

CITY OF SPRINGFIELD
AMERICANS WITH DISABILITIES
TRANSITION PLAN



DECEMBER 2016

(Revisions through June 8, 2017)



Table of Contents

City of Springfield Officials	ii
Americans with Disabilities Act Compliance Evaluators.....	iii
Glossary of Terms.....	iv
Introduction.....	1
ADA Recommendations – Self Evaluation	2
Statement of Policy	3
Equally Effective Communication.....	4
Program Accessibility.....	5
Employment.....	7
Others.....	9
Guideline for Service Animals.....	10
Exhibit A Notice Under the Americans with Disabilities Act.....	11
Exhibit B To Report an Obstacle on Municipal Properties.....	12
Exhibit C City ADA Obstacle List.....	13
Exhibit D City of Springfield ADA Obstacle Removal Procedure.....	43
Exhibit E Policy and Procedure for Communication with People who are Deaf and Hard of Hearing.....	44
Exhibit F City of Springfield Reasonable Accommodation Request Procedures.....	46
Exhibit G Grievance Procedures under the Americans Disabilities Act.....	49
Exhibit H Emergency Evaluation Plan for People with Disabilities.....	51

City of Springfield Officials

James O. Langfelder, Mayor
Frank Lesko, City Clerk
Misty Buscher, City Treasurer

Aldermen

Ward 1.....Chuck Redpath
Ward 2.....Herman Senior
Ward 3.....Doris Turner
Ward 4.....John Fulgenzi
Ward 5.....Andrew Proctor
Ward 6.....Kristin DiCenso
Ward 7.....Joe McMenamin
Ward 8.....Kris Theilen
Ward 9.....Jim Donelan
Ward 10.....Ralph Hanauer

Department Heads

Deputy Mayor Bonnie Drew
Office of Budget and Management William McCarty
Communications Julia Frevert
Community Relations Juan Huerta
Convention and Visitor's Bureau..... Gina Gemberling-Wibben
Corporation Counsel James Zerkle
Fire Department..... Chief Barry Helmerichs
Human Resources Jim Kuizin
Lincoln Library William O'Hearn
Planning & Economic Development..... Karen Davis
Police Department Chief Kenny Winslow
Public Utilities (City, Water, Light and Power) Doug Brown
Public Works/Oak Ridge Cemetery Mark Mahoney

Americans with Disabilities Act Compliance Evaluators

Designated as ADA Coordinator

Juan Huerta, Director

City of Springfield Office of Community Relations

1450 Groth Street

Springfield, IL 62703

(217) 789-2270 (Office)

(217) 789-2268 (Fax)

(217) 391-1559 (TTY)

Email: Juan.Huerta@springfield.il.us

Office Email: community.relations@springfield.il.us

Day/Hours Available: Monday - Friday, 8:00 AM - 4:30 PM

<i>Office of Budget and Management (City Facilities)</i>	Ron Drennan
<i>Office of Budget and Management (Purchasing)</i>	Sandy Robinson
<i>Office of Community Relations</i>	Tyrone Hines
<i>Convention and Visitor's Bureau</i>	Pat Corcoran
<i>Corporation Counsel</i>	Chris Renard
<i>Fire Department</i>	William Carmean
<i>Human Resources</i>	Molly Smith
<i>Lincoln Library</i>	William O'Hearn
<i>Mayor's Office</i>	Julia Frevert
<i>Oak Ridge Cemetery</i>	Mike Lelys
<i>Planning and Economic Development</i>	John Rogers
<i>Police Department</i>	Dyle Stokes
<i>Public Utilities (City, Water, Light & Power)</i>	Doug Brown
<i>Public Works (Building & Zoning)</i>	Mathew Wolf
<i>Public Works (Infrastructure)</i>	Nathan Bottom
<i>Public Works (Parking)</i>	Sam Wilkerson

Glossary of Terms

2010 ADA Standards for Accessible Design: These standards contain scoping and technical requirements for accessibility to buildings and public facilities by individuals with disabilities under the ADA.

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

Americans with Disabilities Act (ADA): A federal civil rights law that prohibits discrimination on the basis of disabilities in employment, state, and local government programs, activities, services, public accommodations, transportation, and telecommunications. The law was enacted in 1990 and amended with changes effective January 1, 2009.

Communication Access Realtime Translation CART: Cart provides communication access by translating spoken words into text and is then displayed on a computer monitor or projection screen during real time.

Disability: With respect to an individual: A physical or mental impairment that substantially limits one of more of the major life activities of such individual; a record of such an impairment; or being regarded as having such an impairment.

Program, Activity, or Service: The programs, activities, and services offered by the City in fulfillment of its mission. It spans all offerings open to any of the audiences served by the City.

Public Right-of-Way: ADA-related facilities in the public right-of-way are defined as a network of streets, sidewalks, and trails creating public pedestrian access within the City of Springfield limits. Some examples of public rights-of-way include: curb ramps, sidewalks, crosswalks, pedestrian signals, and parking.

Qualified Individual: An individual who, with or without reasonable accommodation, can perform the essential functions of the employment position that such individual holds or desires. For the purposes of this subchapter, consideration shall be given to the employer's judgment as to what functions of a job are essential, and if an employer has prepared a written description before advertising or interviewing applicants for the job, this description shall be considered evidence of the essential functions of the job.

Qualified Individuals with a Disability: An individual with a disability who, with or without reasonable modifications to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by a public entity.

Reasonable Accommodation: Making existing facilities used by employees readily accessible to and usable by individuals with disabilities; and job restructuring, part-time or modified work schedules, reassignment to a vacant position, acquisition or modification of equipment or

devices, appropriate adjustment or modifications of examinations, training materials or policies, the provision of qualified readers or interpreters, and other similar accommodations for individuals with disabilities.

Self-Evaluation: An assessment of the City's current policies and practices to identify which ones are inconsistent with Title II's requirements.

Transition Plan: Addresses physical barriers which can limit the accessibility of a City's programs, activities, and services to individuals with disabilities.

Undue Hardship: An action requiring significant difficulty or expense

U.S. Department of Justice (USDOJ): Federal agency that is responsible for enforcing Titles II and III of the ADA.

Introduction

CITY OF SPRINGFIELD AMERICANS WITH DISABILITIES TRANSITION PLAN (DECEMBER 2016)

In accordance with the Americans with Disabilities Act (ADA), this document shall serve as the City of Springfield's Transition Plan.

The development of this plan has occurred with the assistance of several individuals and organizations throughout the community. The City of Springfield's ADA Coordinator will coordinate all aspects of ADA compliance. Any comments, additions or suggestions about this plan may be directed to the ADA Coordinator:

**ADA Coordinator
Juan Huerta, Director
Office of Community Relations
1450 Groth Street
Springfield, IL 62703
(217) 789-2270 (Office)
(217) 789-2268 (Fax)
(217) 391-1559 (TTY)
Email: Juan.Huerta@springfield.il.us
Office Email: community.relations@springfield.il.us
Day/Hours Available: Monday - Friday, 8:00 AM - 4:30 PM**

This Transition Plan will continuously be updated. A public hearing regarding the contents of the plan will be held on a yearly basis. Notice of the public hearing will be given at least two (2) weeks in advance of the hearing. Any comments, suggestions or additions to the plan may be addressed to the City's ADA Coordinator throughout the year.

ADA Recommendations – Self Evaluation

Relationship to Previously Adopted Transition Plans

Unless otherwise stated in this Transition Plan, all recommendations contained in previously adopted transition plans shall be considered completed. This statement does not include trainings, publications, updates of interpreter lists, and equipment tests that are scheduled during the year. Copies of previously adopted transition plans are on file in the City Clerk's Office.

Personnel

New employees, and existing employees as needed, of the City of Springfield that deal with the public as part of the normal duties of their job shall be trained on how to process requests for interpreters, including requests for documents in alternative formats, and how to work any equipment associated with the such requests.

STATEMENT OF POLICY

CITY CODE

CHAPTER 36, SECTION 36.02

Equal Employment Policy

It is the policy of the City to be an equal opportunity employer. No officer or employee of the City shall discriminate against any other officer or employee, or applicant for employment on the basis of sex, race, color, religious belief, national origin, sexual orientation, political affiliation, marital status, age or disability unrelated to the person's ability to perform the duties of a particular job or position, except where a bona fide occupational qualification exists.

RULES OF THE SPRINGFIELD CIVIL SERVICE COMMISSION

RULE 1.8

Statement of Equal Employment Opportunity

The Springfield Civil Service Commission is committed to a policy of acting affirmatively to attract and utilize the talents of all citizens. No Civil Service Commission member or agent of the City shall discriminate against any employee or applicant for employment on the basis of sex, race, color, religious belief, national origin, sexual orientation, political affiliation, marital status, age or disability unrelated to a person's ability to perform the duties of a particular job or position, except where a bona fide occupational qualification exists.

EEO Policies

The City of Springfield is an equal opportunity employer and the policies of such are set forth in the Springfield Code of Ordinances and the Rules of the Springfield Civil Service Commission.

The City has prepared and distributed notice regarding the application of non-discriminatory rules (Exhibit A).

EQUALLY EFFECTIVE COMMUNICATION

Provide public notice of ADA Coordinator and communication sources

- City has published the name, address and phone number of the ADA Coordinator on the Internet, Intranet, and bulletin boards.
- City has designated TTY communication points. Information is available in a variety of accessible formats.
- City Council meetings and Committee of the Whole meetings on Channel 18 are closed-captioned.

Provide internal notice to City employees about ADA issues and compliance steps

- City has posted the ADA Compliance Notice on bulletin boards at all work sites (Exhibit A).
- City has posted the names of the ADA Department Coordinators on bulletin boards at all work sites (Exhibit B).

Provide internal notice to City employees about the obstacle removal procedure

- City has prepared and distributed the City's ADA Obstacle List to all department coordinators (Exhibit C).
- City has prepared and distributed notice regarding ADA Obstacle Removal Procedure (Exhibit D).

Identify equipment needs/access concerns for programs, meetings, etc.

- TTY communication devices (all teletype) are located in the following areas:
 - Office of Community Relations, 1450 Groth Street
217-391-1559
 - City, Water, Light and Power's Customer Service, Municipal Center West
217-789-2430
- 711 Relay is available and ready to be used.
- City has trained individual employees in the use of TTY devices.
- Lincoln Library has acquired voice reader and text enlarger software available to the public at the main branch.
- City's emergency evacuation plans include procedures for evacuating persons with disabilities and have both audible signals and visual signals. (Exhibit H).

PROGRAM ACCESSIBILITY

Obstacle Removal

- Each City department has prepared a summary of all structural/architectural findings. Each department is responsible for budgeting and planning for the removal of structural barriers that exist or may arise in the future.
 - City has collected input from interested/affected parties;
 - City has established priorities based upon need and cost, as well as impact on affected population.
- The City is in the process of completing the identification/mapping of all city infrastructure assets. The Asset Management of ADA Ramps, Sidewalks, and Downtown Parking are part of that process.
- In 2015 the Office of Public Works began the implementation of a work flow and asset management system. Staff has begun the process of collecting, documenting, and inputting city wide assets into the city works system. Those assets include but are not limited to sidewalks, ADA ramps, traffic signals, and downtown parking accommodations. With limited staff, time, and resources it is anticipated the process to be **completed by June 2018**.
- Additionally, the Office of Public Works is going through the American Public Works Association's accreditation process to insure that the department is following best practices for delivering services to all city residents. Parts of the process will be reviewing the department's policies and procedures for addressing accessibility issues.
- All public works projects for the City of Springfield follow the accessibility code as improvements are undertaken. It is the responsibility of the City Engineer, Construction Engineer, and the assigned site project manager to monitor those improvements.
- The City follows the Regional Planning Commission Bike and Pedestrian Plan for sidewalk planning purposes, City Council approved variances.
- Each installation of an ADA ramp would be considered an obstacle removed.
- The Office of Public Works is responsibilities for implementing the Capital Improvement Plan that focuses on infrastructure modernization that addresses additional obstacles throughout the city.
- The Office of Public Works Building and Zoning Department is responsible for reviewing and inspecting residential and commercial developments. All remodeling and new construction must comply with the Illinois Accessibility Code (IAC) standards.
- See Exhibit C for records of obstacles removed and those scheduled to be removed.

Access to City services and programs

- City has provided Braille markings on elevators, floor markings and room numbers on public areas within the Municipal Center Complex.
- City has developed a program to provide utility bills in Braille upon request.
- City has provided for integrated wheelchair seating in the City Council Chambers.
- City has provided a mechanism for which individuals using wheelchairs can address the City Council and utilize the microphone system.
- City has provided a mechanism for which individuals using wheelchairs can address the City Council and utilize the microphone system.
- The 2017 City of Springfield ADA Transition Plan will be distributed to all City directors after the plan is approved.
- City Council and Committee of the Whole meetings are identified by the date, time, location and accessibility.
- City has remodeled restrooms in the Municipal Center West to meet accessibility compliance.
- City will ensure new and remodeled facilities are reviewed for compliance with ADA and/or Illinois Accessibility Code (IAC) standards.
- City websites are compliant with the latest ADA accessibility standards, as described by the U.S. Department of Justice.
- City engineers and engineering technicians have completed a seminar for training for the Americans with Disabilities Act Accessibility Guidelines (ADAAG), PROWAG, and federal/state compliance requirements.
- City's RFQ/bid boilerplate will contain language stating that all federal, state, and local requirements must be followed and training is recommended in two years. The training for design RFQ is ongoing.

EMPLOYMENT

Job Descriptions

- Job duties and requirements are reviewed to identify non-essential items and/or to eliminate barriers to persons with disabilities. Requests for accommodations within specific positions are evaluated on a case-by-case basis.

Job Applications

- Position vacancies are announced through various formats. They are available on the City's website, www.springfield.il.us, on the City's Facebook page, via telephone on the City's Job Hotline (217)789-2440, on the Office of Human Resource's job posting bulletin board, and are sent to a variety of social service and employment agencies throughout the Springfield area.
- Job applications are made, upon request, in alternative formats. Accommodation for completing applications is provided upon request.

Interpreter

- City has implemented a system where various interpreters can be contacted by City of Springfield personnel to assist in providing services to persons who are deaf or hard of hearing or if a CART reporter is needed. (Exhibit E)
- Job applicants requesting an interpreter will be asked if they would like a certified interpreter or a CART reporter. If so, a certified interpreter or CART reporter would be contacted.

Interviews

- Employment interviews conducted by the City of Springfield are conducted in accordance with federal law that protects qualified individuals with disabilities from inquiries designed to identify the existence of an applicant's disability. Supervisors have been trained in this area and have been given "The Hiring Process" manual that explains why certain interview questions are prohibited and helps interviewers develop questions that reveal an applicant's ability to perform the essential functions of the job.

Pre-employment medical exams

- Applicants for certain job classifications are required to undergo a pre-employment medical exam which may include a physical examination, drug screening and/or psychological examination. These examinations are all conducted post-job offer and are given to all candidates who are offered a position within that job classification.
- Rule 4.2(E) of the Rules of the Springfield Civil Service Commission states, "In accordance with State statutes, the Commission may set medical, physical or health standards that are clearly job-related, making reasonable accommodation for persons with disabilities."

NOTE: The City of Springfield includes persons or institutions that serve persons with disabilities as contractors.

Reasonable Accommodation Requests

- City has consistently reviewed all formal and informal requests for reasonable accommodations and has approved such requests unless they have imposed an undue hardship.
- Formal procedures and a request form for employees requesting a reasonable accommodation have been developed. Such procedures will be distributed to employees and department heads. (Exhibit F).

OTHER

Grievance Procedure

- The Springfield City Code of Ordinances outlines the grievance procedure for City employees.
- City has established a grievance procedure for the general public relating to disability/access-related complaints (Exhibit G).
- City will ensure all employees are aware of the grievance procedure.

Cooperation from Organizations/Advocates of Persons with Disabilities

- City utilized public input during the self-evaluation process.
- City's ADA representatives continue to meet with individual advocates/organizations on ADA compliance issues.
- City's ADA Coordinator will continue to serve as an ad-hoc member of the Springfield Disabilities Commission and will serve as a liaison between the Commission and the Mayor's Office.
- City maintains an on-going list of persons interested in assisting the City in its compliance efforts.

Crisis Intervention Team

- The Springfield Police Department has a Crisis Intervention Team that has numerous officers that have been specially trained to deal with subjects in crisis or suffering from mental illness.

Springfield Disability Commission

- As part of its efforts to obtain regular input from persons with disabilities and other advocates for accessibility, the city established the Mayor's Disability Commission. Its charge includes assisting with the education of the public and public officials on issues concerning people with disabilities, monitoring the accessibility status of facilities used by the public, and making recommendations to improve accessibility.

Review of City Code/Policies

A review of the Springfield City Code of Ordinances and any other City-issued policies will be reviewed to ensure proper and uniform terms and definitions are used.

Visually Impaired

The City of Springfield Office of Community Relations will contact SCIL to obtain Braille material when needed. Springfield Center for Independent Living – Pete Roberts or Dave Munroe at (217) 523-2587, 330 South Grand Ave West, Springfield, IL 62704.

GUIDELINES FOR SERVICE ANIMALS

The City of Springfield, Illinois will allow service animals to enter all city buildings. The City will adopt the Department of Justice Guidelines regarding Service Animals. The State of Illinois Attorney General Office has adopted the Department of Justice Service Animals Guidelines established in 2010 by the Department of Justice.

Please see guidelines for service animals established in 2010 from the Department of Justice.

https://www.ada.gov/service_animals_2010.htm

EXHIBIT A

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

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

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

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

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

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Springfield should contact the Office of Community Relations (see contact information below) as soon as possible before the scheduled event.

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

Complaints that a program, service, or activity of the City of Springfield is not accessible to persons with disabilities should be directed to:

**Juan Huerta, Director
Office of Community Relations
1450 Groth Street
Springfield, IL 62703
(217) 789-2270 (Office)
(217) 789-2268 (Fax)
(217) 391-1559 (TTY)**

Email: Juan.Huerta@springfield.il.us

Office Email: community.relations@springfield.il.us

Day/Hours Available: Monday – Friday, 8:00 AM - 4:30 PM

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

EXHIBIT B

**AMERICANS WITH DISABILITIES ACT
COMPLIANCE EVALUATORS
OBSTACLE REMOVAL COORDINATORS**

**TO REPORT AN OBSTACLE ON MUNICIPAL PROPERTY, PLEASE CONTACT
ONE OF THE COORDINATORS BELOW**

Department	Name	Phone	Email
Oak Ridge Cemetery	Mike Lelys	789-2340	Mike.Lelys@springfield.il.us
City Coordinator	Juan Huerta	789-2270, x2953	Juan.Huerta@springfield.il.us
Community Relations	Tyrone Hines	789-2270, x2956	Tyrone.Hines@springfield.il.us
Public Utilities-City, Water, Light And Power	Doug Brown	789-2116, x2659	Doug.Brown@cwlp.com
Planning & Economic Development	John Rogers	789-2377, x5471	John.Rogers@springfield.il.us
Fire	William Carmean	788-8430	William.Carmean@springfield.il.us
Human Resources	Molly Smith	789-2446, x6127	Molly.Smith@springfield.il.us
Legal	Linda O'Brien	789-2393, x4904	Linda.Obrien@Springfield.il.us
Lincoln Library	William O'Hearn	753-4900, x 5619	William.O'Hearn@lincolnlibrary.info
Mayor's Office	Julia Frevert	789-2235, 2916	Julia.Frevert@springfield.il.us
Office Budget & Management- City Facilities	Ron Drennan	789-2260, x6238	Ron.Drennan@springfield.il.us
Office of Budget & Management- Purchasing	Sandy Robinson	789-2191, x6234	Sandy.Robinson@springfield.il.us
Police	Dyle Stokes	788-8331, x4235	Dyle.Stokes@springfield.il.us
Public Works- Building & Zoning	Mathew Wolf	789-2171, x5126	Mathew.Wolf@springfield.il.us
Public Works- Infrastructure	Nathan Bottom	789-2255, x2356	Nathan.Bottom@springfield.il.us
Public Works- Parking	Sam Wilkerson	789-2211, x5243	Sam.Wilkerson@springfield.il.us
Convention and Visitor's Bureau	Pat Corcoran	789-2360, x5539	Pat.Corcoran@springfield.il.us

City ADA Obstacle List

Dept.	Location	Date	Estimated Budget Year	Completed Year
OBM	<u>Municipal Center West:</u>			
	<u>OBM:</u>			
	Obstacles, doors and counter			2003
	<u>Corporation Counsel:</u>			
	Counter top sticks out			2003
	<u>City Treasurer:</u>			
	Lower window			2004
Police	<u>Municipal East:</u>			
	Records room door stop protrudes into pathway			2004
	<u>Police Academy:</u>			
	Entrance is not accessible		2006	2006
	Entrance door handle does not pass close fist test		2006	2006
	Parking Spaces are too small		2006	2006
	Restroom stall less than 5x5			

EXHIBIT C

Dept.	Location	Date	Estimated Budget Year	Completed Year
	No grab bars in restroom		2006	2006
	Pipes not insulated in restroom		2006	2006
	Restroom faucets cannot operate with closed fist		2006	2006
	Restroom mirrors too high		2006	2006
CWLP - GENERAL				
	<u>Municipal Center East:</u>			
	Protruding drinking fountains on 5th floor			2004
Community Services				
	<u>Community Relations:</u>			
	Door too heavy; tension needs adjusting			2001
Econ. Dev.	<u>Planning and Economics Development:</u>			
	Threshold at entrance greater than 1/2 inch			2004
	Door handles greater than 5 lbs. of pressure to open			2004
	Restroom door too narrow			2004
	Restroom sink too low			2004
	Restroom soap, towels, etc. too high			2004
CVB	<u>Convention and Visitors Bureau:</u>			
	Entrance door adjust tension			2005
	All doors are less than 32 inches wide			

EXHIBIT C

Dept.	Location	Date	Estimated Budget Year	Completed Year
	Furniture obstructing into path of travel			2005
	Elevator needs signage and signals			2005
	Restroom doors too narrow		2008	2009
	Restroom doors too heavy/ adjust tension			2006
	Unisex restroom is not accessible			
	No accessible street parking		2008	2009
PW	<u>Public Works:</u>			
	Sidewalk Repair (See Attached List)			On-going
Library	<u>**Main:</u>			
	Needs two add 16' wide park. places in underground.		2004	2004
	Need one more accessible van parking space		2004	2004
	Exiting space needs to be reconfigured		2004	2004
	Door handles cannot operate with closed fist		2004	2006
	Elevator requires tone signals		2004	2006
	<u>West Branch: (Closed)</u>			
	Left ramp is uneven, slope greater than 1:12			X
	No access to programs in basement: Cancelled		N/A	

EXHIBIT C

Dept.	Location	Date	Estimated Budget Year	Completed Year
	No adjustable height accessible table		X	
	Accessible parking space not wide enough		2005	2005
	No van accessible sign		2005	2005
	Front door too heavy		2005	2005
	No strobe lighted smoke alarms		2006	2006
	No signs designating permanent rooms, emergency exits			X
	Aisles between book stacks only 32-34" wide		2007	2007
	No accessible water fountain		2006	2007
	<u>North Branch: (Closed)</u>			
	Entrance is inaccessible			X
	Aisles are less than 36" wide			X
	Reading tables too low		2006	2006
	Radiators are exposed		2005	2005
	Pipes beneath sink are exposed and not insulated			X
	No grab bars		2005	2005
	Mirror is too high		2005	2005
	No strobe lighted fire alarms		2006	2006
	No accessible on street parking			

EXHIBIT C

Dept.	Location	Date	Estimated Budget Year	Completed Year
	Round door knob on restroom door		2005	2005
	No Braille signs at exits		2005	2005
	No accessible water fountain		2006	2006
	<u>Southeast Branch: (Closed)</u>			
	Accessible parking space no wide enough		2004	2004
	(outside of our control - landlord controls parking lot)			
	No van accessible parking sign		2004	2004
	No Braille signs on restrooms or exits		2005	2005
	Restroom is inaccessible		2005	2005
	No strobe lighted fire alarms		2005	2005
	Fire exits have thresholds higher than 1/2"		2005	2005
	Cannot operate door handles with closed fist		2005	2005
***CWLP-PARKS				
	<u>***Tom Madonia Park West,(f/k/a West Forest Park):</u>			
	Accessible picnic area with ADA picnic table		2017	
	Playground not accessible		2017	

EXHIBIT C

Dept.	Location	Date	Estimated Budget Year	Completed Year
	***<u>Tom Madonia Park East, (f/k/a East Forest Park):</u>			
	Accessible picnic area with ADA picnic table		2017	
	Poured concrete picnic area off parking lot ADA accessible – built w/C.F.L.L. grant money with ADA picnic table			2012
	***<u>Lake Park:</u>			
	Accessible pathway to shelter and areas			2016
	Playground equipment not accessible		2017	
	Picnic area not accessible		2017	
	Shelters not accessible			2016
	Restrooms not accessible			2016
	****<u>Center Park:</u>			
	Accessible parking			2005
	Accessible picnic areas			2005
	Accessible playground equipment			2015
	Accessible walkways to areas and equipment			2015
	Accessible new boat launch			2010
	Accessible dock			2010
	Accessible fishing pier			2010
	Accessible boat slips			2010
	Accessible restrooms			2010

EXHIBIT C

Dept.	Location	Date	Estimated Budget Year	Completed Year
	Poured concrete picnic area off parking lot ADA accessible –built w/C.F.L.L. grant money added roof and ADA picnic table			2012
	***<u>East Cottonhill Park:</u>			
	Accessible parking		2019	
	Accessible playground equipment		2019	
	Accessible pathway to areas		2019	
	Accessible restroom		2019	
	***<u>West Cottonhill Park:</u>			
	Accessible Parking		2019	
	Accessible playground equipment		2019	
	Accessible restroom		2019	
	Accessible pathways to equipment and areas		2019	
	***<u>Wildlife Sanctuary Park:</u>			
	Accessible parking		2018	
	Accessible playground equipment		2018	
	Accessible walkways to equipment and park areas		2018	
	Accessible restrooms		2018	
	NO building at Wildlife			
	***<u>Bridgeview Park:</u>			

EXHIBIT C

Dept.	Location	Date	Estimated Budget Year	Completed Year
	Accessible playground equipment			2006
	Accessible walkways to equipment and park areas			2006
	Accessible building			2006
	Accessible areas			2006
	***<u>Lindsay Boat Ramp Park:</u>			
	Lindsay bridge restroom Have made stall bigger to accommodate a wheelchair - Still need to make additional modifications to make ADA Accessible		2017	
	Note: boat ramp areas are budgeted under CWLP Security			
	***<u>Lake Springfield Beach House:</u>			
	Accessible sidewalk---south side of BH			2011
	Accessible covered picnic area---south side of BH			2011

CITY OF SPRINGFIELD OBSTACLE LIST

*Sidewalks: The Springfield Disabilities Commission will be updating on an ongoing (at least annual) basis as budgetary parameters are determined and the specific details/nature of sidewalk projects are identified. A major presentation will be made by the Springfield Department of Public Works regarding sidewalks and curb cuts as a part of the annual ADA Public Hearing. The contents of this presentation will be added as an addendum to this report.

*Thanks to generous donations from the Community Foundation for the Land of Lincoln, Illinois Elks Children's Care Corporation, Council of Lake Springfield Clubs, and The Springfield Lake Shore Improvement Association.

**Library: The main facility of the Lincoln Library (227 South 7th Street) is a fully ADA accessible library for the City of Springfield. All public programming activities are currently and will continue to be conducted at this location. Our Lincoln Library Board has undertaken a strategic planning process to determine our long-term strategy for library facilities. As that strategy is implemented primary consideration will be to guarantee full accessibility for persons with disabilities.

ADA repairs will be made as allowable within the budget of each department is as appropriated for FY17.

The department continues to research available grants and applies for these grants as they become available.

SIDEWALK PROGRAM PART A

2014 Sidewalk Program Part A						2015 Sidewalk Program Part A						2016 Sidewalk Program Part A					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
McCreery	Jackson			2	2	10th Street	Garfield			2	2	Albany	Watch	2	2	1	1
Cressy	Monroe				2	9th Street	Griffiths		1		1	Albany	Ramsey	1	2		
David	Monroe	1				Marland	Griffiths	1	2	1	2	17th	Keys	1	1	1	1
14th Street	Matheny	2		2		Wolfe	Ramsey			1	1	17th	Cummins	2	1	1	1
15th Street	Matheny		1			Bengel	N. Grand	1		1		16th	Keys	1	1	2	2
12th Street	Enos				1	Paul	N. Grand	1		1		16th	Wieland	1			
12th Street	Matheny	1				12th Street	Division		1		1	16th	Cummins	1	2	2	2
13th Street	Matheny	2		2		12th Street	Enterprise	2	2	2	2	15th	Cummins	1	1		
12th Street	Phillips	2	2	2	2	14th Street	Division		1	1	2	11th	Joles		1		
13th Street	Phillips		1		1	14th Street	Enterprise	2	2	2	2	11th	Percy	2			
14th Street	Phillips		2	2	2	Wheeler	N. Grand	2		1		11th	Watch	1	2		
15th Street	Phillips				1	13th Street	Enterprise	1	1	1	1	7th	Wood	1		1	
11th Street	Alley	1				13th Street	Division	1				Rutledge	Yates	2	1	2	2
10th Street	Reservoir	2	2		2	Wolfe	Watch			1		Rutledge	Oakridge		1		1
10th Street	Division	2		2		14th Street	Phillips	2				MacArthur	Cook	1	1		
Marland	Keys	2	1	2	2	Rutledge	Alley(Mason)	1	1	1	1	Henrietta	Williams	2	2	2	2
Pennsylvania	Keys			2	2	Taylor	Reynolds	1		1		Henrietta	Fayette			1	1
17th Street	Watch	1	1	1	1	6th Street	Alley(1420 N)	1	1			Henrietta	Alley	1			
16th Street	Watch	1		2		Logan	Mason		1		1	3rd	Scarritt				1
Black	Wolfe		2		2	McCreery	Capitol		1		1	Stange	Capitol	1	1		
Black	Albert	1	1	1	1	Christmas Seal	Cook				1	1st	Canedy				1
Albert	Stonehedge		1		1	Bond	Elliott	2				Interlacken	Old Jack	1		1	
19th Street	Watch			1		Franklin	Elliott	2	2	2	2	Oakmont	Old Jack	1		1	
Stanhope	Bly	2	1	1	1	Patton	Elliott			2		Larchmont	Monroe		1		1

EXHIBIT C

2014 Sidewalk Program Part A						2015 Sidewalk Program Part A						2016 Sidewalk Program Part A					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Stonehenge	Lyn	1	1	1	1	Patton	Dorlan	1		1		Mt. Castle	Baronne		1		1
Stanhope	Cardigan	1		1		Kingshighway	Elliott	1	1	1	1	Spring	Scarritt		2		
Black	Hastings			1		Lincoln	Elliott		1			Oxford	Groton		1		1
Black	Ramsey		1			20th Street	Griffiths	2		2		Durkin	#750 Durkin	1	1		
Skipton	Somerton		1	1	1	23rd Street	Eastview	1	1			Old Jack	Center West Dr	1	1		
6th Street	Percy	1	2	1	2	23rd Street	2012 N 2028 N	1	1			Old Jack	Monroe		2		
Osburn	Calhoun	2	1	1		23rd Street	Griffiths	2				West Pointe	Victoria	1			
1st Street	Elliott			1	1	Ohio	Watch				1	Clearview	Greenbriar		1		1
Patton	Elliott		2			9th Street	Garfield	2	2	2	2						
Osburn	Elliott	2	2	2	2	9th Street	Wood	2	1	2	1						
Patton	Calhoun	2	2	2	2	9th Street	Ridgeley	1		1							
New	Capitol		2	1	2	10th Street	Griffiths				1						
Douglas	Governor	2	2	2	2	Marland	Garfield	1		1							
Lincoln	Governor	2	2			Marland	Percy	1	1	1							
Lewis	Capitol	1				McCreery	Monroe		1								
Park	Governor	2	1	1		Paul	Monroe				1						
Feldkamp	Governor	1	1		2	Paul	Jackson				1						
State	Governor		2		2	State	Alley (210 N)	1	1								
English	Lawrence			2		Illinois	Edwards	1	1								
Interlacken	Greyston	1	1			Park	Edwards	1		1							
Amber	Connie		1			1025 W	Edwards	1	1								
Madeline	Connie	1				Walnut	Lawrence				1						
Wydown	Connie	1		1		Columbia	Edwards	1		1	1						
Chorlack	Argonne				1	Kenyon	Witherspoon			1	1						

EXHIBIT C

2014 Sidewalk Program Part A						2015 Sidewalk Program Part A						2016 Sidewalk Program Part A					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Aaron	Argonne		1		1	Oxford	Harbauer	1		1							
Interlacken	Argonne		1		1	Walnut	Allen		1								
6th Street	Griffiths			2		Wythe	Roanoke		1								
						Westbrook	Flowerbrook	1		1							
						Westbrook	Brighton			1	1						

SIDEWALK PROGRAM PART B

2014 Sidewalk Program Part B						2015 Sidewalk Program Part B						2016 Sidewalk Program Part B					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Chatham Rd	Monroe	2				16th Street	Kansas	2	2	2	2	Phlox	Hoecheater		1		1
Chatham Rd	Fairoaks			1		16th Street	Clay	2	2	2	2	Phlox	Summershad e	1		1	
Chatham Rd	Laurel	1				16th Street	Cass	2	2	2	2	Cotton Hill	Summershad e	1	1		
Noble	Leland			1		15th Street	Laurel	1		1		Cotton Hill	Hosta	1	1		
Smyth	Ashley		1		1	Taylor	Bluebird Ct			1	1	Fringetree	Hosta		1	1	
Clara Mae	Ashley		1		1	17th Street	Spruce	1	2	1	2	Phlox	Sumac			1	1
Amos	Lawrence	2				17th Street	Cedar	1	1			Ironwood	Hosta				1
Park	Lawrence			1		17th Street	Pine			1	1	Hill Top	Buckeye	1	1		
Cambridge	Brentwood			1		16th Street	Cedar			1	1	Laconwood	Red Oak			1	1
Leigh	Brentwood		1		1	16th Street	Spruce	2		2		Otter	Buckeye	1		1	
Barberry	Brentwood	1		1		17th Street	Laurel	1		1		Otter	Beaver Creek		1		1
Warwick Ct	Warwick Dr		1		1	13th Street	Cedar	1		1		Buford	Community	1		1	
Pasfield	Vine			1	1	Loveland	Pine	2	2	2	2	Colemen	Community	1		1	
Herietto	Vine	2	2	2		Loveland	Cedar	2		2	1	Carlton	Community	1		1	
Herietto	Allen				2	19th Street	Brown				2	Cotton Hill	Community			1	
Hazel Crest	Waterford	1		1		16th Street	Stuart		2		2	Taylor	York				1
Taylor	Parking Lot			1		15th Street	Brown				1	Stanton	Lake Vista	1			
14th Street	Ash	1		1		19th Street	Stuart				2	4th St	Farley			1	1
14th Street	South	1	2	1	1	19th Street	Kansas			2	2	4th St	Iles		1		1
13th Street	South		1			Brent	Christopher	2	2	2	2	4th St	Bryn Mawr	1	1		
13th Street	Laurel				1	Brent	Dani		1			8th St	Spruce			2	2
13th Street	Ash	1		2		Winterberry	Old Crows			1	1	8th St	Myrtle		1	1	1
13th Street	Oak			1	1	Winterberry	MeadowRoe		1	1		8th St	Oak			1	

EXHIBIT C

2014 Sidewalk Program Part B						2015 Sidewalk Program Part B						2016 Sidewalk Program Part B					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
6th Street	Oak		1			Salt Cedar	Winterberry		1		1	5th St	Oak	1	1		
8th Street	Stanford	1				N. Cotton Hill	Hoechester	1	1			6th St	Oak				1
9th Street	BrynMour	2			1	N. Cotton Hill	Old Crows	1	1			Loveland	Spruce	2	2	2	2
10th Street	Stanford		1			N. Cotton Hill	MeadowRoe	1	1			Renfro	South	2	2	2	2
College	Cornell	1	1	1	1	Winterberry	Hoechester	1		1		Renfro	Laurel				1
Pasfield	Lenox	1				Barnard	Russell	2	2	2	2	Wheeler	Pine		1		1
Pasfield	Cornell	2		2		HazelCrest	Benjamin	2	2	2	2	Pope	Pine			1	1
State	OuterPark			2		Halifax	Benjamin	1	1			17th	Miller	2	2	2	2
16th Street	Lawrence		2	2	2	Wran	Pickfair		1		1	19th	Miller			1	1
17th Street	Adams	2	2			Halifax	Russell	1	1			16th	Miller	2	2	2	2
17th Street	Lawrence	2	2	2	2	Milan	HazelDell		1		1	16th	Moffat	2	2	2	2
17th Street	Cass	2		2	2	Wellington	York	1		1		17th	Moffat	2	2	2	2
17th Street	Clay	2	2	2	2	Mayfair	Wembly			1	1	19th	Moffat				1
MLK	Brown			1		14th Street	Pine	2	2	2	2	16th	Reynolds		1		
MLK	Adams			2	2	14th Street	Cedar	2	2	2	2	19th	Reynolds			1	1
Douglas	Cherry		2		1	14th Street	Spruce	2	2	2		17th	Matheny		1		
Devonwood	Coghill		1		1	16th Street	Laurel			2		19th	Carpenter				1
Devonwood	Dartmoor			1	1	19th Street	Brown			2		Glen Eagle	Old Jack		1		
Devonwood	Glenmere			1	1	12th Street	Cass		1			Glen Eagle	Oakmont				1
Devonwood	Mill Pointe			1	1	McCreery	S. Grand	1				Arlington	Berkley			1	1
Greenbriar	Turning Mill	2	2	2	2	Kenwood	Cherry Rd		1		1	Walnut	Lawrence			2	
Pickfair	Chesterfield		1			Douglas	Laurel				1	Arlington	Colony Park			1	1
Hazel Crest	Deming		2		2	Bates	Denison	2	2	2	1						
17th Street	Kansas	2	2	2	2	Park	Denison	1		1							
						Pine Valley	Augusta			1							

EXHIBIT C

2014 Sidewalk Program Part B						2015 Sidewalk Program Part B						2016 Sidewalk Program Part B					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
						Baltruso	Augusta	1		1							
						Merion	Old Jack Rd		2		2						

OVERLAY PART A

2014 Bituminous Overlay Part A						2015 Bituminous Overlay Part A						2016 Bituminous Overlay Part A					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
3rd St	Eastman			1		Horseview	Toronto Rd		1		1	Bellflower	Burning Bush			1	1
3rd St	Keys	2	1			West Lake Shore	Toronto Rd		1		1	Bellflower	Azalea Ct.			1	1
4th St	Black				1	Shepard	Toronto Rd			1	1	Bellflower	Hoechester		1		1
4th St	Keys	2	2	2	2	11th Street	Toronto Rd	1		1		Tulane Ct.	Dartmouth		1		1
4th St	Eastman	2	2	2	2	11th Street	Ernest Hemingway	1	1			Bellflower	Sumac	1	1		
Hayley Ct	OldCrows	2	2	2	2	11th Street	Johns Way			1		Ironwood	Dailily Place		1		
Ballin	OldCrows			1	1	Willow Springs	West Lake Shore		1		1	Wellington	Via Verde		1		1
Cherylwood	Marco	1	1			Willow Springs	Waterberry Pond	1	1	1	1	Randall Ct.	Randle Ct C-D-S			1	1
Cherylwood	Lori	1	1			Willow Springs	Mariners Point	1	1	1	1	Randall Ct.	Cornell	1		1	
Ballin	Mildred		1		1	Willow Springs	Harbor Landing	1	1	1	1	Yale	Oberlin	1		1	
Deerwood Lake	Roosevelt	1		1		Willow Springs	LakeCrest	2	2	2	2	Yale	Ash		1		1
Deerwood Lake	Collinsway			1	1	Willow Springs	PepperMill Point	1	1			5th	Laurel	2	2	1	2
Deerwood Lake	Community	1		2	1	Willow Springs	Mallard Pond	1	1			6th	Laurel			2	2
Hazelcrest	Hazel Dell		1		1	Lake Crest	Raintree		1		1	5th	Myrtle	1	1		
Hazelcrest	Creighton	1				Sequoia Dr	Buckeye	1	1	1	1	5th	Pine			1	1
Hazelcrest	Chesterfield			1	1	Catalpa	Buckeye	1	1	1	1	5th	Cedar			1	1
Hazelcrest	Claremont	1	1			Pickfair	Chesterfield				1	College	Edwards	2	2	2	2
Hazelcrest	Croydon	1	1			Glendale	Croydon	1	1	1	1	1st	Scarritt	1	1	1	1
Hazelcrest	Reading			1	1	Glendale	Claremont		1		1	Walnut	Capitol	1	1		

EXHIBIT C

2014 Bituminous Overlay Part A						2015 Bituminous Overlay Part A						2016 Bituminous Overlay Part A					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Glendale	Claremont	1		1		Milan	Trowbridge	1	1			Lewis	Capitol			1	
Glendale	Creighton		1		1	Taylor	Steiler	1	1			New	Capitol	2		1	
Redbud	Basswood	1	1			Catherine	Steiler	1		1		1st	Edwards		1		1
Red Oak	Basswood			1	1	Catherine	Carl Prairie	1	1			Livingston	Lawrence			1	
Markwood	Buckeye		1	1	1	Walter	Carl Prairie	1	1	1	1	Livingston	Beech			1	1
Markwood	Persimmons	1	1	1	1	Adlof	Carl Prairie			1	1	Livingston	Sherwood			1	1
Bowwood	Persimmons	1		1		Redbud	Buckeye	2	2	2	2	Poplar	Sherwood	1			
Redbud	Persimmons	1	1			Redbud	Tamarak	1	1	1	1	Poplar	Livingston	1			
Adolff	Radcliff			1	1	12th Street	Adams	2	2	2	2	14th	Jefferson	2	2	2	2
Mayfair	Portsmouth		1			13th Street	Adams	2	2	2	2	4th	Jackson				2
Yale	Oberlin				1	14th Street	Adams	1	1	1	1	13th	Jefferson	1	1		1
4th St	Ash	1	1	1	1	15th Street	Adams		2	2	2	5th	Mason			2	1
College	Lenox	1		1		15th Street	Jefferson	2	1	2	1	Klein	Mason	2	2	2	2
Pope	Holly	1	1			15th Street	Edwards	2	2	2	2	Piper Rd	Shabbona			1	1
Greentree	Ash	1		1		15th Street	Monroe	1	1	2	2	Shawnee	Shabbona		1		
Angelo	Champlain			1	1	14th Street	Monroe	2	2	2	2	Albany	Black	1	2	1	1
Skipton	Selkirk			1	1	13th Street	Monroe	2	2	2	2	Albany	Eleanor	2	2	2	2
Skipton	Sandgate				1	12th Street	Monroe	2	2	2	2	Miami Trail	Winnebago	1		1	
Scarborough	Dunwich	1	1			7th Street	Edwards			2	2	Tamaroa	Keokuk			1	1
Scarborough	Sandgate	1	1			6th Street	Edwards		2		2	Albany	Sutherland				1
Stonehenge	Selkirk			1		4th Street	Edwards	1	1			6th	Griffiths	2	2	2	2
Arrowhead	Blackhawk			1		Alley	Canedy			1		6th	Percy		2		2
Arrowhead	Keokuk	1	1			Glenwood	Monroe	2	2	2	2	9th	Monroe	2			
Arrowhead	Tonica	1	1			State	Monroe	2	2	2	2	McCreery	Jackson	2	2	2	2
Arrowhead	Shabbona	1	1			MacArthur	Monroe	2	2			Wheeler	Jackson	1	1	2	2

EXHIBIT C

2014 Bituminous Overlay Part A						2015 Bituminous Overlay Part A						2016 Bituminous Overlay Part A					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Miami Trail	Shabbona		1		1	McCreery	Capital		1			Jessamine	Jackson	2	1	1	
Miami Trail	Tonica			1	1	2nd Street	Mason			2	2	Rutledge	Elliot	2	2	2	2
Indiana	Cincinnati			2		2nd Street	Reynolds			1	1	Rutledge	Calhoun	1	1	1	2
Indiana	Dayton		1		1	2nd Street	Carpenter	2		2	2	MacArthur	Monroe			2	2
8th St	Black	1				2nd Street	Calhoun			1		MacArthur	Governor	1	1	2	2
8th St	Ridgely	1	1	1	2	5th Street	Enos	2	2			MacArthur	Edwards	2	2	2	2
8th St	Wood	1	1	1	1	23rd Street	Eastview		1			MacArthur	Woodland	1		1	1
8th St	Garfield	1	1	1	1	23rd Street	Ridgely		1		1	MacArthur	Williams (South)			1	
8th St	Griffiths	2	1	2	1	22nd Street	Ridgely			1		MacArthur	Williams (North)	1		1	1
8th St	Thoma	1	1			Arrowhead	Blackhawk	1	1			Rutledge	Dodge	1	1		
15th St	Matheny		2		2	Arrowhead	Kaskaskia			1	1	Rutledge	Miller			1	
15th St	Moffat	2	1	2		Delaware	Winnebago	1	1			MacArthur	Vine	1		2	2
15th St	Miller	2	2	2	2	Delaware	Sauk	1	1			MacArthur	Fayette	2	1		
15th St	Carpenter	1		1		Arrowhead	Arrowhead C-D-S N.	1	1			8th	Edwards		2		2
15th St	Reynolds	2	2	2	2	Arrowhead	Arrowhead C-D-S S.	1	1			7th	Edwards	2	2		
McCreery	Adams	1	1			Arrowhead	Winnebago				2						
Rutledge	Carpenter				2	Tamaroa	Blackhawk	1		1							
Rutledge	Reynolds		2	2	2	Cahokia	Blackhawk	2	2	2	2						
Rutledge	Mason	2	1	1	2	Cahokia	Winnebago		1		1						
Pasfield	Canedy	2		2	2	Fairmont	Arcade	1	1	1	1						
Pasfield	Scarritt	2	1			Fairfield	Arcade	1	1								
Pasfield	Williams			1	1	Peoria	Black	1		1							
Pasfield	Allen	2	2		2	Tahoe	Twin Lakes Dr		1		1						
Pasfield	Vine	1	1	1	1	23rd Street	Griffiths			2							

EXHIBIT C

2014 Bituminous Overlay Part A						2015 Bituminous Overlay Part A						2016 Bituminous Overlay Part A					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Pasfield	Cedar	2	2	2	2	20th Street	Black	1		1							
Lowell	Cedar	2	2	2	2	20th Street	Ridgely	1	2	1	2						
College	Pine	1	1														
College	Cedar	2	2	2	2												
College	Spruce		1														
College	Canedy	2	2	2	2												
Henrietta	Canedy	2	2	2	2												
Glenwood	Canedy		1	2	2												
State	Canedy	1	2	2	2												
Henrietta	Allen		2														
College	Allen	2	1	1	1												
1st St	Allen	2	2	2	2												
11th St	Edwards	1	1	1	1												
12th St	Edwards	2	2	2	2												
13th St	Edwards	2	2	2	2												
14th St	Edwards	2	2	2	2												
16th St	Edwards	2	2	2	2												
17th St	Edwards	2	2	2	2												
MLK	Edwards			1	1												
17th St	Jackson	2	2	2	2												
16th St	Jackson	2	2	2	2												
15th St	Jackson	2	2	2	2												
14th St	Jackson	2	2	2	2												
13th St	Jackson	2	2	2	2												
12th St	Jackson	2	2	2	2												

EXHIBIT C

2014 Bituminous Overlay Part A						2015 Bituminous Overlay Part A						2016 Bituminous Overlay Part A					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
13th St	Cook	1	1	1	1												
13th St	Lawrence	2	2	2	2												
13th St	Cass	2	2	2	2												
13th St	Clay	2	2	2	2												
13th St	Kansas	2	2	2	2												
13th St	Stuart	2	2	2	2												
13th St	Brown	2	2	2	2												
14th St	Brown	2	2	2	2												
14th St	Stuart	2	2	2	2												
14th St	Kansas	2	2	2	2												
14th St	Clay	2	2	2	2												
14th St	Cass	2	2	2	2												
14th St	Lawrence	2	2	2	2												
15th St	Pine	2	2	2	2												
15th St	Cedar	2	2	2	2												
15th St	Spruce	2	2	2													
8th St	Myrtle		1	1	1												
8th St	Cedar	2	2	2	2												
8th St	Pine	2	2	2	2												
8th St	S. Grand	2		2													
8th St	Vine	2	2	2	2												
8th St	Allen	2	2	2	2												
8th St	Scarritt	2		2													
8th St	Clay	2	2	2	2												
8th St	Cass	2	2	2	2												

OVERLAY PART B

2014 Bituminous Overlay Part B						2015 Bituminous Overlay Part B						2016 Bituminous Overlay Part B					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Foxhall	Peach Tree			1	1	Junction Circle	Stanford		1		1	Missionary Ridge	Fort Donelson			1	
Foxhall	Deer Run			1	1	Kingsmill	Piper Glen		1		1	Missionary Ridge	Spotsylvania			1	1
Cronin	Fielding		1		1	Portstewart	Muirfield	1		1		Five Forks	Spotsylvania	1	1		
Savory	Fielding	1				Wentworth	Piper Glen	2	1			Five Forks	Cold Harbor			1	1
Meadowbrook e	Ginger Creek	1				3417 Panther Creek	Panther Creek		1	1		Clearwater	Canadian Cross		1		1
Dickens	Ginger Creek	1	1	1		FoxFire	Panther Creek				1	Five Forks	Fort Donelson	2			
Tennyson	Ginger Creek		1		1	Pelicans Nest	Falcon Pt.			1		Koke Mill	Bluff			1	1
Kipling	Ginger Creek	1	1	1	1	Blackwolf	Panther Creek			1		Clipper	Bounty Circle			1	1
Woodfield	Ginger Creek	1				Freedom	Constitution			1	1	Clipper	Melissa			1	1
Streamwood	Ginger Creek	1		1		Robinhood Ln	Robinhood Ln Ct	1	1			Clipper	Briana	2	2	1	2
Chase	Cameron	1	1			Kirkley	Nottingham	1	1	1	1	Koke Mill	Briana			1	1
Mall Entrance	Iles	1	1	3	1	LongBow	Nottingham		1		1	Glencoe	Elmhurst		1		1
Golf	Iles	1	1			LongBow	Archer	1		1		West White Oaks	Plaza Drive	1	1		
Interlacken	Iles	2	1		1	Marian	Nottingham		1		1	Durkin	Macarthy			2	2
Clifton	Iles		1		1	Marian	Archer	1		1		Oxford	Eton	1	1		
Arlington	Iles		1		1	Friars	Archer	1		1		Eton Ct.	Eton	1		1	
Haverford	Iles	1	2		2	Friars	Nottingham				1	Groton	Eton		1		1
Arlington	Lombard	1		1		Robinhood Ln	Nottingham	1		1		Koke Mill	Turning Mill	1	1		
Clifton	Lombard	1		1		Kirkley	Archer	1		1		Koke Mill	Spring Mill	1	1		
Haverford	Brentwood	1	1	2	1	Principia	Westchester		1		1	Koke Mill	Ilies		2	2	2
Briarcliff	Barberry	1		1		Westchester	Manchester	1	1			Koke Mill	La Conner	1	1		

EXHIBIT C

2014 Bituminous Overlay Part B						2015 Bituminous Overlay Part B						2016 Bituminous Overlay Part B					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Celtic	Barberry	1				Principia	Manchester	1		1		Koke Mill	Cascade	1	1		
Chatham Rd	Barberry			1	1	Norwood	Manchester	1		1		Damyan	Lincolnshire	1		1	
Andover	Andover	1	1	1	1	Lindenwood	Manchester	1		1		Fenton	Lincolnshire	1		1	
Andover	Cul-De-Sac	1				Fullerton Ct.	Westchester		1		1	Wittington	Lincolnshire	1	1	1	1
Ellendale Dr	Lindbergh	1		1		Kipling	Fielding	1	1	1	1	Brandonsire	Lincolnshire		1		1
Forythe	Lindbergh		1		1	Strawberry	Raspberry	1	1			Chelmsford	Lincolnshire		1		1
Gainsmill	Westchester	1				Strawberry	Ashley			1		Edinborough	Lincolnshire		1		1
Wiggins	OuterPark		1		1	Harrier	Cormorant	1	1			Brandonsire	Briar	1	1		
Willemore	Denison	1		1		Checkerberry	DevilsWalking Stick	1	1			Brandonsire	Renwick	2	2	2	2
Willemore	OuterPark				1	Harrier	Dove	2	2		2	Cranston	Renwick	1		1	
Noble	Denison	1		1		WindyCrest	Greenbriar		1		1	Wexford	Renwick	2	2	2	2
Lincoln	Ivywood	1				Clearview	Greenbriar	1	2	1		Koke Mill	Ginger Creek			1	1
Wiggins	Leland	1		1		HunterRidge	Greenbriar		1		1	Koke Mill	Ashley			1	1
Wiggins	Ruth Place			1	1	Coventry	Newport			1	1	Koke Mill	Blueberry			1	1
Park	Laurel	1		1		Coventry	CiderMill	1		1		Heather Mill	Spring Mill	2	2	2	2
Park	Leland	2	2	2	2	Dawn	Windsor	1		1		Silver Mill	Spring Mill	2	2	2	2
Lincoln	Laurel		2		2	Dawn	N. Cul De Sac	1	1			Flaxen Mill	Spring Mill		1		1
Lincoln	Ash			1		Emporia	Mesa	1	1	1	1	Pond Mill	Spring Mill	1		1	
Douglas	Laurel	1		1		Lariat	Pinto	1		1		West White Oaks	Spring Mill			1	1
Douglas	Leland		1		1	Lariat	Horseshoe	1		1		Chatham Rd	Seven Pines	2	2		
Dial Ct	Leland	2	2	2		Lariat	ArabianTrail			1	1	Cobble	Kingsley	1		1	
Dial Ct	Laurel	2		2		Winch Ln	Amherst			1	1	Dickens	Ginger Creek	1		1	
Douglas	Woodland	2	2	2	2	Holiday	Amherst	1	1	2	1	Woodfield	Crystal Lake	2		2	
English	Edwards		1	1		Ranger	Horseshoe			1	1	Streamwood	Crystal Lake		1		1

EXHIBIT C

2014 Bituminous Overlay Part B						2015 Bituminous Overlay Part B						2016 Bituminous Overlay Part B					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Douglas	Edwards	2	2	2	2	Ranger	Pinto	1		1		Raven	Manhattan	2	2	2	2
Illinois	Edwards		1		1	Emporia	Marchelle			1	1	Chatham Rd	Lincolnshire			2	2
Lincoln	Edwards		2	2	2	Mesa	Marchelle		1		1	Worster	Wexford		1		1
State	Washington	2		2	2	Pasfield	Monroe			2		Greenfield	Brandonshire	1		1	
MacArthur	Washington		2		2	Pasfield	Adams		1	2	2	Greenfield	Ryebrook			1	1
English	Washington	1		1	1	Pasfield	Capital	1	1	2		Greenfield	Greenfield Ct			1	1
Douglas	Washington		2	2	2	Pasfield	Cook	1		2	1	Greenfield	Renwick		1		1
Columbia	Sharon Ln	1	1			Golf	Exmore			1	1	Montvelle	Lombard			1	1
Dickinson	Calvin			1	1	Bellerive	Wingfoot	1	1			Havaford	Lombard	1		2	1
Dickinson	Lawrence	1		1		Golf	Exmore			1	1	Havaford	Warwick	1	1		
Cul-Da-Sac	Chapel Hill		1		1	Bellerive	Wingfoot	1	1			Laurel Ct.	Laurel		1		1
Glasgow	Leeds			1	1	Golf	PebbleBeach	2	2	2	2	Havaford	Berkley			1	1
Glasgow	McCarthy		1		1	Pasfield	Jackson Pkwy		1			Arlington	Berkley			1	1
Westbrooke	Kensington			1	1	Feldkamp	Cook	2	2	2	2	Appomattox	Fort Donelson			1	1
Pine Ridge	Forrest Green	1		1		Rosehill	Cook	1	1			Bellarieve	Tamarisk	1	1		
Forrest Green	Maple Glen			1	1	Holmes	Cedar	2	1			Oakmont	Milford			1	1
Old Tippecanoe	NW Territory	1		1		Whitter	Cedar	2	2	2	2	Oakmont	Sharon	1	1		
Old Tippecanoe	Whig			1	1	Spring	Cornell				1	Oakmont	Wickford		1		
Tecumseh Trail	Whig	1	1			Park	Ivywood	1	1	1	1	Whitefield	Claymont	1	1		
Victoria	Lawrence	1		1		1st Street	Laurel		1		1	Dial	Ash	2	2	2	2
Brandywine	Lawrence	1		1								1st	Vine	2	2	2	2
Rickard Rd	Whiteplains			1	1							Spring	Myrtle	1	1		
Rickard Rd	Trenton Ct			1	1							Spring	Oak	1	1		
Elderberry	Blueberry	1		1								Johnson Lane	Claire	1		1	
Blueberry	Ashley	1		1								1st	South Grand	1		1	

EXHIBIT C

2014 Bituminous Overlay Part B						2015 Bituminous Overlay Part B						2016 Bituminous Overlay Part B					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Bent Oak	Greenbrair	1	1	1													
Burhmill Ct	Turning Mill	2	2	2	2												
Clocktower	Clocktower Ct			1	1												
Durkin	Lawrence	2	2	2	2												
Durkin	Cooper	1	1														
Avondale	Lawrence		1		1												
Kenyon	Fairway	2	2		2												
Kenyon	Westview			2	2												
Westview	Lynnhaven		1		1												
Bedford	Lynnhaven		1		1												
Wickford	Lynnhaven		1		1												
Larchmont	Lynnhaven	2	2	2	2												
Interlacken	Milford	1	1														
Larchmont	Milford	1		1													
Wickford	Milford	1		1													
Wickford	Oakmont	1															
Avon	Parkview		1		1												
Augusta	Oak Creek Rd	1	1														
Golf	Pinehurst	2	2	2	2												
Bellerive	Exmore	1	1														
Bellerive	Pinehurst	1	1														
Bellerive	Doral	1	1														
Bellerive	Cypress Pt	1	1														
Bellerive	Pebble Beach	1	1														
Golf	Cypress Pt			1	1												

EXHIBIT C

2014 Bituminous Overlay Part B						2015 Bituminous Overlay Part B						2016 Bituminous Overlay Part B					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW	North-South Streets	East-West Streets	NE	SE	NW	SW
Royal Rd	Shelly	1	1														
Johnson Ln	Claire Dr	1		1													
Johnson Ln	Carol			1	1												
Valley	Carol	1	1														
Valley	N. Crestview		1		1												
Valley	S. Crestview			1													

GARAGE

2014 City of Springfield - Garage						2015 City of Springfield - Garage						2016 City of Springfield - Garage					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Street	NE	SE	NW	SW	North-South Streets	East-West Street	NE	SE	NW	SW	North-South Streets	East-West Street	NE	SE	NW	SW
23rd Street	Kansas		1			Peoria Rd	Joles			1	1	Laurel	Dial	2			
23rd Street	Old Rochester Rd	1				4th St	Capital	1	1	1	1	Palisades		2			
MacArthur	Ash	1	1			Preston	Haverhill	1	1	1	1	Amos		1			
MacArthur	Williams Blvd	1	1	1		2201 S. 10th					1	Valley Ln	Crane	1			
4th St	Cross	2	2			Westroad	Cloverfield			1	1	2200 Meadowbrook		2			
6th St	Cornell			1	1	4829 Longfellow				1	1	Moffatt		2			
6th St	Broad			1	1	1829 Albany		1	1	1	1	S 10th		1	2		
5th St	Broad	1				948 S. College	Allen	1				Lake Crest		2			
Hedley	Covered Wagon				2	2900 S. Grand					1	Bent Tree		2			
Cherry Rd	Douglas		1			13th St	Cook	1				3401 Embassy		1			
22nd St	Ridgley	1				439 Eden		1				948 S College		1			
Deming	Wren			1	1							1325 Bates		2			
17th St	Carpenter		1									10th		2			
												2800 Collirock		1			

SUBDIVISION

2014 City of Springfield - Subdivisions						2015 City of Springfield - Subdivisions						2016 City of Springfield - Subdivisions					
Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per				Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Street	NE	SE	NW	SW	North-South Streets	East-West Street	NE	SE	NW	SW	North-South Streets	East-West Street	NE	SE	NW	SW
Wilderness Trail	Greenbrair		1		1	Colt Road	Mustang Court	1	1			Pine Creek Drive	Telford Drive	1		1	
						Unnamed Stub Street	Inter Parkway	1		1		Lasater	Telford Drive		1		1
						Richardson Drive	Kelley Point Drive	1		1							
						Sumter Lane	Berkshire Crossing	2	2	2	2						

STREET RAMPS, PATCHING

2016 Ramps - Concrete Patching					
Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Street	NE	SE	NW	SW
West White Oaks	Iles	1	1		
Stange	Washington		1		1
Carereign Dr	Terra Ct.	1			

DOWNTOWN STREETSCAPE

2016 Ramps - Downtown Streetscape					
Street Names		Quadrant Location/Number Per			
North-South Streets	East-West Street	NE	SE	NW	SW
2nd St	Washington		1		
4th St	Monroe		1		
4th St	Jefferson				1
8th St	Monroe	2			

ADA RAMP TOTALS

2014 ADA Ramp Totals		2015 ADA Ramp Totals		2016 ADA Ramp Totals	
Sidewalk "A"	166	Sidewalk "A"	141	Sidewalk "A"	89
Sidewalk "B"	132	Sidewalk "B"	172	Sidewalk "B"	116
Overlay "A"	545	Overlay "A"	249	Overlay "A"	199
Overlay "B"	280	Overlay "B"	167	Overlay "B"	201
Garage	23	Garage	23	Garage	24
Subdivisions	2	Subdivisions	14	Subdivisions	4
				Concrete Patching	5
				Downtown Streetscape	5
TOTAL =	1148	TOTAL =	766	TOTAL =	643

**CITY OF SPRINGFIELD
ADA OBSTACLE REMOVAL PROCEDURE**

Purpose

The purpose of the procedure is the elimination of the physical obstacles in the City's facilities that limit the accessibility of its programs or activities to persons with disabilities.

Procedure

The City of Springfield will prepare a list of obstacles in City facilities and on City property. The list shall be maintained on a regular basis. The City's fiscal year starts on March 1st. The Public Works department coordinator will inform the department budget analyst of those obstacles that will be submitted for the budget. The obstacles should be presented by the 1st of August in order to be considered for the budget. The City ADA Coordinator will prepare and monitor the list. The Coordinator may pass any obstacle (budgetary, non-budgetary, critical, or non-critical) to the responsible Department for correction when deemed appropriate.

Public Works, Police Department, Fire Department, Community Relations, Office of Budget Management, and City, Water, Light and Power, will provide a coordinator to coordinate the activities with the ADA Coordinator. Other departments are encouraged to submit coordinators. These coordinators will provide the following functions:

1. Report to the City ADA Coordinator any known obstacles.
 2. Receive the non-budgetary and budgetary obstacle list from the City ADA Coordinator.
 3. When possible have non-budgetary obstacles eliminated and report them to the City coordinator.
 4. Submit budgetary obstacles to the budget process.
 5. Report to the City ADA coordinator list of obstacles on the approved budget
 6. Report to the City ADA coordinator the budgeted obstacles that have been eliminated.
- The report activities are to be reported on standardized forms.

Employees should report any obstacle to their department coordinator. Employees in departments without a department coordinator and the general public should report all obstacles to the Citywide Coordinator.

EXHIBIT E

POLICY AND PROCEDURE FOR COMMUNICATION WITH PEOPLE WHO ARE DEAF AND HARD OF HEARING

I. POLICY FOR THE POLICE AND FIRE DEPARTMENT

It the policy of the City of Springfield to ensure that steps are taken to provide for effective communication for persons that are deaf and hard of hearing.

II. PROCEDURES

A. When a Springfield responding police officer or fireman comes in contact with a person who is deaf or hard of hearing, that person must determine if he/she is capable of providing effective communications with the deaf or hard of hearing person to resolve the issue.

B. Several techniques or process can be used to effectively communicate with a person who is deaf or hard of hearing.

1. Request what method is needed.
2. Use of hand written notes.
3. Use of typewritten notes or text.
4. Use of sign language.
5. Use of a certified interpreter.

C. Contacting the Interpreter

If the technique or process that most effectively communicates with the deaf or hard of hearing person is the use of a certified interpreter, the following procedure will be used:

Note: (The city must give primary consideration to the request of the individuals with disabilities.)

1. The responding police officer or fireman will contact his supervisor and advise the supervisor of the need for an interpreter so that effective communications with the deaf or hard of hearing person will occur.
2. The responding police officer or fireman or there supervisor will contact Sangamon County Combined Dispatch (SCCDS) and ask SCCDS to contact a certified interpreter for a deaf or hard of hearing person.

EXHIBIT E

3. Upon arrival at the scene of the interpreter, the responding police officer or fireman will brief the interpreter on the situation, and the message/information that needs to be relayed to the person who is deaf or hard of hearing.
4. When the person who is deaf or hard of hearing requires immediate hospitalization, it is the ambulance driver who will notify the hospital emergency room of the need for an interpreter; the hospital will then contact an interpreter.

D. Payment Responsibility

When the use of an interpreter is requested by the responding police officer or fireman in order to provide for effective communications, the City of Springfield will be responsible.

Note 1: It is anticipated that Office of Community Relations shall be allocated future funds to pay the interpreter.

Note 2: When the person who is deaf or hard of hearing is sent to the hospital by ambulance, the hospital will be responsible for payment to the interpreter.

Upon the conclusion of the interpreter's service, the supervisor or responding police officer or fireman will complete a requisition form to commence the process to compensate the interpreter.

- a. The requisition form will contain at a minimum:
 - 1) Name, Address, City, State, Zip Code, Phone number of the interpreter.
 - 2) The name of the requesting police officer or fireman and/or the supervisor of the department
 - 3) The date, time, location, file number of the call for police service (if required)
 - 4) Approximate cost of the services rendered.
 - 5) An invoice or bill from the interpreter (if provided)
 - 6) A copy of the police report or fireman report will be attached to the requisition form.
- b. The completed requisition form will be forwarded for processing through the proper chain of command.

E. Sangamon County Combined Dispatch Services (SCCDS) and the Office of Community Relations Procedures

1. SCCDS personnel will maintain an up to date roster of certified interpreters for persons who are deaf or hard of hearing.
2. This roster can be obtained from the web site www.idhhc.state.il.us .
3. **The Office of Community Relation can be contacted, if a certified interpreter is needed for a person who is deaf or hard of hearing or for a CART reporter for the City of Springfield.**

**CITY OF SPRINGFIELD
REASONABLE ACCOMMODATION REQUEST PROCEDURES**

I. POLICY

It is the policy of the City of Springfield to inform employees and applicants of the right to reasonable accommodations and to provide such accommodations in the most cost- effective manner available unless it would impose an “undue hardship”.

II. PURPOSE

The purpose of the policy is to ensure that requests for reasonable accommodations are considered in a timely manner and in a way that is consistent with the Americans with Disabilities Act.

III. PROCEDURES

A. An employee must request any and all reasonable accommodations on a “*Request for Reasonable Accommodation Form*”. This form can be obtained from the employee’s immediate supervisor or the Office of Human Resources. The employee is responsible for adequately responding to all questions on the form. Once completed, the form, along with any medical documentation supporting the request, shall be submitted to the employee’s immediate supervisor.

B. The immediate supervisor shall:

1. Grant the request if able to do so without obtaining further authorization. The immediate supervisor shall then indicate on the “*Request for Reasonable Accommodation Form*” that the accommodation has been made and forward the completed form to the ADA Coordinator; OR
2. Make a recommendation to the Division Head regarding the request within five (5) working days of receipt of the completed “*Request for Reasonable Accommodation Form*” and forward the request directly to the Division Head.

C. The Division Head shall make a recommendation regarding the request within five (5) working days of receipt of the “*Request for Reasonable Accommodation Form*” and shall forward the request directly to the Director.

EXHIBIT F

D. The Director will make the final decision regarding the request within five (5) working days of receipt of the “*Request for Reasonable Accommodation Form*”. A copy of the Director’s decision shall be given to the Division Head, immediate Supervisor and ADA Coordinator. The immediate Supervisor shall be responsible for providing the employee with a copy of the response within five (5) working days of receipt of the Director’s decision. If the recommendation is to grant the request, the immediate supervisor shall be responsible for the implementation of the request.

E. All reviewers shall consider each request based on the following criteria:

- The relationship between the accommodation and essential functions of the job;
- Necessity;
- Cost effectiveness;
- Undue hardship; and
- Compatibility with existing equipment (where applicable).

IV. UNDUE HARDSHIP

Reasonable accommodations do not have to be granted if they impose an undue hardship. However, consideration must be given to whether another accommodation exists that would not result in an undue hardship. Factors to be considered in determining whether a reasonable accommodation request poses an undue hardship include:

- the nature and cost of the accommodation;
- the overall financial resources of the facility , number of employees at such facility and the effect on expenses and resources;
- the overall financial resources and size of the employer, including the number of employees and the number, type and location of its facilities;
- the type of operation including composition, structure and functions of the workforce, geographic separateness and administrative or fiscal interrelationship;
- the impact of the accommodation on business operations.

V. APPEAL OF DECISION

If the employee wishes to appeal the Director’s decision, the employee must file an appeal with the City’s ADA Coordinator within ten (10) working days of notification of the decision. The request shall include the reasons for the request for reconsideration and, if appropriate, alternative suggestions for a reasonable accommodation. A decision shall be made and the employee notified within ten (10) working days of receipt of the appeal. The decision of the ADA Coordinator constitutes the final administrative action.

VI. EXTENSION OF TIME LIMITS

The time limitations provided in Section IV may be extended if circumstances warrant; e.g., absence of a person needed to make the determination, additional information required, etc. The individual requesting the reasonable accommodation shall be notified if an extension is required and shall be given the date of the extended deadline.

VII. MEDICAL VERIFICATION

At any time during the review process, medical documentation may be required to assess the accommodation request. It will be the responsibility of the employee/applicant to provide this information. The medical report(s) must include documentation supporting the need for the specific requested accommodation.

VIII. JOB APPLICANTS

This policy shall also apply to applicants for positions with the City of Springfield. Applicants who are requesting a reasonable accommodation to perform the essential functions of the job will also be required to complete the “*Request for Reasonable Accommodation Form*”. Applicants may request the “*Request for Reasonable Accommodation Form*” from the Office of Human Resources.

Grievance Procedure

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

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

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

**ADA Coordinator
Juan Huerta, Director,
Office of Community Relations
1450 Groth Street
Springfield, IL 62703
217-789-2270 (Office)
217-789-2268 (Fax)
217-391-1559 (TTY)
Juan.Huerta@springfield.il.us**

Within fifteen (15) calendar days after receipt of the complaint, ADA Coordinator or his/her designee will meet with the complainant to discuss the complaint and the possible resolutions. The designee will respond in writing within (15) calendar days of the meeting a written response or in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the City of Springfield, Illinois and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within fifteen (15) calendar days after receipt of the response to the Mayor or his designee.

Within fifteen (15) calendar days after receipt of the appeal, the Mayor or his designee will meet with the complainant to discuss the complaint and possible resolutions. Within (15) calendar days after the meeting, the Mayor or his designee will respond in writing, or in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by ADA Coordinator or his/her designee, and responses from these two offices will be retained by the City of Springfield for at least three years.

**ADA Grievance Form
City of Springfield, Illinois**

1. Date of Grievance: _____
2. Name of Person filing the Grievance: _____
3. Contact Information: Address _____ Phone _____
Email: _____
4. Date of alleged discrimination: _____
5. Please describe in detail what prevented you from being able to receive the benefits of the City of Springfield programs, services or activities. Include dates, locations, (addresses and parts of buildings), witnesses and any other details that will aid the City in the investigation of your grievance.

6. Have you discussed this matter with City staff? ☐ YES ☐ NO If yes, whom?

7. What would you like to see done to resolve the issue?

8. Signature _____ Date _____

If, because of your disability, you need assistance in completing this form please notify the City ADA Coordinator:

**ADA Coordinator
Juan Huerta, Director
Springfield Office of Community Relations
1450 Groth Street • Springfield, IL 62703
(217) 789-2270 (Office) • (217) 789-2268 (Fax) • (217) 391-1559 (TTY)
Email: Juan.Huerta@springfield.il.us
Office Email: community.relations@springfield.il.us
Day/Hours Available: Monday –Friday, 8:00 AM – 4:30 PM**

Emergency Evacuation Plan for People with Disabilities

There are both audible signals and visual signs

1. Some people with disabilities may not want assistance. In such cases, the fire warden should alert the fire department to their last known location.
2. For those who do want assistance, below are some suggestions:
 - a. People who are unable to walk - If located on an upper floor, the employee may be assisted to a stairwell landing to await evacuation or further instructions by fire department personnel. It is important that the co-worker or “buddy” who is assigned to the person with the disability stay with the person until the emergency is over or insure that the person with the disability is provided with a walkie-talkie, and, is capable of using it.
 - b. People who can walk with assistance: These employees may not be able to travel to a safe area quickly. A co-worker or “buddy” may be designated to assist and accompany the person in descending the stairs in the event additional help is needed, or the individuals may choose to wait in a stairwell for fire department personnel to assist them. It is important to inform the fire department personnel of this decision. Someone should be assigned to stay with this person until the emergency is over, or, insure that the person with the disability is provided with a walkie-talkie and is capable of using it.
 - c. Visual Impairment: Those individuals with poor vision or no vision may not realize the extent or location of an emergency, and may walk into unexpected objects in paths of escape. An employee with a visual impairment can proceed down the stairs with minimal assistance from a sighted coworker. The individual may prefer to hold on to the sighted person’s elbow and walk a half-step behind. Someone should follow behind to protect the employee from being pushed down in the event of crowding. It is best if someone remains with the employee until the emergency is terminated.
 - d. Deaf or Hard-of-Hearing: Deaf and hard-of-hearing individuals may not be able to distinguish audible warning alarms or respond to voice communications. They may be able to see a visual alarm; if so, they should be able to evacuate with the other employees. If there is no visual alarm nearby, personal notification in the form of sign or hand gestures will be necessary. It is especially important that the floor warden check in restrooms, copy rooms, and kitchens in case an alarm may not be seen from that area. To get the attention of deaf or hard-of-hearing employees, flick the room light switch on and off to convey the need to communicate.

EXHIBIT H

Evacuation Procedure for People with Disabilities:

1. The floor warden must know the whereabouts of every person with a disability who is in the work area and know who that person is.
2. Each floor warden shall designate an assistant and an alternative to assist the person with the disability to the secure stairwell.
3. Before leaving the person with the disability and the co-worker/buddy in the area of refuge, the floor warden shall give the person(s) a walkie-talkie set.
4. If the person with disability is capable of operating the walkie-talkie, the co-worker/buddy may choose to proceed out the building to the assigned meeting area.
5. The floor warden shall keep the other walkie-talkie for communication with the person(s) in the area of refuge.
6. The safety supervisor and the floor warden shall descend the stairwell making sure all the doors in the stairwell are closed.
7. The floor warden shall exit the building and shall notify the fire personnel where the persons with disabilities are located in the areas of refuge.