



MEMORANDUM

To: Matthew Zoll, M.Sc., AICP
Bicycle and Pedestrian Program Manager
Pima County Department of Transportation

C: All Meeting Attendees (See Attachment 1) Jean Maldonado, PCOA
Robert Hill, ASDB Christine Molina, PCHR

From: Kenneth Shackman, P.E., PTOE
Senior Associate

Date: November 27, 2009

Subject: Pima County ADA Transition Plan Update
Summary of the November 20, 2009 Advisory/Oversight Committee Meeting
CLA Project Number 2009.25

The “Kick-Off” meeting of the Advisory/Oversight Committee (AOC) was held at the City of Tucson/Pima County Public Works Building in the 9th Floor Conference Room of the Pima County Department of Transportation (PCDOT) GIS Division. The members of the AOC who attended the meeting are shown on Attachment 1.

Since this was the first meeting of the AOC, Mr. Zoll asked the attendees to introduce themselves and to state what organization they represented. Once introductions were completed, Mr. Zoll discussed the initiation of this project for unincorporated Pima County using Project Development Assistance Funds (PDAF) funds provided by the Pima Association of Governments (PAG). He also noted that the initial Pima County ADA Transition Plan effort, entitled *ADA Roadway Compliance Plan*, dates back to the mid-1990s. However, the improvements made over the past 15 years have been limited due to insufficient funding and it is hoped that the current effort will have better results.

Next, Mr. Zoll gave an overview of the current effort. He briefly discussed the draft Project Management Plan (PMP), the draft Literature Search, and the development of the AOC. He noted that existing databases maintained by PCDOT and other agencies will greatly assist the current effort. Mr. Zoll noted that pedestrian facility improvements have been made in the recent past using local ADA and Regional Transportation Authority (RTA) funding as well as U.S. DOT funding; however, due to the federal regulations, the process followed for federally funded pedestrian facility improvement projects is more complicated, more expensive, and slower than it should be. He also stated that funding, in general, will be a problem due the current economic conditions.

Dr. Lueck discussed the role of the AOC to provide input and guidance. He was very pleased with the composition of the AOC and by the number of members who attended the “Kick-Off” Meeting.

Mr. Shackman briefly discussed the draft PMP, which is a “road map” for the project, and its importance. CLA has successfully used PMPs on several Pima County projects in an attempt to keep projects on schedule and within budget. The PMP describes the roles of the project participants (including the AOC members), the work tasks, and the deliverable products. It includes the Project

Schedule. Mr. Shackman briefly discussed each of the work tasks and the Project Schedule. He reminded the committee members that review comments for this document are due by the end of November. It was stated that once the draft PMP was completed, the CLA staff commenced work on Work Tasks 1.2 through 1.5. Also, Work Tasks 1.2 through 1.8 will be documented using Technical Memorandums (Tech Memos). The Tech Memos will be written in such a way that they will become the chapters of the final project report. This will expedite the preparation of the final report and reduce the review effort for the members of the AOC.

Next, Mr. Shackman discussed the 10 month Project Schedule. Members of the AOC were provided with a printed schedule; however, a copy of the schedule is included as an exhibit in the PMP.

Mr. Esparza discussed the draft Literature Search Tech Memo, which is undergoing internal review and revision. He has conducted a thorough internet search. There are numerous documents available from the U.S. DOT and the Access Board that address ADA issues related to pedestrian facilities. Little is available from the Arizona DOT. PAG prepared the Tucson Region Sidewalk Inventory Project Report in 2005, but it does not specifically identify all ADA pedestrian facility deficiencies. PCDOT, in its design related documentation, includes statements stressing the fact that current ADA requirements need to be satisfied. A new National Cooperative Highway Research Program (NCHRP) report has recently been released entitled *ADA Transition Plans: A Guide to Best Management Practices* (NCHRP 20-7 / 232). This may be a very useful document for this Pima County assignment.

Next, Dr. Lueck discussed future AOC meetings. He noted that four AOC meetings are currently scheduled. The second meeting is planned to be a field trip to inspect examples of satisfactory and unsatisfactory ADA treatments. Depending on circumstances, the scheduling of the three remaining meetings, which are highlighted in the Project Schedule, may be adjusted and more meetings may be held, if needed. He also discussed the ThinkTank session that is proposed to be conducted by the PAG staff during the third meeting. ThinkTank sessions have proven in the past to an effective means of collecting information from a diverse group of individuals similar to the composition of the AOC. During his discussion, Dr. Lueck noted the need to create a website for the project, possibly on the Pima County home page.

Towards the end of the meeting, there was an opportunity for the members to discuss some ADA deficiencies that they have encountered. Some of the problems identified were: 1) the inadequacy at the major malls to provide pedestrian facilities between the sidewalks on the adjacent streets and the sidewalks at the mall buildings, 2) the need to fill in missing segments of sidewalks, and 3) the need to install bus stop signing that can be differentiated from other traffic control signing by the visually impaired. Several AOC members also suggested other sources of information to be reviewed. They include: 1) Criss Cole Rehabilitation Center in Austin, Texas, 2) University of Arizona Department of Special Education, Rehabilitation & School Psychology, 3) University of Arizona Department of Disability and School Psycho-educational Studies, 4) Access Center for Independent Living in Dayton, OH, 5) U.S. Census Bureau (to obtain locations of individuals with disabilities), and 6) Medicaid (for information about Infrastructure Grants).

The next meeting of this group was scheduled for the second full week in January 2010. It will be on January 12, 13, or 14. An email will be sent asking the members to send information about their availability. This meeting will be a field meeting and more information will be sent about it several weeks in advance.

KAS/kas



ATTACHMENT 1 – INDIVIDUALS ATTENDING THE MEETING

Jennifer O'Connor Pima Association of Governments Elderly and Persons with Disabilities Assistance Review Task Force	Susan Vos Pima County Department of Transportation Transportation Systems Division	Matthew Zoll Pima County Department of Transportation Transportation Engineering Division
David Cummings Pima County Department of Transportation Operations and Maintenance Division	John Hill Pima County facilities Management Department	Curtis Lueck Curtis Lueck & Associates
John McManus Pima County Department of Transportation Traffic Engineering Division	Scott Hurlburt Southern Arizona Association for the Visually Impaired	Marcos Esparza Curtis Lueck & Associates
Rick Ellis Pima County Department of Transportation Transportation Engineering Division	Cyndi Segroves Tucson Commission on Disability Issues	Kenneth Shackman Curtis Lueck & Associates
Paul Bennett Pima County Department of Transportation Transportation Engineering Division		