

MIAMI BEACH

City of Miami Beach The Americans with Disabilities Act (ADA)

ADA Transition Plan Update 2023

**ALINA T. HUDAK
City Manager**



**VALERIA MEJIA
City ADA Coordinator**

To request this material in alternate format, sign language interpreter (five-day notice required), information on access for persons with disabilities, and/or any accommodation to review any document or participate in any city-sponsored proceedings, call 305.604.2489 and select 1 for English or 2 for Spanish, then option 6; TTY users may call via 711 (Florida Relay Service). You can also make requests online at www.miamibeachfl.gov/ada

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 Miami Beach will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: the City of Miami Beach 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.

Effective Communication: the City of Miami Beach will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in any City programs, services, and activities, including qualified sign language interpreters, documents in alternate formats, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: the City of Miami Beach 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 City of Miami Beach 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 Miami Beach, should contact the main ADA request line 305-604-CITY (2489) Option 6 and leave a detailed message of the request with name and contact information, location and date for when the service is needed. Requests can also be made online with advance notice as possible but no later than 72 hours before the scheduled event at www.miamibeachfl.gov/ADA

The ADA does not require the City of Miami Beach 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 Miami Beach is not accessible to persons with disabilities should be directed to Valeria Mejia, ADA Coordinator, at 1700 Convention Center Drive, Miami Beach, FL. 33139, (305) 673-7000 x. 22988 or ValeriaMejia@miamibeachfl.gov

The City of Miami Beach 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.

CONTENTS

- I. Introduction
 - A. Legal Authority
 - B. Requirements and History
 - C. City Policy and Anti-discrimination ordinance
- II. Disability Access Committee – Public Input
- III. ADA Coordinator and City Departments ADA Liaisons
- IV. Self-Evaluation of Programs and Services
 - A. Policies and Procedures
 - B. Effective Communication and Auxiliary Aids
 - 1. Interpreters
 - 2. Telecommunications
 - C. Voting
- V. ADA Complaints/Requests
 - A. Grievance Procedure
- VI. Facilities Inventory and ADA Improvement Projects
 - A. Buildings
 - B. Parks
 - 1. Beaches
 - 2. Recreational Programming
 - C. Streets and sidewalks
 - D. Parking Facilities
- VII. Funding

I. INTRODUCTION

A. LEGAL AUTHORITY

The ADA was passed by the U.S. Congress to provide a comprehensive mandate for the elimination of discrimination against individuals with disabilities and to provide standards which address such discrimination. This legislation offers civil rights protections to individuals with disabilities like those provided to individuals on the basis of race, sex, national origin, age, and religion. The ADA is composed of five titles as follows:

Title I	Employment
Title II	State and Local Government Services
Title III	Public Accommodations and Commercial Facilities
Title IV	Telecommunications
Title V	Miscellaneous Provisions

The Government Services provisions of the ADA, or Title II, have the greatest impact on the City. Title II applies the requirements of Section 504 of the Rehabilitation Act of 1973, plus some new requirements, to all state and local governments. In addition, as an employer and landlord, the City is also directly and indirectly affected by the provisions of Titles I and III of the ADA.

B. REQUIREMENTS AND HISTORY

The Americans with Disabilities Act (ADA) of 1990 is a civil rights statute (hereinafter referred to as the Act) that prohibits discrimination against people who have disabilities and mandates equal opportunity for individuals with disabilities. There are five separate Titles (sections) of the Act relating to different aspects of potential discrimination. Title II of the Act specifically addresses the subject of making public services and public transportation accessible to those with disabilities.

Under Title II of the ADA, all cities, municipalities, and state offices were required to complete a Transition Plan by July 26, 1992. As a necessary step to a transition plan to provide accessibility under the ADA, state and local government, public entities and/or agencies are required to perform self-evaluations of their current facilities, relative to the accessibility requirements of the ADA. A self-evaluation to review all the services, policies, and practices offered by each of the City's departments, divisions, and instrumentalities to its own citizens and to others, was to be prepared by January 26, 1993. Concurrently, the City proceeded to develop the initial 1992-1995 Transition Plan and the City of Miami Beach Self-Evaluation. The Self-Evaluation required a review of a significant number of factors related to the provision of accessible programs, activities, and services, as well as the removal of architectural barriers in City-owned facilities. It is the City of Miami Beach's intent to

effect full compliance with the ADA. Both the ADA Transition Plan and Self Evaluation have been updated since.

The City also created a Disability Access Committee to represent the interests of people with disabilities within the community. The committee comprises 14 members which include persons having mobility impairments, deaf and/or hard of hearing, blind and/or visually impaired; persons with mental, cognitive or developmental disabilities; representatives of the industry of tourism and convention, hospitality and healthcare.

C. CITY POLICY AND ANTI-DISCRIMINATION ORDINANCE

It has been a long-standing City policy to provide equal services and opportunities to all its citizens and employees in accordance with federal, state, and county guidelines with regards to race, religion, national origin, age, sex, or disability. The City of Miami Beach is proud to have passed the State of Florida's first human rights ordinance prohibiting discrimination -- including discrimination on the basis of sexual orientation -- and providing penalties upon conviction of the ordinance.

II. DISABILITY ACCESS COMMITTEE

The Disability Access Committee (DAC) (formerly the Mayor's Ad Hoc Barrier Free Advisory Committee and Barrier-Free Environment Committee) was created as an advisory board to the City. The purpose of this committee is to review, formulate, and coordinate information, suggestions, proposals, and plans, and to address complaints from the general public to provide more conveniently accessible facilities, public buildings, streets, sidewalks, and programs for the persons with disabilities in the City.

III. ADA Coordinator and City Departments ADA Liaisons

Ms. Valeria Mejia, is the designated ADA Coordinator for the City of Miami Beach. Contact information for Ms. Mejia is:

Ms. Valeria Mejia
ADA Coordinator City of Miami Beach
1700 Convention Center Drive, Miami Beach, FL 33139
Phone: (305) 673-7000 ext. 22988 Fax: (305) 673-7963
Email: valeriamejia@miamibeachfl.gov

The ADA coordinator's office is located in the Public Works Department in City Hall. The ADA Coordinator works with all City departments to coordinate that department's compliance with the ADA in the provision of its programs, services and activities to residents with disabilities. The ADA coordinator and departmental liaisons/coordinators

work with residents, visitors and customers in general to resolve complaints on an informal level, and to address formal ADA grievances.

Marcia Monserrat, Office of the City Manager
Joe Gomez, Public Works Director
Valeria Mejia, City ADA Coordinator
Cindy Casanova, Parks & Recreation ADA Coordinator
Ana Salgueiro, Building Department Director
Maria Cerna, Capital Improvement Projects Division Director
Ernesto Rodriguez, Executive Police Officer
Virgilio Fernandez, Fire Chief
Vincent Canosa, Ocean Rescue Chief
Otniel Rodriguez, Transportation Assistant Director
Monica Beltran, Parking Director
Kestia Marcelus, Human Resources
Alba Tarre, Housing and Community Services Director
Tom Mooney, Planning Director
Rob Rosenwald, Legal Department
Rafael Granado, City Clerk
Frank Quintana, Chief Information Officer
Melissa Berthier, Office of Communications Director
Lisette Arrogante, Tourism and Culture Director
Kevin Pulido, Neighborhoods Outreach

IV. Self-Evaluation of Programs and Services

The Self-Evaluation is the City's assessment of its current policies, practices and procedures to ensure the provision of programs, activities, and services, allows equal opportunity to all members of the community. For this assessment, the ADA coordinator worked with the departments ADA coordinators to review each of the departments' programs and services as well as evaluate the current and/or potential architectural barriers in City-owned facilities.

The Transition Plan describes the conditions of the facilities where programs take place, and lists structural modifications that have been made or that need to be made to meet compliance with the ADA. Section VI Facilities Inventory and ADA Improvement Projects, includes the inventory of the City's facilities and ADA improvements made or planned for compliance.

A. Policies and Procedures

The City's current policies or practices do not limit the participation of individuals with disabilities in any City program or service. In the case of employment, all

classifications and positions are based on job content and tasks of each particular job are required of all applicants and employees regardless of race, color, creed, age, sex, national origin, sexual orientation, or disability.

The City notifies the public about its non-discrimination policies in all vehicles and media used for other purpose.

1. Describe how the City notifies the public about its non-discrimination policies and what special procedures are used for individuals with disabilities.

Vehicles and media that are used or will be used to inform the public of the City's Non-Discrimination Policies and opportunities are:

- Newspaper advertisements of all employment opportunities continue to include a statement that the city is an "Equal Opportunity Employer" and displays the access statement and the logo to attract the community of persons with disabilities.
- The Disability Access Committee plays an important role in providing input on information, advertising, and promoting of the City's policies towards the general public, interested parties, or organizations.
- The City will continue to use the news media and special print media to advertise the City's policy regarding non-discrimination and ADA compliance. Currently the City's ADA Grievance Procedure is published three times per year in a newspaper of general circulation, as well as being posted on the City's Internet website and in all City facilities.
- Posters stating the City's non-discrimination policy and relevant ADA information are distributed to all departments for posting, reproduction, and distribution to supervisory personnel.
- The City includes a universal access statement on *all* printed brochures, pamphlets, notices, and all other materials disseminated by the City to the public. This includes, but is not limited to, booklets, flyers, announcements, and event schedules intended for distribution to the general public. The purpose of the access statement is to provide persons with disabilities a mechanism for requesting information about disability access, as well as for requesting the written materials in alternative format, such as large print or audiotape. The universal access statement reads as follows: *"To request this material in alternate format, sign language interpreters (5-day notice required), information on access for persons with disabilities, and/or any accommodation to review any document or participate in any city-sponsored*

proceedings, call 305-604-2489 (voice), select 1 (English) or 2 (Spanish) and press Option 6 to leave a message with your request. TTY users may call via 711 (Florida Relay Service). You can also make requests online at www.miamibeachfl.gov/ada by selecting ADA request”

- The City's Internet website provides a link to the ADA Office webpage. The ADA Office webpage, in turn, provides a link to the City's ADA Grievance Procedure as well as other disability access information.

2. Describe the existing policy and how it has been communicated to all appropriate staff.

- The City of Miami Beach continuous its intentions to achieve compliance with ADA requirements and maintains the ADA Notice posted in its website, with a link through the ADA office page. Additionally, with the access statement and through the City's Employee communications, City Manager Memoranda, and Policy Manual the City's Policy, these advisories will continue to reiterate the City's quest for access for all.
- A statement regarding the City's non-discrimination policies is included in the City's Personnel Rules and Regulations Manual and in grievance procedure documentation.
- The City's Internet website provides a link to the ADA Office webpage. The ADA Office webpage, in turn, provides a link to the City's ADA Grievance Procedure as well as other disability access information.

3. Describe the establishment of City Policy regarding ADA compliance.

- A listing of the City's general and specific non-discrimination policies, as well as accessible programs and facilities, was compiled and issued to all City Departments, and remains in force.

4. List City documents and media that include policy statements about non-discrimination:

- City Commission Resolutions and Ordinances
- Personnel Policy Manual
- Administration Policy Manual
- City Manager's Memorandum to department heads
- Public Announcements and legal notices
- Employee Newsletter
- Informational and advertising material
- Parks and Recreation Newsletter/Magazine

- ADA Office webpage on the City's website
- 5. List the appropriate body in the City to establish administrative policy.**
- Administrative policies are established through the City Manager's Office.
- 6. Give the date that the policy was established and distributed to City Personnel:**
- The City's ADA Grievance Procedure was promulgated in 1998.
- 7. List policies and practices that limit the participation of individuals with disabilities.**
- Currently there are no policies or practices which limit the participation of individuals with disabilities in any City program or service. In the case of employment, all classifications and positions are based on job content and tasks of each particular job are required of all applicants and employees regardless of race, color, creed, age, sex, national origin, sexual orientation, or physical handicap.
- 8. List all sources of policies (including state statutes, county and City ordinances, administrative policies, City Commission directives, manuals, etc.) that govern the administration of the City's programs, services, and activities.**
- City Charter
 - City Commission Ordinances
 - City Commission Resolutions
 - Administrative Policy
 - Departmental Mission Statements
 - Departmental Function Descriptions
 - Departmental Statements Of Policy
 - Personnel Policy Manual
- 9. List City program eligibility and admission criteria or licensing standards and procedures that establish standards for City programs, services, and activities, such as:**
- Physical or mental fitness or performance requirements
 - Safety Standards
 - Testing Requirements
 - Educational Requirements
 - Living Within City Limits Requirements

- Employment Within City Limits Requirements
- Insurability Requirements
- Credit or Background Requirements
- Currently there are not any City programs, Committee, Board, admission criteria nor licensing standards and procedures which may limit the participation of persons with disabilities in any of the City's programs, services, and activities.

10. Describe how these policies and practices were examined to determine if they had the purpose or effect of excluding or limiting the participation of individuals with disabilities in City Programs, services, and activities.

- All City departments continuously update their self-evaluations scrutinizing their policies, programs, services, and activities, as their programs change, evolve or expand to ensure each department continues to provide accessible programs and services.
- In addition, several training have been delivered to different City departments on Accessibility Compliance as a government entity, Accessibility Sensitivity training, and departments representatives continuously attend the meetings of our Disability Access Committee to understand the specific needs of our community with disabilities, respond, modify and implement practices as needed.

11. List the policies and practices that have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities in City programs, services, and activities.

- The City is not aware of any City policies and practices which may limit the participation of persons with disabilities in any City programs, services, and activities, nor does the City plan to implement any such policy or practices.

12. List any such policy and practices that will be altered or eliminated.

- The City is not aware of any City policies and practices that need to be altered or eliminated. However, if it becomes necessary to do so, we will effect any required changes as soon as possible and those changes will be reflected in the listing of the City's general and specific non-discrimination policies and practices regarding persons with disabilities.

13. Describe how these changes were communicated to City staff and the public.

- Communication regarding any changes is not currently necessary.

However, if the need arose, City staff would be notified, as well as the general public.

B. Effective Communication and Auxiliary Aids

- The City provides Real Time Captions in English and Spanish in all Commission meetings; funding was recently expanded to provide captions in Commission Committee meetings.
- The City of Miami Beach offers reasonable accommodations upon request, including sign language interpreters on-site or remote on video, CART services, amplified headphones, etc.
- The City provides printed material in alternate formats, digital formats, etc upon request. The city's website and app are compatible with screen-reader software and voice-over feature in smart devices. It further has a self-assessment scanning tool to identify issues with accessibility and produce a report for addressing.

C. Voting

Every voting location in Miami Beach meets Americans with Disabilities Act (ADA) standards. Each one is equipped with a paper-based voting system that uses touchscreen and/or audio technology, which could help voters who have issues with their eyesight, trouble reading, or disabilities.

In Person (Election Day and Early Voting)

Per Florida Statute 101.051, a voter who needs assistance to vote must fill out a Declaration to Secure Assistance. An election official can assist, but if the voter brings a person to provide assistance, that person must fill out a Declaration to Provide Assistance. Both forms are available at the voting location.

- View a sample copy of a [Declaration to Secure Assistance](#)
- View a sample copy of a [Declaration to Provide Assistance](#)

National Voter Registration Act

The National Voter Registration Act, also known as the Motor Voter Act, came to be so that people could register to vote more easily. It was also written to help boost the number of minority voters and the number of voters with disabilities.

The Motor Voter Act requires all offices of state-funded programs that provide services to persons with disabilities to also provide them with voter registration applications, assist them with completing the applications, and to send the completed applications to the proper state official.

Eligible Miami Beach residents can register to vote at the following locations:

- Department of Motor Vehicles Driver's License Offices
- Miami-Dade County Public Libraries
- Youth and Family Services (Public Assistance Offices)

Voting Accessibility for the Elderly and Handicapped Act

The Voting Accessibility for the Elderly and Handicapped Act requires that voting locations be set up so that people with disabilities can enter, vote, and exit with relative ease during Federal elections. The law also requires that telecommunications devices for the deaf (TDDs), also known as teletypewriters (TTYs), be available.

- All Miami Beach polling places are handicap accessible.
- Vote-by-mail voting is available to all voters upon proper request.
- Accessible telecommunication is available at 305-499-8480 (voice/TTY).

Special Needs and Language Assistance

The Voting Rights Act ensures that every voter can register to vote, easily enter and exit the polling location, and have easy access to a voting booth. Also, the Voting Rights Act requires that ballots do not discriminate against blind or visually-impaired persons or persons who cannot read English.

- All Miami Beach polling places are equipped with at least one ADA touchscreen voting machine.
- All ballots and election-related materials are available in English, Spanish, and Creole.

In addition:

- Polling places are staffed with bilingual workers to provide voter assistance.
- Voters may choose an individual to assist them with voting.

The Miami-Dade County Elections Department offers voters with a qualified disability under the Americans with Disabilities Act (ADA) the option to receive an accessible vote-by-mail ballot by email. This may further allow voters to cast their ballot independently without the assistance of another person. Voters must request the ballot using the Accessible Vote-by-Mail Electronic Ballot Request Form. This is a PDF fillable form that will need to be filled in, printed, signed, and returned to the Miami-Dade County Elections Department. The voter can also request the form online and follow the instructions.

V. ADA Complaints/Requests

- Complaints are processed as per the City's ADA Grievance Procedure Policy through the ADA Office and Human Resources Department.
- In addition, patrons can request information on access for persons with disabilities, and/or any accommodation to review any document or participate in any city-sponsored proceedings by calling 305-604-2489 (voice), selecting 1 (English) or 2

(Spanish) and pressing Option 6 to leave a message with your request. TTY users may call via 711 (Florida Relay Service). They can also make requests online at www.miamibeachfl.gov/ada by selecting ADA request.

VI. Programs and Facilities Inventory and ADA Improvement Plans

- **Capital Improvement Projects:**

The Office of Capital Improvement Projects is continually working on over 200 assignments in various stages. This includes projected construction activity in several neighborhoods that total close to \$48 million in the FY23-27 period. And as we continue work in several neighborhoods, we are close to launching several other facility projects, which are ADA Title II compliant. The City's website provides updated information on projects at [Active Projects - City of Miami Beach \(miamibeachfl.gov\)](http://www.miamibeachfl.gov/active-projects)

- **Audible Pedestrian Signals:** The Transportation Department and the City's ADA Office have installed audible pedestrian signals at 52 intersections at various locations throughout the City by making the request to the County. The Transportation Department inspects the APS systems functionality in response to community requests or complaints and reports to the County any problems or maintenance needed for the systems. In addition, both departments address concern and/or complaint related to the signals in conjunction with the County. New APS installations are shared with our Disability Access Committee.

- **Bus Stop Access:** The Public Works Transportation Department surveyed bus stop locations throughout the City and evaluated the degree of accessibility at each location. Locations found to be deficient have been made compliant with necessary elements, accessible paths of travel to/from rights of way, and concrete pads that facilitate boarding/exiting for persons with mobility impairments. The Department continually works with public right of way contractors to ensure accessibility is maintained.

- **Trolley Buses:** The City operates four (4) trolley routes: North Beach Loop (Implementation Date: October 29, 2014), Middle Beach Loop (Implementation Date: November 22, 2016), Collins Express (Implementation Date: December 22, 2016), and South Beach Loops (Implementation Date: November 1, 2017). The City's fleet has 33 vehicles (21 vehicles in operation and 12 spares at the time): 12 low-floor and 21 high-floor trolleys. All trolleys are ADA Compliant: low-floor trolleys have wheelchair ramps, and high-floor trolleys have wheelchair lifts. Each trolley has two spaces for wheelchairs.

- **Freebie Service:** The Freebee service commenced on May 31, 2019. Currently, Freebee provides two separate services: Mid-Beach On-Demand Transit Service and On-Demand Transit Service for Seniors. Freebee fleet has 2 Tesla X vehicles for Mid-Beach service and 2 Gem e6 (golf-type car) for Senior service. Freebee offers customers the option to request a wheelchair-accessible vehicle in compliance with the

requirements of the Americans with Disabilities Act.

- **Real-Time Captioning:** The City provides real-time closed captioning for its television broadcasts of City Commission (equivalent to a City Council) meetings, in both English and Spanish. The real-time captioning services have distinct advantages over American Sign Language (ASL) interpreters, including the ability to reach a much wider audience, particularly people who have lost hearing later in life and do not read or speak ASL. (ASL interpreters are provided upon request for attendees who need assistance in communicating when participating in a Commission meeting, or in any other City-sponsored proceeding or program.)
- **Recreational Programming:** The City's Parks and Recreation Department – which has its own departmental ADA Coordinator – offers numerous therapeutic programs for adults and children. Some programs, such as Special Olympics athlete training, are specifically for people with disabilities. Others, such as after school programs, have participants that are both disabled and non-disabled. Accessible transportation is provided free of charge for Miami Beach residents participating in specific therapeutic programs. Parks and Recreation currently operates four community or youth centers and three public swimming pools. All pools have lifts that allow wheelchair users to enter the pool easily and safely. The Parks and Recreation Department's special populations' programs are detailed in the Parks and Recreation magazine, which is posted on the City's website.
- **Enhanced Beach Access:** The City has installed beach matting and/or wood decking on 21 locations that allow wheelchair visitors with mobility devices to cross the soft sand over the dune onto the beach side. Additionally, a few hotels and/or condominiums have also installed accessible surfaces over the dunes to increase accessibility resulting in approximately 25+ accessible entry points to the beach. The City has had manual beach wheelchairs motorized beach wheelchairs for over 10yrs that can be used independently. There is also a fully accessible playground and accessible beach program at Allison Park on Collins Ave and 64th Street in collaboration with Sabrina Cohen, a member of our Disability Access Committee, and her Sabrina Cohen Foundation.
- **ADA-Related Training:**
 - Disability sensitivity training is coordinated and provided through the ADA Office to be given to different departments including Public Works, Human Resources, Emergency Management, Police and Fire on a regular basis. Customer service training specifically on disability accommodation for City employees who provide front-line customer service has been provided, as has orientation and mobility training for pertinent City staff to teach how blind people navigate and orient themselves.

GENERAL FACILITIES

Bass Museum (2121 Park Avenue) The Bass Museum has been made fully ADA compliant. The facility is accessible to persons with disabilities via its front and side entrances. Access features include Braille signage, doors, door hardware, elevators, and alarms. Restrooms are fully accessible. Programs and evolving technologies are continuously evaluated looking for upgrades that can also include increased access to exhibition content, the latest planned upgrades include Audio Induction Loop for people who are hard of hearing and beacon-based wayfinding system that can be adapted to assist blind visitors.

City Hall (1700 Convention Center Drive): Access into and through City Hall is fully accessible, from accessible parking, pathways, ramps, elevators. Accessible restrooms, including unisex restrooms, are also provided. Evacuation plan has also been updated including Evacuation device for wheelchair users in the 4th floor.

- **Building Department, Planning Department, and second floor common area restrooms:** An extensive renovation was completed in 2010 to expand the operation of the Building and Planning Departments and to make the Department more user- friendly and accessible. The project brought all areas of the Building and Planning Departments into full ADA compliance. During this renovation, the common area restrooms were also renovated to provide ADA compliant restrooms on the second floor. Main Public Elevator has verbal floor annunciator for enhanced accessibility.

Convention Center (1901 Convention Center Drive): This facility completed a multi-million dollar project including the full renovation and expansion of the building, maintaining accessibility as well as making the facility LEED-certified. In November 2014, the RFP process to select Design-build firms, resulted in the selection two firms. The project was completed in 2020.

777 17th Street Office Building:

- **Housing and Community Services:** this department was relocated to this building in late 2020 with a new build-out of interior space made ADA compliant.
- **Capital Improvement Program Offices (CIP):** the offices for the Capital Improvement Program Department were constructed on the second floor of the 777 Building to full ADA compliance since originally occupied.
- **Elevator upgrades:** Both passenger elevators in the building had extensive renovations to bring both elevators into ADA compliance which has been maintained

over the years.

Marine Patrol Headquarters (18th Street & Purdy Avenue): Restroom access is provided in the adjacent park. There are no programs provided to the general public at this locale.

Mechanical Maintenance Office (140 MacArthur Causeway): There is no access to 2nd floor office. A phone and instructive signage have been installed on the first floor for disabled persons who wish to speak with Sanitation staff in person at this location. In addition, any Sanitation issue that a resident may have can be dealt with through the City's Answer Center via phone and e-mail inquiries.

Parking Department Offices (1755 Meridian Avenue): Parking Offices are located on the second floor of the building. There is accessible parking in the attached City Hall garage, and accessible pedestrian access in the first floor with automatic door openers. The building is accessed via elevators, there is a low service counter where all customers can receive all parking services, and accessible public restrooms are available in this building.

Historic City Hall (1130 Washington Avenue): Accessibility to this building is provided to via accessible parking, a walkway from the parking garage and sidewalks to the building, and a ramp at the main entrance. Accessible restrooms, public and unisex, are also provided.

Facilities Management Office Building: The department was relocated to 1833 Bay Rd which was a new and fully accessible building completed in 2016.

Public Works Yard (151 Dade Boulevard): Access to main office can be gained from warehouse ramp to the south of the building.

BEACHES

Beach Access: : The City has installed beach matting and/or wood decking on 21 locations from the paved area west of the dune allowing wheelchair visitors with mobility devices to cross the soft sand over the dune onto the beach side. Additionally, a few hotels and/or condominiums have also installed accessible surfaces over the dunes to increase accessibility resulting in approximately 25+ accessible entry points to the beach. The City has had manual beach wheelchairs motorized beach wheelchairs for over 10yrs that can be used independently. There is also a fully accessible playground and accessible beach program at Allison Park on Collins Ave and 64th Street in collaboration with Sabrina Cohen, a member of our Disability Access Committee, and her Sabrina Cohen Foundation.

Ocean Patrol Headquarters (10th Street and Ocean Drive): Access modifications which were completed in 2000, are maintained, including the ADA improvements to the Beach Patrol Headquarters, accessible ramps and necessary handrails around the entire building. The modifications also provided access to the public restrooms on the exterior of the building, the main entrance to the auditorium, and also provided access to the gift shop. In addition, an access ramp was designed and built by Facilities Management to provide wheelchair access to the auditorium stage.

Public Beach Restrooms:

- **6th street** – restrooms in this location were built in full compliance with the ADA
- **10th Street** –These restrooms are fully accessible.
- **14th Street** – These restrooms are fully accessible.
- **21st Street, 35th Street, 46th Street, 53rd street, and 64th Street** – The restroom at 21st Street was demolished and rebuilt to compliant standards. These other restrooms were also renovated in 2007 and compliance has been maintained.
- **72nd Street** –Restrooms at this location are accessible.

COMMUNITY, YOUTH, AND RECREATION CENTERS

North Shore Senior Center (Unidad)/Bandshell (7251 Collins Avenue): The City entered a management and operation agreement with Unidad of Miami Beach for the management, coordination, maintenance, and operation of the facility currently as a comprehensive senior center known as the Miami Beach Senior Center. The center provides social services, employment services and training, counseling, health information, nutrition, and recreational and cultural activities for the senior community, as well as periodic cultural and other special event programming for the benefit of residents and visitors. The agreement has an initial term of 40 years, with four -10 year renewal options; provided that Unidad shall commit to manage, operate, and maintain the senior center.

North Shore Park and Youth Center (501 72nd Street): The renovations to this facility included demolition of the existing tennis center and construction of a new ADA compliant facility, as well as ball field, tennis courts, shuffleboard courts, new restroom and locker rooms, gym renovations, new shelter, new bleachers, new playground equipment, and new site furnishings. Facility is fully operational and ADA compliant.

Ronald W. Shane Watersports Center (Indian Creek Drive and 65th Street): Although owned by the City, the subject property is legally under the control of a private interest.

Scott Rakow Youth Center (2700 Sheridan Avenue): The Scott Rakow Youth Center has access features such as accessible parking spaces and accessible restrooms. Additional renovations to the elevator, multi-purpose room, additional restrooms, and interiors were completed to full ADA compliance.

South Shore Community Center (833 6th Street): The community Center is planned to be demolished to build the new Fire Station #1, which is at 100% Design Documents. Design has been thoroughly reviews for ADA compliance.

GOLF COURSES

Miami Beach Golf Club (MBGC) (formerly Bayshore Golf Course) (2301 Alton Road): This golf course facility underwent extensive renovations to all elements, including the maintenance building, cart barn, rain shelters, and clubhouse, and will be fully ADA-compliant when finished. Access features include accessible course pathways, shelters, restrooms, practice tees, parking and an accessible path of travel from the parking spaces to the permanent structures. Project was completed in 2006 addressing prior accessibility issues.

Normandy Shores Golf Course, Club House, Maintenance Facility, and Restrooms (2401 Biarritz Drive) –The Normandy Golf Course facilities include two new ADA compliant field restrooms; the clubhouse portion includes the full renovation of the existing building, restrooms, kitchen, bar, reception area, offices, pro shop, new cart storage, and renovated maintenance facility. The project is fully accessible and a new ramp provides access to all buildings. Also the facility provides accessible parking spaces, an accessible route from parking to the gold course facilities. Renovation project was completed in 2008.

Par Three Golf Course: A consultant for the City did a feasibility study of the course, and recommended that resources be focused on MBGC and Normandy golf courses, and that no renovations be done to this course. Currently, the Par Three is being maintained as a free to play short course practice facility. No renovations are planned at this time, nor has funding been obtained to fund any renovations.

THEATERS

Byron Carlyle Theater (500 71st Street): This theater is currently abandoned under discussions for future use.

Colony Theater (1040 Lincoln Road): The facility has gone through several remodeling projects, maintaining historical elements. The Colony renovations included upgraded ramps and handrails in the lobby area, accessible seating access to the formerly inaccessible stage by ramps, and upgrades to the existing assisted listening system, as well as a fully compliant elevator. Full ADA compliance was achieved including restroom upgrades.

Jackie Gleason Theatre of the Performing Arts (TOPA) (1700 Washington Ave.): TOPA was been remodeled to include wider doors, an escalator, ramps to all levels, and wheelchair seating, ADA restrooms and dressing areas, as well as accessible ticket window.

POLICE AND FIRE

Police Headquarters (1100 Washington Avenue): Accessibility is currently provided to the main building via accessible parking, walkways from parking areas and sidewalks to the building, and a ramp at the main entrance. Accessible restrooms are also provided. Facility went through ADA remodeling in 2002 and has been maintained including ADA employee accommodations as needed.

Fire Stations:

- **Fire Station No. 1 (1051 Jefferson Avenue):** Fully accessible and being relocated to new building.
- **Fire Station No. 2 (2300 Pine Tree Drive):** has had renovations and provides full access via elevator and access paths.
- **Fire Station No. 3 (5503 Collins Avenue):** Fully accessible.
- **Fire Station No. 4 (6860 Collins Avenue):** A new facility was designed to replace the old fire house. The current three-bay station with living quarters provides full access in compliance with the latest building code and regulations.
- **North Beach Police Sub-Station (68th Street & Indian Creek Drive):** facility provides ADA-compliant ramps, door widths, and accessible toilet facilities.

PUBLIC PARKS

Allison Park (East of Collins Avenue at 64th Street): The park and parking area were renovated to establish this park as the southern gateway to the NBRC (see entry below for Atlantic Corridor Greenway Network Project.) Access elements include the construction of beach showers, and pathway connections from the parking lot east to the NBRC trail and dune crossover. Other renovations include improved lighting, landscaping, and irrigation.

Altos Del Mar (7611 Collins Avenue) -- Park facilities at this location were constructed fully ADA compliant. The North Beach Master Plan and design included design an construction of fully ADA compliant facilities completed in 2009.

Belle Isle Park (Island Avenue): This project has been combined with the overall Venetian Islands Right of Way Improvement Project which is divided into two sections: (1) Rivo Alto, Dilido, and San Marino Islands; and (2) Belle Isle and Belle Isle Park. The

project is in construction. Current plans call primarily for walkway improvements that will allow users to walk through the entire park as well as the planting of numerous shade trees to further make the park inviting for pedestrians and park users. All of the walkways will be ADA compliant. Drainage in the park will also be addressed and a bark park will be created. Site furnishings will be very limited. Current construction completion date is projected for Winter 2007.

Brittany Bay Park (located on the creek side of Indian Creek Drive just before 65th Street): Renovations to this park, which are now completed, included pedestrian path improvements. This park is fully ADA-compliant.

Collins Park (Collins Avenue at 21st Street): Renovations and redesign planned for this park was done on the west side of Collins Avenue as part of the Cultural Campus Master Plan and includes the east parking lot. Renovations will be done to the rotunda building to restore the exterior of the building, although no public space will be provided for within this building.

Crespi Park (7800 Crespi Boulevard): New park facilities have been constructed through funding from the Park Bond, including new restrooms and an addition to the existing pavilion, new playground equipment, new entry gate, and new site furnishings. An accessible picnic table has been installed under the pavilion. Also an accessible path to the swing set was added.

Fairway Park (200 Fairway Drive): Funding was included in the Parks Bond and the General Obligation Bond for upgrades to this facility which included: new recreation building and plaza, renovated parking area, and accessible paths.

Fisher Park (Alton Road and 50th Street): New park facilities were constructed through funding from the Park Bond, including new playground equipment, new entry gate, and new site furnishings. Construction of this facility was completed to meet all ADA requirements.

Flamingo Park (11th Street and Jefferson Avenue): Renovation project included new sport courts, the tennis center and park accessible restrooms and bleachers. Other improvements included lighting, paths, basketball courts restoration, and additional landscaping.

Maurice Gibb Park (18th Street and Purdy Avenue): Park facilities were constructed through funding from the Park Bond, including new playground equipment, new entry gate, and new site furnishings. Construction is 100 percent complete and this facility has been constructed to meet all ADA requirements.

La Gorce Park (Intersection of North Bay and Alton roads): New park facilities have been constructed through funding from the Park Bond, including new playground equipment, new entry gate, new site furnishings, and new paved parking spaces. Also

planned for the park in the near future is an accessible route to the swing set, as per the terms of a lawsuit settlement.

Lummus Park (East side of Ocean Drive between 5th & 15th streets): The overall project was comprised of the widening of the existing five foot wide sidewalks to 10 foot wide along Ocean Drive from 5th Street to 14th Lane to enhance ADA access. Also included were curb and gutter replacement, irrigation, landscaping, and utilities adjustment, demolition of the existing and construction of a new fully accessible restroom facility at 14th Street.

Muss Park (440 Chase Avenue): Funding has been included in the Parks Bond and the General Obligation Bond for upgrades to this facility, including: new restrooms and classroom, new entry gate, and new site furnishings. Park office is fully accessible, as are the playgrounds and swings. The scope of the project for the facility meets ADA requirements. Also the project included a level landing area at the entrance gate.

Normandy Isle Park and Pool (1765 71st Street): Funding was included in the Parks Bond and the General Obligation Bond for access upgrades to this facility to provide complete ADA compliance, including ADA-compliant sidewalk and curb ramp work. Renovations to the park included a new pool facility and pool lift, locker rooms, new first floor recreation center, shade pavilions, new gated entries, accessible path of travel to all park elements, accessible furnishings, and new tot lot. Construction also included perimeter fence, parking lots, basketball courts, recreation grounds, and repairs to the existing pavilion building. Restrooms were renovated in 2018 to full ADA compliance.

North Shore Open Space Park and Nature Center (East side of Collins Avenue from 79th-87th streets): renovation of this park was completed with full ADA compliant facilities, exercise equipment, shelters, access paths. Three (3) restroom facilities are provided at this location, one at 85th street recently completed and fully ADA compliant, the other two at 81st and 83rd street are estimated to be completed in late 2023 to be fully compliant.

Palm Island Park (159 Palm Avenue): New ADA compliant park facilities were constructed through funding from the Park Bond, including new playground equipment and accessible surfacing, new entry gate, new site furnishings, and pedestrian paving. An accessible route to an accessible swing set, and smooth transition onto playground surface was also included in the scope of the work.

Pine Tree Park (45th Street & Pine Tree Drive): This passive park was renovated under the Park Bond providing ADA-compliant pathways and provides an accessible kayak launch ramp.

Stillwater Park Office (8440 Hawthorne Avenue): New park facilities were constructed through funding from the Park Bond, including: new recreation building, upgraded restrooms, new playground equipment, entry gate, and site furnishings. Also accessible parking and accessible picnic table are provided.

Southpointe Park and Pier (1 Washington Avenue): The South Pointe Park was renovated including the pier. Park renovations included: redesigned park entrance, new pavilion and maintenance buildings, new accessible restrooms, pedestrian walks, site lighting, playground, signage, landscaping, and irrigation. Park and Pier are accessible.

Tatum Park (8050 Byron Avenue): New park facilities were constructed through funding from the Park Bond, including: new recreation building, entry gate, and site furnishings. This facility has been constructed to meet all ADA requirements.

Washington Park (201 2nd Street): Funding has been included in the Parks Bond for upgrades to this facility, including: renovation/restoration of the recreation building, accessible routes, new entry features, new site furnishings, and parking spaces. The facility will meet ADA requirements upon completion.

MISCELLANEOUS PROJECTS/PROGRAMS

Beachwalk:

The Beachwalk project was done in segments and was completed in the Summer of 2022. The old boardwalk was demolished and new segments of beachwalk were installed for a continuous pedestrian accessible path running from South Pointe to 87th street, city limits. The beachwalk is an on-grade path of concrete and pavers west of the dunes and runs between 15ft and 25ft in width.

There are 21 ADA beach access paths from the beachwalk to the beach crossing the dunes; the ADA paths are beach mat surfacing or wood decking, removable surfaces for storm events.

City-Wide Sidewalks and Curb Ramps Assessment:

An inventory and assessment report of all the City streets and sidewalks was completed in 2017 (see link below) including ADA deficiencies. The city tracks the condition of the streets using PAVER, a pavement management software, which assist in recording and modeling the current pavement and surface condition. The City also links this information into the City GIS data system. Both systems allow the City to plan and coordinate the budgetary schedules and yearly operating costs, as well as prioritizing periodic maintenance and reconstruction activities to maximize the effective life of the city streets and sidewalks. To date, the City has been able to replace a total of 22.9 miles of sidewalks and repave a total of 39.3 miles of roadway.

The City is currently performing a second assessment of the streets and sidewalks that is expected to be completed by summer of 2023. This second assessment will help in prioritizing schedule and budget and serve as a source for comparing the existing condition documented in the previous assessment to determine future assessments and operational planning costs.

STREET & SIDEWALK ASSESSMENT 2017

Parking Improvement Projects:

- The City performed a City-wide review of on-street parking in 2018 and updated and/or relocated existing non-compliant on-street ADA parking spaces. The parking department keeps a log and inventory of on-street parking spaces, as well as all public parking in parking lots and garages.
- In addition, any neighborhood improvement project by CIP is reviewed to ensure on-street ADA parking spaces continue to comply with requirements in terms of parking numbers.
- The parking department also keeps a log or residents' request to install or relocate on-street ADA parking spaces sometimes, if feasible, exceeding the minimum number required by area based on community needs.
- During the last 5yrs two parking garages were built, G11 on the roof of the newly built Convention Center and G12 Collins Park garage in Park Ave, both in full compliance with ADA requirements.
- Department of Facilities Management has projected \$450,000 for resurfacing of parking lots through 2025.

VII. FUNDING (GRANTS/AWARDS/BUDGET ALLOCATION)

All major projects include appropriate funding necessary to meet and comply with ADA requirements. In addition, other monies are being currently used or that have been suggested for future budget years to aid in implementing any other necessary requirements. Current and proposed budgeted monies are as follows:

- Utilities Public Works Capital Budget for 2023-2027: \$ 199,449,180 includes upgrades to utilities City-wide; projects include sidewalks, crosswalk and harmonization with properties within the project areas affecting pedestrian access.
- 2022/2023 Parking Fines Grant: Interlocal agreement between Dade County and Miami Beach. Resolution authorizing the application for funds in the for ADA compliance. Amount for this grant year is \$ 41,572.80. City of Miami Beach to provide matching funds for grant funded projects that require dollar-for-dollar matching funds, as per the Miami-Dade County/City of Miami Beach interlocal agreement (projects mandated by federal, state or local law must be matched dollar-for-dollar.)
- For more information on on-going City-Wide Improvement Projects, Parks and

Recreation Improvement Projects, Public Facilities Projects, Parking Improvement Projects, Public Safety Projects, and Neighborhood Improvement Projects, contact the City's Capital Improvement Projects Office for a copy of the current Capital Improvement Program Status Report or go on-line at: [Active Projects - City of Miami Beach \(miamibeachfl.gov\)](http://miamibeachfl.gov)

ASSESSMENT UPDATE

The City of Miami Beach will continue in its efforts to meet ADA and Florida Building Code - Accessibility (FAC) requirements. The Assistant City Manager appointed to oversee the Public Works Department will insure that all departments and/or divisions responsible for ADA compliance continue their progress in making the necessary modifications to their procedures and/or physical structures. The ADA Office is an office within the Public Works Department. Duties and responsibilities of the ADA Office include:

- Compiling all necessary information and documentation regarding the ADA.
- Continuing review of all ADA requirements to insure uniformity, continuity, and coordination between departments and divisions involved.
- Continuing to monitor all policies, procedures, and practices that govern the availability and administration of the City's programs, activities, and services.
- Continuing to monitor access of all City facilities, buildings, programs, and services.
- Monitoring City rights of way, sidewalk access, and approaches to City buildings for compliance with ADA.
- Overseeing City-wide sidewalk and curb ramp assessment project designed to provide program access to City rights of way and sidewalks.
- Serving as administrative liaison to the Disability Access Committee.
- Continuing grant administration and pursuing an active role in research of other grant opportunities.

Duties and responsibilities of other City departments that carry out ADA-related compliance include:

Parking Department: Monitors and improves, where necessary, access to public parking for persons with disabilities. Responds to requests and complaints regarding accessible parking issues.

Parks and Recreation Department: Reviews and implements plans designed to make

parks, playgrounds and recreational facilities -- as well as departmental programming -- more accessible for persons with disabilities.

Building Department: Ensures that all plans for new construction or modifications to existing structures are in accordance with FBC accessibility requirements, which meet and in some cases exceed, 2010 ADA requirements.

CITY OF MIAMI BEACH AMERICANS WITH DISABILITIES ACT (ADA) SELF EVALUATION

I. Name, description and location of City programs, services, and activities and City personnel responsible for ADA Self-Evaluation process.

a. Provide the name, a brief description, and the location of all City Programs services and activities evaluated.

1. Disability Access Committee

Reports, minutes, recommendations, and motions apprising the City's response to complaints and removal of physical barriers.

2. Building Department

Reports, surveys, memos, etc., documenting establishment of procedures, allocation of personnel, and implementation of directives to insure compliance with ADA regulations, the FAC and City policy regarding said compliance.

3. Human Resources Department

Reports, directives, memos, policy changes, and recommendations initiated to improve ADA compliance in regards to testing procedures, job analysis, job content, employee relations, advertisements, recruitment efforts, training needs, etc.

4. Facilities Management Division

Assessment of access needs and implementation of access modifications and features to City facilities.

VIII. INFORMATION AND TRAINING FOR STAFF

A. List which staff members need to be aware of the City's obligations under the ADA and City policies designed to enable persons with disabilities to participate in City programs, services, and activities.

- The City's ADA Coordinator and department liaisons, all Department Directors, their supervisory staff, and City employees in general.

B. List steps to be taken to ensure that City staff fully understands City policy of non-discrimination on the basis of disability and steps they can take to facilitate the participation of individuals with disabilities in City programs, services, and activities.

- All Department Directors have been notified via meetings and informational memoranda of their need to comply with ADA requirements.
- Informational seminars have been conducted by the Office of Budget and Performance Improvement, Division of Organizational Development Training Staff on employment issues under ADA. In addition, the ADA Office conducts ADA training both technical and in ADA sensitivity to maintain awareness and understanding of the needs of the residents, visitors and employees with disabilities.

C. List City bodies responsible for taking the steps indicated above.

- Departments City-wide, including the Public Works Department, ADA Office, Human Resources Department, Office of Budget and Performance Improvement/ Division of Organizational Development, Building Department, and Property Management.
- The City's Internet website provides a link to the ADA Office webpage. The ADA Office webpage, in turn, provides a link to the City's ADA Grievance Procedure as well as other disability access information. The ADA Grievance Procedure has also been posted in all City facilities.

B. Indicate the appropriate policy source to include information about complaints.

- City Commission Resolutions
- Human Resources' Policies and Procedures
- Employee Handbook
- Administrative Orders and Directives
- ADA Grievance Procedure Policy/Documentation
- Personnel Rules and Regulations Manual
- City Commission Resolutions and Ordinances

C. Give a date the Policy was established and distributed to staff and give a citation of the Policy.

- The City's ADA Grievance Procedure was promulgated in 1998. The procedure states the City's policy of Equal Employment Opportunity and equal access for persons with disabilities.

IV. USE OF CONTRACTORS

- a. **Describe the process used by the City to contract for services, activities, purchases, and programs on behalf of the City.**
 - The processes used by the City for the acquisition of goods, professional services, and construction projects varies dependent upon:

Estimated cost;
Type of acquisition; and
Availability of other contracts.
 - For Architectural and Engineering Services, the City follows the Consultants' Competitive Negotiation Act (CCNA), as per Florida Statute 287.055.
 - Goods and Services up to \$25,000 are obtained via informal request for quote process or purchasing cards. Goods, materials, equipment, and services in excess of \$25,000 are acquired via formal competitive bid or proposal process, unless specifically exempted by Florida Statutes or City of Miami Beach Code.
 - The City Manager, regardless of dollar amount, may authorize the purchase of goods, services or materials pursuant from contracts awarded by Federal General Services Administration, State of Florida, Miami-Dade County, The School Board of Miami-Dade County, or U.S. Communities Purchasing Alliance.
- b. **Describe steps that have been taken to ensure that City procurement officials understand ADA requirements as they apply to vendors and contractors.**
 - Consultants (i.e. architectural and engineering firms) and the City Attorney's Office provide the City with special conditions to incorporate into bid documents.
- c. **Provide language included in City contracts to ensure that contractors are aware of their obligations to take steps to facilitate the participation of individuals in programs, services, and activities they operate on behalf of the City.**

- Nondiscrimination, Equal Employment Opportunity, and Americans with Disabilities Act:

CONTRACTOR shall not unlawfully discriminate against any person in its operations and activities or in its use or expenditure of funds in fulfilling its obligations under this Agreement. CONTRACTOR shall affirmatively comply with all applicable provisions of the Americans with Disabilities Act (ADA) in the course of providing any services funded by CITY, including Titles I and II of the ADA (regarding nondiscrimination on the basis of disability), and all applicable regulations, guidelines, and standards. In addition, CONTRACTOR shall take affirmative steps to ensure nondiscrimination in employment against disabled persons.

CONTRACTOR's decisions regarding the delivery of services under this Agreement shall be made without regard to or consideration of race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation, or any other factor which cannot be lawfully used as a basis for service delivery.

CONTRACTOR shall not engage in or commit any discriminatory practice in performing any services pursuant to this Agreement.

AMERICANS WITH DISABILITIES ACT:

To request this material in accessible format, sign language interpreters, information on access for persons with disabilities, and/or any accommodation to review any document or participate in any city-sponsored proceeding, please contact 305-604-2489 (voice), 305-673-7524 (fax) five days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service).

d. Indicate the appropriate policy sources to include information about ADA requirements as they apply to contractor and vendors.

- City Commission Resolutions
- Administrative Regulations and Department Head directives
- Departmental Mission statements and Department function descriptions
- Purchasing Division Rules and Regulations
- Documentation included in quotes and bidding process
- Documentation provided to franchisees, operators, and consultant contractors.

- e. **Give a date that the Policy was established and distributed to staff and give a citation for the Policy.**

- See Miami Beach City Code, Part II, Chapter 2, Article VI.

V. ACCESSIBILITY OF NEW AND NEWLY ACQUIRED FACILITIES

- a. **List the steps taken to ensure that future construction and renovation work will be carried out in accordance with the American Disabilities Act Accessibility Guidelines.**

- The City's Property Management Division, Public Works Department, and Capital Improvement Projects Department will ensure that all future construction and renovation work will be carried out in accordance with 2020 FACBC and 2010 ADA Standards. All contractors and consultants hired by the City are required to comply with these codes and all other pertinent codes and guidelines.

- b. **Describe the steps taken to ensure that all newly acquired space in existing facilities is accessible.**

- The City's Property Management Division, along with the Building Department, ensures that such projects comply with all applicable federal, state, and local laws and regulations, including the ADA.

- c. **Identify the City bodies responsible for taking these steps.**

- CIP Department
 - Building Department
 - Property Management Division of Public Works Department

- d. **Indicate the appropriate policy source to include information about new and newly acquired buildings.**

- City Commission Resolutions
 - Administrative Directives and Department Head Memoranda
 - Department Mission Statements and Function Descriptions
 - Purchasing Division Rules and Procedures
 - Lease Agreements with Private Entities
 - Documentation included with Franchise Operator Documents and Consultant Contracts

- e. **Give the date the Policy was established and distributed to staff and contractors and give a citation for the policy.**

There are two applicable policies:

- Architect/Engineer Contract
- Standard language included on drawings and plans

VI. TRANSPORTATION DECISIONS

A. Describe any transportation programs or services in which the City is involved.

- The City provides transportation services through its programs, services, and activities at the Youth Centers, PAL, and the Parks and Recreation Department.

B. Describe the steps that have been taken to ensure that City programs, services, and activities are accessible to individual with disabilities.

- The Police Department has an interlocal agreement with the Miami-Dade Transit Authority to access the Special Transportation Services (STS) for transporting persons with disabilities. STS is a private contract service under the direction of MDTA. STS may be used to transport a person who is under arrest, who is a witness or a victim, or is otherwise needed in an investigation by the department.
- The City has an accessible bus equipped with a ramp for the Parks and Recreation Programs.

C. Indicate the City bodies responsible for Transportation Policy.

- The City Manager's Office
- Transportation Department Director

D. Identify the appropriate policy sources to include information on transportation.

The ADA transportation provisions are generally not applicable to the City. However, if it became necessary to include information, the appropriate sources would be:

- City Commission Resolutions
- Administrative Policy
- Department Mission Statements
- Transportation Coordinator Informational Memoranda
- MBPD SOP#013.V.B : Special Transportation Services (STS)

E. Give the date the Policy was established and distributed to staff and give a citation for the policy.

- Not applicable or unknown.

VII. DECISIONS ABOUT UNDUE FINANCIAL AND ADMINISTRATION BURDENS TO CORRECT OR MODIFY EXISTING STRUCTURES IN ACCORDANCE WITH ADA REGULATIONS.

A. Identify the individual or body responsible for making the final decision about approval of expenditures, as well as about undue financial and administrative burdens on the City.

- The City Manager's Office
- City Commission
- Florida Building Council's Accessibility Board

B. Describe the City's procedure for ensuring that such decisions are made properly and expeditiously.

The City takes the following steps:

- Identification of the issue
- Analysis of the issue
- Review of pertinent statutes and codes
- Input from the Building Department
- If needed, input from an independent consultant
- Identification of funding
- Request to Commission for the appropriation of funds

C. Indicate the appropriate policy source to include information about undue financial and administrative burdens.

- City Commission Resolutions
- Administrative Policy and Directives
- Information and Guidance Memoranda

D. Give the date the policy was established and distributed to staff and give a citation for the policy.

- The City complies with all pertinent Florida Accessibility Code and ADA requirements.

IX. TELEPHONE COMMUNICATIONS

A. Describe the means the City has for communicating effectively over the telephone with hearing impaired persons.

- Florida Relay Service
- Contract with American Sign Language Interpreter vendor including Video Remote Interpreting service.

- B. List the procedure the City uses to facilitate communication with hearing impaired persons.**
- The City currently lists the Florida Relay Service number for the use of people with hearing impairments.
- C. Describe the arrangements the City has made with any telephone relay services to facilitate communications with hearing impaired persons.**
- Florida Relay Service (No arrangements necessary.)
- D. If the City uses “800” incoming WATTS telephone service in its program, indicate what steps have been taken to ensure that this service is usable by persons with hearing impairments.**
- Not Applicable.
- E. Describe the steps that have been taken to ensure that the City’s documents published in any state or local register describes communication with the deaf or hard of hearing.**
- City Web Site – www.miamibeachfl.gov, has been designed and geared towards providing information to the community of persons with disabilities.
- F. What City body is responsible for ensuring that telephone communication is accessible?**
- Information Technology Department and/or Customer Service in Finance.
- G. Indicate what policy source includes information on telephone communication accessibility.**
- The City complies with the program access requirements of the ADA.
- H. Give the date the policy was established and distributed to staff and give a citation of the policy.**
- The City used TTY equipment and then staff was trained to operate the equipment as per program access requirements of the ADA. However, the City currently uses the Florida Relay Service number for telephone communications with people with hearing impairments.
- X. DOCUMENTS AND PUBLICATIONS**

- A. **Describe the City Policy that determines which documents are made available in alternate formats (audio tape, large print, Braille, computer disk, etc.) and which are not.**
- The City's universal access statement provides a mechanism for making requests for documents in alternate format or request reasonable accommodations. If anyone with a disability has a need for an accommodation or alternate format for a document, such requests are made via the ADA Office online or by phone, one to five days in advance (depending on the specific request) of when the information is needed, when possible. The ADA Office will work with the requester and the department to appropriately accommodate the requester's need.
- B. **Describe department policy affecting portrayal of individuals with disabilities in publications.**
- The City portrays individuals with disabilities with dignity and respect.
- C. **What procedures have been established to ensure that documents can be put in alternate formats?**
- Procedures have been established through the ADA Office and the Public Information Office to have information put in alternate formats when necessary. All City publications disseminated to the general public contain an access statement indicating how to request the publication in alternate formats. Front-line customer service staff has been trained in how to either create or get assisting in creating documents in alternate format. There are also resources and information contained in the ADA Office Toolbox on the Fish Tank, the City's employee intranet website.
- D. **What City body is responsible for making documents and publications available in alternate formats?**
- ADA Office
 - Human Resources
 - Public Information Office
- E. **Indicate what policy source includes information on making department documents and publications available in alternate formats.**
- All City publications disseminated to the general public contain an access statement indicating how to request the publication in alternate formats.
- F. **Give the date the policy was established and distributed to staff and give a citation for the policy.**

- The policy was promulgated in 1998.

XI. INTERPRETERS

A. List all activities where a sign language and/or oral interpreter might be needed to ensure that persons with hearing impairments can fully participate.

- City Commission Meetings
- Special Masters Hearings
- Historic Preservation Board Meetings
- Planning Board Meetings
- Committee Meetings
- Neighborhood Meetings
- Public Hearings
- Job Application Process
- Job Interviews

B. Describe the process by which the City secures the services of interpreters.

- The City has an on-going relationship with a sign language interpreter service vendor to provide services as needed.

C. Indicate how the City ensures that interpreters are provided at meetings, interviews, conferences, public appearances by department officials, hearings, etc., in an expeditious manner.

- Upon notice of the need for an interpreter, the vendor is contacted and a date and time are set as soon as reasonably possible.
- It should also be noted that the City provides real-time captioning services for captioning of all televised City Commission meetings.

D. Describe how the City ensures that its use of interpreters results in effective communication.

- Interpreters and translators are certified by the National Registry of Certified Interpreters and translators, and are trained in American Sign Language (ASL)
- Interpreters and translators are provided sensitivity/awareness training through the Miami-Dade County Office of ADA Coordination.

E. What City body is responsible for making interpreters available in department programs and activities?

- The ADA Office

F. **Indicate what policy source includes information on providing interpreters.**

- Titles I and II of the ADA.

G. **Give the date that the policy was established and distributed to staff and give a citation for the policy.**

- Effective date of Titles I and II of the ADA.

XII. READERS AND AMANUENSES

A. **List all department programs and activities for which readers for persons with vision impairments, and amanuenses for persons with manual impairments might be needed to ensure that such individuals can participate fully in the program or activity.**

- City Commission Meetings
- Special Masters Hearings
- Historic Preservation Board Meetings
- Disability Access Committee Meetings
- Planning Board Meetings
- Public Hearings
- Job Application Process
- Job Interviews

B. **Describe the process by which the departments secure the services of readers and amanuenses.**

- This is done on an as-needed basis. Departments contact the ADA Office and arrangements are made for the service.

C. **Indicate how the City ensures that readers and amanuenses will be provided in hearings, conferences, meetings and in other contexts in an expeditious manner.**

- City staff has been informed that making arrangements for readers and amanuenses is to be done upon becoming aware of the need for services through the ADA Office. The ADA Office then promptly contacts persons who can provide the services, and schedules the service to take place as soon as reasonably possible.

D. **What City body is responsible for ensuring that the readers and amanuenses are provided in the City's programs, services and activities?**

- ADA Office
- Human Resources Department

E. Indicate what policy source includes information on providing readers and amanuenses in the City's programs, services, and activities.

- Titles I and II of the ADA
- The City's ADA Policy

F. Give the date that the policy was established and distributed to staff and give a citation for the policy.

- Effective date of Titles I and II of the ADA
- The City's ADA Policy was drafted in response to the effective date of the ADA and distributed to City staff. The Policy is provided to all new City staff upon commencement of their employment.

XIII. ASSISTIVE LISTENING DEVICES

A. Describe the methods the City has for insuring that individuals with hearing impairments who do not read sign language can participate effectively in meetings, conferences, and hearings.

Listening devices are available at the following locations:

- The Convention Center
- The Commission Chambers: In addition to an assistive listening system, real-time captioning for Commission meetings is displayed on a TV screen inside the chambers.
- Colony Theater
- Tenth Street Auditorium
- Jackie Gleason Theater of the Performing Arts (TOPA)
- Meetings of the DAC: portable assistive listening system available.
- Byron Carlyle Theatre

G. Give the date that the policy was established and distributed to staff and give a citation for the policy.

- Effective date of Titles I and II of the ADA
- The City's ADA Policy was drafted in response to the ADA and distributed to City staff. The Policy is provided to all new City staff upon commencement of their employment.

XIII. AUDIOVISUAL PRESENTATIONS

- A. Describe the ways that audiovisual presentations (film, video tape, or television) are used by the City in its programs, services, and activities.**
- City Commission meetings are televised and shown on local cable access channel; closed captions are provided.
 - Presentations in Powerpoint format on City projects and programs are sometimes presented to the public.
- B. Indicate whether these presentations are captioned and, if they are not, indicate what steps have been taken to ensure that hearing impaired persons can benefit from these presentations.**
- Real-time captioning in both English and Spanish is provided for all City Commission meetings. Assistive listening device headsets are available for use in the Commission chambers by attendees.
 - Powerpoint presentations have words that appear on the screen, along with written handouts. A portable assistive listening device can also be provided.
 - Information provided at all audiovisual presentations can be provided in alternative formats upon request.
- C. Describe City policy for making audiovisual presentations accessible to individuals with disabilities.**
- The City provides access to audiovisual presentations to individuals with disabilities pursuant to the program access requirements of Title II of the ADA.
 - The City provides access to audiovisual presentations to applicants and employees with disabilities pursuant to the requirements of Title I of the ADA.
- D. Describe City policy affecting the portrayal of individuals with disabilities in audiovisual presentations.**
- The City is committed to portraying individuals with disabilities with dignity and respect.
- E. Indicate the policy source that includes information about making audiovisual presentations used by the City accessible to individuals with disabilities.**
- Titles I and II of the ADA.
 - The City's ADA Policy was drafted in response to the effective date of the ADA and distributed to City staff. The Policy is provided to all new City staff upon commencement of their employment.

F. What City body is responsible for ensuring that audiovisual presentations are accessible to individuals with disabilities?

- City Clerk audiovisual support staff
- ADA Office
- Department of Human Resources

G. Give the date that the policy was established and distributed to staff and give a citation for the policy.

- Effective date of Titles I and II of the ADA
- The City's ADA Policy was drafted in response to the ADA and distributed to City staff. The Policy is provided to all new City staff upon commencement of their employment.

AUTOMATED ELECTRONIC EQUIPMENT

A. Describe the ways that the City uses automated electronic equipment, including automated telephone equipment, in its programs, services, and activities.

- The Information Technology Department (IT) uses many automated electronic systems and equipment to support the City to provide services to the citizens. Services provided include giving information concerning water bills paid, parking tickets, building permits, employment opportunities, and recreational programs. The phone system that services the communication needs of City Hall, the Police Department, Parking Department, Parks and Recreation Department, the Bass Museum, Fleet Management, and the Sanitation Department is provided by several Siemens PBX systems. In addition the City uses automated data networks and office automation such as faxes, copiers, etc.
- The City also uses automated electronic equipment to take and respond to 911 emergency phone calls.

B. Describe the steps that have been taken to determine if the automated electronic equipment is accessible to and usable by individuals with disabilities.

- At present the City's computers and phone systems can be used by individuals with disabilities who have the ability to use a keypad. There are new software programs available to send commands to a computer via speech.
- The City has upgraded their systems so that callers who are deaf or hard of hearing can text-to-911. The system is being upgraded by the County however, the City's

equipment and technology has been upgraded to seamlessly integrate when the County deploys the new technology.

C. What City body is responsible for ensuring that automated electronic equipment is accessible to and usable by individuals with disabilities?

- The City's Department of Information Technology
- Purchases of equipment for the 911 system are coordinated by IT. A Positron Administrator is responsible for reporting and tracking repair issues, and for training staff to use the text to 911 system.

D. Indicate the policy source that includes information about the accessibility of automated electronic equipment to individuals with disabilities.

- A listing of the City's general and specific non-discrimination policies, as well as accessible programs and facilities, was compiled and issued to all City Departments and is currently in force.
- Currently, all 911 employees have been issued a manual from Positron titled "Positron Power 911, version 4.10.3 User Manual, 924-913629-001, Rev.1". These books were issued when the system was upgraded, and have a publication date of 3/31/00. The manual and training material are also available for reference by 911 employees.

E. Give the date the policy was established and distributed to staff and give a citation of the policy.

- See D above.

XIV. EMERGENCY EVACUATION

A. Describe how the City notifies employees and members of the public of an emergency.

- Employees are notified through their supervisors/directors, E-mail, voice mail, and emergency telephone hotline. Depending on the magnitude and type of the emergency, the public is notified through local broadcast and print media, E-mail, fax, MBTV/Cable Channel 77, the City's website, employers, direct mail, newsletters, and telephone calls through a Reverse 911 notification system that also includes registered cell phone numbers. Bull horn announcements and sirens through the streets will be used, if necessary.

B. List all equipment that is employed to notify individuals with disabilities of an

emergency.

- See A above.

C. What City body is responsible for establishing and implementing emergency evacuation procedures?

- Miami-Dade County Office of Emergency Management, which has an Emergency Evacuation Program for Persons with Special Needs. Persons with disabilities can register free of charge for this program. In the event of an emergency requiring evacuation, persons registered with the program are provided with transportation assistance and with accessible shelters in which to stay. The City's ADA Office places advertisements in newspapers of general circulation at the start of hurricane season each year encouraging City residents with disabilities to register for the program. Additionally, there is a link to this County Program's website on the ADA Office webpage.

D. Indicate what policy source includes information on emergency evacuation procedures.

- The City's Emergency Preparedness Plan
- Individualized Emergency Preparedness Plans for City departments

E. Give the date that the policy was established and distributed to staff and give a citation of the policy.

- Policy was promulgated and disseminated in 1997 and is updated annually.

XV. PARTICIPATION OF INDIVIDUALS WITH DISABILITIES AND OTHER INTERESTED PERSONS IN THE SELF EVALUATION PROCESS

A. Describe the ways that individuals with disabilities and other interested persons are involved with the Self Evaluation process.

Individuals with disabilities and other interested persons are encouraged to get involved in the City's Self Evaluation process through the following means:

- Attending City Commission meetings.
- Attending Disability Access Committee meetings.
- Contacting the City via the Answer Center, which can be done by phone, TTY, e-mail, or in person.
- Requesting a copy of the City's ADA Transition Plan and Annual Transition Plan

Updates, as well as Self-Evaluations pursuant to applicable public records laws.

B. Indicate whether the general public or only selected groups or individuals will be involved in the Self-Evaluation process.

- Individuals with disabilities as well as the general public are welcome to be involved in the Self-Evaluation process via participation and comment.

C. Indicate how the City will ensure that comments from persons with a variety of disabling conditions will be solicited.

- See A and B above.

D. Indicate if notice of the availability for comment on the Self-Evaluation will be published in local publications.

- See A and B above.

E. What City body is responsible for securing comment on the Self-Evaluation for the City?

- The City Manager's Office through the respective ADA Coordinators.
The City's Disability Access Committee.