

**Memorandum of Understanding
 ADA Compliance and Implementation Plan
 City of Willowick and Lake County Planning and Community Development**

The City of Willowick enters into an understanding and agreement that Lake County Planning and Community Development (LCPCD) will assist the City of Willowick in evaluating and developing an implementation plan for transitioning all City owned facilities to be compliant with the American with Disabilities Act (ADA) through 48 hours of Community Planning Services entitled to City of Willowick through the Lake County Planning Commission Bylaws. Any additional hours over 40 hours may be charged to the City in accordance with the Bylaws. For the evaluation, LCPCD will create inventory of all curb ramps, crosswalks, and City/Public facilities, apply condition ratings or create a compliance checklist based on ADA requirements, and conduct field assessments as necessary to determine condition and/or accessibility of a facility.

In the development of a written plan, LCPCD agrees to use a template provided by ODOT and/or other communities that have developed similar plans. The plan shall include identification of an ADA coordinator, creation of grievance protocols and procedures, an inventory of all applicable facilities within the City with condition ratings, an implementation plan, and a summary of the evaluation process, including any public meetings held to discuss development of plan.

To ensure the City remains in compliance of the agreement, LCPCD will ensure the completion of terms 3 through 6 by the specified date as detailed below:

Term Number (Ref. Section Three: Terms of Agreement)	Description	Completion Date
3	Create ADA complaint procedures and policies	February 20, 2023
4	Implement ADA/Sidewalk Maintenance and Enforcement Plan	April 17, 2023
5	Complete Self-Evaluation of Public Facilities	July 17, 2023
6	Complete and Implement ADA Transition Plan	October 30, 2023

The City shall provide timely responses to requests for information or input as needed in order for LCPCD to complete all items by the dates specified above. This project will be performed using the standard allotted hours LCPCD provides for each community within its jurisdiction. If time to complete such plan exceeds that allotted amount, addition funding will be supplied by the Community Block Development Grant program until the plan is completed.

 Michael J. Vanni, Mayor/Safety Director
 City of Willowick

 Date

 David Radachy, Director
 Lake County Planning and Community Development

 Date

 Jason Boyd, County Administrator
 Lake County Administrator Office

 Date