Americans with Disabilities Act (ADA), Title II, Self-Evaluation and Transition Plan

ADOPTED
MARCH 14, 2007

City of Elk Grove, CA
8401 Laguna Palms Way, Elk Grove, CA 95758
Americans with Disabilities Act (ADA), Title II, Self-Evaluation and Transition Plan

1. Self-Evaluation

2. ADA Implementation Plan

3. Transition/Barrier Removal PI
   8400 Laguna Palms Way

4. Transition/Barrier Removal PI
   8380 Laguna Palms Way

5. Transition/Barrier Removal PI
   8978 Elk Grove Blvd

6. Transition/Barrier Removal PI
   8401 Laguna Palms Way

7. Transition/Barrier Removal PI
   Corp Yard

8. Transition/Barrier Removal PI
   Laguna Palms Campus
Notice of Compliance 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 Elk Grove will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

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

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

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

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Elk Grove, should contact **Jim Ramsey, ADA Coordinator**, at least five working days before the scheduled event, at 8401 Laguna Palms Way., Elk Grove, CA. 95758, (916) 478-2250 (Office), (888) 435-6092 (TTY).

The ADA does not require the City of Elk Grove 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 Elk Grove is not accessible to persons with disabilities should be directed to **Jim Ramsey, ADA Coordinator, at 8401 Laguna Palms Way., Elk Grove, CA. 95758, (916) 478-2250.**

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

Revised 8/25/2014
Grievance Procedure under the Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Elk Grove. The City of Elk Grove's Personnel Policy governs employment-related complaints of disability discrimination.

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

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

Jim Ramsey, Risk Analyst/ADA Coordinator
8401 Laguna Palms Way
Elk Grove, CA. 95758
(916) 478-2250 Office
(888) 435-6092 TTY

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

If the response by Jim Ramsey or his designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the City Manager or her designee.

Within 15 calendar days after receipt of the appeal, the City Manager or her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the City Manager or her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by Jim Ramsey or his designee, appeals to the City Manager or her designee, and responses from these two offices will be retained by the City of Elk Grove for at least three years.
Americans with Disabilities Act (ADA)
Title II, Self-Evaluation and Transition Plan

City of Elk Grove
8401 Laguna Palms Way
Elk Grove, California 95758

Prepared by
Disability Access Consultants, Inc.
(800) 743-7067
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The City of Elk Grove ADA Title II Self-evaluation was prepared by Disability Access Consultants, Inc. with the collaboration and assistance of City of Elk Grove staff and input by the Disability Advisory Committee and continues to be updated regularly.

Mr. Frank Oviedo, Deputy City Manager, served as the initial primary contact for the evaluation in his previous role as Assistant to the City Manager and ADA Coordinator in 2004.

**Update 2004:**

During 2004 and 2005, Mr. Troy Brown, Assistant to the City Manager, assisted with the coordination and facilitation of activities of the study in his role as ADA Coordinator following Mr. Frank Oviedo.

**Update 2005:**

In December 2005, Ms. Kara Myers, Management Analyst, was appointed to the role of ADA Coordinator for the City of Elk Grove.

In addition to city staff, members of the City of Elk Grove Disability Advisory Committee provided oversight, direction and comment during the process.

**Update 2011:**

In October 2011, Mr. Jim Ramsey, Risk Analyst, was appointed to the role of ADA Coordinator for the City of Elk Grove.

The City of Elk Grove ADA Self-evaluation and Transition Plan is updated on an ongoing basis. This document reflects updates through August 2015. Additional updates will be added to the plan and the ADA Implementation Plan Document.
Purpose of the Evaluation

The purpose of this City of Elk Grove Americans with Disabilities Act (ADA) Title II Self-evaluation is to document the results of the City’s review of access to programs, services and activities by individuals with disabilities in order to determine if there are any discriminatory or potentially discriminatory practices, policies or procedures.

The City of Elk Grove is committed to complying with the tenets of Title II of the Americans with Disabilities Act, and other federal and state statutes and regulations aimed at making public programs, services and activities accessible to persons with disabilities.

The ADA Self-Evaluation not only reviews and outlines the required self-evaluation activities, but also provides documentation of the areas where the City of Elk Grove has gone beyond the minimum requirements in order to provide a greater level of access for individuals with disabilities that access the City’s programs, services and activities. The City of Elk Grove, for example, developed a Disability Advisory Committee to provide ongoing direction and input into the prioritization of the ADA Compliance Plan. Although a committee is not required to assist with the development and implementation of the plan, the Disability Advisory Committee provides for ongoing input and demonstrates a commitment by the City and the committee.

Prior ADA Self-Evaluation and Transition Plans

As a newly incorporated City in 2000, the City of Elk Grove had not conducted a prior ADA Self-evaluation and transition plan.

Current ADA Self-evaluation and Transition Plan

To further the City’s commitment to provide programs, services and activities in a nondiscriminatory manner for individuals with disabilities, the City decided to conduct an ADA Self-evaluation. The ADA Self-evaluation provides a current benchmark for accessibility efforts by the City and provides a framework for implementation of the plan.

The Self-evaluation was initially started in 2004 under the direction of the City of Elk Grove Assistant to the City Manager, Mr. Frank J. Oviedo. During the course of the completion of the ADA Self-evaluation, Mr. Troy Brown, was designated as the ADA Coordinator and provided direction for the completion of the study. The City of Elk Grove Disability Advisory Committee provided assistance with the study.

The City of Elk Grove transition plan initially included two city sites and selected curbs and intersections. The ADA Self-evaluation reviewed policies and procedures of the City and provided opportunities for input into the study. The current plan is consistently updated to include all City properties.

Classification of the City of Elk Grove

The City of Elk Grove is classified as a “public entity” pursuant to Title II of the Americans with Disabilities Act.
Focus of Updated ADA Self-Evaluation

Barriers that deny or limit access to programs, services, or activities may be structural or non-structural. Nonstructural barriers may be due to policies, practices, or procedures that may inadvertently limit, segregate, or discriminate against individuals with disabilities.

The focus of this Self-evaluation targets access to the City’s programs, services, and activities in nonstructural or programmatic areas as defined by Title II, subtitle A. Nonstructural or programmatic barriers are identified in this Self-evaluation. Selected structural barriers are discussed in limited situations only, as they relate to specific access to the City’s programs, services and activities.

The City also conducted, and continues to conduct, reviews of physical barriers of sites for compliance with the Americans with Disabilities Accessibility Guidelines (ADAAG) and Title 24 of the California Code of Regulations (which is cited as the California Building Code) and has prepared a barrier removal/transition plan. Copies of the transition/barrier removal plan and ADA Self-evaluation are available from the City of Elk Grove ADA Coordinator.

Date of Self-Evaluation

The initial ADA self-evaluation and transition plans were prepared using information and input obtained from February 2004 to March 2005.

Self-Evaluation Updates

The City of Elk Grove ADA Self-evaluation is currently updated as plan initiatives are accomplished or changes are made.

Location of Self-Evaluation

The City’s ADA Self-evaluation will be maintained on file and made available for public inspection by the City’s ADA Coordinator. The ADA Self-evaluation will be made available in alternate formats upon request.

Designated ADA Coordinator

Mr. Frank J. Oviedo, Assistant to the City Manager, was designated the ADA Coordinator during the initial phases of the ADA Self-evaluation in 2004.

Following Mr. Oviedo, Mr. Troy Brown, Assistant to the City Manager, was the designated ADA Coordinator until December 2005.

Following Mr. Troy Brown, Mrs. Kara Reddig (Meyers), Assistant to the City Manager, was the designated ADA Coordinator until October of 2011.

Following Mrs. Kara Reddig, Mr. Jim Ramsey, Risk Analyst for the City of Elk Grove, was designated the ADA Coordinator. Contact information for Mr. Ramsey is:

Mr. Jim Ramsey, Risk Analyst / ADA Coordinator  
City of Elk Grove  
8401 Laguna Palms Way
The City offers alternate methods to provide access to review or provide input into the City’s plan.

Requests for information from the ADA Coordinator can be sent by email, phone, mail, fax or by TDD/TTY. Information is available in alternate formats upon request.

Self-Evaluation Updates

This Self-evaluation is an on-going, dynamic document that is periodically reviewed, changed, and updated. In its continuing efforts to maintain compliance, the City has several mechanisms in place to provide for an ongoing update of the Self-evaluation. The City’s designated ADA Coordinator is empowered with oversight responsibility for implementation of the requirements of the ADA. Updates to the City of Elk Grove ADA Self-evaluation and Transition Plan are noted and dated within the plan.

Self-Evaluation Format

Information collected during the Self-evaluation process was reported by areas and categories, not individually by departments. This Self-evaluation provides an overall summary and profile of findings and recommendations.

General Information about the City of Elk Grove

The City of Elk Grove:
- Is governed by a five member City Council, one of which is an elected Mayor
- Was incorporated on July 1, 2000, as a General Law City
- Is home to over 159,000 residents
- Had a median household income of $73,000
- Has an economy based on agriculture, construction, high technology, manufacturing, professional services, commercial and retail enterprises

City Organization, Departments, Committees

The City of Elk Grove was incorporated on July 1, 2000. The City is a general law city and operates on the Manager-City Council type of governance.

The City of Elk Grove Disability Advisory Committee is active in providing input regarding services for individuals with disabilities and input regarding implementation of the barrier removal/transition plan. Information regarding the Disability Advisory Committee is available on the City of Elk Grove website. The specific tasks and objectives of the Disability Advisory Committee are stated on the City of Elk Grove website as follows:

- Review the accessibility of services, programs, facilities and/or employment of City departments and advise the City Council accordingly;
Review relevant City policies, guidelines, procedures, reports, and state or federal legislation to advise the City Council accordingly;

Act as a liaison to community groups, governmental agencies, and individuals in addressing disability issues related to the City of Elk Grove; and

Review and make recommendations to the City Council with regard to legislative policy.

The current members of the Disability Advisory Committee are:

- Nana Tufuoh, Chair
- Ted Clark, Committee Member
- Karen Grussenmeyer, Committee Member
- Steven Capps, Committee Member
- Tim Gorsulowsky, Committee Member

Past members’ names are on file with the City of Elk Grove City Clerk’s office.

The City of Elk Grove departments and divisions include:

- City Council
- City Manager
  - Budget
  - Economic Development
  - Human Resources
  - Public Affairs
  - Risk Management
- City Attorney
- City Clerk
- Development Services
  - Building
  - Code Enforcement
  - Planning
- Finance
  - Accounting
  - GIS
  - Information Technology
  - Fleet and Facilities
  - Purchasing
  - Utility Billing and Cashiers
- Police
  - Administration
  - Animal Services
  - Information Technology
  - Investigations
  - Patrol
  - Support Services
- Public Works
  - Integrated Waste
  - Transit
Methodology for Self-Evaluation

Prior to the ADA self-evaluation process, the City of Elk Grove formed a Disability Advisory Committee to serve in an advisory capacity regarding access to City programs, services and activities by individuals with disabilities. One role of the Disability Advisory Committee is to provide input and assist with the development of a comprehensive ADA self-evaluation and barrier removal/transition plan. The Disability Advisory Committee is comprised of community members and is representative of the community at large and individuals with disabilities.

A City of Elk Grove staff member was designated to provide oversight representation regarding City programs and services. Mr. Frank J. Oviedo, Assistant to the City Manager, was the initial City staff member to serve as the City contact for the Disability Advisory Committee during the commencement of the ADA Self-evaluation.

Several methods were used to provide comprehensive input regarding the public’s accessibility to programs, services and activities offered by the City, including:

- Staff interviews
- Review of policies, procedures and other documents
- Survey of departments and agencies
- Survey of facility users
- Survey of organizations representing individuals with disabilities
- Review of the previous efforts by the City
- Visits to selected sites
- Inspection of selected sites
- Presentations to and collaboration with the Committee
- Public postings and notices requesting input

Relevant policies, procedures and documents were reviewed. Data was collected regarding programs, services and activities for compliance with the requirements of Title II of the ADA. Surveys were distributed to agencies as one measure to determine the level of ADA compliance within the organization. Selected staff interviews were held. Public postings were displayed in City locations asking for input into the study. Posting were also sent to agencies for posting and were available on the City of Elk Grove website.

Transition/Barrier Removal Plan

The term “transition plan” comes from the terminology in the 1990 Americans with Disabilities Act (ADA) that describes how public entities would be “transitioning” into compliance during the timelines of 1992 to 1995. The term barrier removal plan is used in addition to the term transition plan, as public entities are no longer transitioning into compliance during the three years set aside in the law.

Public entities, such as the City of Elk Grove, are required to provide access to City programs, services and activities for all of the recipients. Thus, the City must provide access for individuals with disabilities and document areas of noncompliance. Documentation is provided as barriers are removed.

Findings

The City of Elk Grove demonstrated, and continues to demonstrate, its ongoing commitment to enhance its accessibility to City programs, services and activities by conducting an Ameri-
Two City facilities, 601 curbs and 218 intersections were inspected for physical barriers that may deny or limit access for individuals with disabilities in accordance with the Americans with Disabilities Act Accessibility Guidelines (ADAAG) and the California Building Code, Title 24 of the California Code of Regulations, Chapter 11.

Building inspections were conducted for the following two sites in April 2004:

- 8380 Laguna Palms Way
- 8400 Laguna Palms Way

A sampling of crosswalks, sidewalks and transit stops were reviewed for compliance with ADAAG and California requirements. The transit stops are not owned by the City, but an inspection sample was completed to review the path of travel from City areas. The following intersections and curbs were inspected from May 2004 to June 2004:

- Intersection #3555, located at Power Inn Road and Llando Vista Drive in Elk Grove was inspected on May 27, 2004.
- Intersection #7741 at West Stockton Boulevard and Laguna Palms Way in Elk Grove was inspected on May 14, 2004.
- Intersection #6295, located at Emerald Oak Drive and Via Alta Way in Elk Grove was inspected on June 22, 2004.
- Intersection #3179, located at Williamson Drive and Orton Street in Elk Grove was inspected on June 22, 2004.
- Intersection #483, located at Red Fox Way and Fox Glen Way in Elk Grove was inspected on May 14, 2004.
- Intersection #3167, located at Red Elk Drive, Village Tree Drive and Little Rapids Way was inspected on May 19, 2004.
- Intersection #3167, located at Village Tree Drive and Red Elk Drive in Elk Grove was inspected on May 19, 2004.
- Intersection #6240, located at Emerald Vista Drive and Bangor Court in Elk Grove was inspected on June 21, 2004.
- Intersection #3362, located at Red Elk Drive, Plainoak Way and Woodcock Road in Elk Grove was inspected on May 19, 2004.
- Intersection #261 located at Big Horn Boulevard and Amber Creek Drive was inspected on June 8, 2004.
- Intersection #6220, located at Emerald Vista Drive and Diamond Crest Court in Elk Grove was inspected on June 22, 2004.
- Intersection #7755, located at Red Fox Way and Kiawah Court in Elk Grove was inspected on May 14, 2004.
- Intersection #6566, located at Emerald Vista Drive and Hume Court in Elk Grove was inspected on June 21, 2004.
- Intersection #6565, located at Emerald Vista Drive and Banff Vista Drive in Elk Grove was inspected on June 21, 2004.
- Intersection #6293, located at Emerald Oak Drive and Valley Oak Lane in Elk Grove was inspected on June 22, 2004.
- Intersection #6266, located at Ranch Park Way and Cling Court in Elk Grove was inspected on June 22, 2004.
Intersection #633 located at Portofino Drive, Monaco Way and Venice Court was inspected on June 8, 2004.

Intersection #968, located at Nut Tree Court and Polhemus Drive in Elk Grove was inspected on June 23, 2004.

Intersection #816, located at Bond Road and Emerald Crest Drive was inspected on May 13, 2004.

Intersection #3049 located at Quail Run LN and Wexted Way was inspected on June 10, 2004.

Intersection #6287, located at Emerald Oak Drive and Elk Ridge Way in Elk Grove was inspected on June 22, 2004.

Intersection #505, located at Red Elk Drive and Oakbark Court in Elk Grove was inspected on May 19, 2004.

Intersection #7239 located at West Taron Drive and Ruddy Duck Way was inspected on June 7, 2004.

Intersection #3051 located at Quail Run Lane and Schuler Ranch Road was inspected on June 10, 2004.

Intersection #3048 located at Quail Run Lane, and Tuzza Court was inspected on June 10, 2004.

The Intersection #6292, located at Emerald Oak Drive and Lodestone Circle in Elk Grove was inspected on June 22, 2004.

Intersection #850, located at Bond Road and Egret Drive was inspected on May 13, 2004.

Intersection #6416, located at Emerald Oak Drive and Lodestone Circle in Elk Grove was inspected on June 22, 2004.

Intersection #6465, located at Bond Road and Trout Way in Elk Grove was inspected on May 13, 2004.

Intersection #3047 located at Quail Run Lane and Rojelio Court was inspected on June 10, 2004.

Intersection #6233, located at Emerald Vista Drive and Armagh Court in Elk Grove was inspected on June 21, 2004.

Intersection #6285, located at Emerald Oak Drive and Sapphire Court in Elk Grove was inspected on June 23, 2004.

Intersection #6262, located at Ranch Park Way and Cheer Court in Elk Grove was inspected on June 24, 2004.

Intersection #5655 is located at Power Inn Road and Lenhart Road in Elk Grove and was inspected on May 25, 2004.

Intersection #6268, located at Ranch Park Way and On Street in Elk Grove was inspected on June 24, 2004.

Intersection #6414, located at Emerald Oak Drive and Cabra Court in Elk Grove was inspected on June 22, 2004.

Intersection #3050 located at Quail Run Lane and Bartolomei Court was inspected on June 10, 2004.

Intersection #6289, located at Emerald Oak Drive and Oconnell Court in Elk Grove was inspected on June 22, 2004.

Intersection #3155, located at Village Tree Drive and Primoak Way in Elk Grove was inspected on May 19, 2004.

Intersection #3035 located at Quail Rd., Bruceville Rd. and Poppy Ridge
City of Elk Grove ADA Self-Evaluation

Rd. was inspected on June 10, 2004.

- Intersection #957, located at Ranch Park Way and Elbo Court in Elk Grove was inspected on June 24, 2004.
- Intersection #6568, located at Emerald Vista Drive and Bray Vista Way in Elk Grove was inspected on June 21, 2004.
- Intersection #3476, located at Rangeview Road and Windgate Way in Elk Grove was inspected on May 27, 2004.
- Intersection #594 located at Big Horn Boulevard and Frye Creek Drive was inspected on June 8, 2004.
- Intersection #908 is located at Bond Road and Elk Grove Florin Road was inspected on May 13, 2004.
- Intersection #6265, located at Ranch Park Way and Sharkey Avenue in Elk Grove was inspected on June 24, 2004.
- Intersection #478 located at Laguna Springs Drive and Red Fox Way in Elk Grove was inspected on May 14, 2004.
- Intersection #991, located at Adams Street and Eva Avenue in Elk Grove was inspected on June 23, 2004.
- Intersection #1780 located at Harbour Point Drive and Maritime Drive was inspected on June 7, 2004.
- Intersection located at West Taron Drive and Alldata Court in Elk Grove was inspected on June 7, 2004.

- Intersection #2313 located at Laguna Park Drive, Grassy Knoll Way and Lawn View Way was inspected on June 10, 2004.
- Intersection #7740, located at Ariel Court and Windwood Way in Elk Grove was inspected on May 14, 2004.
- Intersection #515 located at Laguna Springs Drive and Swift Fox Way in Elk Grove was inspected on May 14, 2004.
- Intersection #7718 is located at Elk Grove Boulevard and Harbour Point Drive in Elk Grove was inspected on June 7, 2004.
- Intersection #5508, located at Auberry Drive, Maple Trails Way and Timber Cove Way was inspected on May 27, 2004.
- Intersection #5531, located at Inskip Drive and Palomarin Court was inspected on May 27, 2004.
- Intersection #1781 is located at Harbour Point Drive and Granite Park Lane in Elk Grove was inspected on June 7, 2004.
- Intersection #7737, located at Bastona Drive and La Tonis Way in Elk Grove was inspected on May 18, 2004.
- Intersection #32868, located at Bastona Drive 1700 and Bastona Drive 2220 in Elk Grove was inspected on May 18, 2004.
- Intersection #346 is located at Big Horn Boulevard and Brockhurst Drive was inspected on June 8, 2004.
- Intersection #480 located at Laguna Springs Drive and Sirocco Way in Elk Grove, was inspected on May 14, 2004.
- Intersection #494 located at Laguna Springs Drive and Snowy Springs Circle in Elk Grove was inspected on May 13, 2004.
- Intersection #6773 is located at Franklin Boulevard and Valley Hi Drive in Elk Grove was inspected on May 26, 2004.
- Intersection #746 is located at Harbour Point Drive and Galen Drive in Elk
Intersection #6230, located at Kelsey Drive and Lutan Drive in Elk Grove was inspected on June 24, 2004.

Intersection #6787, located at La Rocas Court and La Solana Way in Elk Grove was inspected on May 26, 2004.

Intersection #6801, located at La Solana Way and San Rogue Court in Elk Grove was inspected on May 26, 2004.

Intersection #6239, located at Kelsey Drive and Lorna Court in Elk Grove was inspected on June 24, 2004.

Intersection #6812, located at La Solana Way and Tierra Buena Court in Elk Grove was inspected on May 26, 2004.

Intersection #463, located at Laguna Boulevard and Big Horn Boulevard in Elk Grove was inspected on May 13, 2004.

Intersection #6253, located at Kelsey Drive and Seckel Court in Elk Grove was inspected on June 24, 2004.

Intersection #6260, located at Kelsey Drive and Ranch Park Way in Elk Grove was inspected on June 24, 2004.

Intersection #5526, located at Inskip Drive and Woodrose Court in Elk Grove was inspected on May 27, 2004.

Intersection #6236, located at Kelsey Drive and Great Court in Elk Grove was inspected on June 24, 2004.

Intersection #1680, located at Laguna Boulevard and Old Creek Drive in Elk Grove was inspected on May 13, 2004.

Intersection #5667, located at Iona Way and Speilberg Way in Elk Grove was inspected on May 25, 2004.

Intersection #5656 is located at Lenhart Road and Iona Way in Elk Grove and was inspected on May 25, 2004.

Intersection #6251, located at Kelsey Drive and Milo Court in Elk Grove was inspected on June 24, 2004.

Intersection #6430, located at Emerald Vista Drive and Gem Crest Way in Elk Grove was inspected on June 21, 2004.

Intersection #2957 is located at Bruceville Road and Seasons Drive and was inspected on June 10, 2004.

Intersection #6736, located at Manacor Drive and Orenza Way in Elk Grove was inspected on May 26, 2004.

Intersection #6211, located at Emerald Vista Drive and Lujan Crest Court in Elk Grove was inspected on June 21, 2004.

Intersection #5542, located at Maple Trails Way and Bella Rosa Court was inspected on May 27, 2004.

Intersection #829, located at Emerald Vista Drive and Iris Crest Way in Elk Grove was inspected on June 7, 2004.
City of Elk Grove ADA Self-Evaluation

Grove was inspected on June 21, 2004.

- Intersection #5541, located at Maple Trails Way and Keenan Court was inspected on May 27, 2004.
- Intersection #2795 is located at Williamson Drive and Superb Circle in Elk Grove was inspected on June 22, 2004.
- Intersection #6225, located at Lu Jan Drive and Crucero Drive in Elk Grove was inspected on June 24, 2004.
- Intersection #6246, located at Emerald Vista Drive and Helix Court in Elk Grove was inspected on June 21, 2004.
- Intersection #6562, located at Emerald Vista Drive and Grims Court in Elk Grove was inspected on June 21, 2004.
- Intersection #3549, located at Meadowhaven Drive and Pixley Way was inspected, on May 27, 2004.
- Intersection #3165, located at Red Elk Drive and Big Horn Boulevard in Elk Grove was inspected on May 19, 2004.
- Intersection #6229, located at Emerald Vista Drive and Feickert Drive in Elk Grove was inspected on June 21, 2004.
- Intersection #7735, located at Bastona Drive and Herbon Way in Elk Grove was inspected on May 18, 2004.
- Intersection #3552, located at Inskip Drive and Calla Way in Elk Grove was inspected on May 27, 2004.
- Intersection #7680, located at Emerald Vista Drive and East Stockton Boulevard in Elk Grove was inspected on June 21, 2004.
- Intersection #3548, located at Meadowhaven Drive and Inskip Drive was inspected on May 27, 2004.
- Intersection #6804, located at Franklin Boulevard and Becket Way in Elk Grove was inspected on May 26, 2004.
- Intersection #3182, located at Williamson Drive and Kelsey Drive in Elk Grove was inspected on June 22, 2004.
- Intersection #599 is located at Big Horn Boulevard and Frye Creek Drive and was inspected on June 8, 2004.
- Intersection #7144 is located at Franklin Boulevard and Big Horn Boulevard and was inspected on June 8, 2004.
- Intersection #5652, located at Lenhart Road and Pepitone Court was inspected on May 25, 2004.
- Intersection #6731, located at Franklin Boulevard and Manacor Drive in Elk Grove was inspected on May 25, 2004.
- Intersection #5653 located at Lenhart Road and Roesboro Circle was inspected on May 25, 2004.
- Intersection #6831, located at Franklin Boulevard and Camino Royale Drive in Elk Grove was inspected on May 26, 2004.
- Intersection #6224, located at Emerald Vista Drive and Zircon Crest Court in Elk Grove was inspected on June 21, 2004.
- Intersection #5654, located at Lenhart Road and Roesboro Circle was inspected on May 25, 2004.
- Intersection #485 located at Laguna Springs Drive and Starlily Court in Elk
Intersection #3556, located at Inskip Drive and Llano Vista Drive in Elk Grove was inspected on May 27, 2004.

Intersection #2383 is located at Foulks Ranch Drive and Laguna Lake Way and was inspected on June 3, 2004.

Intersection #2379, located at Foulks Ranch Dr. and De Crisano Place, was inspected on June 3, 2004.

Intersection #557 is located at Big Horn Boulevard and Laguna Star Drive in Elk Grove and was inspected on June 8, 2004.

Intersection #3557, located at Llanovista Drive and Bridget Drive in Elk Grove was inspected on May 27, 2004.

Intersection #6209, located at Lu Jan Drive and Elk Way in Elk Grove was inspected on June 24, 2004.

Intersection #6825, located at Franklin Boulevard and Calle Royale Way in Elk Grove was inspected on May 26, 2004.

Intersection #7761, located at Red Elk Drive and Branchoak Court in Elk Grove was inspected on May 19, 2004.

Transit stop located at Terra Linda Drive and Lujan Drive in Elk Grove was inspected on June 24, 2004.

Intersection #345 located at Brockenhurst Drive, and Greybridge Court was inspected on June 8, 2004.

Intersection #6783, located at Valley Hi Drive and La Coruna Drive in Elk Grove was inspected on May 26, 2004.

Intersection #7229 located at Elk Grove Boulevard and Waterfowl Drive was inspected on June 7, 2004.

Intersection #6776, located at Valley Hi Drive and La Solana Way in Elk Grove was inspected on May 26, 2004.

Intersection #3558, located at Bridget Drive and Albion Court in Elk Grove was inspected on May 27, 2004.

Intersection #3180, located at Elk Grove Boulevard and Williamson Drive in Elk Grove was inspected on June 21, 2004.

Intersection #7739, located at Bastona Drive and Herbon Way in Elk Grove was inspected on May 18, 2004.

Transit stops located on Elk Grove Boulevard East Taron Drive in Elk Grove were inspected on June 7, 2004.

Intersection #487, located at Briar Bush Way and Bugle Court in Elk Grove was inspected on May 14, 2004.

Intersection #6780 located at Valley Hi Drive and Torrente Way was inspected on May 26, 2004.

Intersection #5288 is located at Elk Grove Florin Road and Park Trail Drive in Elk Grove and was inspected on June 9, 2004.

Intersection #3559, located at Timber Cove Way and Point Arena Court in Elk Grove was inspected on May 27, 2004.

Intersection #6393 located at Southside Avenue and Elk Grove Florin Road was inspected on June 9, 2004.

Intersection #5545, located at Calvine Road and Auberry Drive in Elk Grove was inspected on May 27, 2004.

Transit stops located at Harbour Point Drive and Buckminster Drive in Elk
City of Elk Grove ADA Self-Evaluation

Transit stops located at Elk Grove Boulevard and Emerald Oak Drive in Elk Grove were inspected on May 18, 2004.

- Transit stops located at Elk Grove Boulevard and Emerald Oak Drive in Elk Grove were inspected on June 23, 2004.
- Intersection #6569 is located at Elk Grove Boulevard and East Stockton Boulevard and was inspected on June 9, 2004.
- Intersection # 986 is located at Elk Grove and 3rd Avenue in Elk Grove and was inspected on June 23, 2004.
- Transit stops located on East Stockton Boulevard at Emerald Vista Drive in Elk Grove was inspected on June 21, 2004.
- Intersection #479, located at Sirocco Court and Ariel Way in Elk Grove was inspected on May 14, 2004.
- Transit stop located at the north east corner of East Stockton Boulevard and Laguna Boulevard was inspected on May 13, 2004.
- Intersection #6026 located at Elise Avenue and Power Inn Road was inspected on May 25, 2004.
- Intersection #976, located at Sierra Street and Durango Way in Elk Grove was inspected on June 23, 2004.
- Intersection #3159, located at Little Rapids Way and Village Brook Way in Elk Grove was inspected on May 19, 2004.
- Intersection located at West Stockton Boulevard and Red Fox Way in Elk Grove was inspected on May 14, 2004.

- Transit stop located on Emerald Oak Drive Lodestone Circle in Elk Grove was inspected on June 22, 2004.
- Intersection #1749, located at Buckminster Drive, Elberon Way and Cape May Court in Elk Grove was inspected on May 18, 2004.
- Transit stop located on Elk Grove Florin Road and Bond Road in Elk Grove was inspected May 13, 2004.
- Intersection #7501, located at Elk Grove Boulevard and Firepoppy Drive was inspected June 3, 2004.
- Transit stops located at Elk Grove Boulevard and Stonelake Club Drive in Elk Grove were inspected on June 7, 2004.
- Transit stop located on Laguna Lake Way Foulks Ranch Drive in Elk Grove was inspected on June 3, 2004.
- Intersection #6207, located at Terra Linda Drive and Lujan Drive in Elk Grove was inspected on June 24, 2004.
- Intersection #751 is located at Buckminster Drive and Harbour Point Drive in Elk Grove and was inspected on May 18, 2004.
- Intersection #3461, located at Elise Avenue, Mack Road and Stockton Boulevard, was inspected on May 25, 2004.
- Transit stops located at Franklin Boulevard and Big Horn Boulevard in Elk Grove were inspected on June 8, 2004.
- Intersection #1748, located at Buckminster Drive and Euthalia Court in Elk Grove was inspected on May 18, 2004.
- Transit stop located on Emerald Oak Drive and Valley Oak Lane in Elk Grove was inspected on June 22, 2004.
- Transit stop at the corner of Laguna Springs Circle and Swift Fox Way in Elk Grove was inspected on May 14, 2004.
- Intersection #7502, located at Elk Grove Blvd and Franklin Boulevard was

- Intersection #3551, located at Inskip Drive and Calla Way (South) in Elk Grove was inspected on May 27, 2004.
- The Intersection located at Swift Fox Way and Cross Fox Way in Elk Grove was inspected on May 14, 2004.
- Transit stops located at Harbour Point Drive and Galen Drive in Elk Grove were inspected on June 7, 2004.
- Intersection #3187, located at Elk Grove Boulevard and Emerald Oak Drive in Elk Grove was inspected on June 23, 2004.
- Transit stops located at Harbour Point Drive and Granite Park Lane in Elk Grove were inspected on June 7, 2004.
- Transit stops located at Laguna Park Drive and Seasons Drive in Elk Grove were inspected on June 10, 2004.
- Intersection #5669, located at Speilberg Way and Orabelle Court in Elk Grove were inspected on May 25, 2004.
- Transit stops located on Emerald Oak Drive Gemstone Court in Elk Grove were inspected on June 22, 2004.
- Intersection #2386, located at Elk Grove Boulevard and Laguna Lake Way were inspected on June 6, 2004.
- Transit stop located at the south west corner of East Stockton Boulevard and Laguna Boulevard in Elk Grove was inspected on May 13, 2004.

- Intersection #496 located at Elk Grove Boulevard and Laguna Springs Drive in Elk Grove was inspected on May 13, 2004.
- Intersection #2957 located at Bruceville Road, Soaring Oaks Drive and Seasons Drive was inspected on June 10, 2004.
- Intersection #5309 is located at Elk Grove Florin Road and Castle Park Drive and was inspected on June 9, 2004.
- Intersection #1747, located at Buckminster Drive, Levidi Court and Cambra Court in Elk Grove was inspected on May 18, 2004.
- Transit stops located on Big Horn Boulevard Frye Creek Drive in Elk Grove were inspected on June 8, 2004.
- Intersection #6797, located at Torrente Way and Valverde Way in Elk Grove was inspected on May 26, 2004.
- Intersection #6806, located at Torrente Way and Monterosa Court in Elk Grove was inspected on May 26, 2004.
- Intersection #7756, located at Village Tree Drive and Winewood Circle in Elk Grove was inspected on May 19, 2004.
- Intersection #628 located at Dwight Road and Bramblewood Way was inspected, on June 8, 2004.
- Transit stops located at Big Horn Boulevard and Brockhurst Drive in Elk Grove were inspected on June 8, 2004.
- Intersection #6398 is located at Elk Grove Florin Road and Emerald Park Drive and was inspected on June 9, 2004.
- Intersection #783 located at Seasons Drive and Katelynn Court was inspected on June 10, 2004.
- Intersection #5433 is located at Elk Grove Florin Road and Park Meadows Drive and was inspected on June 9, 2004.
- Intersection #514, located at Sea Island Way and Fox Glen Way in Elk...
Grove was inspected on May 14, 2004.

- Intersection #3121, located at Village Tree Drive and Little Rapids Way in Elk Grove was inspected on May 19, 2004.
- Intersection #5477 is located at Elk Grove Florin Road and Plaza Park Drive and was inspected on June 9, 2004.
- Intersection #5276, located at Elk Grove Florin Road and Sierra Street in Elk Grove was inspected on June 23, 2004.
- Intersection located at Bond Road, Laguna Boulevard and East Stockton Boulevard in Elk Grove was inspected on May 13, 2004.
- Transit stops located at Elk Grove Boulevard and Williamson Drive in Elk Grove were inspected on June 21, 2004.
- Intersection #6316 is located at Elk Grove Florin Road and Valley Oak Lane and was inspected on June 9, 2004.
- Intersection #7759 located at Village Tree Drive, Oak Briar Circle and Plainoak Way was inspected on May 19, 2004.
- Intersection #484 located at Red Fox Way and Cross Fox Way in Elk Grove was inspected on May 14, 2004.
- Intersection #2385 is located at Elk Grove Boulevard and Foulks Ranch Drive in Elk Grove and was inspected on June 3, 2004.
- Transit stops located on Elk Grove Florin Road Park Trail Drive in Elk Grove were inspected on June 9, 2004.

- Intersection #482, located at Red Fox Way and Briar Bush Way in Elk Grove was inspected on May 14, 2004.
- Intersection #969, located at Durango Way and Polhemus Drive in Elk Grove was inspected on June 23, 2004.
- Transit stop located on Elk Grove Florin Road at Sierra Street in Elk Grove was inspected on June 23, 2004.
- Transit stops located east and west of Emerald Oak Drive and Cabra Court in Elk Grove were inspected on June 22, 2004.
- Transit stops located at Elk Grove Boulevard and 3rd Avenue in Elk Grove were inspected on June 23, 2004.
- Intersection #7321 is located at Elk Grove Boulevard and East Taron Drive was inspected on June 7, 2004.
- Transit stops located at Big Horn Boulevard and Laguna Star Drive in Elk Grove were inspected on June 8, 2004.
- Intersection #523, located at Red Fox Way and Fox Hound Circle in Elk Grove was inspected on May 14, 2004.
- Intersection #3204 located at Seasons Drive, Cassario Court and November Drive was inspected on June 10, 2004.
- Intersection #975, located at Sierra Street and 3rd Avenue in Elk Grove was inspected on June 23, 2004.
- Intersection #5279 located at Elk Grove Florin Road and Cadura Circle was inspected on June 9, 2004.
- Intersection #5277, located at Sierra Street and Sara Street in Elk Grove was inspected on June 23, 2004.
- Intersection #3178, located at Elk Grove Boulevard and Melrose Avenue in Elk Grove was inspected on June 23, 2004.
- Intersection #5461 located at Elk Grove Florin Road and Lismore Drive was
- Intersection #6467, located at Bond Road and Terra Linda Drive was inspected on May 13, 2004.
- Intersection #780 located at Seasons Drive, October Drive and Scottsview Court was inspected on June 10, 2004.
- Intersection #3130, located at Village Brook Way and Village Tree Drive in Elk Grove was inspected on May 19, 2004.
- Intersection #5475 located at Elk Grove Florin Road and Mohamed Circle was inspected on June 9, 2004.
- Intersection #6466, located at Bond Road and Los Banos Way was inspected on May 13, 2004.
- Intersection #6319 located at Elk Grove Florin Road and Tralee Drive was inspected on June 9, 2004.
- Intersection #2299 is located at Seasons Drive and Laguna Park Drive was inspected on June 10, 2004.
- Intersection #6396 is located at Elk Grove Florin Road and Elk Grove Boulevard was inspected on June 9, 2004.
- Intersection #782 located at Seasons Dr. and Springmont Dr. was inspected on June 10, 2004.
- Intersection #629 located at Dwight Road and Portofino Drive was inspected on June 8, 2004.

**Recommendations**

The City should develop methods and procedures to review, budget funds, schedule, implement, document and monitor barrier removal activities.

Funds should be allocated for ADA projects and removal of ADA and Title 24 barriers to accessibility.

**UPDATE June 2005:** The Courthouse at 8978 Elk Grove Blvd, Elk Grove, California was inspected for compliance with ADAAG and Title 24 regulations.

**UPDATE January 2006:** The newly constructed office building located at 8401 Laguna Palms Way was inspected by Disability Access Consultants, Inc. for compliance with ADAAG and Title 24 regulations.

**UPDATE August 2014:** The Special Waste Collection Center at 9255 Disposal Lane, Elk Grove, California was built in adherence to ADA standards and opened April 22, 2014

**Curb Ramps & Sloped Areas**

**Introduction**

The purpose of this section is to summarize curb ramp, sidewalk and sloped surfaces in the City of Elk Grove and to outline the recommended procedures for the implementation and scheduling of remedial work to provide complying curb ramps and sloped areas within the City.
The ADA requires that a public entity include in its transition plan a schedule for the installation of curb ramps or other sloped areas at locations where walkways cross curbs.

**Sidewalks & Sloped Areas**

Unlike the requirement in 35.150 (d)(2) to provide curb ramps or other sloped areas where pedestrian walks cross curbs, there is no requirement under Title II of the ADA that sidewalks be made accessible. The City of Elk Grove will be implementing a sidewalk fix and repair program to meet the needs of all its citizens. This program will allow residents to report locations where sidewalks need to be fixed or repaired to provide access to all persons. When the program is launched it will be announced and published in local and regional newspapers. Sloped areas at driveways will be retrofitted as driveways are replaced, as part of development projects and when driveway permits are issued by the City of Elk Grove.

**Curb Ramp Needs**

Curb ramps will be replaced as part of the streets overlay program, as part of development projects as needed, and there will be an annual budget to retrofit existing curb ramps. Curb ramps shall be installed at locations, including mid-block crosswalks, where they are missing and necessary for access to sidewalks. These curb ramps will be replaced using the curb ramp prioritization system set forth in this document and using the City of Elk Grove curb ramp standards.

**Curb Ramp Standards**

The City of Elk Grove will use its current curb ramp design standards to construct or reconstruct curb ramps. These standards are available from the Department of Public Works. As the ADA standards or, where applicable, CA Title 24 standards, are modified or changed, the City will update its standards to meet any new additions or changes. This will be accomplished, among other methods, through a review by committees, including the City of Elk Grove’s Disability Advisory Committee.

**Priorities for Curb Ramp Construction and Replacement**

The City of Elk Grove will use two priorities to evaluate curb ramps for retrofit. One will be the location of the curb ramp and the other will be the physical condition. These two priorities will have criteria and enable staff to prioritize which curb ramps will be done during a fiscal year. If all curb ramps are not able to be retrofitted in one fiscal year they shall be carried over to the succeeding fiscal year.

In creating priorities, it is the City’s intent to evaluate all areas of potential deficiency, and to make structural changes where necessary. The assignment of priorities is intended to facilitate public review and to address specific concerns of the local disabled community. It must be emphasized that it is the City’s intent that all individuals with disabilities be reasonably accommodated.

The first priority evaluates a curb ramp with respect to its location within the city and the predominate land uses adjacent to the curb ramp.

The second priority evaluates the curb ramp with respect to its physical condition.
The following section lists the two priorities and the criteria for each.

**CURB RAMP LOCATION PRIORITY (LP #)**

**LP1:** Priority Requests

The City of Elk Grove Public Works Department will set aside a fund for curb ramp requests on an annual basis. Generally, these requests come from citizens with disabilities who wish to get to shopping areas, medical facilities, bus stops, transportation, and other facilities or areas to accommodate their activities of daily living. These requests will have the highest priority.

**LP2:** High Use #1

These locations are identified as being used regularly by those with disabilities.

**LP2A:** High Use City of Elk Grove Locations

**LP2B:** High Use Government Locations

The following list was completed using the recommendations as outlined in the ADA guidelines. This list is not inclusive and is not limited to just those buildings and facilities listed below:

1. State, county and local government buildings;
2. Public hospitals, health clinics, medical clinics, mental health clinics and therapy centers;
3. Public housing projects and public homeless shelters;
4. City Police and/or Sheriff Neighborhood Service Centers;
5. Parks;
6. Schools, including in the following order, but not limited to: community colleges, high school, junior high and elementary school programs with magnet programs for children with disabilities; and all other schools;
7. State and local district offices with high public traffic, beginning with, but not limited to: transportation hubs and major corridors and routes; Department of Motor Vehicles offices; state parks, jails and prisons.

**LP3:** High Use #2 Public Locations

Areas of public accommodation which are privately owned, including but not limited to:
1. Private Doctors, medical and mental health offices;
2. Senior facilities;
3. Major shopping malls;
4. Large housing complexes;
5. Major employment sites;
6. Supermarkets;
7. Retail strip centers;
8. Small apartment facilities, duplexes;
9. Service sites of disability organizations;
10. Rehabilitation facilities;
11. Restaurants;
LP4: Residential areas.

**PRIORITIZATION TWO: PHYSICAL CONDITION (PC#)**

This priority looks at the physical quality of existing curb ramps and how they will be prioritized, with PC1 being the top priority, and PC5 being the lowest priority. PC6 and PC7 have been added in response to locations that didn’t fit into the previous 5 categories.

**PC1** The highest priority is to reconstruct curb ramps at locations where existing curb ramps have a condition that may impede a path of travel to a City program or activity. Examples are vertical displacement of the curb ramp, broken or cracked concrete, deteriorated conditions, etc.

**PC2** A new curb ramp will be installed at locations where there is no curb ramp, where required in order to provide access to a sidewalk. (This priority may be used in place of PC1 to provide a continuous path of travel.)

**PC3** When utility conflicts, physical barriers or other constraints exist at a location, a curb ramp will be reconstructed where required in order to provide access to a sidewalk.

**PC4** When a curb return has one existing curb ramp and conditions allow for the construction of an additional curb ramp at the same return, and if traffic controls allow for a safe path of travel, an additional curb ramp will be installed where required in order to provide access to a sidewalk.

**PC5** An existing curb ramp will be retrofitted when it does not meet current federal or state standards (e.g., scoring lines, detectable warnings, slope, etc.).

**PC6** Location does not have a curb ramp and does not need one.

**PC7** All other locations not previously defined.

**Opportunities for Input**

Title II of the ADA requires opportunity for input into the self-evaluation process by individuals with disabilities, organizations representing individuals with disabilities and other interested individuals.

Many opportunities were provided for input into the self-evaluation process. Input collected from within the City’s organizational structure through selected interviews, document reviews, selected site assessments and surveys. A letter of introduction (Appendix A) and two surveys (Appendix D) were mailed with stamped, addressed return envelopes to facilitate the public input process. Notices and postings were also sent for recipients to post at their place of business or in the community. Surveys were mailed to organizations representing individuals with disabilities. Facility User surveys were also mailed to selected organizations and individuals. Input received is summarized in the response to survey section of this report.

An article in the spring 2004 edition of the “Inside Elk Grove” newsletter discussed the purpose of the City of Elk Grove ADA Self-evaluation and Transition Plan Study and asked for input and suggestions. The date and time of the Disability Advisory Committee meeting was provided in the article, in addition to a phone number to provide input.
Notices requesting input and the identity of, and contact information for, the ADA Coordinator (Appendix C) were posted at City sites for ninety (90) days and on the website. The content of the notice is included in the public notice section of this Self-evaluation.

Notices with information regarding the rights of individuals with disabilities (Appendix D) were posted at City sites and were placed on the City website.

Survey forms were available at City sites to afford members of the public an opportunity to provide input. Those surveys were available in alternate formats.

The initial public comment period for the Self-evaluation was from June 2005 to September 2005. The Disability Advisory Committee and City staff decided to secure a City TDD/TTY number and system to provide for equal access by individuals with hearing and speech impairments before the public input period started. At the start of the ADA study, the City did not have a TDD/TTY number. Additional comments, however, were accepted before and after the public input comment period.

In July of 2006, Members of the Disability Advisory Committee requested that additional public input be solicited by contacting additional targeted groups and agencies. Specific comments that were received by telephone and email from the Chapter of the California Council of the Blind, the National Federation of the Blind and NorCal Center on Deafness include:

"Make sure that detectable warnings at curbs and before areas of vehicular traffic have enough contrast, especially for persons with low vision"

"Please do not use black detectable warnings"

"I am glad that the City of Elk Grove is completing a study. I will ask other members of the Chapter if they have any additional input, and call you if I have any other comments"

"People that use a cane need to have detectable warnings to avoid going into traffic, grooved borders do not always give enough advance warning"

"It is important that the detectable warnings are wide enough before going into vehicular traffic, as my dog needs enough warning before being in the same area as cars and is in the street"

"Please make sure buildings have not only enough signage, but that the signage is accurate"

"Glad to hear Elk Grove has a TDD/TTY number posted"

"Make sure City Grove has training on how to assist persons with disabilities"

“Have you received any additional input? Most of the input we received we had already received, but it is always good to ask. Thanks for your help"
Surveys for Organizations Representing Individuals with Disabilities

Surveys for community organizations representing individuals with disabilities were mailed with stamped, addressed return envelopes. Organizations that received surveys included:

- City of Elk Grove, 8400 Laguna Palms Way, Elk Grove, CA 95758
- Elk Grove Community Food Bank Services, 8820 Elk Grove Blvd., Elk Grove, CA 95624
- Elk Grove Chamber of Commerce, 9280 West Stockton Blvd, Suite 104, Elk Grove, CA 95758
- Elk Grove Community Library, 8962 Elk Grove Blvd, Elk Grove, CA 95624
- Elk Grove Community Service District, 8820 Elk Grove Blvd. Suite 3, Elk Grove, CA 95624
- Elk Grove Unified School District, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624
- Sacramento-Yolo County Mosquito & Vector Control, 8631 Bond Road, Elk Grove, CA 95624
- Kaiser Permanente Medical Center, 9201 Big Horn Blvd., Elk Grove, CA 95758
- UC Davis Medical Group, 8110 Laguna Blvd., Elk Grove, CA 95758
- A Second Chance Recovery Home, Inc., 9045 Meadow Sweet Way, Elk Grove, CA 95624
- CRISARA Creative Therapy Clinic, 7231 Alpine Frost Drive, Sacramento, CA 95823
- Merrill Gardens at Greenhaven, 6350 Riverside Blvd, Sacramento, CA 95831
- Regency Place-An Eskaton Operated Facility, 8190 Arroyo Vista Drive, Elk Grove, CA 95823
- Mercy McMahon Terrace, 3865 J Street, Sacramento, CA 95816
- Palm Valley In-Home Care Service, 8700 Milo Court, Elk Grove, CA 95624
- Sunrise At Laguna Creek, 6727 Laguna Park Drive, Elk Grove, CA 95758
- The Meadows, Senior Living, 9325 E. Stockton Blvd, Elk Grove, CA 95624
- BloodSource Laguna Center, 9105 Bruceville Rd. Suite 6A, Elk Grove, CA 95758
- California Custom Sound, 8200 Short Road, Sacramento, CA 95828
- Capitol Human Resources, 8672 Bamarcia Drive, Elk Grove, CA 95624
- ADECCO, 1050 Florin Road, Sacramento, CA 95831
- Alpha Staffing, 151 N. Sunrise Blvd. Suite 705, Roseville, CA 95661
- AppleOne Employment, 7440 Laguna Blvd. Suite 100, Elk Grove, CA 95758
- Employment Development Department, 2901 50th St, Sacramento, CA 95817
- Firehire, P.O. Box 1822, Elk Grove, CA 95759
- Kelly services, 2805 J. St. Suite 240, Sacramento, CA 95816
- Manpower, 1765 Challenge Way #200, Sacramento, CA 95861
- Sac Employment Training Agency, 925 Del Paso Blvd., Sacramento, CA 95815
- Share Homes Foster Family Agency, 9635 Elk Grove-Florin Rd, Elk Grove, CA 95624
- Sacramento County Water Agency, 827 Seventh St. Room 301, Sacramento, CA 95814

The survey included questions regarding contact with City programs, if there were any current complaints or problems, what information or resources the organization could provide that would assist the City and what general guidance or assistance the organization could provide.

A full version of the survey is included in the Appendix. The following are the questions from the survey sent to organizations representing persons with disabilities.

- What direct communications have you had with the City of Elk Grove to facilitate services and accommodations for individuals with disabilities?
- Are there any specific complaints or problems regarding access for individuals with disabilities to any of the programs, services or activities provided by the City of Elk Grove?
- What information or other resources can you supply to help educate or inform the City of Elk Grove about your organization and your services for individuals with disabilities?
- What general guidance, advice or assistance could your organization provide to the City of Elk Grove to protect against potential discrimination of individuals with disabilities in its programs, services and activities?
- Other comments and suggestions:
Surveys for Facility Users

Surveys were available for facility users to provide input. Information regarding surveys was mailed, posted at City sites, sent to organizations and individuals, referred to on the City website and discussed in the spring 2004 "Inside Elk Grove" newsletter.

Surveys were made available to the users of City facilities. Surveys and notices were mailed to the organizations and individuals listed in the Self-evaluation. The mailing included a stamped, return address envelope and provided contact information for questions. The letter that accompanied the surveys (Appendix A), postings (Appendix B), notices (Appendix C) and the surveys (Appendix D) are included for reference.

The surveys included questions regarding accessibility, signage, accommodations, and the availability of auxiliary aids and equipment. The survey also asked the respondent to rate the City's attitude towards individuals with disabilities. Survey questions included:

1. Have you ever requested an accommodation for a disability?
2. Have you experienced any exterior barriers, nonaccessible areas, or nonaccessible programs? (Examples: no accessible parking spaces, difficulty reaching an accessible entrance, steep ramps, uneven sidewalks, etc.).
3. Have you experienced any interior barriers, nonaccessible areas, or nonaccessible programs inside the facility? (Examples: stairs only to the facility, narrow doorways, protruding objects in the hallways, lack of assistive devices, missing or inappropriate signage, lack of interpreters, etc.).
4. Is accessible seating provided for individuals with disabilities at programs, community events, etc. held at the facility?
5. Are you aware of any programs, services, or activities that are not accessible to individuals with disabilities?
6. Are you aware of any areas and elements of the facility that are not accessible to individuals with disabilities?
7. Is information provided regarding accommodations, auxiliary aids, assistive listening systems, interpreters, alternate formats, specialized equipment, or assisted services, etc.?
8. Is there adequate directional and informational signage provided at the facility?
9. Are auxiliary aids, interpreters, and specialized equipment available at the facility?
10. Do you know who to contact to request accommodations for yourself, a relative, or a friend with a disability?
11. Is the attitude of the City of Elk Grove (or its employees) towards you, or someone you know with a disability, generally helpful, supportive, positive, and proactive in solving accessibility issues?
12. Other Comments:
Responses to Surveys by Facility Users and Organizations

The following table summarizes responses to the Facility User Surveys and Surveys for Organizations. Types of responses are grouped into categories for planning purposes and may not represent actual word by word responses. A total of 41 responses were received. Responses were reviewed and incorporated into the recommendations for the Self-evaluation.

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Comment/Response</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>I am not sure who to contact about a complaint or a concern; I do not know where to get a complaint form</td>
<td>23</td>
</tr>
<tr>
<td>2</td>
<td>Curbs at intersections difficult to use wheelchair, uneven pavements, gaps at curbs in intersections</td>
<td>19</td>
</tr>
<tr>
<td>3</td>
<td>There is not enough accessible parking spaces</td>
<td>10</td>
</tr>
<tr>
<td>4</td>
<td>Accessible parking is not located on an accessible route to the facility</td>
<td>8</td>
</tr>
<tr>
<td>5</td>
<td>Signage is not adequate or does not describe the accessible route</td>
<td>7</td>
</tr>
<tr>
<td>6</td>
<td>Accessible seating is not provided for wheelchairs</td>
<td>6</td>
</tr>
<tr>
<td>7</td>
<td>Thanks for asking for my opinion; I appreciate the opportunity to give you suggestions; thanks for the return stamped envelope</td>
<td>5</td>
</tr>
<tr>
<td>8</td>
<td>Uneven pavement in parking areas</td>
<td>5</td>
</tr>
<tr>
<td>9</td>
<td>No TDD number on publications or on website; no TDD-TTY in directory</td>
<td>4</td>
</tr>
<tr>
<td>10</td>
<td>Voting areas not accessible</td>
<td>4</td>
</tr>
<tr>
<td>11</td>
<td>Most areas of the City are accessible</td>
<td>4</td>
</tr>
<tr>
<td>12</td>
<td>The attitude of the City has been helpful; open to input by public</td>
<td>3</td>
</tr>
</tbody>
</table>

Input by City Staff

A survey was also developed for use to gather input in a time effective process. Selected City of Elk Grove staff were interviewed by the Consultant using the survey for City Staff. The Survey for Staff may also be beneficial to use following ADA staff development activities for employees of the City of Elk Grove. A more extensive use of the survey for City staff may be beneficial.

Respondents could answer yes, no, don’t know (DK) or not applicable (NA). Questions and the number of responses are included in the following summary:

<table>
<thead>
<tr>
<th>QUESTION</th>
<th>YES</th>
<th>NO</th>
<th>DK</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you know who the City’s ADA Coordinator is?</td>
<td>1</td>
<td>6</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Have you posted and noticed the name and address of the ADA Coordinator?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you already have an Accessibility Survey or report for your site?</td>
<td>1</td>
<td>1</td>
<td>8</td>
<td></td>
</tr>
</tbody>
</table>
### City of Elk Grove ADA Self-Evaluation

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have you posted and noticed the rights afforded individuals with disabilites?</td>
<td>5</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Do you have a Telecommunications Device for the Deaf (TDD/TTY) at your site?</td>
<td>4</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>Are assistive listening devices available for individuals with hearing impairments at your site?</td>
<td>2</td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>Are accessibility grievance procedures available for employees and members of the public?</td>
<td>8</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Are grievance procedures or uniform complaint procedures noticed and posted at your site?</td>
<td></td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Do you have emergency evacuation plans posted at your site?</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Have you reviewed your website for accessibility for vision-impaired persons?</td>
<td>2</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>Are individuals with disabilities included in or have an opportunity to participate in all programs, activities, and services at by your site?</td>
<td>9</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Are individuals with disabilities served or located in segregated areas of your facility?</td>
<td>9</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Do you require persons with disabilities to receive or participate in services at an alternate location?</td>
<td>8</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Do you provide transportation for your programs, services or activities?</td>
<td>8</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Do you follow a specific procedure or policy for use of the facility by organizations or members of the public?</td>
<td>8</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Do you offer programs at your site that are not offered at other sites in the City?</td>
<td>9</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Have you made accommodations for individuals with disabilities (employees, members of the public, etc)?</td>
<td>2</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>Do you have a statement of accommodations in your literature or on public notices?</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Do you have any programs offered or located at a different site?</td>
<td>2</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Do you have any employees with disabilities at your site (if known):</td>
<td>5</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Are you aware of any community members or recipients of services with disabilities who utilize your site?</td>
<td>6</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Have you provided training or information to your staff regarding the requirements of the Americans with Disabilities Act?</td>
<td>1</td>
<td>8</td>
<td>1</td>
</tr>
<tr>
<td>Would you like additional training regarding the Americans with Disabilities Act?</td>
<td>9</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Does your site offer any exemplary programs or services for individuals with disabilities?</td>
<td>5</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Have you received any awards or special recognitions regarding programs or services for individuals with disabilities?</td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Do you have any construction or remodeling projects currently underway or planned for the next 2 years?</td>
<td>4</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Do you have any volunteers?</td>
<td>2</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>If you have volunteers, have they received training on providing services or activities for individuals with disabilities?</td>
<td></td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>Do you have access to current City policies, procedures or practices?</td>
<td>9</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>
Notice to the Public of the Self-Evaluation

Public notices of the Self-evaluation process were posted from June 2005 to November 2006, in conspicuous locations. The notice included the following wording:

“The City of Elk Grove, in collaboration with the City of Elk Grove Disability Advisory Committee, is in the process of conducting an Americans with Disabilities Act (ADA) Self-evaluation and Transition plan. Areas to be evaluated include facility accessibility, accommodations for individuals with disabilities and administrative policies and procedures.

Individuals who would like to provide input are invited to complete a survey. Surveys are available for organizations that represent individuals with Disabilities, community members, employees and other interested individuals who wish to participate in the evaluation.

Your comments and opinions are important to us and will provide valuable information regarding how the City of Elk Grove can better accommodate individuals with disabilities. Surveys can be mailed to you or are available at:

City Hall
City of Elk Grove
8400 Laguna Palms Way
Elk Grove, CA 95758

Please contact Troy Brown, Assistant to the City Manager and ADA Coordinator at 916-683-7111, TTY/TDD 888-435-6092 or tbrown@elkgrovecity.org, if you have questions or comments or would like a survey in an alternate format. Information regarding the Americans with Disabilities Act can be obtained from the ADA Coordinator.

The City of Elk Grove complies with the Americans with Disabilities Act of 1990, Public Law 101-336, which prohibits discrimination on the basis of disability.”

The identity of the ADA Coordinator was also noticed and posted in City publications and at City facilities.

Summary of Findings and Recommendations

This section of the Self-evaluation contains findings by Disability Access Consultants, Inc. about the extent to which Elk Grove City’s policies and practices provide access to the City’s programs, services and activities. It also includes recommendations by Disability Access Consultants, Inc.

Designation of ADA Coordinator

The regulations implementing the ADA require any public entity with fifty or more employees to designate at least one employee to coordinate ADA compliance (28 CFR §35.107(a)).

Findings

The City designated an ADA Coordinator to oversee the development, implementation and monitoring of the ADA Self-evaluation and Transition Plan.
Recommendations
Information regarding the identity of the City’s ADA Coordinator should continue to be provided to staff, posted at all City locations, incorporated into new employee orientation packets, and placed in frequently used publications, on the website and in staff and public directories.

It is recommended that the City publish the name, address, e-mail address and phone numbers of the City of Elk Grove ADA Coordinator in appropriate public notices, brochures, pamphlets and other documents frequently distributed to the general public. Publications should also include the TDD/TTY and/or the California relay phone number.

At the time of the commencement of the ADA Self-evaluation the City did not have a TDD/TTY number.

UPDATE 2005: The City purchased a TDD/TTY unit/service, posted the TDD/TTY number and noticed and posted the identity of the ADA Coordinator. The City also requested input by the public on the Public Notice and Posting.

Posting of Identity of ADA Coordinator and Notice of Rights
Federal regulations require public entities to make available to interested persons the name, office address and telephone number of the ADA coordinator (28 CFR §35.107(a)).

In addition, Section 35.106 requires a public entity to disseminate sufficient information to applicants, participants, beneficiaries and other interested persons to inform them of the rights and protections afforded by the ADA. Furthermore, in providing for notice, the City must comply with the requirements for effective communication in section 35.160.

Findings
The identity of the ADA Coordinator and the notice of the rights afforded individuals with disabilities were not posted or noticed at the beginning of the ADA Self-evaluation.

The identity of the ADA Coordinator, address, phone number, fax number and email address were noticed and posted during the ADA Self-evaluation.

The City purchased the necessary equipment and software to have a TDD/TTY number available for members of the public during the ADA self-evaluation.

Recommendations
The City should provide ongoing notice of the identity of the City of Elk Grove ADA Coordinator on its website and in frequently used publications or documents accessed by the general public and by recipients of programs, services and activities.

The notice may also be provided in newspaper advertisements, on applications, at program sites, in program handbooks, in regular mailings, on legal notices, on radio announcements, in requests for proposals/qualifications, on facility use agreements, and in contracts.

The notice should include the name, title, address and phone numbers of the ADA Coordinator. The notice should include a TDD/TTY number and/or California Relay number to ensure equally effective communication. Although not required, it is recommended that the notice include the e-mail address for the ADA Coordinator.
Notices should be posted in conspicuous locations on a regular basis.

Information regarding the requirement to post the identity of the ADA Coordinator, notice of rights in accordance with the ADA and related information should be sent to each department by the ADA Coordinator or other appropriate official. A standard notice should be given as an example. Each department could add specific information applicable to the provision of programs, services and activities.

Posting and notice requirements should be updated if the identity of the ADA Coordinator changes or if more than one ADA Coordinator is designated.

**UPDATE 2015:** Since this plan was created, the City has continuously posted notices physically in its buildings in both public and employees only areas, on its newsletters, agendas, and other documents, and on its website. These notices have provided the identity and contact information of the ADA coordinator as well as the notice of rights.

**Statement of Accommodations on Public Notices**

Statements of accommodations should be available on public notices and agendas. The City is required to provide Title II information in alternative formats to ensure that the information is accessible to people with disabilities.

**Findings**

Public agendas currently have an ADA compliance statement. A sample of an ADA compliance statement from a City of Elk Grove agenda is:

“In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Clerk Peggy Jackson at (916) 683-7111. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting”

**Recommendations**

Another sample statement may include the following statement with the phone and TDD/TTY numbers:

“Individuals who need auxiliary aids and or services for effective communication in programs and services of City of Elk Grove are invited to make their needs and preferences known to the ADA Coordinator or the alternate Contact Person. This notice is available in accessible alternate formats from the ADA Coordinator.”

**Statement of Nondiscrimination**

All public entities are required to provide information to applicants, participants, beneficiaries, employees and other interested persons of the rights and protections afforded by Title II of the ADA (26 CFR §35.106).

**Findings**

Publications containing statements of nondiscrimination in regards to access to programs, services and activities were found in only limited cases.

The City of Elk Grove employment application contains a statement of nondiscrimination.

The employment application requests a driver’s license number that is not necessarily related to specific job skills or employment areas.
**Recommendations**

Nondiscrimination statements should be posted on frequently used publications for the public.

A sample nondiscrimination notice should also be utilized. A notice, such as the following sample, could be utilized:

“The City of Elk Grove does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services or activities. The City does not discriminate on the basis of disability in its hiring or employment practices.

Questions, concerns, complaints or requests for additional information regarding the Americans with Disabilities Act may be forwarded to the City’s ADA Coordinator (provide contact information).

Policies, practices and procedures for nondiscrimination should refer to members of the public, in addition to employees, and address nondiscrimination in regards to access to all programs, services and activities for individuals with disabilities and not be limited to employment. The City should consider adopting a general nondiscrimination policy for access to programs, services, activities, applicants and employees.

Statements of nondiscrimination should be included on selected publications; brochures describing programs, services and activities offered by the City; new employee materials; recruitment materials; publications and frequently used forms and documents.

Departments should be directed to include the statement in selected publications, documents and forms.

Contracts and vendors that provide printing and publication services should be notified of required statements, required font and required contrast for accessible publications.

The new employee orientation packet and volunteer information should include a statement of nondiscrimination by the City in regards to the public’s access to programs, services, activities, recruitment and employment.

Request for information, such as requests for a driver’s license, may be discriminatory. Request for this information should be specific to particular job requirements.

**UPDATE 2015:** Since this plan was created, the City has continuously included statements of nondiscrimination in its applications, brochures, contracts, and other appropriate and frequently used documents.

**Customer Satisfaction and Input**

The regulations which implement the ADA require public entities to provide an opportunity to interested persons and organizations to participate in the Self-evaluation process. For three years after completion of the Self-evaluation, the public entity must keep record of any problems identified. (28 CFR §35.105) Ongoing customer satisfaction surveys and other methods for public input will assist with ongoing input to enhance the efforts of the City to serve individuals with disabilities.

**Findings**
Some evidence of customer satisfaction methods was found.

Recommendations
Conduct periodic customer satisfaction surveys or gather input from recipients of services using an alternate method, such as focus groups or public hearings. An additional emphasis should be made to survey individuals with disabilities and organizations representing individuals with disabilities.

UPDATE 2015: Since this plan was created, the City has sought input through its Disability Advisory Committee. This committee has become a standard part of the review of policies, programs, plans, and procedures.

Grievance/Uniform Complaint Procedures
A public entity that employs fifty or more people must adopt and publish grievance procedures which provide for the prompt and equitable resolution of complaints alleging any action that would be prohibited by the ADA (28 CFR §35.107(b)).

Findings
The City has a complaint procedure that provides for prompt resolution of complaints and additional opportunities for input.

Jacqui Langenberg, PHR, Management Analyst/Human Resources, with the City of Elk Grove discussed the complaint process. Ms. Langenberg also provided City procedures and documents.

Recommendations
The City should consider revising the “Claim Against the City of Elk Grove” form to delete some of the requested information, such as Social Security Number and Driver’s License Number. Requests for information such as the Driver’s license number may be discriminatory.

The form focuses on “damage” and “injury”. The City should consider adding language for claims of alleged discrimination, barriers to access, and lack of accessibility of services, programs, and activities. The form should also note that it may be requested in an alternate form.

The City should continue to make efforts to inform staff and the public of the existence of the City’s ADA Coordinator, grievance procedures, the steps for handling grievances, and the City policies for remediation of grievances.

The City should update its current administrative policy to provide a form for use by members of the public who wish to file a complaint or grievance.

Information regarding complaint procedures should be available to members of the public in addition to employees and applicants. Procedures should outline the steps needed to resolve a complaint.

Information regarding the complaint process should be provided on the City’s website. Forms or a method to alert the City of a complaint should be available on the website.

Grievance procedures should be a part of the new employee orientation packet.
Grievance procedures should be available in accessible alternate formats.

A method to collect data and collect a profile of complaints should be developed. The status of the complaint and the time from complaint to resolution should be documented to assist with interventions and staff development to reduce or eliminate repeated complaints.

Complaint procedures and forms should be available at all City buildings and in all departments.

The City might consider the centralization of complaint handling to assist with the tracking of complaint resolution. A centralized database and analysis of types and locations of complaints may also assist with developing profiles to assist with targeting quality control and training measures. Centralized record keeping of such information will help the City to regularly update its compliance efforts, and plan for additional compliance implementation for training and budget considerations.

The ADA Coordinator or designated staff can develop updated reports based on a profile of concerns or complaints to determine the need for proposed training materials, agenda items, and proposed budget expenditures.

Procedures should continue to be developed, implemented and institutionalized to provide consistency for complaint resolution and record keeping.

**UPDATE: 2005** The City has removed items that may be potentially discriminatory from applications and does not request information, such as driver’s license that is not specifically job related.

**UPDATE 2015:** The City continues to publish its grievance procedure and complaint form, and to educate City staff regarding them. Further, the City keeps all records of grievances.

**Access to Programs, Services and Activities**

A public entity may not adopt official policies that are discriminatory or engage in practices that are discriminatory. This prohibition applies to policies that are explicitly exclusionary and to those which appear to be neutral but have a discriminatory effect (28 CFR §35.130(b)(3)).

**Findings**

There is no evidence of intentional discriminatory practices or intentional exclusion of individuals with disabilities or of practices to segregate individuals with disabilities or limit access to City programs, services or activities. In fact, there is evidence of ongoing efforts by the City to accommodate individuals with disabilities.

**Recommendations**

The City should continue to provide programs, services and activities that include individuals with disabilities.

The ADA Coordinator should continue to monitor programmatic access.

Additional and ongoing training should be provided regarding the requirements of the Americans with Disabilities Act and accommodations that provide equal access to programs, services and activities.
UPDATE 2015: The City continues to review its programs, services, and activities for accessibility with input from the City’s Disability Advisory Committee.

Eligibility Criteria

Public entities cannot use eligibility criteria that tend to exclude or screen out persons with disabilities (28 CFR §35.130(b)(8)).

Findings

No discriminatory practices were noted regarding eligibility criteria for program access. Some City forms requested information that may be potentially discriminatory, such as driver’s license information.

Recommendations

Program eligibility criteria should be reviewed as they are drafted or modified, so as to ensure that eligibility criteria do not put additional burdens or requirements on individuals with disabilities.

The City should continue to ensure that all eligibility criteria allow for accommodations for individuals with disabilities.

UPDATE: 2005 The City has removed items that may be potentially discriminatory from applications and does not request information, such as driver’s license that is not specifically job related.

UPDATE 2015: The City continues to ensure its eligibility criteria allows for accommodations for individuals with disabilities.

Accommodations to Access Programs, Services and Activities

The ADA prohibits public entities from excluding persons with disabilities from programs, activities or services offered by the public entity. The law allows a public entity to use both structural and nonstructural methods to achieve accessibility to programs, services and activities (28 CFR §35.150(a)(1); (b)(1)).

Findings

City staff provided examples of accommodations that were made by employees of the City to afford individuals with disabilities the opportunity to have equal access to programs, services and activities.

No reasonable accommodations policies, forms or regulations were noted.

Survey comments indicated a need for more information, training and budget assistance with providing materials, forms and information in alternate accessible formats. Some staff stated a need to understand how to accommodate an individual with a disability and indicated that more information and training would be beneficial.

The City Council agenda continues to include a statement regarding requests for accommodations for compliance with the ADA. However, the statement does not list a TTY/TDD number.

An ADA Compliance Statement is included on public notices and agendas.
Recommendations
Information about how to request accommodations should appear on all public notices, announcements and agendas. Information should be disseminated to all departments and divisions regarding the statement for accommodations.

The City should provide training for staff and volunteers regarding accommodations for individuals with disabilities. All staff, and in particular frontline staff such as receptionists and staff with high public contact, should receive training on interacting and accommodating individuals with disabilities.

Additional training materials and videos should be purchased or developed to assist with training efforts.

The City should assist departments with planning and budgeting for selected accommodations, such as large print, cassettes, cd-roms, Braille materials, etc.

Centralization of producing alternate formats may provide a cost savings.

UPDATE 2015: The City continues to provide materials in alternative formats to those requesting them. ADA statements have been updated to include TTY information. Disability awareness training and training on City policies and procedures are consistently provided to City staff.

Equally Effective Communication
Public entities must ensure that applicants, participants and members of the public with disabilities have communication access that is equally effective as that provided to persons without disabilities (28 CFR §35.160(a)).

Auxiliary Aids and Services
Findings
Some staff interviewed stated they would like more information regarding effective communication and auxiliary aids for individuals with disabilities.

When asked about utilization of assistive listening systems, some staff stated that they did not use any assistive listening systems nor did they have assistive listening systems available. Some staff stated that the use of assistive listening systems were not applicable for their department.

Recommendations
The City should provide staff training and information regarding auxiliary aids and effective communication to employees and volunteers.
The City’s policy directives should require equally effective communications for all those programs, services and activities provided for the public by the City of Elk Grove.
The City could purchase a portable indoor-outdoor assistive listening system that could be checked out from the ADA Coordinator on an as-needed basis.

UPDATE 2015: The City provide assistive listening devices for meetings, descriptive and closed captioning for televised meetings, and training for staff in the use of such.

Interpreter Services
Findings
Interpreter services are generally handled individually by departments. There is no City-wide contract for interpreters for departments to select interpreter services from.

**Recommendations**
The City should consider a City-wide contract for interpreter services that departments could utilize as needed. A City-wide contract may afford the individual department greater access to qualified interpreters at a lower cost.

Interpreters should be provided as determined through the request for accommodation process or in circumstances where an interpreter is known to be required.

The City must ensure that those individuals utilizing a language other than English and are deaf, are also provided interpreter services that specialize in signing for that language.

**UPDATE 2015:** The City continues to contract with language translation services including on-site sign language interpretation.

**Telecommunications Devices for the Deaf**

**Findings**
The majority of the respondents stated they did not have a TDD/TTY. Some respondents stated that they did not know if their department had a TDD/TTY and some said having a TDD/TTY was not applicable.

TDD/TTY numbers were not found to be available in departments, City publications, website pages or in staff or service directories.

City staff are currently exploring budgeting and types of TDD/TTY units.

**Recommendations**
All staff responsible for responding to incoming telephone calls should be trained in the proper use and protocol of TDD/TTYs. Information and training should be provided on an ongoing basis.

The City should install additional telecommunications devices for the deaf (TDD/TTY) phone lines in several areas or purchase a network compatible system that would reside on the server.

Departments with high public use should purchase a unit or a network system. The City might consider the purchase of a network PC compatible TDD/TTY system that would allow individual computers to be networked and access TDD/TTY calls, instead of purchasing separate TDD/TTY units that require a dedicated line. The advantages of the networkable system are allowing the user to transfer calls, conduct conference calls and utilize voice mail.

Employees who communicate with the public should become familiar with the use of TDD/TTY communications and how to maintain the TDD/TTY in an operable condition. The development of TDD/TTY help sheets noting abbreviated words commonly used in TDD/TTY communications would be helpful to staff when communicating via TDD/TTY. Posting the help sheet near TDD/TTY’s would also be helpful to the user.

Procedures should be developed and institutionalized to ensure that TDD/TTY and other communication devices are maintained in working and operable order at all times.

The City may wish to purchase additional back up TDD/TTYs for replacement, in the event that permanently located TDDs may be temporarily out of commission.
Publication of all TDD/TTY numbers must be provided in all program literature, in all phone directories and on selected publications.

**UPDATE 2005:** City staff purchased a TDD/TTY service in 2005.

**UPDATE 2015:** The City continues to maintain, staff, and publicize its TDD/TTY service.

**Website Findings**
The City has a website development process for reviewing website accessibility.

At the start of the ADA Self-evaluation, it was unclear if the City had reviewed the City website for accessibility.

**Recommendations**
The City should continue to enhance its website accessibility.

The City’s website and department web pages should be reviewed to provide for ongoing accessible standards for accessible web design and standards. The following areas of the website should be reviewed for accessibility and the following recommendations considered:

- Each frame should have a title
- Alternate text should be provided for all image map hot spots
- Headers should be identified for tables, rows and columns
- Each image should have alternative text for important information and descriptive links
- Style sheets should transform smoothly
- Alternate text should be provided for all image-type buttons in forms
- Images that convey important information beyond what is in each image should have alternative text and a LONGDESC attribute added.
- Alternate text should be provided for all images
- Descriptions of dynamic content should be updated with changes in content

The University of Wisconsin Trace Center has accessibility information readily available to the City to assist in the development and design of an accessible website.

The Internet site, CAST.BOBBY, is a resource for developing and maintaining an accessible website. The BOBBY site checks for accessibility of web pages and provides recommendations and suggestions for each feature or segment of text and graphic information. Recommendations from BOBBY can be incorporated into the accessible website report developed for the City.

The website development team should continue to develop and refine procedures to design, maintain, update and monitor website accessibility. Software programs are also available to assist the City to maintain an accessible website.

The City should continue to take proactive steps in ensuring that its web pages provide for access for the various disabilities covered under the Americans with Disabilities Act and should ensure that web pages do not exclude individuals with disabilities when describing programs, services or activities.
**UPDATE 2015:** The City regularly tests its website to ensure accessibility.

**Alternate Formats**

**Findings**
The majority of the departments did not have alternate communication formats available and stated a limited understanding of the requirements and types of accessible alternate formats.

The majority of the departments did not have a procedure to produce accessible alternate formats.

Staff who were interviewed stated that additional information regarding accessible alternate formats were needed.

One department stated they were planning to provide information in accessible alternate formats in the future. Comments included the need for additional procedures, staff and funding to produce materials.

Comments also included the need to provide a centralized approach or department in the City that would have the equipment, materials and information needed to assist other departments with the production of accessible alternate formats.

Some respondents provided examples of alternate accessible formats and accommodations that have been utilized to provide access for individuals with disabilities. Examples included provision of audiocassettes, large print, information that was sent via e-mail, screen readers, Braille, and pictograms.

**Recommendations**
The City should consider a method to centralize a department, possibly connected to information services or printing, that would provide documents and materials in alternate accessible formats. The centralized approach to developing and maintaining alternate accessible formats may be more cost effective and timely.

The City should continue to provide staff training regarding the requirements for accessible alternate formats, what accessible alternate formats are and how to provide accessible alternate formats. Procedures should be put in place for the development of accessible alternate formats.

The City should produce accessible alternate formats for high use areas where the probability for a request for an alternate format is high.

It is recommended that the City consider contracting out selected services to organizations that have the ability to develop Braille documents for brochures, pamphlets, applications, documents and other public information written in text.

**UPDATE 2015:** The City continues to offer alternative formats on a requested basis. As requests are extremely rare, the cost and effort to produce formats that aren’t used or requested constitutes a significant cost and change to the City’s programs. All requests are and have been honored.
**Terminology**

City publications should be reviewed to see if the word “handicapped” is used. The words “individuals with disabilities” or “persons with disabilities” should replace “handicapped”. The term “disabled person” should also be avoided. Publications should be updated as they are reprinted. Information regarding acceptable terminology in “people first language” should also be provided to City staff.

**Recommendations**

It is recommended that the ADA Coordinator disseminate information regarding acceptable terminology to be utilized by departments and agencies.

**UPDATE 2015:** The City continues to provide education to its staff in disability awareness

**Staff Training**

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

**Findings**

There was no evidence of staff development activities for City staff regarding roles and responsibilities regarding the Americans with Disabilities Act and related civil rights legislation.

Ms. Bobbi Jordan, member of the City of Elk Grove Disability Advisory Committee, attended a three day meeting in Sacramento regarding current and proposed standards and regulations regarding the Americans with Disabilities Act. Ms. Jordan shared the meeting highlights with members of the Disability Advisory Committee and city staff.

**Recommendations**

The City should provide training regarding the ADA and related civil rights legislation. Members of the Disability Advisory Committee offered assistance with the design and provision of the suggested training activities. Suggested training topics include, but are not limited to:

- Requirements of the ADA for the City of Elk Grove
- Individuals with Disabilities
- Acceptable Terminology and Expressions
- Noncompliance Consequences
- Accessible vs. Compliant
- Barriers – Programmatic or Physical
- Providing Services for Individuals with Disabilities
- Leased Sites
- Special Events
- Accessible Locations for Meetings
- Events & Voting
- Auxiliary Aids and Services
- Construction & Remodeling
- Community Donations and Construction Projects
- City Of Elk Grove Responsibilities
- Notice of the ADA Coordinator
- Notice and Rights Posted for individuals with disabilities
The City should provide staff training in additional formats other than a classroom session, if needed. Training methodologies could include videos (captioned) that could be viewed at the training or checked out by departments and agencies.

Additional training videos should be purchased and maintained for checkout, or borrowed from a variety of agencies, such as the Department of Rehabilitation.

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

**UPDATE 2015:** The City continues to provide education to its staff in disability awareness

**New Employee and Volunteer Orientation**

*Findings*
New employee and volunteer information did not contain information regarding nondiscriminatory practices.

*Recommendations*
The City should add information as to the identity, title, address, phone number and e-mail address of the ADA Coordinator to new employee orientation and volunteer information.

The City should develop training materials and videos for new employees and volunteers regarding information and requirements of Title I and Title II of the ADA. Materials could also be offered on providing accommodations for individuals with disabilities.

**Outreach Materials and Activities**
The ADA does not specifically state how a public entity provides for accessibility to the City’s programs, services and activities. One method is to disseminate information in a variety of locations and formats to enhance the access to programs, services and activities of the City.

*Findings*
No specific outreach activities were noted regarding providing activities and materials for individuals with disabilities.
Individuals with disabilities are depicted in few City publications. Individuals with disabilities were included in selected website areas.

**Recommendations**
The City should consider including additional pictures and reference to individuals with disabilities in publications, brochures and materials.

Organizations representing individuals with disabilities and areas with an increased population of individuals with disabilities could be targeted for additional methods to disseminate information regarding programs, services and activities of the City.

In City publications, areas or services that are accessible should be indicated with descriptive text and the International Symbol of Accessibility.

**UPDATE 2015:** The City’s Disability Advisory Committee continues to advise the City on its programs, services, and activities including but not limited to input into Transit policies and procedures, Capital Improvement Projects for improving accessibility, and alternative communication formats. The Committee performs public outreach into the areas where they see a need.

**Distribution of Publications**

**Findings**
Most publications, brochures and documents were displayed in departments and areas that were accessible for individuals with disabilities. In some cases, publications and brochures were located in literature racks that were either mounted too high to be reached from a wheelchair, or in areas that were partially blocked. Displays should also allow for retrieval of the information without utilizing a tight pinching or grasping motion and be within a compliant reach range.

**Recommendations**
Provide information to departments regarding the placement of brochures, pamphlets and information in accessible locations and in accessible containers or displays for individuals with disabilities.

Counters and areas that are lowered for access by individuals with disabilities should be maintained and kept clear of display and work items.

**UPDATE 2015:** The City has lowered displays and provides assistance to those requesting it.

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

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

**Recommendations**
The ADA Coordinator should continue to randomly review policies and practices to ensure that fees and surcharges are not charged to individuals *with* disabilities that are not charged to individuals *without* disabilities.
UPDATE 2015: The City does not charge to provide alternative formats, assistance to those requesting it, or any other situation where an individual with a disability is provided access to a facility, program, service, or activity.

Emergency Evacuation Procedures

Findings
Emergency evacuation plans were posted at the two City sites inspected. At the time of this study, the City was enhancing emergency evacuation and hazard prevention plans.

Recommendations
The City should make sure that evacuation routes and procedures continue to be posted at all City sites in accordance with ADA regulations.

The City should develop procedures and a mechanism to monitor the posting of emergency evacuation routes and procedures.

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

All staff should be made aware of the location of the posted evacuation routes within their facilities.

UPDATE 2015: The City maintains and trains its staff on its Emergency Evacuation Plan.

Organizations Representing Persons with Disabilities

The ADA does not require the City staff or teams to directly participate with organizations representing persons with disabilities. The City of Elk Grove, however, has an opportunity to network and develop collaborative partnerships with individuals and organizations representing persons with disabilities. Through the network, partnerships, and the Disability Advisory Committee, the City has provided an additional mechanism for public input to ensure that current and future programs, services and activities are accessible.

Findings
Information regarding representation of individuals with disabilities in regards to committee memberships or partnerships was not evident.

Recommendations
The City should continue to include individuals with disabilities on committees and advisory boards.

UPDATE 2015: The City continues to network with organizations representing persons with disabilities and through its Disability Advisory Committee.

Policies for the Use of City Facilities

Findings
The City has an application and agreement for the use of Council Chambers and conference rooms. The application includes procedures for use of city facilities.
**Recommendations**
The City should consider the inclusion of a nondiscrimination clause in such a policy that would help ensure that outside groups and organizations would agree to abide by all applicable local, state and federal laws and City policy regarding nondiscriminatory practices during the utilization of City facilities.

**Facilities Leased by the City**
Under Title II of the ADA, the City is responsible for providing access to its programs, services and activities in both owned and leased facilities.

**Findings**
According to City staff, the City does not currently lease space for its programs, services and activities.

**Recommendations**
The City should review the accessibility of sites that may be leased in the future prior to engaging in a lease and establish a procedure for a pre-lease inspection.

If the City decides to lease space, the ADA Coordinator should be trained to conduct or have a designee or consultant conduct a field inspection of the prospective building to assess the building for a general, functional level of accessibility. The ADA Coordinator could utilize an abbreviated checklist to determine general accessibility of facilities that the City is considering to lease. A more comprehensive inspection could be conducted if the initial review appears to be favorable.

**UPDATE 2015:** The City does not lease facilities.

**Selection of Contractors and Contracted Services**
Public entities cannot use contract procurement criteria that discriminate against persons with disabilities. (28 CFR 35.130(b)(5)) Further, contractors should be held to the same nondiscrimination rules as apply to the City.

**Findings**
No discriminatory or exclusionary practices were evident in the selection of contractors and contracted services.

**Recommendations**
The City should continue to monitor use of standard agreements and leases by all City departments.

It is recommended that the City consider one or more of these avenues to maintain compliance when contracting for services or when leasing facilities:
- Include ADA compliance requirements in new requests for proposals.
- Review ADA requirements when contracts or leases are negotiated, revised or renewed.
- Invite contractors’ staff members to attend ADA training. (It should be noted that this is not a legal requirement but rather a good practice).
UPDATE 2015: The City includes ADA compliance statements in its requests for proposals, requests for bids, and all other appropriate documents. The City also includes select contractor staff in disability awareness training.

Maintenance of Accessible Features
The ADA requires (35.133) public entities to maintain their accessible features and elements.

Findings
No formal policies or procedures to maintain accessible features were found. There is evidence, however, of maintenance of accessible features at City sites.

Recommendations
The City should consider developing procedures or policies to maintain accessible features that require general maintenance.

Planning and Budgeting for Accessibility
There is not a specific requirement in the ADA for planning and budgeting for barrier removal. There is a requirement for public entities to incorporate a projected schedule for barrier removal into the transition/barrier Removal plan. However, a City that is budgeting or seeking funds to use for ADA barrier removal and to improve access to programs, services and activities shows actual intent to implement the barrier removal/transition plan.

Findings
After staff interviews with several departments and a review of documents, there was evidence that the City of Elk Grove is incorporating the removal of barriers to accessibility on an ongoing basis and plans to diligently remove barriers to City programs, services and activities.

The City of Elk Grove’s 2004-2005 Action Plan outlines programs and individual objectives for each year. The Action Plan serves as one of the implementation documents for strategies and goals identified in the Consolidated Plan. The City of Elk Grove Action Plan identifies accessibility improvements in several areas. The Elk Grove Community Services District has a proposed retrofit for two restrooms in the amount of $30,475.

The renovation of the Courthouse, which also reviewed for accessibility in June 2005, provides for methods for removal of accessibility barriers to provide access to City programs, services and activities.

The Development Services Department and Public works has budgeted and initiated ADA improvements and barrier removal projects. Other departments stated that funds had been budgeted to remove barriers to programs, services and activities.

Ms. Gail Pugh, Facilities Supervisor, reviewed the facility accessibility surveys for 8400 and 8380 Laguna Palms Way that were completed by Disability Access Consultants, Inc. in April 2004 and developed a proposed plan to remove selected barriers for review by the City of Elk Grove Disability Advisory Committee, Safety and related committees.

The City of Elk Grove Disability Advisory Committee reviewed the ADA/Title 24 Accessibility Surveys for the two City buildings at 8380 and 8400 Laguna Palms Way. The Committee made recommendations and provided a list of questions for review by staff.
During 2004 and 2005, some barriers were removed as described in the City of Elk Grove Accessibility Plan.

A mechanism exists for departments to request funds for nonstructural and structural accessibility items. The City’s budget process provides opportunities for departments to request funds during the review process and throughout the year.

The current efforts of the Committee and staff to evaluate and prioritize structure modification and funding requests, reflects a goal of improving accessibility in locations throughout the City with cost effective planning.

**Recommendations**

The City should develop a method to maintain an ongoing barrier removal implementation plan and document the City’s progress, initiatives and funds expended.

The ADA Coordinator, or designated staff, should be empowered with the authority to make recommendations and monitor the current City of Elk Grove ADA Self-Evaluation and Transition Plan.

In addition to the removal of structural barriers, departments should consider budgeting for accessibility items, especially in the area of communication, such as TTY/TDD’s and alternate formats.

**UPDATE 2005:** During 2005, the City also requested Disability Access Consultants, Inc. to provide an additional accessibility consultation on an on call basis during the planning and construction of activities in Old Town and at the Courthouse. Disability Access Consultants, Inc. was also contracted to provide ongoing assistance with accessibility issues and plan reviews.

**UPDATE 2015:** The City continues to budget annually for barrier removal and access improvements.

**IMPLEMENTING COMPLIANCE RECOMMENDATIONS**

The City of Elk Grove has demonstrated a strong ongoing commitment to provide equal access to its programs, services and activities and maintain and enhance compliance with the requirements of the Americans with Disabilities Act. This commitment is evident throughout the organizational structure and is demonstrated by its outreach efforts and involvement of the community. The City continues to embrace a concept of full and equal access for all of the people it serves.

As further evidence of its efforts for compliance with the Americans with Disabilities Act and related accessibility legislation, the City of Elk Grove has continued to prioritize and develop funding projections for implementation of the ADA Self-evaluation and barrier removal/transition plan.

The City of Elk Grove Disability Advisory Committee was formed shortly after the incorporation of the City of Elk Grove. The Disability Advisory Committee is a volunteer committee that meets on a regular basis to provide advisory input regarding the access to programs, services and activities of the City. The Disability Advisory Committee is a dedicated, knowledgeable group that continues to provide guidance to the City.

Implementation of the recommendations in the Self-evaluation will continue to require planning, resources, staff training, interdepartmental coordination and collaboration throughout the organizational structure and the public.
Appendix A - Public Input Letter
May 31, 2005

Organization/Agency
Address
State, City, Zip

Dear Organization/Agency:

The City of Elk Grove, in keeping with its ongoing efforts to serve all members of the community, has completed a draft Americans with Disabilities Act (ADA) transition plan and self-evaluation. The accessibility plan provides a comprehensive plan for access for individuals with disabilities to City buildings, curbs, sidewalks and programs.

The City of Elk Grove, in collaboration with the City of Elk Grove Disability Advisory Committee, is seeking input from agencies, organizations and individuals to enhance access to City programs, services and activities for individuals with disabilities.

Two surveys are attached for your input. One survey is for organizations and agencies. The second survey is for users of City programs and facilities. Both surveys can be completed as appropriate. We realize your time is valuable, so the surveys were designed to be completed with a minimum amount of time. Self addressed and stamped envelopes are enclosed for your convenience. As an agency, organization or individual, the value of stakeholder guidance will help to address and prioritize current and future needs.

Questions and comments can also be provided to Disability Access Consultants, Inc. or the City of Elk Grove. Please return one or both surveys in the enclosed addressed and stamped envelope to Disability Access Consultants, Inc. Comments can also be e-mailed to bthorpe@adaconsultants.com or by phone to (800) 743-7067 or faxed to 530-533-3001.

If you have questions or comments to address directly with the City of Elk Grove, please call Mr. Troy Brown, Assistant to the City Manager and ADA Coordinator at 916-683-7111, send an e-mail to tbrown@elkgrovecity.org or fax to 916-691-4007. The TTY/TDD number is 888-435-6092. Surveys can also be provided in alternate formats if requested.

Please indicate on the Survey for Program and Facility Users (Question # 15) if you would like to receive a copy of the City of Elk Grove Transition Plan and Self-evaluation. If you would like to provide a copy or summary of your agency or organization ADA transition plan and self-evaluation to the City of Elk Grove to assist with collaborative planning to enhance services, your efforts would be appreciated.

Thank you for your valuable time and assistance.

Sincerely,

Barbara Thorpe
Disability Access Consultants, Inc.

Enc: Survey-Organizations and Agencies
Survey-Facility and Program Use
Stamped Envelope
Appendix B - Posting

(Initial posting for study)
Public Notice and Posting

City of Elk Grove

The City of Elk Grove, in collaboration with the City of Elk Grove Disability Advisory Committee, is in the process of conducting an Americans with Disabilities Act (ADA) self-evaluation and transition plan. Areas to be evaluated include facility and program accessibility, accommodations for individuals with disabilities, and administrative policies and procedures.

Individuals who would like to provide input are invited to complete a survey. Surveys are available for organizations that represent individuals with disabilities, community members, employees, and other interested individuals who wish to participate in the evaluation.

Your comments and opinions are important to us and will provide valuable information regarding how the City of Elk Grove can better serve individuals with disabilities. Surveys can be mailed to you or are available at:

City Hall
City of Elk Grove
8400 Laguna Palms Way
Elk Grove, CA 95758

Please contact Troy Brown, Assistant to the City Manager and ADA Coordinator at 916-683-7111, TTY/TDD 888-435-6092 or tbrown@elkgrovecity.org if you have questions or comments or would like to request a survey in an alternate format. Information regarding the Americans with Disabilities Act can be obtained from the ADA Coordinator.

The City of Elk Grove complies with the Americans with Disabilities Act of 1990, Public Law 101-336, which prohibits discrimination on the basis of disability.
Appendix C - Notice

(initial notice for study)
PUBLIC NOTICE

Americans with Disabilities Act (ADA)

The City of Elk Grove is committed to achieving full compliance with the Americans with Disabilities Act.

City of Elk Grove DOES NOT:

- Deny the benefits of City programs, services and activities to qualified individuals with a disability on the basis of a disability.
- Discriminate on the basis of disability in access to or provision of programs, services, activities of the City, or application for employment or employment to qualified individuals with disabilities.
- Provide separate, unequal or different programs, services or activities, unless the separate or different programs are necessary to ensure that the benefits and services are equally effective.

The City of Elk Grove operates its programs so that, when viewed in their entirety, they are readily accessible to or usable by individuals with disabilities.

In accordance with Section 35.106 of the Americans with Disabilities Act, all participants, applicants, organizations and interested individuals are advised and noticed that the ADA Coordinator for the City is:

Mr. Troy Brown
Assistant to the City Manager
City of Elk Grove
8400 Laguna Palms Way
Elk Grove, CA 95758
Phone: (916) 683-7111
TTY/TDD: 888-435-6092
tbrown@elkgrovecity.org

Appendix D – Surveys

Survey for Program and Facility users
Survey for Organizations Representing Individuals with Disabilities
(surveys for initial study)
**Survey for Program and Facility Users – City of Elk Grove**

<table>
<thead>
<tr>
<th>Name of Person Completing Form (optional):</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address (optional):</td>
<td></td>
</tr>
<tr>
<td>Phone (optional):</td>
<td></td>
</tr>
<tr>
<td>Name of City of Elk Grove Facility, or Type of Program or Service you are providing input on:</td>
<td></td>
</tr>
</tbody>
</table>

**What is your relationship to the City of Elk Grove? (Circle all that apply.)**

<table>
<thead>
<tr>
<th>Visitor</th>
<th>Contractor</th>
<th>Participant of a Program, Service, or Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Member</td>
<td>Employee</td>
<td>Other:</td>
</tr>
</tbody>
</table>

**Circle all programs, services, or activities in which you participate at the facility.**

<table>
<thead>
<tr>
<th>Voting</th>
<th>Meetings</th>
<th>Classes</th>
<th>Work (Volunteer)</th>
<th>Work (Employee)</th>
<th>Recreation</th>
<th>Sporting Events</th>
<th>Other (please describe):</th>
</tr>
</thead>
</table>

**Key:** NA =Not Applicable, DK=Don’t know

**QUESTION** | **YES** | **NO** | **NA** | **DK** | **COMMENTS**
---|---|---|---|---|---
1. Have you ever requested an accommodation for a disability from the City? | | | | | If yes, what accommodations were made?
2. If an accommodation was requested, was your accommodation made by the City? | | | | | If yes, please describe.
3. Have you experienced any exterior barriers, nonaccessible areas, or nonaccessible programs? (Examples: no accessible parking spaces, difficulty reaching an accessible entrance, steep ramps, uneven sidewalks, etc.) | | | | | If yes, please describe.
4. Have you experienced any interior barriers, nonaccessible areas, or nonaccessible programs inside the facility? (Examples: stairs only to the facility, narrow doorways, protruding objects in the hallways, lack of assistive devices, missing or inappropriate signage, lack of interpreters, etc.) | | | | | If yes, please describe.
5. Is accessible seating provided for individuals with disabilities at programs, community events, etc. held at the facility? | | | | | If no, please describe.
<table>
<thead>
<tr>
<th>QUESTION</th>
<th>YES</th>
<th>NO</th>
<th>NA</th>
<th>DK</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. Are you aware of any programs, services, or activities that are <strong>not accessible</strong> to individuals with disabilities?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>If yes, please describe.</td>
</tr>
<tr>
<td>7. Are you aware of any areas and elements of the facility that are <strong>not accessible</strong> to individuals with disabilities?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>If yes, please describe.</td>
</tr>
<tr>
<td>8. Is information provided regarding accommodations, auxiliary aids (such as assistive listening systems, interpreters), alternate formats, specialized equipment, or assisted services, etc.?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>If no, please describe.</td>
</tr>
<tr>
<td>9. Is there adequate directional and informational signage provided at the facility?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>If no, please describe.</td>
</tr>
<tr>
<td>10. If you have requested auxiliary aids, interpreters, or specialized equipment, was your request accommodated?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>If no, please describe.</td>
</tr>
<tr>
<td>11. Do you know who to contact to request accommodations for yourself, a relative, or a friend with a disability?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>If yes, who would you contact?</td>
</tr>
<tr>
<td>12. Is the attitude of the City of Elk Grove (or its employees) towards you, or someone you know with a disability, generally helpful, supportive, positive, and proactive in solving accessibility issues?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Please describe.</td>
</tr>
<tr>
<td>13. Other Comments (if more space is needed, please write on the back of the survey or attach additional sheets):</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14. What do you feel is the <strong>highest priority</strong> for accessibility in the City of Elk Grove Accessibility Plan?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. Would you like a copy of the City of Elk Grove ADA Transition Plan or Self-Evaluation?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Thank you for your input.

Please return this survey in the enclosed addressed and stamped envelope to Disability Access Consultants, Inc. Comments can also be emailed to bthorpe@adaconsultants.com or by phone to (800) 743-7067 or faxed to 530-533-3001.

If you have questions or comments to address directly with the City of Elk Grove, please call Mr. Troy Brown, Assistant to the City Manager and ADA Coordinator at 916-683-7111, e-mail at tbrown@elkgrovecity.org or fax to 916-691-4007.

TTY/TDD at 888-435-6092
Americans with Disabilities Act

Survey for Organizations Representing Individuals with Disabilities

City of Elk Grove

The City of Elk Grove is currently updating its Americans with Disabilities Act Self-Evaluation and Transition/Barrier Removal Plans. In order to enhance access to programs and services for individuals with disabilities, the City of Elk Grove is asking for your input.

<table>
<thead>
<tr>
<th>Name of organization:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address: ______________________</td>
</tr>
<tr>
<td>Contact Person: ________________</td>
</tr>
<tr>
<td>Position: ________________</td>
</tr>
<tr>
<td>Phone: ______________________</td>
</tr>
<tr>
<td>Today’s date: ______________________</td>
</tr>
</tbody>
</table>

Name of person completing this form: ______________________
Name of the ADA Coordinator(s) for your organization: ______________________

The following questions have been developed to determine how organizations and advocacy agencies perceive the City of Elk Grove’s ability to provide services and accommodations for individuals with disabilities and to ask for input regarding how programs, services and activities can be more accessible for individuals with disabilities.

1. What direct communications have you had with the City of Elk Grove to facilitate services and accommodations for individuals with disabilities?

2. Are there any specific complaints or problems regarding access for individuals with disabilities to any of the programs, services or activities provided by the City of Elk Grove?

3. What information or other resources can you supply to help educate or inform the City of Elk Grove about your organization and your services for individuals with disabilities?

4. What general guidance, advice or assistance could your organization provide to the City of Elk Grove to protect against potential discrimination of individuals with disabilities in its programs, services and activities?

5. What do you feel is the highest priority for the City of Elk Grove to improve accessibility for individuals with disabilities?

Please add any additional comments on the back of this survey or attach any additional documents.

Thank you for your input.

Please return this survey in the enclosed addressed and stamped envelope to Disability Access Consultants, Inc. Comments can also be emailed to bthorpe@adaconsultants.com or by phone to (800) 743-7067 or faxed to 530-533-3001.

If you have questions or comments to address directly with the City of Elk Grove, please call Mr. Troy Brown, Assistant to the City Manager and ADA Coordinator at 916-683-7111, e-mail at tbrown@elkgrovecity.org or fax to 916-691-4007. TTY/TDD at 888-435-6092.
The City of Elk Grove ADA Implementation Plan was developed with input by the City of Elk Grove Disability Advisory Committee, City Staff, Disability Access Consultants, Inc., members of the public, organizations, agencies and individuals with disabilities. Compliance goals and recommendations were recommended as activities that would provide greater accessibility for individuals with disabilities. As an extension of the City’s current ADA Self-evaluation and Transition/Barrier removal plan, the ADA Implementation Plan is a working document to guide, monitor and document the implementation of the City of Elk Grove Accessibility Plan. The plan will change and evolve over time as accessibility initiatives are completed and new activities are added to enhance compliance and access to the City of Elk Grove program, services and activities for individuals with disabilities.

<table>
<thead>
<tr>
<th>#</th>
<th>Date</th>
<th>Compliance Goal/Recommendations</th>
<th>Compliance Action Taken</th>
<th>Compliance Level Follow-up/Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2004</td>
<td>Inspect two (2) initial City facilities for compliance with ADAAG and Title 24.</td>
<td>Sites inspected and transition/barrier removal plan developed.</td>
<td>Completed; inspect additional City sites as they are added.</td>
</tr>
<tr>
<td>2</td>
<td>2004-2015</td>
<td>Review of City’s accessibility to programs, services and activities.</td>
<td>Review of policies procedures and practices that govern the administration of programs, services and activities of the City.</td>
<td>Completed &amp; Ongoing; continue review of accessibility of programs, policies and procedures as they are added or revised.</td>
</tr>
<tr>
<td>3</td>
<td>2004-2015</td>
<td>Inspection of initial sampling of 600 curbs and intersections in the City of Elk Grove for compliance with state and federal standards.</td>
<td>Selected intersections and curbs were inspected.</td>
<td>Completed &amp; Ongoing; expand inspection program to inspect City of Elk Grove curbs and intersections.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Citywide curb and intersection inventory complete and prioritized. Program in place for annual upgrades in addition to requirements of upgrades associated with public works projects.</td>
</tr>
<tr>
<td>4</td>
<td>2004-2015</td>
<td>Provide notice and posting of the identity of the ADA Coordinator and contact information.</td>
<td>Notices placed in City locations, in publications, on the City website, and in city newsletter which reaches every household.</td>
<td>Completed &amp; Ongoing.</td>
</tr>
<tr>
<td>5</td>
<td>2005-2015</td>
<td>Request funds to increase accessibility and remove barriers.</td>
<td>Funds have been expended for barrier removal annually.</td>
<td>Completed &amp; Ongoing. Funds requested and expended for accessibility activities annually.</td>
</tr>
<tr>
<td>6</td>
<td>2004-2015</td>
<td>Input by Disability Advisory Committee (DAC).</td>
<td>Regular DAC meetings scheduled.</td>
<td>Completed &amp; Ongoing. Continue DAC meetings for their input and review on City programs, services and activities.</td>
</tr>
<tr>
<td>7</td>
<td>2004-2005</td>
<td>Input by members of the public,</td>
<td>Input received during 2004-2005;</td>
<td>Completed for initial study; opportunities</td>
</tr>
<tr>
<td>Year</td>
<td>Time Frame</td>
<td>Task Description</td>
<td>Completion Status</td>
<td></td>
</tr>
<tr>
<td>------</td>
<td>------------</td>
<td>------------------</td>
<td>-------------------</td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td></td>
<td>recipients of services, organizations, agencies and individuals with disabilities on the Self-Evaluation / Transition Plan.</td>
<td>will be available for additional input during implementation activities and at all regular Disability Advisory Committee public meeting.</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>2005-2015</td>
<td>Revise applications and forms to remove any potentially discriminatory language or requests.</td>
<td>Request for driver’s license information removed from applications. Completed; provide ongoing review of forms and procedures for discriminatory or potentially discriminatory information.</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>2005-2015</td>
<td>Publications reviewed for acceptable terminology regarding individuals with disabilities to avoid terms such as handicapped, disabled persons, etc.</td>
<td>Publications reviewed for use of acceptable terminology. Completed &amp; Ongoing; provide ongoing review of publications and brochures.</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>2004-2015</td>
<td>Develop method/procedure to update the current ADA Self-evaluation; provide method for ongoing updates.</td>
<td>Development of the City of Elk Grove ADA Implementation Plan. Completed &amp; Ongoing; continue to update plan as activities are accomplished; add additional activities based on the addition of new facilities, programs and activities.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>2005-2015</td>
<td>Provide TDD/TTY capability.</td>
<td>City purchased TDD/TTY program. Completed &amp; Ongoing; add capability comparable to expansion of City programs and as needed.</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>2004-2015</td>
<td>Develop method/procedure to update the transition/barrier removal plan; document removal of barriers.</td>
<td>Findings and recommendations from the ADA transition/barrier removal plan are reviewed annually. Completed &amp; Ongoing; Update plan as barriers are removed and facilities are added.</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>2005-2015</td>
<td>Develop method/procedures to determine accessibility of sites the City may lease or acquire.</td>
<td>Sites that may be leased or purchased by the City have been inspected for compliance with ADAAG and Title 24 of the California Building Code. Completed &amp; Ongoing; Continue with current procedure. All city operation buildings have been inspected.</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>2005-2015</td>
<td>Develop procedures to monitor ongoing barrier removal work by the City and/or contractors hired by the City.</td>
<td>The Public Works Department reviews project during and after completion for compliance. Completed &amp; Ongoing; Continue with current procedure.</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>2005</td>
<td>Inspect newly acquired City site at 8978 Elk Grove Blvd.</td>
<td>Site Inspected, report developed. Completed.</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>2005-2015</td>
<td>Provide statement of accommodation on public notices and frequently used publications.</td>
<td>Statement added to some publications and public notices.</td>
<td>Completed &amp; Ongoing; Provide statement of accommodations for departments to add to publications; and/or provide statement to contracted printers for inclusion; Ongoing.</td>
</tr>
<tr>
<td>18</td>
<td>2006-2015</td>
<td>Provide input regarding accessibility of City of Elk Grove Transit Program.</td>
<td>Disability Advisory Committee has met with Transit staff; reviewed publications; toured transit vehicles; and provided input.</td>
<td>Completed &amp; Ongoing.</td>
</tr>
<tr>
<td>19</td>
<td>2006</td>
<td>Inspect leased site (future purchase) to be utilized for additional office space for City staff at 8401 Laguna Palms Way.</td>
<td>Site inspected, report developed.</td>
<td>Completed.</td>
</tr>
<tr>
<td>20</td>
<td>2006-2015</td>
<td>Provide training for City staff and contractors regarding compliance with ADAAG and Title 24.</td>
<td>Training session conducted for City staff and contractors regarding requirements of ADAAG and Title 24.</td>
<td>Completed &amp; Ongoing; provide additional training sessions on a regularly scheduled basis.</td>
</tr>
<tr>
<td>21</td>
<td>2006</td>
<td>Provide training for City staff regarding the use of the ADS Software</td>
<td>Training session conducted for selected staff</td>
<td>Completed; provide additional training as indicated</td>
</tr>
<tr>
<td>22</td>
<td>2006-2015</td>
<td>Develop policy and procedures to develop and produce alternate formats of selected City documents and materials.</td>
<td>Create list of accessibility resources for the City to utilize if accessible formats are requested from the general public.</td>
<td>Completed &amp; Ongoing.</td>
</tr>
<tr>
<td>23</td>
<td>2006-2015</td>
<td>Purchase indoor/outdoor assistive listening devices that can be checked out from the ADA Coordinator as needed.</td>
<td>Devices are currently stored in Council Chamber for users.</td>
<td>Completed &amp; Ongoing; continue to monitor the usage of the devices to determine future purchases.</td>
</tr>
<tr>
<td>24</td>
<td>2007-</td>
<td>Provide additional information</td>
<td>Created an Access Request and</td>
<td>Completed &amp; Ongoing; provide form in</td>
</tr>
<tr>
<td>Year</td>
<td>Period</td>
<td>Goal</td>
<td>Task</td>
<td>Status</td>
</tr>
<tr>
<td>------</td>
<td>--------</td>
<td>------</td>
<td>------</td>
<td>--------</td>
</tr>
<tr>
<td>2015</td>
<td></td>
<td>regarding grievance/complaint procedures to members of the public.</td>
<td>Complaint Form for Persons with Disabilities to assist with complaints and requests related to ADA. Track and complete all requests.</td>
<td>easy accessible formats, advertise form and modify as necessary.</td>
</tr>
<tr>
<td>25</td>
<td>2007-2015</td>
<td>Develop process for contract or the provision of the service of interpreters as needed for individuals with hearing impairments.</td>
<td>Created a list of accessibility resources for the City to utilize if requests for interpreters are needed.</td>
<td>Completed &amp; Ongoing; based on limited usage have on-call service contracts available for interpreters.</td>
</tr>
<tr>
<td>26</td>
<td>2007-2015</td>
<td>Include individuals with disabilities in City publications.</td>
<td>Work with various departments to include individuals with disabilities in publications.</td>
<td>Completed &amp; Ongoing; In 2007, 4 out of 10 City newsletters included substantial articles about disability related issues. Web site is also a tool commonly used for this. Each year, the City publicizes disability awareness month in October, highlights the Above &amp; Beyond Award. The City has also highlighted the Disability Advisory Committee.</td>
</tr>
<tr>
<td>27</td>
<td>2006-2015</td>
<td>Continue planning and preparation of budgets for removal of programmatic and physical barriers</td>
<td>Make recommendations and work to budget for accessibility items</td>
<td>Completed &amp; Ongoing; City will continue to budget funds for removal of barriers and ADA consulting</td>
</tr>
<tr>
<td>28</td>
<td>2006-2015</td>
<td>Expand outreach activities for individuals with disabilities</td>
<td>Work with various departments and community to expand outreach activities for individuals with disabilities</td>
<td>Completed &amp; Ongoing, Continue to observe October as Disability Awareness Month. Continue the Above and Beyond Program Accessibility Award and expand as necessary. Provide community grants and CDBG to organizations that work with individuals with disabilities. Observe White Cane Day.</td>
</tr>
<tr>
<td>29</td>
<td>2010</td>
<td>Corporation Yard Access Survey completed (10250 Iron Rock Way).</td>
<td>Sites that may be leased or purchased by the City have been inspected for compliance with ADAAG and Title 24 of the California Building Code</td>
<td>Completed; Continue with current procedure</td>
</tr>
<tr>
<td></td>
<td>2011-</td>
<td>Provide information to City staff</td>
<td>Advised Facilities division of</td>
<td>Completed &amp; Ongoing; Facilities working</td>
</tr>
<tr>
<td>Year</td>
<td>Activity Description</td>
<td>Status</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------------------------------------------------------------------</td>
<td>--------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>regarding the reach ranges and clear floor space requirements for the display and accessibility of publications</td>
<td>to ensure compliance, ongoing.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2011-2015</td>
<td>Provide information and training regarding the requirements of the ADA for new employees and volunteers</td>
<td>Completed &amp; Ongoing.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2011-2015</td>
<td>Develop procedure and sample language for departments regarding a statement of nondiscrimination on selected publications</td>
<td>Completed &amp; Ongoing.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Indicates projected timeline for completion of activity

Additional Comments (date):
Accessibility Survey
Update

Americans with Disabilities Act
and
Title 24 of the California Building Code

Prepared by:
ADA Resource Associates, Inc.

June 26, 2009

Elk Grove City Hall
8400 Laguna Palms Way
Elk Grove, CA 95758
Accessibility Survey Update

Americans with Disabilities Act and
Title 24 of the California Building Code

Completed Items

Prepared by:
ADA Resource Associates, Inc.

June 26, 2009

Elk Grove City Hall
8400 Laguna Palms Way
Elk Grove, CA 95758
## Completed Items

<table>
<thead>
<tr>
<th>Area</th>
<th>Page</th>
<th>Record #</th>
<th>Finding</th>
<th>Completed</th>
<th>To Do</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Parking</strong></td>
<td>1</td>
<td>9209</td>
<td>Each accessible parking space provided in the parking lot measures at least 108 inches wide and less than 216 inches long.</td>
<td>X</td>
<td></td>
<td>Access aisles were not out lined in blue as this work was completed before July 1, 2008.</td>
</tr>
<tr>
<td>Parking Lot at the City Hall</td>
<td>1</td>
<td>9209</td>
<td>The designated &quot;van-accessible&quot; parking spaces west of the facility on the left side of the access aisle and south of the facility do not comply with CBC 1129B.</td>
<td>X</td>
<td></td>
<td>Access aisles were not out lined in blue as this work was completed before July 1, 2008.</td>
</tr>
<tr>
<td>Parking Lot at the City Hall</td>
<td>1</td>
<td>9209</td>
<td>At the entrance to each access aisle there is no 12 inch high white lettering stating NO PARKING.</td>
<td>X</td>
<td></td>
<td>Access aisles were not out lined in blue as this work was completed before July 1, 2008.</td>
</tr>
<tr>
<td>Parking Lot at the City Hall</td>
<td>2</td>
<td>9210</td>
<td>There is no device at the head of the accessible parking spaces or other general parking spaces to prevent vehicles from encroaching into the minimum width of the accessible walkways.</td>
<td>X</td>
<td></td>
<td>New wheel stops were installed.</td>
</tr>
<tr>
<td><strong>Curb Ramps</strong></td>
<td>3</td>
<td>9213</td>
<td>The concrete sidewalk curb ramp does not provide a detectable warning surface which includes truncated domes.</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curb Ramp at the Accessible Parking by the Main Entrance</td>
<td>3</td>
<td>9214</td>
<td>The concrete sidewalk curb ramp does not provide a detectable warning surface which includes truncated domes.</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
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</tr>
<tr>
<td><strong>Path of Travel</strong></td>
<td>5</td>
<td>9261</td>
<td>There are no curb ramps provided on the path of travel to the Administration building from City Hall. The accessible route between each facility sidewalk to the crosswalk in the parking lot crosses a curb.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Path of Travel</strong></td>
<td>5</td>
<td>9262</td>
<td>The island in the center of the parking lot prevents access from the Administration building from City Hall.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Path of Travel</strong></td>
<td>6</td>
<td>9263</td>
<td>There is a crosswalk provided on the path of travel from City Hall to the Administration Building, the crosswalk does not provide detectable warnings at the entrance and exit of the crosswalk.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Doors</strong></td>
<td>8</td>
<td>9216</td>
<td>The bottom 10&quot; of the double doors to the City Council Chambers do not provide a smooth, uninterrupted surface to allow the door to be opened by a wheelchair footrest without creating a trap or hazardous condition, due to the door stop.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Doors</strong></td>
<td>9</td>
<td>9266</td>
<td>Exterior and interior passage doors provide accessible hardware.</td>
<td></td>
<td>X</td>
<td>New power door operator was installed.</td>
</tr>
<tr>
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</tr>
<tr>
<td><strong>Visual and Audible Communications</strong></td>
<td>12</td>
<td>9218</td>
<td>The facility does not provide information at the office about accessible services, such as TDD/TTY machines, assistive listening systems (ALS), and alternative formats of facility materials.</td>
<td></td>
<td>X</td>
<td>Staff have been trained to use the California Relay Service, in place of TTY system. City of Elk Grove has a Reasonable Accommodation System in place if anyone asks.</td>
</tr>
<tr>
<td>Pay Telephones</td>
<td>14</td>
<td>9241</td>
<td>There are two pay telephones at the facility, located in the main lobby.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Visual and Audible Communications</strong></td>
<td>15</td>
<td>9217</td>
<td>The main entrance, City Council Chambers, and other common use rooms do not have accessible signage mounted on the wall adjacent to the latch side of the door.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Room Signage</td>
<td>15</td>
<td>9242</td>
<td>The pay telephones do not have volume controls. There is no signage depicting telephone handset with radiating sound waves for hearing aid compatibility for telephones available for use by the public.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pay Telephones in the Main Lobby</td>
<td>15</td>
<td>9242</td>
<td>The pay telephones do not have volume controls. There is no signage depicting telephone handset with radiating sound waves for hearing aid compatibility for telephones available for use by the public.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td>21</td>
<td>9245</td>
<td>The door to the stall designated to be accessible in the restroom does not close automatically.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Men's Restroom in the Main Lobby</td>
<td>21</td>
<td>9245</td>
<td>The door to the stall designated to be accessible in the restroom does not have compliant hardware.</td>
<td></td>
<td></td>
<td>Has handles on both sides and a lever type lock.</td>
</tr>
</tbody>
</table>
### Completed Items

<table>
<thead>
<tr>
<th>Area</th>
<th>Page</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Restrooms</strong> Men's Restroom</td>
<td>21</td>
<td>9246</td>
<td>The distance from the center of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is less than 18 inches.</td>
<td>X</td>
<td></td>
<td>The front of the toilet is exactly 18&quot; on the centerline.</td>
</tr>
<tr>
<td>in the Main Lobby</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong> Men's Restroom</td>
<td>22</td>
<td>9248</td>
<td>The height of the coat hook in the stall designated to be accessible in the restroom is greater than 48 inches in height.</td>
<td>X</td>
<td></td>
<td>Relocated.</td>
</tr>
<tr>
<td>in the Main Lobby</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong> Women's Restroom</td>
<td>26</td>
<td>9249</td>
<td>There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>in the Main Lobby</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong> Women's Restroom</td>
<td>27</td>
<td>9250</td>
<td>The door in the stall designated to be accessible in the restroom does not have compliant hardware.</td>
<td>X</td>
<td></td>
<td>All hardware has been added.</td>
</tr>
<tr>
<td>in the Main Lobby</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong> Women's Restroom</td>
<td>27</td>
<td>9251</td>
<td>The distance from the center of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is less than 18 inches.</td>
<td>X</td>
<td></td>
<td>The front of the toilet is exactly 18&quot; on the centerline.</td>
</tr>
<tr>
<td>in the Main Lobby</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Assembly Areas</strong> City Council Chambers</td>
<td>29</td>
<td>9220</td>
<td>The height of the podium in the City Council Chambers is greater than 34 inches.</td>
<td>X</td>
<td></td>
<td>A new podium has been added that provides equal access for people with disabilities that may not be able to use the podium.</td>
</tr>
<tr>
<td>Area</td>
<td>Page</td>
<td>Record #</td>
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<td>-----------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Emergency Warning Systems</td>
<td>30</td>
<td>9260</td>
<td>The facility shall have a fire and life safety emergency plan approved by the local building official that specifically addresses the evacuation of individuals with disabilities.</td>
<td>X</td>
<td></td>
<td>Maps and instructions have been mounted on the walls around city hall for fire and life safety evacuation. At the time of our inspection there was a clear path of travel to these maps and clear floor space in front of them.</td>
</tr>
</tbody>
</table>
Accessibility Survey
Update

Americans with Disabilities Act
and
Title 24 of the California Building Code

Items To Be Completed

Prepared by:
ADA Resource Associates, Inc.

June 26, 2009

Elk Grove City Hall
8400 Laguna Palms Way
Elk Grove, CA 95758
<table>
<thead>
<tr>
<th>Area</th>
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</thead>
<tbody>
<tr>
<td><strong>Parking</strong></td>
<td>2</td>
<td>9211</td>
<td>There is warning signage posted at the entrance to the parking lot regarding unauthorized use of accessible parking spaces in the parking lot, though the blank spaces which should furnish the point of contact and telephone number for reclaiming towed vehicles have been left blank.</td>
<td></td>
<td>X</td>
<td>The &quot;Unauthorized Cars sign...: on Laguna Palm Way entrance needs to be turned so it is parallel to the sidewalk/street. Cars entering driveway from either direction will be able to see this sign.</td>
</tr>
<tr>
<td><strong>Parking</strong></td>
<td></td>
<td></td>
<td>Same sign as discussed above, but in different location</td>
<td></td>
<td></td>
<td>This is the sign at the entrance to the back of the police department does not have the location and phone number filled out on the sign. This needs to be completed.</td>
</tr>
<tr>
<td><strong>Ramps</strong></td>
<td>6</td>
<td>9222</td>
<td>The width of the run of the ramp is less than 48&quot;.</td>
<td></td>
<td>X</td>
<td>Remove the outside existing handrail (not the wall handrail) and install a new handrail on the exterior side of the ramp. The ramp shall have a wheel guide on its edge to prevent wheels from going off edge.</td>
</tr>
<tr>
<td><strong>Stairs</strong></td>
<td>7</td>
<td>9221</td>
<td>There are no handrails provided on the stairway.</td>
<td></td>
<td></td>
<td>ADA Resource Associates, Inc. can assist in this if the city does not have the specs for these handrails.</td>
</tr>
<tr>
<td><strong>Doors</strong></td>
<td>8</td>
<td>9264</td>
<td>The door opening force for the interior door to the City Council Chambers is greater than 5 pounds of force.</td>
<td></td>
<td>X</td>
<td>These doors are marked as Fire doors (both sides East/West), they are all about 19 lbs. The door closers need to be adjusted to 15 lbf maximum.</td>
</tr>
<tr>
<td><strong>Doors</strong></td>
<td>10</td>
<td>9265</td>
<td>The bottom 10 inches of the double entrance doors do not provide a smooth, uninterrupted surface to allow the door to be opened by a wheelchair footrest without creating a trap or hazardous condition.</td>
<td></td>
<td>X</td>
<td>Remove the kick stop door openers and install the magnetic style like the council chamber doors.</td>
</tr>
</tbody>
</table>
## City Hall Findings
8400 Laguna Palms Way

### Items To Be Completed

<table>
<thead>
<tr>
<th>Area</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Restrooms</strong>&lt;br&gt;Men's Restroom in the Main Lobby</td>
<td>20</td>
<td>9243</td>
<td>There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.</td>
<td>X</td>
<td></td>
<td>The signage centerline is at 60-1/2&quot; above finished floor, relocate sign to 60&quot;. The door is a fire door and it takes 30 lbf to open, adjust the closer to open with a maximum of 15 lbf.</td>
</tr>
<tr>
<td><strong>Restrooms</strong>&lt;br&gt;Women’s Restroom in the Main Lobby</td>
<td>28</td>
<td>9252</td>
<td>The height of the controls and operating mechanisms for the feminine products dispenser in the restroom is greater than 40 inches in height.</td>
<td>X</td>
<td></td>
<td>The highest operating device is 51-1/2&quot; AFF &amp; it has knobs that require grasping, pinching and twisting to operate, recommend replacing the machine. The new machine can have no operating device above 40 inches and no grasping, pinching or twisting controls on the machine.</td>
</tr>
<tr>
<td><strong>Council Chambers Doors</strong>&lt;br&gt;- Inside</td>
<td></td>
<td></td>
<td>East Fire door takes 20 lbf to open.</td>
<td>X</td>
<td></td>
<td>Adjust door closer to open with a maximum force of 15 lbf.</td>
</tr>
<tr>
<td><strong>Council Chambers Doors</strong>&lt;br&gt;- Inside</td>
<td></td>
<td></td>
<td>West Fire door takes 17 lbf to open.</td>
<td>X</td>
<td></td>
<td>Adjust door closer to open with a maximum force of 15 lbf.</td>
</tr>
<tr>
<td><strong>Restrooms</strong>&lt;br&gt;Women’s Restroom in the Main Lobby</td>
<td></td>
<td></td>
<td>Sink by the wall needs pipes wrapped.</td>
<td>X</td>
<td></td>
<td>All pipes under all the sinks must be wrapped to prevent burning, scraping or accidental cutting of the legs.</td>
</tr>
</tbody>
</table>
Accessibility Survey
Update

Americans with Disabilities Act
and
Title 24 of the California Building Code

Non-Public Areas

Elk Grove City Hall
8400 Laguna Palms Way
Elk Grove, CA 95758

Prepared by:
ADA Resource Associates, Inc.

June 26, 2009
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</thead>
<tbody>
<tr>
<td><strong>Stairs</strong> Hallway Stairs to</td>
<td>7</td>
<td>9235</td>
<td>There is only one handrail on the stairway.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Council Chamber</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Stairs</strong> Hallway Stairs to</td>
<td>7</td>
<td>9235</td>
<td>The handrail does not provide a 12&quot; extension beyond the bottom tread.</td>
<td></td>
<td></td>
<td>Retrofit should be completed if staff or employees use this area on a day to day basis. It can be a low priority unless requested.</td>
</tr>
<tr>
<td>City Council Chamber</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong> Men's Restroom</td>
<td>16</td>
<td>9223</td>
<td>There is signage indicating accessibility on the entry door to the</td>
<td></td>
<td></td>
<td>Did not check employee restrooms as we were asked to check transition plan areas. If you want us to review this in the future it wouldn't take long. All employee restrooms would be reviewed at your request.</td>
</tr>
<tr>
<td>in the Employee Break Room</td>
<td></td>
<td></td>
<td>restroom. The signage is centered 60 inches above the floor on the</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>latch side of the entrance door and includes Braille and raised</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>lettering, gender use symbol and the ISA symbol.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong> Men's Restroom</td>
<td>16</td>
<td>9224</td>
<td>There is less than 12 inches on the latch side of the entrance door</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td>in the Employee Break Room</td>
<td></td>
<td></td>
<td>to the restroom from the push side, due to the placement of the water</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>cooler.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong> Men's Restroom</td>
<td>17</td>
<td>9225</td>
<td>The height of the coat hook on the entrance door in the restroom is</td>
<td>X</td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td>in the Employee Break Room</td>
<td></td>
<td></td>
<td>greater than 48 inches in height.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong> Men's Restroom</td>
<td>17</td>
<td>9226</td>
<td>The distance from the center of the toilet to the nearest side wall</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td>in the Employee Break Room</td>
<td></td>
<td></td>
<td>in the restroom is greater than 18 inches.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restrooms</strong> Men's Restroom</td>
<td>18</td>
<td>9227</td>
<td>The bottom edge of the reflecting surface of the mirror in the</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td>in the Employee Break Room</td>
<td></td>
<td></td>
<td>restroom is greater than 40 inches above the finished floor.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area</td>
<td>Page</td>
<td>Record #</td>
<td>Finding</td>
<td>Completed</td>
<td>To Do</td>
<td>Comments</td>
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</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td>18</td>
<td>9228</td>
<td>The height of the controls and operating mechanisms for the soap dispenser in the restroom is greater than 40 inches in height.</td>
<td>X</td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td>Men's Restroom in the Employee Break Room</td>
<td>19</td>
<td>9254</td>
<td>There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td>19</td>
<td>9255</td>
<td>The door in the stall designated to be accessible in the restroom does not have compliant hardware.</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td>Men's Restroom in the Engineering Office</td>
<td>20</td>
<td>9256</td>
<td>The distance from the center of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is less than 18 inches.</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td>22</td>
<td>9229</td>
<td>There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td>Area</td>
<td>Page</td>
<td>Record #</td>
<td>Finding</td>
<td>Completed</td>
<td>To Do</td>
<td>Comments</td>
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<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
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<td>---------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td></td>
<td></td>
<td><strong>Women's Restroom in the Employee Break Room</strong></td>
<td></td>
<td></td>
<td>shorts</td>
</tr>
<tr>
<td></td>
<td>23</td>
<td>9230</td>
<td>There is less than 12 inches on the latch side of the entrance door to the restroom from the push side, due to the placement of the garbage can.</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td></td>
<td></td>
<td><strong>Women's Restroom in the Employee Break Room</strong></td>
<td></td>
<td></td>
<td>shorts</td>
</tr>
<tr>
<td></td>
<td>23</td>
<td>9231</td>
<td>The height of the coat hook on the entrance door in the restroom is greater than 48 inches in height.</td>
<td>X</td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td></td>
<td></td>
<td><strong>Women's Restroom in the Employee Break Room</strong></td>
<td></td>
<td></td>
<td>shorts</td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>9232</td>
<td>The distance from the center of the toilet to the nearest side wall in the restroom is greater than 18 inches.</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td></td>
<td></td>
<td><strong>Women's Restroom in the Employee Break Room</strong></td>
<td></td>
<td></td>
<td>shorts</td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>9233</td>
<td>The bottom edge of the reflecting surface of the mirror in the restroom is greater than 40 inches above the finished floor.</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td></td>
<td></td>
<td><strong>Women's Restroom in the Employee Break Room</strong></td>
<td></td>
<td></td>
<td>shorts</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>9234</td>
<td>The height of the controls and operating mechanisms for the soap dispenser in the restroom is greater than 40 inches in height.</td>
<td>X</td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td></td>
<td></td>
<td><strong>Women's Restroom in the Engineering Office</strong></td>
<td></td>
<td></td>
<td>shorts</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>9257</td>
<td>There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td><strong>Restrooms</strong></td>
<td></td>
<td></td>
<td><strong>Women's Restroom in the Engineering Office</strong></td>
<td></td>
<td></td>
<td>shorts</td>
</tr>
<tr>
<td></td>
<td>26</td>
<td>9258</td>
<td>The door in the stall designated to be accessible in the restroom does not have inside hardware.</td>
<td></td>
<td></td>
<td>See Comment in Record #9223</td>
</tr>
<tr>
<td>Area</td>
<td>Page</td>
<td>Record #</td>
<td>Finding</td>
<td>Completed</td>
<td>To Do</td>
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<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Emergency Warning Systems</td>
<td>29</td>
<td>9259</td>
<td>There are visual warning devices in the City Council Chambers, main lobby, break room, and restrooms, though no visual warning devices are located elsewhere in the facility.</td>
<td>X</td>
<td></td>
<td>As the non-public areas are not included in a transition plan and this area is now all police department we did not check to see if visual alarms were located in this area. If the building has had an inspection from the Fire Marshall or appropriate authority this problem should not exist. There is also the possibility that this area does not require visual fire alarms as it has a sprinkler system or other fire fighting system in place.</td>
</tr>
</tbody>
</table>
Accessibility Survey
Update

Americans with Disabilities Act
and
Title 24 of the California Building Code

Changed Findings - No Work Needed

Elk Grove City Hall
8400 Laguna Palms Way
Elk Grove, CA 95758

Prepared by:
ADA Resource Associates, Inc.

June 26, 2009
## Changed Findings-No Work Needed

<table>
<thead>
<tr>
<th>Area</th>
<th>Page</th>
<th>Record #</th>
<th>Finding</th>
<th>Completed</th>
<th>To Do</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Path of Travel</strong></td>
<td>4</td>
<td>9208</td>
<td>There is insufficient clear floor space provided at the Intercom to the right of the main entrance.</td>
<td></td>
<td></td>
<td>This device no longer works and should be removed from its current location. A new emergency call box has been installed and was tested during our inspection.</td>
</tr>
<tr>
<td>Communication Device at the Main Entrance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Curb Ramps</strong></td>
<td>4</td>
<td>9215</td>
<td>The concrete curb ramp does not provide a detectable warning surface which includes truncated domes.</td>
<td></td>
<td></td>
<td>This is not needed and was not installed per Michael Whipple's recommendation. Michael is with ADA Resource Associates, Inc., the City of Elk Grove's consulting firm for ADA issues.</td>
</tr>
<tr>
<td>Curb Ramp South of the Facility</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Doors</strong></td>
<td>9</td>
<td>9253</td>
<td>The door opening force for the exterior employee entrance door is greater than 8 1/2 pounds of force.</td>
<td></td>
<td></td>
<td>Employee Area, not a Public Area</td>
</tr>
<tr>
<td>Employee Entrance Door</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Office</strong></td>
<td>10</td>
<td>9238</td>
<td>The license counter was inspected and was found to comply with height and length requirements.</td>
<td></td>
<td></td>
<td>These services have been moved to another building, Police Department is now in this building and both counters have compliant heights or an accessible lower section.</td>
</tr>
<tr>
<td>License Counter</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lobby Public Counters</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Office</strong></td>
<td>11</td>
<td>9236</td>
<td>The main lobby reception counter was inspected and was found to comply with height and length requirements.</td>
<td></td>
<td></td>
<td>These services have been moved to another building, Police Department is now in this building and both counters have compliant heights or an accessible lower section.</td>
</tr>
<tr>
<td>Main Lobby</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Office</strong></td>
<td>11</td>
<td>9237</td>
<td>The main lobby pamphlet counter was inspected and was found to comply with height and length requirements.</td>
<td></td>
<td></td>
<td>Finding says pamphlet counter/area is compliant.</td>
</tr>
<tr>
<td>Main Lobby</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Office</strong></td>
<td>12</td>
<td>9240</td>
<td>The Planning and Public Works counter was inspected and was found to comply with height and length requirements.</td>
<td></td>
<td></td>
<td>These services have been moved to another building, Police Department is now in this building and both counters have compliant heights or an accessible lower section.</td>
</tr>
<tr>
<td>Planning and Public Works Counter</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Area</td>
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<td>Record #</td>
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<td>To Do</td>
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<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Visual and Audible Communications</strong></td>
<td>13</td>
<td>9207</td>
<td>The intercom located to the right of the main entrance does not have accessible signage mounted on the wall adjacent to the device.</td>
<td></td>
<td></td>
<td>The intercom has been removed and a new automatic door opener has been installed.</td>
</tr>
<tr>
<td>Communication Device at the Main Entrance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Visual and Audible Communications</strong></td>
<td>13</td>
<td>9239</td>
<td>The facility does not provide accessible signage at each service counter that indicates there is assistance provided upon request.</td>
<td></td>
<td></td>
<td>This signage is not required and there is no signage easily found with this verbiage. City of Elk Grove has added signage with the ISA symbol and the word accessible under the symbol.</td>
</tr>
<tr>
<td>Accessible Assistance Signage</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Visual and Audible Communications</strong></td>
<td>14</td>
<td>9206</td>
<td>There is no directional signage to the accessible entrance from the public right of way or other common use areas.</td>
<td></td>
<td></td>
<td>All entrances are visible and/or identified when traveling on paths of travel from the public rights-of-way and visible when going from other city building to building.</td>
</tr>
<tr>
<td>Directional Signage</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Assembly Areas</strong></td>
<td>28</td>
<td>9219</td>
<td>There is no fixed seating in the City Council Chambers. The approximate seating capacity is 120. There are no designated wheelchair seating areas provided.</td>
<td></td>
<td></td>
<td>There is no requirement for designated wheelchair seating areas in non-fixed seating. As the council chambers has non-fixed seating it is easy to provide wheelchair seating wherever and whenever it is needed.</td>
</tr>
<tr>
<td>City Council Chambers</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Accessibility Survey

Americans with Disabilities Act
And
Title 24 of the California Building Code

Elk Grove
Administration and
Police Service Center

8380 Laguna Palms Way
Elk Grove, CA

Prepared By
Disability Access Consultants, Inc.

800.743.7067
Facility Name: Administration and Police Service Center

Programs, Services, and Activities

Finding: The Administration and Police Service Center, located at 8380 Laguna Palms Way in Elk Grove, consists of a single story facility that was built in 2003. The Title II facility was inspected by Disability Access Consultants, Inc., on April 7, 2004.

Alternative Rec: *(Where Available)*

Full Rec: Any renovation or new construction that occurred after January 26, 1992, is subject to meet full code specifications for the California Building Code and ADAAG guidelines. All recommendations in this report that specify relocating Programs, Services or Activities, or make other allowances which avoid physical barrier removal as an alternative minimum compliance will have no effect or bearing on the non-compliant elements of newly constructed or renovated facilities. Consult with your Architect to determine which elements are affected by this requirement. It is recommended that Disability Access Consultants, Inc. is consulted for inspection of any new construction or renovation at the facility.

Parking

Finding: There are three accessible parking spaces designated out of 68 total parking spaces marked in the parking lot, which is sufficient in number as required for the parking lot. Each accessible parking space provided in the parking lot measures 108 inches wide and less than 216 inches long. At the entrance to each access aisle there is no 12 inch high white lettering stating NO PARKING.

Alternative Rec: *(Where Available)*

Full Rec: Four out of the 68 total number of marked parking spaces in the parking lot, meets the number required to be designated exclusively for accessible parking in the parking lot, according to ADAAG and CBC 1129B. Restripe the designated accessible parking spaces in the parking lot each measuring at least 216 inches long. Add the words NO PARKING in 12 inch high white letters at the entrance to each accessible parking access aisle.

Citation: CBC 1129B; ADAAG 4.6; ADAAG A4.6
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 270
Maximum Estimated Cost: 270
Record Number 9206
Priority: 1
Facility Name: Administration and Police Service Center

Parking

Finding: There is no device at the head of the accessible parking spaces or other general parking spaces to prevent vehicles from encroaching into the minimum width of the accessible walkway.

Alternative Rec: (Where Available)

Full Rec

Install wheelstops at the head of the accessible parking spaces and at the general parking spaces along the accessible sidewalk path of travel to each entrance of the facility. Wheelstops shall be used to prevent vehicles from encroaching into accessible aisles or walkways, but shall not present addition encroachment into those areas (see CBC 1129B.4.3).

Citation: CBC 1129B.4.3; ADAAG 4.6.3
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 150
Maximum Estimated Cost: 150
Record Number 9207
Priority: 1

Parking

Finding: There is warning signage posted at the entrances from Fox Run and Laguna Palms Way regarding unauthorized use of accessible parking spaces in the parking lot, though the blank spaces which should furnish the point of contact and telephone number for reclaiming towed vehicles have been left blank.

Alternative Rec: (Where Available)

COMPLETED

Full Rec

Fill in the blank spaces which are required to furnish the point of contact and telephone number for reclaiming towed vehicles with the appropriate information as a permanent part of the sign and maintain the currency of the information (see CBC 1129B.5).

Citation: CBC 1129B.5; ADAAG 4.6.4
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 150
Maximum Estimated Cost: 150
Record Number 9208
Priority:
Facility Name: Administration and Police Service Center

Passenger Loading Zones

Finding: There is no required striped access aisle adjacent to the passenger loading zone by the main entrance. There is no signage designating accessibility posted at the passenger loading zone.

Alternative Rec: (Where Available) *

Full Rec: Stripe an access aisle at least 5 feet (60 inches) wide and 20 feet (240 inches) long adjacent and parallel to the vehicle pull-up space. The access aisle striping for the passenger loading zone shall provide immediate access to the adjacent curb ramp. Post signage designating the passenger loading zone as accessible (see CBC 1131B and ADAAG 4.1.2(7)(b)). The sign should contain the International Symbol of Accessibility.

Citation: CBC 1131B; ADAAG 4.6.6; ADAAG 4.1.2(7)(b)
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 300
Maximum Estimated Cost: 300

Record Number 9238
Minimum Quantity: 1
Unit: Each
Minimum Estimated Cost: 1033
Maximum Estimated Cost: 1033

Passenger Loading Zones

Finding: There is no curb ramp provided at the passenger loading zone by the main entrance.

Alternative Rec: (Where Available) *

Full Rec: Curb ramps are required at passenger loading zones to provide access between levels. Install a curb-cut ramp that provides a slope no greater than 8.33% with a width of at least 48 inches. The curb-cut ramp shall provide immediate access from the striping of the passenger loading zone access aisle to the sidewalk level.

Citation: CBC 1114B.1.2; ADAAG 4.7
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 1033
Maximum Estimated Cost: 1033

Record Number 9239
Minimum Quantity: 1
Unit: Each
Minimum Estimated Cost: 1033
Maximum Estimated Cost: 1033

Disability Access Consultants, Inc. (800) 743-7067  Page 3 of 25
Facility Name: Administration and Police Service Center

Curb Ramps

Finding: The concrete sidewalk curb ramp does not provide a detectable warning surface which includes truncated domes.

Alternative Rec: (Where Available)

Full Rec

Install a detectable warning surface which extend the full length and width of the concrete curb ramp and its side flares with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the concrete curb ramp. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 9209
Priority: 3

Curb Ramps

Finding: The concrete sidewalk curb ramp does not provide a detectable warning surface which includes truncated domes.

Alternative Rec: (Where Available)

Full Rec

Install a detectable warning surface which extend the full length and width of the concrete curb ramp and its side flares with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the concrete curb ramp. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 9237
Priority: 3
Facility Name: Administration and Police Service Center

Curb Ramps

Finding: The concrete curb ramp does not provide a detectable warning surface which includes truncated domes.

Alternative Rec: (Where Available)

Full Rec: Install a detectable warning surface which extend the full length and width of the concrete curb ramp and its side flares with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the concrete curb ramp. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: Custom
Record Number: 9213
Priority: 3

Curb Ramps

Finding: Each concrete curb ramp south of city hall in the center of the parking lot does not provide a detectable warning surface which includes truncated domes.

Alternative Rec: (Where Available)

Full Rec: Install a detectable warning surface which extend the full length and width of each concrete curb ramp and its side flares with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the concrete curb ramp. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8
Minimum Quantity: 1
Maximum Quantity: 2
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number: 9212
Priority: 3

Disability Access Consultants, Inc. (800) 743-7067
Facility Name: Administration and Police Service Center

Curb Ramps

Finding: Each concrete curb ramp located at the triangular crosswalk between the facilities does not provide a detectable warning surface which includes truncated domes.

Alternative Rec: (Where Available)  

Full Rec  

Install a detectable warning surface which extend the full length and width of each concrete curb ramp and its side flares with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the concrete curb ramp. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8  
Minimum Quantity: 1  
Maximum Quantity: 3  
Unit: Custom  
Minimum Estimated Cost: 0  
Maximum Estimated Cost: 0

Path of Travel

Finding: There is insufficient clear floor space provided at the electronic keypad to the right of the main entrance.

Alternative Rec: (Where Available)  

Full Rec  

There shall be a minimum clear floor space provided in front of the device of at least 30 inches by 48 inches.

Citation: CBC 1118B.4; CBC 1114B.1.2; ADAAG 4.3.6; AD  
Minimum Quantity: 1  
Maximum Quantity: 1  
Unit: 4' x 60'  
Minimum Estimated Cost: 1440  
Maximum Estimated Cost: 1440

Record Number 9211  
Priority: 3

Record Number 9216  
Priority: 3
Facility Name: Administration and Police Service Center

Path of Travel

Finding: The sinks in the conference room in the Administration office, conference room in the police department and break room are in an enclosed cabinet, thereby preventing an accessible forward approach.

Alternative Rec: (Where Available) * COMPLETED

Full Rec: Sinks in rooms must provide clear floor space in front of each sink for an accessible forward approach and shall provide at least 27 inches clear knee space and a minimum of nine inches clear toe space (see ADAAG 4.19.2). If neither clear floor space and knee and toe clearance can be provided, remove each sink cabinet and replace with an accessible wall-mounted sink unit.

Citation: ADAAG 4.19.3
Minimum Quantity: 1
Maximum Quantity: 3
Unit: Each
Minimum Estimated Cost: 420
Maximum Estimated Cost: 1260
Minimum Quantity: 1
Unit: None Selected
Maximum Quantity: 3

Doors

Finding: Exterior and interior passage doors provide accessible hardware.

Alternative Rec: (Where Available) * COMPLETED

Full Rec: Maintain door hardware and monitor any door changes for continued accessibility (see ADAAG 4.13.9).

Citation: ADAAG 4.13.9
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: None Selected
Maximum Quantity: 1

Record Number 9220  Priority: 2
Record Number 9252  Priority: 2
Facility Name: Administration and Police Service Center

Doors

Finding: The door opening force for the exterior main entrance door is greater than 8 1/2 pounds of force.

Alternative Rec: COMPLETED

Full Rec Adjust the closers on the exterior main entrance door to a maximum door opening force of 8 1/2 pounds of force (see ADAAG 4.13.11 and CBC 1004.5.1).

Citation: CBC 1133B.2.5.1; ADAAG 4.13.11
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 5
Maximum Estimated Cost: 5

Office

Finding: The Administration office reception counter was inspected and was found to comply with height and length requirements.

Alternative Rec: COMPLETED

Full Rec Make certain that services provided at the Administration office reception counter are accessible and that a clear accessible route to the counter is provided at all times.

Citation: CBC 1122B.4; ADAAG 7.2
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0

Disability Access Consultants, Inc. (800) 743-7067
Facility Name: Administration and Police Service Center Office

Finding: The City Clerk reception counter was inspected and was found to comply with height and length requirements.

Alternative Rec: (Where Available) * COMPLETED

Full Rec: Make certain that services provided at the City Clerk reception counter are accessible and that a clear accessible route to the counter is provided at all times.

Visual and Audible Communications

Finding: There is no signage with the International Symbol of Accessibility on the entrance door to the facility designating it as accessible.

Alternative Rec: (Where Available) *

Full Rec: The International Symbol of Accessibility shall be the standard used to identify facilities that are accessible to and usable by physically disabled persons (see CBC 1117B.5.1). All building entrances that are accessible to and usable by persons with disabilities shall be identified with an ISA symbol (see CBC 1117B.5.7).

Disability Access Consultants, Inc. (800) 743-7067
Facility Name: Administration and Police Service Center

Visual and Audible Communications

Finding:  The facility does not provide accessible signage at the reception counter that indicates there is assistance provided upon request.

Alternative Rec: *
(Where Available)

Full Rec  Provide signage at the reception counter that states: “Assistance Is Available, Please Contact an Employee.” The sign should contain the International Symbol of Accessibility.

Visual and Audible Communications

Finding:  There is no directional signage to the accessible entrance from the public right of way or other common use areas.

Alternative Rec: *
(Where Available)

Full Rec  Install directional signage to each common area complying with CBC 1117B.5 and ADAAG 4.30.

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Facility Name: Administration and Police Service Center

Accessible Assistance Signage

Finding:  The facility does not provide accessible signage at the reception counter that indicates there is assistance provided upon request.

Alternative Rec: *
(Where Available)

Full Rec  Provide signage at the reception counter that states: “Assistance Is Available, Please Contact an Employee.” The sign should contain the International Symbol of Accessibility.

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Facility Name: Administration and Police Service Center

Directional Signage

Finding:  There is no directional signage to the accessible entrance from the public right of way or other common use areas.

Alternative Rec: *
(Where Available)

Full Rec  Install directional signage to each common area complying with CBC 1117B.5 and ADAAG 4.30.

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Disability Access Consultants, Inc.  (800) 743-7067
Facility Name: Administration and Police Service Center

Visual and Audible Communications

Finding: The main entrance, administration office, police department and other common use rooms do not have accessible signage mounted on the wall adjacent to the latch side of the door.

Alternative Rec: (Where Available)

Full Rec  Install signage centered at 60 inches above the finished floor on the wall adjacent to the latch side of each entry doorway stating "ROOM" with raised UPPERCASE letters between 5/8 inch and 2 inches in height and Grade 2 Braille characters. The sign shall comply with the finish and contrast requirements set forth in CBC 1117B.5 and ADAAG 4.30.5. Signage should be located where a person may approach within three inches of the sign without encountering protruding objects or standing within the swing of the door.

Citation: CBC 1117B.5; ADAAG 4.30
Minimum Quantity: 1
Maximum Quantity: 20
Unit: Each
Minimum Estimated Cost: 58
Maximum Estimated Cost: 1160

Restrooms

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec: (Where Available)  COMPLETED

Full Rec  The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7) and ADAAG 4.30.5.

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7); ADAAG 4.30.5
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0

Record Number 9217
Priority: 3

Record Number 9240

Employee Only Men's Restroom in the Administration Office
Facility Name: Administration and Police Service Center

Restrooms

Finding: The height of the coat hook on the entrance door in the restroom is greater than 40 inches in height.

Alternative Rec:  
(Where Available)

 Full Rec  Lower the coat hook on the entrance door in the restroom to a maximum height of 40 inches above the finished floor (see CBC 1115B.9.2).

Citation: CBC 1115B.9.2; ADAAG A4.27
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 277
Maximum Estimated Cost: 277
Minimum Quantity: 1
Unit: None Selected
Record Number 9241
Priority: 1

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec:  
(Where Available)

 Full Rec  The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)) and ADAAG 4.30.

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)); A
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: None Selected
Record Number 9242
Priority: 1
Facility Name: Administration and Police Service Center

Restrooms

Finding: The height of the coat hook on the entrance door in the restroom is greater than 40 inches in height.

Alternative Rec: (Where Available)

* COMPLETED

Full Rec: Lower the coat hook on the entrance door in the restroom to a maximum height of 40 inches above the finished floor (see CBC 1115B.9.2).

Citation: CBC 1115B.9.2; ADAAG A4.27
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 277
Maximum Estimated Cost: 277
Record Number 9243
Priority: 1

Restrooms

Finding: The flush control on the toilet in the restroom is not on the wide (approach) side of the toilet.

Alternative Rec: (Where Available)

*  

Full Rec: Relocate the flush control on the toilet in the restroom so that it is on the wide (approach) side of the toilet area (see ADAAG 4.16.5). Flush controls shall be hand-operated or automatic mechanisms.

Citation: ADAAG 4.16.5; ADAAG 4.27.4
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 127
Maximum Estimated Cost: 127
Record Number 9244
Priority: 1
Facility Name: Administration and Police Service Center

Restrooms

Finding: The distance from the center of the toilet to the nearest side wall in the restroom is less than 18 inches.

Alternative Rec: (Where Available)

Full Rec Relocate the toilet so that the distance from the centerline of the toilet to the nearest side wall in the restroom is exactly 18 inches (see ADAAG Figure 28).

Citation: ADAAG Figure 28
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 1143
Maximum Estimated Cost: 1143
Record Number 9245
Priority: 3

Restrooms

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec: (Where Available)

Full Rec The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)); A

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)); A
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 9226
Priority: 3

Employee Only Women's Restroom in the Administration Office

Men's Restroom in the Locker Room

Disability Access Consultants, Inc. (800) 743-7067
Facility Name: Administration and Police Service Center

Restrooms

Finding: There is insufficient clear floor space in the stall designated to be accessible in the restroom.

Alternative Rec: (Where Available)

Full Rec Modify or replace the stall designated to be accessible in the restroom so that it complies with ADAAG 4.17.3, CBC 1115B and CBC Figures 11B-1A and 1B. Standard accessible stalls require 60 inches in width with 56 inches depth for wall-mounted toilets or 59 inches depth for floor-mounted toilets to accommodate individuals in wheelchairs. The minimum width of a front-approach doorway shall provide at least 32 inches and a side-approach doorway shall provide at least 34 inches. The door shall swing outward, close automatically and provide accessible hardware.

Citation: CBC 1115B; ADAAG 4.17.3; ADAAG A4.17.3
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 4000
Maximum Estimated Cost: 4000
Minimum Quantity: 1
Unit: Each

Restrooms

Finding: The distance from the center of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is greater than 18 inches.

Alternative Rec: (Where Available)

Full Rec Relocate the toilet or stall side wall so that the distance from the centerline of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is exactly 18 inches (see ADAAG Figure 28).

Citation: ADAAG Figure 28
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 1143
Maximum Estimated Cost: 1143
Record Number: 9228
Priority: 3

Disability Access Consultants, Inc.  (800) 743-7067
Facility Name: Administration and Police Service Center

Restrooms

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec: COMPLETED

Full Rec

The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5, ADAAG 4.1.2(7) and ADAAG 4.1.6(3)(e)) and ADAAG 4.30.

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)); A
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 9246
Priority:

Restrooms

Finding: The distance from the center of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is less than 18 inches.

Alternative Rec:

Full Rec

Relocate the toilet or stall side wall so that the distance from the centerline of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is exactly 18 inches (see ADAAG Figure 28).

Citation: ADAAG Figure 28
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 1143
Maximum Estimated Cost: 1143
Record Number 9247
Priority:
**Facility Name:** Administration and Police Service Center  

**Restrooms**

**Finding:** There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

**Alternative Rec:** COMPLETED

**Full Rec**

The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5; ADAAG 4.1.2(7) and ADAAG 4.1.6(3)(e)) and ADAAG 4.3.

**Citation:** CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)); A

**Minimum Estimated Cost:** 0  
**Maximum Estimated Cost:** 0  
**Minimum Quantity:** 1  
**Unit:** None Selected

**Record Number:** 9221

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**Restrooms**

**Finding:** The length of the side grab bar in the restroom is less than 42 inches.

**Alternative Rec:** COMPLETED

**Full Rec**

Replace the side grab bar in the restroom with a 42 or 48-inch side grab bar complying with ADAAG 4.26 and CBC 1115B.8. Grab bars must be able to support a point load of at least 250 pounds and shall be less than the allowable shear stress of the grab bar material.

**Citation:** CBC 1115B.8.1; ADAAG 4.26

**Minimum Estimated Cost:** 531  
**Maximum Estimated Cost:** 531  
**Minimum Quantity:** 1  
**Unit:** Each

**Record Number:** 9222

**Priority:** 3
Facility Name: Administration and Police Service Center

Restrooms

Finding: The height of the controls and operating mechanisms for the soap dispenser in the restroom is greater than 40 inches in height.

Alternative Rec: (Where Available) * COMPLETED

Full Rec Relocate the soap dispenser in the restroom to a maximum height of 40 inches for all the controls and operating mechanisms (see CBC 1115B.9.2).

Citation: CBC 1115B.9.2; ADAAG A4.27
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 277
Maximum Estimated Cost: 277
Record Number 9223
Priority: 3

Restrooms

Finding: The height of the controls and operating mechanisms for the paper towel dispenser in the restroom is greater than 40 inches in height.

Alternative Rec: (Where Available) * COMPLETED

Full Rec Relocate the paper towel dispenser in the restroom to a maximum height of 40 inches for all the controls and operating mechanisms (see CBC 1115B.9.2).

Citation: CBC 1115B.9.2; ADAAG A4.27
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 277
Maximum Estimated Cost: 277
Record Number 9224
Priority: 3
Facility Name: Administration and Police Service Center

Restrooms

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec:  
(Where Available)

Full Rec: The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5; ADAAG 4.1.6(3)(e) and ADAAG 4.30.

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)); A

Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0

Record Number 9232

Full Rec: There is insufficient clear floor space in the stall designated to be accessible in the restroom.

Alternative Rec:  
(Where Available)

Full Rec: Modify or replace the stall designated to be accessible in the restroom so that it complies with ADAAG 4.17.3, CBC 1115B and CBC Figures 11B-1A and 1B. Standard accessible stalls require 60 inches in width with 56 inches depth for wall-mounted toilets or 59 inches depth for floor-mounted toilets to accommodate individuals in wheelchairs. The minimum width of a front-approach doorway shall provide at least 32 inches and a side-approach doorway shall provide at least 34 inches. The door shall swing outward, close automatically and provide accessible hardware.

Citation: CBC 1115B; ADAAG 4.17.3; ADAAG A4.17.3

Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 4000
Maximum Estimated Cost: 4000

Record Number 9233

Disability Access Consultants, Inc.  (800) 743-7067
Facility Name: Administration and Police Service Center

Restrooms

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec: *(Where Available)*

Full Rec: The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)) and ADAAG 4.30. Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)); A

Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: None Selected

Record Number: 9248

Disability Access Consultants, Inc. (800) 743-7067
Facility Name: Administration and Police Service Center

Restrooms

Finding: The bottom edge of the reflecting surface of the mirror in the restroom is greater than 40 inches above the finished floor.

Alternative Rec: *(Where Available)*

Full Rec: Lower the mirror in the restroom so that the bottom edge of the reflecting surface is no higher than 40 inches above the finished floor and the topmost portion of the reflecting surface extends at least 74 inches above the finished floor (see ADAAG A4.19.6). A single, full-length mirror is recommended since it can accommodate all people. Make certain to provide a minimum clear floor space in front of the mirror of 30 inches in width and 48 inches in length.

Citation: ADAAG A4.19.6; CBC 1115B.9.1.2; ADAAG 4.19.6
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 291
Maximum Estimated Cost: 291

Commons or Lunch Area

Finding: The side reach height of the controls on the vending machine in the break room is greater than 54 inches above the floor.

Alternative Rec: *(Where Available)*

Full Rec: Contact the owner of the vending machine about obtaining an accessible vending machine. Vending machine controls shall comply with ADAAG 5.8 and should be within the reach ranges specified in ADAAG 4.2.5 and ADAAG 4.2.6.

Citation: ADAAG 5.8; ADAAG 4.2.5; ADAAG 4.2.6
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0

Disability Access Consultants, Inc.  (800) 743-7067  Page 21 of 25
Facility Name: Administration and Police Service Center

Locker Rooms

Finding: Lockers are available for use in the men's locker room.

Alternative Rec: * *(Where Available)*

Full Rec: At least one locker or no less than one percent of the lockers in the men's locker room shall be made accessible for individuals with disabilities. Make certain that the accessible lockers are located on an accessible path of travel that is at least 36 inches in width (see CBC 1115B.6.4 and ADAAG 4.27).

Citation: CBC 1115B.6; ADAAG 4.27
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: Each
Minimum Estimated Cost: 500
Maximum Estimated Cost: 500
Record Number: 9229
Priority: 1

Finding: The width of the benches in the locker room are less than 24 inches. The benches in the locker room is not fixed to the wall along the longer dimension.

Alternative Rec: * *(Where Available)*

Full Rec: Install at least one bench with dimensions of 24 inches in width by 48 inches in length fixed to the wall along the longer dimension in the locker room. Mount the bench 17 inches to 19 inches above the finished floor with ADAAG 4.35.4 in the men's locker room. Provide sufficient clear floor space alongside the bench to allow a person using a wheelchair to make a parallel transfer onto the bench.

Citation: ADAAG 4.35.4
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 500
Maximum Estimated Cost: 500
Record Number: 9230
Priority: 1
Facility Name: Administration and Police Service Center

Locker Rooms

Finding: There is a folding seat in the shower compartment designated to be accessible in the men's locker room, however the seat does not extend the full length along the wall of the longer dimension.

Alternative Rec:

(Where Available)

Full Rec: Install a seat extension in the shower compartment designated to be accessible that extends the full length along the wall of the longer dimension.

Citation: CBC 1115B.6.2.4.5; ADAAG 4.21.3
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 9231
Priority:

Locker Rooms

Finding: Lockers are available for use in the women's locker room.

Alternative Rec:

(Where Available)

Full Rec: At least one locker or no less than one percent of the lockers in the women's locker room shall be made accessible for individuals with disabilities. Make certain that the accessible lockers are located on an accessible path of travel that is at least 36 inches in width (see CBC 1115B.6.4 and ADAAG 4.27).

Citation: CBC 1115B.6; ADAAG 4.27
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 9234
Priority:
Facility Name: Administration and Police Service Center

Locker Rooms

Finding: The width of the bench in the locker room is less than 24 inches. The bench in the locker room is not fixed to the wall along the longer dimension.

Alternative Rec: *(Where Available)*

Full Rec Install at least one bench with dimensions of 24 inches in width by 48 inches in length fixed to the wall along the longer dimension in the locker room. Mount the bench 17 inches to 19 inches above the finished floor with ADAAG 4.35.4 in the women's locker room. Provide sufficient clear floor space alongside the bench to allow a person using a wheelchair to make a parallel transfer onto the bench.

Citation: ADAAG 4.35.4
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 500
Maximum Estimated Cost: 500
Record Number 9235
Priority:

Lockers

Finding: There is a folding seat in the shower compartment designated to be accessible in the women's locker room, however the seat does not extend the full length along the wall of the longer dimension.

Alternative Rec: *(Where Available)*

Full Rec Install a seat extension in the shower compartment designated to be accessible that extends the full length along the wall of the longer dimension.

Citation: CBC 1115B.6.2.4.5; ADAAG 4.21.3
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 9236
Priority:
Facility Name: Administration and Police Service Center

Emergency Warning Systems

Finding: There are visual warning devices in all halls, unisex restroom across from interview room 1, men's and women's restrooms in the locker rooms and in the men's and women's restrooms in the main lobby, though no visual warning devices are located elsewhere in the facility.

Alternative Rec: Altering a facility's programs, or addressing higher priority barriers can reduce or eliminate the need for an area of rescue assistance, such as making certain that an individual with a disability participates in programs located near an already accessible exit. Otherwise creating an accessible exit can provide an acceptable alternative to providing an area of rescue assistance.

Full Rec: Install visual warning devices integrated with the facility's alarm system complying with CBC 1114B.2.5, ADAAG 4.1.3(14) and ADAAG 4.28 throughout the facility.

Citation: CBC 1114B.2.4; ADAAG 4.1.3(14); ADAAG 4.28
Minimum Quantity: 1
Maximum Quantity: 10
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 2880

Emergency Warning Systems

Finding: The facility shall have a fire and life safety emergency plan approved by the local building official that specifically addresses the evacuation of individuals with disabilities.

Alternative Rec: A fire and life safety emergency plan that specifically addresses the evacuation of individuals with disabilities must be approved by local building officials and the state fire official and comply with CFC Part 9 and CBC 1114B.2 for areas of rescue assistance.

Full Rec: *COMPLETED*

Citation: CFC Part 9 & CBC 1114B.2
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0

Record Number 9253
Priority: 1
City of Elk Grove
Revised, 12/12/2006
Self-Evaluation - Transition Plan Completion Report
Teen Center – Elk Grove Courthouse

This document shows the completion of the findings of the Self-Evaluation and Transition Plan for the Elk Grove Courthouse, Teen Center.

A list of work items is provided for the City of Elk Grove and the Construction Company that gives the final items to be completed for the findings of the Self-Evaluation - Transition Plan of this building.

Following those pages is a chart which shows all the items found during the Self-Evaluation of the building. The chart reflects each finding record, the current status and pertinent comments.

This chart, after being reviewed by all parties, should reflect any final work to be completed and who will be completing that work.

With the completion of all the items on the chart, the Teen Center building will meet access compliance for the purposes of the City of Elk Grove's responsibility under the ADA.
City of Elk Grove
Self-Evaluation - Transition Plan
Final Work Items
Teen Center – Elk Grove Courthouse

- In the rear parking lot of the Teen Center the accessible parking emblem on the pavement needs to be covered over with asphalt blacktop paint so it is not recognized as a legal accessible parking space.

- Add the signage shown to the driveway entrance east of the accessible parking area. Make sure the appropriate information is filled in at the bottom of the sign. The sign shown is one that is posted at the driveway entrances at 8401 Laguna Palms Way.

- At this same driveway entrance the Bike Route/Speed limit sign must be raised so that the bottom of the sign is a minimum of 80 inches from the finished surface.

- Incorporate into the maintenance program; when cracks appear (openings greater than 1/2” in any direction) in the courtyard area or the path of travel leading into the Teen Center, they are filled.

- At the front walkway from Elk Grove Blvd into the Teen Center courtyard area, the concrete ramp fix that is next to the building and post needs to be continued all the way to the bushes.

- Move the plant from the left side of the front door next to the plant by the exit door from the pool room.

- Raise the two tables (one in pool room and the other in main room) so that from the floor to the bottom of the table is a minimum of 27 inches.

- Relocate the shuffleboard table to the south end of the room to allow for compliant space at each end of the table.

- Relocate the pool cue stand so that it does not cover elements (light switch, etc.) used by participants.

- Remove the door from the pool room to the hallway to have the required door opening of a minimum of 32 inches.
City of Elk Grove
Self-Evaluation - Transition Plan
Final Work Items
Teen Center – Elk Grove Courthouse

- Move the mailbox to the right so that there is 18” clear space on the strike edge of the door into the Teen Center.

- Front entrance door closure needs to be adjusted so that it has less than 5lbs of push/pull pressure.

- Carpet mats at front door should be relocated as they can impede wheelchair mobility.

- On the east side of the Teen Center office the cubicle wall needs to be moved so that the path of travel through this area is a minimum of 36 inches.

- Table next to reception desk needs to have an open space underneath of 30 inches. This can be accomplished by either reversing the table around or repositioning the legs on the underside of the table.

- In the men’s restroom, remove the wooden cabinet in front of the toilet to provide the required floor space in front of the toilet and for the paper seat dispenser.

- In the women’s restroom remove the wooden cabinet beside the sink.
Construction Company
Self-Evaluation - Transition Plan
Final Work Items
Teen Center – Elk Grove Courthouse

- The women’s restroom door needs to have the signage relocated so the centerline of the sign is 60 inches above the finished surface.
- Add compliant wall signage to the latch side of both restrooms. The centerline of the signage will be 60 inches above the finished surface.
- The International Symbol of Accessibility Sign needs to be added to the front entrance on the latch side of the door. The sign will be mounted so the centerline of the sign is 60 inches above the finished surface.
- In the men’s restroom the waste receptacle and paper towel unit protrudes more than four inches from the wall. This unit will be relocated to the wall next to the sink.
- In both restrooms the front end of the side wall grab bar needs to be relocated so that it is 54 inches from the back wall.
- The toilet in the women’s restroom must have the flush handle located on the wide side. Replace the tank or the toilet so that the flush handle is located on the opposite side of its current location.
- In the women’s restroom relocate the soap dispenser so that it is on either side of the sink and not on the opposite side wall, because persons using mobility devices cannot get soap and then move back to the sink easily or at all.
- In both restrooms the soap dispenser push device is 41 inches above the finished surface and needs to be lowered so that the dispenser push device is no higher than 40 inches above the finished surface.
- Relocate the paper seat dispensers in both restrooms so the top of the dispenser is no higher than 40 inches above the finished surface. The top of the dispenser is the very top of the dispenser housing unit. By using this definition when mounting this type of dispenser the location of where you grab the paper seat cover should always fall below the 40” height above the finished surface.
### Teen Center – Elk Grove Courthouse
#### Self-Evaluation – Transition Plan Completion Report

<table>
<thead>
<tr>
<th>Record#</th>
<th>Action</th>
<th>Responsible Party</th>
<th>Consultant Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>No action required</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>To be completed</td>
<td>City</td>
<td>The accessible parking emblem on the pavement needs to be covered over with asphalt blacktop paint so it is not recognized as a legal accessible parking space.</td>
</tr>
<tr>
<td>4</td>
<td>To be completed</td>
<td>City</td>
<td>Additional sign shall be posted in a conspicuous place at the entrance to off-street parking immediately adjacent to and visible from each stall or space. The sign shall not be less than 17 inches by 22 inches in size with lettering not less than 1 inch in height, which clearly and conspicuously states the following: “Unauthorized vehicles parked in designated accessible spaces not displaying distinguishing placards or license plates issued for persons with disabilities may be towed away at owner’s expense. Towed vehicles may be reclaimed at ___________ or by telephoning ___________.” Blank spaces are to be filled in with appropriate information as a permanent part of the sign.</td>
</tr>
<tr>
<td>5</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Phase 2</td>
<td>City</td>
<td>City of Elk Grove has already planned to retrofit the front side of the Teen Center and during Phase 2 an accessible path of travel is planned from the sidewalk to the entrance of the Teen Center.</td>
</tr>
<tr>
<td>7</td>
<td>No action required</td>
<td></td>
<td>This area is not, or is no longer, a vehicular way. The accessible path of travel has been addressed in record #6.</td>
</tr>
<tr>
<td>8</td>
<td>Corrected</td>
<td></td>
<td>This location has had a concrete ramp added as a temporary fix until the area is retrofitted during phase 2 of the project.</td>
</tr>
<tr>
<td>31</td>
<td>Completed</td>
<td></td>
<td>This area has been removed with the remodel of this building.</td>
</tr>
<tr>
<td>Record #</td>
<td>Action</td>
<td>Responsible Party</td>
<td>Consultant Comments</td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------------------------------</td>
<td>-------------------</td>
<td>--------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>9</td>
<td>Partial completion and full completion during phase 2</td>
<td>City</td>
<td>Major cracks/displacements have been repaired. All surfaces will be redone with the retrofit during phase 2.</td>
</tr>
<tr>
<td>15</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>No action required</td>
<td></td>
<td>This door is no longer an exit or entrance. If the door is used again then a compliant landing and ramp will be added to the outside of the building.</td>
</tr>
<tr>
<td>13</td>
<td>No action required</td>
<td></td>
<td>This door is no longer an exit or entrance. If the door is used again then a compliant threshold will be added.</td>
</tr>
<tr>
<td>16</td>
<td>No action required</td>
<td></td>
<td>This counter has been eliminated with the remodel and a compliant element has been used in its place.</td>
</tr>
<tr>
<td>17</td>
<td>No action required</td>
<td></td>
<td>This is not an accurate citation and no signage is required here.</td>
</tr>
<tr>
<td>10</td>
<td>To be completed</td>
<td>Construction Company</td>
<td>The International Symbol of Accessibility sign needs to be added to the latch side of this door. The sign will be mounted so the center line of the sign is 60 inches above the finished surface.</td>
</tr>
<tr>
<td>11</td>
<td>No action required</td>
<td></td>
<td>This is not an accurate citation and no signage is required on this door.</td>
</tr>
<tr>
<td>14</td>
<td>No action required</td>
<td></td>
<td>This door is no longer an exit or entrance. If the door is used again then the compliant signage will be added to the outside of the building.</td>
</tr>
<tr>
<td>18</td>
<td>To be completed</td>
<td>Construction Company</td>
<td>Compliant signage will be added to the latch side of the door into the men's restroom.</td>
</tr>
<tr>
<td>19</td>
<td>Retrofitted</td>
<td></td>
<td>The restroom has been retrofitted to be a single user and provides all required floor space.</td>
</tr>
<tr>
<td>20</td>
<td>Retrofitted</td>
<td></td>
<td>The restroom has been retrofitted to be a single user and provides all required floor space.</td>
</tr>
<tr>
<td>21</td>
<td>No action required</td>
<td></td>
<td>There are no cook hooks in the retrofitted restroom.</td>
</tr>
<tr>
<td>Record#</td>
<td>Action</td>
<td>Responsible Party</td>
<td>Consultant Comments</td>
</tr>
<tr>
<td>--------</td>
<td>-----------------</td>
<td>-------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>22</td>
<td>To be completed</td>
<td>Construction Company</td>
<td>Relocate the paper seat dispensers in both restrooms so the top of the dispenser is no higher than 40 inches above the finished surface.</td>
</tr>
<tr>
<td>23</td>
<td>To be completed</td>
<td>Construction Company</td>
<td>The front end of the side wall grab bar needs to be relocated so that it is 54 inches from the back wall.</td>
</tr>
<tr>
<td>24</td>
<td>Retrofitted</td>
<td></td>
<td>The restroom has been retrofitted to be a single user and the sink has been relocated and is the required distance from the wall.</td>
</tr>
<tr>
<td>25</td>
<td>Retrofitted</td>
<td></td>
<td>The restroom has been retrofitted to be a single user and the mirror is mounted to compliant standards.</td>
</tr>
<tr>
<td>26</td>
<td>To be completed</td>
<td>Construction Company</td>
<td>Compliant signage will be added to the latch side of the door into the women’s restroom.</td>
</tr>
<tr>
<td>27</td>
<td>To be completed</td>
<td>Construction Company</td>
<td>The front end of the side wall grab bar needs to be relocated so that it is 54 inches from the back wall.</td>
</tr>
<tr>
<td>28</td>
<td>To be completed</td>
<td>Construction Company</td>
<td>Relocate the paper seat dispenser in the women’s restroom so the top of the dispenser is no higher than 40 inches above the finished surface.</td>
</tr>
<tr>
<td>29</td>
<td>Retrofitted</td>
<td></td>
<td>The restroom has been retrofitted and a new sink has been installed and provides compliant knee and toe space.</td>
</tr>
<tr>
<td>30</td>
<td>To be completed</td>
<td>Construction Company</td>
<td>The soap dispenser needs to be lowered so that the operating mechanism is no higher than 40 inches above the finished floor.</td>
</tr>
<tr>
<td>34</td>
<td>To be completed</td>
<td>Construction Company</td>
<td>The flush control must be located on the side of the toilet that is not against the wall. The toilet tank can be changed or a new toilet with the flush control on the opposite side of the current one can be done for this fix.</td>
</tr>
<tr>
<td>32</td>
<td>Completed</td>
<td></td>
<td>Emergency plan has been completed and is on file with the office personnel.</td>
</tr>
<tr>
<td>33</td>
<td>No action required</td>
<td></td>
<td>This item is not required by the fire department.</td>
</tr>
</tbody>
</table>
Accessibility Survey

Americans with Disabilities Act
And
Title 24 of the California Building Code

Prepared By
Disability Access Consultants, Inc.
800.743.7067

8401 Laguna Palms Way
Elk Grove, CA
Facility Name: 8401 Laguna Palms Way

Programs, Services, and Activities

Finding: The newly remodeled office building, located at 8401 Laguna Palms Way in Elk Grove California, was inspected for compliance by Disability Access Consultants, Inc., on January 18, 2006. The two story building is serviced by an elevator and was inspected by Michael C. Boga, I.C.C. Certified Accessibility Usability/Plans Examiner, Certification No. 1108082-21. The facility was still under construction at the time of inspection.

Alternative Rec: (Where Available)

Full Rec: Any renovation or new construction that occurred after January 26, 1992, is subject to meet full code specifications for the California Building Code and ADAAG requirements. All recommendations in this report are based on ADAAG and CBC title 24 requirements. Consult with your design professional to determine which elements are affected by these requirements. It is recommended that Disability Access Consultants, Inc. is consulted for inspection of any new construction or renovation at the facility.

Citation: ADAAG 4.1.2; ADAAG 4.1.3; ADAAG 4.1.5; ADAAG 4.1.6
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0

Parking

Finding: There are six accessible parking spaces out of 199 parking spaces, which is sufficient in number as required for compliance. Four of the accessible parking spaces measure less than 108 inches wide. The designated “van-accessible” parking space does not comply with CBC 1129B. There is no “van-accessible” parking space at the front main entrance (south entrance).

Alternative Rec: (Where Available)

Full Rec: Six out of the 199 total number of marked parking spaces meets the number required to be designated exclusively for accessible parking according to ADAAG and CBC 1129B. Restripe the designated accessible parking spaces to create one van-accessible and five standard accessible parking spaces, each measuring at least 108 inches wide and 216 inches long. The “van-accessible” access aisle shall be on the passenger side of the accessible space, and measure at least 96 inches wide. The other spaces shall have access aisles at least 60 inches wide. The accessible parking space with the access aisle to the right of the space shall be designated “van-accessible.”

Citation: CBC 1129B; ADAAG 4.6; ADAAG A4.6
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 270
Maximum Estimated Cost: 270

Disability Access Consultants, Inc. (800) 743-7067
Facility Name: 8401 Laguna Palms Way

Parking

Finding: The surface of four of the accessible parking spaces in front of the main entrance, have slopes greater than 2%.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec

Pave the parking lot at the accessible spaces to provide a level surface. Parking surfaces and access aisles shall be located in areas not exceeding 2% slope in all directions (see CBC 1129B and ADAAG 4.6.3).

Citation: CBC 1129B; ADAAG 4.6.3

Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 900
Maximum Estimated Cost: 900

Minimum Quantity: 1
Unit: Each
Minimum Estimated Cost: 150
Maximum Estimated Cost: 150

Parking

Finding: The bottom edge of the post-mounted signage designating the "va accessible" parking space (at the rear parking) is 79 1/2 inches above the level of the parking space.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec

Modify the height or replace the post-mounted signage designating the accessible parking space to provide at least 80 inches from the parking space finished grade to the bottom edge of the sign. The sign shall be located so that it cannot be obscured by a vehicle parked in the space (see CBC 1129B.5).

Citation: CBC 1129B.5; ADAAG 4.6.4

Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 150
Maximum Estimated Cost: 150

Record Number 103
Priority: 103

Record Number 104
Priority: 104

Disability Access Consultants, Inc. (800) 743-7067
Facility Name: 8401 Laguna Palms Way

Parking

Finding: There is warning signage posted at the entrances from Laguna Palms Way and Office Park Circle regarding unauthorized use of accessible parking spaces in the parking lot, though the blank spaces which should furnish the point of contact and telephone number for reclaiming towed vehicles have been left blank.

Alternative Rec: (Where Available) * Completed (Update 5-24-12)

Full Rec  Fill in the blank spaces which are required to furnish the point of contact and telephone number for reclaiming towed vehicles with the appropriate information as a permanent part of the signs and maintain the currency of the information (see CBC 1129B.5). Make sure to add the CVC22511.8(a)(d) to the signs.

Citation: CBC 1129B.5; ADAAG 4.6.4  CVC 22511.8(a)(d)

Minimum Estimated Cost: 150
Maximum Estimated Cost: 450
Minimum Quantity: 1
Maximum Quantity: 3
Unit: Each

Parking

Finding: There is no device at the head of the general parking spaces along the east side of the building (off of Office Park Drive) to prevent vehicles from encroaching into the minimum width of the accessible walkway.

Alternative Rec: (Where Available) * Completed (Update 5-24-12)

Full Rec  Install a wheelstop at the head of the parking spaces located east of the building. Wheelstops shall be used to prevent vehicles from encroaching into accessible aisles or walkways, but shall not present additional encroachment into those areas (see CBC 1129B.4.3).

Citation: CBC 1129B.4.3; ADAAG 4.6.3

Minimum Estimated Cost: 150
Maximum Estimated Cost: 150
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each

Disability Access Consultants, Inc.  (800) 743-7067
Facility Name: 8401 Laguna Palms Way

Curb Ramps

Finding: The curb ramp connecting the public right of way off Laguna Palm Way to the path of travel to the building is on city property, though provides access to programs, services, and activities.

Alternative Rec: (Where Available) * Completed (Update 5-24-12)

Full Rec Contact the City of Elk Grove to modify or install compliant curb ramps located on city property. The Entity is responsible for providing access to programs, services and activities.

Citation: CBC 1114B.1.2; ADAAG 4.7

Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: None Selected
Record Number: 107
Priority:

Curb Ramps

Finding: The curb ramp does not provide a detectable warning surface which includes truncated domes.

Completed 2015

Alternative Rec: (Where Available) *

Full Rec Install a detectable warning surface which extends the full length and width of the curb ramp and its side flares with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the curb ramp. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8 ADAAG 4.29 & 4.7.7

Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: Custom
Record Number: 110
Priority:
Facility Name: 8401 Laguna Palms Way

Curb Ramps

Finding: The curb ramps do not provide a detectable warning surface which includes truncated domes.

Completed 2015

Full Rec
Install a detectable warning surface which extends the full length and width of the curb ramps with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the curb ramps. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8 ADAAG 4.29 & 4.7.7
Minimum Quantity: 1
Maximum Quantity: 2
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number: 108
Priority:

Curb Ramps

Finding: The curb ramps do not provide a detectable warning surface which includes truncated domes.

Completed (Update 5-24-12)

Full Rec
Install a detectable warning surface which extends the full length and width of the curb ramp with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the concrete curb ramp. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8 ADAAG 4.29 & 4.7.7
Minimum Quantity: 1
Maximum Quantity: 2
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number: 111
Priority:
Facility Name: 8401 Laguna Palms Way

Curb Ramps

Finding: The concrete curb ramps do not provide a detectable warning surface which includes truncated domes.

Alternative Rec: (Where Available)

Completed (Update 5-24-12)

Full Rec

Install a detectable warning surface which extends the full length and width of the curb ramps with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the curb ramp. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8 ADAAG 4.29 & 4.7.7

Minimum Quantity: 1
Maximum Quantity: 2
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 112
Priority:

Curb Ramps

Finding: The curb ramps do not provide a detectable warning surface which includes truncated domes.

Alternative Rec: (Where Available)

Completed 2015

Full Rec

Install a detectable warning surface which extends the full length and width of the curb ramps with truncated domes that contrast visually by either light on dark or dark on light which is an integral part of the curb ramps. The truncated domes may be cast in place or stamped or of a prefabricated surface treatment (see CBC 1127B.5.8).

Citation: CBC 1127B.5.8 ADAAG 4.29 & 4.7.7

Minimum Quantity: 1
Maximum Quantity: 2
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 109
Priority:
Facility Name: 8401 Laguna Palms Way

Path of Travel

Finding: There is an accessible route from the public right of way to the accessible entrance of the facility.

Alternative Rec: Post directional signage.

Full Rec: Provide at least one accessible route from the public right of way to the accessible entrance of the facility. Make certain to post signage indicating the direction to accessible building entrances at every major junction along the accessible route. Signs shall include the International Symbol of Accessibility.

Citation: CBC 1114B.1.2; CBC 1117B.5.7; CBC 1127B.3; ADAAG 4.1.2(7); ADAAG 4.3.2; ADAAG 4.14.1

Minimum Estimated Cost: 107
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: Each
Record Number: 113
Priority: 1

Path of Travel

Finding: There are slopes greater than 5% on the primary path of travel from the public right of way.

Alternative Rec: * Completed (Update 5-24-12)

Full Rec: Resurface the path of travel to provide a level surface that does not exceed a slope greater than 5%. Cross slopes shall not exceed 2%. Otherwise, modify the sidewalk into a ramp that complies with CBC 1133B.5 and ADAAG 4.8.

Citation: CBC 1133B.7.1.3; CBC 1133B.7.3; ADAAG 4.3.7

Minimum Estimated Cost: 1440
Maximum Estimated Cost: 1440
Minimum Quantity: 1
Unit: 4’ x 60’
Record Number: 114
Priority: 1
Facility Name: 8401 Laguna Palms Way
Path of Travel

Finding: There is no striped crosswalk provided on the path of travel from the public right of way to the facility. The required accessible route crosses a vehicular way.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec

Stripe a crosswalk not less than 48 inches wide on the path of travel to the accessible entrance of the facility. Provide a level surface that does not exceed a slope greater than 5%. Cross slopes shall not exceed 2%. Detectable warnings should be placed at the entrance and exit of the crosswalk.

Citation: ADAAG 4.7.9 ADAAG 4.2.9
Minimum Estimated Cost: 100
Maximum Estimated Cost: 100
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Weekly

Path of Travel

Finding: The counter sinks at the facility were inspected and found to be accessible.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec

Maintain the accessible sinks to provide clear floor space for an accessible forward approach.

Citation: ADAAG 4.19.3
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Weekly

Disability Access Consultants, Inc. (800) 743-7067
Facility Name: 8401 Laguna Palms Way

Elevators

Finding: There is an elevator. There is no Title 19 tactile emergency evacuation signage provided at the elevator.

Alternative Rec: (Where Available)

Full Rec

The elevator must be certified and found to be compliant with CBC and ADAAG guidelines as directed by the State of California, Division of the State Architect, Office of Regulation Services, to provide accessibility to programs, services and activities at different levels of the facility. Make certain that the elevator is operational and available for individuals with mobility impairments during all hours the facility is open.

Elevators

Finding: The clearance between the elevator car platform sill and the edge of the hoistway landing is greater than 1 1/4 ".

Alternative Rec: (Where Available)

Full Rec

Contact a certified elevator provider to perform all renovation required by CBC 3003 & 1116B.1.2 & ADAAG 4.10 and the ASME A17.1, Safety Code for Elevators and Escalators, 1996. The hoistway landing clearance should be no greater than 1 1/4 ".

Disability Access Consultants, Inc. (800) 743-7067
Facility Name: 8401 Laguna Palms Way

Stairs

Finding: There is detectable striping on the top and bottom treads of the interior stairway, but they are placed more than 1 inch from the front of the tread and do not provide enough contrast.

Alternative Rec: *(Completed (Update 5-24-12))*

Full Rec: Affix detectable contrasting striping to the top and bottom treads of the stairway that clearly contrasts in color from the tread and is at least 2 inches in width placed no more than 1 inch from the tread nose or landing.

Citation: CBC 1006.16.1; CBC 11133B.4.4; ADAAG 4.9.5

Minimum Estimated Cost: 144
Maximum Estimated Cost: 144
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Record Number: 116
Priority:

Stairs

Finding: The ends of the handrails at the bottom of the stairway, are not rounded or returned smoothly to the wall or post.

Alternative Rec: *(Completed (Update 5-24-12))*

Full Rec: Install handrail extensions that are rounded or returned smoothly to the wall post.

Citation: CBC 1006.9.2.3; ADAAG 4.9.4(6)

Minimum Estimated Cost: 1416
Maximum Estimated Cost: 1416
Minimum Quantity: 1
Maximum Quantity: 1
Unit: 24 Linear Feet
Record Number: 117
Priority:
Facility Name: 8401 Laguna Palms Way

Doors

Finding: Exterior and interior passage doors provide accessible hardware.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec

Maintain door hardware and monitor any door changes for continued accessibility (see ADAAG 4.13.9).

Citation: ADAAG 4.13.9

Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 120
Priority:

Doors

Finding: The door opening force for the exterior north entrance doors requires greater than 5 pounds of force.

Alternative Rec: (Where Available)

* Completed 2015

Full Rec

Adjust the closers on all exterior doors to a maximum door opening force of 5 pounds of force (see ADAAG 4.13.11 and CBC 1133B.2.5).

Citation: CBC 1133B.2.5; ADAAG 4.13.11

Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 5
Maximum Estimated Cost: 5
Record Number 118
Priority:
Finding: The height of the threshold at the entrance door is greater than a beveled 1/2 inch.

**Facility Name:** 8401 Laguna Palms Way

**Doors**

**Finding:** The door opening force for some interior doors (including restrooms) is greater than 5 pounds of force.

**Alternative Rec:**
* Completed (Update 5-24-12)

**Full Rec**
Modify or replace the threshold to provide a beveled slope no greater than 1 inch in 2 inches and 1/2 inch in height. (see ADAAG 4.13.8).

**Citation:** CBC 1133B.2.4.1; ADAAG 4.13.8

<table>
<thead>
<tr>
<th>Minimum Quantity:</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Quantity:</td>
<td>1</td>
</tr>
<tr>
<td>Unit:</td>
<td>Each</td>
</tr>
<tr>
<td>Minimum Estimated Cost:</td>
<td>57</td>
</tr>
<tr>
<td>Maximum Estimated Cost:</td>
<td>57</td>
</tr>
</tbody>
</table>

**Doors**

**Finding:** Adjust the closers on all interior doors to a maximum door opening force of 5 pounds of force (see ADAAG 4.13.11 & CBC 1133B.2.5).

**Alternative Rec:**
* Checked and Adjusted Annually

**Full Rec**

**Citation:** CBC 1133B.2.5.; ADAAG 4.13.11

<table>
<thead>
<tr>
<th>Minimum Quantity:</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Quantity:</td>
<td>1</td>
</tr>
<tr>
<td>Unit:</td>
<td>Each</td>
</tr>
<tr>
<td>Minimum Estimated Cost:</td>
<td>5</td>
</tr>
<tr>
<td>Maximum Estimated Cost:</td>
<td>5</td>
</tr>
</tbody>
</table>

**Record Number:** 121

**Priority:**
Facility Name: 8401 Laguna Palms Way

Counters

Finding: The main entrance reception counter was inspected and found to comply with height and length requirements.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec

Make certain that services provided at the reception counter are accessible and that a clear accessible route to the counter is provided at all times.

Citation: CBC 1122B.4; ADAAG 7.2

Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 122
Priority:

Counters

Finding: The facility does not provide accessible signage at the reception counter that indicates there is assistance provided upon request.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec

Provide signage at the reception counter that states: “Assistance Is Available, Please Contact an Employee.” The sign should contain the International Symbol of Accessibility.

Citation: CBC 1117B.2.9.3; CBC 1104B.2.4; ADAAG 4.3C

Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 58
Maximum Estimated Cost: 58
Record Number 123
Priority:
Facility Name: 8401 Laguna Palms Way

Counters

Finding: The planning/building/public reception counter was inspected and was found to comply with height and length requirements.

Alternative Rec: (Where Available) * Completed (Update 5-24-12)

Full Rec Make certain that services provided at the reception counter are accessible and that a clear accessible route to the counter is provided at all times.

Citation: CBC 1122B.4; ADAAG 7.2

Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 124
Priority: 

Counters

Finding: The public works reception counter was inspected and was found to comply with height and length requirements.

Alternative Rec: (Where Available) * Completed (Update 5-24-12)

Full Rec Make certain that services provided at the reception counter are accessible and that a clear accessible route to the counter is provided at all times.

Citation: CBC 1122B.4; ADAAG 7.2

Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 128
Priority: 

Disability Access Consultants, Inc.  (800) 743-7067 Page 14 of 29
Facility Name: 8401 Laguna Palms Way

Counters

Finding: The reception counter was inspected and was found to comply with height and length requirements.

Alternative Rec: * Completed (Update 5-24-12)

Full Rec: Make certain that services provided at the reception counter are accessible and that a clear accessible route to the counter is provided at all times.

Citation: CBC 1122B.4; ADAAG 7.2
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0

Visual and Audible Communications

Finding: The facility does not provide information at the main office about accessible services, such as TDD/TTY machines, assistive listening systems (ALS), and alternative formats of facility material.

Alternative Rec: *

Full Rec: Provide information at the office concerning accessible services such as TDD/TTY machines (see CBC 1117B.2.9.3), assistive listening systems (ALS) (see CBC 1104B.2.4), and alternative formats of facility materials. Request forms for auxiliary aids (such as large print materials, signers at public events, etc.) should also be kept at the office. A large-print sign with wording similar to the following should be displayed at the office counter: “Access to individuals with disabilities is provided to facility programs, services, and activities. Please inquire if assistance is needed.”

Citation: CBC 1117B.2.9.3; CBC 1104B.2.4; ADAAG 4.3C
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 58
Maximum Estimated Cost: 58

Disability Access Consultants, Inc.  (800) 743-7067
Finding: Hearing aid compatibility and handset amplification decibel range for telephones available for use by the public (for example, in the main lobby) could not be determined by visual inspection.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec: Determine whether telephones available for use by the public are hearing aid compatible or are equipped with handset amplification. If they are not, modify or replace them with appropriate peripheral devices.

Visual and Audible Communications

Finding: There is no directional signage to the accessible entrance from the public right of way or other common use areas.

Alternative Rec: (Where Available)

Full Rec: Install directional signage to each common area complying with CBC 1117B.5 and ADAAG 4.30.
Finding: The employee entrance doors do not have accessible signage mounted on the wall adjacent to the latch side of the door.

Full Rec
Install signage centered at 60 inches above the finished floor on the wall adjacent to the latch side of the entry doorway stating ENTRANCE from the outside and EXIT from the inside, with raised UPPERCASE letters between 5/8 inch and 2 inches in height and Grade 2 Braille characters. The sign shall comply with the finish and contrast requirements set forth in CBC 1117B.5 and ADAAG 4.30.5. Signage should be located where a person may approach within three inches of the sign without encountering protruding objects or standing within the swing of the door.

Visual and Audible Communications
Finding: There is no signage with the International Symbol of Accessibility on the employee entrance doors to the facility designating them as accessible.

Full Rec
The International Symbol of Accessibility shall be the standard used to identify facilities that are accessible to and usable by physically disabled persons (see CBC 1117B.5.1). All building entrances that are accessible to and usable by persons with disabilities shall be identified with an ISA symbol (see CBC 1117B.5.7).
Finding: The main entrances do not have accessible signage mounted on the wall adjacent to the latch side of the doors.

Alternative Rec: (Where Available)  
* Completed 2014

Full Rec  
Install signage centered at 60 inches above the finished floor on the wall adjacent to the latch side of the entry doorways stating ENTRANCE from the outside and EXIT from the inside, with raised UPPERCASE letters between 5/8 inch and 2 inches in height and Grade 2 Braille characters. The sign shall comply with the finish and contrast requirements set forth in CBC 1117B.5 and ADAAG 4.30.5. Signage should be located where a person may approach within three inches of the sign without encountering protruding objects or standing within the swing of the door.

Visual and Audible Communications

Finding: There is no signage with the International Symbol of Accessibility on the entrance doors to the facility designating them as accessible.

Alternative Rec: (Where Available)  
* Completed (Update 5-24-12)

Full Rec  
The International Symbol of Accessibility shall be the standard used to identify facilities that are accessible to and usable by physically disabled persons (see CBC 1117B.5.1). All building entrances that are accessible to and usable by persons with disabilities shall be identified with an ISA symbol (see CBC 1117B.5.7).
Facility Name: 8401 Laguna Palms Way

Visual and Audible Communications

Finding: The offices, public works, planning/building department, and other common use rooms do not have accessible signage mounted on the wall adjacent to the latch side of the door.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec

Install signage centered at 60 inches above the finished floor on the wall adjacent to the latch side of each entry doorway stating "ROOM" with raised UPPERCASE letters between 5/8 inch and 2 inches in height and Grade 2 Braille characters. The sign shall comply with the finish and contrast requirements set forth in CBC 1117B.5 and ADAAG 4.30.5. Signage should be located where a person may approach within three inches of the sign without encountering protruding objects or standing within the swing of the door.

Citation: CBC 1117B.5; ADAAG 4.30

Minimum Estimated Cost: 58
Maximum Estimated Cost: 58
Minimum Quantity: 1
Unit: Each

Record Number: 131
Priority:

Restrooms

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec: (Where Available)

* Completed (Update 5-24-12)

Full Rec

The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5, ADAAG 4.1.2(7) and ADAAG 4.1.6(3)(e)) and ADAAG 4.30.

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)); ADAAG 4.1.6(3)(e); ADAAG 4.30

Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: None Selected

Record Number: 138
Priority:
Finding: The distance from the center of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is 17 1/2 inches.

Alternative Rec: *(Where Available)*

Full Rec: Relocate the toilet or stall side wall so that the distance from the centerline of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is exactly 18 inches (see ADAAG Figure 28).

Finding: Lockers are available for use in the restroom. At least one locker is accessible.

Alternative Rec: *(Where Available)*

Full Rec: Make certain that the accessible lockers are located on an accessible path of travel that is at least 36 inches in width (see CBC 1115B.6.4 and ADAAG 4.27). The accessible locker shall be deemed accessible with the ISA symbol.
Facility Name: 8401 Laguna Palms Way

Restrooms

Finding: There is signage posted on the latch side of the entry door to the restroom. The signage is centered at 61 inches above the floor or the latch side of the entrance door and does not include Braille and raised lettering, gender use symbol or the ISA symbol.

Alternative Rec: (Where Available) * Completed (Update 5-24-12)

Full Rec Post signage designating the restroom as accessible. Signage shall be centered 60 inches above the floor surface on the latch side of the entrance door to the restroom that includes Braille and raised lettering and the ISA symbol.

Restrooms

Finding: The distance from the center of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is 17 5/8 inches.

Alternative Rec: (Where Available) *

Full Rec Relocate the toilet or stall side wall so that the distance from the centerline of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is exactly 18 inches (see ADAAG Figure 28).

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7); ADAAG 4.1.6(3)(e); ADAAG 4.30

Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 58
Maximum Estimated Cost: 58
Record Number 153
Priority:

Citation: CBC 1115B.7.1.3 ADAAG 4.17.3

Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 1143
Maximum Estimated Cost: 1143
Record Number 154
Priority:
Facility Name: 8401 Laguna Palms Way

Restrooms

Finding:  There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec:  * Completed (Update 5-24-12)

Full Rec  The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5, ADAAG 4.1.2(7) and ADAAG 4.1.6(3)(e)) and ADAAG 4.30.

Citation:  CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7)); ADAAG 4.1.6(3)(e); ADAAG 4.30

Minimum Estimated Cost:  0
Maximum Estimated Cost:  0
Minimum Quantity:  1
Maximum Quantity:  1
Unit:  None Selected
Record Number 147
Priority:  

Restrooms

Finding:  The toilet paper dispenser protrudes more than 4 inches from the side wall.

Alternative Rec:  *

Full Rec  Remount or replace the toilet paper dispenser so that it does not encroach more than four inches from the face of the wall. Make sure it does not interfere with the use of the side grab bar (see ADAAG 4.16.6 and Figure 29(b)). Toilet paper dispensers must allow continuous paper flow and be mounted within 12" in front of the water closet.

Citation:  DSA Access Policy 99-07

Minimum Estimated Cost:  277
Maximum Estimated Cost:  277
Minimum Quantity:  1
Maximum Quantity:  1
Unit:  Each
Record Number 148
Priority:  

Men's Single User Restroom on First Floor

Disability Access Consultants, Inc.  (800) 743-7067  Page 22 of 29
Facility Name: 8401 Laguna Palms Way

Restrooms

Finding: The height of the controls and operating mechanisms for the soap dispenser in the restroom is 40 5/8 inches in height.

Alternative Rec: *(Where Available)*

Full Rec Relocate the soap dispenser in the restroom to a maximum height of 40 inches for all the controls and operating mechanisms (see CBC 1115B.9.2).

Citation: CBC 1115B.9.2; ADAAG A4.27

Minimum Estimated Cost: 277
Maximum Estimated Cost: 277
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each

Record Number 149

Priority:

Restrooms

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec: *(Where Available)*

Completed (Update 5-24-12)

Full Rec The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5, ADAAG 4.1.2(7) and ADAAG 4.1.6(3)(a)) and ADAAG 4.30.

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7); ADAAG 4.1.6(3)(a); ADAAG 4.30

Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 141
Priority:
Facility Name: 8401 Laguna Palms Way

Restrooms

Finding: Lockers are available for use in the restroom. At least one locker is accessible.

Alternative Rec: (Where Available)

Full Rec

Make certain that the accessible lockers are located on an accessible path of travel that is at least 36 inches in width (see CBC 1115B.6.4 and ADAAG 4.27). The accessible locker shall be deemed accessible with the ISA symbol.

Citation: CBC 1115B.6; ADAAG 4.27
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Custom
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: None Selected
Record Number 142
Priority:

Restrooms

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec: (Where Available)

Completed (Update 5-24-12)

Full Rec

The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5, ADAAG 4.1.2(7) and ADAAG 4.1.6(3)(e) and ADAAG 4.30.

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7); ADAAG 4.1.6(3)(e); ADAAG 4.30
Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Record Number 150
Priority:
Facility Name: 8401 Laguna Palms Way

Restrooms

Finding: There was only one grab bar in the stall designated to be accessible in the restroom at the time of inspection.

* Completed (Update 5-24-12)

Alternative Rec: (Where Available)

Full Rec

Install a 42/48-inch side grab bar at a height of 33 inches above the finished floor in the stall designated to be accessible of the restroom. Grab bars must be able to support a point load of at least 250 pounds and shall be less than the allowable shear stress of the grab bar material.

Citation: CBC 1115B.8.1; ADAAG 4.26

Minimum Estimated Cost: 531
Maximum Estimated Cost: 531
Minimum Quantity: 1
Unit: Each
Maximum Quantity: 1
Record Number 151
Priority:

Restrooms

Finding: The distance from the center of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is 18 3/8 inches.

Alternative Rec: (Where Available)

Full Rec

Relocate the toilet or stall side wall so that the distance from the centerline of the toilet to the nearest side wall in the stall designated to be accessible in the restroom is exactly 18 inches (see ADAAG Figure 28).

Citation: CBC 1115B.7.1.3  ADAAG 4.17.3

Minimum Estimated Cost: 1143
Maximum Estimated Cost: 1143
Minimum Quantity: 1
Unit: Each
Maximum Quantity: 1
Record Number 152
Priority:
Facility Name: 8401 Laguna Palms Way

Restrooms

Finding: There is signage indicating accessibility on the entry door to the restroom. The signage is centered 60 inches above the floor on the latch side of the entrance door and includes Braille and raised lettering, gender use symbol and the ISA symbol.

Alternative Rec: * Completed (Update 5-24-12)

Full Rec The restroom is designated accessible and should be made an accessible restroom for the facility. Monitor signage for continued compliance with CBC 1115B.5, ADAAG 4.1.2(7) and ADAAG 4.1.6(3)(e)) and ADAAG 4.30.

Citation: CBC 1115B.5; ADAAG 4.1.6; ADAAG 4.1.2(7); ADAAG 4.1.6(3)(e); ADAAG 4.30

Maximum Estimated Cost: 0

Minimum Estimated Cost: 0

Minimum Quantity: 1

Maximum Quantity: 1

Unit: None Selected

Restrooms

Finding: The distance from the center of the toilet to the nearest side wall in the restroom is 18 1/8 inches.

Alternative Rec: *

Full Rec Relocate the toilet so that the distance from the centerline of the toilet to the nearest side wall in the restroom is exactly 18 inches (see ADAAG Figure 28).

Citation: CBC 1115B.7.1.3 ADAAG 4.17.3

Minimum Estimated Cost: 1143

Maximum Estimated Cost: 1143

Minimum Quantity: 1

Maximum Quantity: 1

Unit: Each

Record Number: 143

Priority: 

Women's Single User Restroom on First Floor
Facility Name: 8401 Laguna Palms Way

Restrooms

Finding: The toilet paper dispenser protrudes more than 4 inches from the side wall.

Alternative Rec: (Where Available)

Full Rec: Remount or replace the toilet paper dispenser so that it does not encroach more than four inches from the face of the wall. Make sure it does not interfere with the use of the side grab bar (see ADAAG 4.16.6 and Figure 29(b)). Toilet paper dispensers must allow continuous paper flow and be mounted within 12” in front of the water closet.

Citation: DSA Access Policy 99-07
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 277
Maximum Estimated Cost: 277
Record Number: 145
Priority: 

Restrooms

Finding: The height of the controls and operating mechanisms for the soap dispenser in the restroom is 40 1/2 inches in height.

Alternative Rec: (Where Available)

Full Rec: Relocate the soap dispenser in the restroom to a maximum height of 40 inches for all the controls and operating mechanisms (see CBC 1115B.9.2).

Citation: CBC 1115B.9.2; ADAAG A4.27
Minimum Quantity: 1
Maximum Quantity: 1
Unit: Each
Minimum Estimated Cost: 277
Maximum Estimated Cost: 277
Record Number: 146
Priority: 

Disability Access Consultants, Inc.  (800) 743-7067
Facility Name: 8401 Laguna Palms Way

Drinking Fountains

Finding: All drinking fountains were found to comply with CBC and ADAAG requirements.

Alternative Rec: (Where Available) * Completed (Update 5-24-12)

Full Rec Since all the drinking fountains are accessible, no physical improvement needs to be made at this time.

Citation: CBC 1117B.1; ADAAG 4.25
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: None Selected
Maximum Quantity: 1

Emergency Warning Systems

Finding: The facility shall have a fire and life safety emergency plan approved by the local building official that specifically addresses the evacuation of individuals with disabilities.

Alternative Rec: (Where Available) *

Full Rec A fire and life safety emergency plan that specifically addresses the evacuation of individuals with disabilities must be approved by local building officials and the state fire official and comply with CFC Part 9 and CBC 1114B.2 for areas of rescue assistance.

Citation: CFC Part 9 & CBC 1114B.2
Minimum Estimated Cost: 0
Maximum Estimated Cost: 0
Minimum Quantity: 1
Unit: None Selected
Maximum Quantity: 1

Record Number Priority: 155 156
Facility Name: 8401 Laguna Palms Way

Emergency Warning Systems

Finding: There is a visual warning device in the main lobby, though no visual warning devices are located elsewhere in the facility.

Completed (Update 5-24-12)

Alternative Rec: Altering a facility’s programs, or addressing higher priority barriers can reduce or eliminate the need for an area of rescue assistance such as making certain that an individual with a disability participates in programs located near an already accessible exit. Otherwise creating an accessible exit can provide an acceptable alternative to providing an area of rescue assistance.

Full Rec: Install visual warning devices integrated with the facility’s alarm system complying with CBC 1114B.2.5, ADAAG 4.1.3(14) and ADAAG 4.28 throughout the facility.

Citation: CBC 1114B.2.4; ADAAG 4.1.3(14); ADAAG 4.28

Minimum Quantity: 1
Maximum Quantity: 1
Unit: None Selected
Minimum Estimated Cost: 0
Maximum Estimated Cost: 288
Record Number 157
Priority:
City of Elk Grove

Corporation Yard
Access Survey Report

10250 Iron Rock Way
Elk Grove, CA 95624

completed by:
Michael A. Whipple, CASp
Dennis Riechmann, Access Technician

4/28/2010
Report Summary

This report reflects those access issues which were out of compliance when the City of Elk Grove’s Corporation Yard Building located at 10250 Iron Rock Way was surveyed in April of 2010. The survey was completed by Michael Whipple and Dennis Riechmann of ADA Resource Associates, Inc.

The survey was completed using the June 16, 2006 Coordinated with changes reflected in 2001 California Building Code as of November 1, 2002 and the 2009 California Access Compliance Reference Manual, 2007 California Building Standards Code with California Errata and Amendments, Effective: August 01, 2009. All slopes and cross slopes were measured using 4 foot Smart Levels, which are accurate to a plus or minus .2% as established by the Smart Level Company. Measurements were done with a Stanley 25 foot tape measure, digital calipers to measure diameters/small spaces and tools to measure push/pull poundage force (lbf).

The following areas were surveyed for the purposes of this Survey:

1. Parking
   a. Stall size
   b. Access aisle size
   c. Accessible parking line colors
   d. Signage for accessible parking
   e. ISA symbol on the ground
   f. NO PARKING in the access aisle
   g. Correct number of accessible parking spaces

2. Paths of travel from the parking to the doors of the business

3. Accessible doors
   a. Landings, inside and out
   b. Open space of doors
   c. Thresholds
   d. Door signage

4. Paths of travel throughout the building

5. Tables for public use

6. Lunch/Training Room

7. Lobby
8. Fire extinguishers
9. Restrooms and Shower Room
   a. Restroom signage
   b. Amenities in restrooms
   c. Lavatory/sink and associated components
   d. Toilet, grab bars, toilet paper and other dispensers
10. Elevator
11. Stairways
12. Vending machines/area

During the survey we found access issues in need of retrofitting for full Access Compliance Certification. As each access issue is completed, staff will sign off on the enclosed Access Issue Sign-Off Sheet.

When the Access Issue Sign-Off Sheet is filled in, send the original sheet to Corporate and a copy to Michael Whipple. The Access Pending Certification will be changed to a full Access Compliance Certification. The Access Inspection Certificate will be issued for display at the store.

If you have any questions or comments about this report or during the retrofit period please call Michael Whipple for assistance, clarification or to answer any question about your access issues.

A Public Notice a CASp is required to send clients at this stage of the Access Certification process will be mailed with the hard copy of this report. Please review it so you will be familiar with the steps you will need to take if any person tries to sue your business. Also, notify Michael Whipple if you receive any written letter or correspondence regarding your access compliance.

Thank you for allowing us to be a part of your Access Compliance.

Respectfully Submitted,

Michael A. Whipple, CASp, #070
Certified Access Specialist
<table>
<thead>
<tr>
<th>Access Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>The old accessible parking area still shows access aisles not required, and 36” x 36” ISA symbols are still showing on the ground. There are many lines faded, and there is a very faded ISA symbol showing through the word “visitor” in a visitor parking stall.</td>
<td>This area should be resurfaced with a black coating; this could be a slurry seal or similar process. Old access aisles that are no longer required will be blacked out.</td>
</tr>
</tbody>
</table>
| #2           | The Corporation Yard requires 4 (four) accessible parking spaces and at least one of these must be van accessible. | Retrofit one stall to Van Accessible with an 8’ wide access aisle.  
**CBC Section 1129B.3, 2** |
| #3           | To bring this accessible parking area up to current standards, a sign stating “Minimum Fine $250.00” needs to be mounted under the ISA signs or the “Van Accessible” sign if present. | Install a sign stating “Minimum Fine $250.00” under all of the ISA signs and/or the “Van Accessible” sign on the wall/pole.  
**CBC Section 1129B.4** |
| #4           | At the top and bottom of the current accessible parking spaces there is a slope exceeding the allowed 2%. | All accessible spaces and access aisle needs to be resurfaced with slopes and cross slopes less than 2%. The access aisle shall be marked by a blue border. Within the blue border, hatched lines shall be painted a color contrasting with the parking surface, preferably blue or white. The State DSA recommends white on asphalt, blue on concrete.  
**CBC Section 1129B.3.1 & .2** |
Parking Lot (cont’d)

Issue #1

Minimum Fine $250.00

Issue #3

Issue #4
Corporation Yard
Access Survey Report
Parking Lot (cont’d)

Issue #3

Issue #4

Issue #4
## Entrance/Lobby Access

<table>
<thead>
<tr>
<th>Access Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#5</td>
<td>Front Double Doors are both sticking. Door on left (when entering) requires 15 lbs of force (lbf) and the right door requires 26 lbf to open or when pushing to exit.</td>
<td>Lower the pushing force of the door to 5 pounds of force (lbf). If the adjustment screw comes out during the adjustment put it back in until it holds and takes no more than 5 lbf to push the door open. If this cannot be done, replace the door closer with a new one that will achieve the 5 lbf. <strong>CBC Section 1133B.2.5.2 &amp; .3</strong></td>
</tr>
<tr>
<td>#6</td>
<td>The door leading from the lobby to the elevator landing area requires 17 lbf to open.</td>
<td>Lower the pushing/pulling force of the door to 5 lbf. If the adjustment screw comes out during the adjustment put it back in until it holds and takes no more than 5 lbf to pull or push the door open. If this cannot be done, replace the door closer with a new one that will achieve the 5 lbf. <strong>CBC Section 1133B.2.5.2 &amp; .3</strong></td>
</tr>
<tr>
<td>#7</td>
<td>A chair in the lobby area protrudes into the required 18” clear space past the strike edge of the door.</td>
<td>Remove the chair closest to this door allowing for the required 18” clear space past the strike edge of the door. <strong>CBC Section 1133B.2.4.3</strong></td>
</tr>
<tr>
<td>#8</td>
<td>Most of the brochure racks in the lobby area next to the service counter are higher than 48” above the finished floor.</td>
<td>Move the two racks from above the recycle barrel to a location no higher than 48”. Racks to the right of service counter must be no higher than 48” above the finished floor. Provide clear space under the racks. <strong>CBC 1118B.5</strong></td>
</tr>
</tbody>
</table>
**Access Issue** | **Access Issue** | **Resolution**
--- | --- | ---
#9 | There is no tactile sign stating “EXIT ROUTE” adjacent to the door leaving the elevator area to the lobby. | Install a tactile sign adjacent to the strike edge of the door between the elevator area to the lobby stating “EXIT ROUTE” centered at 60” above the finished floor. **CBC Sections 1011.3 & 1117B.5.1.1 & 1115B.6**
Entrance/Lobby (cont’d)

Issue #6

Issue #7

Issue #8

Issue #9
## Corporation Yard  
### Access Survey Report  
#### Elevator  

<table>
<thead>
<tr>
<th>Access Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
</table>
| #10          | Elevator door-reopening device keeps the door open for only 5 seconds upon reopening and should be 20 seconds. | Adjust the reopening device. Door-reopening devices shall remain effective for a period of not less than 20 seconds.  
**CBC 1116B.1.5** |
| #11          | The Open and Close car buttons are not illuminated.                         | Control buttons shall be illuminated and activated by a mechanical motion that is detectable.                         
**CBC 1116B.1.9** |
| #12          | There is no emergency stop button on the control, which should be grouped in or adjacent to the bottom of the panel and no lower than 2’11” from the floor. | Install the emergency stop button required by code.                                                                  
**CBC 1116B.1.9** |
| #13          | The hall call buttons are illuminated with red light and there should be white light over the entire surface of the button. | Hall call button lights should be changed so that they are internally illuminated with a white light over the entire surface of the button.  
**CBC 1116B.1.10** |
| #14          | On the grade level (floor 1) there is no raised five pointed star placed to the left of the raised character of the floor number on the doorjamb marking. | Replace the doorjamb marking sign on the first floor (grade level) with one has a raised five pointed star to the left of the raised character (1) on the doorjamb marking.  
**CBC 1116B.1.14** |
Elevator (cont’d)

Issue #10

Issue #11

Issue #12

Issue #13

Issue #14
<table>
<thead>
<tr>
<th>Access Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#15</td>
<td>There is no tactile “EXIT ROUTE” sign adjacent to the latch side of the door inside the 2nd Floor Training/Conference Room.</td>
<td>Install a tactile sign adjacent to the strike edge of the door leading to the hallway outside the 2nd Floor Training/Conference Room stating “EXIT ROUTE” centered at 60” above the finished floor. CBC Sections 1011.3 &amp; 1117B.5.1.1 &amp; 1115B.6</td>
</tr>
<tr>
<td>#16</td>
<td>There is no tactile “EXIT ROUTE” sign on the wall outside the 2nd Floor Training/Conference near the existing lighted sign hanging from ceiling.</td>
<td>Install a tactile sign adjacent to the strike edge of the door leading to the hallway outside the 2nd Floor Training/Conference Room stating “EXIT ROUTE” centered at 60” above the finished floor. CBC Sections 1011.3 &amp; 1117B.5.1.1 &amp; 1115B.6</td>
</tr>
<tr>
<td>#17</td>
<td>There is no tactile “EXIT ROUTE” sign on the wall inside the 2nd Break room on the latch side of the door.</td>
<td>Install a tactile sign adjacent to the strike edge of the door leading to the hallway outside the 2nd Floor Break room stating “EXIT ROUTE” centered at 60” above the finished floor. CBC Sections 1011.3 &amp; 1117B.5.1.1 &amp; 1115B.6</td>
</tr>
<tr>
<td>#18</td>
<td>There is no tactile “EXIT ROUTE” sign on the wall adjacent to the strike edge of the door leading to the 2nd Floor Restrooms to the left of the Fire Extinguisher.</td>
<td>Install a tactile sign on the wall to the left of the Fire Extinguisher on the strike edge side of the door leading from the corridor from the elevator to the 2nd Floor Restrooms stating “EXIT ROUTE” centered at 60” above the finished floor. CBC Sections 1011.3 &amp; 1117B.5.1.1 &amp; 1115B.6</td>
</tr>
</tbody>
</table>
Corporation Yard
Access Survey Report
Signage (cont’d)

Issue #15

Issue #16

ADA RESOURCE ASSOCIATES, INC.
(916) 991-0107, (916) 991-6266 fax
Clients@ADAresource.net
6/2/2010
Page 13 of 37
Signage (cont’d)

Issue #17

Issue #18
<table>
<thead>
<tr>
<th>Access Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#19</td>
<td>Handrail gripping surfaces in both stairways in the building are not required size.</td>
<td>Replace the handrails in both stairways with ones that have handgrips that are not less than 1 ¼” nor more than 1 ½” in cross-sectional dimension. See attached Stairs Standards. <strong>CBC 1133B.4.1 thru CBC 1133B.4.2.6</strong></td>
</tr>
<tr>
<td>#20</td>
<td>In the enclosed stairways there is no tactile stair level identification sign located at each floor level landing.</td>
<td>Tactile floor designation signs shall be located at each floor level landing in all enclosed stairways in buildings two or more stories in height. <strong>CBC 1133B.4.3</strong></td>
</tr>
<tr>
<td>#21</td>
<td>At exit discharge level, there is no sign including a raised five pointed star located to the left of the identifying floor level</td>
<td>At each exit discharge level, the floor designation sign shall include a raised five pointed star located to the left of the identifying floor level. The outside diameter of the star shall be the same as the height of the raised characters. <strong>CBC 1133B.4.3</strong></td>
</tr>
</tbody>
</table>
Corporation Yard
Access Survey Report
Stairways (cont’d)
### 2nd Floor Men’s Restroom

<table>
<thead>
<tr>
<th>Access Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#22</td>
<td>Clear space and level area does not extend 24” past the strike edge of door on the inside of the room.</td>
<td>Recommend swapping doors from men’s restroom with the women’s restroom which changes the swing of the door so that the side to which the door swings extends 24 inches. <strong>CBC 1133B.2.4.3</strong></td>
</tr>
<tr>
<td>#23</td>
<td>Current swing of the door allows the door to hit the paper towel dispenser.</td>
<td>As above, recommend swapping door from men’s restroom with the women’s restroom door. Doors shall not swing into the clear floor space required for any fixture. <strong>CBC 1115B.3.1.2</strong></td>
</tr>
<tr>
<td>#24</td>
<td>There is no wall signage on the wall adjacent to the latch side of the door. Rather it is on the opposite side of the door.</td>
<td>Install a sign on the latch side of the door centered at 60” above the finished floor (first, see previous issues regarding swapping men’s and women’s restroom doors). If latch side is reversed, wall signage is in correct position. <strong>CBC 1117B.5.2</strong></td>
</tr>
<tr>
<td>#25</td>
<td>The bottom edge of the viewing surface of the mirror is 40 5/8” above the finished floor and should be no higher than 40” AFF.</td>
<td>Lower the mirror so that the bottom edge of the viewing area is no higher than 40” AFF. The soap dispenser will need to be lowered as well to accomplish this. <strong>CBC 1115B.8.1.1</strong></td>
</tr>
<tr>
<td>Access Issue</td>
<td>Access Issue</td>
<td>Resolution</td>
</tr>
<tr>
<td>--------------</td>
<td>------------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>26</td>
<td>The wrapping on the pipes below the sink is loose and needs re-wrapping.</td>
<td>Hot water and drain pipes shall be insulated or otherwise covered. There shall be no sharp or abrasive surfaces under the sink. <strong>CBC 1115B.4.3.4</strong></td>
</tr>
<tr>
<td>27</td>
<td>Infrared activator on the towel dispenser is located at 49” above the finished floor (AFF) and should be no higher than 40” AFF.</td>
<td>Relocate the paper towel dispenser so that the infrared activator is no higher than 40” AFF. <strong>CBC 1115B.8.3</strong></td>
</tr>
<tr>
<td>28</td>
<td>The rear grab bar in the accessible toilet compartment is not mounted with 12” on one side from the centerline of the toilet and 24” on the wide side of the toilet.</td>
<td>Remount the rear grab bar so that it extends a minimum 12 inches from the centerline of the toilet and 24 inches minimum on the other side. <strong>CBC 1115B.4.3 3.1</strong></td>
</tr>
<tr>
<td>29</td>
<td>The far edge of the toilet tissue dispenser from the rear wall is at 41” and should be no more than 36” maximum.</td>
<td>Relocate the toilet tissue dispenser so that it is located within 12 inches of the front edge of the toilet seat, mounted below the grab bar, at a minimum height of 19 inches and 36 inches maximum to the far edge from the rear wall. <strong>CBC 1115B.8.4</strong></td>
</tr>
</tbody>
</table>
Corporation Yard
Access Survey Report
2nd Floor Men’s Restroom (cont’d)
2nd Floor Men’s Restroom (cont’d)

Issue #25

Issue #26

Issue #28

Issue #29
<table>
<thead>
<tr>
<th>Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#30</td>
<td>Clear space and level area does not extend 24” past the strike edge of door on the inside of the room.</td>
<td>Recommend swapping door from men’s restroom with the women’s restroom door which changes the swing of the door so that the side to which the door swings extends 24 inches. <strong>CBC 1133B.2.4.3</strong></td>
</tr>
<tr>
<td>#31</td>
<td>There is no wall signage on the wall adjacent to the latch side of the door. Rather it is on the opposite side of the door.</td>
<td>Install a sign on the latch side of the door centered at 60” above the finished floor (first, see previous issues regarding swapping men’s and women’s restroom doors). <strong>CBC 1117B.5.2</strong></td>
</tr>
<tr>
<td>#32</td>
<td>The bottom edge of the viewing surface of the mirror is 40 5/8” above the finished floor.</td>
<td>Lower the mirror so that the bottom edge of the viewing area is no higher than 40” AFF. <strong>CBC 1115B.8.1.1</strong></td>
</tr>
<tr>
<td>#33</td>
<td>Soap dispenser on right is mounted to the surface of the mirror and is more than 40” AFF.</td>
<td>Relocate the soap dispenser currently stuck to the mirror on the right so that the button to activate the soap is no higher than 40” AFF and does not obstruct the view of a person with a disability. <strong>CBC 1115B.8.3</strong></td>
</tr>
<tr>
<td>Issue</td>
<td>Access Issue</td>
<td>Resolution</td>
</tr>
<tr>
<td>-------</td>
<td>------------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>#34</td>
<td>The wrapping on the pipes below the sinks is loose and needs re-wrapping.</td>
<td>Hot water and drain pipes shall be insulated or otherwise covered. There shall be no sharp or abrasive surfaces under the sink. <strong>CBC 1115B.4.3.4</strong></td>
</tr>
<tr>
<td>#35</td>
<td>The rear grab bar in the accessible toilet compartment is not mounted with 12” on one side from the centerline of the toilet and 24” on the wide side of the toilet.</td>
<td>Remount the rear grab bar so that it extends a minimum 12 inches from the centerline of the toilet and 24 inches minimum on the other side. <strong>CBC 1115B.4.3  3.1</strong></td>
</tr>
<tr>
<td>#36</td>
<td>The far edge of the toilet tissue dispenser from the rear wall is at 41” and should be no more than 36” maximum.</td>
<td>Relocate the toilet tissue dispenser so that it is located within 12 inches of the front edge of the toilet seat, mounted below the grab bar, at a minimum height of 19 inches and 36 inches maximum to the far edge from the rear wall. <strong>CBC 1115B.8.4</strong></td>
</tr>
</tbody>
</table>
Corporation Yard
Access Survey Report
2nd Floor Women’s Restroom (cont’d)
Corporation Yard
Access Survey Report
2nd Floor Women’s Restroom (cont’d)

Issue #32
Issue #33
Issue #34
Issue #35
Issue #36
### 1st Floor (E-Tran) Men’s Restroom

<table>
<thead>
<tr>
<th>Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#37</td>
<td>Entry door to men's restroom requires 15 lbs of force (lbf) to open.</td>
<td>Adjust the closer so that door requires no more than 5 lbf to open. If this cannot be accomplished by adjustment, replace the closer with one that will. <strong>CBC 1133B.2.5</strong></td>
</tr>
<tr>
<td>#38</td>
<td>From open position of 70 degrees, the entry door takes only 2 seconds to close to a point 3” from the latch and should require 3 seconds.</td>
<td>When adjusting the door closer along with issue previously stated, be sure the door takes at least 3 seconds to close from an open position of 70 degrees to a point 3” from the latch. <strong>CBC 1133B.2.5.1</strong></td>
</tr>
<tr>
<td>#39</td>
<td>Entry door swings into the clear space required for the paper towel dispenser.</td>
<td>Move the towel dispenser so that when the door opens it does not swing into the required clear floor space in front of the paper towel dispenser. <strong>CBC 1115B.3.2.2</strong></td>
</tr>
<tr>
<td>#40</td>
<td>All four soap dispensers are mounted directly on the mirror, not only obstructing view of someone using a wheelchair but also higher than 40” from the finished floor to the activating button.</td>
<td>Relocate to either side of the mirror and insure that the activating button is no higher than 40” AFF. <strong>CBC 1115B.8.3</strong></td>
</tr>
<tr>
<td>Issue</td>
<td>Access Issue</td>
<td>Resolution</td>
</tr>
<tr>
<td>-------</td>
<td>------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------</td>
</tr>
<tr>
<td>#41</td>
<td>The wrapping on the pipes below the sinks is loose and needs re-wrapping.</td>
<td>Hot water and drain pipes shall be insulated or otherwise covered. There shall be no sharp or abrasive surfaces under the sink. <strong>CBC 1115B.4.3.4</strong></td>
</tr>
<tr>
<td>#42</td>
<td>The rear grab bar in the accessible toilet compartment is not mounted with 12” on one side from the centerline of the toilet and 24” on the wide side of the toilet.</td>
<td>Remount the rear grab bar so that it extends a minimum 12 inches from the centerline of the toilet and 24 inches minimum on the other side. <strong>CBC 1115B.4.3 3.1</strong></td>
</tr>
<tr>
<td>#43</td>
<td>The far edge of the toilet tissue dispenser from the rear wall is at 41” and should be no more than 36” maximum.</td>
<td>Relocate the toilet tissue dispenser so that it is located within 12 inches of the front edge of the toilet seat, mounted below the grab bar, at a minimum height of 19 inches and 36 inches maximum to the far edge from the rear wall. <strong>CBC 1115B.8.4</strong></td>
</tr>
<tr>
<td>#44</td>
<td>Flush control on the toilet in the accessible toilet compartment requires 8 lbs of force (lbf) to activate.</td>
<td>Adjust the flush control so that it requires no more than 5 lbf to activate. <strong>CBC 1115B.4.2.2</strong></td>
</tr>
<tr>
<td>#45</td>
<td>Coat hook on back of the door in the accessible toilet compartment is mounted at 60” above the finished floor (AFF) and should be no more than 48” AFF.</td>
<td>Remount the coat hook so that it is no higher than 48” AFF. The maximum high forward reach allowed is 48 inches. <strong>CBC 1118B.5</strong></td>
</tr>
</tbody>
</table>
### 1st Floor (E-Tran) Men’s Restroom (cont’d)

<table>
<thead>
<tr>
<th>Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
<th><strong>CBC</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>#46</td>
<td>The stile is 8” and should be no more than 4” maximum on this end opening door accessible toilet compartment. Further, the 18” stall front on the right side is on the wrong side of the door based on the position of the toilet.</td>
<td>Reconfigure the front stall wall so that the door is located in front of the space on the wide side of the toilet and not in front of the toilet and the stile is no more than 4” maximum.</td>
<td>1115B.3.1 4.3</td>
</tr>
<tr>
<td>Issue</td>
<td>Access Issue</td>
<td>Resolution</td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>------------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>#47</td>
<td>Entry door to women’s restroom requires 15 lbs of force (lbf) to open.</td>
<td>Adjust the closer so that door requires no more than 5 lbf to open. If this cannot be accomplished by adjustment, replace the closer with one that can. <strong>CBC 1133B.2.5</strong></td>
<td></td>
</tr>
<tr>
<td>#48</td>
<td>From open position of 70 degrees, the entry door takes only 2 seconds to close to a point 3” from the latch and should require 3 seconds.</td>
<td>When adjusting the door closer along with issue previously stated, be sure the door takes at least 3 seconds to close from an open position of 70 degrees to a point 3” from the latch. <strong>CBC 1133B.2.5.1</strong></td>
<td></td>
</tr>
<tr>
<td>#49</td>
<td>Activator on the towel dispenser is located at 49 ½” above the finished floor (AFF) and should be no higher than 40” AFF.</td>
<td>Relocated the towel dispenser so that the activator is no higher than 40” AFF. <strong>CBC 1115B.8.3</strong></td>
<td></td>
</tr>
<tr>
<td>#50</td>
<td>Two soap dispensers are mounted directly on the mirror, not only obstructing view of someone using a wheelchair but also higher than 40” from the finished floor to the activating button.</td>
<td>Relocate to either side of the mirror and insure that the activating buttons are no higher than 40” AFF. <strong>CBC 1115B.8.3</strong></td>
<td></td>
</tr>
</tbody>
</table>
### 1st Floor (E-Tran) Women’s Restroom (cont’d)

<table>
<thead>
<tr>
<th>Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#51</td>
<td>The wrapping on the pipes below the sinks is loose and needs re-wrapping. Also faucets have sharp edges.</td>
<td>Hot water and drain pipes shall be insulated or otherwise covered. There shall be no sharp or abrasive surfaces under the sink. <strong>CBC 1115B.4.3.4</strong></td>
</tr>
<tr>
<td>#52</td>
<td>The bottom edge of the viewing area of the mirror is 40 ½” above the finished floor (AFF) and can be no higher than 40” AFF.</td>
<td>Lower the mirror so that the bottom edge of the viewing area is no higher than 40” AFF. <strong>CBC 1115B.8.1.1</strong></td>
</tr>
<tr>
<td>#53</td>
<td>The rear grab bar in the accessible toilet compartment is not mounted with 12” on one side from the centerline of the toilet and 24” on the wide side of the toilet.</td>
<td>Remount the rear grab bar so that it extends a minimum 12 inches from the centerline of the toilet and 24 inches minimum on the other side. <strong>CBC 1115B.4.3 3.1</strong></td>
</tr>
<tr>
<td>#54</td>
<td>The far edge of the toilet tissue dispenser from the rear wall is at 41 ½” and should be no more than 36” maximum.</td>
<td>Relocate the toilet tissue dispenser so that it is located within 12 inches of the front edge of the toilet seat, mounted below the grab bar, at a minimum height of 19 inches and 36 inches maximum to the far edge from the rear wall. <strong>CBC 1115B.8.4</strong></td>
</tr>
<tr>
<td>#55</td>
<td>The stile is 8” and should be no more than 4” maximum on this end opening door accessible toilet compartment. Further, the 18” stall front on the right side is on the wrong side of the door based on the position of the toilet.</td>
<td>Reconfigure the front stall wall so that the door is located in front of the space on the wide side of the toilet and not in front of the toilet and the stile is no more than 4” maximum. <strong>CBC 1115B.3.1 4.3</strong></td>
</tr>
</tbody>
</table>
1st Floor E-Tran Women’s Restroom (cont’d)

Issue #47

Issue #48
1st Floor E-Tran Women’s Restroom (cont’d)

Issue #49

Issue #50

Issue #51

Issue #52
1st Floor E-Tran Women’s Restroom (cont’d)

Issue #53

Issue #54

Issue #55
## Access Survey Report

### 1st Floor E-Tran Shower Room

<table>
<thead>
<tr>
<th>Issue #</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#56</td>
<td>Slopes on the shower stall floor are as high as 6.4% and should be no more than 2% in any direction.</td>
<td>The maximum slope of the floor shall be 2% in any direction. <strong>CBC 1115B.4.4.7</strong></td>
</tr>
<tr>
<td>#57</td>
<td>Centerline of the water control is 44” above the shower floor and should be no more than 39”.</td>
<td>Water controls of a single-lever design shall be located on the side wall of the compartment, mounted at 39 inches above the shower floor. <strong>CBC 1115B.4.4.4</strong></td>
</tr>
<tr>
<td>#58</td>
<td>Towel bar and Clothing hook is mounted at 60” above the finished floor and should be no more than 48” AFF.</td>
<td>Remount both the towel bar and clothing hook so that they are no higher than 48” AFF. <strong>CBC 1118B.5</strong></td>
</tr>
</tbody>
</table>
1st Floor E-Tran Shower Room (cont’d)

Issue #58
## Additional Doors

<table>
<thead>
<tr>
<th>Issue</th>
<th>Access Issue</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>#59</td>
<td>Double Doors entering the E-Tran lobby are both sticking and require 15 lbs of force (lbf) to open.</td>
<td>Adjust these doors so that no more than 5 lbf is required to open them. Lower the pushing force of the door to 5 pounds of force (lbf). If the adjustment screw comes out during the adjustment put it back in until it holds and takes no more than 5 lbf to push the door open. If this cannot be done, replace the door closers with new ones that will achieve the 5 lbf. <strong>CBC Section 1133B.2.5.2 &amp; .3</strong></td>
</tr>
<tr>
<td>#60</td>
<td>Double doors between the entrance to E-Tran offices and lobby both require 16 lbf to open.</td>
<td>Adjust these doors so that no more than 5 lbf is required to open them. Lower the pushing force of the door to 5 pounds of force (lbf). If the adjustment screw comes out during the adjustment put it back in until it holds and takes no more than 5 lbf to push the door open. If this cannot be done, replace the door closers with new ones that will achieve the 5 lbf. <strong>CBC Section 1133B.2.5.2 &amp; .3</strong></td>
</tr>
<tr>
<td>#61</td>
<td>The door between the E-Tran Restroom/Shower area and the Corporation Yard Offices requires 18 lbf to open.</td>
<td>Adjust these doors so that no more than 5 lbf is required to open them. Lower the pushing force of the door to 5 pounds of force (lbf). If the adjustment screw comes out during the adjustment put it back in until it holds and takes no more than 5 lbf to push the door open. If this cannot be done, replace the door closers with new ones that will achieve the 5 lbf. <strong>CBC Section 1133B.2.5.2 &amp; .3</strong></td>
</tr>
</tbody>
</table>
Additional Doors (cont’d)

Issue #59

Issue #60

Issue #61
1. **Item Number:** Unique for each part/building in SSA Database.

2. **Area / Location:** Describes the building location / item title (e.g.: parking lot, room name).

3. **As-Built:** Description of as-is barrier based on applicable accessibility codes.

4. **As-is Measurement:** Existing conditions/dimensions.

5. **Proposed Solution:** Description of steps necessary to remove barrier and, if applicable, an interim solution or notes.

6. **Codes / Info:**
   - **PCODE:** specifies the relevant SSA database code. Database code plus suffix:
     - REF: data shown for reference only [scope of work related to or covered by other item];
     - NT: non-typical problem or solution.
   - **ADAAG, ADA ABA and CSAS:** specifies applicable sections of Federal and State accessibility codes.

7. **Qty:** Number of units required.

8. **Unit:** Unit of measurement used to compute cost estimate. LF=linear feet; SF=square feet; JOB=lump sum.

9. **Cost:** Estimated cost of specific solution per one unit. *(The final cost of the barrier-removal projects may exceed this estimate based on year of mitigation and design approach.)*

10. **Total:** Total estimated cost for removing identified barrier (multiplied Qty by Cost).

11. **ID No:** Specifies Facility Number – Area: 108 = Interior / 0 = Exterior – Part / Floor Number.
# Access Compliant Report Format

## Abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Full Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABA</td>
<td>Architectural Barriers Act</td>
</tr>
<tr>
<td>ADA</td>
<td>Americans with Disabilities Act</td>
</tr>
<tr>
<td>ADAAG</td>
<td>ADA Accessibility Guidelines</td>
</tr>
<tr>
<td>ADACO</td>
<td>ADA-Coordinator</td>
</tr>
<tr>
<td>AFF</td>
<td>Above finished floor</td>
</tr>
<tr>
<td>BCS</td>
<td>Baby Changing Station</td>
</tr>
<tr>
<td>CA</td>
<td>State of California</td>
</tr>
<tr>
<td>CSAS</td>
<td>California State Accessibility Standards</td>
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<td>C.T.P.</td>
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<td>cl</td>
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<td>D.A.</td>
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<td>DCS</td>
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<tr>
<td>DF</td>
<td>Drinking fountain</td>
</tr>
<tr>
<td>Dir.</td>
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<tr>
<td>E.F.</td>
<td>Equivalent facilitation</td>
</tr>
<tr>
<td>EHD</td>
<td>Electrical Hand Dryer</td>
</tr>
<tr>
<td>FC</td>
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<tr>
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<td>Facilities Design &amp; Construction</td>
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<tr>
<td>FE</td>
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</tr>
<tr>
<td>FTD</td>
<td>Feminine Tissue Dispenser</td>
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<td>FHAAG</td>
<td>Fair Housing Act Accessibility Guidelines</td>
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<td>Fig.</td>
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<td>FM&amp;O</td>
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<td>FND</td>
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<tr>
<td>FTD</td>
<td>Feminine tissue dispenser</td>
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<tr>
<td>Gov.</td>
<td>Government</td>
</tr>
<tr>
<td>HQ</td>
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</tr>
<tr>
<td>HWB</td>
<td>Hazardous waste bin</td>
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<tr>
<td>IBC</td>
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<td>International Code Council</td>
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<tr>
<td>ISA</td>
<td>International Symbol of Accessibility</td>
</tr>
<tr>
<td>JOB</td>
<td>per one job (lump sum)</td>
</tr>
<tr>
<td>Lav</td>
<td>Lavatory</td>
</tr>
<tr>
<td>lbs</td>
<td>Pounds</td>
</tr>
<tr>
<td>LF</td>
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<td>Library</td>
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<td>Modernization project</td>
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<td>MoM</td>
<td>Method of mitigation</td>
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<td>MP</td>
<td>Master priority</td>
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<td>MRR</td>
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<td>N.A.R.</td>
<td>No action required</td>
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<td>O/R</td>
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<td>P.A.</td>
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<td>Path of travel</td>
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<td>Public Right-of-Way</td>
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<td>PTD</td>
<td>Paper towel dispenser</td>
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<tr>
<td>PW</td>
<td>Public Works</td>
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<tr>
<td>Qty</td>
<td>Quantity</td>
</tr>
<tr>
<td>REF</td>
<td>Reference</td>
</tr>
<tr>
<td>RGB</td>
<td>Rear grab bar</td>
</tr>
<tr>
<td>SCD</td>
<td>Seat cover dispenser</td>
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<td>SD</td>
<td>Soap dispenser</td>
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<tr>
<td>sec.</td>
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<td>SF</td>
<td>Square foot</td>
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<td>SGB</td>
<td>Side grab bar</td>
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<tr>
<td>tbd</td>
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<td>TPD</td>
<td>Toilet paper dispenser</td>
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<td>UFAS</td>
<td>Uniform Federal Accessibility Standards</td>
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<td>WC</td>
<td>Water closet</td>
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<td>WRR</td>
<td>Women’s restroom</td>
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<tr>
<td>WT</td>
<td>Water treatment facility</td>
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<tr>
<td>WWT</td>
<td>Waste water treatment facility</td>
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<td>Police Department</td>
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<tr>
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<td>-------------------</td>
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<tr>
<td>8400-0-0    Exterior</td>
<td>PRoW</td>
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<td>8400-0-1    Exterior</td>
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<td>8401-0-1    Exterior</td>
<td>On-Site</td>
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</table>

**Grand Total for City of Elk Grove**

$73,874.00
| City of Elk Grove | January 9, 2013 | SSA Project #: 12059 |
## 1 Curb Ramp on South Side of Laguna Palms Way

### Gutter

- **As-Built Description:**
  The slope of the gutter area or street at the foot of a curb ramp on south side of Laguna Palms Wy exceeds 1:20 (5%) in the direction of the pedestrian crossing.

- **As-Built:** 6.1%

- **Proposed Solution:**
  Demolish gutter or street area as required and provide new gutter with 5% max slope.

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
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<tbody>
<tr>
<td>897</td>
<td></td>
<td>PCODE PC70D</td>
<td>1</td>
<td>JOB</td>
<td>$1,500</td>
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<tr>
<td></td>
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<td>ADA1991 4.7.2</td>
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<td></td>
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<td>ADA2010 406.2</td>
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<td></td>
<td></td>
<td>CSAS 1127B.5.3</td>
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<td>PROW R303.3.5</td>
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</tbody>
</table>
## Bus Boarding Area Slope

**As-Built Description:**
Bus Stop boarding area has a slope greater than 1:48 (2%) in any direction and does not comply with the requirements for sidewalks.

**As-Built:** 2.3%

**Proposed Solution:**
Demolish existing and provide new bus stop boarding area sidewalk section not exceeding the 1:48 (2%) maximum required slope in any direction.

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
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<tr>
<td>898</td>
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<td>PCODE PS63A</td>
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<td>JOB</td>
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<td></td>
<td></td>
<td>ADA1991 10.1; 4.3.7</td>
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<td></td>
<td></td>
<td>ADA2010 810.1</td>
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<tr>
<td></td>
<td></td>
<td>CSAS 1131B.4</td>
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<td>PROW R410.1.4</td>
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</table>

### Total Costs for Part/floor: Exterior PRoW

$25,200.00
# City of Elk Grove

**Facility:** Police Department

**Bldg/Area:** Exterior

**Part/Floor:** On-Site

**Address:** 8400 Laguna Palms Way

---

### 1  Accessible Parking to the North of Public Entrance

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>908</td>
<td>Rear portion of accessible parking space has slope greater than 1/4&quot;:12&quot; (2%).</td>
<td>PCODE EA05&lt;br&gt;AD1991 4.6.3&lt;br&gt;AD2010 502.4</td>
<td>900</td>
<td>SF</td>
<td>$12</td>
<td>$10,800</td>
</tr>
<tr>
<td></td>
<td>Modify slope at accessible parking space.</td>
<td>CSAS 1129B.3.3</td>
<td></td>
<td></td>
<td></td>
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</table>

- **As-Built Description:**
  - Cross slope greater than 2%

- **Proposed Solution:**
  - Demolish existing and provide new curb ramp.

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>Cross slope more than 1/4&quot;:12&quot; (2%).</td>
<td>PCODE EH02F&lt;br&gt;AD1991 4.8.6&lt;br&gt;AD2010 405.3</td>
<td>1</td>
<td>JOB</td>
<td>$2,500</td>
<td>$2,500</td>
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<tr>
<td></td>
<td>Modify cross slope.</td>
<td>CSAS 1133B.5.3.1</td>
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### 2  POT from Acc. Parking to North Public Entrance

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>155</td>
<td>Cross slope more than 1/4&quot;:12&quot; (2%).</td>
<td>PCODE EF07&lt;br&gt;AD1991 4.3.7&lt;br&gt;AD2010 403.3</td>
<td>75</td>
<td>SF</td>
<td>$25</td>
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<td>Modify cross slope.</td>
<td>CSAS 1133B.7.1.3</td>
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### 3  POT Connecting Bldg 8400 & Bldg 8380

---

January 9, 2013

Sally Swanson Architects, Inc. Project# 12059
Slope

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>911</td>
<td>• As-Built Description: Cross slope from gated area west of building more than 1/4&quot;:12&quot; (2%).&lt;br&gt;• As-Built: 2.4% - 2.5%&lt;br&gt;• Proposed Solution: Modify cross slope of concrete walk.</td>
<td>PCODE EF07NT&lt;br&gt;ADAC1991 4.3.7&lt;br&gt;ADAC2010 403.3&lt;br&gt;CSAS 1133B.7.1.3</td>
<td>100</td>
<td>SF</td>
<td>$40</td>
<td>$4,000</td>
</tr>
<tr>
<td>913</td>
<td>• As-Built Description: Cross slope at portion of crosswalk(s) in gated area more than 1/4&quot;:12&quot; (2%).&lt;br&gt;• As-Built: 2.9% - 3.6%&lt;br&gt;• Proposed Solution: Modify cross slope of asphalt pavement within crosswalk.</td>
<td>PCODE EF07NT&lt;br&gt;ADAC1991 4.3.7&lt;br&gt;ADAC2010 403.3&lt;br&gt;CSAS 1133B.7.1.3</td>
<td>160</td>
<td>SF</td>
<td>$12</td>
<td>$1,920</td>
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Curb Ramp

<table>
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<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>914</td>
<td>• As-Built Description: The truncated domes do not extend the full width of the curb ramp, landing, or blended transition.&lt;br&gt;• Proposed Solution: Extend detectable warning surface (i.e. in-line truncated domes) at regular curb ramp.</td>
<td>PCODE EH07ANT&lt;br&gt;ADAC1991 4.7.7&lt;br&gt;ADAC2010 705.1&lt;br&gt;CSAS 1127B.5.7</td>
<td>1</td>
<td>JOB</td>
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Changes in Level

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<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
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<tbody>
<tr>
<td>912</td>
<td>• As-Built Description: Walk: Pavement dislocation creates vertical change in level between 1/4&quot; and 1/2&quot; in accessible route.&lt;br&gt;• As-Built: 0.5&quot;&lt;br&gt;• Proposed Solution: Grind or fill pavement dislocation to create beveled transition.</td>
<td>PCODE EF03A&lt;br&gt;ADAC1991 4.3.8&lt;br&gt;ADAC2010 403.4&lt;br&gt;CSAS 1133B.7.4</td>
<td>4</td>
<td>SF</td>
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Completed 3/28/13
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<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
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</thead>
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<tr>
<td><strong>Floor or Ground Surfaces</strong></td>
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<td></td>
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<tr>
<td>915</td>
<td>• As-Built Description: Portions of accessible parking space has slope greater than 1/4&quot;;12&quot; (2%).</td>
<td>PCODE EA05 P1129B.3.3</td>
<td>130</td>
<td>SF</td>
<td>$12</td>
<td>$1,560</td>
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<td>• As-Built: 2.6% - 3.4%</td>
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<td>• Proposed Solution: Modify slope at accessible parking space.</td>
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<td><strong>Parking Signage</strong></td>
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<tr>
<td>917</td>
<td>• As-Built Description: CA only: Additional Sign or additional language below the symbol of accessibility stating “Minimum Fine $250” not provided.</td>
<td>PCODE EA04G P1129B.4</td>
<td>1</td>
<td>JOB</td>
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<td>• Proposed Solution: Provide compliant parking signage that includes fine information.</td>
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<tr>
<td><strong>Curb Ramp</strong></td>
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<tr>
<td>916</td>
<td>• As-Built Description: Detectable warning not provided where pedestrian crosses vehicular area.</td>
<td>PCODE EH07A P1127B.5.7</td>
<td>1</td>
<td>JOB</td>
<td>$250</td>
<td>$250</td>
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<tr>
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<td>• Proposed Solution: Provide detectable warning surface (i.e. in-line truncated domes) at regular curb ramp.</td>
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5 Accessible Parking in Police Lot South of #8340
City of Elk Grove  
**Police Department**  
Bldg/Area: **Exterior**  
Part/Floor: **On-Site**

**Address:** 8400 Laguna Palms Way

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Floor or Ground Surfaces</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 918   |  • As-Built Description: Rear portion of accessible parking space has slope greater than 1/4":12" (2%).
| |  • As-Built:  2.2% - 2.8%
| |  • Proposed Solution: Modify slope at accessible parking space.  
| |  |  
| | **PCODE EA05**  
| | **ADA1991 4.6.3**  
| | **ADA2010 502.4**  
| | **CSAS 1129B.3.3**  
| | **Qty** SF  
| | **150**  
| | **Unit**  
| | **Cost**  
| | **$12**  
| | **Total**  
| | **$1,800**  
|  
| **Parking Signage** | | | | | | |
| 920   |  • As-Built Description: CA only: Additional Sign or additional language below the symbol of accessibility stating “Minimum Fine $250” not provided.
| |  • Proposed Solution: Provide compliant parking signage that includes fine information.  
| |  |  
| | **PCODE EA04G**  
| | **CSAS 1129B.4**  
| | **Qty** JOB  
| | **1**  
| | **Unit**  
| | **Cost**  
| | **$100**  
| | **Total**  
| | **$100**  
|  
| **Curb Ramp** | | | | | | |
| 919   |  • As-Built Description: Detectable warning not provided where pedestrian crosses vehicular area.
| |  • Proposed Solution: Provide detectable warning surface (i.e. in-line truncated domes) at regular curb ramp.  
| |  |  
| | **PCODE EH07A**  
| | **ADA1991 4.7.7**  
| | **ADA2010 705.1**  
| | **CSAS 1127B.5.7**  
| | **Qty** JOB  
| | **1**  
| | **Unit**  
| | **Cost**  
| | **$250**  
| | **Total**  
| | **$250**  
|  
| **6 Accessible Parking to the West of Employee Entrance** | | | | | | |
## Facility: Police Department

Bldg/Area: Exterior  Part/Floor: On-Site

Address: 8400 Laguna Palms Way

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Floor or Ground Surfaces</strong></td>
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<tr>
<td>921</td>
<td><strong>As-Built Description:</strong> Accessible parking space has slope greater than 1/4&quot;:12&quot; (2%).&lt;br&gt;<strong>As-Built:</strong> 2.5% - 3.6%&lt;br&gt;<strong>Proposed Solution:</strong> Modify slope at accessible parking space.</td>
<td>PCODE EA05&lt;br&gt;PCODE EA04G&lt;br&gt;PCODE EH02F</td>
<td>500&lt;br&gt;2&lt;br&gt;1</td>
<td>SF&lt;br&gt;JOB&lt;br&gt;JOB</td>
<td>$12&lt;br&gt;$100&lt;br&gt;$2,500</td>
<td>$6,000&lt;br&gt;$200&lt;br&gt;$2,500</td>
</tr>
<tr>
<td><strong>Parking Signage</strong></td>
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<tr>
<td>922</td>
<td><strong>As-Built Description:</strong>&lt;br&gt;CA only: Additional Sign or additional language below the symbol of accessibility stating “Minimum Fine $250” not provided.&lt;br&gt;<strong>Proposed Solution:</strong> Provide compliant parking signage that includes fine information.</td>
<td>PCODE EA05&lt;br&gt;PCODE EA04G&lt;br&gt;PCODE EH02F</td>
<td>500&lt;br&gt;2&lt;br&gt;1</td>
<td>SF&lt;br&gt;JOB&lt;br&gt;JOB</td>
<td>$12&lt;br&gt;$100&lt;br&gt;$2,500</td>
<td>$6,000&lt;br&gt;$200&lt;br&gt;$2,500</td>
</tr>
<tr>
<td><strong>Curb Ramp</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 923 | **As-Built Description:** Cross slope greater than 2%
**As-Built:** 2.3% - 2.4%
**Proposed Solution:** Demolish existing and provide new curb ramp. | PCODE EA05<br>PCODE EA04G<br>PCODE EH02F | 500<br>2<br>1 | SF<br>JOB<br>JOB | $12<br>$100<br>$2,500 | $6,000<br>$200<br>$2,500 |

Completed 4/16/13

7 Walkway Along West Side of #8400
## Slope

924 • As-Built Description:
Cross slope more than 1/4":12" (2%).

• As-Built: 2.4% - 2.7%
• Proposed Solution:
Modify cross slope.

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
<th>Codes / Mitigation Info</th>
<th>Qty</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cross slope more than 1/4&quot;:12&quot; (2%).</td>
<td>PCODE EF07</td>
<td>160</td>
<td>SF</td>
<td>$25</td>
<td>$4,000</td>
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<tr>
<td></td>
<td></td>
<td>ADA1991 4.3.7</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>ADA2010 403.3</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>CSAS 1133B.7.1.3</td>
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</table>

### Total Costs for Part/floor: Exterior On-Site

$38,689.00
### Facility: Police Department

**Bldg/Area:** Exterior  
**Part/Floor:** On-Site  
**Address:** 8400 Laguna Palms Way

#### Access Compliance Survey Report

<table>
<thead>
<tr>
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<th>Unit</th>
<th>Cost</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td><strong>Total Costs for</strong></td>
<td>Facility: Police Department</td>
<td>Exterior</td>
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<td><strong>$63,889.00</strong></td>
<td></td>
</tr>
</tbody>
</table>
## 1 Accessible Parking to the South of 8401 Laguna Palms Way

### Floor or Ground Surfaces

**Accessible Parking to the South of 8401 Laguna Palms Way**

- **As-Built Description:**
  Accessible parking space at the west-most location has slope greater than 1/4":12" (2%).
- **As-Built:** 3.6% - 4.7%
- **Proposed Solution:**
  Modify slope at accessible parking space.

- **PCODE:** EA05NT
- **Codes / Mitigation Info:**
  - ADA1991 4.6.3
  - ADA2010 502.4
  - CSAS 1129B.3.3

<table>
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<th>Unit</th>
<th>Cost</th>
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<tbody>
<tr>
<td>899</td>
<td>899 Floor or Ground Surfaces</td>
<td></td>
<td>80</td>
<td>SF</td>
<td>$12</td>
<td>$960</td>
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</tbody>
</table>

**Completed 2015**

### Curb Ramp

- **As-Built Description:**
  Detectable warning not provided where pedestrian crosses vehicular area.
- **Proposed Solution:**
  Provide detectable warning surface (i.e. in-line truncated domes) at regular curb ramp.

- **PCODE:** EH07A
- **Codes / Mitigation Info:**
  - ADA1991 4.7.7
  - ADA2010 705.1
  - CSAS 1127B.5.7

<table>
<thead>
<tr>
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<th>Unit</th>
<th>Cost</th>
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<tbody>
<tr>
<td>900</td>
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<td>2</td>
<td>JOB</td>
<td>$250</td>
<td>$500</td>
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</tbody>
</table>

**Completed 2015**

## 2 POT from Site Entry Point

### Curb Ramp

- **As-Built Description:**
  Side of curb ramp is not flared at 10% max. when adjacent to walking surface.
- **Proposed Solution:**
  Demolish curb and provide a flared side with 10% max. slope. Alternatively, remove concrete panel to the side of curb and replace with landscaped area (non-walking surface).

- **PCODE:** EH05ANT
- **Codes / Mitigation Info:**
  - ADA1991 4.7.5
  - ADA2010 406.3
  - CSAS 1127B.5.3

<table>
<thead>
<tr>
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<th>Unit</th>
<th>Cost</th>
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<tr>
<td>901</td>
<td>Curb Ramp</td>
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<td>1</td>
<td>JOB</td>
<td>$1,500</td>
<td>$1,500</td>
</tr>
</tbody>
</table>

**Completed 2015**

## 3 Curb Ramp Adjacent to Employee Entrance on West Side of Building
### Administration Building

**Bldg/Area:** Exterior  
**Part/Floor:** On-Site  
**Address:** 8401 Laguna Palms Way

<table>
<thead>
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<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
| 903              | • As-Built Description: Slope greater than 1:12 (8.3%).  
                   • As-Built: 8.6%  
                   • Proposed Solution: Demolish existing and provide new curb ramp. | PCODE EH02A  
                   ADA1991 4.7.2  
                   ADA2010 406.1  
                   CSAS 1127B.5.3 | 1 | JOB | $2,500 | $2,500 |
|                  |                                                      |                         |     |      |      |       |
|                  | Completed 2015                                      |                         |     |      |      |       |
| 904              | • As-Built Description: Cross slope greater than 2%  
                   • As-Built: 2.4%  
                   • Proposed Solution: Demolish existing and provide new curb ramp. | PCODE EH02FREF  
                   ADA1991 4.8.6  
                   ADA2010 405.3  
                   CSAS 1133B.5.3.1 |     |      |      |       |
|                  |                                                      |                         |     |      |      |       |
|                  | Completed 2015                                      |                         |     |      |      |       |
| 902              | • As-Built Description: Detectable warning not provided where pedestrian crosses vehicular area.  
                   • Proposed Solution: Provide detectable warning surface (i.e. in-line truncated domes) at regular curb ramp. | PCODE EH07AREF  
                   ADA1991 4.7.7  
                   ADA2010 705.1  
                   CSAS 1127B.5.7 |     |      |      |       |
|                  |                                                      |                         |     |      |      |       |
|                  | Completed 2015                                      |                         |     |      |      |       |

#### 4 Accessible Parking to the North of Building

<table>
<thead>
<tr>
<th>Curb Ramp</th>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
</table>
| 906       | • As-Built Description: Slope greater than 1:12 (8.3%) at top portion of curb ramp.  
                   • As-Built: 8.6%  
                   • Proposed Solution: Demolish existing and provide new curb ramp. | PCODE EH02A  
                   ADA1991 4.7.2  
                   ADA2010 406.1  
                   CSAS 1127B.5.3 | 1 | JOB | $2,500 | $2,500 |
|           |                                                      |                         |     |      |      |       |
|           | Completed 2015                                      |                         |     |      |      |       |
**City of Elk Grove**

**Access Compliance Survey Report**

Facility: **Administration Building**

Bldg/Area: **Exterior**

Part/Floor: **On-Site**

Address: **8401 Laguna Palms Way**

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<table>
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<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
</table>
| 905               | • As-Built Description: Detectable warning not provided where pedestrian crosses vehicular area.  
• Proposed Solution: Provide detectable warning surface (i.e. in-line truncated domes) at regular curb ramp. | PCODE EH07AREF  
ADA1991 4.7.7  
ADA2010 705.1  
CSAS 1127B.5.7 | REF | | | |

**Completed 2015**

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5 **Sloped Walkway Leading to East Employee Entrance**

**Accessible Route**

<table>
<thead>
<tr>
<th>Item No. and Name</th>
<th>Existing Architectural Barrier and Proposed Solution</th>
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<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
</table>
| 907               | • As-Built Description: Abrupt changes in level, except between a walk or sidewalk and an adjacent street or driveway, exceeding 4" in depth must be identified by a 6" min. curb above the potential drop off.  
• Proposed Solution: Provide a 6" curb as a warning curb for the blind or a handrail centered +/- 3" above finished surface. | PCODE EG08  
CSAS 1133B.8.1 | 45 | LF | $45 | $2,025 |

**Completed 2015**

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**Total Costs for**

| Part/floor: **Exterior On-Site** | **$9,985.00** |

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**January 9, 2013  Sally Swanson Architects, Inc. Project# 12059**

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<table>
<thead>
<tr>
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<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Costs for</td>
<td>Facility: Administration Building</td>
<td>Exterior</td>
<td></td>
<td></td>
<td></td>
<td>$9,985.00</td>
</tr>
<tr>
<td>Total Costs for:</td>
<td>City of Elk Grove</td>
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<td>$73,874.00</td>
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</table>