about the pedestrian walk phases in non-visual formats.

Accessible Route – a continuous, unobstructed path connecting all accessible elements and spaces including public transportation facilities, parking access aisles, curb ramps, crosswalks at vehicular ways, walks, ramps and lifts.

ABA – means and refers to the Architectural Barriers of 1968 which requires facilities designed, built, altered, or leased with funds supplied by the United States Federal Government be accessible to the public.

ADA – means and refers to the Americans with Disabilities Act as contained and explained in Title 42, Chapter 126 of the United States Code.

ADAAG – Americans with Disabilities Act Accessibility Guidelines, codified at Appendix A to 28 Code of Federal Regulations Part 36 and at Appendix A to 49 Code of Federal Regulations part 37.

Auxiliary Aids and Services – services and devices promoting effective communication or allowing access to goods and services as defined by Titles II and III of the ADA.

Complaint – a claimed violation of the ADA.

Curb Ramp – a short ramp cutting through a curb or built up to it.

Detectable Warning – truncated domes, typically pre-fabricated and installed or stamped into a walkway, providing a tactile surface at the transition from a curb and the street or other hazardous vehicular crossings, assisting pedestrians with vision disabilities in determining when they enter the street.

Disability – a physical or mental impairment substantially limiting one or more of the major life activities of an individual as defined by the ADA.

Facility – All or any portion of buildings, improvements, elements, and pedestrian or vehicular routes located on a site or in a public right-of-way.

Impairment – any physiological disorder, or condition, cosmetic disfigurement, or anatomical loss affecting one or more body systems or any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.

Pedestrian Rights-of-Way (PROW) – sidewalks, curb ramps, crosswalks serving such sidewalks, and any other designated routes or pathways used by pedestrians along public rights of way.

Program Accessibility – The City's services, programs, or activities, when viewed in their entirety, must be readily accessible to and usable by individuals with disabilities.

PROWAG – Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way. At the time of this Initial Plan the most current version of the PROWAG is the 2011 Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way published by the United States Access Board. This document provides guidelines for public rights-of-way addressing various issues, including access for blind pedestrians at street crossings, wheelchair access to on-street parking, and various constraints posed by space limitations, roadway design practices, slope, and terrain.

Reasonable Accommodation – changes or adjustments providing, without undue burden, means for an individual with a disability to perform the duties or tasks required. Where existing physical constraints make it impractical for altered elements, spaces, or facilities to fully comply with new construction requirements, compliance is required to the extent practicable within the scope of the project. Existing physical constraints include, but are not limited to, underlying terrain, right-of-way availability, underground structures, adjacent developed facilities, drainage, or the presence of a notable natural or historic feature. See 2011 PROWAG and 28 C.F.R. § 35.130(b)(7).

Undue Burden – excessive or disproportionate financial and administrative burdens associated with modifying an existing facility and incurred by a covered entity, likely due to factors including, but not limited to, the nature and cost of the action; the overall financial resources of the owner(s); the number of persons employed at the site; the effect on expenses and resources; legitimate safety requirements necessary for safe operation, including crime prevention measures; or any other impact of the action on the operation of the site; the geographic separateness, and the administrative or fiscal relationship of the site or sites in question to any parent corporation or entity; if applicable, the overall financial resources of any parent corporation or entity; the overall size of the parent corporation or entity with respect to the number of its employees; the number, type, and location of its facilities; and if applicable, the type of operation or operations of any parent corporation or entity, including the composition, structure, and functions of the workforce of the parent corporation or entity



Appendix B

City Policy Regarding the ADA



APPENDIX B – CITY POLICY REGARDING THE ADA

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

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

Employment: It is the policy of the City of Wheat Ridge not to unlawfully discriminate on the basis of race, color, religion, creed, gender, sexual orientation, gender identity, age, national origin, ancestry, disability, or any other characteristic protected by law. The City of Wheat Ridge will consider reasonable accommodations for employment to qualified applicants UPON REQUEST to the Human Resources Office

Effective Communication: Anyone desiring or requiring an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City should contact the ADA Coordinator identified in Appendix C of the Plan as soon as possible but no later than seven days before the scheduled event.

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

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

Complaints that a program, service, or activity of the City of Wheat Ridge is not accessible to persons with disabilities should be directed to the ADA Coordinator.



Appendix C

ADA Design & Construction Exception Form



ADA Design and Construction Exception Form

Please fill out this form completely if an element of new construction or alteration to an existing facility seemingly cannot meet the ADA requirements or creates undue financial or administrative burden and return to the ADA Coordinator at:

City of Wheat Ridge
7500 W. 29th Avenue
2nd Floor – Engineering Division
Wheat Ridge, CO 80033

This form applies to facilities located in public right-of-way of the City of Wheat Ridge or property owned by the City.

Project: _____

City Project No.: _____ Location/Intersection: _____

New Construction: ☐ Alteration to Existing Facility: ☐

ADA requirement seemingly not being satisfied or creating undue burden: _____

Reason for perceived non-compliance: _____

Reasonable accommodation provided: _____

Sketch of area (if needed) or indicate if attached ☐

City Representative/Title: _____ Date: _____

If you have questions about this form please contact the ADA Coordinator at (303) 235-2866 or krosson@ci.wheatridge.co.us.



Appendix D

ADA Coordinator Contact Information



APPENDIX D – ADA COORDINATOR CONTACT INFORMATION

City of Wheat Ridge Engineering Department ADA Coordinator

Kelly Rosson, ADAC
City of Wheat Ridge City Hall
7500 W. 29th Avenue
Wheat Ridge, Colorado 80033

Phone: 303-235-2866
Email: krosson@ci.wheatridge.co.us

Hours

Monday - Friday
8:00 a.m. - 5:00 p.m.
(Excluding City holidays)



Appendix E

Public Outreach Materials and Results



[Wadsworth Widening](#)

[Bicycle & Pedestrian Master Plan Update](#)

[I-70/Kipling Interchange PEL Study](#)

[Ward Station/Ridge Road Catalytic Project](#)

[I-70/32nd Ave Interchange EA](#)

[ADA Transition Plan](#)



[POLICE](#)



[PARKS & REC](#)



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[BIDS AND PROPOSALS](#)

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ADA Transition Plan

About the Project

As required by Title II of the Americans with Disabilities Act (ADA) and 28 CFR 35.105, the City is developing a Transition Plan to improve accessibility to pedestrian facilities within the City's jurisdiction. As part of this effort, the City has retained an engineering consultant, Alfred Benesch & Co., to assist City staff in developing the ADA Transition Plan.

The City has developed a process for creating and implementing the Transition Plan. The first step in this process is to conduct self-evaluation by inventorying and assessing existing pedestrian facilities to identify access barriers to persons with disabilities within the public Right-of-Way. The inventory will assess pedestrian facilities along roadways, primarily sidewalks and curb ramps, to document what facilities are present and in compliance with the applicable standards or are needing to be constructed or improved to be compliant. Part of the self-evaluation process includes a public outreach program to gain public input on and help identify particular existing areas of concern. Public meetings will be conducted and user surveys will be distributed to provide information and solicit input.

The self-evaluation findings will provide the framework for developing the City's ADA Transition Plan. Besides identifying the results of the self-evaluation, the Transition Plan will prioritize addressing the identified existing barriers and identify strategies for addressing them. It will also provide standards and guidelines for future improvements to the pedestrian network within the City's public Right-of-Ways.

What's Happening?

Currently, analyzing the inventory of existing pedestrian facilities is underway. A pedestrian user survey will be posted to the project webpage soon and distributed to City facilities, so be sure to check back.

Get Involved!

We would love to hear from you! If you missed the Public Open House held October 5th don't worry, there will be future opportunities to interact with the project team. Feel free to reach out to either of the individuals listed below.

Contacts

Russ Higgins, PE
City of Wheat Ridge Project Manager
rhiggins@ci.wheatridge.co.us
(303) 235-2869

Jess Hastings, PE
Consultant Project Manager
jhastings@benesch.com
7979 E. Tufts Avenue, Suite 800 Denver, CO 80210
(303) 771-6868





ADA TRANSITION PLAN PROJECT UPDATE

ABOUT THE PROJECT

Thank you for your interest in the development of the City's Americans with Disabilities Act (ADA) Transition Plan Project. The City strives to provide an accessible environment for all of its citizens and visitors. Earlier this summer, the City contracted with Alfred Benesch & Company through a qualifications-based selection process to assist with the development of an ADA Transition Plan for the transportation network within the City's Public Right-of-Way.

To develop the Transition Plan, we are:

- Documenting Existing Pedestrian Facilities within the City's Transportation Public Right of Way
- Soliciting Input from Interested Parties
- Categorizing Accessibility Challenges
- Identifying Potential Standards, Guidelines, and Training Programs to Improve Accessibility
- Identifying Potential Strategies to Address Accessibility Challenges

The City has established an initial program for providing information to and accepting input from its citizens and other interested parties. This project includes:

- Transition Plan Website (Coming Soon!)
- Public Meetings
- Targeted Outreach & Surveys
- Formal Accessibility Concern / Complaint Reporting and Tracking Process



GET INVOLVED!

OPEN HOUSE

Wednesday, October 5th, 5:00 to 7:00 pm
Wheat Ridge Recreation Center
4005 Kipling Street, Wheat Ridge, CO

This open house is intended to provide information about the plan development process and goals, answer questions about the Transition Plan, and provide interested parties means of providing input towards plan development or prioritization of addressing existing accessibility challenges or issues.

CONTACT US

Russell Higgins
Wheat Ridge
Project Manager
rhiggins@ci.wheatridge.co.us
7500 W. 29th Avenue
Wheat Ridge, CO 80033-8001
(303) 235-2869

Jess Hastings
Benesch
Project Manager
jhastings@benesch.com
7979 E. Tufts Avenue, Suite 800
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ADA TRANSITION PLAN PROJECT UPDATE

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Jess Hastings
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Denver, CO 80210
(303) 771-6868



WELCOME

Please take a moment to sign in.

ADA TRANSITION PLAN

PUBLIC OPEN HOUSE



Wheat Ridge Bicycle and Pedestrian Master Plan

Open House | October 5, 2016



NAME	EMAIL ADDRESS
SPATT BRINK	sbrink@ci.wheatridge.co.us
GENEVA HOOTEN	ghooten@tooledesign.com
Ken Randall	coloradorunnerled@gmail.com
Charlie Myers - Bike Jeffo	myers4050@gmail.com
Tom Wigginton - VITRUVIAN FITNESS	tom@vmfit.com
John Padon	johpad@lakewood.org
ADAM WYLLIE	adam.g.wyllie@gmail.com
DAVID KUETER	david@kralkueter.com
Al Gallo	gallo_albert@hotmail.com
Nick Arvin	nickarvin@gmail.com
Rachel Hultin	wratat@gmail.com
Kimberly DeJong	kimberly2law@yahoo.com
David Mashburn	mash9890@comcast.com
+ 2 who decided not to sign in.	
+ 5 kids.	
WZ Veeder	MS12777@comcast.net
Rachael Bronson	rachael.bronson@gmail.com
Jess Hastings	jhastings@benesch.com
James Newberry	jnewberry@benesch.com

email

Wheat Ridge Bicycle and Pedestrian Master Plan

Open House | October 5, 2016



NAME	EMAIL ADDRESS
700th Ave Warren Schaefer	10951 W 70th Ave, apt 206 wschaefer@shop@gmail.com
Sara Spaulding	sspaulding@ci.wheatridge.co.us
Paul Bork	paul.m.bork@gmail.com
Monica Hadass	monica_hadass@yahoo.com
Cade Aulin	hcadearulin@gmail.com
GREG PARSONS	gparsons@cancast.net
Russ Higgins	r.higgins@ci.wheatridge.co.us
Deann Swetlik	Swetlikdea@msn.com
Luke Schultz-Barrey	l.schultzbarrey@gmail.com
Jessica Fields	jfields@tooledesign.com
KELLY BROOKS	KELLYBROOKS_01@hotmail.com
Justin Soffer	justin.soffer@gmail.com
Martin Harrison	mrsjh@bajabb.com
April NAWAK	aprilsnow1@gmail.com
Isaiah	
Dirk Boden	
Kristine Disney	ATHA
Dominic Bretow	Dom.E.Bretow@gmail.com
Doug Wells	Wellsdoug@gmail.com
Scott Dabney	sdabney@gmail.com

Thank you for your interest in the development of the City's Americans with Disabilities Act (ADA) Transition Plan Project. The City strives to provide an accessible environment for all of its citizens and visitors. Earlier this summer, the City contracted with Alfred Benesch & Company through a qualifications-based selection process to assist with the development of an ADA Transition Plan for the transportation network within the City's Public Right-of-Way. This open house is intended to provide information about the plan development process and goals, answer questions about the Transition Plan, and provide interested parties means of providing input toward plan development or prioritization of addressing existing accessibility challenges or issues.

To develop the Transition Plan, we are:

- Documenting Existing Pedestrian Facilities within the City's Transportation Public Right of Way
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- Identifying Potential Strategies to Address Accessibility Challenges

Data has been collected and is being analyzed on the existing sidewalk and curb ramps throughout the City. Primary data being captured or confirmed includes:



Sidewalks

- Width
- Longitudinal and Transverse (Cross) Slope
- Presence of Tripping or Navigation Hazards

Pedestrian Push Buttons

- Location Relative to Sidewalk/Curb Ramp
- Compliant Sidewalk Area Adjacent to Button

Curb Ramps

- Configuration and Orientation
- Dimensions and Slopes
- Landing Dimensions
- Presence of Tripping or Navigation Hazards
- Presence of Compliant Dome Panels

ADA TRANSITION PLAN PROJECT UPDATE

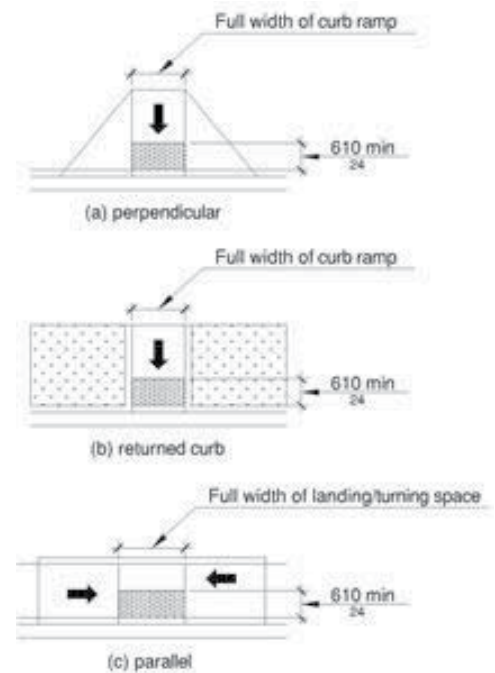


The City has established an initial program for providing information to and accepting input from its citizens and other interested parties. This program includes:

- Transition Plan Website (*Coming Soon!*)
- Public Meetings
- Targeted Outreach and Surveys
- Formal Accessibility Concern / Complaint Reporting and Tracking Process

A key component of the Transition Plan will be analyzing the information gathered on the existing facilities and developing potential strategies to improve accessibility. These strategies may include improvements constructed as part of future projects; additional training and education of design and construction personnel; and/or modification of City ordinances, policies, or requirements.

We thank you again for your interest in this important project. We look forward to hearing your thoughts and concerns.



CONTACT US

Russell Higgins, PE
Wheat Ridge
Project Manager
rhiggins@ci.wheatridge.co.us
7500 W. 29th Avenue
Wheat Ridge, CO 80033-8001
(303) 235-2869

Jess Hastings, PE
Benesch
Project Manager
jhastings@benesch.com
7979 E. Tufts Avenue, Suite 800
Denver, CO 80210
(303) 771-6868



Place
Stamp
Here

Jess Hastings, PE
Alfred Benesch & Company
7979 E. Tufts Avenue, Suite 800
Denver, CO 80237

----- Fold -----

[ADA Transition Plan](#)
[Bicycle & Pedestrian Master Plan Update](#)
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ADA Transition Plan

About the Project

As required by Title II of the Americans with Disabilities Act (ADA) and 28 CFR 35.105, the City is developing a Transition Plan to improve accessibility to pedestrian facilities within the City's jurisdiction. As part of this effort, the City has retained an engineering consultant, Alfred Benesch & Co., to assist City staff in developing the ADA Transition Plan.

The City has developed a process for creating and implementing the Transition Plan. The first step in this process is to conduct self-evaluation by inventorying and assessing existing pedestrian facilities to identify access barriers to persons with disabilities within the public Right-of-Way. The inventory will assess pedestrian facilities along roadways, primarily sidewalks and curb ramps, to document what facilities are present and in compliance with the applicable standards or are needing to be constructed or improved to be compliant. Part of the self-evaluation process includes a public outreach program to gain public input on and help identify particular existing areas of concern. Public meetings will be conducted and user surveys will be distributed to provide information and solicit input.

The self-evaluation findings will provide the framework for developing the City's ADA Transition Plan. Besides identifying the results of the self-evaluation, the Transition Plan will prioritize addressing the identified existing barriers and identify strategies for addressing them. It will also provide standards and guidelines for future improvements to the pedestrian network within the City's public Right-of-Ways.

Get Involved!

We would love to hear from you! Please take a moment to fill out the survey by clicking the link below or filling out a copy of the [survey form](#). In addition to this survey, there will be future opportunities to interact with the project team. Feel free to reach out to either of the individuals listed below.

[ADA Transition Plan Survey](#)

What's Happening?

Currently, analyzing the inventory of existing pedestrian facilities is underway. A pedestrian user survey will be posted to the project webpage soon and distributed to City facilities, so be sure to check back.

Contacts

Russ Higgins, PE
City of Wheat Ridge Project Manager
rhiggins@ci.wheatridge.co.us
(303) 235-2869

Jess Hastings, PE
Consultant Project Manager
jhastings@benesch.com
7979 E. Tufts Avenue, Suite 800 Denver, CO 80210
(303) 771-6868





Wheat Ridge, Colorado - ADA Transition Plan Survey

The City of Wheat Ridge is performing a public outreach program toward the development of an Americans with Disabilities Act (ADA) Transition Plan (Plan). The purpose of this Plan is to eliminate pedestrian facilities barriers within public right-of-ways in the City of Wheat Ridge. Barriers are typically eliminated by adding or correcting sidewalks and curb ramps. One component of the public outreach program is this survey. It will be used to help document concerns and locations of needed improvements to accommodate disabled users of pedestrian facilities in the City. While efforts won't immediately result in improvements, the resulting Plan will provide the City a document that will provide guidance to making accessibility related improvements, as funding allows.

It is the City's preference that this survey be taken online at <https://www.surveymonkey.com/r/wradatransitionplan> to help reduce misinterpretation of information and data entry errors and reducing paper consumption. However, if you require this survey in an alternate format (paper, large font, audio), please contact Jess Hastings at 720-473-7576; or jhastings@benesch.com.

We would like your contact information to allow the ADA Transition Plan team to keep you up to date via email on Plan progress and follow up. Any information provided will remain confidential and will not be posted, shared, or otherwise made available to anyone outside the ADA Transition Plan team. Only comment summaries will be documented in the ADA Transition Plan. Thank you for your input!

First Name*:	Last Name*:
--------------	-------------

and/or Business Name*:

Street Address:

City:	State:	Zip:	Phone Number:
-------	--------	------	---------------

Email Address*:	(BCC distribution emails only)
-----------------	--------------------------------

1. Have you experienced physical barriers or constraints on a pedestrian path you currently use or would like to use?

Yes ☐No ☐

2. Have you encountered missing sections, inaccessible locations or poor conditions related to Sidewalks?

Yes ☐No ☐

If yes, please provide the location and any general comments to describe your concerns:

Name:

3. Have you encountered areas where curb ramps are missing or inaccessible?

Yes ☐ No ☐

If yes, please provide the location and any general comments to describe your concerns:

4. Have you encountered street or intersection crossings where lack of curb ramps, pedestrian crossing signals or medians affect your ability to cross the street?

Yes ☐ No ☐

If yes, please provide the location and any general comments to describe your concerns:

5. Have you encountered any physical obstructions like trees / low hanging branches, bushes, retaining walls, signs or fire hydrants?

Yes ☐ No ☐

If yes, please provide the location and any general comments to describe your concerns:

6. Are there any City programs or services you would like to participate in or utilize but cannot due to accessibility challenges?

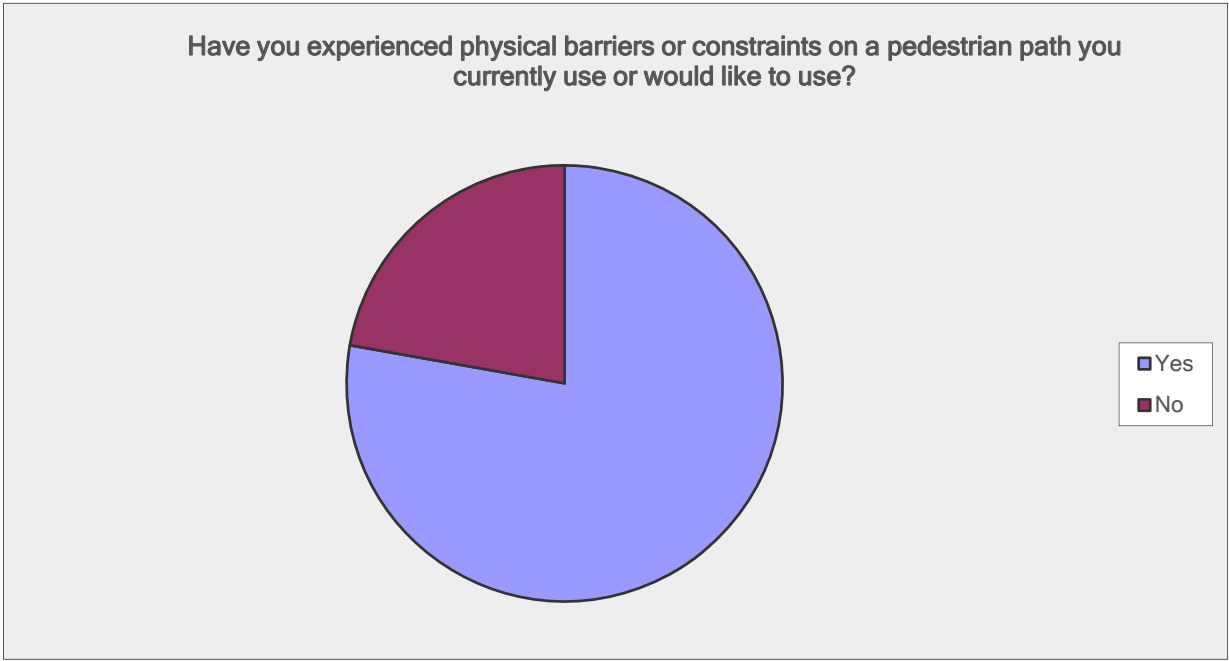
Yes ☐ No ☐

7. Do you have any general comments or items that you feel the ADA Transition Plan team should be aware of related to pedestrian facilities?

Thank you for participating in this survey!

Wheat Ridge ADA Transition Plan Survey

Have you experienced physical barriers or constraints on a pedestrian path you currently use or would like to use?		
Answer Options	Response Percent	Response Count
Yes	77.8%	7
No	22.2%	2
<i>answered question</i>		9
<i>skipped question</i>		4



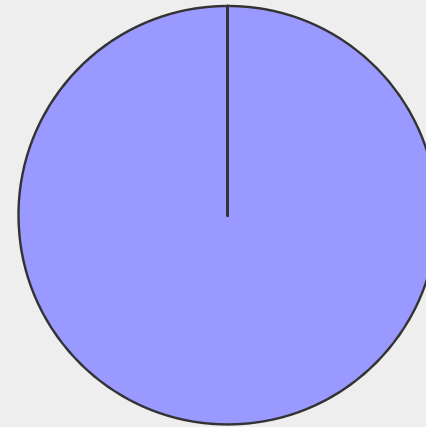
Wheat Ridge ADA Transition Plan Survey

Have you encountered missing sections, inaccessible locations or poor conditions related to Sidewalks?

Answer Options	Response Percent	Response Count
Yes	100.0%	9
No	0.0%	0
If yes, please provide the location and any general comments to describe		8
<i>answered question</i>		9
<i>skipped question</i>		4

Number	Response Date	If yes, please provide the location and any general comments to describe your concerns:	Categories
1	Dec 13, 2016 9:52 PM	29th Avenue between Fenton and Gray. I understand this will be remedied following the completion of the Ashland Reservoir project, but the current work has made it worse and even more dangerous.	
2	Dec 5, 2016 7:36 PM	In some areas I have experienced incomplete sidewalks that end at a property line rather than a street. I have experienced tripping hazards where sections of sidewalks have heaved over time. I have encountered debris in downhill ramps that make it very difficult to navigate with a stroller.	
3	Dec 5, 2016 7:26 PM	wadsworth from 32ave to 38th ave bad walkway, 44th ave to 45th ave cant pass	
4	Dec 3, 2016 3:46 AM	In general, people putting garbage cans on pick-up day on the sidewalks; snow and ice on 44th making it nearly impossible to get to a bus stop in the winter.	
5	Dec 3, 2016 12:18 AM	On 38th Avenue between Rout and Kipling. The worst sections are on the south side of 38th when part of the street has been taken up with a turn lane. Near Miller and 38th there is just a few feet to get by on the south side of the street, right next to the main lane of traffic.	
6	Dec 2, 2016 11:27 PM	East Wheat Ridge has alot of areas without sidewalks. Makes pushing a stroller difficult and we have seen parents walking in the street to be able to push their stroller. One neighbor in a wheelchair has to wheel down the middle of Depew going north because there are no sidewalks from 33-38th. Very dangerous hill to stop on. Gravel at side of road is also an issue. We have watched a father with at toddler pushing her stroller in street with cars whizzing by.	
7	Dec 2, 2016 11:10 PM	38th west to Youngfield from Kipling	Many other various areas of Wheat Ridge
8	Dec 2, 2016 10:23 PM	All over the city. Many areas have no sidewalks.	

Have you encountered missing sections, inaccessible locations or poor conditions related to Sidewalks?



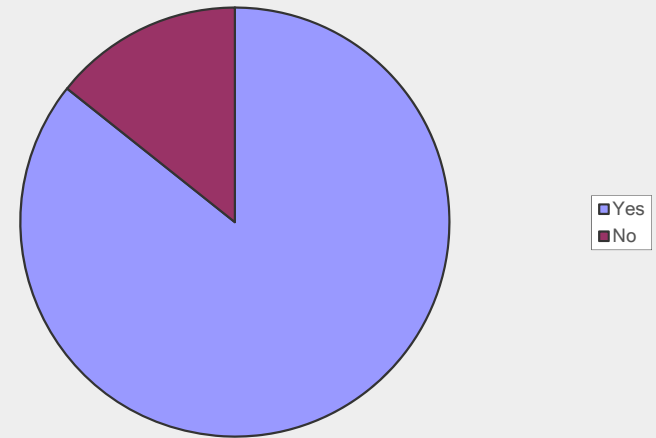
Wheat Ridge ADA Transition Plan Survey

Have you encountered areas where curb ramps are missing or inaccessible?

Answer Options	Response Percent	Response Count
Yes	85.7%	6
No	14.3%	1
If yes, please provide the location and any general comments to describe		6
<i>answered question</i>		7
<i>skipped question</i>		6

Number	Response Date	If yes, please provide the location and any general comments to describe your concerns:	Categories
1	Dec 13, 2016 9:52 PM	29th Ave west of Fenton doesn't have much in the way of sidewalks, so there is no place for curb ramps.	
2	Dec 5, 2016 7:26 PM	wadsworth and sheridan	
3	Dec 3, 2016 12:18 AM	38th avenue, between Rout and Kipling - both sides of the street.	
4	Dec 2, 2016 11:27 PM	See answer above.	
5	Dec 2, 2016 11:10 PM	Sorry, can't think of exact spots right now. More just missing sidewalks.	
6	Dec 2, 2016 10:23 PM	Many areas of city have none	

Have you encountered areas where curb ramps are missing or inaccessible?



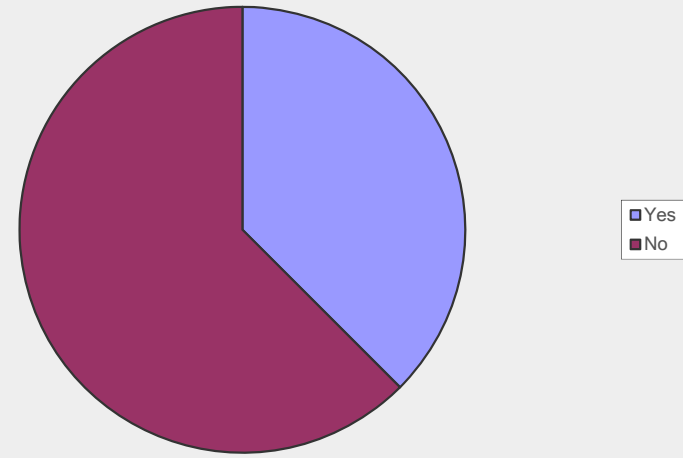
Wheat Ridge ADA Transition Plan Survey

Have you encountered street or intersection crossings where lack of curb ramps, pedestrian crossing signals or medians affect your ability to cross the street?

Answer Options	Response Percent	Response Count
Yes	37.5%	3
No	62.5%	5
If yes, please provide the location and any general comments to describe		3
<i>answered question</i>		8
<i>skipped question</i>		5

Number	Response Date	If yes, please provide the location and any general comments to describe your concerns:	Categories
1	Dec 13, 2016 9:52 PM	26th Ave. between Sheridan and Pierce constitutes almost exactly one mile without any designated pedestrian crossings. As more traffic uses 26th Avenue, it can sometimes be difficult to cross.	
2	Dec 5, 2016 7:36 PM	Near 38th and Miller there is a pedestrian crossing signal that has no real area to land a wheelchair or wait when activating the	
3	Dec 2, 2016 11:27 PM	Not me personally but see #2	

Have you encountered street or intersection crossings where lack of curb ramps, pedestrian crossing signals or medians affect your ability to cross the street?



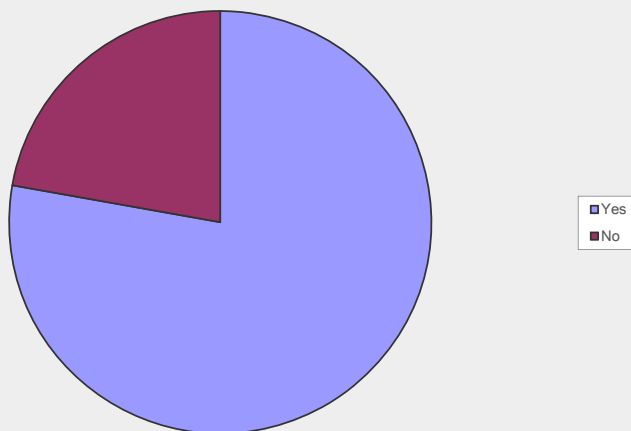
Wheat Ridge ADA Transition Plan Survey

Have you encountered any physical obstructions like trees / low hanging branches, bushes, retaining walls, signs or fire hydrants?

Answer Options	Response Percent	Response Count
Yes	77.8%	7
No	22.2%	2
If yes, please provide the location and any general comments to describe		6
answered question		9
skipped question		4

Number	Response Date	If yes, please provide the location and any general comments to describe your concerns:	Categories
1	Dec 13, 2016 9:52 PM	I don't know the city requirements for landowner snow removal, but what sidewalks do exist in southeast Wheat Ridge can get dicey in the winter, particularly when we get a thaw/freeze cycle like we have recently.	
2	Dec 5, 2016 7:36 PM	Yes, branches and bushes are frequently covering portions of sidewalks.	
3	Dec 5, 2016 7:26 PM	Bradley's gas station does not have a ramp for wheel chairs they won't cooperate. Hung phone up on me would not give me phone number for main office. I ride all over Wheat Ridge and there are many areas that don't comply with ADA. I am sorry but I can't write or spell very good.	
4	Dec 3, 2016 3:46 AM	There's a stretch on 44th from about Allison going east. That sidewalk has some obstructions and getting to the corner of 38th and Wadsworth is really ridiculous. Also, check the shrubs on the Northwest corner of WW and 38th by the muffler shop.	
5	Dec 2, 2016 11:27 PM	37th PI is very dangerous to walk along going east between Fenton and Eaton. No sidewalk, lots of grape vines bend over to make street even narrower.	
6	Dec 2, 2016 10:23 PM	Tree overhang approx 35th Newland. Huge weeping willow tree	

Have you encountered any physical obstructions like trees / low hanging branches, bushes, retaining walls, signs or fire hydrants?



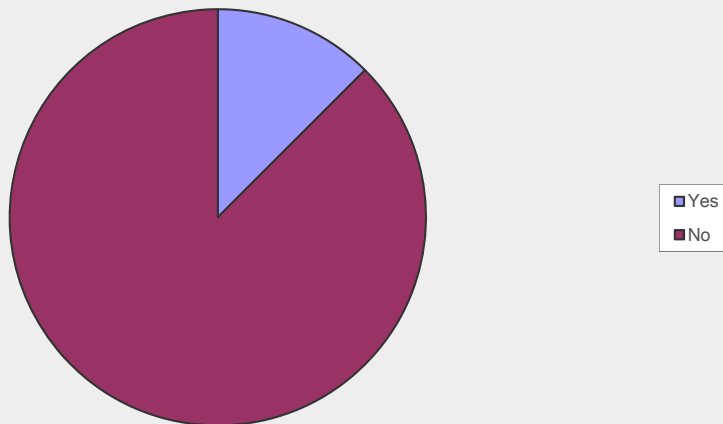
Wheat Ridge ADA Transition Plan Survey

Are there any City programs or services you would like to participate in or utilize but cannot due to accessibility challenges?

Answer Options	Response Percent	Response Count
Yes	12.5%	1
No	87.5%	7
If yes, please list programs or services below:		2
<i>answered question</i>		8
<i>skipped question</i>		5

Number	Response Date	If yes, please list programs or services below:	Categories
1	Dec 5, 2016 7:26 PM	just trying to go to the grocery store in my power chair would be great. just going from 38th ave down wadsworth to 44th ave is a nitemair. thr riding a wheel chair around this city and you will se all the pitfalls.	
2	Dec 2, 2016 11:27 PM	NA	

Are there any City programs or services you would like to participate in or utilize but cannot due to accessibility challenges?



Wheat Ridge ADA Transition Plan Survey

Do you have any general comments or items that you feel the ADA Transition Plan team should be aware of related to pedestrian facilities?

Answer Options	Response Count
	5
<i>answered question</i>	5
<i>skipped question</i>	8

Number	Response Date	Response Text	Categorie s
1	Dec 5, 2016 7:36 PM	When we see our neighbors in motorized wheelchairs going down the middle of the street because of the many narrow and hard to navigate sections of sidewalk, it makes me sad. Also, there are many people who consistently park their vehicles across sidewalks and either are unaware or uncaring in the impacts this has on neighbors needing to walk or wheelchair roll past the property.	
2	Dec 5, 2016 7:26 PM	fell on wheal chair on wadsworth down in bankmont had to call 911	
3	Dec 3, 2016 12:18 AM	38th avenue between Rout and Kipling is very hazardous for a pedestrian. It is made worse by the addition of car turn lanes, which push the fast moving traffic closer to the sides of the street - often leaving just a few feet for a pedestrian to get through. It is really a disgrace.	
4	Dec 2, 2016 11:27 PM	After construction or events, barriers often get left along 38th for no reason, especially around Harlan St. south side both corners.	
5	Dec 2, 2016 10:23 PM	Based on numerous areas in Wheat Ridge, I believe it would be cost prohibitive to add sidewalks to all these areas or take many years. Many citizens don't want to see sidewalks in areas where they dont exist, as they feel it would ruin the rural feel of their area	

WELCOME

Please take a moment to sign in.

ADA TRANSITION PLAN

PUBLIC OPEN HOUSE





ADA TRANSITION PLAN PROJECT UPDATE

ABOUT THE PROJECT

Thank you for your interest in the development of the City's Americans with Disabilities Act (ADA) Transition Plan Project. The City strives to provide an accessible environment for all of its citizens and visitors. In 2016, the City contracted with Alfred Benesch & Company through a qualifications-based selection process to assist with the development of an ADA Transition Plan for the transportation network within the City's Public Right-of-Way.

To develop the Transition Plan, we have:

- Documented Existing Pedestrian Facilities within the City's Transportation Public Right of Way
- Solicited Input from Interested Parties and Conducted Surveys
- Categorized and Prioritized Accessibility Challenges
- Identified Potential Standards, Guidelines, and Training Programs to Improve Accessibility
- Identified Potential Strategies to Address Accessibility Challenges

The City has established a program for providing information to and accepting input from its citizens and other interested parties. This project includes:

- Transition Plan Website
- Public Meetings
- Public and Internal Surveys
- Formal Accessibility Concern / Complaint Reporting and Tracking Process



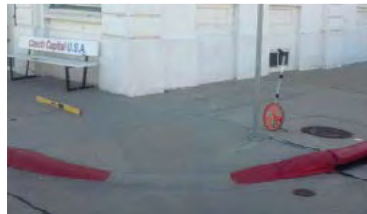
GET INVOLVED!

OPEN HOUSE

July 19 from 6-8 p.m.
Wheat Ridge Recreation Center
4005 Kipling Street, Wheat Ridge, CO

Individuals with disabilities are encouraged to participate in all public meetings sponsored by the City of Wheat Ridge. Contact the Public Information Officer at (303) 235-2877 at least one week in advance of a meeting if you are interested in participating and need inclusion assistance.

This open house is intended to present the final draft version of the Transition Plan, answer questions about the Plan, and provide interested parties means of providing input and comments toward the final Transition Plan.



CONTACT US

Russell Higgins
Wheat Ridge
Project Manager
rhiggins@ci.wheatridge.co.us
7500 W. 29th Avenue
Wheat Ridge, CO 80033-8001
(303) 235-2869

Jess Hastings
Benesch
Project Manager
jhastings@benesch.com
7979 E. Tufts Avenue, Suite 800
Denver, CO 80210
(303) 771-6868



ADA TRANSITION PLAN PROJECT UPDATE

ABOUT THE PROJECT

Thank you for your interest in the development of the City's Americans with Disabilities Act (ADA) Transition Plan Project. The City strives to provide an accessible environment for all of its citizens and visitors. In 2016, the City contracted with Alfred Benesch & Company through a qualifications-based selection process to assist with the development of an ADA Transition Plan for the transportation network within the City's Public Right-of-Way.

To develop the Transition Plan, we have:

- Documented Existing Pedestrian Facilities within the City's Transportation Public Right of Way
- Solicited Input from Interested Parties and Conducted Surveys
- Categorized and Prioritized Accessibility Challenges
- Identified Potential Standards, Guidelines, and Training Programs to Improve Accessibility
- Identified Potential Strategies to Address Accessibility Challenges

The City has established a program for providing information to and accepting input from its citizens and other interested parties. This project includes:

- Transition Plan Website
- Public Meetings
- Public and Internal Surveys
- Formal Accessibility Concern / Complaint Reporting and Tracking Process



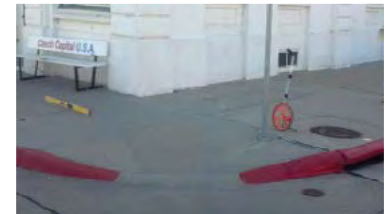
GET INVOLVED!

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This open house is intended to present the final draft version of the Transition Plan, answer questions about the Plan, and provide interested parties means of providing input and comments toward the final Transition Plan.



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Thank you for your interest in the development of the City's Americans with Disabilities Act (ADA) Transition Plan Project. The City strives to provide an accessible environment for all of its citizens and visitors. In 2016, the City contracted with Alfred Benesch & Company through a qualifications-based selection process to assist with the development of an ADA Transition Plan for the transportation network within the City's Public Right-of-Way. After evaluating and analyzing the City's network and with input from both the public and City staff, the final draft version of the Transition Plan is now completed. This Open House is intended to present the final draft version of the Transition Plan, answer questions about the Plan, and provide interested parties means of providing input and comments toward the final Transition Plan.

To develop the Transition Plan, we are:

- Documented Existing Pedestrian Facilities within the City's Transportation Public Right of Way
- Solicited Input from Interested Parties
- Categorized Accessibility Challenges
- Identified Potential Standards, Guidelines, and Training Programs to Improve Accessibility
- Identified Potential Strategies to Address Accessibility Challenges

Data was collected and analyzed on the existing sidewalk and curb ramps and pedestrian signals throughout the City. The method of evaluating sidewalks was finalized and is on-going. Primary data being captured or confirmed included:



Curb Ramps

- Configuration and Orientation
- Dimensions and Slopes
- Landing Dimensions
- Presence of Tripping or Navigation Hazards
- Presence of Compliant Dome Panels

Pedestrian Push Buttons

- Location Relative to Sidewalk/Curb Ramp
- Compliant Sidewalk Area Adjacent to Button

Sidewalks

- Width
- Longitudinal and Transverse (Cross) Slope
- Presence of Tripping or Navigation Hazards

ADA TRANSITION PLAN PROJECT UPDATE

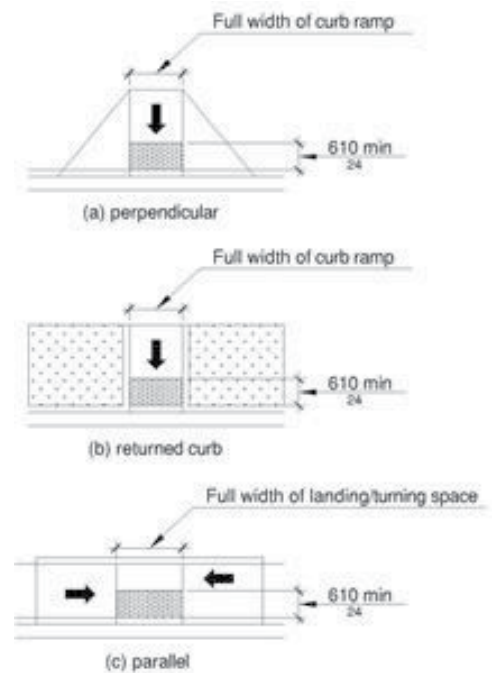


The City has established an initial program for providing information to and accepting input from its citizens and other interested parties. This program includes:

- Transition Plan Website
- Public Meetings
- Surveys
- Formal Accessibility Concern / Complaint Reporting and Tracking Process

A key component of the Transition Plan includes the information gathered on the existing facilities and developing potential strategies to improve accessibility. These strategies include improvements constructed as part of future projects; additional training and education of design and construction personnel; and/or modification of City ordinances, policies, or requirements.

We thank you again for your interest in this important project. We look forward to hearing your thoughts and concerns and any comments on the final draft of the Transition Plan.



CONTACT US

Russell Higgins, PE
Wheat Ridge
Project Manager
rhiggins@ci.wheatridge.co.us
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Wheat Ridge, CO 80033-8001
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ADA Transition Plan

DRAFT PLAN PRESENTATION TO THE PUBLIC

JULY 2017



Introductions

CITY OF WHEAT RIDGE REPRESENTATIVES

Scott Brink, PE

Steve Nguyen, PE

Russ Higgins, PE

Kelly Rosson, ADAC
(ADA Coordinator)

ALFRED BENESCH & CO REPRESENTATIVES

Jess Hastings, PE

Bill Epp, PE



Appendix F

Internal Staff Questionnaire and Results





ADA Transition Plan - City Staff Survey

As part of the development of the City's Americans with Disabilities Act (ADA) Transition Plan, this internal survey was developed to help identify specific areas of improvement for overall understanding and knowledge of the City's approach to accessibility and available resources. The City strives to provide access to its programs, services, and facilities.

Part of providing an accessible environment includes providing the necessary resources and training for its staff to handle accessibility issues that may arise and understanding the proper protocol to address any issues which may arise. In addition to providing staff with the proper resources, encouraging a welcoming environment, free from discrimination of persons with disabilities and an accessible workplace, is very important.

The purpose of this survey is not to identify shortcomings or single out specific issues, but rather to identify opportunities to improve accessibility through new or revised programs, policies, and training as resources allow and to provide employees with opportunities to offer suggestions for ways to make the City a more welcoming and inclusive place for persons with disabilities.

Any personal information provided through this survey will remain confidential. This survey can be made available in paper copy, in a larger font size and in audio format. To receive this survey in an alternate format, please contact Jess Hastings with Alfred Benesch & Co. (ADA Consultant) at 720-473-7576; or jhastings@benesch.com.

1. How would you rate the overall accessibility of the City's facilities and programs?

☐ Poor ☐ Fair ☐ Good ☐ Very Good

2. How would you describe your understanding and knowledge of the Americans with Disabilities Act (ADA) as it pertains to your day to day job duties?

☐ Poor ☐ Fair ☐ Good ☐ Very Good

3. Have you been provided any ADA training by the City or others for working with people with disabilities or the technical aspects related to complying with the ADA (if applicable)?

☐ Yes ☐ No

4. Is there a specific type(s) of ADA related training you would be interested in not currently being offered?

☐ Yes ☐ No

If yes, please provide the type of training and any general comments to describe:

ADA Transition Plan - City Staff Survey

5. Do you know what a reasonable accommodation is and how to handle a request for a reasonable accommodation? ☐ Yes ☐ No
6. Do you know where to find the rights of persons with disabilities and the responsibilities for accessibility at the City? ☐ Yes ☐ No
7. Do you believe the City is generally accepting/accommodating of persons with disabilities? ☐ Yes ☐ No
8. Have you encountered or observed any discrimination towards persons with a disability? ☐ Yes ☐ No
9. Do you feel your supervisor(s) is knowledgeable regarding the ADA and supports a welcoming environment? ☐ Yes ☐ No
10. Have you encountered any physical obstructions which prevent you from performing your job or accessing the workplace? ☐ Yes ☐ No

If yes, please provide the location and any general comments to describe the obstruction(s) (i.e. bathrooms, doors, sidewalks, etc.):

11. Are there any City programs or services you believe persons with disabilities would like to participate in or utilize but cannot due to accessibility challenges? ☐ Yes ☐ No

If yes, please provide the program or service and any general comments to describe the accessibility challenge(s):

12. Do you have a disability? ☐ Yes ☐ No

If yes, do you feel generally accepted at the workplace?

ADA Transition Plan - City Staff Survey (continued)

13. Have you self-identified your disability to your supervisor? ☐ Yes ☐ No

If you have not self-identified your disability, please provide the reason:

- | | |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <input type="radio"/> I do not want anyone to know | <input type="radio"/> I am concerned of negative effects |
| <input type="radio"/> I do not know the procedure to do so | <input type="radio"/> I do not want to be treated differently |
| <input type="radio"/> I do not need special treatment or accommodations | <input type="radio"/> I do not believe my supervisor would be receptive to accommodating my disability |
| <input type="radio"/> Other: | |

14. Do you have any general comments or items that you feel the ADA Transition Plan team should be aware of related to pedestrian facilities?

Information about the ADA Transition Plan will be provided on the project webpage at <http://co-wheatridge2.civicplus.com/1543/ADA-Transition-Plan> or may be obtained by contacting Jess Hastings with Alfred Benesch & Co. (ADA Consultant) at 720-473-7576; or jhastings@benesch.com. If you wish to receive information directly or would allow us to contact you regarding any follow-up questions related to your concerns please include your contact information below. Any information shared will remain confidential and will not be posted, shared, or otherwise made available to anyone outside the ADA Transition Plan team. Only comment and question summaries will be documented in the ADA Transition Plan. Thank you for your input!

Name:

Department:

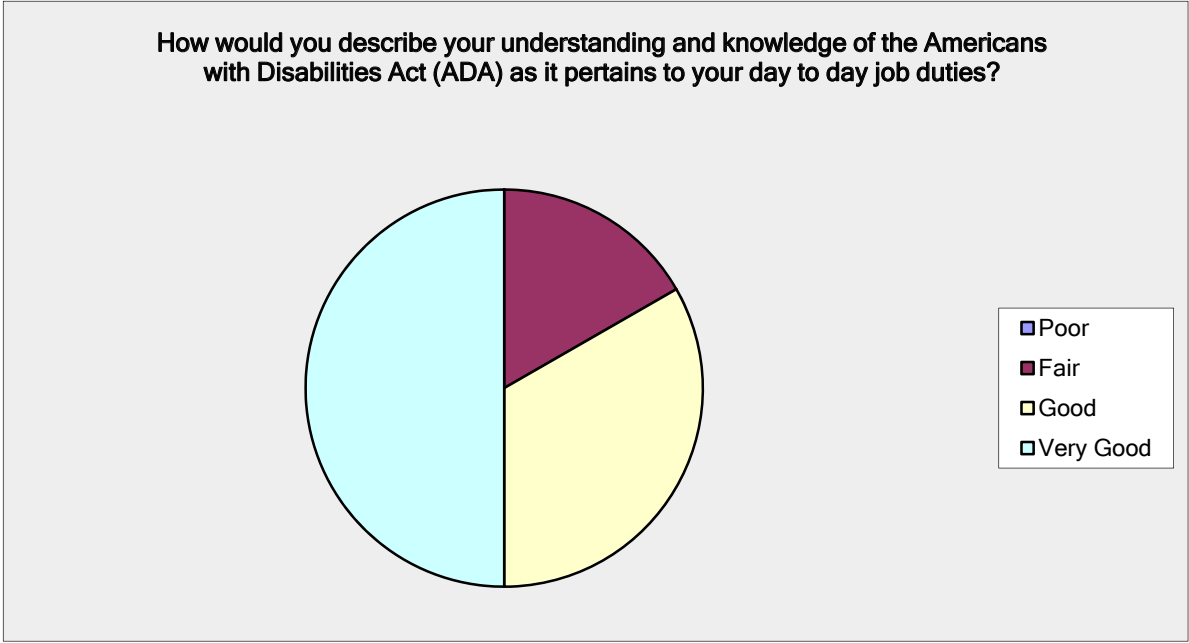
Position:

Email Address:

Phone Number:

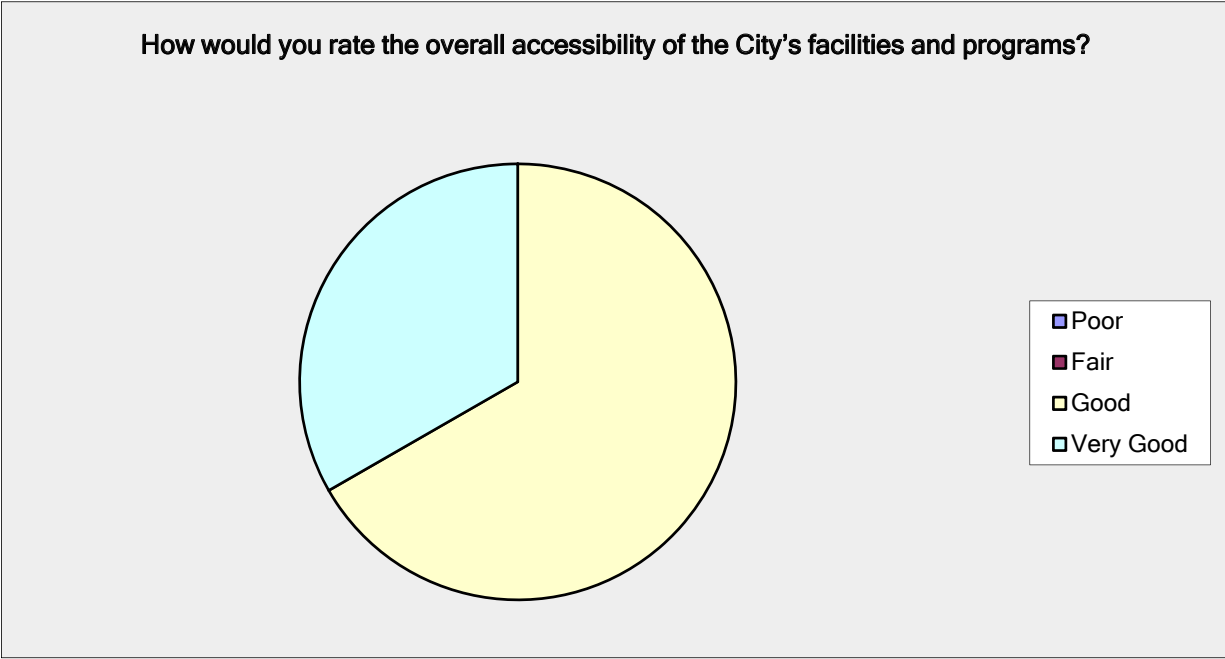
Wheat Ridge ADA Transition Plan Staff Survey

How would you describe your understanding and knowledge of the Americans with Disabilities Act (ADA) as it pertains to your day to day job duties?		
Answer Options	Response Percent	Response Count
Poor	0.0%	0
Fair	16.7%	1
Good	33.3%	2
Very Good	50.0%	3
answered question		6
skipped question		0



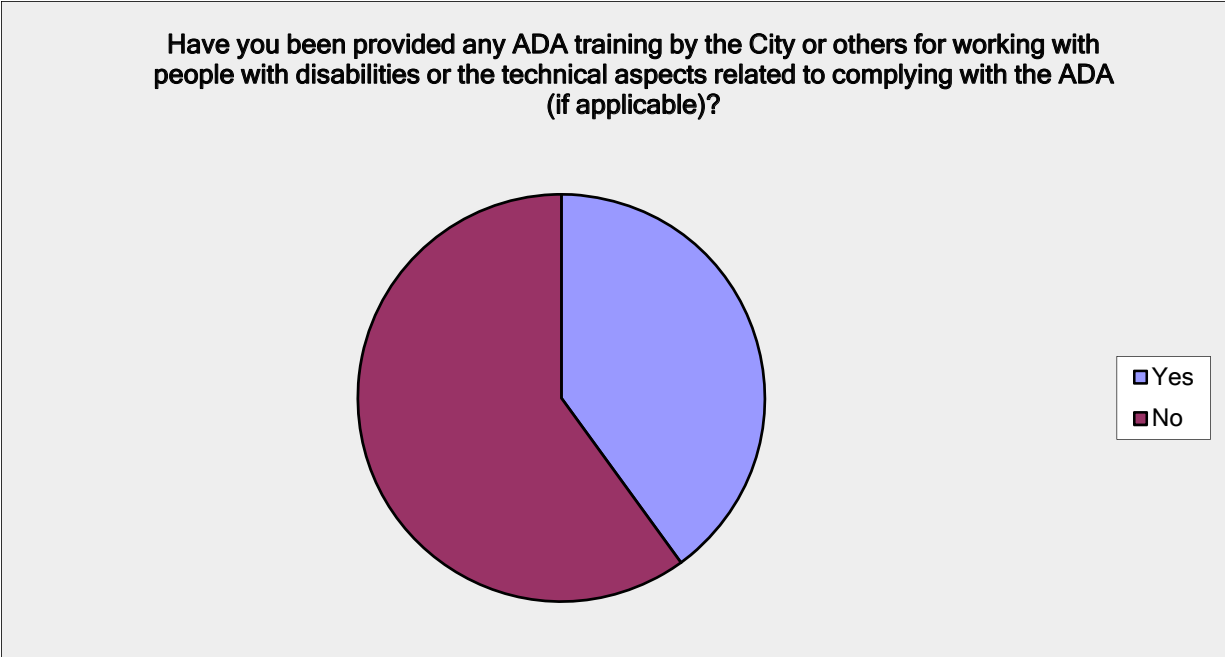
Wheat Ridge ADA Transition Plan Staff Survey

How would you rate the overall accessibility of the City's facilities and programs?		
Answer Options	Response Percent	Response Count
Poor	0.0%	0
Fair	0.0%	0
Good	66.7%	4
Very Good	33.3%	2
answered question		6
skipped question		0



Wheat Ridge ADA Transition Plan Staff Survey

Have you been provided any ADA training by the City or others for working with people with disabilities or the technical aspects related to complying with the ADA (if applicable)?		
Answer Options	Response Percent	Response Count
Yes	40.0%	2
No	60.0%	3
<i>answered question</i>		5
<i>skipped question</i>		1



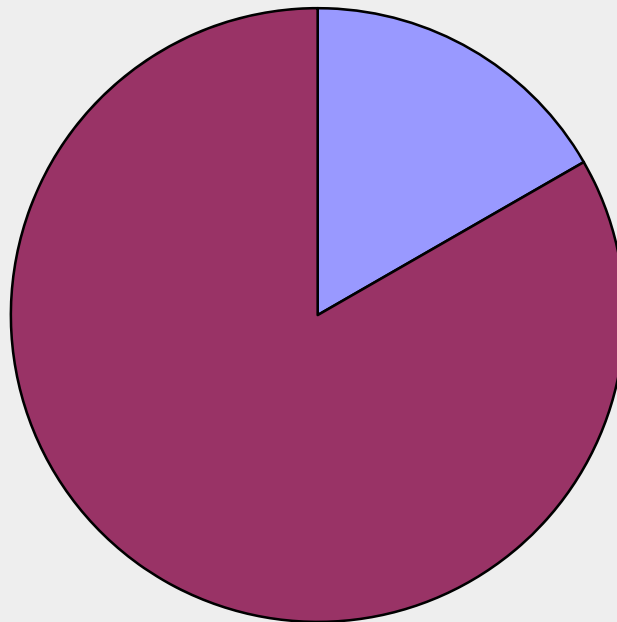
Wheat Ridge ADA Transition Plan Staff Survey

Is there a specific type(s) of ADA related training you would be interested in not currently being offered?

Answer Options	Response Percent	Response Count
Yes	16.7%	1
No	83.3%	5
If yes, please provide the type of training and any general comments to		1
<i>answered question</i>		6
<i>skipped question</i>		0

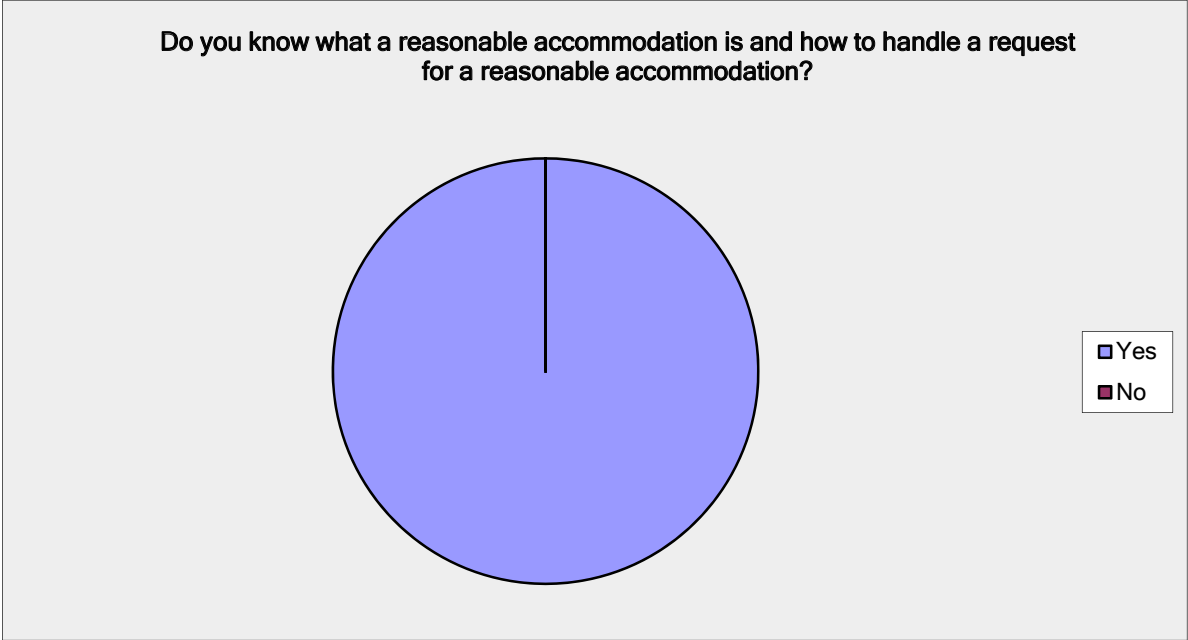
Number	Response Date	If yes, please provide the type of training and any general comments to describe:	Categories
1	Dec 9, 2016 10:06 PM	Training at FHWA site with state and federal input	

Is there a specific type(s) of ADA related training you would be interested in not currently being offered?



Wheat Ridge ADA Transition Plan Staff Survey

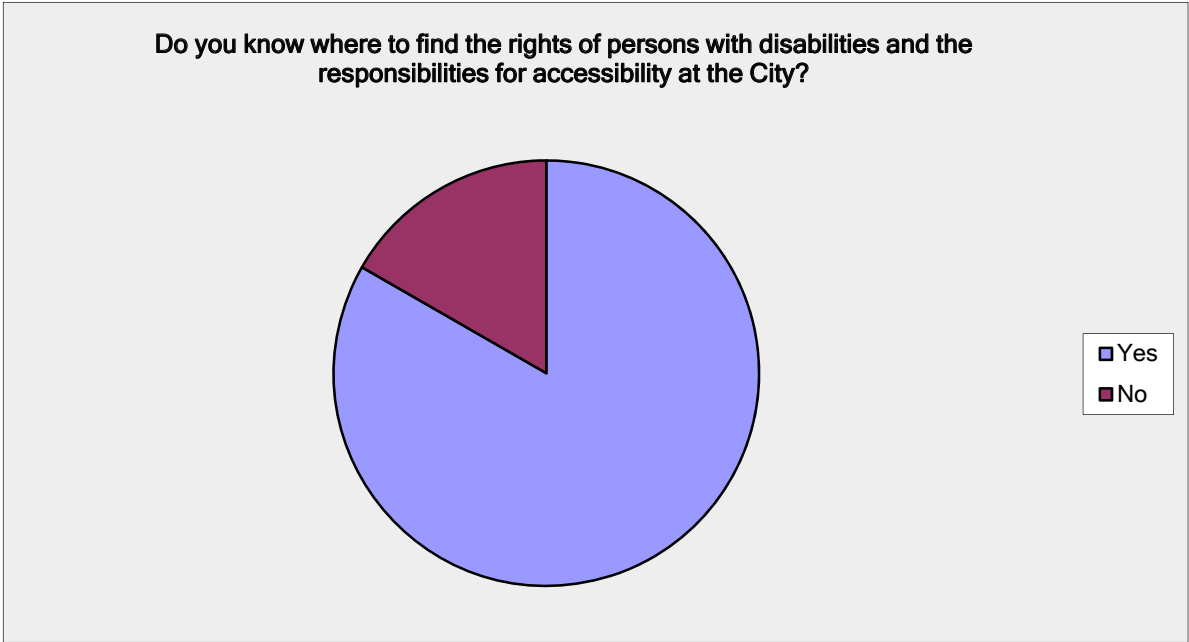
Do you know what a reasonable accommodation is and how to handle a request for a reasonable accommodation?		
Answer Options	Response Percent	Response Count
Yes	100.0%	5
No	0.0%	0
<i>answered question</i>		5
<i>skipped question</i>		1



Wheat Ridge ADA Transition Plan Staff Survey

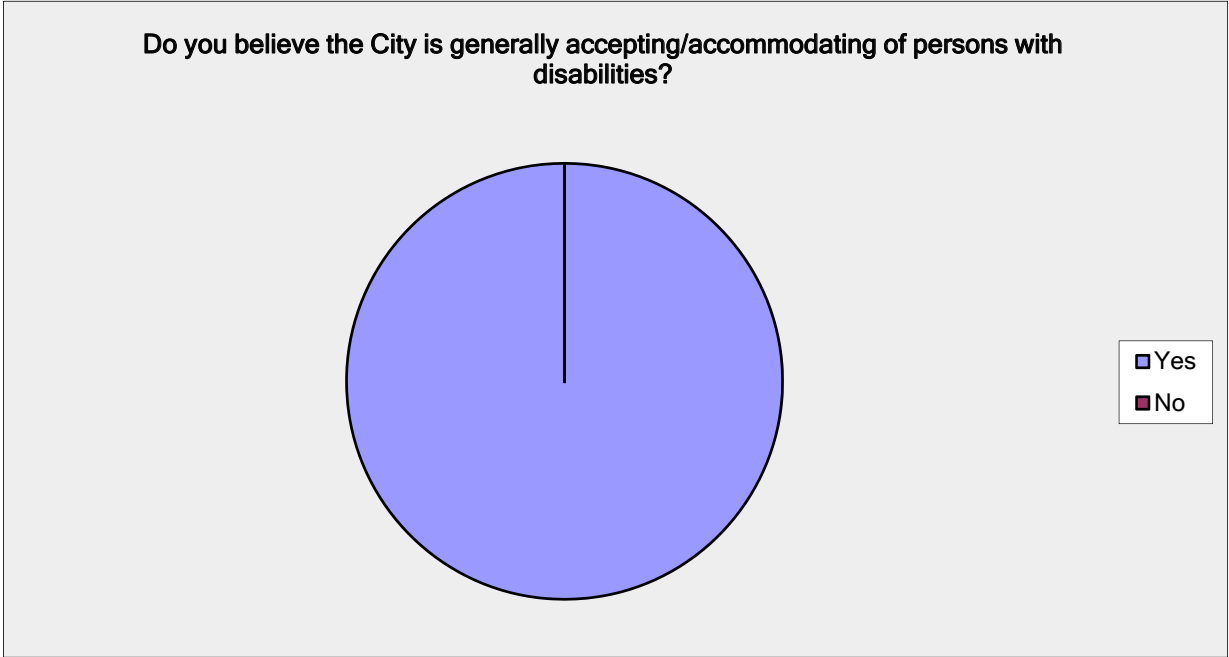
Do you know where to find the rights of persons with disabilities and the responsibilities for accessibility at the City?

Answer Options	Response Percent	Response Count
Yes	83.3%	5
No	16.7%	1
<i>answered question</i>		6
<i>skipped question</i>		0



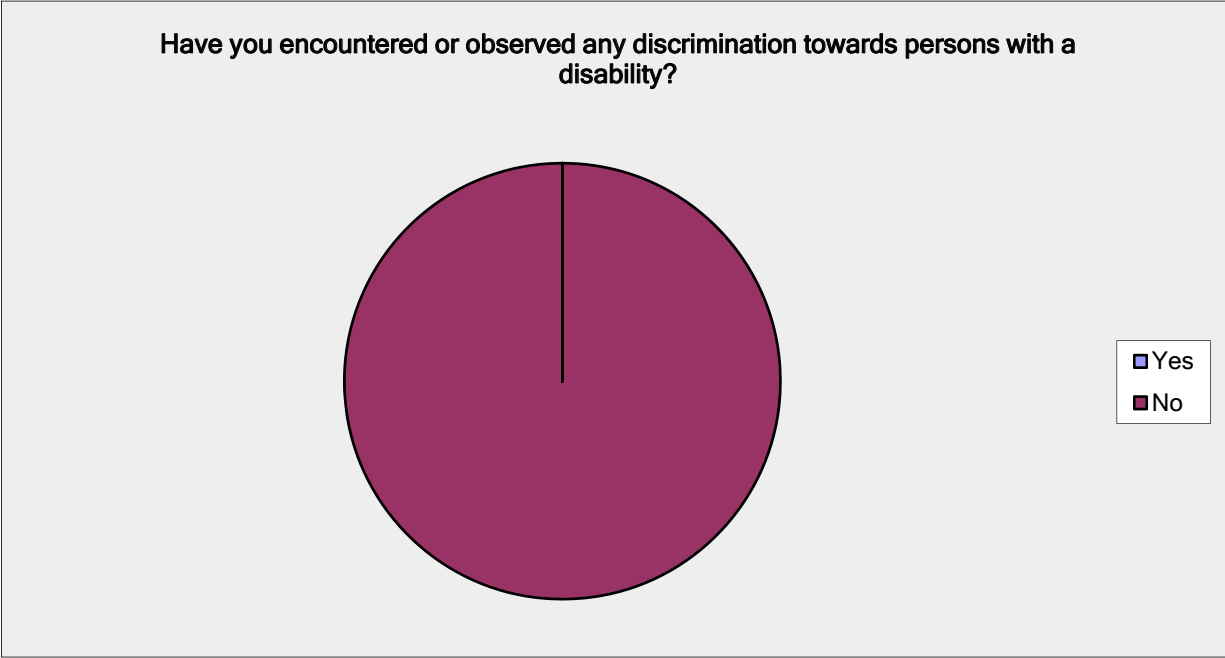
Wheat Ridge ADA Transition Plan Staff Survey

Do you believe the City is generally accepting/accommodating of persons with disabilities?		
Answer Options	Response Percent	Response Count
Yes	100.0%	6
No	0.0%	0
<i>answered question</i>		6
<i>skipped question</i>		0



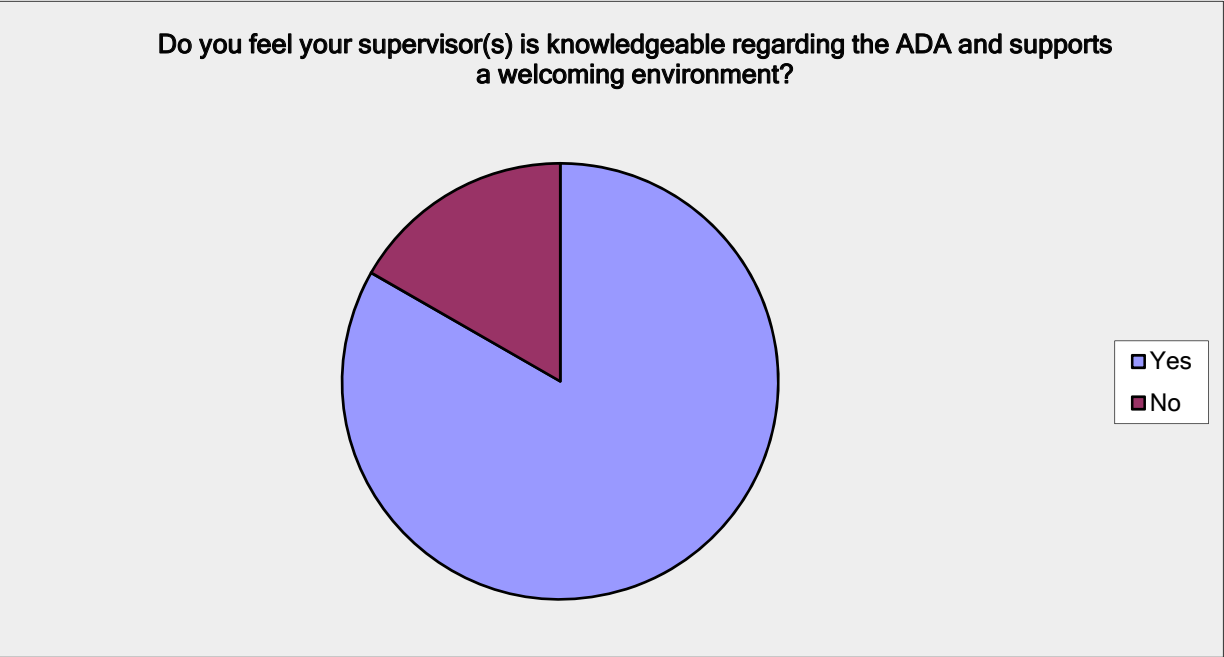
Wheat Ridge ADA Transition Plan Staff Survey

Have you encountered or observed any discrimination towards persons with a disability?		
Answer Options	Response Percent	Response Count
Yes	0.0%	0
No	100.0%	6
<i>answered question</i>		6
<i>skipped question</i>		0



Wheat Ridge ADA Transition Plan Staff Survey

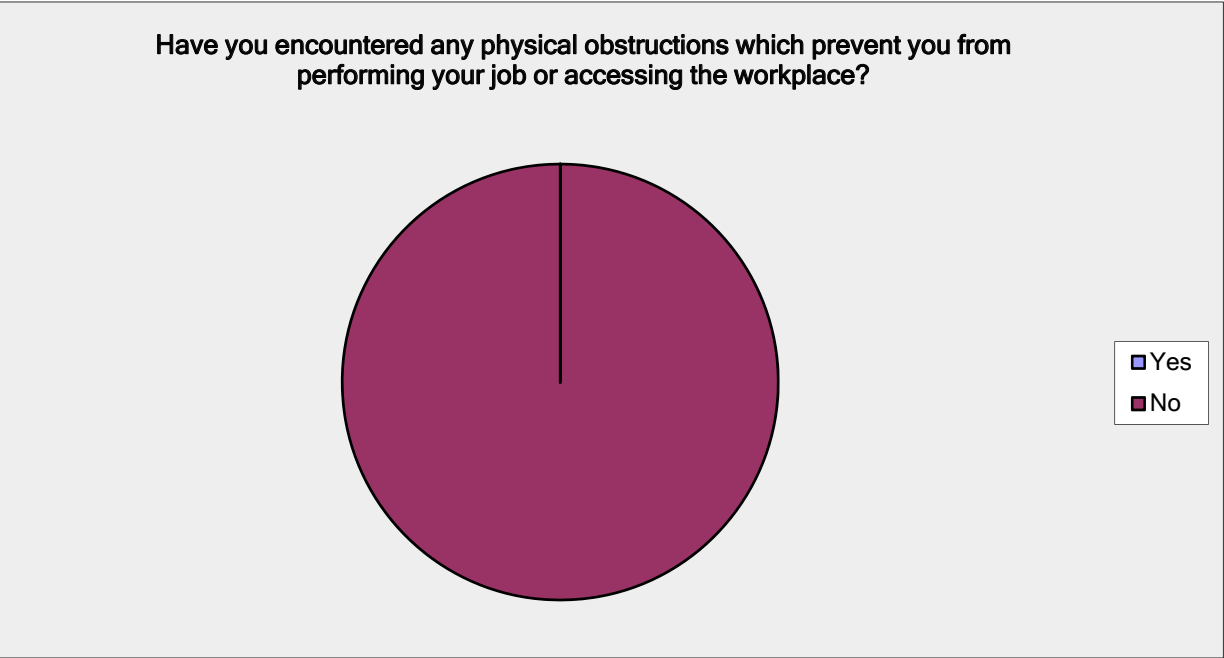
Do you feel your supervisor(s) is knowledgeable regarding the ADA and supports a welcoming environment?		
Answer Options	Response Percent	Response Count
Yes	83.3%	5
No	16.7%	1
answered question		6
skipped question		0



Wheat Ridge ADA Transition Plan Staff Survey

Have you encountered any physical obstructions which prevent you from performing your job or accessing the workplace?

Answer Options	Response Percent	Response Count
Yes	0.0%	0
No	100.0%	6
If yes, please provide the location and any general comments to describe		0
<i>answered question</i>		6
<i>skipped question</i>		0

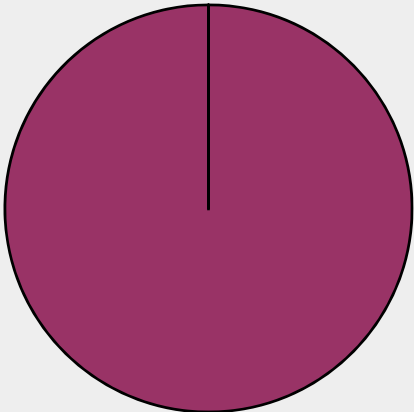


Wheat Ridge ADA Transition Plan Staff Survey

Are there any City programs or services you believe persons with disabilities would like to participate in or utilize but cannot due to accessibility challenges?

Answer Options	Response Percent	Response Count
Yes	0.0%	0
No	100.0%	6
If yes, please provide the program or service and any general comments to		0
<i>answered question</i>		6
<i>skipped question</i>		0

Are there any City programs or services you believe persons with disabilities would like to participate in or utilize but cannot due to accessibility challenges?



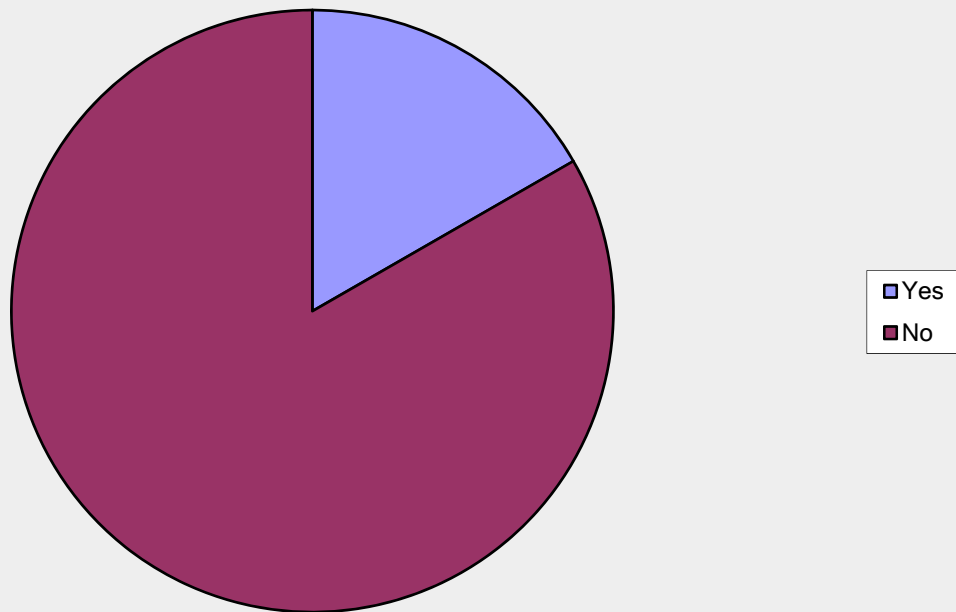
- Yes
- No

Wheat Ridge ADA Transition Plan Staff Survey

Do you have a disability?		
Answer Options	Response Percent	Response Count
Yes	16.7%	1
No	83.3%	5
If yes, do you feel generally accepted at the workplace?		1
<i>answered question</i>		6
<i>skipped question</i>		0

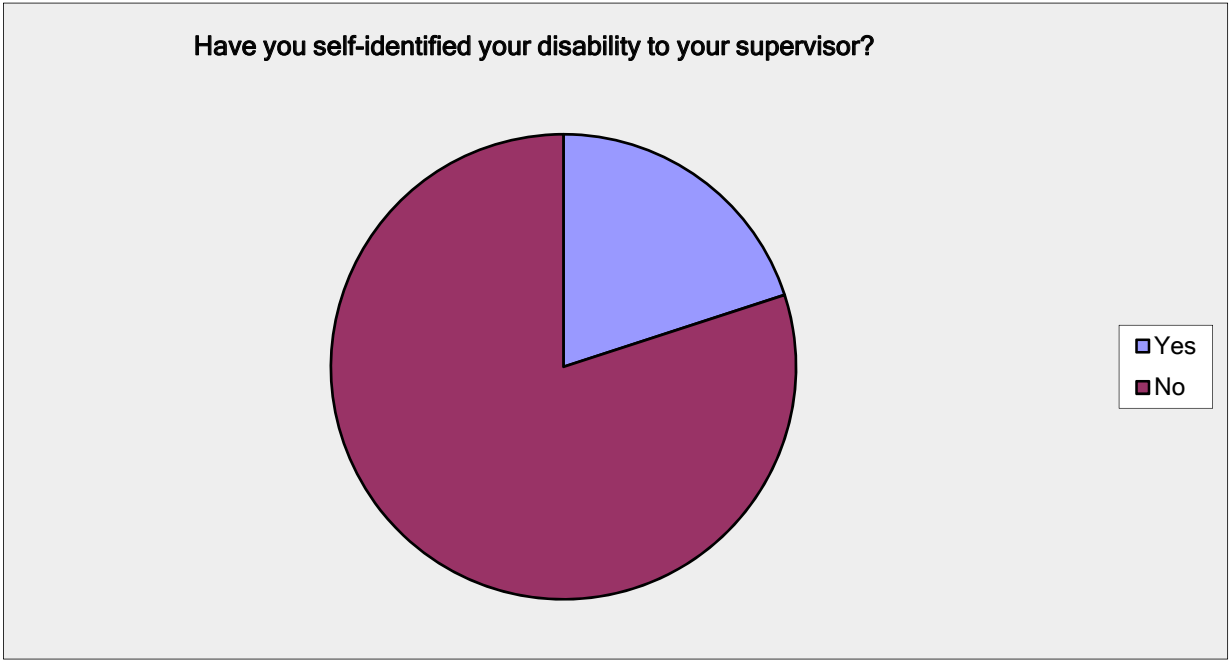
Number	Response Date	If yes, do you feel generally accepted at the workplace?	Categories
1	Dec 9, 2016 10:06 PM	a temporary disability, which should end soon	

Do you have a disability?



Wheat Ridge ADA Transition Plan Staff Survey

Have you self-identified your disability to your supervisor?		
Answer Options	Response Percent	Response Count
Yes	20.0%	1
No	80.0%	4
answered question		5
skipped question		1



Wheat Ridge ADA Transition Plan Staff Survey

If you have not self-identified your disability, please provide the reason(s):

Answer Options	Response Percent	Response Count
I do not want anyone to know	0.0%	0
I do not know the procedure to do so	0.0%	0
I do not need special treatment or accommodations	0.0%	0
I am concerned of negative effects	0.0%	0
I do not want to be treated differently	0.0%	0
I do not believe my supervisor would be receptive to	0.0%	0
Other:		0
answered question		0
skipped question		6

If you have not self-identified your disability, please provide the reason(s):

- ☐ I do not want anyone to know
- ☐ I do not know the procedure to do so
- ☐ I do not need special treatment or accommodations
- ☐ I am concerned of negative effects
- ☐ I do not want to be treated differently
- ☐ I do not believe my supervisor would be receptive to accommodating my disability

Wheat Ridge ADA Transition Plan Staff Survey

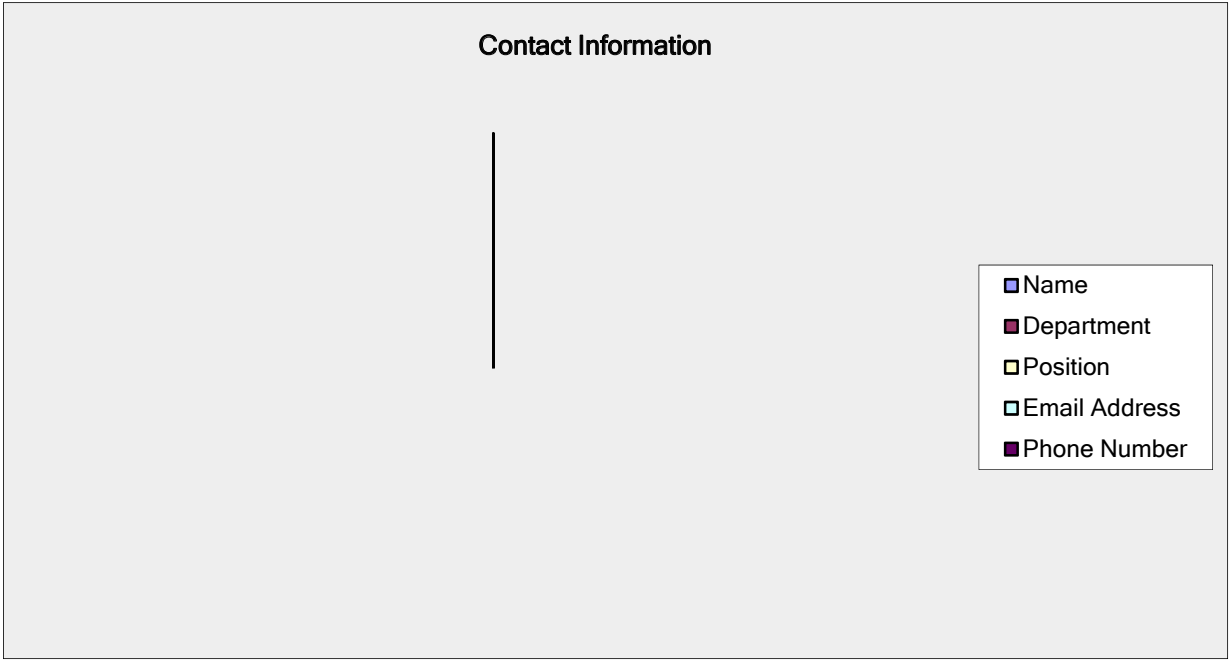
Do you have any general comments or items that you feel the ADA Transition Plan team should be aware of related to pedestrian facilities?

Answer Options	Response Count
	1
<i>answered question</i>	1
<i>skipped question</i>	5

Number	Response Date	Response Text	Categories
1	Dec 12, 2016 4:40 PM	Increase their availability	

Wheat Ridge ADA Transition Plan Staff Survey

Contact Information		
Answer Options	Response Percent	Response Count
Name	0.0%	0
Department	0.0%	0
Position	0.0%	0
Email Address	0.0%	0
Phone Number	0.0%	0
answered question		0
skipped question		6

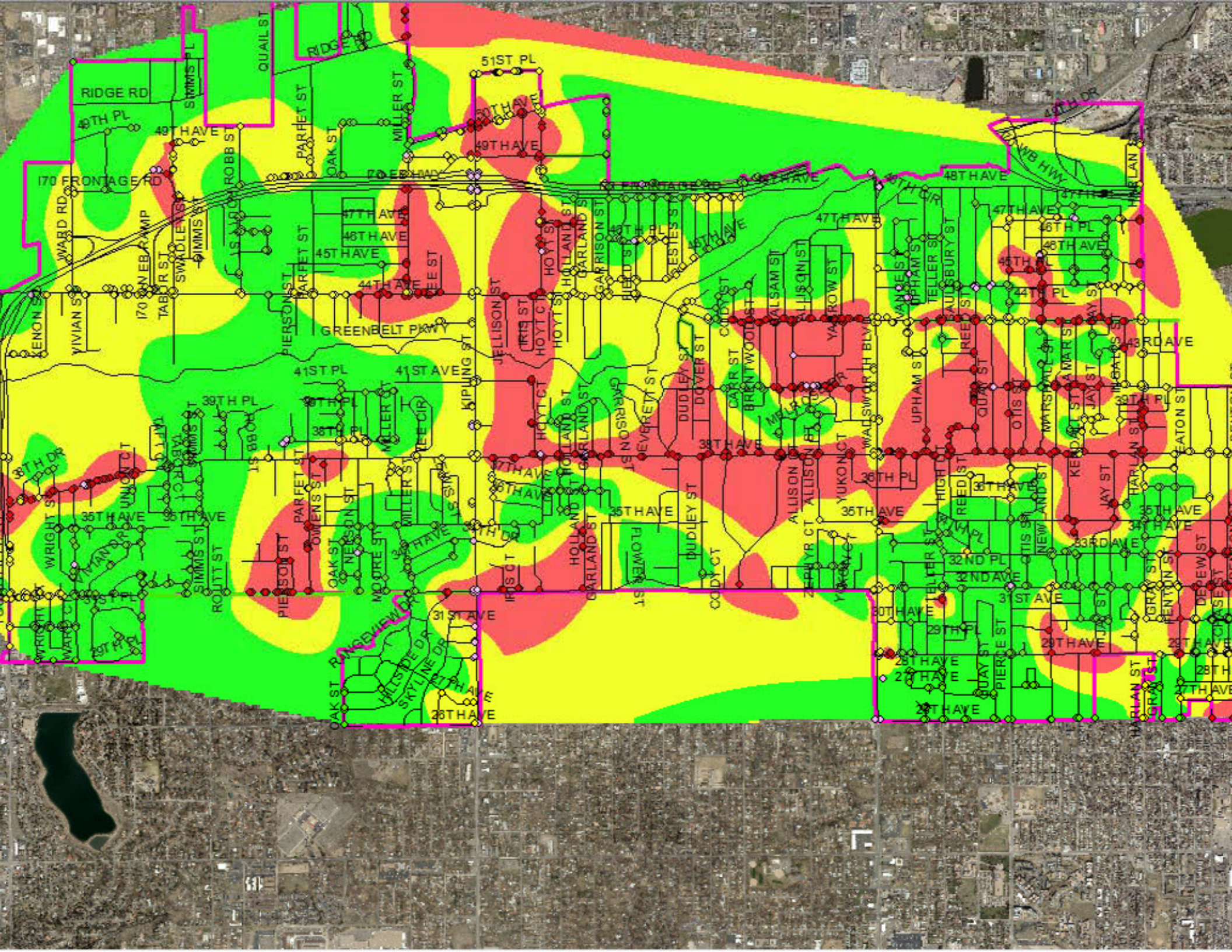




Appendix G

Area of Public
Facilities Assessed





Appendix H

Overview of Assessment of Attributes/Parameters

APPENDIX H – OVERVIEW OF ASSESSMENT OF ATTRIBUTES/PARAMETERS

I. Curb Ramp Assessment Elements

1. Is Curb Ramp present?
2. Is a sidewalk present?
3. Is there a marked crosswalk?
4. Is there intersection stop or yield controlled?
5. What is the adjacent street grade?
6. What type of curb ramp configuration is present?
7. Is the ramp free of any vertical discontinuities >0.5" from the curb lip to the top of the ramp?
8. Is the area at the base of the ramp clear of parallel vehicle traffic?
9. What is the ramp width?
10. What is the ramp length?
11. What is the cross slope of the ramp?
12. What is the running slope of the ramp?
13. Are compliant wings present?
14. Are there prefabricated domes panels present?
15. Does the dome panel have the correct placement and orientation?
16. Does the dome panel color contrast with the surrounding material?
17. Is the dome panel 2' long and the full width of the ramp?
18. Is there a defined turning space with the proper minimum dimensions?
19. Does the defined turning space have a max slope less than 2%?
20. What is the general condition of the curb ramp?

II. Pedestrian Pushbutton & Signal Assessment Elements

1. Are pedestrian pushbuttons or signals present?
2. Are pedestrian pushbuttons in an accessible location on the pole or mounted surface and along an accessible path?
3. What type of pedestrian pushbutton is present?
4. What is the distance between the pedestrian pushbuttons?
5. Are the pedestrian pushbuttons and signals equipped with audible features?



Appendix I

Assessment Findings



APPENDIX I – ASSESSMENT FINDINGS

CURB RAMPS

Presently, there are 1,707 corner, midblock or median crossing locations within the City of Wheat Ridge where curb ramps exist. The following identifies the existing ramp configuration present.

Parallel	19%	Combination	<1%
Perpendicular	12%	Island/Median	<1%
Diagonal	66%		

The following provides other data on the existing curb ramps present.

RUNNING SLOPE OF RAMPS

<5.0%	20%	8.3–12.0%	33%
5.0–8.3%	37%	>12.0%	10%

WIDTH OF RAMPS

<4'	17%	5'–6%	11%
4' – 5'	39%	>6'	33%

OTHER CURB RAMP PROPERTIES

	YES	NO
Ramp is Fully Compliant	<1%	>99%
Profile is Free of Obstructions	82%	18%
Base of Ramp Clear of Parallel Traffic	95%	5%
Maximum Cross Slope is <2%	48%	52%
Compliant Flared Sides	84%	16%
Compliant Dome Panel(s)	21%	79%
Compliant Landing Area	20%	80%

PEDESTRIAN PUSHBUTTONS

Pedestrian pushbuttons are currently installed at 9% of the curb ramp locations. For the locations having pedestrian pushbuttons, 10% are in accessible locations.

PEDESTRIAN SIGNALS

Pedestrian signals are currently installed at nearly 10% of the curb ramp locations. For the locations installed, 94% have pedestrian pushbuttons and 72% are not audible.

ESTIMATED COSTS TO CORRECT ACCESSIBILITY CHALLENGES³

The following provides present day cost estimates and annual budgets to construct or reconstruct pedestrian transportation assets to improve accessibility. Market forces and packaging may result in these costs varying.

Asset Elements	Estimated Cost	Years 1 – 20	Years 21 – 30	Years 31 – 50
Curb Ramps	#3.8 million	TBD	TBD	TBD
Sidewalk	TBD	TBD	TBD	TBD
Pedestrian Pushbuttons	\$228,000	TBD	TBD	TBD
Total	TBD	TBD	TBD	TBD

³ Estimated costs include planning, engineering, and construction costs. Due to the large volume of sidewalk infrastructure and the need to prioritize funds, it is not reasonable or feasible to remove and replace all sidewalk segments with global, linear issues as a targeted standalone project or projects. Because of this, when considering a long term strategy to improve accessibility, targeting single point or small area issues initially and address linear issues under a future initiative or as part of other infrastructure improvement projects as opportunities become available is recommended.



Appendix J

Barrier Removal Schedules & Budgets



Appendix K

Future Training Program



City of Wheat Ridge, Colorado
Americans with Disabilities Act (ADA)
Public Works – Engineering Division Training Program

While the ADA does not mandate a specific program of training for Title II ADA practices and principles, Title II entities are expected to comply with ADA requirements. Formalized training improves knowledge, promotes a culture of commitment to improving accessibility, and more effectively improves accessibility within the City. Formal ADA compliance training educates City staff, and the contractors and consultants they work with, on the following:

- ADA guidelines and legal requirements,
- Understanding physical barriers and strategies to mitigate them,
- Common issues and pitfalls to be aware of, and
- City-specific policies and procedures, grievance procedures, and the overall Transition Plan for meeting ADA requirements.

Continued education and staff development will assist the City in meeting ADA requirements and improving accessibility going forward. It is advisable for the ADA Coordinator to conduct a yearly training of at least one or more employees to review ADA responsibilities, review common practices affecting ADA compliance, and identify areas for improvement or if additional training or more focused training may be beneficial towards satisfying the City's goals for accessibility and overall ADA compliance. The City should also provide all employees with periodic notifications and reminders regarding ADA requirements and updates along with internal and external resources for additional information or questions.

During the self-evaluation phase of the ADA Transition Plan development, the City identified an intent to provide formal training for the Engineering staff involved with the implementation of the City's Transition Plan. The following identifies some steps to enact a formal ADA training program and to identify specific focus topics to improve the immediate impact of a program.

An ADA training program should be tailored to address the needs or high priority target areas identified by the ADA Coordinator or the Engineering Division. The following are potential training topics for the various individuals or organizations involved with the implementation of the Transition Plan.

All Employees

- Common ADA Issues and Requirements
- Overview of the City's ADA Transition Plan(s)
- Procedures for handling requests for reasonable accommodations
- Procedures for filing or receiving grievances including those from the public or from City staff
- Methods to provide effective alternative communication or readily available resources or assistance to provide effective alternative communication
- Overview of emergency evacuation routes or plans for individuals with disabilities within City facilities

Supervisors/Managers

- Standard ADA notices for public notices and advertisements
- Facility and meeting location requirements to provide for accommodation to public or internal meetings
- Requirements for providing interpreters, multi-lingual communications, alternative communication or other reasonable accommodation for routine City business
- Expectations and resources available to evaluate accommodations associated with special City meetings or atypical business operations
- Expectations for ADA requirements to be addressed or required when contracting for services, equipment, or supporting functions
- Transition Plan monitoring and progress updating expectations

Technical Staff

- Overview of PROWAG and ADAAG with specific focus on sections pertaining to the Transition Plan for pedestrian facilities along the transportation network
- City Design Standards, Exception Form, and guidelines for initiating the exception process
- Identifying proper scope and limits of construction during project development
- Pedestrian accessible route definition and critical elements to evaluate
- Requirements for alteration of existing pedestrian facilities versus new or full reconstruction projects
- Protocol for reviewing plans or overseeing construction activities for ADA compliance
- Using and updating the GIS Database when considering or performing activities or projects affecting mobility or accessibility along the transportation network

Contractor / Consultant / Field Personnel Training

- Common ADA requirements to consider when constructing pedestrian facilities
- City expectations regarding contractor or consultant supervisor and staff knowledge of ADA requirements
- Proper techniques and tolerances for constructing a curb ramp including means to verify or document compliance
- Process for identifying a potential ADA exception and the formal approval process for allowing an exception
- Performing accessibility reviews and quality control procedures to verify constructed elements satisfy ADA requirements



Appendix L

Grievance Procedure & Form



City of Wheat Ridge, Colorado
Americans with Disabilities Act (ADA) Grievance Procedure

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). Complaints that a program, service, activity, or facility of the City of Wheat Ridge is not accessible to persons with disabilities should be directed to the ADA Coordinator located in Appendix D. Employment-related complaints of disability discrimination are governed by the City's Personnel Policies Manual through the Human Resources department and can be found at <http://www.ci.wheatridge.co.us/135/Human-Resources>.

Persons Eligible to File: Any individual or group of individuals, or entity who believes that he or she or any specific class of persons has been subjected to discrimination or retaliation prohibited by any of the Civil Rights authorities based upon race, color, sex, age, national origin or disability may file a written complaint.

Step 1 - Filing of Complaint

Complaints may be filed by the affected individual or a representative of that individual.

Complaints must be in writing and contain as much information as possible about the alleged discrimination. The City has prepared a Complaint Form to be used for the convenience of the complainant. The Complaint form may be obtained by visiting or contacting the ADA Coordinator located at 7500 West 29th Avenue, Wheat Ridge, CO 80033 or by telephone at 303-235-2866. The written complaint should include:

- a. Complainant's name, address and telephone number
- b. A detailed description of the name of the organization that has allegedly discriminated, its address and telephone number and any other identifying information (dates, times, etc.)
- c. A detailed description of the allegedly discriminatory action that are the basis for the complaint (dates of the actions, names of those who allegedly discriminated, and any witnesses)
- d. Name and job titles of individuals perceived as parties in the complaint

Upon request, reasonable accommodations will be provided in completing this form. Complaints received by telephone will be reduced to writing and provided to complainant for confirmation or revision, and signature before processing.

Completed forms should be returned to the ADA Coordinator.

A complaint should be filed as soon as possible but must be no later than sixty (60) calendar days after an incident or the receipt of information of such alleged non-compliance, unless the time for filing is extended by the designated agency for good cause shown.

Step 2 – Conduct Investigation

The ADA Coordinator, or other authorized representative, will contact the complainant within fifteen (15) working days to:

- a. Acknowledge receipt of the complaint by the investigator,

- b. Confirm the complainant wishes to go forward with the complaint, and
- c. Confirm there are allegations that need to be investigated and resolved.

Within thirty (30) calendar days of the receipt of the complaint, the ADA Coordinator or authorized representative will commence the investigation into the merits of the complaint. If necessary, the ADA Coordinator or other authorized city associate will contact the complainant directly to obtain additional facts or documentation relevant to the grievance.

Step 3 – Written Response to Complaint

The ADA Coordinator or other authorized city representative shall prepare a written decision, after full consideration of the merits of the grievance, no later than sixty (60) calendar days following the receipt of the grievance. A copy of the written decision shall be mailed to the complainant no later than five (5) working days after preparation of the written decision. The response will explain the position of the City and offer options for substantive resolution of the complaint when appropriate. The resolution by the City of any one grievance does not constitute a precedent upon which the City is bound or upon which other complaining parties may rely.

Step 4 – Appeal to the ADA Coordinator (if required)

If the complainant is dissatisfied with the written decision or the City's handling of the complaint at any stage of the process, he or she may file a written appeal to the City ADA Coordinator no later than thirty (30) calendar days of the date of the mailing of the decision. The appeal must contain a statement of the reasons why the complainant is dissatisfied with the written decision, and must be signed by the complainant or by someone authorized to do so on the complainant's behalf. The City ADA Coordinator will act upon the appeal no later than thirty (30) calendar days after receipt, and a copy of the City ADA Coordinator's written decision shall be forwarded to the complainant no later than five (5) working days after preparation of the decision.

Dismissal of Complaint

A complaint may be dismissed for the following reasons:

- a. The complaint is untimely filed.
- b. The complaint does not allege a basis covered by the statutes for which the City of Wheat Ridge is responsible.
- c. The complaint does not allege any harm with regard to covered a program, service, activity or facility.
- d. The complainant requests the withdrawal of the complaint.
- e. The complainant fails to respond to repeated requests for additional information needed to process the complaint.
- f. The complainant cannot be located after reasonable attempts.

The ADA Coordinator shall maintain the confidentiality of all files and records relating to grievances filed, unless disclosure is authorized or required by law. Any retaliation, coercion, intimidation, threat, interference, or harassment for the filing of a grievance, or used to restrain a complainant from filing, is prohibited and should be reported immediately to the City ADA Coordinator.

Filing a complaint with the City ADA Coordinator does not preclude a complainant from filing a

grievance directly with the United States Department of Justice (USDOJ) or other appropriate state or federal agency.

All written complaints received by the ADA Coordinator and responses will be retained by the City for at least three (3) years.

ADA Complaint Form

Please fill out this form completely and return to the Public Works ADA Coordinator's Office at:

City of Wheat Ridge
7500 W. 29th Avenue
2nd Floor – Engineering Division
Wheat Ridge, CO 80033

This form applies to services, programs, and facilities located in public right-of-way of the City of Wheat Ridge or property owned by the City.

Individual, Group of Individuals, or Entity Name (Complainant): _____

Street Address: _____

Neighborhood (if applicable): _____

City: _____ State: _____ Zip: _____

Email Address: _____ Phone Number: _____

Person(s) thought to be discriminated against (if other than the Complainant): _____

Location and/or individual believed to be responsible for the discrimination (Name, Address, Telephone Number):

Reason for Grievance/Complaint: _____

When and where (if not stated above) did this discrimination occur: _____

Do you require an alternative form for any written follow-up communication: _____

Signature: _____ Date: _____

If you have questions about this form, need an accommodation, or a different format, please contact the ADA Coordinator at 303-235-2866 or krosson@ci.wheatridge.co.us. Please allow up to fifteen (15) business days to respond to your complaint.



Appendix M

Summary of Remediation Work Completed



HISTORICAL OVERLAY MAP

