

December 20, 2022

To: Township Board of Trustees

Cc: Department Head Staff

Re: ADA Transition Plan Matrix Update

The ADA Transition Plan has been updated reflecting all upgrade reports that have been turned in to me. If there is anything missing that has been upgraded, please submit the ADA Compliance Reporting Form for that line item by January 20, 2023. The form is attached, and can be found on the V drive under Forms/ADA.

When reviewing this matrix for your department, please be advised of the following:

- Projected cost, estimated in 2016, has been increased by 20% in the “Adjusted Cost” column
- Items in yellow are Priority level 1, which should be the focus for 23/24 FY upgrades\*
- Items in green are complete
- “Completed” column meanings:
  - IP means the item is “In Process”
  - X means complete
  - N/A means the repair is not required or belonging to a Township facility

A copy of the Executive Summary has also been attached for your reference. The priority levels shown below, are from that document.

#### **\*Priorities Explanation**

The following is an overview of the elements that may need to be modified for accessibility and the recommended order noted in the preamble of the Americans with Disabilities Act.

**Priority 1** (Highest Priority) From parking up to and through a door of a building or up to specific area (Such as a picnic shelter, playground, building entrance, etc.)

**Priority 2** (From entrance of a building to different elements within the structure or within a specific area (such as a building rooms, playground, garden, golf course, etc.)

**Priority 3** (Within a restroom and shower area) signage.

**Priority 4** (Lowest Priority) (Elements not critical to participating in a program but noted in the Americans with Disabilities Act Accessibility Guidelines (ADAAG))