



# ACHD Self-Evaluation and Transition Plan

## Appendix A: Public Engagement Summary

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Adopted April 2019 by Resolution 2272

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## **Introduction**

In November 2017, the Ada County Highway District (ACHD) and the MIG consultant team began an update to ACHD's ADA Transition Plan (the Plan). A primary goal of this update was to encourage and facilitate participation from residents of Ada County, including persons with disabilities and those representing disability service organizations. The main objective of the outreach effort was to ensure that the Plan represents the goals and aspirations of the community, and that everyone, especially those with a disability or representing disability organizations, had a chance to address accessibility barriers and recommendations. This appendix describes ACHD's outreach efforts and summarizes the feedback received from outreach participants from November 2017 through February 2019. It also incorporates a compilation of lessons learned by ACHD on the development of accessible public meetings.

## **ADA Requirements for Participation**

According to the standards of the Americans with Disabilities Act (ADA), a public entity is required to make available to applicants, participants, residents, and other interested parties' information regarding the ADA Transition Plan and its applicability to the services, programs, or activities of the public entity, and to apprise the public of the protections against discrimination afforded to them by the ADA. Public entities are also required to provide an opportunity for interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the ADA Transition Plan by submitting comments and making specific recommendations. The ADA also requires that a copy of the draft ADA Transition Plan be made available for public inspection during a formal public review period.

## **Community Participation**

The project team solicited feedback from residents of Ada County on the development and implementation of the Plan, with an emphasis on outreach to people with disabilities and those representing disability service organizations. Participants were asked to provide input on the prioritization of curb ramps and sidewalks, whether the strategy for addressing barriers was adequate, and whether all areas of concern were addressed. The outreach efforts included:

- ADA Advisory Committee
- Website
- Open houses
- Survey
- Interactive map
- Electronic newsletter and listserv
- Open comment period

### **ADA Advisory Committee**

ACHD has an ADA Advisory Committee that meets six times a year to provide input on access-related issues and act as a liaison between ACHD, municipalities, interested organizations, other groups, and the public. As part of the overall effort to update the Plan, the ADA Advisory Committee was highly involved through the entire process. The advisory committee acted as a sounding board for the ADA project team, helping to review progress and provide feedback on project documents and outcomes. In addition, the committee worked toward achieving consensus on project issues and helped facilitate outreach to interested parties for public involvement. Committee agendas and meeting minutes related to the self-evaluation and transition plan processes are included in this appendix.

### **Website**

The ADA project team used a dedicated page on the ACHD website as an additional way to provide information on the project. Through the website, the public had access to information on the project's purpose, schedule, pedestrian/ADA consumer survey, related articles, approved and revised documents and discussion papers, public involvement opportunities, and contact information. The draft ADA Self-Evaluation and Transition Plan was also posted on the website for public review and comment.

### **Open Houses**

The ADA project team conducted two public open houses to present the prioritization of the geographic information system (GIS) database of the sidewalks and curb ramps within the ACHD right-of-way. ACHD publicized the open houses through newspaper advertisements, social media, the ADA Advisory Committee, an email list, and posts on the ACHD website. ACHD held the first open house on September 19, 2018 at the ACHD Auditorium, with the second on October 1, 2018 at Boise City Hall. The project team provided informational posters, maps, and an overview presentation for each meeting. ACHD also prepared alternative delivery formats for meeting materials, including braille, ASL interpreters, and digital documents presented on laptops with screen readers. When requested, ACHD shared information about the project with the public prior to the meeting. After each open house, ACHD posted materials to the project website. To ensure an adequate opportunity to respond to the materials, ACHD held a 30-day public review comment period from September 19 to October 19, 2018.

### **Survey**

During the open comment period, ACHD provided an online survey to help identify specific community concerns, as well as physical barriers to individuals with disabilities.

### **Interactive Map**

Due to the extensive amount of data presented in the maps and the interest of the public to provide comments regarding specific locations, the project team developed an interactive map using the GIS data. This map allowed interest groups to navigate within the county limits and provide comment on specific locations. In the legend section, the map included a survey to facilitate public comments for each location. Due to the nature of the interactive map, this tool was not available in an accessible format.

### **Electronic Newsletter and Listserv**

ACHD provided information about the Plan and opportunities to participate through ACHD's electronic newsletters and to individuals from the ACHD listserv.

### **Public Review and Comment Period**

Public comments received through the end of October 2018 were reviewed, analyzed, and incorporated into the text of the draft ADA Transition Plan as deemed to be appropriate. These comments are included in this document in Table 2 through Table 5. Upon completion of the draft ADA Transition Plan in November 2018, ACHD held a 90-day public review comment period. During the 90-day review period, the draft ADA Self-Evaluation and Transition Plan was posted on the website and made available in alternative formats upon request to the ADA Coordinator. Comments were encouraged in any formats chosen by respondents. The public comments received during the 90-day period were also reviewed, analyzed, and incorporated into the text of the final ADA Self-Evaluation and Transition Plan as deemed to be appropriate. A memo detailing the comments received is included in this appendix.

According to ACHD policy, the ACHD Commission is required to hold a public hearing on the final draft of the ADA Self-Evaluation and Transition Plan to approve the plan. This meeting is expected to take place in spring 2019.

## Public Engagement Results

Table 1 provides a summary of the topics identified through the public comments as of October 19, 2018. At the end of this document, Table 2 through Table 5 summarize all comments received as of this date. Comments are unedited except for removal of any personal information.

**Table 1. Public Comments Summary**

Summarized Comments	
Topics of Concern	
<ul style="list-style-type: none"> <li>• Accessible documentation</li> <li>• Accessible resources</li> <li>• Meeting accessibility</li> <li>• Public transportation</li> <li>• Snow issues</li> <li>• Location without curb ramps</li> <li>• Recreational areas</li> <li>• Driveways</li> <li>• Lime scooters</li> <li>• Road closure communication</li> <li>• Construction zones and sign location</li> </ul>	<ul style="list-style-type: none"> <li>• Accessibility training</li> <li>• Workday and night meeting availability</li> <li>• Adaptive pedestrian signals</li> <li>• Detectable barrier</li> <li>• Detour routes during construction</li> <li>• Sidewalk cafes</li> <li>• Diagonal ramps landing area</li> <li>• Street lightning safety</li> <li>• Public involvement</li> </ul>
Locations of Concern	
<ul style="list-style-type: none"> <li>• Five Mile, Fairview to Amity</li> <li>• Overland corridor</li> <li>• Avenue H</li> <li>• Boise North End</li> <li>• Allumbaugh, North of Fairview</li> <li>• 16th and Hays</li> <li>• Holly Street, surrounding neighborhood</li> <li>• Warm Springs</li> <li>• Harris Ranch</li> <li>• State and Glenwood</li> </ul>	<ul style="list-style-type: none"> <li>• 44th Street</li> <li>• 9th and Bannock</li> <li>• Myrtle and 6th</li> <li>• Idaho and 10th</li> <li>• Bannock and 14th</li> <li>• Idaho and 9th</li> <li>• Continue Fairview Intersections</li> <li>• State Street</li> <li>• Main and 6th</li> <li>• Kootenai St and Roosevelt Street</li> <li>• Red Rock Church</li> </ul>
Areas of Focus	
<ul style="list-style-type: none"> <li>• Low income area</li> <li>• Identify accessible homes and business</li> <li>• Downtown Boise sidewalk barriers</li> <li>• Location with high population of individuals with disability</li> </ul>	

## **ACHD Public Meetings Recommendations**

ACHD must assure that its public meetings are accessible to all members of the public, including those with disabilities. Accessible public meetings require not only physical access to the meeting facility, but also access to the information communicated through the meeting. This section lists recommendations to achieve accessible public meetings. It is a compilation of observations from the public comment process and identified best practices.

### **General**

- When possible, hold public meetings during the day, or hold multiple meetings scheduled for different times of the day.
- Provide meeting materials in advance to allow the public to familiarize themselves with the material and ask questions.
- Provide all materials in alternative formats.

### **Venue Accessibility**

Physical accessibility of a venue is an essential element of making a meeting accessible for people with disabilities. The proposed facility should be evaluated to determine whether barriers to accessibility exist for a person with any type of disability. Some elements to consider include but are not limited to:

- Accessible sidewalks and curb ramps
- Accessible transit service
- Accessible parking
- Main entrance/exit doorways to accommodate wheelchairs/scooters
- Tactile signage
- Registration desks at a height accessible by wheelchair users that allow for a frontal approach
- Accessible restrooms
- Procedure to respond to medical issues/emergencies
- Accessible space for walking service animals
- Availability of TTY, hearing-aid compatible, and volume-control telephones reachable by wheelchair users
- Well-lit areas
- Seating aisle widths that can accommodate wheelchairs

### **Displays**

Displays such as maps and information boards are required to be accessible to the public. The displays can range from a series of informational posters, to presentations and online surveys. Displays should:

- Provide information in braille next to the visual displays or on a separate table.

- Print and mount large maps and provide staff to describe content and, if needed, capture comments with notepads.
- Allow the public to comment directly on the maps or have specific locations that would be of the public interest.
- Provide laptops with assistive technology including Windows Narrator, JAWS, or NVDA.

### **Presentation**

- Announce when the meeting begins and ends.
- Introduce interpreters and other service providers.
- Orally describe the room layout and locations of emergency exits, food and beverages, and restrooms.
- Explain the format of the session.
- Provide verbal description of each slide.
- Explain figures and graphs.
- Explicitly mention the region of interest in the slide, if relevant.
- Limit the amount of text on each slide and read it slowly and clearly.
- Use large text and a sans serif font.
- Ensure that background and foreground colors offer a high color contrast.
- Keep figures and graphs as simple as possible.
- Keep animation to a minimum.
- Reserve seats in front of the presenter for individuals with visual, hearing, and cognitive impairments.

### **Static Maps**

- Break the map area into smaller geographic locations.
- Include a descriptive alternative text of the title of map, description of the data, and contact information for further information.
- Provide a text list of locations if the map displays multiple locations.
- Include color coded regions, ensuring sufficient contrast between the text and the background.
- Keep map styles consistent and simple.
- Provide alternative formats like 3D or tactile versions.

Note: Interactive maps are not accessible and will require further assistance if provided.



## **Website**

- Documents should be posted in an accessible format. PDFs are often inaccessible to people with visual impairments who use screen readers. The use of alternative text-based formats, such as HTML or RTF (rich text format), are most compatible with assistive technologies.
- Use a text description with every image on the website or in PDFs. If images and graphics are provided in any of meeting documentation, it is required to add alternative text or tag that provides a text description of the image.

## **Other Recommendations**

- Write-in name tags
- Comment sheets with alternative formats (online survey with assistive technology)
- Markers for comments on maps
- Notepads and pens at tables to capture comments
- Assistive listening technology

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**Table 2. Open House Comments**

1. Did we capture all the areas of concern?	2. Are there specific locations that we should prioritize differently? Please list.	3. Do you have any additional strategies we should evaluate for barrier removal?	4. How do you think ACHD does regarding the accessibility of the programs, services, and activities it offers?	5. Please provide any additional comments you have.
Ensuring that organizational documents are accessible can be begun with the sort of internal review describe in our placards. Following through with more detail checks by individuals who are familiar with tools and technologies used by disabled persons is perhaps necessary.		Employing individuals with these skills would ensure accessible documents, in paper, online and through telephone access. I am a one-person non-profit organization that specializes in braille and content creation and editing to suit the needs of blind and visually impaired readers.		The computer used in this session have “Window Narrator” to help blind and visually impaired readers. This software is not widely used by blind computer users (partly because it has in the past been so buggy). Other software might be better – the two most commonly used software screen readers are JAWS and NVDA.
If not in this plan, it should be taken care of in the IFYWP or via citizen complaints		Add temporary barriers as these cause problems often and go unreported. This includes construction signs and private property construction	Impressed by the level at this meeting, but often not seen at other ACHD meeting or events.	
On paths that can be used by people with disabilities (wheelchair users) and families with children should be added from Fairview to Amity on Five Mile and all along Overland and connecting streets. These should be bike friendly too.	South and west areas of town should be prioritized as there are high concentrations of people living in poverty/ low income and people of color. Overland is highly inaccessible to people with disabilities and families with children as is the Five Mile Bridge from Overland to Franklin. Pedestrian gutters.	Pedestrian paths with gutter added along Five Mile from Fairview and beyond to Amity and beyond Overland should be added. 83705 South area is the only food desert so these transportation paths with bus stops should be added as well.	Focus on south and west areas equally/ equitably. Provide information at public meetings near where people who are LED and or low to middle income live such as branch libraries in multiple languages and formats.	Avenue H did not make the map and is inaccessible
North end roadway crown transition. Should be a high priority. Sit for minutes scared to make way down road.	North end roadway crown transition. Should be a high priority. Sit for minutes scared to make way down road.	Snow - Access buses cannot reach sidewalks due to snow being piled.  High Priority - Where no curb cuts		Sinkhole in sidewalk (Location 16th + Hays - SE Corner) Near Splitter for SB turning vehicles  Holly St - Surrounding neighborhood- Lack of curb cuts is inconsistent. North of warm springs  Review Harris Ranch area to ensure curb cuts are being provided

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Emphasis of five mile and state street has been awesome over the past few years. Good work	Bus routes, recreational areas, corridors for bus lane.		Very well	Can Bus stops and driveways approaches be included in future plans? Please!
No - proactive action needed for new lyme scooter company: Friend in Austin, TX on FB about scooter sidewalk blockage that went viral and company changed policies to prevent this from happening (IE. Installed portable docks)	North End, Warm Springs area, and Harris Ranch	As you continue to address requests from the public, publicize widely the tools you have for reporting barriers (IE. ACHD Reporter)	Need more publicity	
	Chinden and 44th. At the southeast corner there is a new Advanced Auto Parts store. The developer put sidewalks in on Chinden and along the west side of the building on 44th, between Chinden and Stockton. There are no other sidewalks anywhere in the immediate vicinity, making it difficult for those coming to the store on foot.			<p>Avenue H near downtown Boise. A citizen complained that the sidewalk was not shown on any of the deficiency maps. Upon closer inspection, it was found that there is no sidewalk on the majority of the street.</p> <p>Five Mile, Overland to Franklin. A citizen expressed concern about the lack of sidewalks along this major arterial, especially north of the I-84 overpass.</p>

**Table 3. Survey Comments**

1. Did we capture all the areas of concern?	2. Are there specific locations that we should prioritize differently? Please list.	3. Do you have any additional strategies we should evaluate for barrier removal?	4. How do you think ACHD does regarding the accessibility of the programs, services, and activities it offers?	5. Please provide any additional comments you have.
<p>Without access to the entire plan it is hard to say.</p> <p>Without access to the entire draft, and all of the areas that were identified by the self-evaluation it is difficult to say if all areas have been captured or not. For example, communicating sidewalk closures, the safe/appropriate placement of construction signs, training needs of staff who interface with the public in-person, or on construction sites and of those who are creating digital communications and the quality assurance process of implementation were not listed as items that were identified by the evaluation, but which may have been identified and would be clear if one has access to the draft plan.</p>	<p>State &amp; Glennwood is a priority for me, as is sidewalk along Gary lane</p> <p>Has research been conducted to identify the areas of the county in which there might be a higher population of people with physical, or sensory, impairments? I would guess that this sort of information could drive inquiries into the neighborhoods, or areas, in which there are a higher population of people with specific impairments and in which targeted communication and request for participation could be initiated. For example I am aware that there is a high concentration of people who are blind or visually impaired in the area of State and Glennwood,, where there is fantastic public transportation and access to shopping, as well as downtown, where there is a blindness skills training center.</p>	<p>accessibility digital documents and maps and forms for communication are important and could use some review.</p> <p>Consider multiple meetings, both during the work day and after, to allow for those who work to attend. Provide at least 30 days notice of meetings, so people have time to budget time and financial resources to attend. Provide documentation, in an accessible, electronic format prior to the meeting so that people have an opportunity to review the information and arrive as informed as possible to have meaningful discussion. PWD often need extra time to process printed, or even spoken/recorded, information and knowing what to expect can decrease the anxiety anyone has about attending a public meeting. hold meetings in communities/neighborhoods rather than at head quarters. The State and PiercePark and State and Glenwood/Gary open houses were held on evenings I was unable to attend because I did not have enough notice to find a sitter, budget for that expense and the transportation cost. If at least two different meetings had been made available, in two different locations, one of them being perhaps at the local elementary school in the evening, I could have brought my son and known that he</p>	<p>it's doing better identifying barriers like transportation and meeting accessibility and staff are super responsive.</p> <p>This is the second time I have completed this survey. The first time I completed it using inferior assistive technologies that made me uncertain my text was captured, and responses submitted. I have also had more time to consider my feedback and to provide suggestions in addition to examples of what is not necessarily working.</p>	<p>This is the second time I have completed this survey. The first time I completed it using inferior assistive technologies that made me uncertain my text was captured and responses submitted. I have also had more time to consider my feedback and to provide suggestions in addition to examples of what is not necessarily working.</p>

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		<p>would have had somewhere to go and play, it's easier to find a sitter for short periods and the teenagers who often watch my son would be thrilled to go play at the park and keep an eye on him, and the schools are often within walking distance, on public transportation lines or near enough so as not to be a significant financial stress.</p>		
<p>No, this self-assessment and transition plan does not capture the deficiencies associated with push buttons at intersections, construction zone ADA compliance failures, and issues related to ACHD plowing snow onto sidewalks and blocking curb ramps, crosswalks, and push buttons due to snow plowing operations.</p>	<p>The prioritization criteria does not appear to include commonly-available Census data on where disabled people live and used as a means to help prioritize where improvements should occur.</p>	<p>Collect data on push button locations that are not reachable by people in wheelchairs and not findable by blind people.</p>	<p>It does great on curb ramp retrofits and sidewalk repairs. ACHD does not comply with requirements of detectable barriers and comparable, accessible detour routes during construction activities.</p>	
<p>Need to connect accessibility of sidewalks to accessibility of homes and businesses. We don't live in compartments.</p>	<p>Find out where there are more accessible homes and businesses and then make the connections with the sidewalks</p>	<p>Public transportation is essential for accessible public sidewalks, these need to tie in much better</p>	<p>Need to work more with cities, transit agency and businesses to make living independently more of a possibility for people with limited mobility</p>	
<p>Somewhat. Sidewalk barriers in downtown Boise are the sidewalk cafes. The City Code says there is to be a walkway area of 8' of sidewalk.</p>	<p>9th &amp; Bannock - 10 Barrel is the worst. There is almost 3' of sidewalk then it is brick angled down towards the street, enough for 1 person to walk. If passing someone you have to move beneath the trees on slanted brick area. Blind people have to figure out how to maneuver these areas. Walking beneath tree branches is very dangerous and can hit someone.</p>	<p>Sidewalk cafes need to be monitored both summer and winter. These barriers in the winter are difficult to safely walk around the area with the angled sidewalk. The sidewalk cafes should be required to remove for the winter months. Come Spring they can install them if they meet the requirements.</p>	<p>Okay. The sidewalk cafe issue must be addressed as well as other obstacles in the sidewalks that make it difficult for the handicapped and pedestrians.</p>	<p>Please review the sidewalks for the cafe uses and enforce the guidelines that have been established.</p>

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<p>Without access to the entire draft, and all of the areas that were identified by the self-evaluation it is difficult to say if all areas have been captured or not. For example, communicating sidewalk closures, the safe/appropriate placement of construction signs, training needs of staff who interface with the public in-person, or on construction sites and of those who are creating digital communications and the quality assurance process of implementation were not listed as items that were identified by the evaluation, but which may have been identified and would be clear if one has access to the draft plan.</p>	<p>Has research been conducted to identify the areas of the county in which there might be a higher population of people with physical, or sensory, impairments? I would guess that this sort of information could drive inquiries into the neighborhoods, or areas, in which there are a higher population of people with specific impairments and in which targeted communication and request for participation could be initiated. For example, I am aware that there is a high concentration of people who are blind or visually impaired in the area of State and Glenwood, where there is fantastic public transportation and access to shopping, as well as downtown, where there is a blindness skills training center.</p>	<p>Consider multiple meetings, both during the work day and after, to allow for those who work to attend. Provide at least 30 days' notice of meetings, so people have time to budget time and financial resources to attend. Provide documentation, in an accessible, electronic format prior to the meeting so that people have an opportunity to review the information and arrive as informed as possible to have meaningful discussion. PWD often need extra time to process printed, or even spoken/recorded, information and knowing what to expect can decrease the anxiety anyone has about attending a public meeting. hold meetings in communities/neighborhoods rather than at headquarters. The State and PiercePark and State and Glenwood/Gary open houses were held on evenings I was unable to attend because I did not have enough notice to find a sitter, budget for that expense and the transportation cost. If at least two different meetings had been made available, in two different locations, one of them being perhaps at the local elementary school in the evening, I could have brought my son and known that he would have had somewhere to go and play, it's easier to find a sitter for short periods and the teenagers who often watch my son would be thrilled to go play at the park and keep an eye on him, and the schools are often within</p>	<p>There is room for improvement. The people at ACHD obviously care though and are open to suggestion and that is important.</p>	<p>This is the second time I have completed this survey. The first time I completed it using inferior assistive technologies that made me uncertain my text was captured, and responses submitted. I have also had more time to consider my feedback and to provide suggestions in addition to examples of what is not necessarily working.</p>

1. Did we capture all the areas of concern?				
		walking distance, on public transportation lines or near enough so as not to be a significant financial stress.		



**Table 4. Email Comments**

1. Did we capture all the areas of concern?	2. Are there specific locations that we should prioritize differently? Please list.	3. Do you have any additional strategies we should evaluate for barrier removal?	4. How do you think ACHD does regarding the accessibility of the programs, services, and activities it offers?	5. Please provide any additional comments you have.
	<p>Myrtle and 6th Idaho and 10th Bannock and 14th Idaho and 9th</p>			<p>This primarily pertains to diagonal ramps also requiring a 4'x4' landing/maneuvering area at the bottom of the ramp in the street, with this area requiring it be within a crosswalk, out of the traffic lanes, and having cross slopes no greater than 2% in either direction since it constitutes a pedestrian access route. Other features include the forcing of disabled people into a valley gutter at a recently-constructed ramp at 6th and Myrtle. On rainy days like today, disabled people are forced into running water. Another one at 9th and Front that shows up in the database as having no deficiencies has truncated domes that do not cover the full tread width of the ramp, which could cause a blind person to miss the point at which they leave the protected sidewalk zone and enter the roadway risk zone. I've noted other details are noted in the file for each individual location.</p>
<p>Good job overall, I wish that there could be more improvements to streetlight function and lamps at night the areas of safety with curbs are great, but I wish that there could be more to address the accessibility at night</p>	<p>Continued improvements with expanding the BUS system to Eagle and the finalization of the rest of the Fairview intersections and more on State would be helpful. Those areas have been thorns in the side of the pedestrians would be helpful</p>	<p>More curb cuts in the areas that make it easier to cross streets and continue to show improvement for people in wheelchairs and more accessibility for people who are blind it is kind of hard for people to get around without the BUS and even that is hard sometimes depending on drivers</p>	<p>More streetlights would be good and the accessibility for vision deficient and people in wheelchairs. It has been an uphill fight for a lot of my friends in this population for a long time</p>	<p>Good strategies for a long-term fight but I think that the intentions even while solid need total improvement and continued BUS system before it gets all the way better</p>

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<p>If it was your intent to collect stakeholder input on priority curb ramp and sidewalk Compliance upgrades at the first open house, the process fell a bit short. No context for the open house was provided in advance.</p>		<p>If you haven't already, I suggest identifying the neighborhoods with the most significant curb ramp and sidewalk upgrade needs (such as the bench) and reach out to those neighborhood associations for input. Provide the association board members with project goals, detailed maps, and the matrix for prioritizing curb ramp and sidewalk upgrades. Ask them to reach out to their residents for input. If possible, request to be added to the agenda of their next meeting and attend in person. Or, schedule a separate meeting with association board members and interested neighborhood residents.</p>		<p>Detailed digital maps and the prioritization matrix should immediately be made available on the ACHD project webpage in a format that is ADA compliant.</p> <p><b>Please, consider extending the comment period from 30 to 60 days.</b> The plan is significant in scope, size, and long-term impact. It deserves thoughtful, deliberative review and comment from the public. Review of this plan by stakeholders with visual impairment may require additional time.</p>

**Table 5. Interactive Map Comments**

1. Did we capture all the areas of concern?	2. Are there specific locations that we should prioritize differently? Please list.	3. Do you have any additional strategies we should evaluate for barrier removal?	4. How do you think ACHD does regarding the accessibility of the programs, services, and activities it offers?	5. Please provide any additional comments you have.
	Main and 6th			The Red Rock Church is a polling place for voting. The section of sidewalk at the north east sidewalk at this intersection is deteriorating.
	Kootnei and Roosevelt			Curb ramps in the location, all four corners, are dangerous. Uneven, steep, old concrete don't align with street.

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Paul Woods, President  
Rebecca W. Arnold, Vice President  
Sara M. Baker, Commissioner  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner

## **ACHD ADA Advisory Committee Meeting AGENDA**

**Tuesday, September 19, 2017 11:00 a.m. - 12:00 p.m.**

### **I. Call to Order/Introductions**

### **II. Action Items**

- a. Approval of July 19, 2017 Minutes - Dana Ard

### **III. New Business**

- a. Presentation of Scheduled FY 2018 Capital Projects – Ricardo Calderon
- b. Pedestrian-Bicycle Transition Plan (PBTP) Comprehensive Update – Edinson Bautista
- c. ADA Questions and Concerns to Staff - Tom Ferch

### **IV. Old Business**

- a. Discussion of Saint Luke's Detour – Josh Saak

### **V. Upcoming Meetings:**

- a. November 21, 2017 from 11:00 AM to 12:00 PM in the ACHD Auditorium

### **VI. Adjourn**

**ACHD ADA Advisory Committee**  
**Minutes September 19, 2017- Draft**

I. Dana Ard, President, called the meeting to order at 11:00 AM. Dana requested introductions.

Those in attendance were the following: Dana Ard, Jim Hansen, Ryan Fisher, Scott Spears, Joshua Saak, Betty Chatburn, Steven Snow, Deborah Allen, Mel Leviton, Melanie Hertling, Karel Olsen, Ricardo Calderon, Edinson Bautista and Kevin Jurnigan.

Those members who were not in attendance were the following: Tom Ferch, Rhonda Jalbert, and Dyan Bevins.

II. Action Items

A. The July 18, 2017 minutes were approved without corrections.

III. New Business

A. Tim Morgan provided an update on plans for winter operations. Lessons learned during last winter have informed planning for this winter. Online storm drain maps will be available. Eleven additional snowplows are ready. Routes for snow plowing have been adjusted and will be published. Priorities will include main roads, intersections, junior and high schools, and hills with over 6% grades. Secondary priorities will include school bus routes and vulnerable populations. Residential streets will be third priorities. A pet-safe blue dye will be added to road salt.

B. Ricardo Calderon presented on FY 2018 capital projects. The list was extensive. Mr. Calderon said that he could email the list to committee members.

C. Edinson Bautista presented on the Pedestrian-Bicycle Transition Plan. The initial plan was adopted in 2005 and is intended to enhance the Ada County urban area pedestrian-biking system. The plan addresses federal requirements. The plan is being updated to bring sidewalks and ramps into compliance and will go beyond compliance to focus on use. An online map that highlights targeted areas is available. ACHD Advisory Committee feedback on the new plan will be requested. The new plan will eventually go to the ACHD Commission for approval. A discussion of a possible distribution list and ways to increase public input occurred.

D. Committee members posed ADA questions and concerns to staff. (1) The need for a safe crossing at Armstrong and Emerald (by the Idaho Division of Vocational Rehabilitation regional office) was discussed. (2) The need for improved signage for accessible parking in the ACHD parking lot was discussed. (3) Last month the need for a clear pedestrian pathway through the St. Luke's project was discussed, and the answer is still pending.

IV. There was no old business.

V. The next meeting will be November 21, 2017 from 11:00 AM to 12:00 PM in the ACHD Auditorium.

Meeting adjourned



Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

## **ACHD ADA Advisory Committee Meeting AGENDA**

**Tuesday, January 16, 2018 11:00 a.m. - 12:00 p.m.**  
Call to Order/Introductions/Announcements

### **I. Action Items**

- A. Approval of September 19, 2017 Minutes - Dana Ard**
- B. Election of Officers - Dana Ard**
  - 1. Chair**
  - 2. Vice Chair**
  - 3. Secretary**

### **II. New Business**

- A. Pedestrian-Bicycle Transition Plan (PBTP) Comprehensive Update – Overview of project and discussion with Committee – Edinson Bautista & Heather Buczek**
- B. Discuss options for Accessible Pedestrian Signals (APS) at new Reserve Street roundabout – Josh Saak**
- C. ADA Questions and Concerns to Staff - Tom Ferch**

### **III. Old Business**

- A. None**

### **IV. Upcoming Meetings**

- A. March 20, 2017 from 11:00 AM to 12:00 PM in the ACHD Auditorium**

### **V. Adjournment**

**ACHD ADA Advisory Committee**  
**Minutes January 16, 2018- Draft**

I. Dana Ard, President, called the meeting to order at 11:00 AM. Dana requested introductions.

Those in attendance were the following: Dana Ard, Jim Hansen, Scott Spears, Joshua Saak, Betty Chatburn, Deborah Allen, Mel Leviton, Melanie Hertling, Karel Olsen, Ricardo Calderon, Edinson Bautista, Kevin Jurnigan, Jake Hassard, Justin Lucas, Bruce Wong, Stacey Spencer, David Wallace, Heather Buczek, Tim Gilbert, and Edinson Bautista.

II. Action Items

- A. The September 19, 2017 minutes were approved with corrections indicating that Betty Chatburn did not attend the September meeting.
- B. The election of officers was conducted by the Chair, Dana Ard. The results were as follows:
  - a. New Chair for 2018 - Dana Ard
  - b. New Vice Chair for 2018 – Jake Hassard, VRT
  - c. New Secretary for 2018 – Deborah Allen

III. New Business

A. Edinson Bautista presented on ACHD's update to the ADA Transition Plan and introduced the consultant team that ACHD has hired to help with the Project. Heather Buczek, from MIG is the lead consultant on the project and she facilitated a conversation focused on the strengths opportunities and challenges facing Ada County from an ADA perspective. The committee provided feedback and direction related to how the plan should be developed and the outreach ideas and activities that should be considered. ACHD staff will bring the plan back to the ADA Committee multiple times over the next several months for feedback.

B. Dana Ard raised questions about crossing the new roundabout at Reserve Street. Josh Saak from ACHD discussed various options and the Committee provided input. This item will be back on future agendas for further discussion and resolution.

IV. There was no old business.

V. The next meeting will be March 20, 2018 from 11:00 AM to 12:00 PM in the ACHD Auditorium.

Meeting adjourned





Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

**ACHD ADA Advisory Committee Meeting  
AGENDA**

**Tuesday, March 20, 2018 11:00 a.m. - 12:00 p.m.**  
Call to Order/Introductions/Announcements

- I. Action Items**
  - A. Approval of January 16, 2018 Minutes - Dana Ard**
  
- II. New Business**
  - A. Discuss disable parking spaces on buffered bike lanes – Josh Saak**
  - B. Accessible Pedestrian Signal (APS) Priority Locations – Josh Saak**
  - C. ADA Annual Report for 2017- Tom Ferch**
  - D. ADA Questions and Concerns to Staff - Tom Ferch**
  
- III. Old Business**
  - A. Status of Pedestrian-Bicycle Transition Plan Comprehensive Update – Edinson Bautista**
  
- IV. Upcoming Meetings**
  - A. May 15, 2018 from 11:00 AM to 12:00 PM in the ACHD Auditorium**
  
- V. Adjournment**



Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

## ACHD ADA Advisory Committee Meeting Minutes, March 20, 2018

Dana Ard, President called the meeting to order at 11:00 AM. Dana requested everyone introduce themselves.

Those in attendance were the following: Tom Ferch, Deborah Allen, Betty Chatburn, Karel Olsen, Jacob Hassard, Joshua Saak, Edinson Bautista, Scott Spears, Ryan Fisher, David Wallace, and Dana Ard.

The following committee members were absent:

Kevin Jernigan, Melanie Hertling, Rhonda Jalbert, Steven Snow, Dyan Bevins, and Mel Leviton.

### Action Items:

The January 16, 2018 minutes were approved as written.

### New Business:

Josh Saak discussed parking spaces for people with disabilities on buffered bike lanes. Buffered bike lanes would add an additional curb. The discussion focused on how the additional curb would affect accessible parking. The extra curb would not extend into crosswalks. The discussion will be an old business item on the next agenda to get input from members of the committee who are knowledgeable about orientation and mobility.

Josh Saak discussed priority locations for Accessible Pedestrian Signals (APS). Public feedback provides guidance for targeting placement of APS. The sounds from APS can be problematic in some settings. As new signal lights are installed, they are wired to facilitate installation of APS. A discussion of intersections that are challenging for people with disabilities to cross took place. Examples of safety features that have been implemented, such as shorter crossings and slower speeds, were provided. An updated APS list for committee members to discuss during the next meeting will be emailed to members.

Tom Ferch discussed the ADA Annual Report for 2017. The report will go to the ADHD commissioners for review on April 11, 2018. Tom provided a number of examples of projects that were completed in 2017. For example, 98 miles of new sidewalks and 1,113 ramps were added in 2017. The bulk of the funding for the projects came from private dollars.

Tom Ferch led a discussion of ADA questions and concerns. Dana Ard brought up a concern about an area of raised sidewalk on the north side of McKinley between F and G. Dana Ard also requested follow up regarding truncated domes on 8<sup>th</sup> and Main. Josh Saak said he would check into the concerns.

### Old Business:

Edinson Bautista discussed the status of the Pedestrian-Bicycle Transition Plan. A multifaceted review is being conducted, such as identifying documents that need to be adjusted to ADA standards, identifying clients, and identifying conformance with ADA standards by doing field visits. A list of locations that will be visited is being developed.

Jacob Hassard discussed Valley Connect 2.0. Valley Regional Transit is taking public comments through the month of March.

Upcoming Meetings: The next meeting was announced for May 15, 2018.  
The meeting was adjourned at 12:00 PM.

Respectfully submitted,  
Deborah Allen

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Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

## **ACHD ADA Advisory Committee Meeting AGENDA**

**Tuesday, May 15, 2018 11:00 a.m. - 12:00 p.m.**  
Call to Order/Introductions/Announcements

### **I. Action Items**

- a. **Approval of March 20, 2018 Minutes - Dana Ard**

### **II. New Business**

- a. **Status of Saint Luke's Pedestrian Facilities Under Construction – Jason Densmer, The Land Group**
- b. **Discussion on One-way and Two-way Streets – Tom Ferch**
- c. **ADA Questions and Concerns to Staff - Tom Ferch**

### **III. Old Business**

- a. **Discussion of Disabled Parking Spaces on Buffered Bike Lanes – Josh Saak**
- b. **Finalize Accessible Pedestrian Signal (APS) Priority Locations List – Josh Saak**

### **IV. Upcoming Meetings**

- a. **July 17, 2018 from 11:00 AM to 12:00 PM in the ACHD Auditorium**

### **V. Adjournment**



Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

## ACHD ADA Advisory Committee Meeting Minutes, May 15, 2018

Dana Ard, President called the meeting to order at 11:05 AM. Dana requested everyone introduce themselves.

Those in attendance were the following: Tom Ferch, Betty Chatburn, Jacob Hassard, Joshua Saak, Scott Spears, Ryan Fisher, Dana Ard, Steven Snow, Jason Densmer, Theresa McLeod, Kevin Jernigan, Melanie Hertling, Ricardo Calderon and Mel Leviton.

The following committee members were absent: Deborah Allen, Karel Olsen.

### Action Items:

The March 20, 2018 minutes were approved by the Committee as written.

### New Business:

Jason Densmer from the Land Group provided an update on the street or “offsite roadway” improvements that Saint Luke’s is currently constructing. The project has a three party agreement between Saint Luke’s, the City of Boise and the Ada County Highway District. The project includes street work required for Saint Luke’s expansion, City of Boise requests and enhancements for future Fort Boise development. A 10’ wide cycle track will encircle the Saint Luke’s campus. Jason described all of the project’s intersection improvements and their function.

- The roundabout at Fort/Reserve/Avenue B has two crosswalks on the Fort and Reserve legs with Rectangular Rapid Flashing Beacons (RRFB). The Avenue B crosswalk is located south at Jefferson. The RRFBs do not have APS at this time. ACHD will evaluate the installation of APS in the future. There are curb cuts for bicyclist that will give them the choice of either accessing the crosswalks or traveling through the roundabout.
- The intersection of Fort/1st and State has been squared off to improve safety. The crosswalk on State and 1<sup>st</sup> will be raised and accommodate both a cycle track and pedestrian crossing. The concrete of the crosswalk will be colored and textured. APS will be installed.
- The intersection of Jefferson and Avenue B will become a three legged intersection with the old Jefferson leg on the west become an entrance to Saint Luke’s. That entrance will have a raised crosswalk with colored concrete, and serve both the cycle track and pedestrians. APS will be installed. The bicycle lanes on Jefferson will receive green pavement markings.

Jason responded to the following questions:

- RRFBs, and the function of RRFBs at roundabouts and the use of APS with RRFBs.
- Types of separation between the cycle track and sidewalks. How does a guide dog know the difference between a cycle track and a sidewalk?
- The design of raised crosswalks.
- Dana asked about the Avenue B/Jefferson crossing and the impacts of construction on pedestrians, and the construction detour.

Tom Ferch asked the committee if they had any preferences between navigating a one-way street or a two-way street. Dana Ard mentioned how much easier it was for her to navigate downtown when the one-way streets were north or south in relation to the even and odd numbered streets. The directional traffic helped her orient herself as she traveled through downtown. Both Dana Ard and Mel Leviton said that they preferred crossing one-way streets because all traffic is coming from one direction. There is better visibility for both pedestrians and vehicles. Mel also mentioned that when crossing a one-way street, she prefers to use the crosswalk on the upstream side of a one-way street. The benefit is the pedestrian does not have to worry about the traffic that has the green turning left (wrong way) down a one-way street. Dana mentioned that streets that have sections that are one-way and sections that are two-way can be confusing to the sight impaired.

During questions to staff, Mel Leviton mentioned that the City of Boise's Pedestrian Committee would be interested in having a joint meeting, or have members of the City's committee share with the ADA Advisory Committee issues the City's committee has been discussing. The City's committee reviews issues related to parking and accessible parking spaces. Buffered bike lanes are a current committee topic.

Old Business:

Handouts describing disable parking spaces on buffered bike lanes were not available for the committee to review, but the original document was sent to members last March. Josh Saak suggested that members review the document and respond by email with questions, concerns or suggestions based on familiarity with the subject and use of parking access."

Josh Saak reviewed with the committee the Accessible Pedestrian Signals (APS) list. Members provided Josh with additional APS locations that were not on the current list. Josh told the committee about the installation of an APS at Maple Grove and Overland per the request of a resident with two children that will benefit from the APS.

Upcoming Meetings: The next meeting was announced for July 17, 2018.

The meeting was adjourned at 12:00 PM.

Respectfully submitted,

Tom Ferch

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Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

## **ACHD ADA Advisory Committee Meeting AGENDA**

**Tuesday, July 17, 2018 10:30 a.m. - 12:00 p.m.**  
Call to Order/Introductions/Announcements

### **I. Action Items**

- a. Approval of May 15, 2018 Minutes - Dana Ard**

### **II. New Business**

- a. Truncated Dome Placement Discussion – Bill Gall – 10 Min**
- b. CCDC Pedestrian Projects – Matt Edmond – 10 Min**
- c. Integrated Five-year Work Plan – Ryan Head – 10 Min**

### **III. Old Business**

- a. Pedestrian-Bicycle Transition Plan Comprehensive Update – Edinson Bautista & MIG – 60 Min**
  - i. ACHD Facility Assessment Report Presentation and Discussion**
  - ii. ACHD Right-of-way Evaluation Presentation and Discussion**

### **IV. Upcoming Meetings**

- a. September 18, 2018 from 10:30 AM to 12:00 PM in the ACHD Auditorium**

### **V. Adjournment**



Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

## ACHD ADA Advisory Committee Meeting Minutes, July 17, 2018

Dana Ard, President, called the meeting to order at 10:30 AM.

Dana requested introductions. Those in attendance were the following:  
Dana Ard, Tom Ferch, Deborah Allen, Edinson Bautista, Tim Gilbert, Jon Pheanis, Joshua Saak, Scott Spears, Don Kostelec, Betty Chatburn, Steven Snow, Bill Gall, Ryan Fisher, Ryan Head, Matt Edmond, David Wallace, Zach Piepmeyer, Brian Parker, and Kevin Jernigan.

The following committee members were absent: Karel Olsen, Jim Hansen, Jacob Hassard, Melainie Hertling, and Mel Leviton.

### Action Items:

The May 15, 2018 minutes were approved by the Committee as written.

### New Business:

- A. Bill Gall led a discussion about truncated dome placement. He sought comments and clarification on placing truncated domes in driveways and alleys. Feedback included focusing on high-volume and faster traffic areas, putting the domes across the width of sidewalks, using straight rather than rounded edges, and maintaining consistency in design. Options for different dome styles were discussed.
- B. Matt Edmond presented on CCDC Pedestrian Projects. He is seeking input from committee members on proposed projects. The budget will be included in the integrated 5-year ACHD plan. His budget proposal will go to the ACHD Commission on August 29, 2018.
- C. Ryan Head presented on the Integrated Five-Year Work Plan. Over 300 county-wide projects are being reviewed. He is seeking input as part of the annual plan update process. The plan guides how ACHD funds will be spent on all ACHD projects. Collaborative partnerships and compliance with the ADA are addressed in the plan. Maintaining existing systems and addressing congestion are focuses in the plan. The draft plan was posted online. A public hearing will be held in September. A draft will be submitted to the ADA committee. The plan will be finalized in October.

### Old Business:

- A. Edinson Bautista provided an update on the Pedestrian/Bicycle Transition Plan. ACHD staff gathered data that is being integrated in the plan. ADA considerations are included in the plan. Public input on the plan is being gathered. The plan will be finalized in November.

A discussion of the ACHD Facility Assessment Report took place. A comprehensive review of access to ACHD facilities, programs, policies, websites, and documents was conducted through a staff survey. The resulting report on accessibility compliance is available online. The information will be used to remove barriers for staff and the public.

A discussion of the ACHD right-of-way evaluation took place. Matrices have been developed to address problems with ramps and sidewalks. Proximity to government, transportation, commercial, and residential locations are categorized. Safety and citizen input are used to establish priorities. Staff discretion will also be used.

Upcoming Meetings:

- a. The next meeting was announced for September 18, 2018 from 10:30 AM to 12 PM in the ACHD Auditorium.***

The meeting was adjourned at 12:00 PM.

Respectfully submitted,  
Deborah Allen

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Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

## **ACHD ADA Advisory Committee Meeting AGENDA**

**Tuesday, September 18, 2018 10:30 a.m. - 12:00 p.m.**  
Call to Order/Introductions/Announcements

### **I. Action Items**

- a. **Approval of July 17, 2018 Minutes - Dana Ard**

### **II. New Business**

- a. **ACHD Website – Michael Stanton – 15 Min**
- b. **State Street and Collister Drive Project Overview – Ryan Cutler & Sakena Lesmeister – 15 Min**
- c. **ADA Questions and Concerns to Staff - Tom Ferch -5 Min**

### **III. Old Business**

- a. **Presentation of Draft Pedestrian-Bicycle Transition Plan Comprehensive Update – Edinson Bautista – 60 Min**

### **IV. Upcoming Meetings**

- a. **November 20, 2018 from 11:00 AM to 12:00 PM in the ACHD Auditorium**

### **V. Adjournment**



Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

ACHD ADA Advisory Committee Meeting  
Minutes, September 18, 2018

Dana Ard, President, called the meeting to order at 10:30 AM.

Dana requested introductions. Those in attendance were the following:  
Dana Ard, Betty Chatburn, Sierra McIver, Jon Pheanis, Tim Gilbert, Scott Spears, Andrew Parrish, Chuck Spencer, Clint Bergess, Ricardo Calderon, Ryan Fisher, Karel Olsen, Melanie Hertling, Kevin Jernigan, Justin Lukas, Ryan Wiler, Sakena Lesmeister, David Wallace, Diana Rausch, Chelsea Holt, Nicole DuBois, Edinson Bautista and Tom Ferch.

The following committee members were absent: Jacob Hassard, Steven Snow, and Mel Leviton.

Action Items:

The July 17, 2018 minutes were approved by the Committee as written.

New Business:

- A. ACHD's IT Manager, Michael Stanton gave a presentation on ACHD's website and its capabilities.
- B. Two presentations were made by ACHD staff. Ryan Cutler provided an overview of the State Street and Collister Driver Project, and Sakena Lesmeister made a presentation on the State Street and Wylie Lane Pedestrian Crossing project.
- C. ACHD staff Tom Ferch took questions from the committee on non-agenda items.

Old Business:

- A. MIG staff, Tim Gilbert and Jon Pheanis, provided an update on the Pedestrian/Bicycle Transition Plan. They presented the prioritization matrix, inventory maps, and they showed the summary tables of draft plan. Transition Plan open houses are scheduled for the ADA Auditorium on September 19 and at Boise City Hall on October 1.

Upcoming Meetings:

- a. ***The next meeting was announced for November 20, 2018 from 11:00 AM to 12 PM in the ACHD Auditorium.***

The meeting was adjourned at 12:00 PM.  
Respectfully submitted,  
Tom Ferch



Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

## **ACHD ADA Advisory Committee Meeting AGENDA**

**Tuesday, November 20, 2018 11:00 a.m. - 12:00 p.m.**  
Call to Order/Introductions/Announcements

### **I. Action Items**

- a. **Approval of September 18, 2018 Minutes - Dana Ard**

### **II. New Business**

- a. **Joint Discussion with Chair of City of Boise ADA Committee – Jeremy Maxand – 20 Min**
- b. **Cloverdale Road Overpass Bridge Project – David Rader – 15 Min**
- c. **ADA Advisory Committee Reappointments - Tom Ferch -5 Min**
- d. **ADA Questions and Concerns to Staff - Tom Ferch -5 Min**

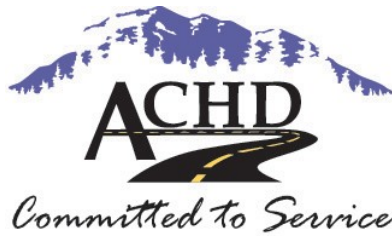
### **III. Old Business**

- a. **Pedestrian-Bicycle Transition Plan Comprehensive Update – Edinson Bautista – 5 Min**
- b. **Discuss changing committee meeting date to a different Tuesday of the month - Dana Ard - 10 min**

### **IV. Upcoming Meetings**

- a. **January 15, 2019 (date may change) from 11:00 AM to 12:00 PM in the ACHD Auditorium**

### **V. Adjournment**



Sara M. Baker, President  
Rebecca W. Arnold, Vice President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner  
Paul Woods, Commissioner

ACHD ADA Advisory Committee Meeting  
Minutes, November 20, 2018

Dana Ard, President, called the meeting to order at 11:04 AM.

Dana requested introductions. Those in attendance were the following:  
Dana Ard, Dave Rader, Betty Chatburn, Edinson Bautista, Ryan Fisher, Justin Lucas, Ricardo Calderon, Joshua Saak, Zach Piepmeyer, Jeremy Maxand, Mel Liviton, Karel Olsen, Brooke Green, Barbara Kerbs

The following committee members were absent: Steven Snow, Jacob Hassard, Deborah Allen, Melanie Hertling and Kevin Jernigan. There was no quorum present.

Action Items:

The September 18, 2018 minutes were unable to be approved as the minutes that were distributed were incorrect. Minutes from the September and November meetings will need to be approved at the January meeting.

New Business:

- A. Joint Discussion with the Chair of the City of Boise ADA Committee and City of Boise Parking Committee – Jeremy Maxand and Zach Piepmeyer.

Jeremy and Zach expressed an interest in learning about the ACHD ADA Advisory Committee and what they have been involved in. They would also like to see a greater level of coordination between the various committees. Especially as it relates to snow removal from handicapped parking and construction signs and equipment left in parking spots. Dana Ard gave some examples of issues and projects that the ACHD/ADA Committee have been involved in. These included Saint Luke's Bike Plan, studying the visibility of the truncated domes based on color, APS signals, cracks in sidewalks and most recently offering review and input to the Pedestrian-Bicycle Transition Plan update. During questions Jeremy asked at what point does the ACHD ADA Committee engage in new projects? Dana reported that the Committee uses ACHD as a guide. Brooke Green also noted that VRT is invited to all project team meetings to attend at their discretion. There was discussion regarding how complaints are filed. Is there a formal or informal process? What process can be developed? Dana interjected that we should include this as an agenda item for the next meeting to discuss how to bump up coordination efforts.



*Please add Jeremy Maxand and Zach Pipemeyer to the email list for agendas.*

B. Project Managers Dave Rader – Cloverdale Road Overpass Bridge Project.

Dave Rader gave a short presentation highlighting the raised ped/bike lanes. Concerns were expressed regarding how visually impaired could differentiate between the pedestrian lane and the bike lane. Possibilities discussed included texture or color differences. Also if the bike lane goes thru the ped crossings how will the pedestrian avoid being hit? Dave reported that the bikes will be able to see the activated ped crossing signal and should stop.

*Dave will check into the possibility of what can be done to make a visual or textual difference on the bike lane and ped lane to enhance safety.*

C. ADA Advisory Committee Reappointments

All committee members present have agreed to continue. No vote could be taken due to the lack of a quorum.

Committee discussed adding an APS at Franklin and Phillippi. Committee voted to add it to the priority crossing list.

ADA Advisory Committee meetings often conflict with VRT's RCC meeting. Discuss at November meeting changing meeting to a different Tuesday.

Old Business:

- A. Edinson Bautista updated the committee on the Pedestrian-Bicycle Transition Plan Comprehensive Update. Edinson reported that the 90 day comment period is underway and ask for any comments from the Committee. Also if any in attendance had knowledge of other committees that would like a presentation or should be contacted for comments.
- B. Changing the Committee Meeting date to a different Tuesday of the month.

Karel said that the 2<sup>nd</sup> or 4<sup>th</sup> Tuesdays seemed to be the best. Preferably the 2<sup>nd</sup> Tuesday. No action was taken as there was no quorum.

Upcoming Meetings:

- a. The next meeting was announced for January 15, 2019 from 11:00 AM to 12:00 PM in the ACHD Auditorium.**

The meeting was adjourned at 12:00 PM.

Respectfully submitted,  
Barbara Kerbs

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Rebecca W. Arnold, Commissioner  
Sara M. Baker, Commissioner  
Kent Goldthorpe, Commissioner  
Jim D. Hansen, Commissioner  
Mary May, Commissioner

## **ACHD ADA Advisory Committee Meeting AGENDA**

**Tuesday, January 15, 2019 11:00 a.m. - 12:00 p.m.**  
Call to Order/Introductions/Announcements

- I. Action Items (a quorum of five (5) or more members is required for action items)**
  - a. Approval of November 20, 2018 Minutes - Dana Ard**
  - b. Election of Officers - Dana Ard**
    - 1. Chair**
    - 2. Vice Chair**
    - 3. Secretary**
  
- II. New Business**
  - a. Snow plow operations – Tim Nicholson – 10 Min**
  - b. Presentation on major construction projects in 2019 – Ricardo Calderon – 15 Min**
  - c. Braille option on new pushbutton signs – Josh Saak – 5 Min**
  
- III. Old Business**
  - a. Pedestrian-Bicycle Transition Plan Comprehensive Update – Edinson Bautista – 10 Min**
  
- IV. Action Items**
  - a. Consider changing meeting dates for ADA Advisory Committee – Dana Ard – 10 Min**
  - b. Consider endorsing Pedestrian-Bicycle Transition Plan Comprehensive Update prior to Ada County Highway District Commission approval – Dana Ard – 5 min**

**V. Upcoming Meetings**

- a. **March 19, 2019 (date may change) from 11:00 AM to 12:00 PM in the ACHD Auditorium**

**VI. Adjournment**



Rebecca W. Arnold, President  
Mary May, 1<sup>st</sup> Vice-President  
Sara M. Baker, 2<sup>nd</sup> Vice-President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner

## **ACHD ADA Advisory Committee Meeting Notes, January 15, 2019**

Dana Ard, President, Called the meeting to order at 11:06am

Those in attendance were the following: Dana Ard, Jeremy Maxand, Mel Leviton, Justin Lucas, Ryan Cutler, David Wallace, Josh Saak, Scott Spears, Ryan Fisher, Betty Chatburn, Edinson Bautista, Tim Nicholson, Barbara Kerbs.

The following committee members were absent: Steven Snow, Jacob Hassard, Deborah Allen, Melanie Hertling and Kevin Jernigan. There was no quorum present.

### **Action Items:**

The September 18, 2018 minutes and the November 20, 2018 minutes were unable to be approved as there was no quorum present. Minutes from September, November and January will need to be approved at the March 19, 2019 meeting.

### **New Business:**

#### **A. Braille option on the new pushbutton signs presentation by Josh Saak, ACHD.**

There is currently an option to add a braille message across the bottom of the APS signs at no additional cost. While it is not a requirement that it be added there are some specifics that must be followed if it is used. Josh asked if this is something that the committee would be advantageous. The consensus of the committee that this would be of value. The next question posed by Josh was what you would like the signs to say. The group agreed to that adding the name of the street being crossed would be a good idea.

#### **B. Snow plow operation presentation by Tim Nicholson, ACHD**

Tim gave a presentation regarding winter operations overview and treatment priorities. The treatment priorities are:

- Priority #1 as identified in the policy: arterials, collectors, major intersections, overpasses, bridges, hospitals, fire stations, railroad crossings, school crossings, and streets with grades over six percent (6%).
- Priority #2 is for priority School Bus Routes as identified by the public school districts and to support vulnerable populations. Superintendent will decide when to implement.
- Priority #3 is for Residential Streets, including cul-de-sacs. Deputy Director will decide when to implement.

Jeremy posed questions regarding marked parking spots often used as a snow dump area and whose responsibility it is to keep them clear. Tim explained that ACHD is responsible for the roadways and the City is responsible for parking. The City is currently working on a plan and this issue should be taken forward with them.

C. Upcoming major construction projects for 2019 presentation by Ryan Cutler, ACHD for Ricardo Calderon, ACHD

Ryan Cutler went over some of the upcoming construction projects coming in 2019. He explained that as a project is built/rebuilt facilities such as ped ramps and signals are updated. Some of the projects highlighted were;

- The 2019 Downtown Boise Implementation Plan - updates and replaces pedestrian ramps.
- Cloverdale, Ustick to McMillan New 5-foot-wide concrete sidewalk with a 2 foot wide concrete buffer on both sides.
- Main Street and Idaho Street – Update/replace pedestrian ramps with a pavement maintenance project in downtown Boise.
- Cloverdale, McMillan to Chinden – Widen road to 5 lanes with new sidewalk on east side from Hickory to Chinden. There will be new ped ramps installed on east side and some ped ramps modified on west side.
- Ten Mile, McMillan to Chinden – Roadway widening – sidewalks and ADA ped ramps
- Linder, Ustick to Chinden – Roadway widening – sidewalks and ADA ped ramps
- State and Collister
- Cole and Franklin

There was discussion regarding where and how sidewalks terminate. There needs to be improvement in the construction zones. Mel questioned who is ultimately responsible for making sure the construction zone is compliant with ADA. Ryan explained that the construction of the projects is contracted out. As part of the contract the contractor is responsible to make sure the construction zone is in compliance. We do have an onsite inspector who has the authority to shut down a job if the contractor disregards warnings. Jeremy suggested that we include ADA in the Construction Zone and the Inspection Process as a topic at a future meeting.

### **Old Business**

A. Pedestrian-Bicycle Transition Plan Update presentation by Edinson Bautista

We are receiving some informative comments on the plan. We will continue to collect comments till February 8, 2019. After the comment period ACHD and the Consultant will work on including the suggestions in the implementation of the plan. Edinson was hoping to get an endorsement from the committee however that was not possible without a quorum. The endorsement is needed by March 19, 2019. Mel made a comment that the website makes it appear as if the comment period is over. ACHD will check the page and the links to make sure all is working properly.

B. Consider Changing the Meeting Day – tabled due to lack of quorum.

### **Final Comments**

Dana noted that the committee members should make every effort to let her know if they do not plan to attend.

**Meeting adjourned at 12:05**



# memo portland

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to Justin Lucas and Edinson Bautista, ACHD  
from Heather Buczek and Ed SanFilippo, MIG  
re **Response and Summary of Public Comment for the ADA Self-Evaluation & Transition Plan**  
date 2/26/2019

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After the draft ADA Self-Evaluation and Transition Plan (SETP) was completed in November 2018, ACHD provided a 90-day public review comment period. During this period, the draft plan was available in alternative formats upon request and comments were received in any formats chosen by respondents. All public comments have been reviewed to assess where the feedback might be incorporated into the text of the final SETP. This memo provides the details of the review and analysis.

## Public Comments and Action Items

Five communications were received during the 90-day review period with similar and overlapping topics. Comments are summarized below with a review of existing conditions and the associated recommendations for ACHD to update its plan, where applicable. They are organized according to the level of public interest regarding the topics raised.

### Construction Zones

Accessibility of the right-of-way during construction has been identified as a concern. Commenters pointed to the placement of construction signs on sidewalks and in accessible parking spaces, inaccessible crosswalk signals, and blocked curb ramps. Additionally, strategies for addressing these issues were proposed, such as stronger enforcement, penalties for work zone violations, and a complaint process for those impacted by noncompliance.

- **Existing Condition:** ACHD has a series of memoranda for consultants to meet ADA requirements during construction. During the self-evaluation process, these documents were reviewed, and recommendations were made to ensure they are updated to reflect the most current MUTCD and PROWAG standards.
- **Recommendation for SETP:** In the self-evaluation section of the plan, incorporate explicit language about the intended updates to ACHD's construction zone policies.

Specifically, note that after adoption of the SETP, ACHD will pursue an implementation phase of its ADA Compliance Plan by undertaking a complete review of current policies and practices relating to construction sites. This will help ACHD update its policies and practices to achieve consistent compliance with the requirements of the ADA and the MUTCD for both ACHD project construction sites and third-party project construction sites. During this phase of the ADA Compliance Plan, training will be conducted for everyone performing construction activities in the public right-of-way.

### Snow Removal

Removal of snow in the right-of-way was identified as a concern. In some cases, plowing of sidewalks, curb ramps, bridges, overpasses, and pedestrian islands has been deemed inadequate and/or in violation of the ADA. Commenters noted that plowing sometimes pushes the excess snow into curb ramps and accessible parking spaces, making them inaccessible.

- Existing Condition: Under Idaho law, snow removal from sidewalks is the responsibility of property owners, and enforcement of snow removal from sidewalks by property owners is under the jurisdiction of the applicable municipality. ACHD does provide guidance and standards on the public's responsibility for snow removal throughout the county, including identification of relevant local and state codes (see pamphlet "Winter Snow Removal: Putting Snow in Its Place"). ACHD also has a prioritization system in place for its winter street service program and a permit process for private contractors to remove snow. In the permit application, ACHD identifies the following best practices:

*Snow Removal Activities [sic] Limitations:*

*(a). Permittee shall not place the snow on or within an opened or unopened highway or public right-of-way in such a manner as to obstruct motorist or pedestrian safe use of the public right-of-way, including, but not limited [sic] to, sidewalks, and travel lanes.*

*(b). Permittee[sic] shall not stock-pile snow that blocks driveways or fire hydrants.*

*(c). Permittee shall avoid covering or piling snow on the storm drains.*

*(d). If possible, Permittee shall find an empty lot or a common lot in the subdivision for the snow with the permission of the owner, or the HOA.*

During the self-evaluation process, snow removal documents and programs were reviewed, and no recommendations were made regarding any of the practices or



policies being discriminatory to individuals with disabilities. However, the issues raised in the public comment process indicate that more training of maintenance staff may be needed to ensure that snow is not piled on curb ramps and that accessible parking spaces remain open.

- Recommendation for SETP: No changes to the plan are recommended.

### PROWAG vs. Codified Standards

Uncertainty as to which accessibility standard ACHD has integrated into its policies and practices was identified as a concern.

- Existing Condition: In Sections 2.4 and 3.2 of the SETP, PROWAG is correctly identified as best practice rather than codified regulation, but the plan does not describe the circumstances in which PROWAG is applied or how this determination is made. During the self-evaluation and plan development, it was recommended that ACHD more fully integrate PROWAG into its policies, standards, and specifications.
- Recommendation for SETP: Remove statement “...PROWAG is recognized as a best practice in this document, facilities that do not meet the specifications of PROWAG do not indicate noncompliance under the ADA. ACHD will seek to implement best practices where feasible, but the inventory shown herein reflects compliance with the ADA and not necessarily PROWAG” on page 14 in section 2.4 and page 16 in section 3.2. Replace both with “ACHD will seek to implement best practices such as PROWAG where deemed feasible and practical by qualified engineering staff.”

### Pushbuttons

A strategy and schedule for pushbutton remediation is absent from the transition plan. Commenters state that ACHD does not have an inventory of which pushbuttons are accessible or inaccessible.

- Existing Condition: During the self-evaluation process, a review of ACHD’s current practices was completed and recommendations were made to update pedestrian signal (pushbutton) policies and standards to reflect current MUTCD and PROWAG standards. ACHD has jurisdiction of more than 550 traffic signals, flashing beacons, pedestrian crossings, and school flashers throughout Ada County. ACHD’s ADA Advisory Committee prioritized pedestrian signals for accessibility improvements in May 2018. Section 3.4 of the SETP notes that pedestrian signals will be incorporated annually into ACHD’s five-year work plan. Appendix G of the SETP (“Locations of Existing or Planned Accessible Pedestrian Signals”), also referenced in Section 3.4, lists high and medium priority locations for upgrading pedestrian signals, as well as

planned, existing, or currently under-construction signals. In total, approximately 153 intersections are listed in the appendix.

- Recommendation for SETP: Remove language “..., provision of these signals is not required by the ADA regulations.” Incorporate language about ongoing monitoring and maintenance of pedestrian signals. Incorporate policy language for the removal of barriers at pedestrian signals. Specifically note that after adoption of the SETP, ACHD will pursue an implementation phase of its ADA Compliance Plan by undergoing a complete review of its current practices relating to APS. A decision matrix will be developed based on the MUTCD and PROWAG to analyze each criterion for APS construction and maintenance. This effort may be considered for adoption by the ACHD Commission as a formal ACHD Policy.

### Bus Stops and Transit

ACHD plays a role in ensuring the accessibility of bus stops. Commenters suggested that a strong partnership with the local transit agency could inform the prioritization of sidewalks and curb ramps.

- Existing Condition: As part of the prioritization process undertaken by ACHD, “Locations serving transportation” is incorporated as a locational criterion required by the ADA for prioritizing sidewalks and curb ramps. This specific criterion includes more than 800 curb ramps and more than 300 miles of sidewalk prioritized for remediation. Pursuant to the Cooperative Governmental Agreement between Valley Regional Transit (VRT) and ACHD for Transit Structures (July 1, 2007), VRT is responsible for “all ADA required pedestrian access improvements as are directly attributable to the Transit Structures, including, without limitation, construction of pedestrian ramps and/or truncated domes.”
- Recommendation for SETP: No changes to the plan are recommended.

### Remediation Timeline

The 30-year window for barrier remediation was identified as a concern, since it gives some people the impression that ACHD will not complete a transition to an accessible right-of-way.

- Existing Condition: ACHD opted for the 30-year timeline after a diligent effort by staff to balance the full scope of remediation efforts with anticipated budgetary constraints.
- Recommendation for SETP: Provide more details on the fourth bullet on page 42 in section 3.6 to include a specific number of curb ramps and miles of sidewalks for each year of the transition plan schedule ACHD will address. For example: “In year one,

ACHD will mitigate barriers at 250 curb ramps and along 20 miles of sidewalk. ACHD will then work to increase that amount by 10 percent each year in the IFYWP. Increasing the amount of dedicated funding to address barrier mitigation will actively shorten over time the transition plan phasing schedule to a 15-20-year timeline.”

### Ridesharing Technologies & Scooters

Rideshare scooters were identified as a concern. They are frequently parked in the right-of-way, blocking sidewalks and curb ramps. This can impede all pedestrians, but especially people with disabilities.

- Existing Condition: Enforcement of rideshare is the responsibility of the agency permitting the service.
- Recommendation for SETP: No changes to the plan are recommended.

### Transition Plan Content

The content of the SETP was identified as a concern. It was deemed inadequately robust by some commenters, with a desire for it to be a clearinghouse of information, policies, and procedures related to the ADA and pedestrian movement.

- Existing Condition: Appendix I of the SETP (“Program Accessibility Guidelines, Standards, and Resources”) lists an expansive array of local, state, and federal resources. This appendix is identified in the table of contents and referenced in Section 1.2 of the SETP.
- Recommendation for SETP: Incorporate more information about ACHD’s planned policy updates into the document. Incorporate more references to Appendix I as appropriate.

### ADA Coordinator

ACHD’s compliance with the federal mandate for an ADA Coordinator was identified as a concern. Commenters suggested that ACHD hire a full-time ADA Coordinator.

- Existing Condition: ACHD currently has an ADA Coordinator. As part of the self-evaluation process, recommendations were made for updating ACHD’s notice and grievance procedures, which should facilitate greater awareness of the coordinator’s presence and role. ACHD is also seeking authority to hire two ADA inspectors in the current fiscal year to ensure compliance of all projects in the public right-of-way.
- Recommendation for SETP: No changes to the plan are recommended.

### Localized Pedestrian Issues

Many sidewalk segments in Ada County include small, localized pedestrian issues such as missing or damaged sections of sidewalk, noncompliant bus stops, and noncompliant driveways. Some commenters felt that addressing large numbers of small barriers could have a significant impact on the broader pedestrian network, much like replacing a single, noncompliant curb ramp.

- Existing Condition: Curb ramps and sidewalks are prioritized in the SETP according to criteria set forth in the ADA. Annual planning and scheduling of remediation efforts could address a proportion of localized issues each year to help make progress toward an accessible right-of-way. Filling the gaps of missing sidewalk segments is not mandated by the ADA. However, ACHD uses other tools such as Neighborhood Plans and Capital Projects to identify and prioritize these locations.
- Recommendation for SETP: No changes to the plan are recommended.

### Public Meetings

ACHD's typical meeting spaces are challenging to access for people with mobility disabilities. Additionally, the public comment period for the draft transition plan did not include a public forum for providing feedback or asking questions about the full plan.

- Existing Condition: Site evaluations of buildings were completed in 2018. As noted in the SETP, the identified barriers will be addressed in the upcoming redevelopment of the Administration Building. In the meantime, interim measures are being explored and implemented to provide programmatic access to the public. While a public forum was not held for the full SETP, the entire plan was provided online and the public was invited to submit feedback during the 90-day comment period, during which these comments were received.
- Recommendation for SETP: Incorporate description of interim measures and language regarding requests for modifications during interim period.

### Diagonal Curb Ramps

Some members of the public believe that the current inventory of diagonal curb ramps does not adequately or accurately identify their deficiencies as constructed in Ada County.

- Existing Condition: In 2004-2005, ACHD inventoried more than 2,800 miles of existing and missing sidewalks and 19,300 street corners with 15,500 curb ramps. Since this initial inventory, ACHD has continuously collected and updated data on its sidewalks and curb ramps. ACHD also modified the design and construction standards for these facilities after federal ADA standards were updated in 2010. Curb ramps built prior to 2010 are considered to have a more questionable development history than those

constructed after the update. Of the 17,031 curb ramps with no identified deficiencies, 11,870 are post-2004 replacements and/or new installations. These curb ramps are assumed to have no deficiencies, but a complete inventory and reassessment of all curb ramps was not completed during this planning effort.

- Recommendation for SETP: Add language to clarify that curb ramps will be assessed for compliance as adjacent work is undertaken in the right-of-way. Add language to clarify that if curb ramps or sidewalks believed to be accessible are found to be inaccessible through ACHD assessment or public request, they will be added to the transition plan schedule for remediation.

### Federal Overlay Program

One respondent requested that when curb ramps are reconstructed as part of a federal overlay project, ACHD also address noncompliant driveways, noncompliant bus stops, high priority sidewalk segments, and other right-of-way elements adjacent to relevant curb ramps.

- Existing Condition: The entire inventory of curb ramps and sidewalks, as well as their associated barriers, is contained in ACHD's GIS dataset, providing opportunities to review adjacent elements for their compliance and prioritization when federal overlay projects are undertaken. Noncompliant bus stops, however, may not always be in ACHD's jurisdiction. ACHD has a cooperative agreement with Valley Regional Transit (VRT) for the provision of transit structures in the public right-of-way. VRT is responsible for ADA-specific improvements that are directly attributable to the transit structures, such as construction of pedestrian ramps and/or truncated domes. ACHD is responsible for ADA compliance for elements not directly attributable to transit structures. As to federal overlay projects more generally, ACHD follows the federal requirements as stated in "Department of Justice/Department of Transportation Joint Technical Assistance on the Title II of the Americans with Disabilities Act Requirements to Provide Curb Ramps when Streets, Roads, or Highways are Altered through Resurfacing."
- Recommendation for SETP: Incorporate policy language about coordinating barrier remediation with VRT at transit stops.

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# **A RESOLUTION BY THE ADA COUNTY HIGHWAY DISTRICT AMERICANS WITH DISABILITIES ACT ADVISORY COMMITTEE**

**March 19, 2019**

WHEREAS, the Ada County Highway District (ACHD) is the government agency responsible for short-range planning, construction, maintenance, and improvements to Ada County's local roads and bridges, including sidewalks, curb ramps, crosswalks, and pedestrian activated signal systems.

WHEREAS, ACHD has expressed it's commitment to ensuring its facilities, programs, and services are accessible under all applicable laws, and to this end is updating it's ADA Transition Plan, which will prioritize and guide agency investments in upgrading ADA non-compliant facilities.

WHEREAS, ACHD staff is asking the ADA Advisory Committee for an endorsement of the draft ADA Transition Plan;

WHEREAS, push buttons that activate pedestrian crossing signals are an essential feature of the facilities that are under the control of ACHD and are critical for all pedestrians, but particularly pedestrians with disabilities, to safely navigate street crossings;

WHEREAS, curb ramps are an essential feature of the facilities that are under the control of ACHD, and that diagonal curb ramps pose a unique set of challenges for pedestrians with disabilities, often including longer pedestrian crossing and exposure times, as well as landings that put pedestrians into the vehicle travel way;

WHEREAS, push buttons that are not accessible and diagonal curb ramps that are poorly designed render street crossings potentially unusable or unsafe for pedestrians with disabilities;

WHEREAS, there is an unknown number of inaccessible push buttons and diagonal curb ramps in ACHD's facility inventory;

WHEREAS, the current draft of the ADA Transition Plan does not include a complete inventory of all push buttons and diagonal curb ramps, nor does it include a plan for upgrading these ADA non-compliant facilities; and,

WHEREAS, it is the responsibility of the ADA Advisory Committee to advise ACHD on the needs and concerns of the disability community, to advocate for the safest and most accessible facilities under ACHD's control, and to represent those community members with disabilities who cannot advocate for themselves.

NOW, THEREFORE, BE IT RESOLVED THAT: The ADA Advisory Committee fully endorses and supports the draft ADA Transition Plan, contingent upon ACHD agreeing to complete a full push button and diagonal curb ramp inventory within the next twelve months, and including this resolution in the final ADA Transition Plan.