

NOVEMBER 2025



ADA Transition Plan

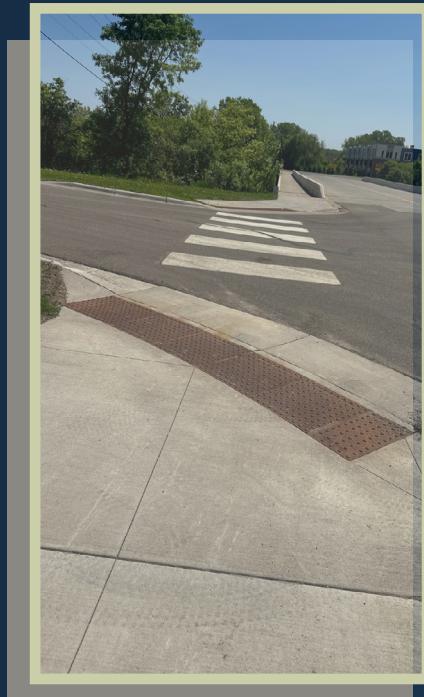




Table of Contents

Table of Contents	1
Introduction	3
Transition Plan Need and Purpose	3
ADA and Its Relationship to Other Laws	3
Agency Requirements	3
Self-Evaluation Condition Assessment	4
Overview	4
Summary	4
Right-of-Way Results	6
Policies and Practices	6
Practices	6
Policy	7
Policy Review	7
ADA Coordinator	12
Improvement Schedule	12
Priority Areas	12
External Agency Coordination	12
Schedule Goals	13
Planning Level Costs (2025 Dollars)	13
Public Outreach	15
Requirements	15
Engagement Summary	15
Grievance Procedure	18
Monitor The Progress	18
Appendices	19
Appendix A – Glossary of Terms	19
Appendix B – Self-Evaluation Maps	21
Appendix C – Park and Facility Evaluations	44
Appendix D – Agency ADA Design Standards and Procedures	77
Appendix E – ADA Coordinator	80



Appendix F – ADA Public Notice	81
Appendix G – Public Outreach Materials	82
Appendix H – Grievance Procedure	97
Appendix I – Complaint Form	99
Appendix J - Notice of Rights	103



Introduction

Transition Plan Need and Purpose

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

1. Employment
2. State and local government services
3. Public accommodations
4. Telecommunications
5. Miscellaneous provisions

Appendix A of this document includes a glossary of ADA terms that may be used in this document. Title II of ADA pertains to the programs, activities, and services public entities provide. As providers of transportation routes (sidewalks, ramps, crosswalks, etc.) and programs, Mendota Heights must comply with this section of the Act as it specifically applies to public service agencies. Title II of ADA provides that, "...no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity." [\[42 USC. Sec. 12132; 28 CFR. Sec. 35.130\]](#)

As required by Title II of the ADA, [28 CFR. Part 35 Sec. 35.105](#) and [Sec. 35.150](#), Mendota Heights has conducted self-evaluations of facilities within public rights-of-way and developed a Transition Plan detailing how the agency will ensure all facilities are accessible to all individuals.

ADA and Its Relationship to Other Laws

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

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

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

Agency Requirements

Under Title II, Mendota Heights must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, they are accessible to and usable by individuals with disabilities [\[28 C.F.R. Sec. 35.150\]](#).



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

Self-Evaluation Condition Assessment

Overview

Under Title II of the Americans with Disabilities Act (ADA) and [28 CFR 35.105](#), Mendota Heights must self-evaluate its current infrastructure, policies, practices, and programs.

The goal of self-evaluation is to verify that the City is providing accessibility and not adversely affecting the full participation of individuals with disabilities in implementing its policies and practices.

The evaluation includes pedestrian ramps, sidewalks, traffic control signals, public buildings, and public parks within the City's jurisdiction. This transition plan sets out any barriers to accessibility identified in the self-evaluation and the remedy for each identified barrier.

Summary

The self-evaluation field data inventory was completed in the summer of 2025. During this time, project staff inventoried components of the public environment using the latest GPS technology to collect field data for pedestrian infrastructure features and site visits at all public buildings and parks. Data was imported into Esri ArcGIS for analysis, reporting, and mapping as part of the Transition Plan. This data is



accurate as of 2025. ADA compliance criteria for the data inventory were based on MnDOT's standards and included a thorough quantitative and qualitative assessment of the following:

Pedestrian Ramps: All pedestrian ramps were inventoried and evaluated for compliance. Data collected for each pedestrian ramp includes condition, dome type, landing size, ramp type, slope, detectable warning system, and other required compliance information. Maintenance issues include unlevel ground surfaces, gaps, steep cross slope, cracking, standing water, vegetation, spalling, and others.

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

- Uniform slopes, no noticeable cracks, no vertical discontinuities, no spalling, joints intact
- Uniform slopes, some cracks, vertical discontinuities less than 1/4", no spalling, joints intact
- Gutter slope beyond flare flows back towards pedestrian ramp at < 1.5%, some large cracks and minor spalling, noticeable vertical discontinuities, joints beginning to deteriorate
- Gutter slope beyond flare flows back towards pedestrian ramp at > 1.5%, many cracks, multi-directional, excessive spalling, excessive vertical discontinuities, joints badly deteriorated, > 1/2" vertical discontinuities

To achieve ADA-compliance, a pedestrian ramp must exhibit the following:

- Running slope is less than or equal to 8.33%
- Cross slope is less than or equal to 2%
- Presence of a landing area greater than or equal to 4-feet by 4-feet and less than or equal to 2% cross slopes in all directions.
- An ADA-compliant detectable warning is present (i.e., truncated domes)

Pedestrian ramps that do not exhibit the above criteria are not compliant with the ADA and are candidates for future reconstruction projects. The timeline for modifying each of these pedestrian ramps will depend on its priority ranking, correlation to planned projects, reasonable accommodation requests, and available funding. Compliant and non-compliant pedestrian ramp locations are identified in the appendix.

Sidewalks and Trails: Sidewalk and trail maintenance issues include vertical discontinuity, gaps, steep cross slopes, cracking, standing water, vegetation, and spalling. Barriers to accessibility include items obstructing the Pedestrian Access Route (PAR), including hydrants, lighting/traffic signal poles, power poles, manholes/handholes, gate valves, and locations with a narrowed PCR/PAR.

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

- Sidewalk is smooth with no vertical discontinuities
- Sidewalk has vertical discontinuities less than 1/2 inch, and the surface is still passable
- Sidewalk has vertical discontinuities more than 1/2 inch
- Sidewalk is crumbling, has many cracks, and is unpassable for wheelchairs in many spots

To achieve ADA-compliance, a sidewalk or trail must exhibit the following:

- Slope is less than 8.33%
- Cross slope is less than or equal to 2%



Sidewalk and trail segments with condition ratings that do not meet the above criteria are not compliant with the ADA and are candidates for future reconstruction projects.

Crosswalks: Crosswalks were evaluated for their general condition. Marked crosswalk locations were assessed for marking visibility issues and general pavement condition.

Traffic Signals: Available pedestrian signals were inventoried for Accessible Pedestrian Signal (APS) availability, walk signal availability or countdown timers, and push button location. Traffic signals were categorized as APS and Non-APS locations. Signals without APS were determined to be non-compliant.

The data collection template was built in an Esri ArcGIS geodatabase format to allow for the flexibility needed to use various software solutions, including Collector for ArcGIS.

Public Parks and Buildings: Public parks and buildings were evaluated at various facilities to understand accessibility and overall condition. This included playgrounds, the fishing pier, the skate park, courts and fields, restrooms, picnic areas, and other amenities. Each feature was reviewed to identify barriers to access, opportunities for improvement and to help prioritize upgrades that will make these community spaces safer, more inclusive, and welcoming for all users.

Right-of-Way Results

Below are the results of the percentage compliance for the elements within the City's right-of-way.

Table 1 Mendota Heights Self-Evaluation Results

Infrastructure Type	Total Number	Number Compliant	% Compliant
Pedestrian Ramps	488	258	53%
Sidewalks, Trails, and Crossings	864	435	50%
APS Signals	50	36	72%
City Parks	16	*See Appendix B	N/A
City Buildings	4	*See Appendix B	N/A

Policies and Practices

Under Title II of the ADA and [28 C.F.R Sec 35.105](#), Mendota Heights must self-evaluate policies, practices, and programs. Self-evaluation aims to verify that, in implementing the policies and practices, agencies provide accessibility and do not adversely affect the full participation of individuals with disabilities. The self-evaluation identifies policies and practices that affect accessibility and examines agency implementation of these policies. The self-evaluation examines the condition of the agency's PCR/PARs and identifies any existing infrastructure needs. Accessibility barriers identified in self-evaluations are provided in respective agency Transition Plans in subsequent parts of this document.

Practices

Since federal adoption of the ADA, the City of Mendota Heights has striven to provide accessible pedestrian features in various capacities as part of its construction practices. As additional information was made available about providing accessible pedestrian features, the City has updated its procedures



and standards to accommodate these methods. Recently, more standardized design and construction methods have evolved. The City has improved its understanding of available options and ability to assess the feasibility of implementing accessibility improvements through training on accessible features.

Policy

The City is committed to providing equal access to all its public programs, services, and activities for anyone in the public with disabilities. City staff will continue to inspect, inventory, and plan any required improvements to facilities located in their public rights-of-way to ensure compliance with the ADA. The goal is to continue to provide accessible pedestrian design features as part of all construction projects, City-owned infrastructure, and programming. The City has established ADA design standards and procedures, which will be kept up to date with nationwide and local best management practices. The City will coordinate with other agencies to ensure that all new or altered facilities within City jurisdiction are ADA-compliant to the maximum extent feasible. The City will consider and respond to all accessibility improvement requests. Requests should be sent to the ADA Coordinator. All accessibility improvements will be reviewed by the City and scheduled consistent with construction priorities.

Policy Review

Title 5 Police Regulations

Chapter 5.6.2 Skateboards: Operation Prohibitions and Restrictions

In Title 5, the City Code defines where skateboards can operate, stating:

It shall be unlawful for any person:

- A. *To operate any skateboard on public property; or*
- B. *To operate any skateboard upon a roadway; or*
- C. *To operate any skateboard on private property of another within the city without the prior written permission of the owner or person in lawful possession of such property. (1981 Code 915 § 2)*

[Policy Understanding and Recommended Revisions](#)

The regulation of skateboard use on public sidewalks is relevant to the ADA Transition Plan because sidewalks serve as key pedestrian access routes for individuals with disabilities. Unregulated skateboard activity can create safety hazards, physical barriers, and surface damage, which may limit accessibility and violate ADA requirements. Clear policies that balance recreational use with the need to maintain safe, unobstructed pedestrian pathways are essential to ensuring compliance with the ADA and protecting access for all sidewalk users.

The definitions accompanying this policy include defining a “roadway” as meant for vehicular traffic and “public property” as government-owned property, excluding roadways. So, according to this policy, skateboards cannot be operated on sidewalks because they are publicly owned, and on roadways because they are meant for vehicular traffic. Skateboarders are encouraged to utilize the Rogers Lake Skate Park.

If the City intends to ensure that skateboards do not inhabit sidewalks, keep this wording the same. If not, the City may even want to add language to exclude sidewalks, specifically. If the intent is not to have



skateboards in publicly owned parking lots or other locations, add an exception for sidewalks. The policy could list inappropriate behaviors leading to skateboarders being asked to leave or get fined, such as reckless behavior, failing to yield, etc. Here is some sample language:

Skateboarding is permitted on sidewalks in Mendota Heights, provided it is done safely and respectfully. To ensure sidewalks remain accessible and safe for all users, the following behaviors are prohibited and may result in fines or a ban from sidewalk use:

- *Reckless riding or excessive speed that endangers pedestrians*
- *Performing tricks or stunts in crowded or narrow areas*
- *Failing to yield to pedestrians or ignoring verbal warnings to pass safely*
- *Damaging public or private property while skateboarding*
- *Using skateboards on sidewalks in designated business districts where prohibited*

Violations may result in a warning, fines, or a temporary or permanent ban from sidewalk skateboarding privileges.

Title 6 Motor Vehicles and Traffic

Chapter 6.2.1 Parking Prohibited in Certain Places

This chapter outlines where an individual cannot park. The places relevant to accessible travel are listed below.

No person shall stop, stand, or park a motor vehicle, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic control device, in any of the following places: (Ord. 513, 9-5-2017)

A. *On or blocking a sidewalk, bikeway or pedestrian way or blocking a driveway, bikeway or pedestrian way entrance.*

...

E. *On a crosswalk.*

F. *Within twenty feet (20') of a crosswalk at an intersection.*

Policy Understanding and Recommended Revisions

This city code is relevant to an ADA Transition Plan because it helps ensure sidewalks, crosswalks, and pedestrian ways remain clear and accessible. By prohibiting parking that blocks these routes, the code supports safe, unobstructed access for people with disabilities. The Transition Plan will reference this as an existing measure that aligns with ADA goals and recommend stronger enforcement, signage, or public education to improve accessibility.

No barriers to accessibility were identified in this plan/policy. Keep this policy as written.



Chapter 6.2.3 Parking for Handicapped Persons

This chapter confirms the need for accessible parking that is only utilized by those who fulfill the following requirements:

A. Parking Restrictions: No person shall park a motor vehicle in a parking space designated and reserved for the physically handicapped, on either private or public property, unless:

1. That person is physically handicapped in a manner rendering it difficult and burdensome for such person to walk, or such person is operating the vehicle under the direction of such a physically handicapped person; and

2. The vehicle visibly bears or contains the certificate or insignia issued to physically handicapped persons by the Minnesota Department of Public Safety pursuant to Minnesota Statutes section 169.345, subdivision 2.

B. Signs Posted: Notice of such designation of handicapped parking spaces shall be given by the posting of appropriate signs.

C. Prima Facie Proof: In any prosecution charging a violation of this section, proof of the identity of the registered owner of the particular vehicle described in the citation or complaint at the time of the violation shall create a prima facie presumption that the individual was the person who parked such vehicle at the point where the violation occurred.

D. Violations: A violation of this section shall constitute a petty misdemeanor. Vehicles in violation may be removed, impounded, and kept in custody under the direction of the Chief of Police. (Ord. 219, 11-5-1985)

Policy Understanding and Recommended Revisions

This code should be included in the ADA Transition Plan because it protects access to designated accessible parking spaces, which are essential for people with disabilities. It outlines who can use these spaces, requires proper signage, and establishes enforcement procedures, including penalties and vehicle removal. Including it in the plan shows that the city already supports ADA parking requirements and highlights the need for continued enforcement, maintenance of signage, and monitoring of accessible parking availability across public and private sites.

No barriers to accessibility were identified in this plan/policy. Keep this policy as written.

Chapter 6.5.1 Operation of Bicycles

Similar to the skateboarding requirements above, this section outlines where bikes can operate. Unlike skateboards, bikes are allowed to operate on sidewalks with some restrictions.

D. Areas Of Riding:

...

3. Sidewalks:

a. No person shall ride a bicycle upon a sidewalk within a business district.



b. Whenever any person is riding a bicycle upon a sidewalk, such person shall yield the right of way to any pedestrian and shall give audible signal before overtaking and passing such pedestrian.

I. Parking Regulations: No person shall park a bicycle upon a street other than against the curb, or upon a sidewalk in any manner that might obstruct pedestrian traffic. (1981 Code 1202 § 1; amd. 2003 Code)

[Policy Understanding and Recommended Revisions](#)

These policies support ADA accessibility by restricting bicycle riding on sidewalks in business districts and requiring cyclists to yield to pedestrians elsewhere. They also prohibit bicycle parking that blocks pedestrian paths, helping ensure sidewalks remain clear and accessible for all users.

No barriers to accessibility were identified in this plan/policy. It is recommended to keep this policy as written.

Title 8 Public Ways and Property

Chapter 8.1.2 Removal of Snow, Ice, Dirt, and Rubbish from Sidewalks

This section outlines who is responsible for clearing sidewalks.

A.1 . The owner and the occupant of any property adjacent to a public sidewalk shall use due diligence to keep such walk safe for pedestrians. No such owner or occupant shall allow snow, ice, dirt or rubbish to remain on the walk longer than twenty four (24) hours after its deposit thereon. (1981 Code 701 § 2)

B. Removal By City; Records Kept: The city public works superintendent or other officials or employees of the city designated by the city council may remove from all public sidewalks within the city all snow, ice, dirt, and rubbish as soon as possible beginning twenty four (24) hours after any such matter has been deposited thereon or after the snow has ceased to fall. Such employees or officials shall keep a record showing the cost of such removal adjacent to each separate lot and parcel and shall deliver such information to the city clerk. (1981 Code 701 § 2; amd. 2003 Code)

[Policy Understanding and Recommended Revisions](#)

This ordinance supports ADA accessibility by requiring property owners to clear snow, ice, dirt, and rubbish from adjacent sidewalks within 24 hours. This ensures safe and passable routes for all pedestrians, including those with disabilities. It also allows the city to step in and clear obstructions if necessary, helping maintain accessible public walkways year-round.

No barriers to accessibility were identified in this plan/policy. Keep this policy as written.

Chapter 8.1.3 Repair of Sidewalks

This section outlines who is responsible for maintaining sidewalks.

A. Responsibility Of Owner To Repair: The owner of any property within the city abutting public sidewalks shall keep the sidewalk in repair and safe for pedestrians.

B. Repair Specifications: Repairs shall be made in accordance with standard specifications approved by the council and on file in the office of the city clerk. (1981 Code 701 § 3)

C. Inspections; Notice To Repair: It shall be the duty of the city public works superintendent or other officials designated by the city council to make such inspections as are necessary to determine that public



sidewalks within the city are kept in repair and safe for pedestrians. If they find that any sidewalk abutting on private property is unsafe and in need of repair, they shall cause a notice to be served, by certified or registered mail or by personal service, upon the recorded owner of the property and the occupant if the owner does not reside within the city or cannot be found therein, ordering such owner to have the sidewalk repaired and made safe within thirty (30) days, and stating that if the owner fails to do so, the city will have such work done, and that the expense thereof must be paid by the owner, and that if unpaid, the entire cost thereof will be made a special assessment against the property concerned. (1981 Code 701 § 3; amd. 2003 Code)

D. Repair By City; Record Of Costs: If the sidewalk is not repaired within ninety (90) days after receipt of the notice, the city council shall by resolution order the sidewalk repaired and made safe for pedestrians, all in accordance with law. A record of the total cost of the repair attributable to each lot or parcel of property shall be maintained by the city clerk. (1981 Code 701 § 3)

[Policy Understanding and Recommended Revisions](#)

This ordinance supports ADA compliance by requiring property owners to maintain and repair adjacent sidewalks to ensure they are safe and accessible for pedestrians. It establishes a clear inspection, notice, and enforcement process, allowing the city to make necessary repairs if owners do not act. This helps prevent barriers to accessibility and ensures a consistent standard for pedestrian infrastructure.

No barriers to accessibility were identified in this plan/policy. Keep this policy as written.

[Title 12 Zoning](#)

Chapter 12-4A-3 Yards and Open Spaces

In the zoning regulations, specifically under Title 12 – Zoning, the code acknowledges the presence of accessibility ramps:

"Uncovered and/or open terraces, steps, porches or decks, accessibility ramps, stoops or similar structures, which do not extend above the height of the ground..."

[Policy Understanding and Recommended Revisions](#)

This provision indicates that accessibility ramps are considered in zoning regulations, which can be pertinent when planning for ADA compliance in public infrastructure.

No barriers to accessibility were identified in this plan/policy. Keep this policy as written.

[Website Accessibility](#)

Section 508 and WCAG

According to the City website, Mendota Heights works to comply with Section 508 and WCAG 2.0 A and AA, referring to website accessibility standards. The City provides contact information for a staff directory on contacting someone if the content interferes with their ability to access information.

[Policy Understanding and Recommended Revisions](#)

These are important policies to ensure access to digital information.

Instead of having a link lead to the staff directory, consider a link to a specific email or administration page so that the public knows who to reach out to.



ADA Coordinator

Per [28 C.F.R Sec. 35.107\(a\)](#), the City of Mendota Heights has identified an ADA Title II Coordinator to oversee the city's policies and procedures. Contact information for this individual is located in Appendix E.

Improvement Schedule

Priority Areas

A tiered system categorizing the level of compliance for pedestrian ramps, sidewalks, and signal systems was developed to assist the City with prioritizing limited funds to improve its pedestrian facilities.

High Priority – Tier 1

These locations are NON-COMPLIANT and in locations and roadway segments serving facilities. Below is a standard list of possible public facility locations. This list is not specific to Mendota Heights.

- Government facilities (city, county, state);
- Department of Motor Vehicles offices and License bureaus;
- Public libraries;
- Public and private primary and secondary schools (within a one-quarter mile radius from the school property);
- Hospitals, health clinics, and health centers (public and private);
- Public housing and homeless shelters, including senior facilities and rehabilitation facilities;
- Colleges, universities, and technical schools;
- Transportation hubs (includes bus lines and transit stations);
- Parks

For these high-priority locations applicable to Mendota Heights and roadway segments within the City, field collection staff measured various detailed accessibility and pedestrian data, as described in Section III.

Medium Priority – Tier 2

Field collection staff measured a detailed variety of accessibility and pedestrian data for these medium-priority locations and roadway segments. These locations are non-compliant, but they are not near the locations identified in Tier 1 above.

Lower Priority – Tier 3

- Other areas not classified as High or Medium. These locations are generally compliant.

Mendota Heights can use the priority ranking outlined above to create a plan and schedule for integrating ADA compliance projects into future street projects.

External Agency Coordination

Dakota County and the Minnesota Department of Transportation (MnDOT) are responsible for some pedestrian facilities within the City of Mendota Heights' jurisdiction. There are currently no transit facilities



on the city's right-of-way. The City will coordinate with Dakota County and MnDOT to facilitate the elimination of accessibility barriers along their routes and/or associated with their services.

Schedule Goals

The City of Mendota Heights will utilize two methods for upgrading pedestrian facilities to the current ADA standards. The scheduled street and utility improvement projects are the first and most comprehensive of the two methods. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. The second method, although rare, is the standalone sidewalk and ADA accessibility improvement project. These projects will be incorporated into the Capital Improvement Program (CIP) on a case-by-case basis as determined by City staff.

The City anticipates allocating approximately \$100,000-250,000 per year toward ADA improvements. This figure represents a rough estimate of annual funds the City anticipates allocating to pedestrian infrastructure through dedicated funds and street projects identified in the Capital Improvement Program (CIP). For example, the City may directly or indirectly dedicate \$40,000 - \$50,000 through the annual budget for pedestrian infrastructure, while another \$160,000 or \$170,000 may be allocated through street projects identified in the CIP and/or the State Transportation Improvement Program (STIP).

The City of Mendota Heights is committed to improving accessibility throughout the community. Based on prioritization criteria and available funding, infrastructure improvements have been categorized into short-term (2025–2034), mid-term (2035–2044), and long-term (2045 and beyond) phases. The City recognizes that accessibility needs and infrastructure conditions evolve. Therefore, this plan is intended to be a living document that will be updated periodically as new inventories are completed and as infrastructure is evaluated and improved.

The City anticipates that many high-priority improvements will be addressed in the first 10 years, with continued progress in subsequent decades. However, it is essential to note that infrastructure may require re-evaluation and reinvestment over time to maintain compliance.

Implementation will be coordinated with the City's annual budget, Capital Improvement Plan (CIP), and long-term maintenance efforts. As part of ongoing planning, the City will conduct regular reviews of the ADA Transition Plan to assess progress, update priorities, and ensure alignment with current standards and community needs.

Planning Level Costs (2025 Dollars)

The following planning-level cost estimates are intended to guide budgeting for accessibility improvements in Mendota Heights. Estimates are presented as ranges that reflect typical construction costs, with adjustments for factors such as demolition, grading, utilities, and urban retrofit conditions. Actual costs will vary depending on site-specific conditions.

Pedestrian Ramps

- **Standard pedestrian ramp replacement (single ramp): \$5,000 – \$10,000**
 - Includes demolition, grading, detectable warnings, adjacent sidewalk tie-ins, and traffic control.



- **Corner with multiple ramps (2–4): \$15,000 – \$35,000**

- This range is consistent with typical construction experience and considered reasonable.

Sidewalks (Concrete)

- **New sidewalk (5–6 feet wide): \$50 – \$100 per linear foot (\$250,000 – \$500,000 per mile)**

- Lower costs are typical in greenfield areas, while higher costs apply in urban retrofits where tie-ins to driveways, buildings, pedestrian ramps, or outwalks are required.

- **Replacement sidewalk: \$40 – \$80 per linear foot**

- Replacement is often cheaper when limited to panel replacements, but costs increase when utilities or driveways are impacted.

Trails (Bituminous)

- **New trails (8 feet wide): \$40 – \$90 per linear foot (\$210,000 – \$480,000 per mile)**

- Lower costs are typical in greenfield corridors or along open rights-of-way, while higher costs occur in retrofit situations that require grading, retaining walls, utility adjustments, or drainage improvements.

- **Replacement trail: \$30 – \$80 per linear foot**

- Replacement is often less expensive when limited to mill and overlay or partial trail removal, but costs rise if the underlying base aggregate needs replacement or adjacent features such as fences, utilities, or drainage structures are impacted.

Accessible Pedestrian Signals (APS)

- **APS at a typical crossing: \$25,000 – \$40,000**

- Represents costs for APS signal system revisions at a single crossing.

- **Full intersection retrofit with APS on all legs: \$200,000 – \$300,000**

- A full retrofit involves controller upgrades, mast arms, ADA pushbutton placement, and pedestrian ramp tie-ins.

Other Considerations

- **Mobilization and traffic control**

- Typically add 10–20% to construction costs.

- **Design and administration**

- 15–30% depending on scope
 - If the percentage covers design and construction administration/inspection, 20–30% is appropriate.



- If it covers design only, a narrower range of 15–20% is more accurate.
- **Contingency**
 - 20–30% is recommended for planning-level budgeting.

Summary

These ranges provide a framework for estimating accessibility improvements in Mendota Heights. They align with MnDOT average bid prices and recent project experience, with higher ranges applied for complex APS retrofits. These estimates should be revisited during preliminary design to refine costs based on site-specific conditions.

Public Outreach

Requirements

Under the [28 C.F.R Sec. 35.105 \(b\)](#), “a public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process by submitting comments.”

Additionally, the [28 C.F.R Sec. 35.105 \(c\)](#) states, “a public entity that employs 50 or more persons shall, for at least three years following completion of the self-evaluation, maintain on file and make available for public inspection:

1. A list of the interested persons consulted;
2. A description of areas examined and any problems identified; and
3. A description of any modifications made.

Engagement Summary

The City of Mendota Heights invited residents, employees, and visitors to share feedback through an online and paper survey as well as an interactive map. The purpose was to better understand community needs related to accessibility, walking, biking, and mobility throughout the city. The City also held an Open House for public comment with the release of the Draft Plan.

The survey and map were available online, with printed versions available at City Hall, and promoted through the City’s website and communication channels.

Who Mendota Heights Heard From

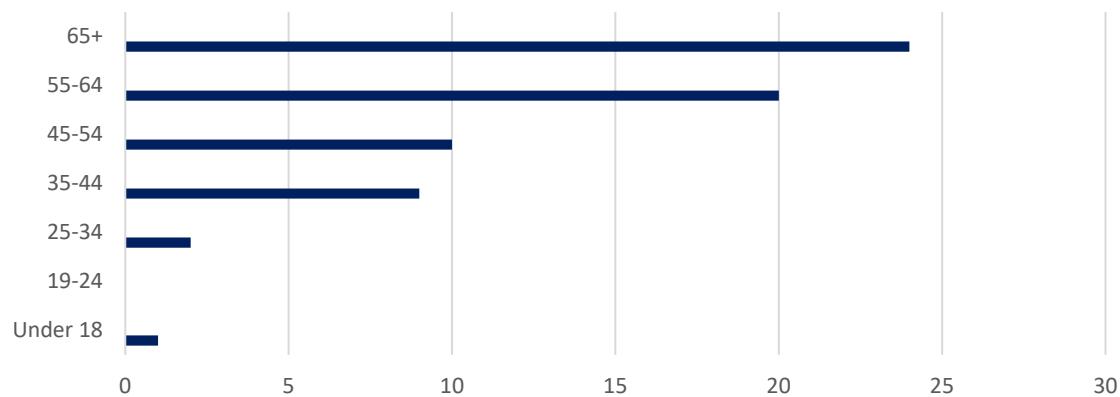
- **Survey Responses:** 77 survey respondents
- **Mapped Comments:** 12 map comments received
- **Open House Attendance:** One City Councilmember attended and participated in an informal discussion with project staff. No formal public comments were received.



Demographic Information

- **Age:**
 - Most respondents were 55 years old or older. See Figure 1 below.
- **Disability:**
 - About 29 percent (22 people) identified as a person with a disability, and 65 percent (49 people) did not.
- **Relationship to Mendota Heights:**
 - The vast majority were residents (73 people), with smaller numbers of visitors (2), City employees (2), and business owners (1).

Figure 1: Age Distribution of Survey Respondents



Key Takeaways

Common themes identified through both the survey and interactive map include:

- **Accessibility varies across facilities:** Sidewalks, trails, and pedestrian ramps were most often rated "Somewhat Accessible" or "Very Accessible," though several people noted challenges.
- **Policy awareness:** More than half of respondents (29 people) were unfamiliar with the City's accessibility policies. Several participants suggested the City review and expand biking, skateboarding, and winter maintenance policies.
- **Mobility and safety concerns:** Respondents highlighted sidewalk/trail gaps, unsafe intersections, and the need for safer crossings.
- **Winter maintenance is critical:** Snow and ice on sidewalks and trails were cited as significant barriers to accessibility.

Survey Highlights

Accessibility of Facilities

- **Sidewalks:** About 48 percent (27 people) rated sidewalks as very accessible, while four respondents felt they were not accessible.
- **Shared-use trails:** About 43 percent (24 people) rated trails as very accessible, while three people said they were not accessible.



- **Pedestrian ramps:** About 56 percent (32 people) rated ramps as very accessible, though four people found them inaccessible.
- **Programming and Recreation:** Six respondents stated that programming was inaccessible, and five respondents ranked parks and recreational areas as inaccessible.

Policy Opinions

- **Skateboarding on sidewalks:** Skateboarding is currently not allowed on sidewalks. Sixty percent of respondents supported the current policy, fifteen percent wanted improvements, and eleven percent thought it should not be regulated.
- **Bicycling on sidewalks:** Biking is currently not allowed in business districts. Currently, bicyclists should yield to pedestrians and give an audible signal when passing. Bikes cannot be parked on sidewalks. Sixty-two percent supported the current policy, 34 percent wanted changes to the policy, and two percent felt it should not be regulated.

Open-Ended Input

- **Other policies:** Thirteen respondents offered ideas, including expanded trail maintenance, improved winter policies, and stricter enforcement around accessible parking.
- **Additional comments:** Seventeen respondents provided detailed feedback, focusing on sidewalk gaps, crossing safety, and consistency in snow removal.

Responses from the online survey provided valuable insight into the public's lived experiences and priorities related to accessibility. This feedback was reviewed alongside technical data and used to prioritize improvements throughout the city. In particular, survey responses helped identify areas of concern not previously captured in existing inventories and shaped the development of short-, mid-, and long-term improvement strategies.

Online Map Feedback

Through the interactive mapping tool, participants shared location-specific comments.

- **Number of mapped comments:** 12 comments
- **Most common themes:**
 - Missing sidewalks and trail connections
 - Dangerous or high-speed intersections
 - Lack of pedestrian crossings and signals
 - Winter maintenance hot spots

These mapped locations were compared with the sidewalk and trail networks present within the City to help prioritize future accessibility improvements.



Summary

The online survey and interactive map provided valuable insights about accessibility and mobility from Mendota Heights residents and stakeholders. While some felt sidewalks, trails, and pedestrian ramps are generally accessible, participants pointed to gaps in connections, unsafe crossings, and challenges with winter maintenance. Awareness of City policies was limited, and respondents expressed interest in more straightforward, updated biking and sidewalk use guidance. The mapped feedback highlighted areas for improvement, helping the City prioritize future investments. The engagement emphasized strong community support for enhancing safety, connectivity, and year-round accessibility.

Grievance Procedure

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities regarding the ADA. If users of the City of Mendota Heights facilities and services believe the City has not provided reasonable accommodation, they have the right to file a grievance.

In accordance with [28 C.F.R. Sec. 35.107\(b\)](#), the City has developed a grievance procedure to prompt and equitably resolve the public's complaints, concerns, comments, and other grievances. This draft of the public notice and the City of Mendota Heights' grievance procedure are outlined in the Appendix H.

Monitor The Progress

This document will be updated to reflect the City of Mendota Heights' approach to complying with the ADA and providing accessible pedestrian infrastructure. The appendices will be updated periodically to account for improvements, while the main body will be updated within three to five years, with a future update schedule to be developed at that time. With each main body update, a public comment period will be established to continue the public outreach.

A parks and facilities review was conducted in 2025. Infrastructure updated after this time may not be reflected in this Plan update.



Appendices

Appendix A – Glossary of Terms

ADA Transition Plan: A plan that identifies accessibility needs, the process to fully integrate accessibility improvements into the Highway Improvement Plan, and ensures all transportation facilities, services, programs, and activities are accessible to all individuals.

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

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

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

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

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

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

Capital Improvement Plan (CIP): The CIP includes an annual capital budget and a five-year plan for funding construction of City infrastructure projects.

Condition Rating for Pedestrian Ramps

Tier 1: Several elements are non-compliant – Poor

Tier 2: substantially compliant and working well – Fair

Tier 3: largely or fully compliant – Good

Condition Rating for Signalized Intersections

Tier 1: Two or more signal elements for the intersection are non-compliant – Poor

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

Tier 3: All signal elements for the intersection are largely or fully compliant – Good

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



Federal Highway Administration (FHWA): This branch of the US Department of Transportation administers the federal Highway Program, which provides financial assistance to states to construct and improve highways, urban and rural roads, and bridges. See Federal Highway Administration

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

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

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

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

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

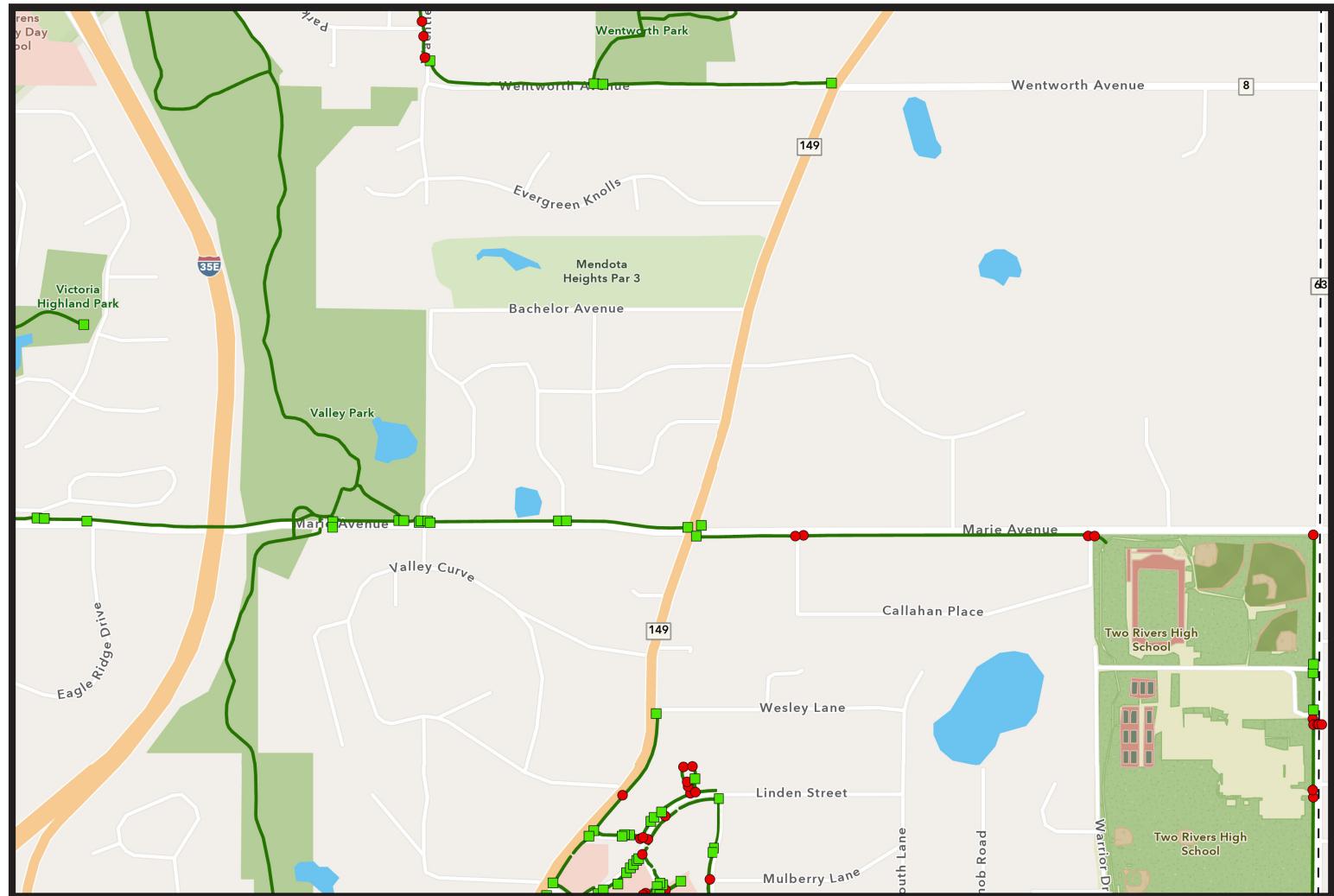
Uniform Accessibility Standards (UFAS): Accessibility standards that all federal agencies are required to meet, which include scoping and technical specifications.

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

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

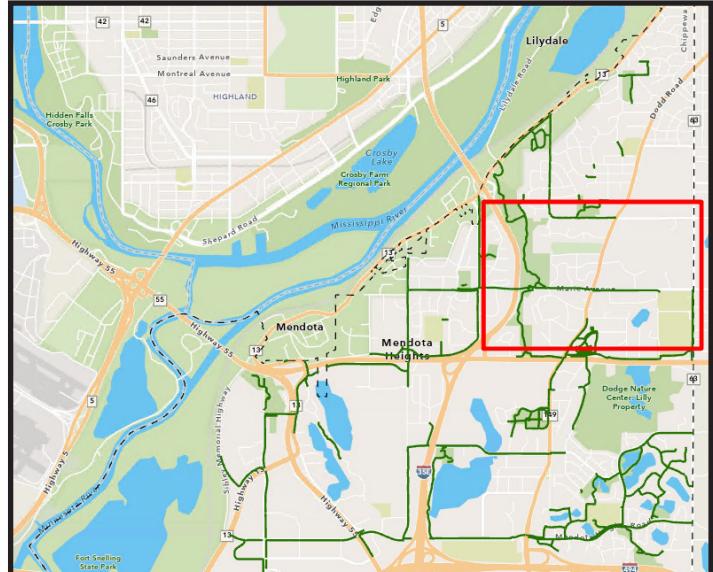


Appendix B – Self-Evaluation Maps



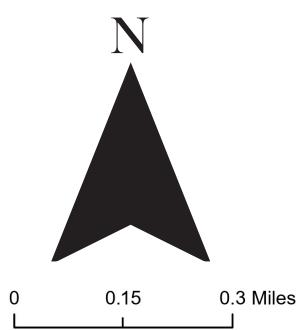
Legend

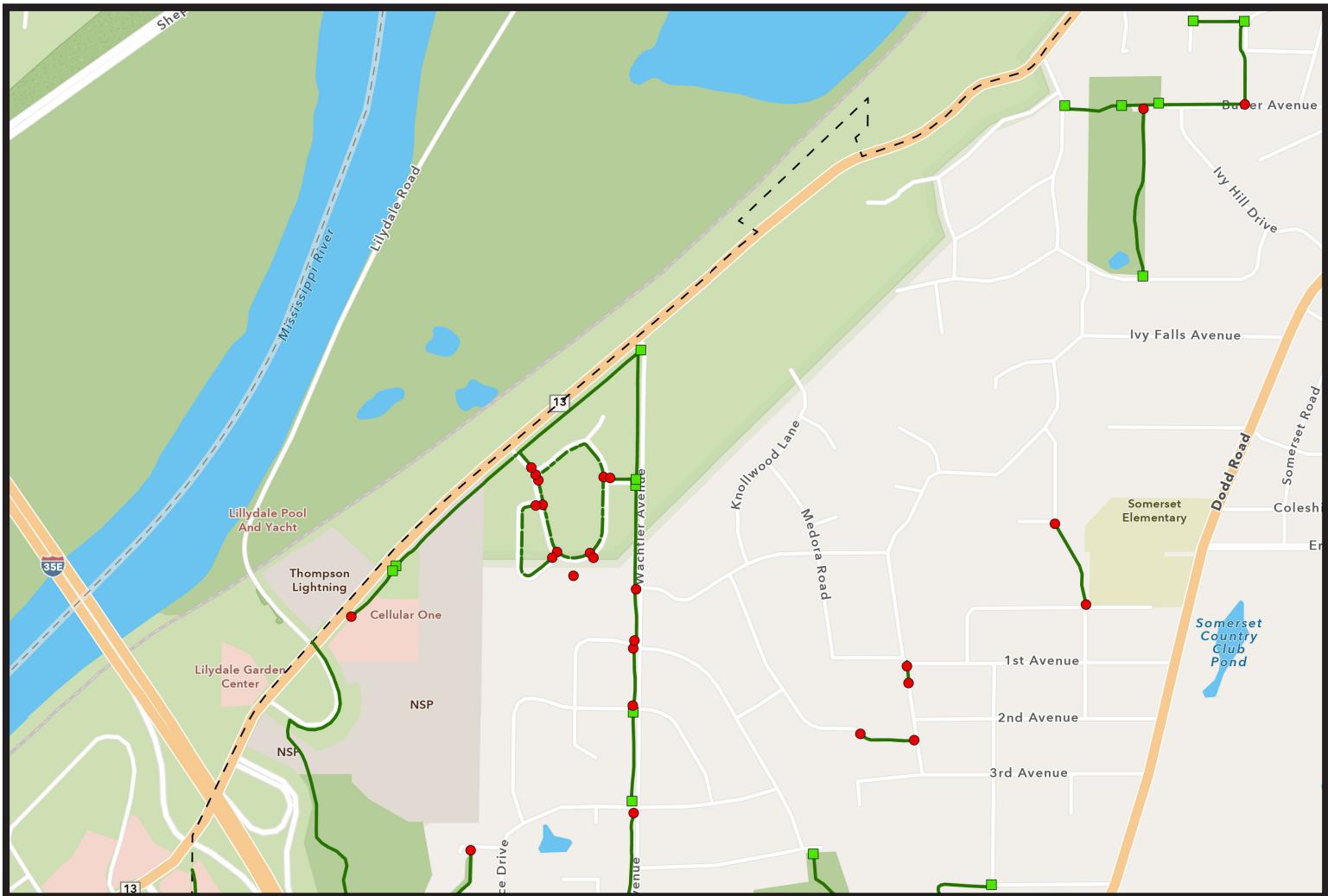
- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Compliance 2025
- No
- Yes



Mendota Heights ADA Transition Plan

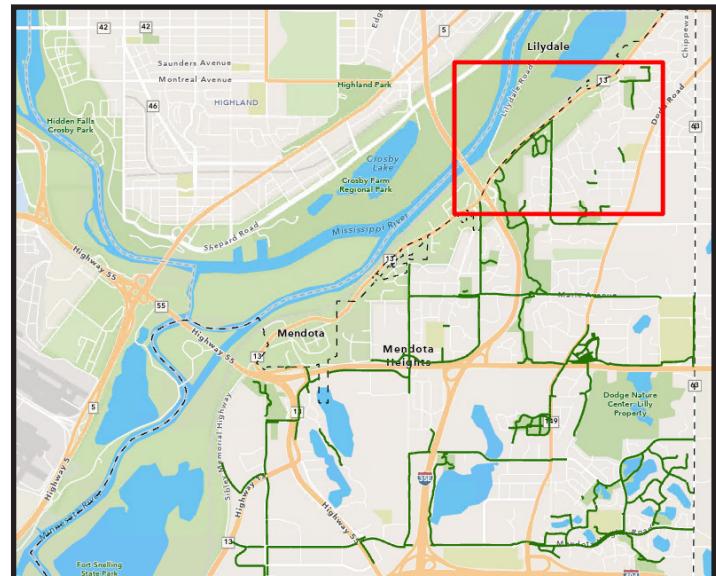
East



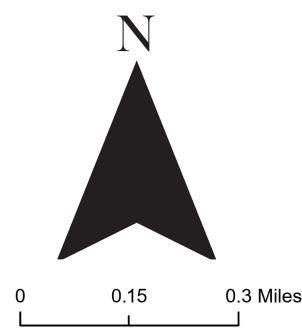


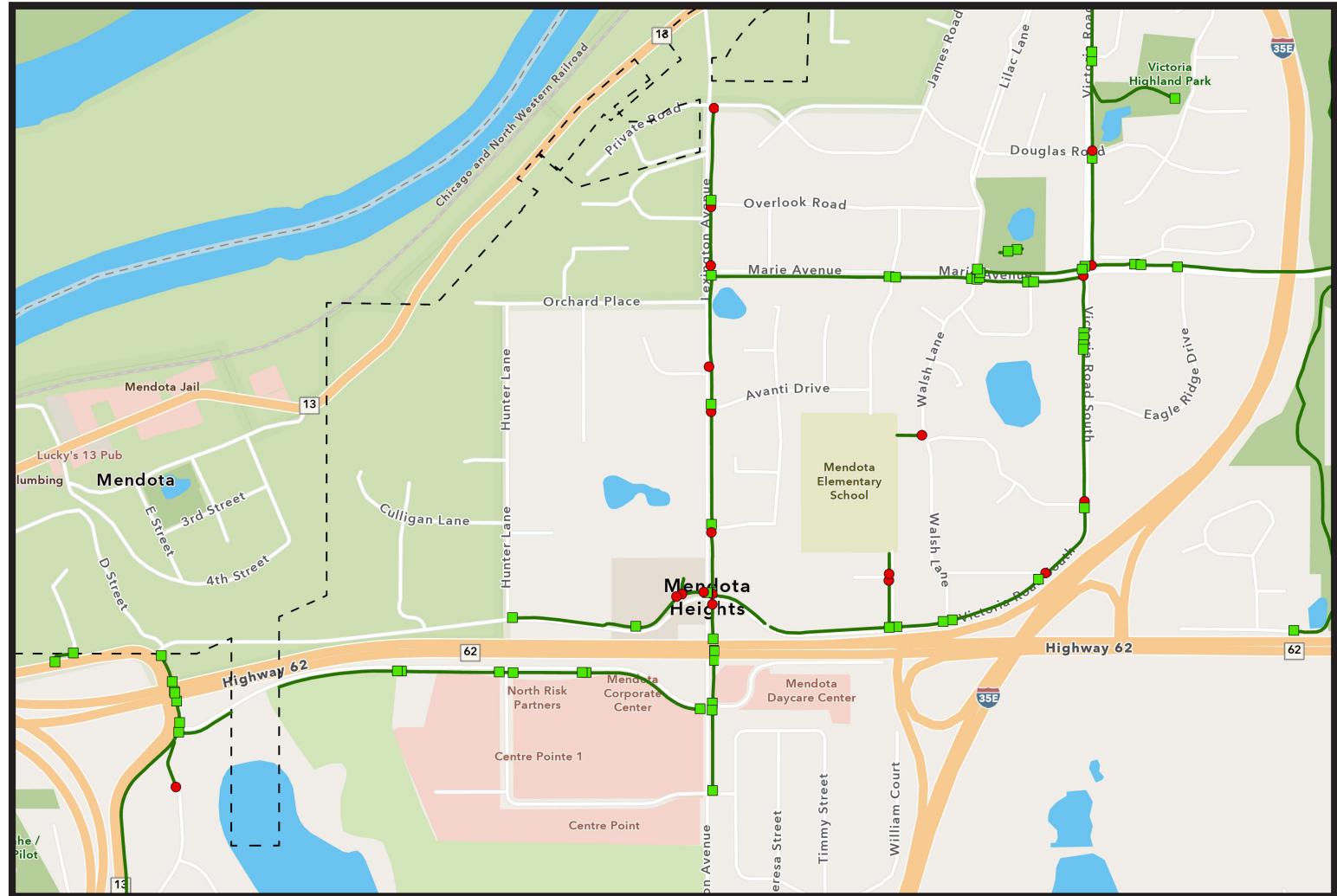
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Compliance 2025
- No
- Yes



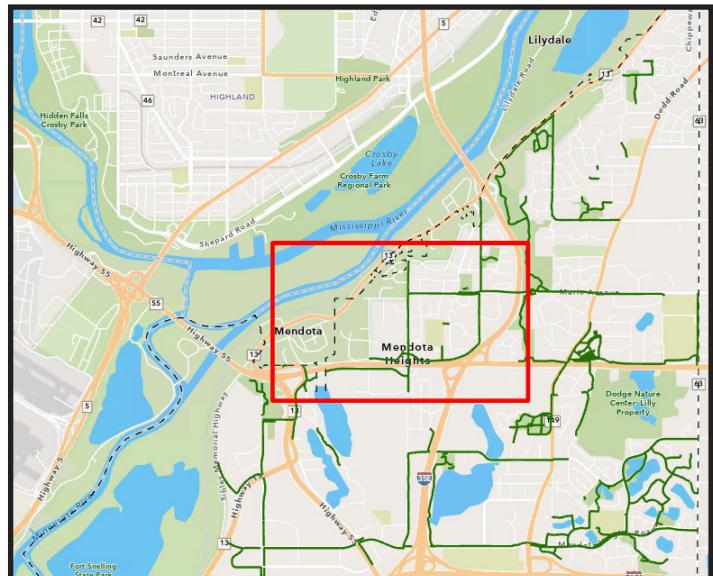
Mendota Heights ADA Transition Plan Northeast Corner



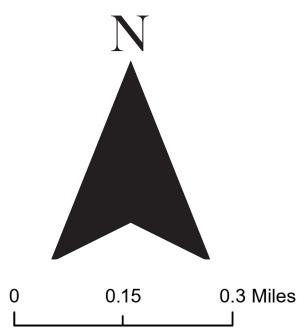


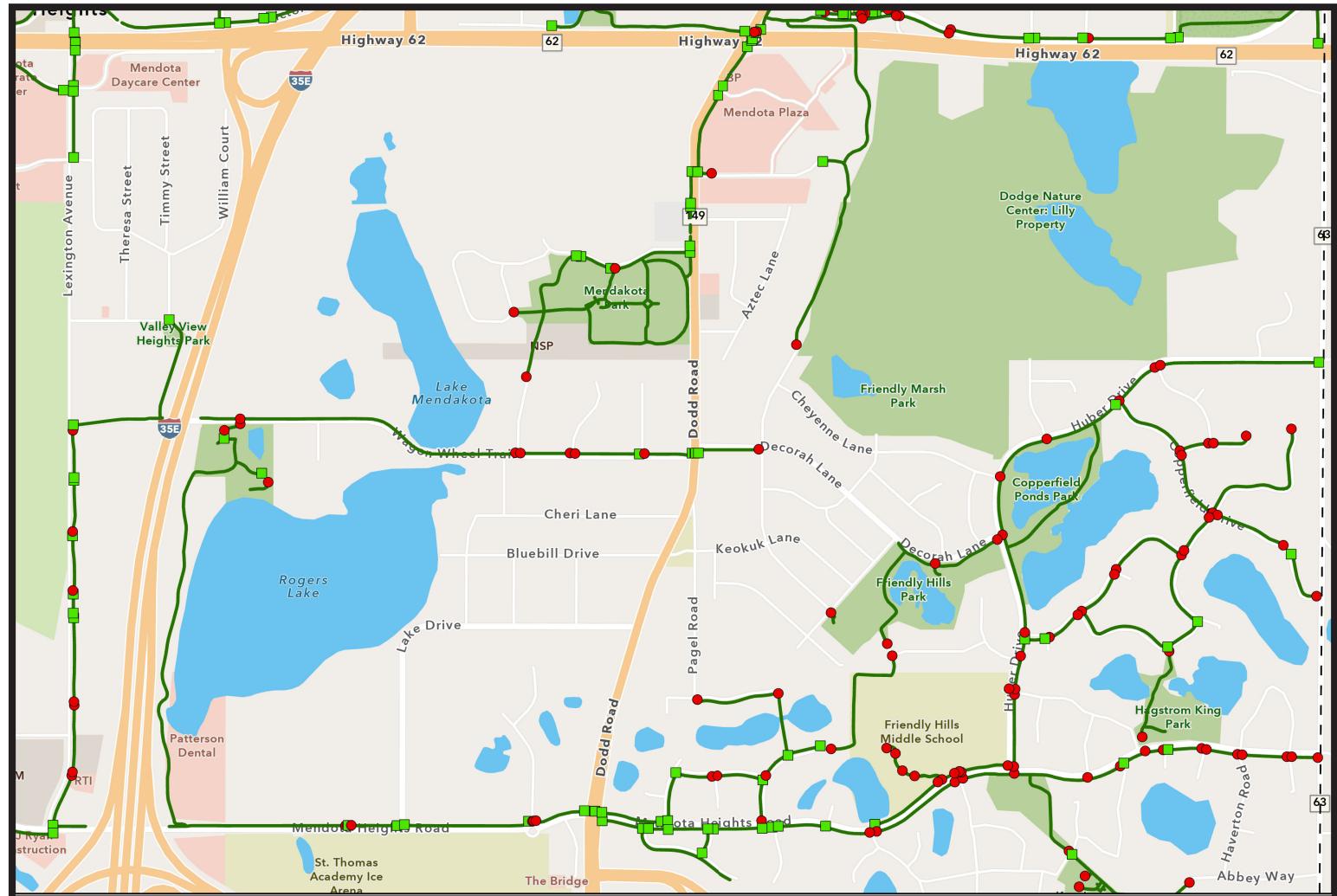
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Compliance 2025
- No
- Yes



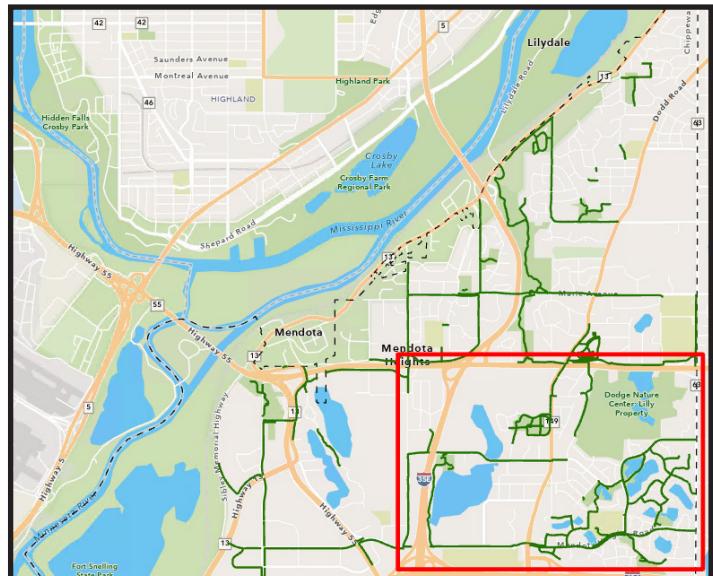
Mendota Heights ADA Transition Plan Northwest Corner



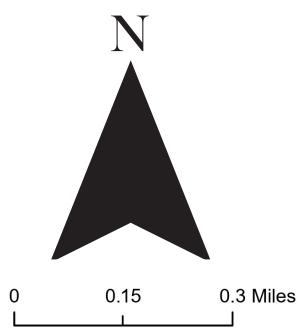


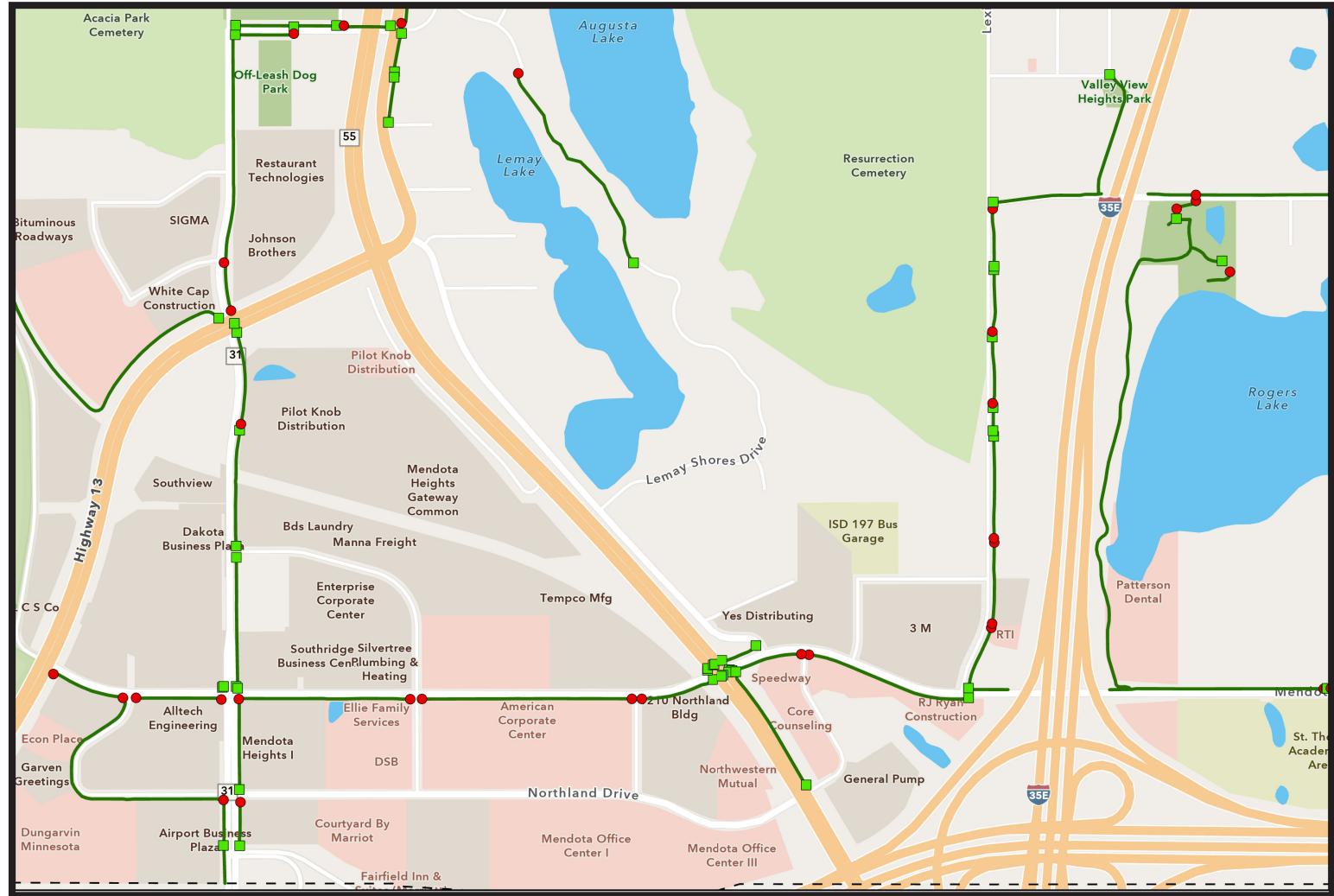
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Compliance 2025
- No
- Yes



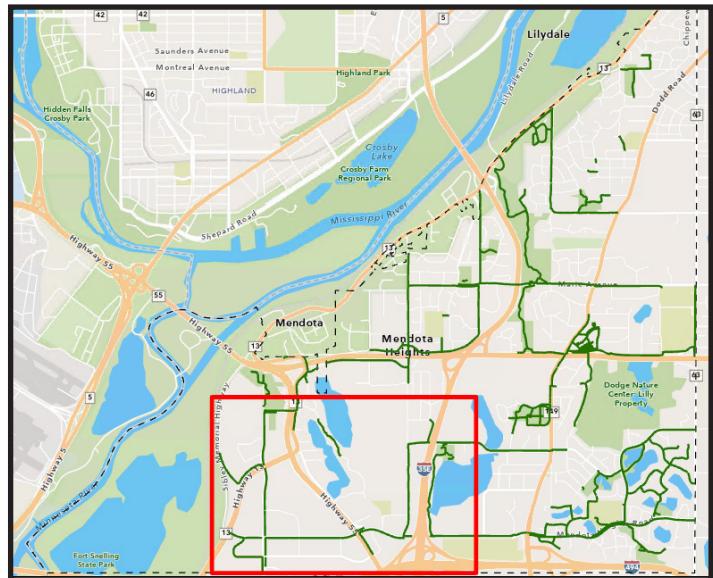
Mendota Heights ADA Transition Plan Southeast Corner





Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Compliance 2025
- No
- Yes



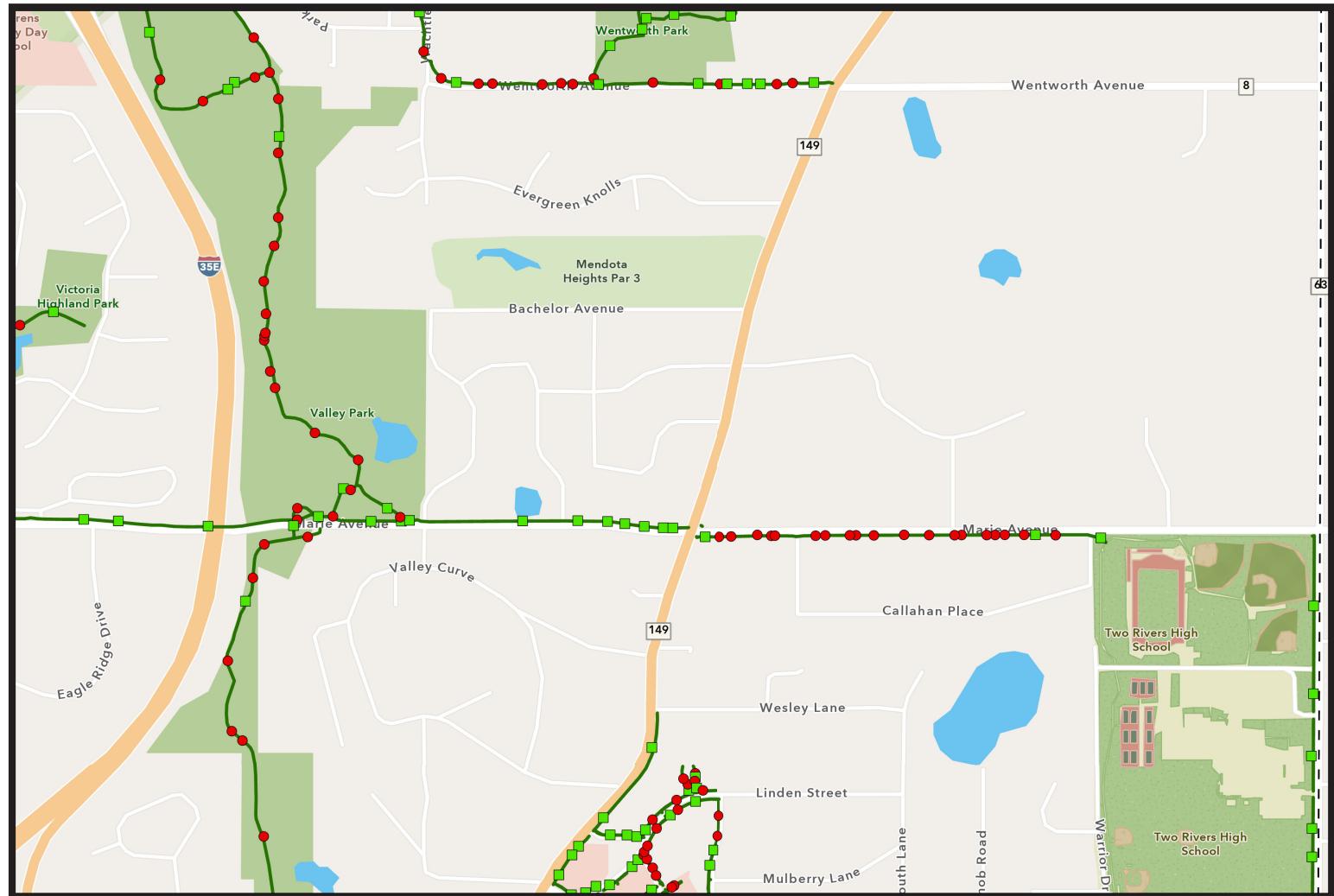
Mendota Heights ADA Transition Plan

Southwest Corner



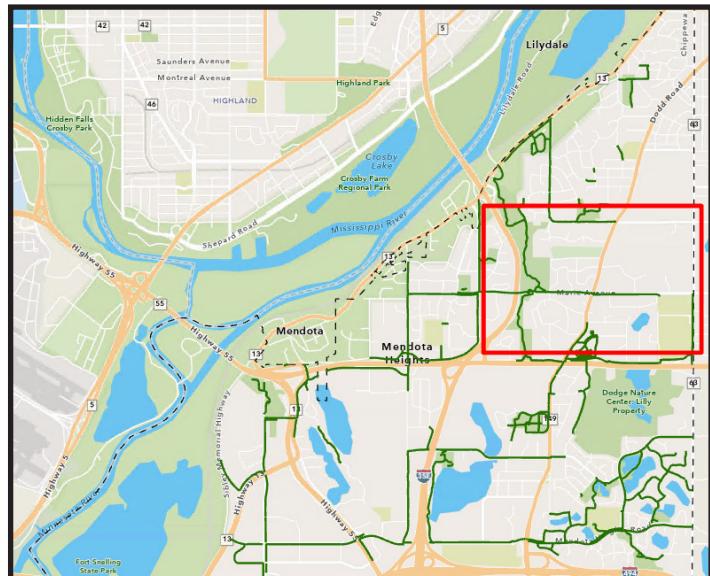
0 0.15 0.3 Miles





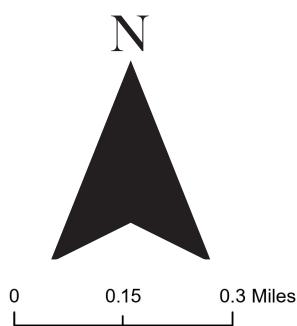
Legend

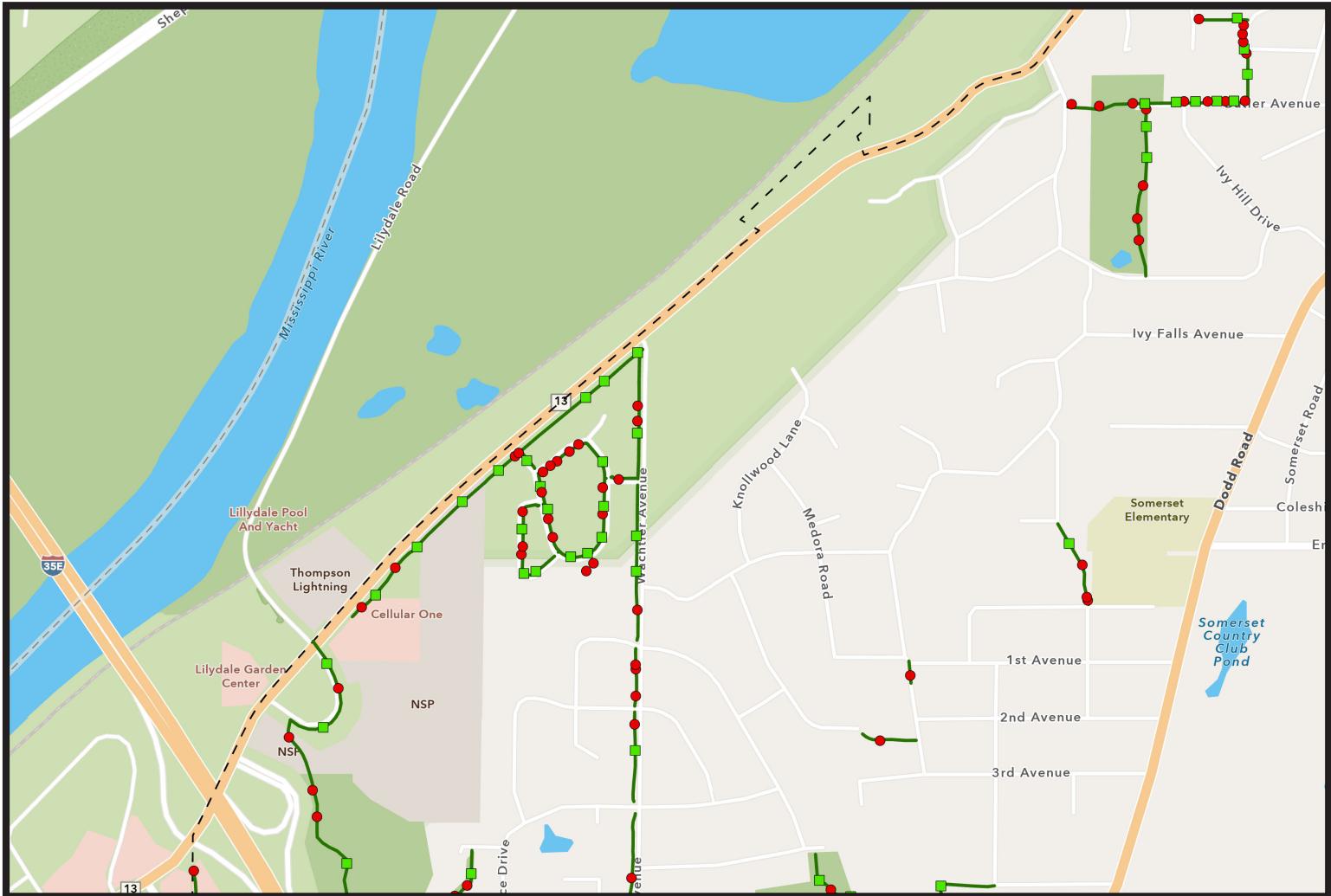
- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Sidewalks
- Compliance 2025
- No
- Yes



Mendota Heights ADA Transition Plan

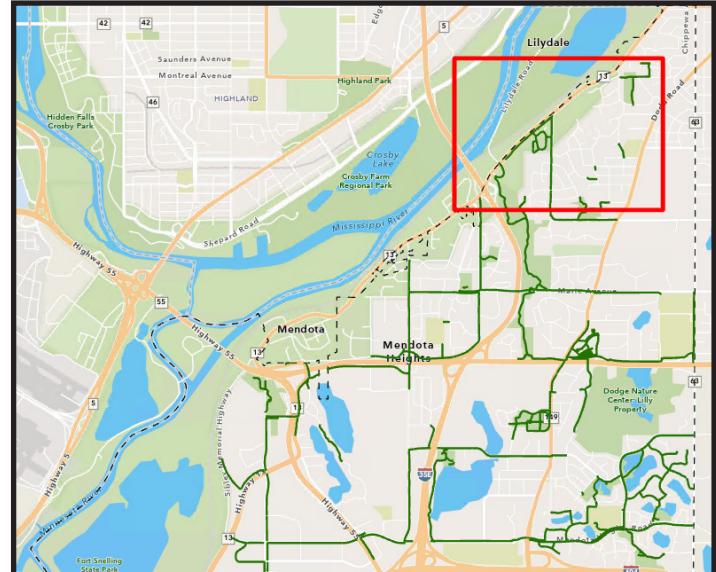
East



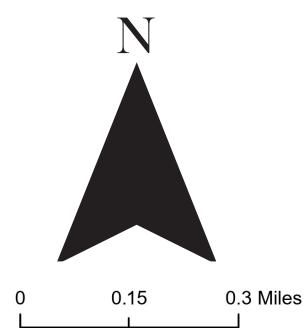


Legend

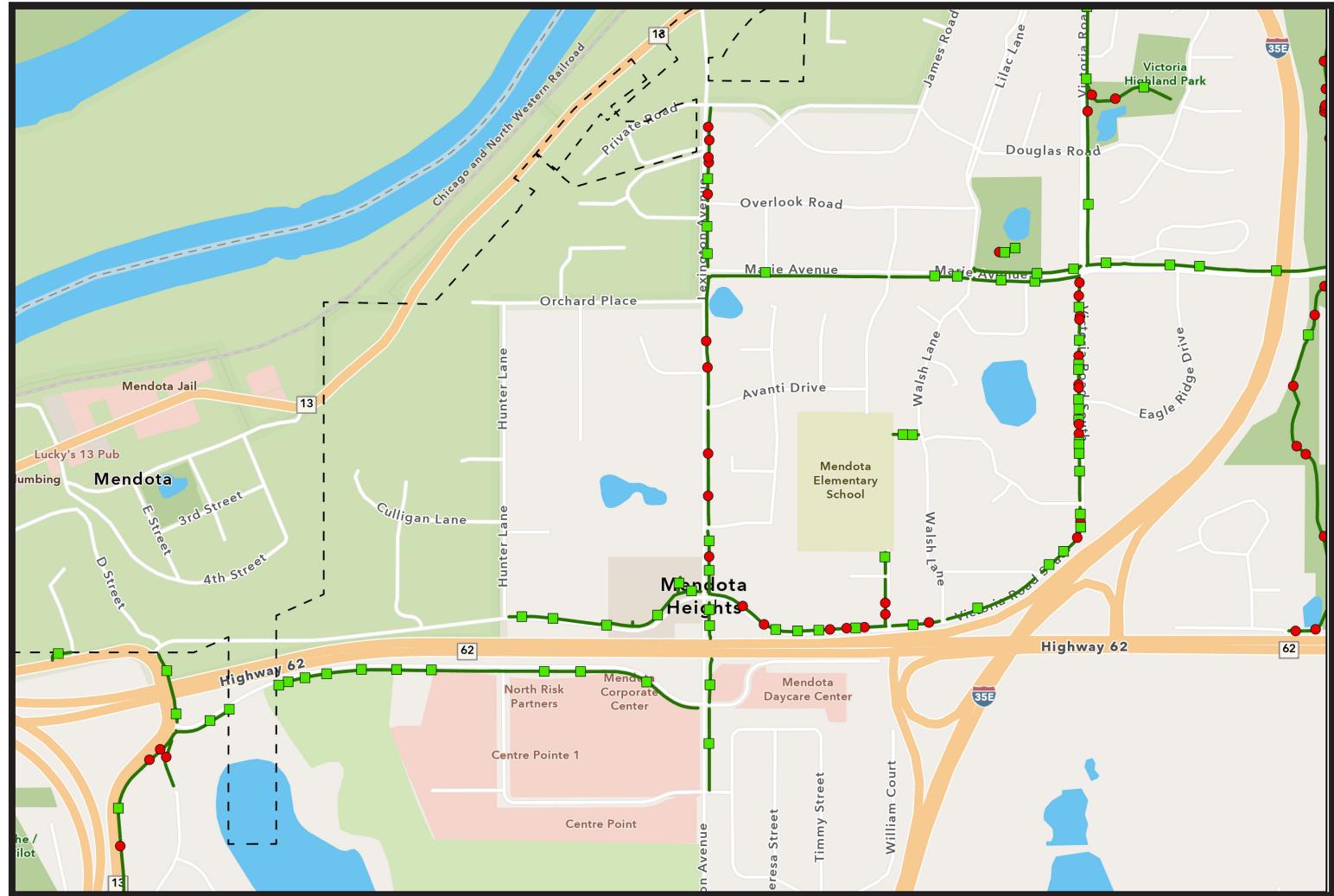
- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Sidewalks
- Compliance 2025
- No
- Yes



Mendota Heights ADA Transition Plan Northeast Corner

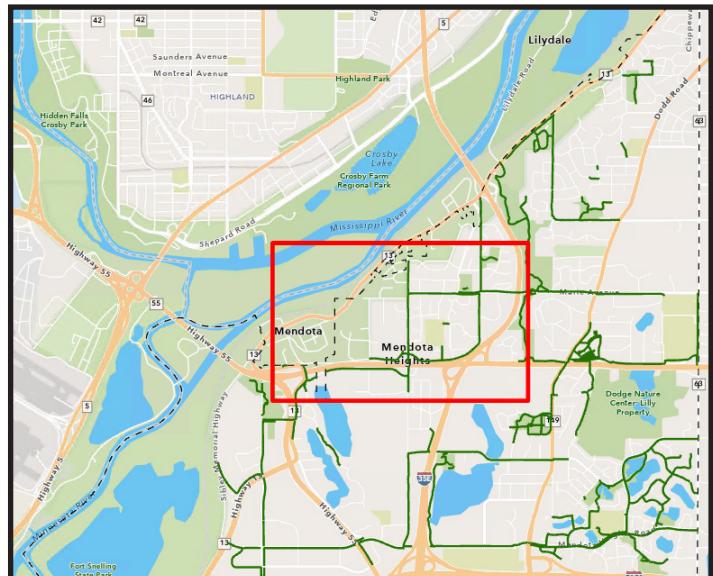


Stonebrooke

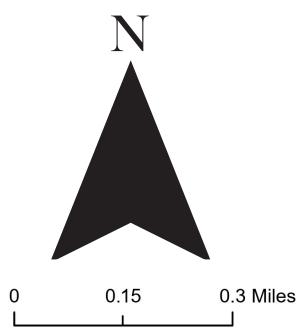


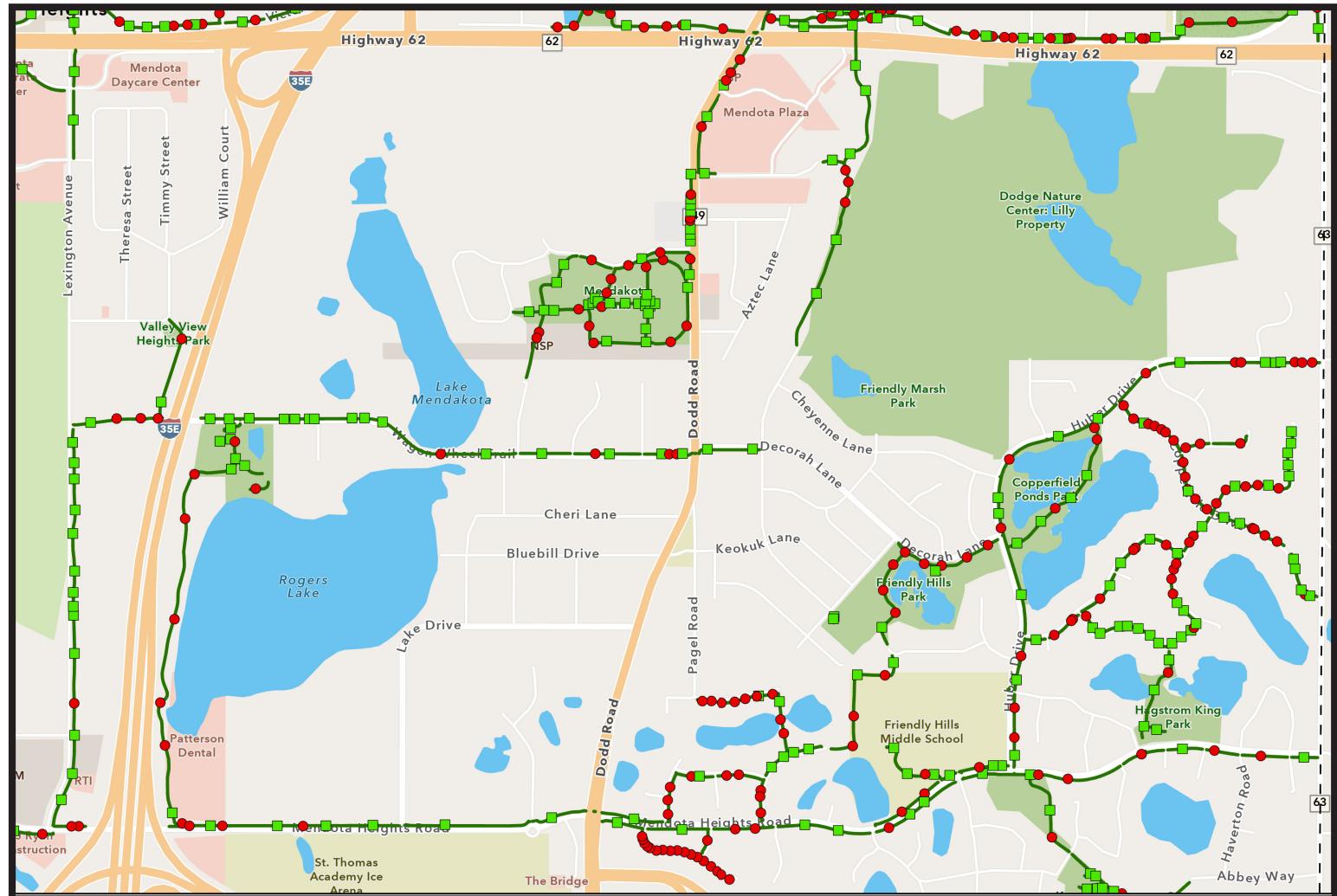
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Sidewalks
- Compliance 2025
- No
- Yes



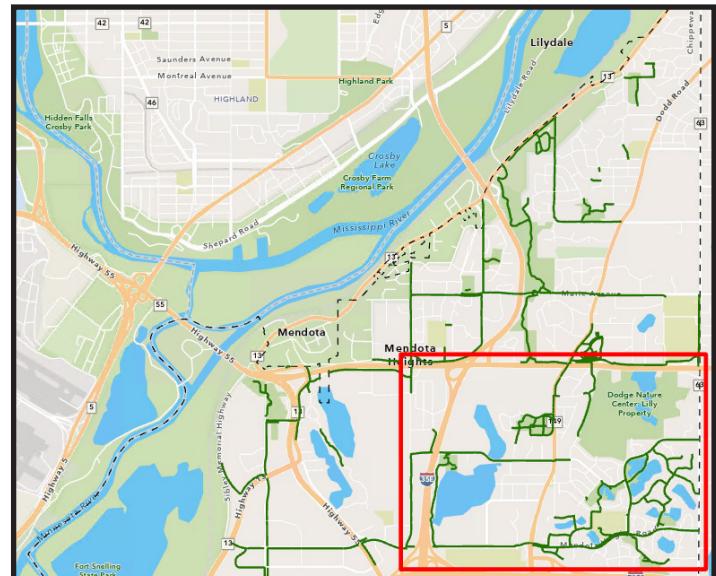
Mendota Heights ADA Transition Plan Northwest Corner



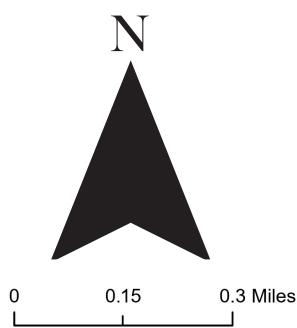


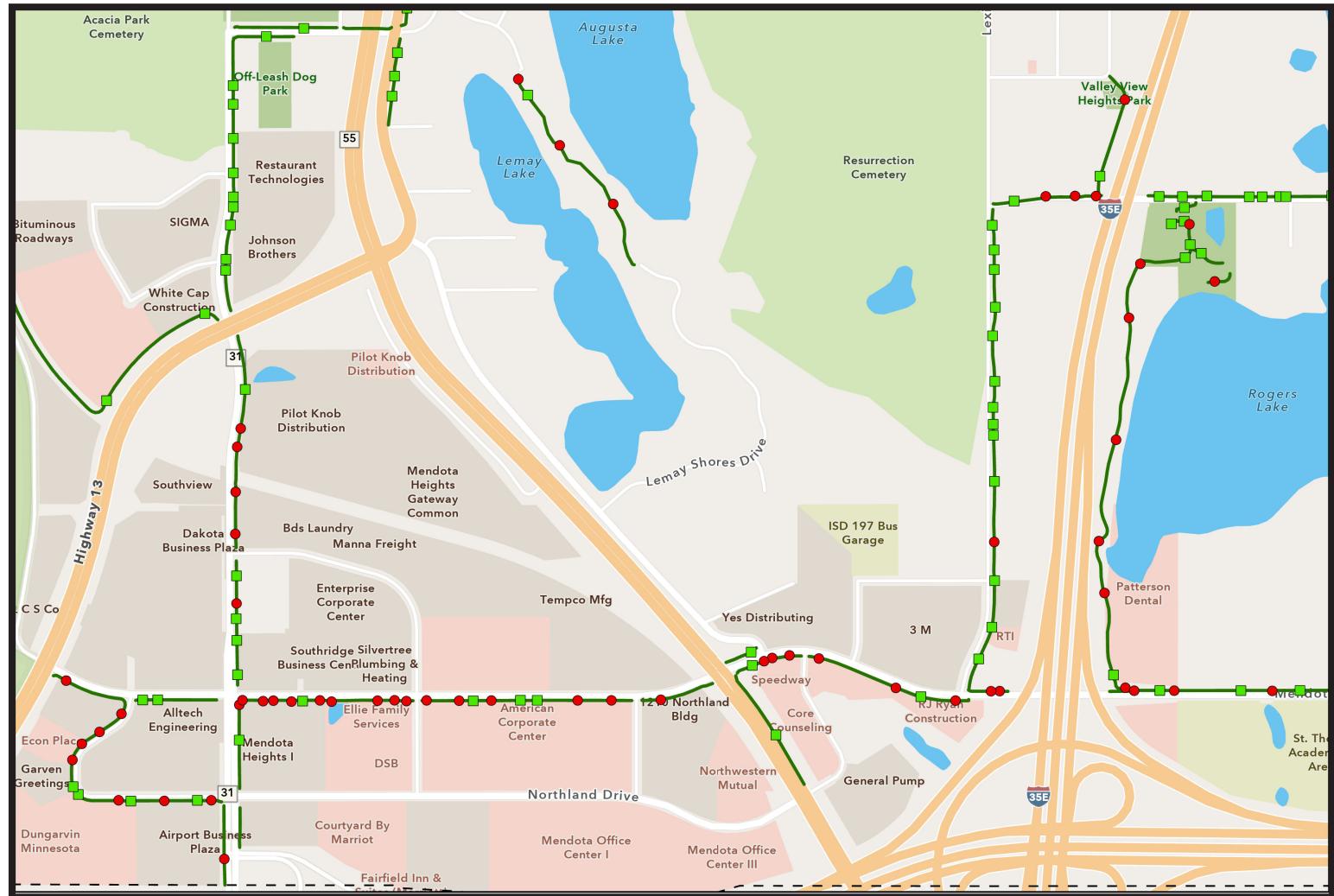
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Sidewalks
- Compliance 2025
- No
- Yes



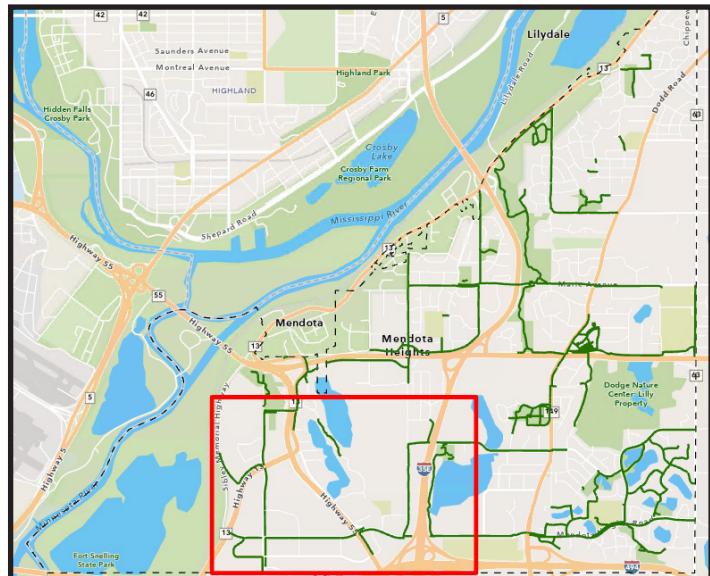
Mendota Heights ADA Transition Plan Southeast Corner



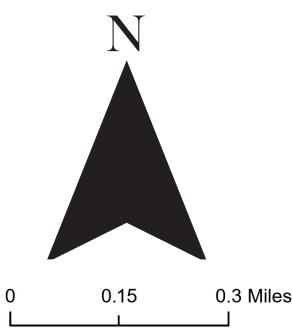


Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Sidewalks
- Compliance 2025
- No
- Yes



Mendota Heights ADA Transition Plan Southwest Corner



Legend

Mendota Heights Boundary

Pedestrian Signals Compliance 2025

2

Yes

Legend

■ Mendota Heights Boundary

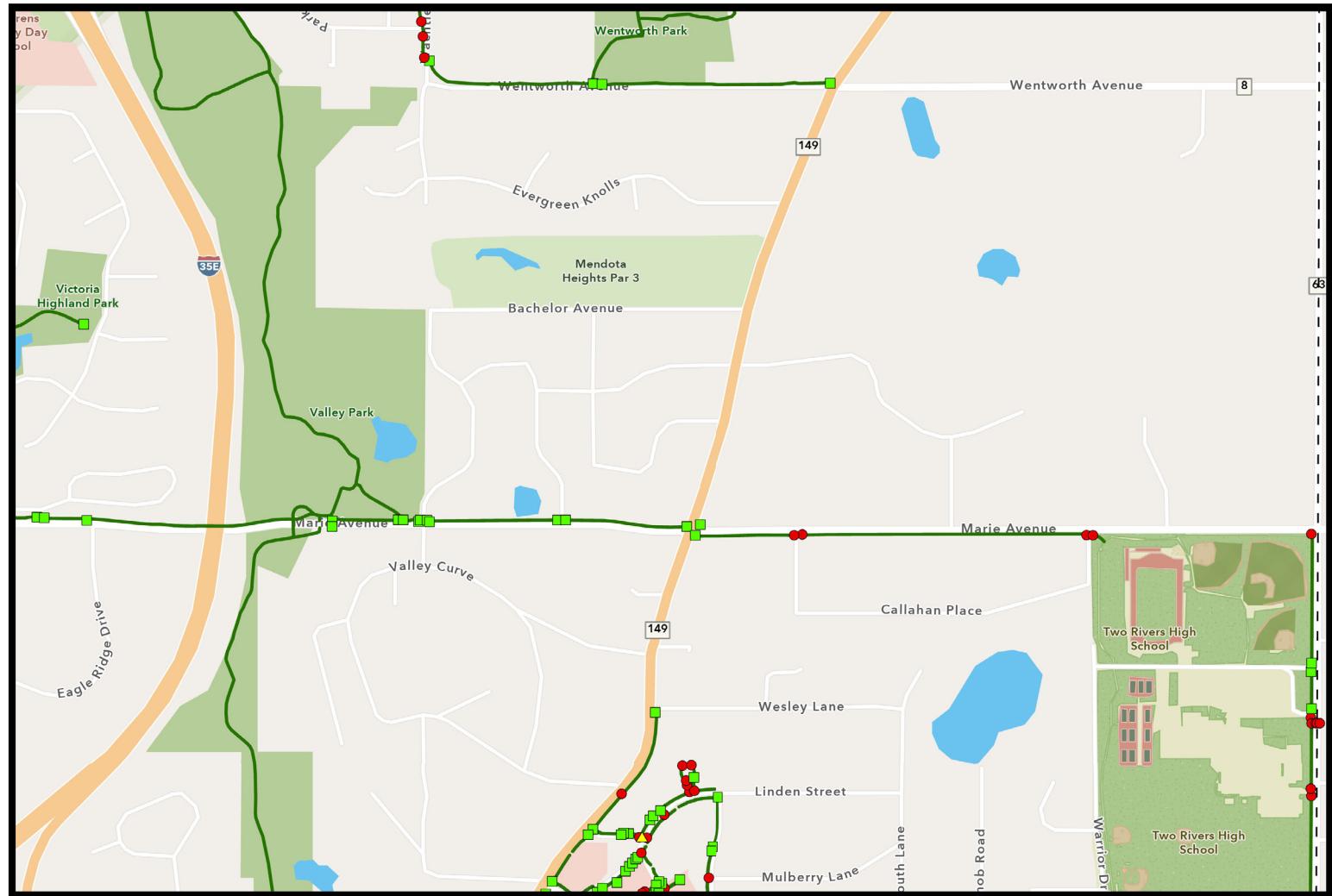
Pedestrian Signals Compliance 2025

● No

■ Yes

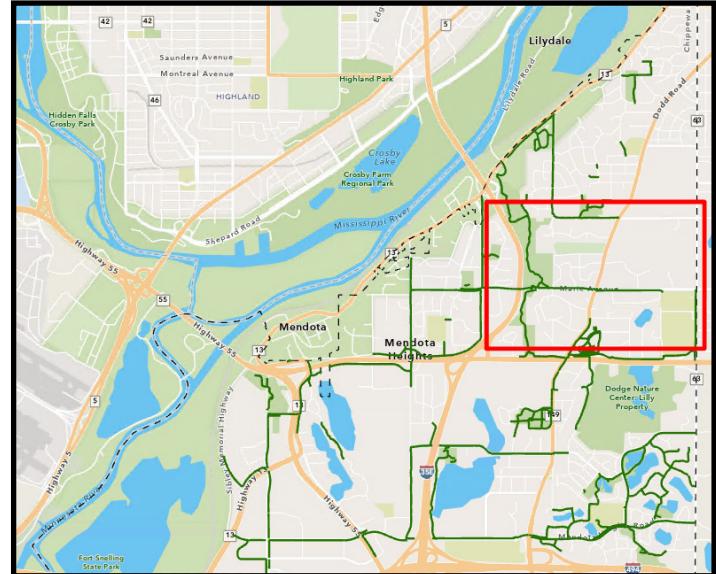


Mendota Heights ADA Transition Plan



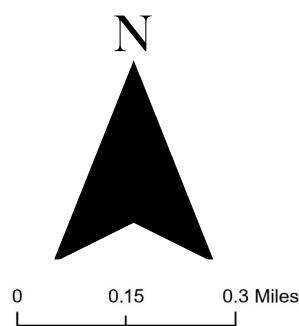
Legend

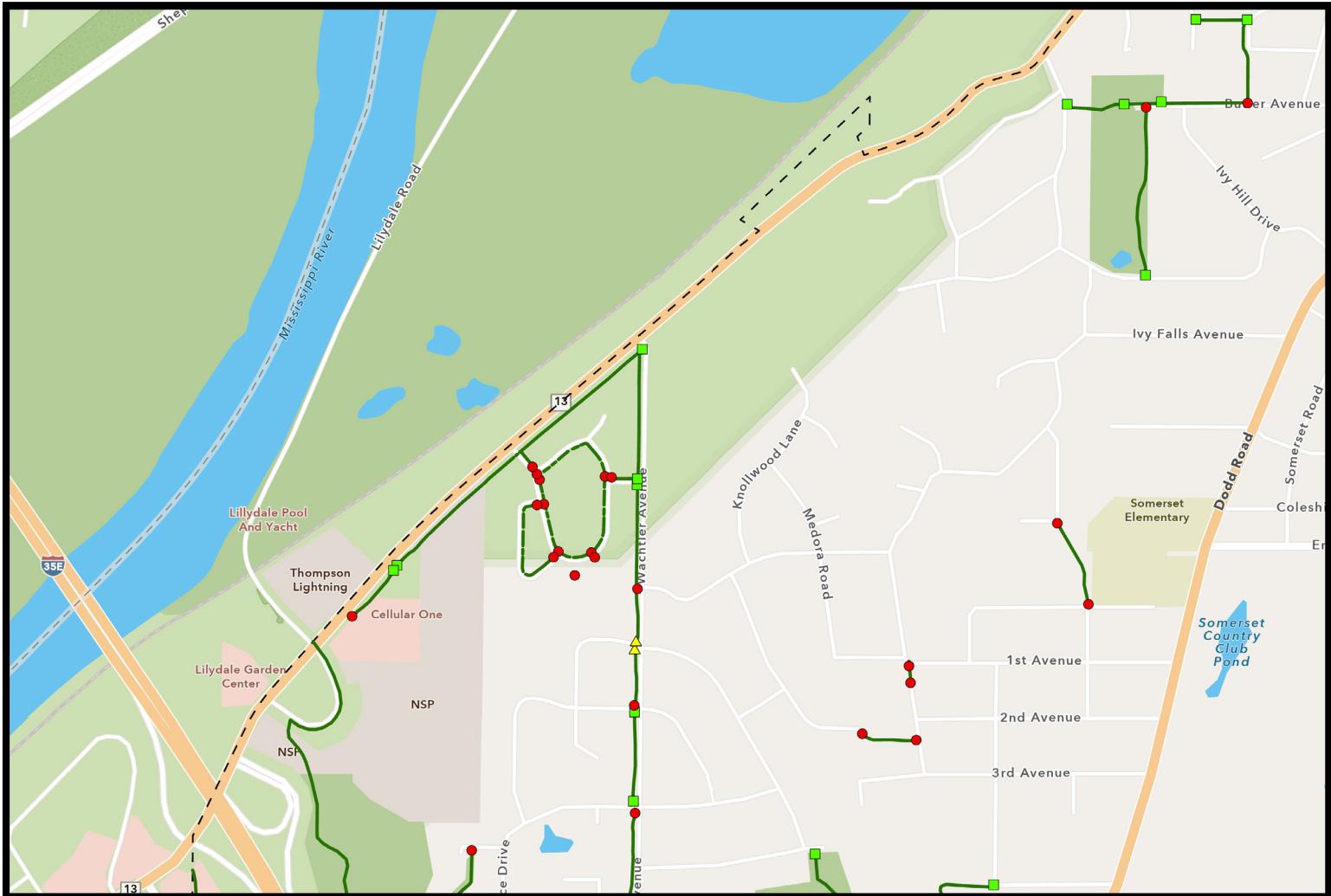
- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Tier 1 - Poor
- ▲ Tier 2 - Fair
- Tier 3 - Good



Mendota Heights ADA Transition Plan

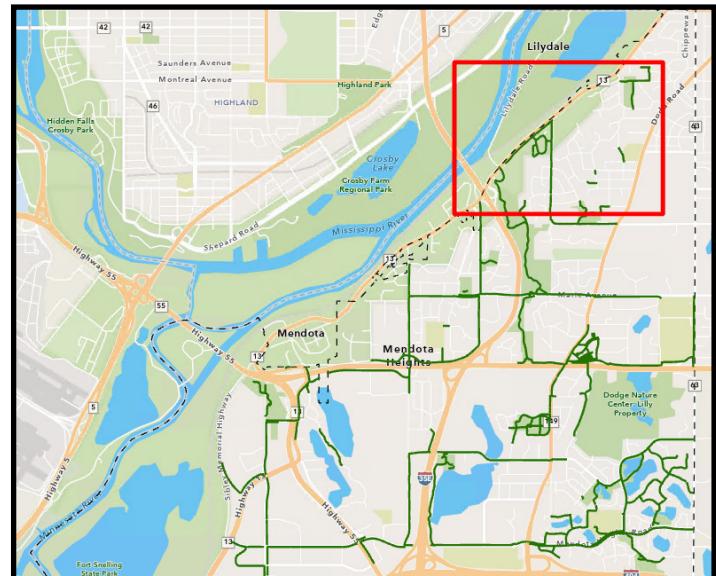
East



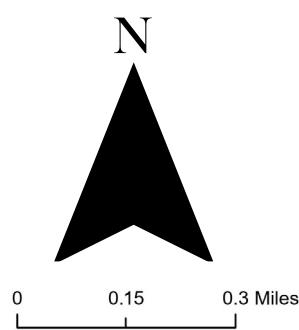


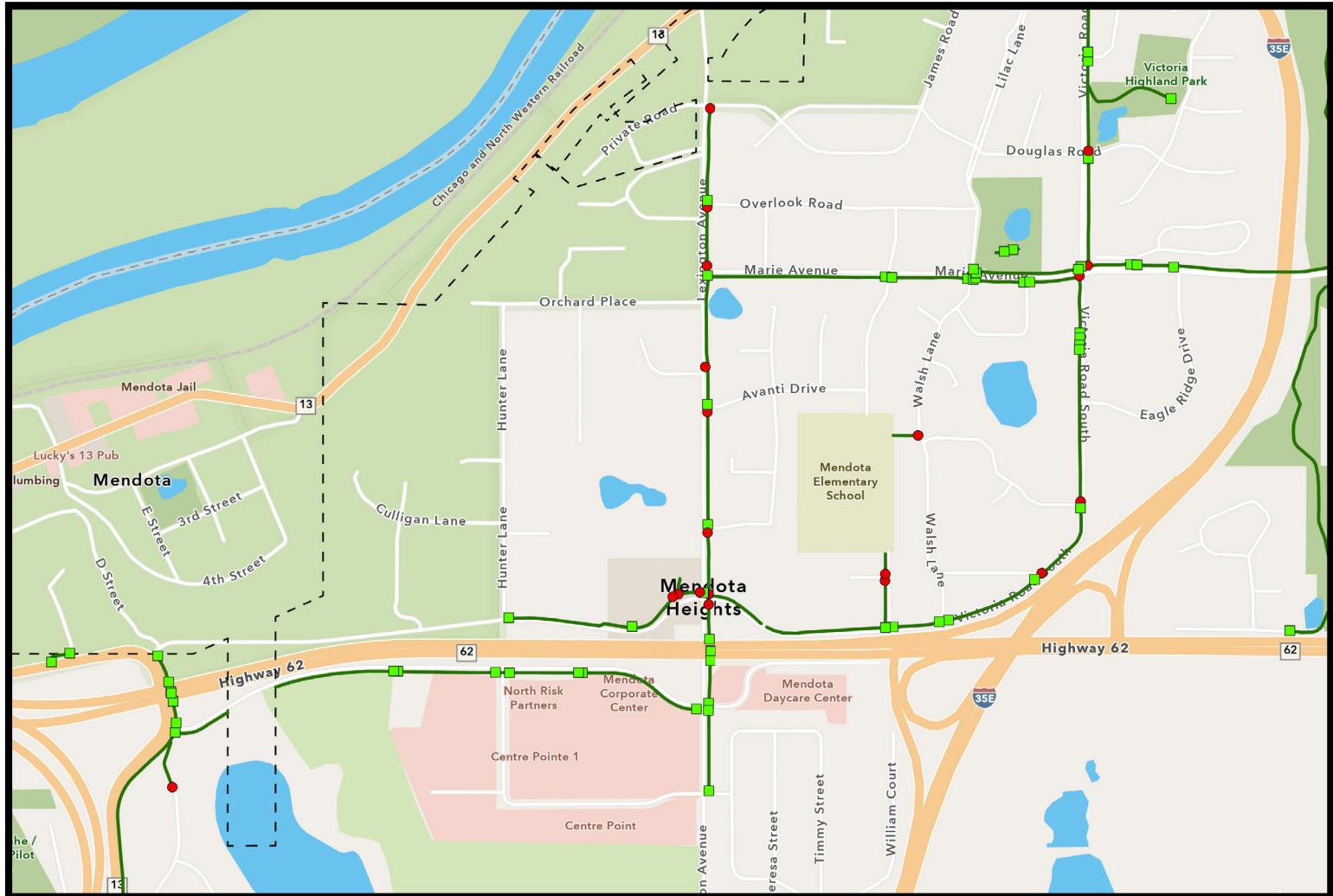
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Tier 1 - Poor
- ▲ Tier 2 - Fair
- Tier 3 - Good



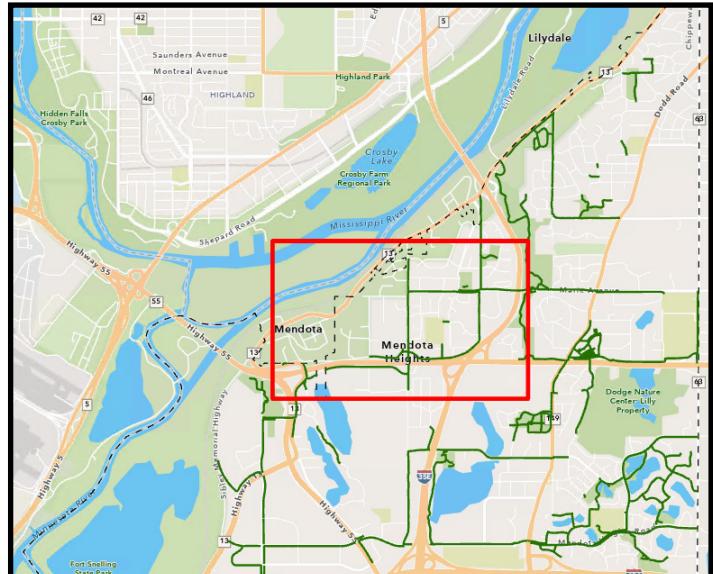
Mendota Heights ADA Transition Plan Northeast Corner



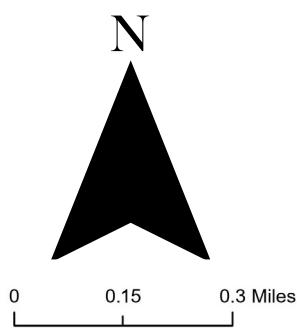


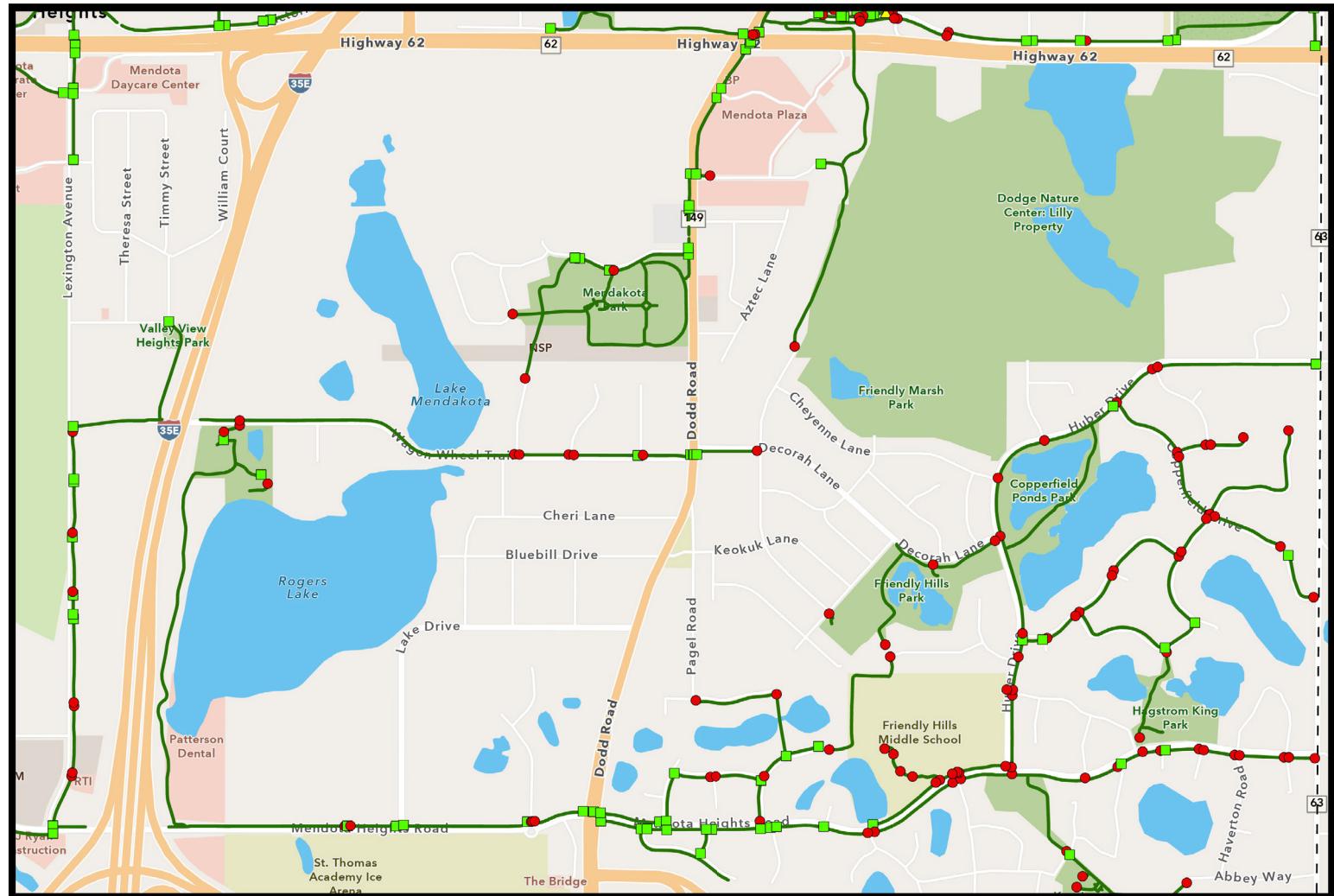
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Tier 1 - Poor
- ▲ Tier 2 - Fair
- Tier 3 - Good



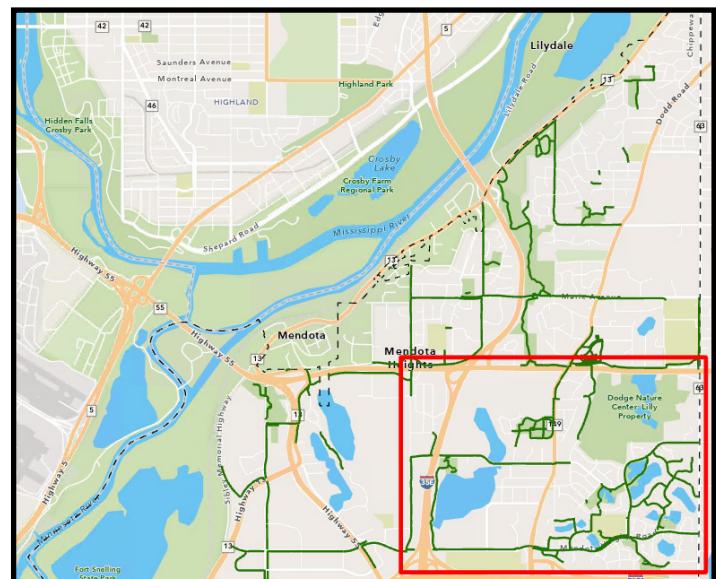
Mendota Heights ADA Transition Plan Northwest Corner



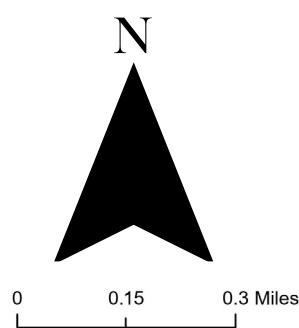


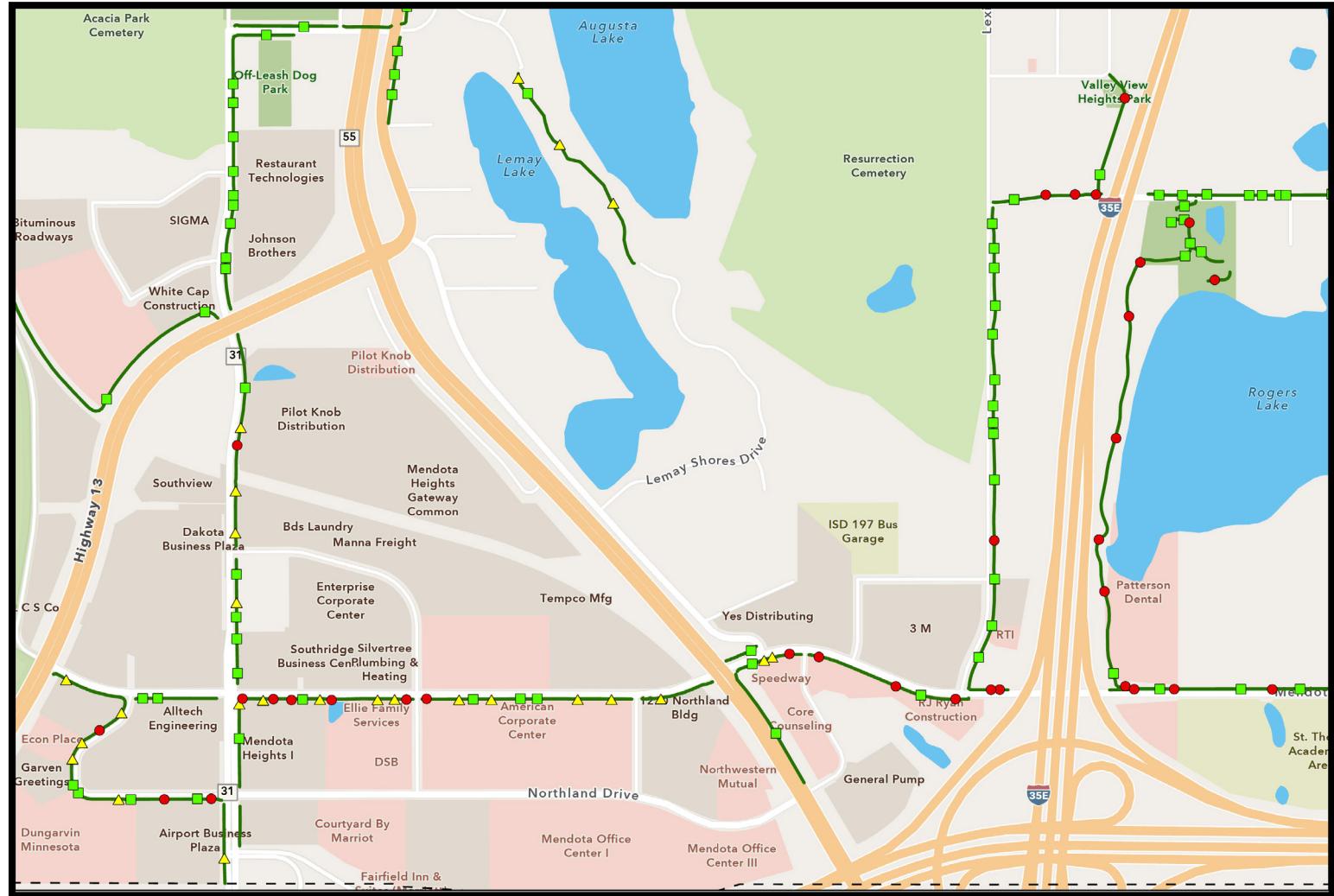
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Tier 1 - Poor
- ▲ Tier 2 - Fair
- Tier 3 - Good



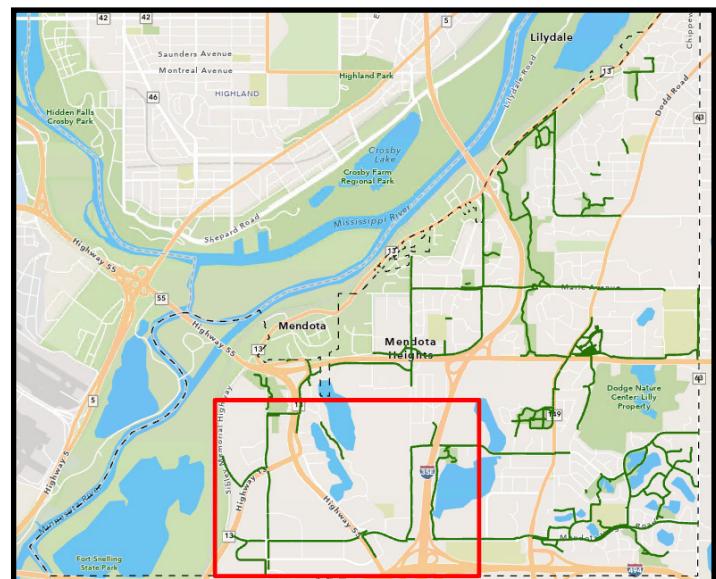
Mendota Heights ADA Transition Plan Southeast Corner





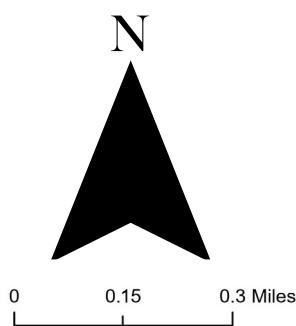
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Curb Ramps
- Tier 1 - Poor
- ▲ Tier 2 - Fair
- Tier 3 - Good

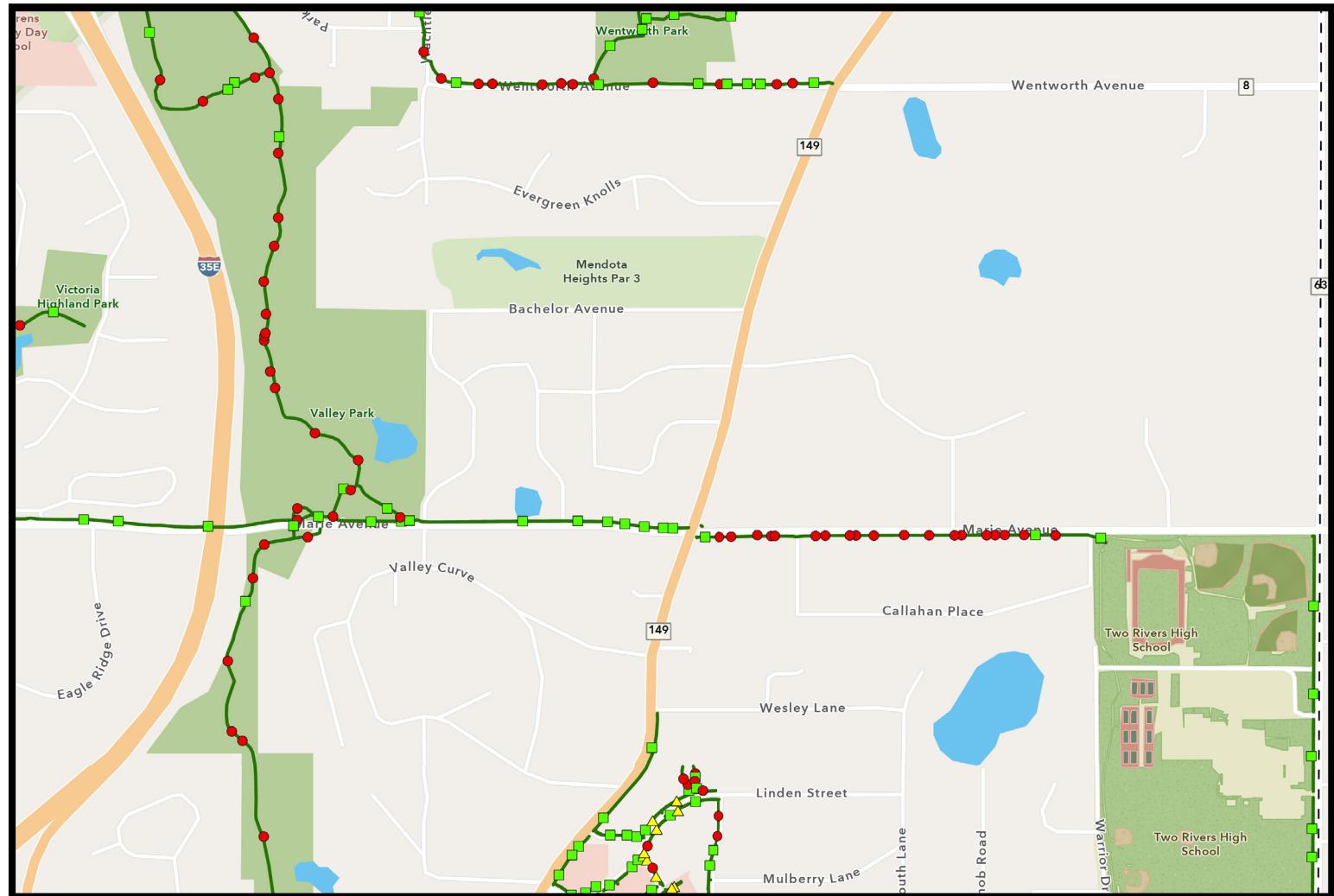


Mendota Heights ADA Transition Plan

Southwest Corner

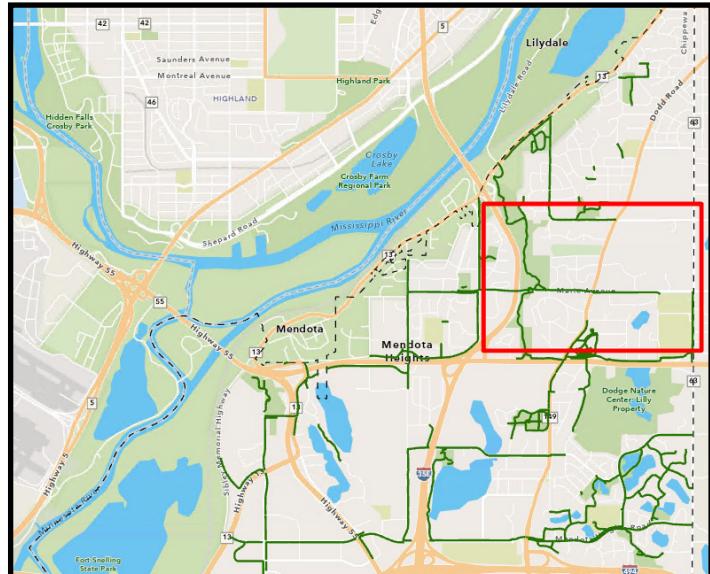


 Stonebrooke



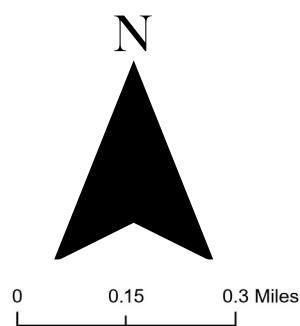
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Sidewalks
- Tier 1 - Poor
- ▲ Tier 2 - Fair
- Tier 3 - Good

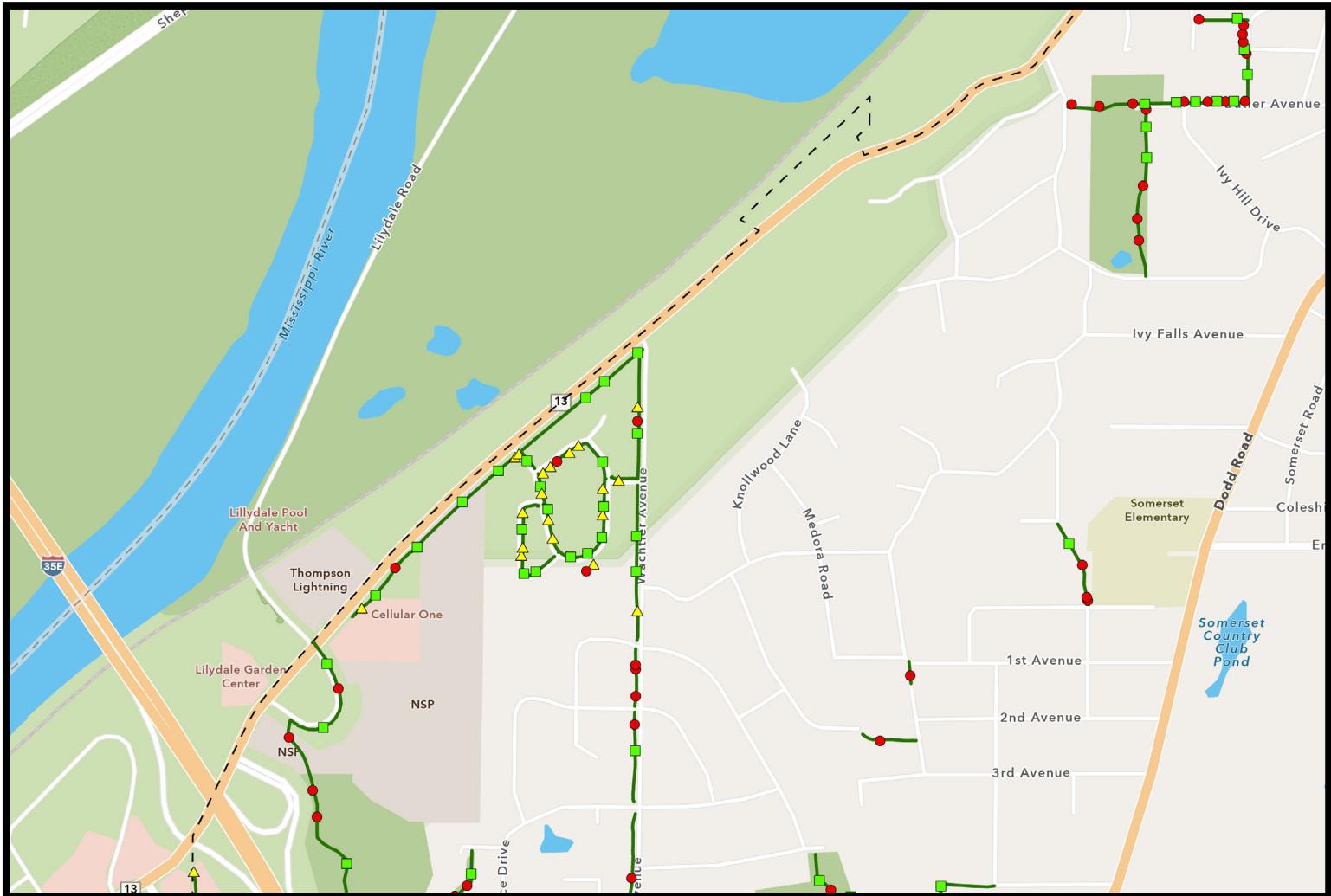


Mendota Heights ADA Transition Plan

East

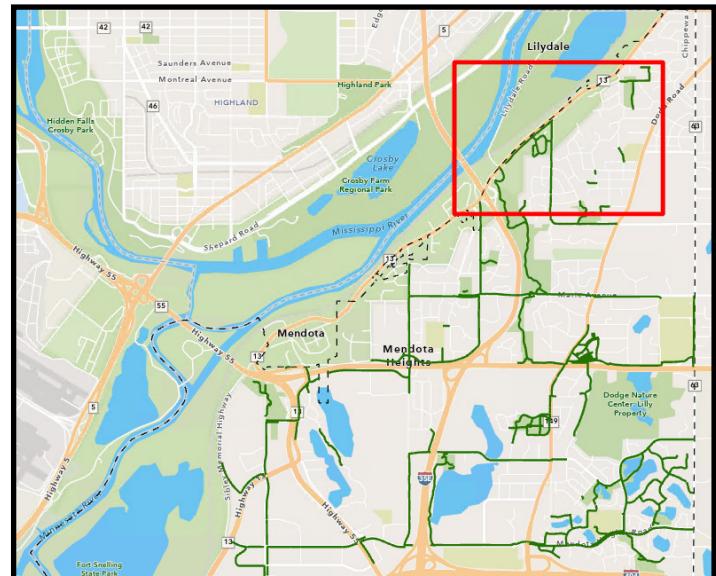


Stonebrooke

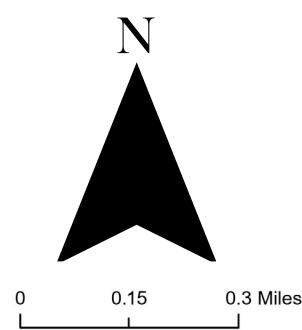


Legend

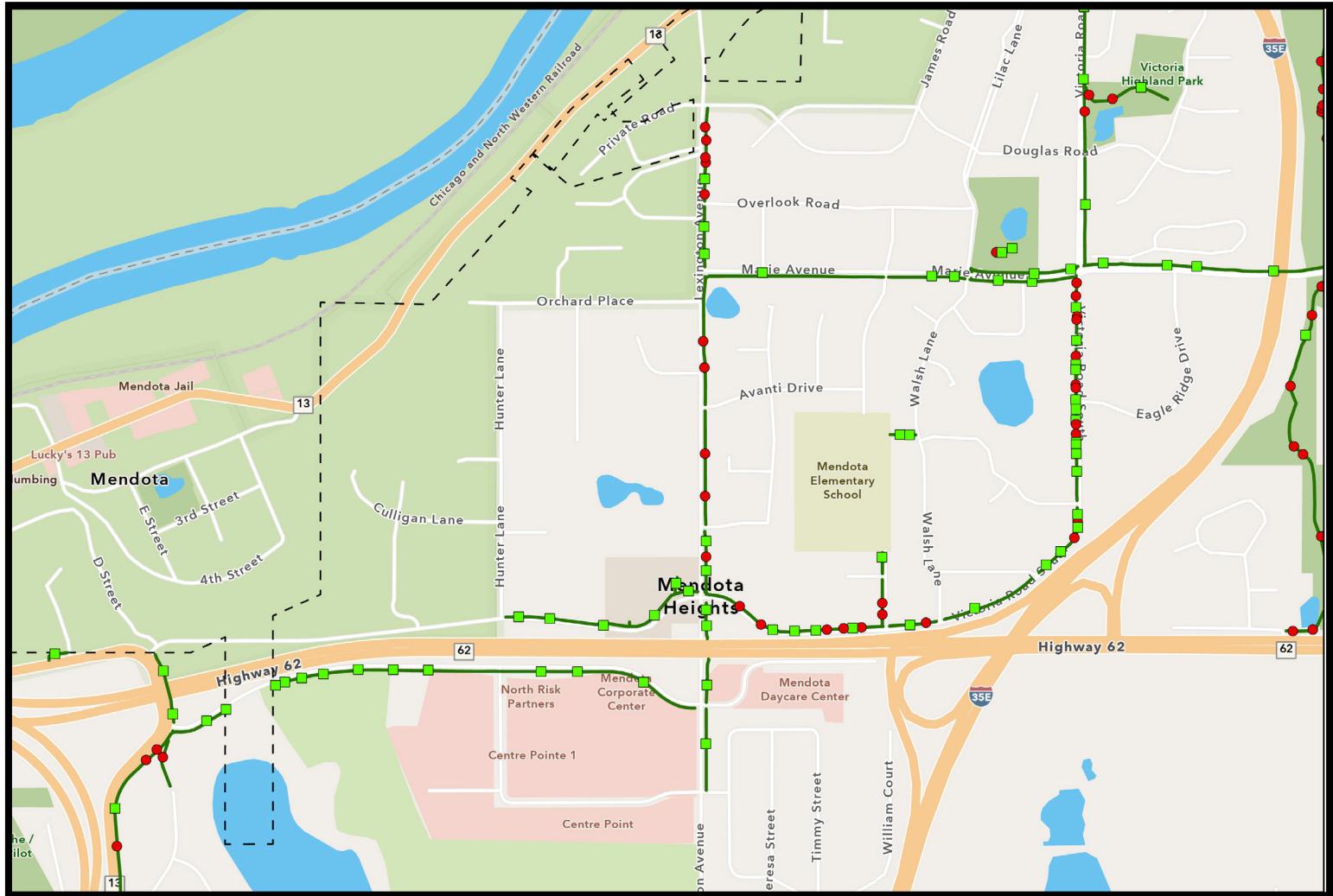
- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Sidewalks
- Tier 1 - Poor
- ▲ Tier 2 - Fair
- Tier 3 - Good



Mendota Heights ADA Transition Plan Northeast Corner

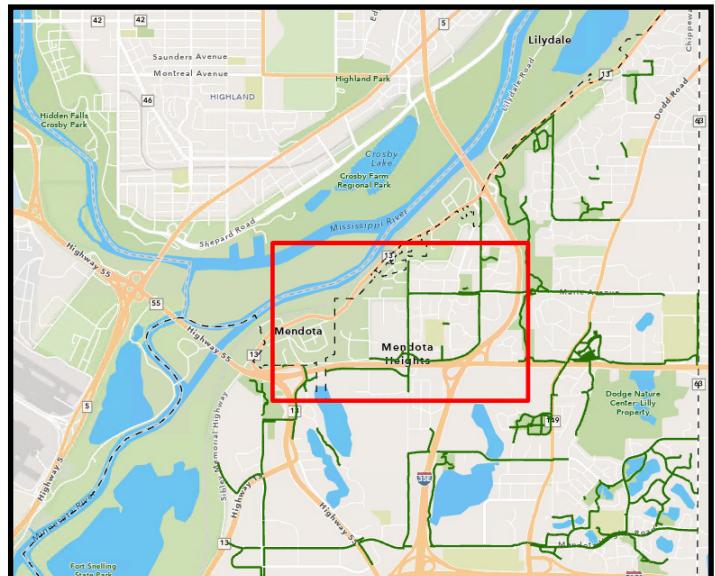


Stonebrooke

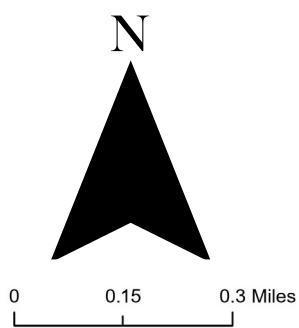


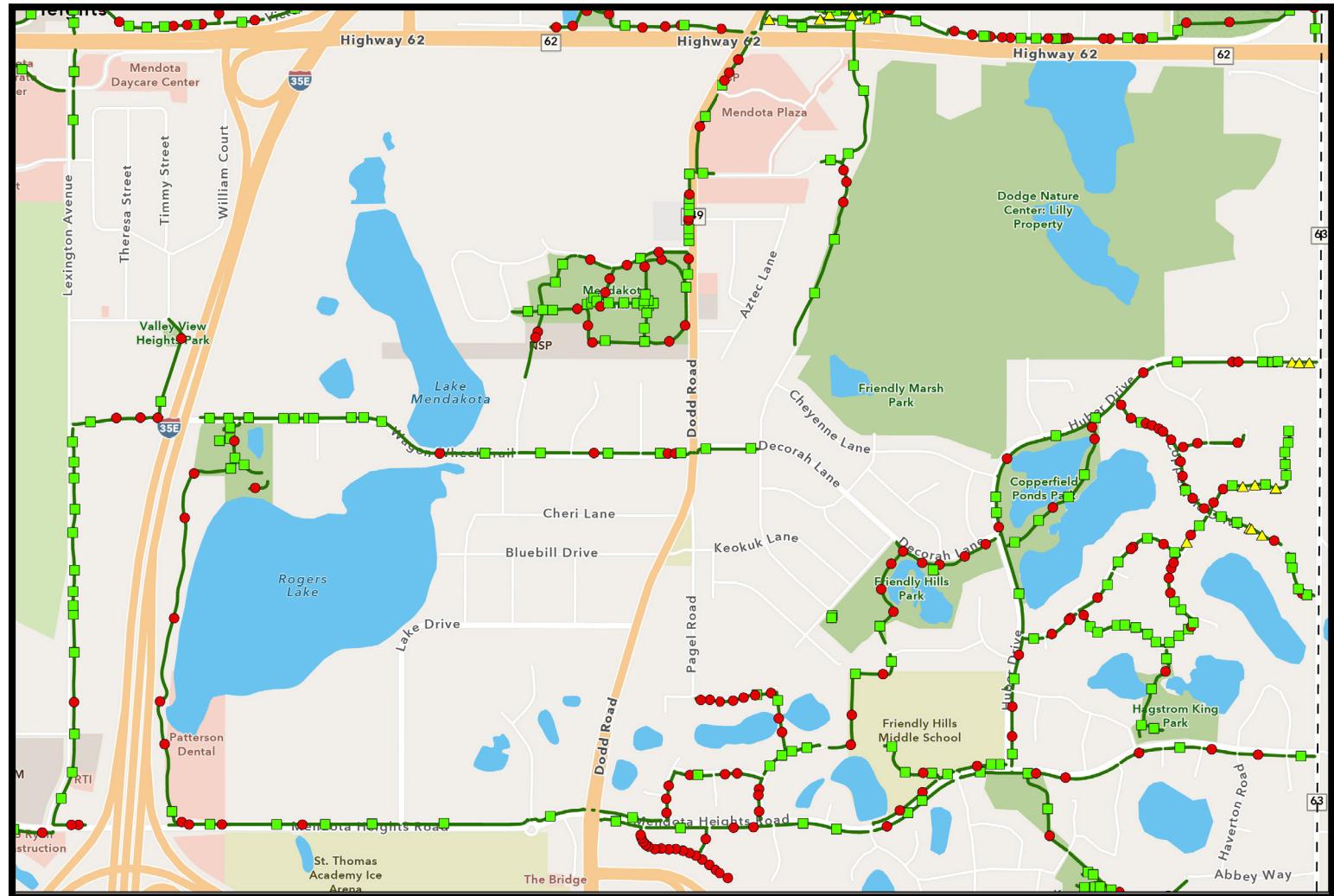
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Sidewalks
 - Tier 1 - Poor
 - ▲ Tier 2 - Fair
 - Tier 3 - Good



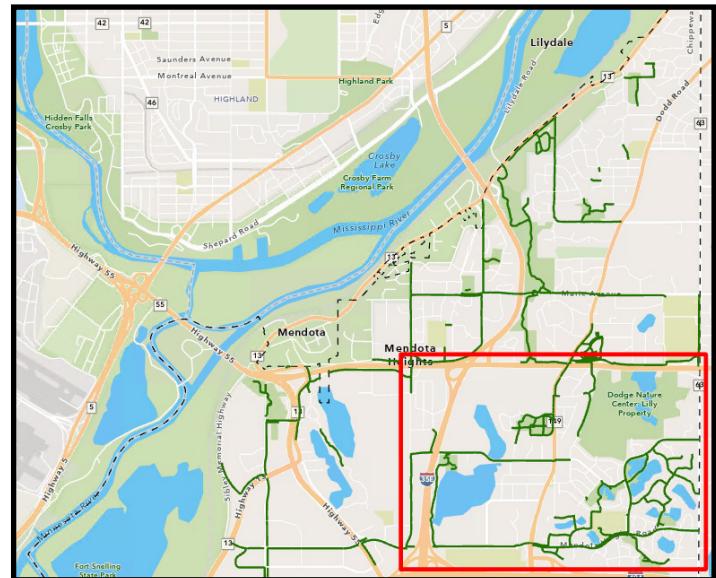
Mendota Heights ADA Transition Plan Northwest Corner



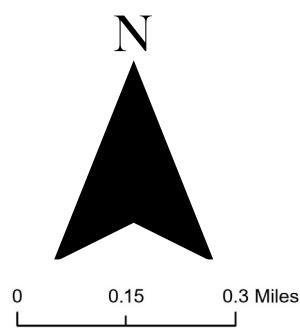


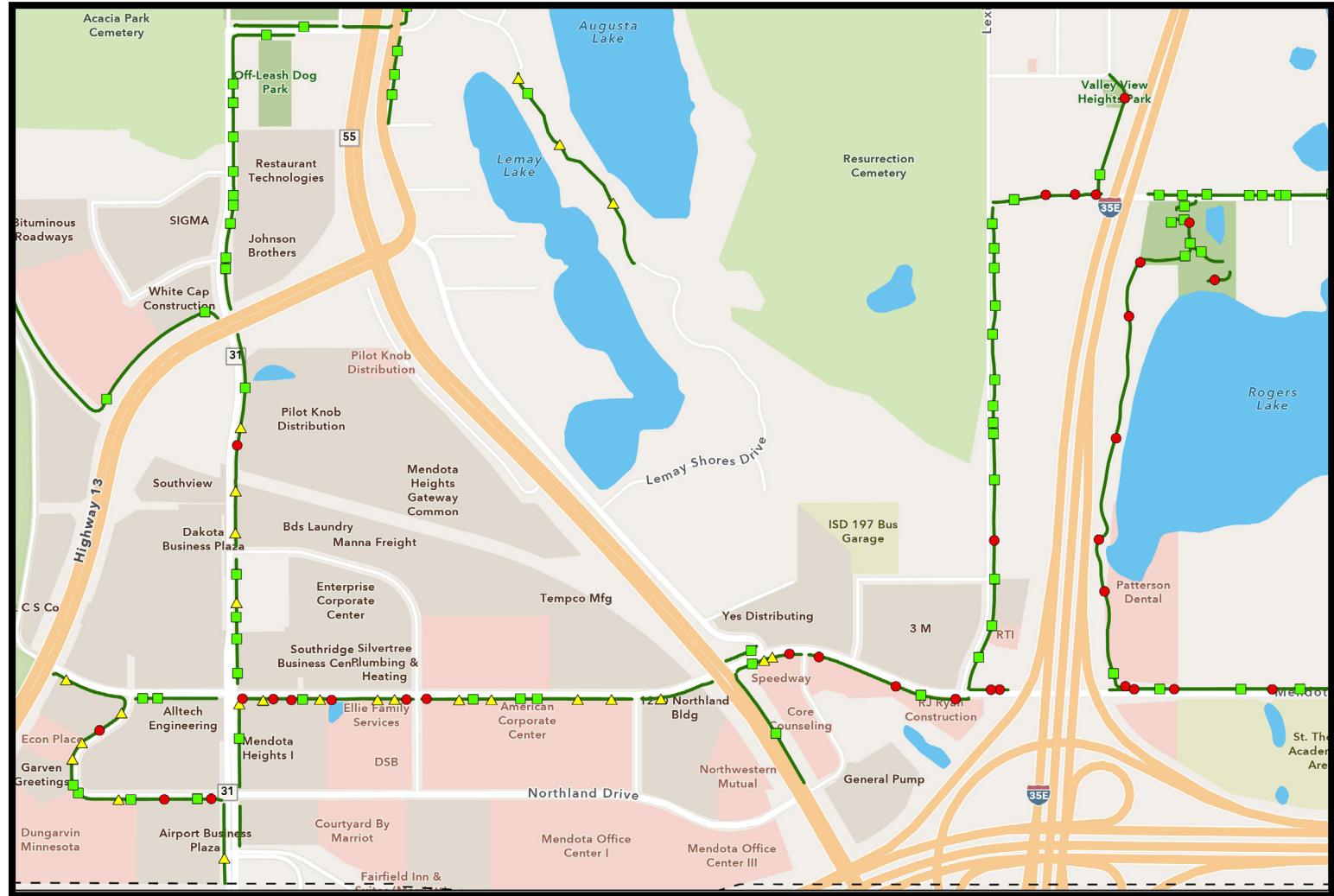
Legend

- City Trails and Public Sidewalks
- Mendota Heights Boundary
- Sidewalks
 - Tier 1 - Poor
 - ▲ Tier 2 - Fair
 - Tier 3 - Good



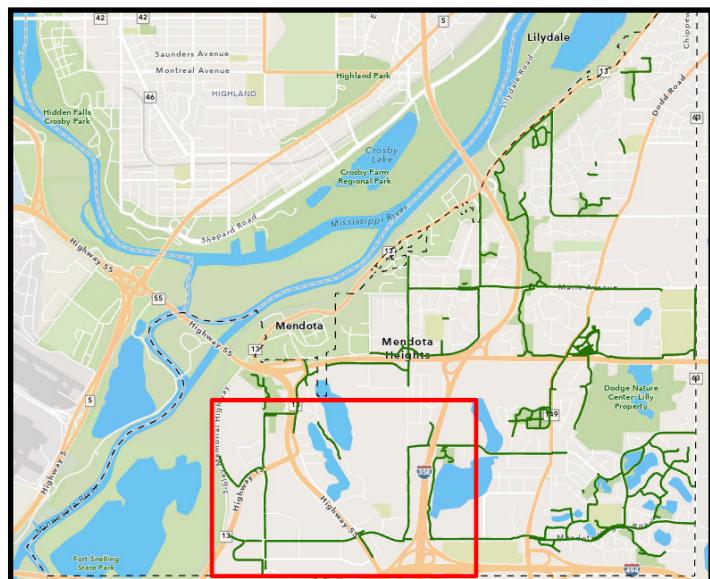
Mendota Heights ADA Transition Plan Southeast Corner



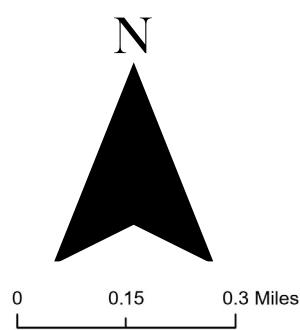


Legend

- City Trails and Public Sidewalks
- ─ Mendota Heights Boundary
- Sidewalks
- Tier 1 - Poor
- ▲ Tier 2 - Fair
- Tier 3 - Good



Mendota Heights ADA Transition Plan Southwest Corner



Stonebrooke

Legend

「」 Mendota Heights Boundary

Pedestrian Signals

 Tier 1 - Poor

Tier 2 - Fair

Tier 3 - Good

Page 5

10

5

1

10

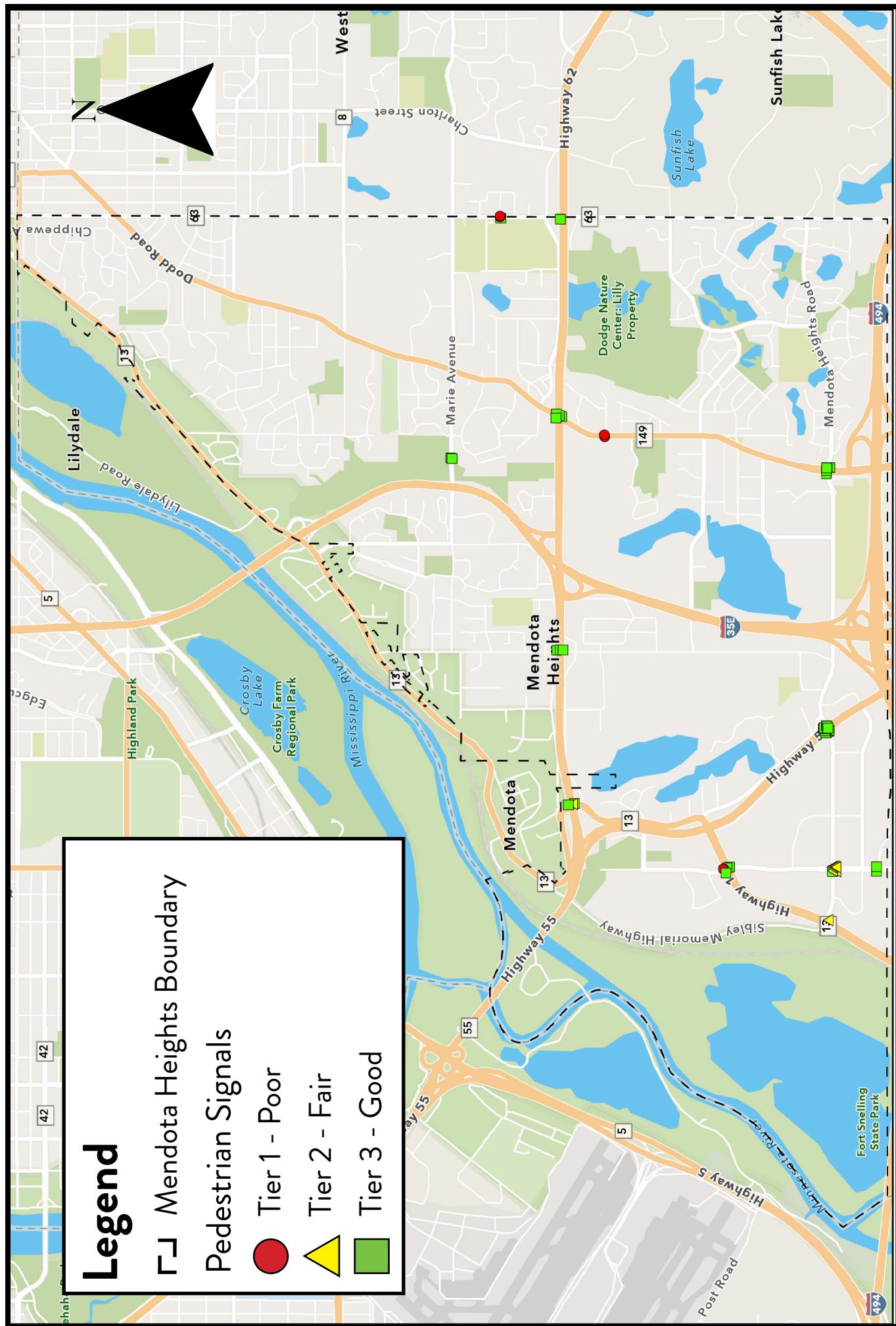
14

State Park

5

3

ADA Transition Plan





Appendix C – Park and Facility Evaluations



CIVIC CENTER PARK / MERTENSOOTTO FIELD

Mendota Heights ADA Parks Evaluation



1101 Victoria Curve
Mendota Heights, MN



Amenities:

- Ball Field
- Batting Cages
- Portable Toilet

PARKING

Main Parking Lot

The field shares a parking lot with the City Hall building. There are no accessible spaces near the park/field.

Accessibility Recommendations

- Stripe an accessible parking space and aisle near the ballfield along the accessible pathway. Make sure to provide compliant signage. See **MN Accessibility Codes 502.2 and 502.4** for requirements. Ensure that the access aisle has a “No Parking” sign at the head.

ACCESS TO GOODS AND SERVICES

Walkways

A sewer cap near the ADA-accessible restroom runs parallel to the traffic direction, and the cap gaps are too large. The pathway to the restroom from the trail requires stairs.



Figure 1 Route requiring stairs
at Civic Center Park

Picnic Area

There are tables provided; however, none are accessible.

Sports Field

Although there is a concrete path to the field from the parking lot, the pathway from the trail requires stairs.

Accessibility Recommendations

- Consider adding a ramp to the restroom/field. **ADA 206.2.1**.
- Add picnic tables that are ADA-compliant. **ADA 4.32.2**
- Replace the sewer cap with one that does not have large gaps. **ADA 403.3**

TOILET ROOM

Accessible Portable Toilet

There is an accessible portable toilet.



Figure 2 Accessible Restroom
at Civic Center Park. Sewer Cap
with large spacing.

Accessibility Recommendations

- None



COPPERFIELD PONDS

Mendota Heights ADA Parks Evaluation



650 Huber Drive
Mendota Heights, MN



Amenities:
• Walking Path

PARKING

Main Parking Lot

No parking lots provided. No accessible spaces are provided at the on-street parking.

Accessibility Recommendations

- Provide at least one designated parking space near the park trail. For requirements, see **MN Accessibility Codes 502.2 and 502.4**.

ACCESS TO GOODS AND SERVICES

Walkways

Several locations along the pathway are too steep or have too steep a cross-slope

Accessibility Recommendations

- Regrading the sidewalk is likely unnecessary, but an 8 percent slope could be considered a ramp. Providing a handrail and ensuring other accessible components could make this route compliant. **MN Accessibility Code 504**



FRIENDLY HILLS PARK

Mendota Heights ADA Parks Evaluation



2360 Pueblo Lane
Mendota Heights, MN



Amenities:

- Parking Lot
- Playground
- Ball Field
- Picnic Shelters
- Portable Toilet
- Basketball Court
- Hockey Rink (Winter)
- Pickleball Courts (Summer)
- Warming House
- Overlay Soccer (Fall)
- Tennis Courts

PARKING

Main Parking Lot

The parking lot has three designated parking spaces. The northern lot has an access aisle with no parking designated. The central lot does have a parking space allocated, but the access aisle is too narrow. It also does not connect to an accessible route. The southern lot does not have a sign to indicate no parking in the access aisle. It also does not connect to an accessible route.

Accessibility Recommendations

- Restripe the central lot access aisle section for an 8-foot access aisle. Provide compliant signage. See **MN Accessibility Codes 502.2 and 502.4** for requirements. Ensure that the access aisle has a “No Parking” sign at the head.



Figure 1 Southern Parking Lot at Friendly Hills

ACCESS TO GOODS AND SERVICES

Walkways

Tree roots create uneven surfaces in some places. The picnic pavilions have no accessible route and a steep grass path.



Figure 2 Picnic Tables at Friendly Hills Park

Picnic Area

The picnic area did not have accessible seating.

Basketball Court/Ball Field

Although there is no concrete path to the field or court, pathways to the ball field are through grass and are generally flat. At the time of the evaluation, the weather was good. Grass pathways can become unstable and slippery in adverse weather.



Figure 3 Access Route to Baseball Field from the Basketball Court at Friendly Hills Park



Figure 4 Restroom at Friendly Hills Park



Figure 5 Tiered Swing Area at Friendly Hills Park

Accessibility Recommendations

- Add a stable, slip-resistant pathway to the ball field and to the upper playground area. **MN Accessibility Code 302**
- Add picnic tables that are ADA-compliant. **ADA 4.32.2**

TOILET ROOM

Accessible Portable Toilets

There are accessible portable toilets near the warming house and the tennis courts.

Accessibility Recommendations

- There are accessible restrooms; however, the walk from the playground/baseball field area is far. Consider adding a third restroom on the southern side of the park.

PLAYGROUND

Main Playground

The swings are on an inaccessible tiered surface. The addition of the rubber surface is great for accessibility; however, it is only in one portion of the playground.

Accessibility Recommendations

- Add an accessible route to the swings that does not involve stairs and follows accessible route requirements. **ADA 1008.2.1**
- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. See **ADA 401**.



FRIENDLY MARSH PARK

Mendota Heights ADA Parks Evaluation



2191 Apache Street
Mendota Heights, MN



Amenities:

- Trails
- Natural Area

PARKING

Parking

There is no designated parking. Only street parking is available.

Accessibility Recommendations

- Consider adding an accessible parking sign at the cul-de-sac so that there is a designated parking space. **ADA 502**



Figure 1 Cul-de-sac at Friendly Marsh Park

ACCESS TO GOODS AND SERVICES

Walkways

Several sidewalk segments on the trail's northern end (towards South Plaza Drive) are non-compliant because of a steep slope of 7.8 percent. The curb ramp leading to the trail does not have truncated domes. There was utility work at the time of inspection.

Accessibility Recommendations

- The slope of the sidewalks is within the range of being considered a "ramp," so adding a compliant handrail would put the sidewalk into compliance without leveling the ground. **ADA 405.8**
- Ensure that truncated domes are present after utility work is completed. **ADA 406.8**



HAGSTROM-KING PARK

Mendota Heights ADA Parks Evaluation



555 Mendota Heights Rd.
Mendota Heights



Amenities:

- Parking Lot
- Playground
- Ball Field
- Picnic Tables
- Basketball Court
- Portable Toilet

PARKING

Main Parking Lot

The parking lot has a designated parking space, is flat, and accommodates accessible needs. Parking spaces and aisles are marked. However, the ball field has no paved path, so the best parking would be on the street. There is no designated ADA parking on the street.



Figure 1 Compliant Parking Lot at Hagstrom-King Park

Accessibility Recommendations

- Provide on-street designated parking near the ball field.

ACCESS TO GOODS AND SERVICES

Walkways

The curb ramp at Watersedge Terrace does not have a level landing. The sidewalk running to Watersedge Terrace has a running slope of 8 percent.



Figure 2 Picnic Table at Hagstrom-King Park

Picnic Area

There are several picnic tables provided, but none are accessible.

Sport Field/Court

Although there is no concrete path to the basketball court or ball field, pathways are through grass and are generally flat. At the time of the evaluation, the weather was good. Grass pathways can become unstable and slippery in adverse weather.



Figure 3 Basketball Court at Hagstrom-King



Figure 4 Restroom at Hagstrom-King Park



Figure 5 Playground at Hagstrom-King Park

Accessibility Recommendations

- Regrading the sidewalk is likely unnecessary, but the 8 percent slope could be considered a ramp. Providing a handrail and ensuring other accessible components could make this route compliant. **MN Accessibility Code 504**
- Add an accessible picnic table. Ensure a clear path to the accessible portion. **ADA 4.32.2**
- Regrade the sidewalk near Watersedge Terrace to have a level landing at the top of the curb ramp. **ADA 406.7**
- Consider adding a stable, slip-resistant pathway to the ball field and court. **MN Accessibility Code 302**

TOILET ROOMS

Accessible Portable Toilet

There is one accessible restroom, an accessible portable toilet.

Accessibility Recommendations

- None

PLAYGROUND

Main Playground

The playground has the correct number of accessible elements, many accessible components, and a great variety of types of play.

Accessibility Recommendations

- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. See **ADA 401**.

IVY HILLS



645 Butler Avenue
Mendota Heights, MN



Amenities:

- Parking Lot
- Tennis Courts
- Ball Field
- Basketball Court
- Portable Toilet
- Playground



PARKING

Main Parking Lot

The parking lot is flat and has designated spaces, and it accommodates accessible needs. Parking spaces and aisles are marked.



Accessibility Recommendations

- None

ACCESS TO GOODS AND SERVICES

Walkways

The walkways are clear, stable, and slip-resistant.



Figure 1 Picnic Area at Ivy Hills

Picnic Area

There are tables provided; however, none are accessible.

Ball Field / Courts

Although there is no concrete path to the field, the pathway to the ball field is through grass, which is generally flat. At the time of the evaluation, the weather was good. Grass pathways can become unstable and slippery in adverse weather. The tennis courts are compliant, and there is an accessible concrete path to the new basketball court

Accessibility Recommendations

- Consider adding a stable, slip-resistant pathway to the ball field. **MN Accessibility Code 302**
- Add picnic tables that are ADA-compliant. **ADA 4.32.2**

TOILET ROOMS

Accessible Portable Toilet

There is an accessible portable toilet.

Accessibility Recommendations

- None



Figure 2 Accessible Restroom at Ivy Hills

PLAYGROUND

Main Playground

The playground has the correct number of accessible elements, many accessible components, and a great variety of types of play.



Figure 3 Accessible Diggers at Ivy Hills

Accessibility Recommendations

- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. See **ADA 401**.

KENSINGTON PARK

Mendota Heights ADA Parks Evaluation



2627 Concord Way
Mendota Heights



Amenities:

- Parking Lot
- Playground
- Soccer Fields
- Picnic Shelters
- Concession Stand
- Restrooms
- Drinking Fountain
- Portable Toilet

PARKING

Main Parking Lot

The parking lot has designated parking spaces, is flat, and accommodates accessible needs. Parking spaces and aisles are marked. However, the access aisle for the spaces adjacent to the soccer fields is too narrow.

Accessibility Recommendations

- Restripe the soccer field access aisle section for an 8-foot access aisle. Provide compliant signage. See **MN Accessibility Codes 502.2 and 502.4** for requirements. Ensure that the access aisle has a “No Parking” sign at the head.



Figure 1 Compliant Parking Lot at Kensington Park

ACCESS TO GOODS AND SERVICES

Walkways

Pine trees adjacent to the walkway at the playground create an uneven walking surface.

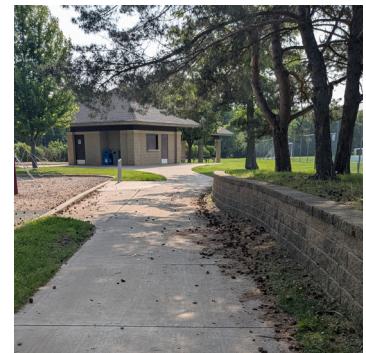


Figure 2 Access Route at Kensington Park

Picnic Area

Although an accessible table is provided at one of the shelters, only three percent of the seating is accessible (five percent is required). The concession stand window is too high.

Soccer Fields

Although there is no concrete path to the fields, pathways to sports fields are through grass and generally flat. At the time of the evaluation, weather was good. Grass pathways can become unstable and slippery in adverse weather.



Figure 3 Picnic Table at Kensington Park

Drinking Fountains

The drinking fountain itself is accessible; however, it is within the pedestrian travel path and not detectable by a cane.

Accessibility Recommendations

- Regularly sweep the sidewalk surface during the pinecone shedding season to stabilize the route. Consider adding a stable, slip-resistant pathway to the soccer fields. **MN Accessibility Code 302**
- Add an accessible picnic table to the other picnic shelter. Ensure a clear path to the accessible portion. **ADA 4.32.2**
- Add a temporary concession surface that is 36 inches from the floor. Consider an accessible window when it is reconstructed. **ADA 904.3.2**
- If possible, recess the drinking fountain or provide bollards so a cane can detect the drinking fountain. Ensure that bollards comply with accessible route requirements. **ADA 307.2**



Figure 4 Restroom at Kensington Park

TOILET ROOM

Indoor Single-User Toilets

There are two indoor single-user toilet rooms. The restroom signs are not tactile and do not have Braille. The doors close too quickly and are heavy (18 pounds). The toilet paper is mounted too far from the front of the toilet (12 inches).

Accessible Portable Toilet

The accessible portable toilet is fully compliant.

Accessibility Recommendations

- Provide signage with tactile letters, braille, and contrasting letters mounted at a compliant height. **ADA 703.1**
- Ensure that the closer on the door closes no quicker than 5 seconds. **ADA 404.2.7.1.** Although there is no required exterior force for a door in the MN code, the recommendation is 8.5 to 10 lbs of force. Consider altering the closing mechanisms to lighten this effort.
- Move the toilet paper dispenser to be located seven to nine inches from the front of the toilet to the centerline of the dispenser. **ADA 604.7**

PLAYGROUNDS

Main Playground

The playground has the correct number of accessible elements. However, the entrance into the play area has a lip. The addition of a rubber surface is great for accessibility, however, it is only in one portion of the playground.

Accessibility Recommendations

- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. See **ADA 401**.



Figure 5 Playground at Kensington Park

MARIE PARK

Mendota Heights ADA Parks Evaluation



1780 Lilac Lane
Mendota Heights, MN



Amenities:

- Parking Lot
- Basketball Court
- Playground
- Tennis Courts
- Ball Field
- Hockey Rink (Winter)
- Pickleball Courts (Summer)
- Portable Toilet

PARKING

Main Parking Lot

There is one parking lot with the correct number of accessible spaces; however, there is no sign to discourage parking in the access aisle.

Accessibility Recommendations

- Make sure to provide compliant signage. See **MN Accessibility Codes 502.2 and 502.4** for requirements. Ensure that the access aisle has a "No Parking" sign at the head.

ACCESS TO GOODS AND SERVICES

Walkways

The route to the pickleball courts/hockey rink has a ten percent slope with a lip.

Picnic Area

Accessible picnic tables are provided.



Figure 1 Accessible seating at Marie Park

Courts/Field/Rink

The routes to the tennis courts, pickleball courts/hockey rink, and playground are paved, but the route to the basketball court is not. The warming house seating is compliant.

Accessibility Recommendations

- Consider extending the existing ramp at the hockey rink to create a ramp that is six percent or less. **ADA 206.2.1**
- Consider adding a stable, slip-resistant pathway to the basketball court. **MN Accessibility Code 302**

RESTROOMS

Accessible Portable Toilet

There is an accessible portable toilet.



Accessibility Recommendations

- None

PLAYGROUND

Main Playground

The playground has the correct number of accessible elements. However, the play surface is engineered wood fiber.

Accessibility Recommendations

- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. **See ADA 401.**

Figure 2 Accessible Restroom at Marie Park.



MENDAKOTA PARK

Mendota Heights ADA Parks Evaluation



2111 Dodd Road
Mendota Heights



Amenities:

- Parking Lot
- Playground
- Volleyball Court (Grass)
- Picnic Shelter
- Restrooms
- Basketball Court
- Ball Fields
- Soccer Field
- Overlay Football Fields (Seasonal)
- Portable Toilet

PARKING

Main Parking Lot

There is one parking lot available. With 154 parking stalls, there should be six accessible spaces, and only four are available. Current access aisles do not have "no parking" signs.

Accessibility Recommendations

- Provide two additional parking spaces. For requirements, see **MN Accessibility Codes 502.2 and 502.4**. Ensure that the access aisle has a "No Parking" sign at the head.



Figure 1 Step in Raised Picnic Area

ACCESS TO GOODS AND SERVICES

Walkways

The walkways are clear. One stair near the ball fields was loose. The rubber flooring at the playground has been patched well when holes have occurred.

Picnic Area

Although an accessible table is provided at the shelter, there are not enough accessible spaces available.

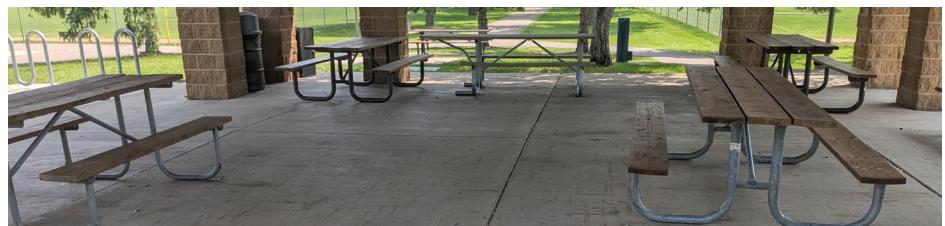


Figure 2 Picnic Table at Mendakota Park

Fields/Courts

Pathways to fields/courts are paved and generally flat. Several locations along the trails were identified as having a steep running slope.

Drinking Fountains

The drinking fountain is too high and does not provide clearance for knees.

Accessibility Recommendations

- Replace the wooden step at the raised picnic area to avoid a trip hazard. **MN Accessibility Code 302**
- Ensure there are accessible seating spaces dispersed throughout the park. **ADA 902**
- Replace the drinking fountain with a maximum height of 36 inches from the ground. **ADA 602.4**



Figure 3 Restroom at Mendakota Park

TOILET ROOMS

Ball Field Toilets

The ball field area also has two gender-neutral accessible restrooms. Both have doors that close quickly. Neither of them has tactile signs that have Braille. Inside, the restrooms are fully compliant.

Portable Accessible Toilet

The accessible portable toilet is fully compliant.

Accessibility Recommendations

- Provide signage with tactile letters, braille, and contrasting letters mounted at a compliant height. **ADA 703.1**
- Ensure that the door closer closes no quicker than 5 seconds. **ADA 402.2.7.1**



Figure 4 Accessible Play Ramp at Mendakota

PLAYGROUND

Main Playground

The playground has the correct number of accessible elements. However, the sand table area does not provide a space for a wheelchair underneath. The rubber patching jobs are well done to avoid trip hazards. Most of the playground is available on the rubber ground and ramps. However, some areas are sand and Engineered Wood Fiber.

Accessibility Recommendations

- Add a stable, slip-resistant pathway to the sand table. **ADA 1008.2.1**.
- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. See **ADA 401**.



MENDOTA HEIGHTS DOG PARK

Mendota Heights ADA Parks Evaluation



1360 Acacia Blvd
Mendota Heights, MN



Amenities:

- Fenced Large Dog Area
- Fenced Small Dog Area
- Portable Toilet

PARKING

Main Parking Lot

There is no parking lot available. There are no designated on-street parking spaces.

Accessibility Recommendations

- Consider adding an accessible parking sign to the on-street parking so that there is a designated parking space. **ADA 502**

ACCESS TO GOODS AND SERVICES

Walkways

The walkways are clear. Some areas have a bumpy surface. Class 5 gravel is loose and has divots.



Figure 1 Picnic Table at Dog Park

Accessibility Recommendations

- Ensure regular maintenance of the gravel walkways to ensure they are stable and slip-resistant. **ADA 403.2**
- Add picnic tables that are ADA-compliant. **ADA 4.32.2**

TOILET ROOMS

Accessible Portable Toilet

There is an accessible portable toilet.



Figure 2 Accessible Restroom at Dog Park

Accessibility Recommendations

- None

OHEYAWAHE / PILOT KNOB

Mendota Heights ADA Parks Evaluation



2100 Pilot Knob
Mendota Heights, MN



Amenities:

- Trails
- Portable Toilet



PARKING

Main Parking Lot

There is an unstriped gravel parking area that can fit about eight cars. None are designated as accessible.

Accessibility Recommendations

- Stripe an accessible parking space and aisle near the trailhead along the accessible pathway. Make sure to provide compliant signage. See **MN Accessibility Codes 502.2 and 502.4** for requirements. Ensure that the access aisle has a “No Parking” sign at the head.

ACCESS TO GOODS AND SERVICES

Walkways

Several points along the walking trail have non-compliant running slopes, though they would not be considered severe.



Accessibility Recommendations

- Consider adding a compliant handrail to put the sidewalk into compliance without leveling the ground. **ADA 405.8**.

TOILET ROOMS

Accessible Portable Toilet

There is an accessible portable toilet.

Accessibility Recommendations

- None



Figure 2 Restroom at Pilot Knob

ROGERS LAKE PARK

Mendota Heights ADA Parks Evaluation



1000 Wagon Wheel Trail
Mendota Heights



Amenities:

- Parking Lot
- Playground
- Volleyball Court (Sand)
- Picnic Shelter
- Portable Toilet
- Fishing Pier
- Skate Park
- Basketball Court
- Canoe Rack Rental Spaces

PARKING

Main Parking Lot

Two parking lots are available: one near the fishing pier and playground, and the other near the skate park. The playground lot has a painted space, but does not have signage to distinguish accessible parking. The skate park does not have an accessible space provided.

Accessibility Recommendations

- Provide compliant signage and spaces. For requirements, see **MN Accessibility Codes 502.2 and 502.4**. Ensure that the access aisle has a "No Parking" sign at the head.



Figure 1 Playground Parking Lot at Rogers Lake Park

ACCESS TO GOODS AND SERVICES

Walkways

Roots near the fishing pier make for an uneven walking path.



Figure 2 Basketball Court at Rogers Lake

Picnic Area

Although an accessible table is provided at the shelter, the accessible portion of the table is not on the accessible route.

Courts

Although there is no concrete path to the basketball or volleyball court, pathways are through grass and are generally flat. At the time of the evaluation, the weather was good. Grass pathways can become unstable and slippery in adverse weather.



Figure 3 Picnic Table at Rogers Lake Park



Figure 4 Restroom at Rogers Lake Park



Figure 5 Swing Set at Rogers Lake Park

Accessibility Recommendations

- Add a stable, slip-resistant pathway to the basketball court and fishing pier. **MN Accessibility Code 302**
- Ensure a clear path to the accessible picnic tables. **ADA 4.32.2**

TOILET ROOMS

Accessible Portable Toilet

There is an accessible portable toilet. The skate park area does not have a close restroom.

Accessibility Recommendations

- Consider adding another portable accessible toilet near the skate park.

PLAYGROUND

Main Playground

The playground has the correct number of accessible elements. However, the entrance to the swing area has a lip and no accessible pathway. Adding a rubber surface is great for accessibility; however, it is only in one portion of the playground.

Accessibility Recommendations

- Add a stable, slip-resistant pathway to the swings. **MN Accessibility Code 302**
- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. **See ADA 401.**

VALLEY PARK

Mendota Heights ADA Parks Evaluation



821 Marie Avenue
Mendota Heights, MN



Amenities:

- Ballfield
- Basketball Court
- Playground
- Tennis Courts
- Picnic Shelter
- Trails
- Portable Toilet

PARKING

Main Parking Lot

There is one parking lot with the correct number of accessible spaces; however, there is no sign to discourage parking in the access aisle.

Accessibility Recommendations

- Make sure to provide compliant signage. See **MN Accessibility Codes 502.2 and 502.4** for requirements. Ensure that the access aisle has a "No Parking" sign at the head.

ACCESS TO GOODS AND SERVICES

Walkways

A majority of the walking trail is too steep.



Figure 1 Unpaved route to the tennis court

Picnic Area

Accessible picnic tables are not provided.

Courts/Field

The route to the basketball court and baseball field is compliant. The path to the tennis court entrance is not paved.

Accessibility Recommendations

- Add a stable, slip-resistant pathway to the tennis court entrance. **MN Accessibility Code 302**
- Add ADA-compliant picnic tables both by the playground and the picnic area. **ADA 4.32.2**

RESTROOM

Accessible Portable Toilet

There is an accessible portable toilet.

Accessibility Recommendations

- None



Figure 2 Restroom at Valley Park

PLAYGROUND

Main Playground

The playground has the correct number of accessible elements. However, the play surface is engineered wood fiber. There is an accessible digger, but it is not on an accessible route.

Accessibility Recommendations

- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. See **ADA 401**.
- Add a stable, slip-resistant pathway to the accessible digger. **MN Accessibility Code 302**



Figure 3 Accessible digger at Valley Park



VALLEY VIEW HEIGHTS PARK

Mendota Heights ADA Parks Evaluation



1056 Cullen Avenue
Mendota Heights, MN



Amenities:

- Playground
- Basketball Court
- Portable Toilet

PARKING

Main Parking Lot

There is no parking lot available. There are no designated on-street parking spaces.

Accessibility Recommendations

- Consider adding an accessible parking sign to the on-street parking so there is a designated parking space. **ADA 502**

ACCESS TO GOODS AND SERVICES

Walkways

The walkways are clear. One trail area near the highway has a running slope of 6.1.

Picnic Area

There are tables provided; however, none are accessible.

Court

The pathway to the basketball court is paved and generally flat.

Accessibility Recommendations

- The slope of the sidewalks is within the range of being considered a “ramp,” so adding a compliant handrail would put the sidewalk into compliance without leveling the ground. **ADA 405.8**
- Add picnic tables that are ADA-compliant. **ADA 4.32.2**

TOILET ROOM

Accessible Portable Toilet

There is an accessible portable toilet. The threshold on the floor spans a gap, so someone in a wheelchair would have difficulty getting into the restroom.

Accessibility Recommendations

- Level the threshold by moving the restroom or providing a flat surface to span the gap. **ADA 404.2.5**



Figure 1 Raised Lip at Accessible Restroom

PLAYGROUND

Main Playground

The playground has the correct number of accessible elements. However, the Engineered Wood Fiber creates an unstable walking/rolling surface when not adequately maintained.

Accessibility Recommendations

- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. See **ADA 401**.



Figure 2 Playground at Valley View Heights

VICTORIA HIGHLANDS PARK

Mendota Heights ADA Parks Evaluation



1700 Diane Road
Mendota Heights, MN



Amenities:

- Ball Field
- Basketball Court
- Playground
- Parking Lot
- Portable Toilet

PARKING

Main Parking Lot

There is one parking lot with the correct number of accessible spaces.



Figure 1 Accessible parking at Victoria Highlands

ACCESS TO GOODS AND SERVICES

Walkways

Some of the walking paths are too steep.

Picnic Area

Accessible picnic tables are provided; however, there are not enough ADA seats, and they are only available at the ball field.



Figure 2 Accessible table at Victoria Highlands

Field/Court

The route to the basketball court is compliant. The path to the baseball field is not paved.

Accessibility Recommendations

- Add a stable, slip-resistant pathway to the baseball field. **MN Accessibility Code 302**
- Add ADA-compliant picnic tables both by the playground and the picnic area. **ADA 4.32.2**

RESTROOM

Accessible Portable Toilet

There is an accessible portable toilet.

Accessibility Recommendations

- None



Figure 3 Restroom at Victoria Highlands

PLAYGROUND

Main Playground

The playground does not have the correct number of accessible raised components. The play surface is engineered wood fiber. There is a sand table, but it is not on an accessible route.

Accessibility Recommendations

- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. See **ADA 401**.
- Add a stable, slip-resistant pathway to the sand tables. **MN Accessibility Code 302**
- The tunnel system that reaches most of the raised elements is not considered a ramp or transfer system. Consider swapping the tunnel for a transfer system (a series of accessible steps). **ADA 240.2.1.2**



Figure 4 Sand tables at Victoria Highlands

WENTWORTH PARK

Mendota Heights ADA Parks Evaluation



739 Wentworth Avenue
Mendota Heights, MN



Amenities:

- Ball Field
- Basketball Court
- Playground
- Picnic Shelters
- Tennis Courts
- Pickleball Courts (Summer)
- Trails
- Parking Lot
- Hockey Rink (Winter)
- Portable Toilet



PARKING

Main Parking Lot

There is one parking lot with the correct number of accessible spaces; however, there is no sign to discourage parking in the access aisle.



Figure 1 Accessible parking at Wentworth

Accessibility Recommendations

- Provide compliant signage. For requirements, see **MN Accessibility Codes 502.2 and 502.4**. Ensure that the access aisle has a "No Parking" sign at the head.

ACCESS TO GOODS AND SERVICES

Walkways

Most of the walking paths are compliant.



Figure 2 Accessible table at Wentworth

Picnic Area

Accessible picnic tables are provided, but are not dispersed amongst the picnic areas. Compliant tables in the picnic area are not spaced so that a wheelchair can access the accessible portion of the table.

Field/Courts

The routes to the fields/courts are compliant; however, the seating to view the fields/courts is not paved. The areas beside the existing benches are flat and could support a level seating area. The bench in the warming house is only 18 inches in depth.

Accessibility Recommendations

- Consider adding a stable, slip-resistant pathway to the seating areas. **MN Accessibility Code 302**
- Add ADA-compliant picnic tables to both picnic areas. **ADA 4.32.2**
- Replace the seating in the warming house with one 20-24 inches deep. **ADA 903**



Figure 3 Accessible parking, restroom, and walkway at Wentworth



Figure 4 Digger at Wentworth

RESTROOM

Accessible Portable Toilet

There is an accessible portable toilet.

Accessibility Recommendations

- None

PLAYGROUND

Main Playground

The playground does have the correct number of accessible components. The play surface is engineered wood fiber. There is an accessible digger, but it is not on an accessible route.

Accessibility Recommendations

- Although Engineered Wood Fiber is an accessible play surface, it does require the most maintenance as the wood shifts when used. Ensure this playground is inspected regularly, raked out, and maintained to meet accessible requirements. See **ADA 401**.
- Add a stable, slip-resistant pathway to the digger. **MN Accessibility Code 302**



CITY HALL / POLICE STATION

Mendota Heights ADA Facilities Evaluation



1101 Victoria Curve
Mendota Heights



Amenities:

- Parking Lot
- Restrooms
- Drinking Fountains
- Council Chambers
- Conference Rooms
- Service Counters

PARKING

City Hall Parking Lot

One parking lot is available, shared with the Civic Center Ball Field. Recent patchwork makes the parking spaces slope over five percent in some spots. There is no sign to discourage parking on the access aisle (which should be restriped with the patch job), and the parking space sign is too high.



Police Parking Lot

There is no sign to discourage parking on the access aisle (which is too narrow).



Figure 2 Parking space at Police Entrance

ACCESS TO GOODS AND SERVICES

Walkways and Entrance

City Hall's curb ramp from the access aisle has a too-short cross-slope and running slope. One of the flares is broken. The Police entrance curb ramp has a too-short running slope. Both entrance doors are fully compliant.



Figure 3 Broken flare at City Hall

Elevator

The elevator was fully compliant at the time of evaluation.



Figure 4 Council Chambers at City Hall

Conference Rooms and Gathering Spaces

In City Hall, most conference rooms' doorknobs were not operable without grabbing and twisting. The City Council Chambers did not have a way for wheelchair users to access the councilmember or staff seats. Seats in conference rooms are movable for a variety of seating options.

In the Police Station, the forms table and the reporting table were both compliant. The reporting table does have a pinch point issue for someone in a wheelchair to navigate.



Figure 5 Drinking Fountain at City Hall



Figure 6 Doorknob at City Hall



Figure 7 Men's restroom at City Hall

Drinking Fountains

The City Hall drinking fountain was fully compliant, but not detectable by a cane.

Service Counters

The City Hall and the Police service counters are mounted too high at 42 inches.

Accessibility Recommendations

- Replace the curb ramps at each location with ramps compliant with **MN Accessibility Code 406.1**.
- Provide door hardware that is operable with one hand and does not require tight grasping, pinching, or twisting the wrist. The hardware outside the door was not present during the inspection. **ADA 404.2.7**
- Provide a ramp, even if movable, that complies with **MN Accessibility Code 303.4** for the Council Chambers Seating.
- Ensure that the Police Reporting station only pinches to a minimum of 32 inches for a length of 24 inches. **ADA 403.5.1**
- Ensure that something below the drinking fountain would be detectable by a cane. **ADA 204.1**
- Lower or replace the desk so the top is 36 inches from the floor. **ADA 904.3.2**

TOILET ROOMS

City Hall Restrooms

The City Hall provides both men's and women's restrooms. Both have tactile signs, but they are not mounted on the latch side of the door. The doors are heavy to operate, requiring ten pounds of force to open. The coat hooks in both restrooms are mounted too high at 65 inches. The sinks in both locations are not insulated. The men's room stall is not wide enough to accommodate a wheelchair. There is no rear grab bar in the men's or women's rooms. Neither side grab bar is long enough. The toilet flush (men's room) is not on the open side of the toilet. The men's stall door is not self-closing, and the door locks cannot be operated without twisting/grasping.

Police Station Restrooms

The Police Station provides both men's and women's restrooms. Both have tactile signs, but they are not mounted on the latch side of the door. The doors are heavy to operate, requiring ten pounds of force to open. The coat hooks in the women's room are mounted too high at 65 inches. The sink in the men's room is not insulated. The toilet flush (men's room) is not on the open side of the toilet.



Figure 8 Men's restroom at Police Station

Accessibility Recommendations

- Alter the door closer so the maximum pounds required to open the door is no more than five pounds. **ADA 404.2.8**
- Provide signage mounted at a compliant height on the door's wall (latch side). **ADA 703.1**
- Insulate the sink pipes. **ADA 606.6**
- Lower coat hooks so they are a maximum of 48 inches from the floor. **ADA 604.8.**
- Provide a grab bar at least 36 inches long on the rear wall. Ensure it is installed so that 12 inches are available on the wall and at least 24 inches are on the open side. **ADA 604.5**
- Move the stall walls to ensure a 60-inch clearance around the stall measured perpendicular from the sidewall. **ADA 604.3**
- Replace the existing grab bar with one that is 42 inches long on the side wall. Ensure that it is no farther than 12 inches off the rear wall. Ensure there is still a vertical grab bar available. **ADA 604.5**
- Replace with a toilet that has the flush on the open side of the toilet. **ADA 604.6**

FIRE STATION

Mendota Heights

ADA Facilities Evaluation



2120 Dodd Road
Mendota Heights



Amenities:

- Parking Lot
- Restrooms
- Conference Room
- Drinking Fountain

PARKING

Main Parking Lot

There is one parking lot available. It does have the correct number of accessible spaces. The spaces are compliant; however, there is no sign indicating not to park in the access aisle.



Figure 1 Parking space at the Fire Station

ACCESSIBILITY RECOMMENDATIONS

- Include signage that discourages parking on the aisle. **MN Accessibility Codes 502.2 and 502.4**

ACCESS TO GOODS AND SERVICES

Walkways and Entrance

The walkways are clear and slip-resistant. The entrance is fully compliant.



Figure 2 Conference Room at the Fire Station

Drinking Fountains

The drinking fountain is compliant.

Front Desk

The front desk counter is compliant.



Figure 3 Men's Restroom at the Fire Station

Conference Room / Kitchen

The conference room and attached kitchen are compliant.

ACCESSIBILITY RECOMMENDATIONS

- None

TOILET ROOMS

Main Toilet Rooms

There are men's and women's restrooms provided. Both doors are heavy and require ten pounds to open.

ACCESSIBILITY RECOMMENDATIONS

- Alter the door so that the maximum pounds required to open the door is no more than five pounds. **ADA 404.2.8**

PAR 3 COMMUNITY GOLF COURSE

Mendota Heights ADA Facilities Evaluation



1695 Dodd Road
Mendota Heights



Amenities:

- Parking Lot
- Restrooms
- Drinking Fountain
- Par 3 Golf Course

PARKING

Main Parking Lot

There is one parking lot available. It does have the correct number of accessible spaces. However, the slopes at the spaces and access aisles peaked at five percent, outside the required two percent level surface. The “no parking” signs are mounted too high at 80 inches.



Accessibility Recommendations

- Consider regrading the parking stalls and access aisles to have a maximum slope of two percent. **ADA 502.4**
- Lower signs to 60-66" from the parking surface and centered on the parking stall. **MN Accessibility Code 502.4.4**

ACCESS TO GOODS AND SERVICES

Walkways and Entrance

The walkways are clear and slip-resistant. Entrance is fully compliant. ADA accessible seating is dispersed.

Drinking Fountains

The drinking fountain is compliant.

Sales Counters

The sales counter has a height of 42 inches, while the maximum height allowed is 36 inches for the accessible portion.

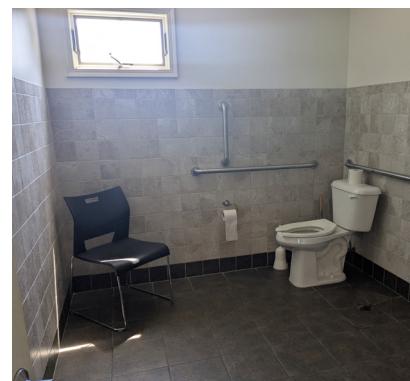
Accessibility Recommendations

- Lower or replace the desk so the top is 36 inches from the floor. **ADA 904.3.2**

TOILET ROOMS

Main Toilet Room

No tactile signs have Braille, and the sign is mounted on the door. Inside, the restrooms are mostly compliant. The mirror is five inches too high, and the toilet paper is twelve inches from the front of the toilet.



Accessibility Recommendations

- Provide signage with tactile letters, braille, and contrasting letters mounted at a compliant height on the pull side of the door. **ADA 703.1**
- Lower the mirror to a maximum height of 40 inches. **ADA 603.3**
- Move the toilet paper dispenser to be located seven to nine inches from the front of the toilet to the centerline of the dispenser. **ADA 604.7**

Figure 2 Restroom at Par 3 Golf Course



PUBLIC WORKS

Mendota Heights ADA Facilities Evaluation



2431 Lexington Ave
Mendota Heights



Amenities:

- Parking Lot
- Restrooms
- Drinking Fountain

PARKING

Main Parking Lot

There is one parking lot available. Although there is a striped access aisle, there are no designated accessible parking spaces.



Figure 1 Parking space at Public Works

Accessibility Recommendations

- Include signage that discourages parking on the aisle. **MN Accessibility Codes 502.2 and 502.4**
- Provide designated parking spaces for those with disabilities. Include signs 60-66" from the parking surface and centered on the parking stall. Signs need to include information about fines for violations. **MN Accessibility Code 502.4.4**

ACCESS TO GOODS AND SERVICES

Walkways and Entrance

The entrance doorway is fully compliant. Although carpet rugs can create a less slippery floor, they can also cause tripping if not properly installed. At the time of evaluation, the entrance rug was bumpy and raised in some places.



Figure 2 Drinking Fountain at Public Works

Drinking Fountains

The drinking fountain is mounted too high at 40 inches.

Accessibility Recommendations

- Ensure rugs are stuck to the floor to avoid a tripping hazard. **ADA 302.1**
- Lower the drinking fountain to ensure that the drinking spout is a maximum height of 36 inches from the ground. **ADA 602.4**

TOILET ROOMS

Unisex Toilet

There is one unisex restroom provided. Signage is present but mounted on the door, which requires ten pounds of force to open. The coat hook is mounted too high, at 65 inches. The sink pipes are not insulated. The paper towels are mounted too high on the wall. Although the rear grab bar is too short, the wall is too short to continue to the required length.

Accessibility Recommendations

- Alter the door closer so the maximum pounds required to open the door is no more than five pounds. **ADA 404.2.8**
- Provide signage mounted at a compliant height on the door's wall (latch side). **ADA 703.1**
- Insulate the sink pipes. **ADA 606.6**
- Lower the mirror to a maximum height of 40 inches. **ADA 603.3**
- Lower the paper towels to be 15 to 48 inches from the ground



Figure 3 Restroom at Public Works

(unobstructed). **ADA 308.3.1**

- Lower coat hook so it is a maximum of 48 inches from the floor. **ADA 604.8.**
- Provide a grab bar at least 36 inches long on the rear wall (would need to extend the wall surface). Ensure it is installed so that 12 inches are available on the wall and at least 24 inches are on the open side. **ADA 604.5**



Appendix D – Agency ADA Design Standards and Procedures

Design Standards

Public Rights-of-Way Accessibility Guidelines

Public Rights-of-Way Accessibility Guidelines (PROWAG), developed by the Access Board, are draft guidelines that address accessibility in the public rights-of-way. Sidewalks, street crossings, and other elements of the public rights-of-way present unique challenges to accessibility for which specific guidance is considered essential. The Access Board is developing these guidelines that will address various issues, including access for visually impaired pedestrians at street crossings, wheelchair access to on-street parking, and various constraints posed by space limitations, roadway design practices, slope, and terrain. PROWAG can be found at <https://www.access-board.gov/prowag/>.

In 2010 and 2015, as a part of the development of MnDOT's Transition Plan, MnDOT Issued Technical Memorandum 10-02-TR-01 Adoption of Public Rights of way Accessibility Guidance and Technical Memorandum No. 15--02-TR-01 Adoption of Public Rights-of -Way Accessibility Guidance (PROWAG), respectively to their staff, cities, and counties. These memorandums, which have both expired, make the PROWAG the primary guidance for accessible facility design on MnDOT projects. In addition, these technical memorandums can be found on MnDOT's website.

See <https://www.dot.state.mn.us/ada/pdf/adaprojectdesignguide.pdf>

Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way

The Access Board is proposing these accessibility guidelines for the design, construction, and alteration of pedestrian facilities in the public right-of-way. The guidelines ensure that sidewalks, pedestrian street crossings, pedestrian signals, and other facilities for pedestrian circulation and use constructed or altered in the public right-of-way by state and local governments are readily accessible for pedestrians with disabilities. When the guidelines are adopted, with or without additions and modifications, as accessibility standards in regulations issued by other federal agencies implementing the ADA, Section 504 of the Rehabilitation Act, and the Architectural Barriers Act, compliance with these accessibility standards is mandatory. These proposed accessibility guidelines can be found on the Access Board website (<https://www.access-board.gov/>) under Public Rights-of-Way or at <https://www.access-board.gov/prowag/>

Accessible Public Rights-of-Way Planning and Design for Alterations (August 2007)

This report and its recommendations are the work of the Public Rights-of-Way Access Advisory Committee (PROWAAC) – Subcommittee on Technical Assistance and are intended to provide technical assistance only. The report is not a rule and has no legal effect. It has not been endorsed by the U.S. Access Board, the Department of Justice, or the Federal Highway Administration of the Department of Transportation. Still it can be a technical advisory source for engineers and technicians who are planning and designing for alterations to pedestrian elements. This document is on the Access Board website (<http://www.access-board.gov>) or at <https://www.access-board.gov/prowag/>

Minnesota Department of Transportation

Building on the adoption of PROWAG as planning and design guidance for accessible pedestrian facilities, MnDOT has developed additional planning, design, and construction guidance that is available to local



agencies. Listed below is information on additional design guidance available. This is not intended to be an exclusive or comprehensive list of ADA guidance, but rather an acknowledgement of guidance staff should consider and a starting point for information on providing accessible pedestrian facilities.

The MnDOT Accessibility webpage, which has good information in a variety of subject areas related to ADA and accessibility, can be found at <http://www.dot.state.mn.us/ada/index.html>. The webpage also provides the ability to sign up for ADA policy and design training classes when available and to review material from previous trainings.

Pedestrian ramp Guidelines: <http://www.dot.state.mn.us/ada/pdf/curbramp.pdf>

ADA Project Design Guide Memo:

<https://www.dot.state.mn.us/ada/pdf/adaprojectdesignguidememo.pdf>

ADA Design Guide: <https://www.dot.state.mn.us/ada/pdf/adaprojectdesignguide.pdf>

Pedestrian Ramp Details Standard Plans 5-297.250 can be found on MnDOT's website at

<https://www.dot.state.mn.us/ada/pdf/5-297-250.pdf>

Driveway and Sidewalk Details Standard Plans 5-297.254 can be found on MnDOT's website at

<https://www.dot.state.mn.us/ada/pdf/driveway-sidewalk-details.pdf>

MnDOT's 7000 series Standard Plates, which are approved standards drawings, provide information on standard details of construction and materials related to curbs, gutters, and sidewalks are on MnDOT's website at <https://www.dot.state.mn.us/design/design-standards/standard-plates.html>

The MnDOT Facility Design Guide serves as a uniform design guide for engineers and technicians working on MnDOT projects. The document is available to others (such as Dakota County) as a technical resource. Chapter 11 – Special Designs, includes information on the design of pedestrian facilities. The Road Design Manual can be found at <https://www.dot.state.mn.us/design/design-standards/facility-design-guide.html>

MnDOT's Pedestrian Accommodations Through Work Zones webpage, <http://www.dot.state.mn.us/trafficeng/workzone/apr.html> contains information on providing accessibility during impacts due to maintenance or construction activities.

Design Procedures

Intersection Corners

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



Sidewalks / Trails

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

Traffic Control Signals

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

Public Buildings and Parks

Mendota Heights will evaluate and, where feasible, construct or upgrade park and building facilities such as playgrounds, fishing piers, skate parks, courts and fields, restrooms, picnic areas, and other public amenities to achieve compliance as part of Capital Improvement Plan projects. There may be limitations that make it technically infeasible for certain features to achieve full accessibility within the scope of any project. Those limitations will be noted, and those facilities will remain on the transition plan. As future projects or opportunities arise, those facilities shall continue to be incorporated into future work. Regardless of whether full compliance can be achieved, each facility shall be made as compliant as possible by the judgment of City staff.

Other policies, practices, and programs

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



Appendix E – ADA Coordinator

City of Mendota Heights ADA Coordinator

Ryan Ruzek | Public Works Director

1101 Victoria Curve

Mendota Heights, MN 55118

Phone: 651-452-1850

Email: rruzek@mendotaheightsmn.gov



Appendix F – ADA Public Notice

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

Public Notice

According to the requirements of Title II of the Americans with Disabilities Act of 1990, Mendota Heights will not discriminate against qualified individuals with disabilities based on disability in city services, programs, or activities.

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

Effective Communication: The City 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'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 will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. For example, individuals with service animals are welcomed in City 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 City program, service, or activity should contact the office of the ADA Coordinator (see Appendix E) as soon as possible but no later than 48 hours before the scheduled event.

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

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



Appendix G – Public Outreach Materials

The following pages include the PowerPoint presented at the Open House and City Council Meeting.

MENDOTA HEIGHTS ADA TRANSITION PLAN OPEN HOUSE

Discussing accessibility improvements for community inclusion



ADA TRANSITION PLAN OVERVIEW

WHAT IS AN ADA TRANSITION PLAN?



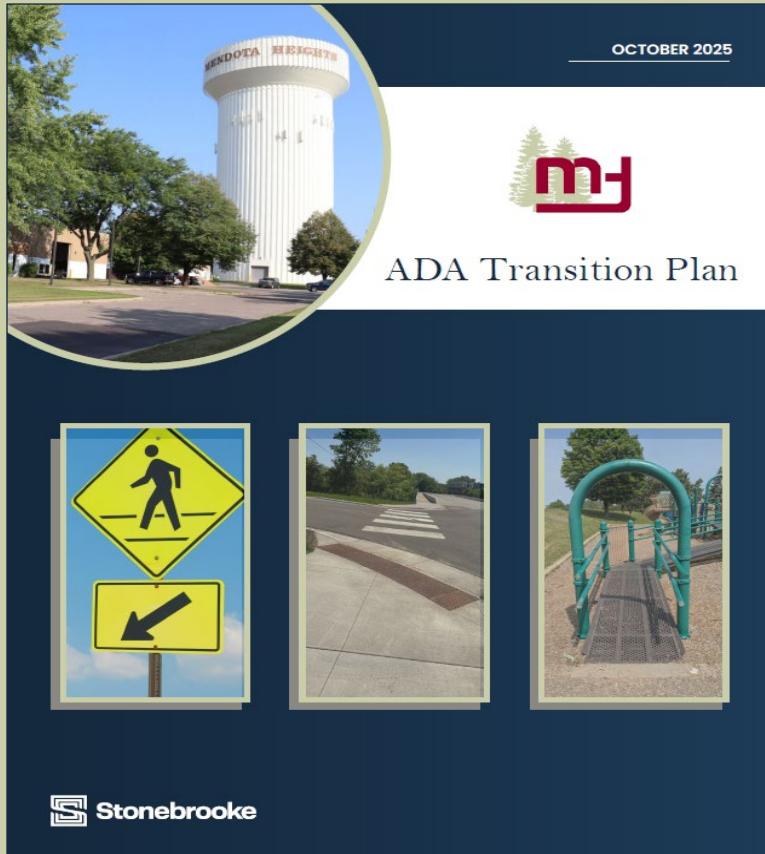
Americans with Disabilities Act Law Overview

The ADA prohibits discrimination against individuals with **disabilities** and mandates **equal access** to public services and infrastructure.

Community Commitment

The plan reflects Mendota Heights' dedication to equity, safety, and inclusion for all residents and visitors.

WHAT DOES IT INCLUDE?



Components of the Plan

Includes evaluating existing infrastructure, prioritizing improvements, and scheduling implementation for full accessibility.

- Pedestrian Ramps
- Sidewalks/Trails
- Crosswalks
- Pedestrian Signals
- Parks and Park Amenities
- Public Buildings
- Policies and Practices

PLAN PURPOSE & GOALS



Purpose of the Plan

Ensure **safe** and **comfortable** access to public infrastructure for all residents, workers, and visitors.

Compliance and Integration

Align with federal ADA standards and MnDOT guidelines while integrating upgrades into the Capital Improvement Plan.

Enhancing Mobility and Safety

Improve pedestrian safety and mobility for all individuals through infrastructure/policy/practice evaluations.

Community Engagement

Use public engagement to inform decision-making and foster an inclusive culture in Mendota Heights.



INFRASTRUCTURE EVALUATION AND FINDINGS

WHAT WAS EVALUATED?



Comprehensive Infrastructure Assessment

Mendota Heights evaluated public infrastructure, including ramps, sidewalks, trails, Accessible Pedestrian Signals (APS), parks, buildings, policies, and practices, for ADA compliance.

Use of Advanced Technology

Data was collected using GPS technology and Esri ArcGIS software to assess condition and accessibility accurately.

Detailed Accessibility Criteria

Pedestrian ramps, sidewalks, and APS were assessed with specific criteria such as slope, tactile warnings, obstructions, and signal timing.

Foundation for Future Improvements

Evaluation results informed the ADA Transition Plan, prioritizing improvements in accessibility across city infrastructure.

KEY FINDINGS

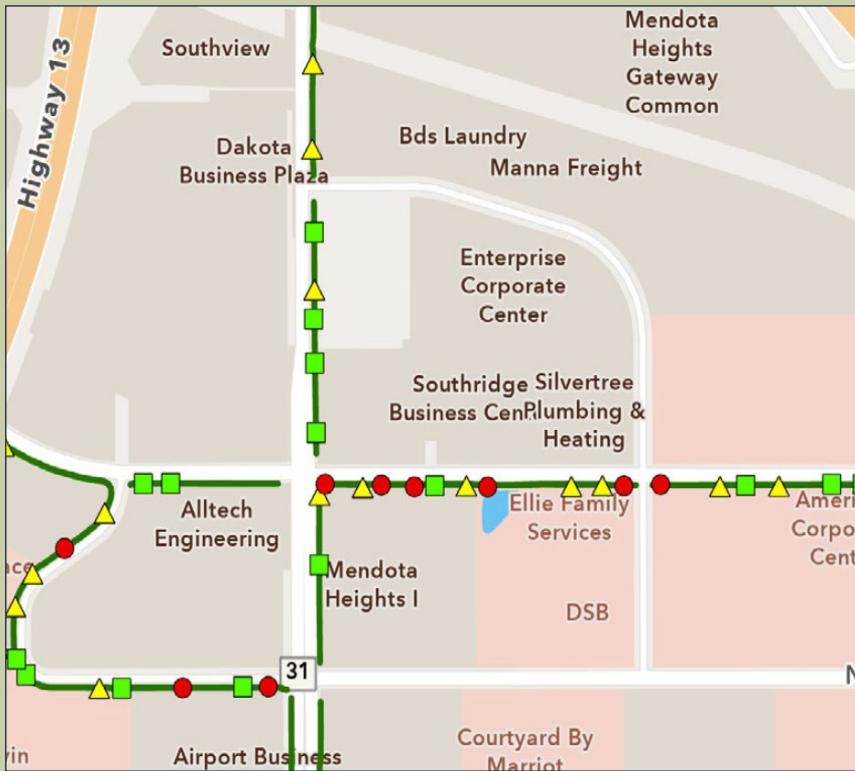
INFRASTRUCTURE TYPE	TOTAL NUMBER	NUMBER COMPLIANT	% COMPLIANT
Pedestrian Ramps	488	258	53%
Sidewalks, Trails, and Crossings	864	435	50%
APS Signals	50	36	72%
City Parks	15	N/A*	N/A*
City Buildings	4	N/A*	N/A*

**Due to the complexity and scale of these facilities, a simple pass/fail rating is not applicable.*



PRIORITIZATION AND PUBLIC ENGAGEMENT

PRIORITY AREAS



Tier 1 - High-Priority Areas

This includes non-compliant ramps located near government facilities, schools, and parks that are essential for vulnerable populations.



Tier 2 - Medium-Priority Zones

This includes non-compliant ramps not near the locations listed above



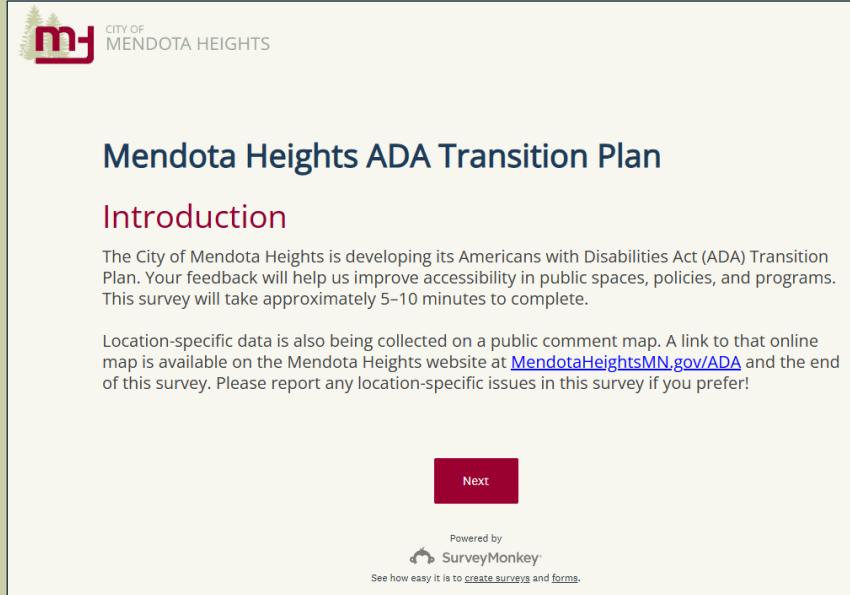
Tier 3 - Lower-Priority Locations

This includes compliant ramps that could diminish compliance over time.

Data-Driven Prioritization

Field data and community feedback inform the prioritization to reflect real needs and technical insights.

PUBLIC ENGAGEMENT SUMMARY



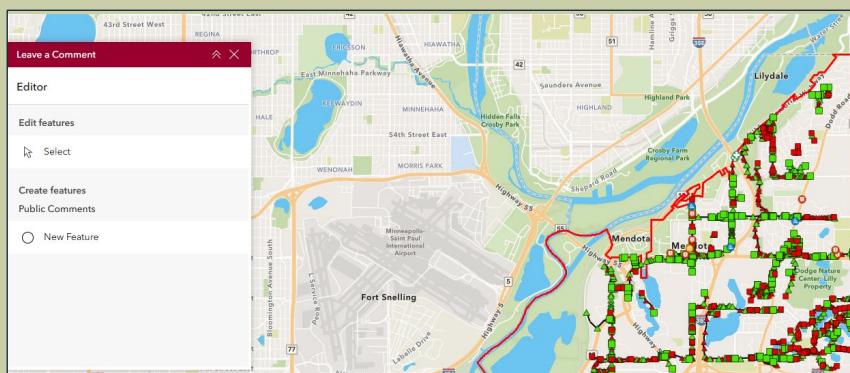
Mendota Heights ADA Transition Plan

Introduction

The City of Mendota Heights is developing its Americans with Disabilities Act (ADA) Transition Plan. Your feedback will help us improve accessibility in public spaces, policies, and programs. This survey will take approximately 5-10 minutes to complete.

Location-specific data is also being collected on a public comment map. A link to that online map is available on the Mendota Heights website at MendotaHeightsMN.gov/ADA and the end of this survey. Please report any location-specific issues in this survey if you prefer!

Powered by SurveyMonkey. See how easy it is to [create surveys and forms](#).



Community Engagement Methods

Surveys (77 received) and interactive mapping (13 comments) gathered valuable input on accessibility priorities from residents.

Demographics and Feedback

Most respondents were aged 55+, with nearly 30% identifying as individuals with disabilities, highlighting diverse accessibility needs.

Key Accessibility Concerns

Concerns included inconsistent accessibility, winter maintenance challenges, gaps in sidewalks, unsafe intersections, and the need for better crossings.

Impact on Planning

Community feedback shaped improvement priorities and emphasized clear communication in the ADA Transition Plan development.



POLICIES, COSTS, AND IMPLEMENTATION

POLICY HIGHLIGHTS



Policy Language to Maintain

- **Sidewalk Maintenance and Snow Removal**
 - Property owners must clear sidewalks within 24 hours of snowfall to ensure accessibility and safety for all pedestrians.
- **Accessible Parking Enforcement**
 - The city enforces designated accessible parking spaces and prohibits unauthorized use to support individuals with disabilities.

Policy Language to Improve

- **Pedestrian Safety Policies**
 - Policies regulate skateboarding and biking to protect pedestrian safety, including restrictions in business districts and cyclist yielding rules
- **Digital Accessibility Compliance**
 - City website adheres to Section 508 and WCAG standards, ensuring accessibility of online information for all users.

IMPROVEMENT SCHEDULE AND PLANNING-LEVEL COSTS

ITEM	COST RANGE
Pedestrian Ramp Replacement	\$5K-\$10K
APS Revisions (single crossing)	\$25K-\$40K
Full APS Intersection retrofit (4 legs)	\$200K-\$300K
Replacement Sidewalk (per foot)	\$40-80 (\$50-\$100 for New)
Replacement Trail (per foot)	\$30-80 (\$40-90 for New)



COMMUNITY INVOLVEMENT AND NEXT STEPS

HOW TO STAY INVOLVED

Encouraging Community Input

Share your thoughts, concerns, and suggestions on accessibility improvements to shape the ADA plan.

Report Issues

Reach out to the ADA Coordinator to report accessibility issues and request accommodations

Ongoing Updates and Reviews

Stay tuned for regular plan updates.



Appendix H – Grievance Procedure

In accordance with [28 CFR 35.107\(b\)](#), the City has developed the following ADA grievance procedure to promptly and fairly resolve the public's complaints, concerns, comments, and other grievances.

The City understands that public members may desire to contact staff to discuss ADA issues without filing a formal grievance. Members of the public wishing to contact the ADA Coordinator should reference the contact information in Appendix E. Discussing ADA issues with staff is welcome and does not limit a person's ability or right to file a formal grievance later.

Those wishing to file a formal written grievance with the City of Mendota Heights may do so by one of the following methods:

Telephone

To submit an oral grievance, contact the City of Mendota Heights' ADA Coordinator listed in the Contact Information section of Appendix E. The ADA Coordinator will use a form located in Appendix I to submit the grievance on behalf of the person filing it.

Paper Submission

A paper copy of the City's grievance form (available in Appendix I) is also available by request from the City of Mendota Heights' ADA Coordinator (contact information in Appendix E). Complete the form and submit it to the City of Mendota Heights ADA Coordinator at the address listed.

Grievance Timeline

The City of Mendota Heights will acknowledge receipt of the grievance to the individual within 10 working days of the submission. City staff will then provide a response or resolution to the grievance or will provide information on when the citizen can expect a response. If the grievance filed does not fall within the City of Mendota Heights' jurisdiction, staff will work with the individual to contact the agency with jurisdiction.

When possible (typically within 60 calendar days or less of the grievance submission), City staff will investigate the alleged violation's validity. As part of the investigation, internal staff will be consulted to understand the complaint and possible solutions fully. The City of Mendota Heights staff will contact the individual to discuss the investigation and propose a resolution.

The City of Mendota Heights will consider all grievances within its particular context or setting. Furthermore, the department will consider many varying circumstances, including access to applicable services, programs, or facilities, the nature of the disability, essential eligibility requirements for participation, the health and safety of others, and the degree to which a potential solution would constitute a fundamental alteration to the program, service, or facility or cause undue hardship to the City of Mendota Heights.

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

Complaints of Title II violations may be filed with the Department of Justice (DOJ) within 180 days of the date of discrimination. In certain situations, cases may be referred to a mediation program sponsored by



the DOJ. The DOJ may bring a lawsuit where it has investigated a matter and has been unable to resolve violations.

For more information, contact:

U.S. Department of Justice, Civil Rights Division

950 Pennsylvania Avenue, N.W. Disability Rights Section – NYAV

Washington, D.C. 20530 <http://www.ada.gov>

(800) 514-0301 (voice)

(800) 514-0383 (TTY)

Title II may also be enforced through private lawsuits in Federal court. Before going to court, it is not necessary to file a complaint with the DOJ or any other Federal agency or to receive a "right-to-sue" letter.

File Retention

The City of Mendota Heights shall maintain ADA grievance files on behalf of the City for seven years.



Appendix I – Complaint Form

See the following three pages for the complaint form.



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

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

Complainant Name:

Street Address:

Telephone (Home):

Telephone (Business):

Person Discriminated Against (if other than the complainant):

Address:

Telephone (Home/Business or Both):

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

Name:

Address:

State and Zip Code:

Telephone Number:



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

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



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

No

If Yes, what is the status of the grievance?

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

Yes No

If Yes: Agency or Court:

Contact Person:

Street Address:

City, State, and Zip Code:

Telephone Number:

Date Filed:

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

If Yes: Agency or Court:

Address:

Telephone Number:

Signature:

Name: -----

Date: -----

Return to:

ADA Coordinator as specified in Appendix E of the Transition Plan.



Appendix J - Notice of Rights

Under the Minnesota Government Data Practices Act (13.04 subd. 2), we are required to inform you of your rights before collecting any private or confidential data from you. The data you provide in this complaint form is being collected to evaluate and investigate your complaint. The information provided will be used by the appropriate staff and designees to evaluate and process your complaint/concerns within the public right-of-way. You are not legally required to provide this information; however, failure to provide sufficient information may limit our ability to investigate your complaint. The data you provide is classified as private under Minn Stat. 13.44 or other applicable law. The data you provide may be shared with authorized staff, Mendota Heights officials, or designees authorized by law to access it or other parties as required by law.

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

The purpose and intended use of the requested information is:

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

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

Mendota Heights officials, staff or designee(s)

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

Mendota Heights staff may be unable to respond to or evaluate your request.

[MINN. STAT. §13.04\(2\)](#)