



**CITIZENS STEERING COMMITTEE MEETING #2**

**MEETING NOTES**

**Tuesday, February 27, 2018**

**2:00 PM – 4:00 PM**

Project: ADA Self-Evaluation and Transition Plan

Location: 201 A West Gray Street, City Council Chambers, Norman, OK 73069

Attendees: City of Norman ADA Liaison Committee (see attached sign-in sheet)

**Discussion Items:**

**Court System**

- When assessing the court rooms, are listening device systems provided?
  - Licensing systems are not required per ADA as they may cause an obstruction of privacy. For court rooms, requests for accommodations are typically provided on a case-by-case basis.
- Where would someone find the rules for listening device systems in court rooms?
  - The team will send more information.

**Police Department**

- Can a service animal be taken from an incarcerated person?
  - No. This also includes a wheel chair/mobility device.

**Job Descriptions**

- The City local TV shows have closed captioning, but the job descriptions are not read so closed captioning does not pick up the job description. Are video descriptions required per ADA?
  - Closed captioning is required, but video description is not currently required.

**Building Codes**

- Can you clarify the building code nomenclatures?
  - IBC (International Building Code) points to ANSI (American National Standard Institute - ANSI A117). IBC 2000 and newer incorporates ADA requirements through ANSI.



#### General Questions

- What is the cost of sidewalk per block?
  - Costs are highly variable based on the number of driveways/ramps needed. A general rule of thumb for sidewalk installation is approximately \$100 per linear foot of 5' sidewalk.
  - Property owners in the City of Norman are responsible for the repair/maintenance of sidewalks along the frontage of their property.
- What about trails?
  - The team is not accessing trails specifically, only trails within the three (3) parks in the project scope.
- How are missing sidewalks looked at?
  - The team is only looking to evaluate existing sidewalks as part of this assessment. The ADA does not require the installation of new sidewalks, but if constructed, sidewalks must be compliant.
  - The City utilizes the Capital Improvement Projects process to budget/construction new/missing sidewalk segments in the City, whereas reconstruction of existing sidewalks is reconstructed using separate funds.
- In your experience, what is the best way to work through the four steps in the presentation (ranking, prioritizing, update, etc.)?
  - Team recommends a liaison and citizen advisory committee to continue.
  - Each City is different, communication is critical to set priorities for future review and expenditure of funds.
  - The ADA Transition Plan will provide recommendations as well.
- Regarding the procedural/policy concerns, it seems like they are the most important to establish policies and training first prior to addressing infrastructure that is out of compliance?
  - That is a good place to start, the plan will address and provide recommendations to the different policies/procedures that need to be altered as well as a prioritization.
- Why are water treatment facilities on the list?
  - These facilities are required to be ADA compliant as well since they are owned by the City.



### **Action Items**

- Consultant Team to create editable PDF forms for the three (3) different types of facility prioritization ranking sheets.
- Consultant Team to e-mail copies of the meeting presentation and include a summary list of the acronyms used in the presentation.

### **Acronyms from Presentation**

- **ADA** – Americans with Disabilities Act
- **EEOC** – Equal Employment Opportunity Commission
- **PROWAG** – Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way
- **ANSI** – American National Standards Institute
- **IBC** – International Building Code



**ADA Citizen Steering Committee Meeting**  
**Tuesday, February 27<sup>th</sup>, 2018**  
**2:00 p.m.**



**Sign In Sheet**

**Committee Members:**

- Dave Boeck
- Susan Coldwater
- Taiya Crowe
- Susan Favors
- John High
- Jack McMahan
- Norma Lewis
- Chis Nanny
- Janice Oak
- Kendra Orcutt
- Liz Scheffe
- Lori Taylor

**City of Norman**

**Key Staff:**

- Shawn O'Leary, Public Works Director
- Scott Sturtz, City Engineer
- Jack Burdett, Engineering Assistant

**Consultants:**

- Brian Shamburger, Project Manager, Kimley-Horn
- Luke Schmidt, Kimley-Horn
- Kristi Avalos, Accessology
- Karen Jackson, Accessology
- Trinia Mullins, Accessology
- Shandell Young, Accessology

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