



Americans with Disabilities Act (ADA)
Transition & Action Plan Update 2025-2026

A systems framework in alignment with
Parks for All Comprehensive Plan 2021-2036

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Executive Summary

The Minneapolis Park and Recreation Board (MPRB) is dedicated to fostering equitable, inclusive parks and programs for individuals with disabilities, ensuring accessibility across its system. This commitment aligns with the *Parks for All Comprehensive Plan 2021-2036*, addressing the guiding question: “How accessible are our parks?”

The ADA Transition & Action Plan 2025-2026 provides the structure to answer this question by systematically measuring, rigorously maintaining, and progressively enhancing accessibility across our parks, programs, and facilities. The plan advances accessibility through a systems-based framework that complies with Title II of the Americans with Disabilities Act (ADA) and Web Content Accessibility Guidelines (WCAG) 2.1 AA. This update builds on MPRB's 2015 comprehensive audit, introducing innovative tools, objectives, and strategies to enhance equity and inclusion across physical, digital, and programmatic infrastructures.

Key initiatives include, but not limited to:

Dashboard Implementation:

- ADA Transition Plan Dashboard for tracking accessibility improvements.
- Community Dashboard of Accessible Features to inform the public about available amenities.

Systematic Level of Service Framework:

- Geographic, Programmatic, Maintenance, and Community Engagement Levels of Service to ensure consistent, equitable access.

Accessibility Enhancements:

- Addressing physical and programmatic barriers through GIS mapping, inclusive program development, and ADA-compliant signage.
- Training staff to maintain and monitor accessible features.

Community Engagement:

- Incorporating feedback from individuals with disabilities through public meetings, surveys, and the Community Consultancy Model.

Emergency Management:

- Reviewing and updating plans to ensure accessible egress and safety measures during emergencies.

Digital Accessibility:

- Auditing digital platforms and implementing WCAG 2.1 AA standards across websites, apps, and documents.

Commitment to Equity

This plan underscores MPRB's dedication to providing welcoming, inclusive spaces for all. By setting measurable goals and embedding accessibility into its core operations, MPRB positions itself as a leader in accessible park and recreation management.

Through this structured approach, the ADA Transition and Action Plan 2025-2026 ensures continued progress toward creating a barrier-free park system that serves everyone.

Introduction

The Minneapolis Park and Recreation Board (MPRB) is committed to creating equitable, inclusive parks and programs for individuals with disabilities. This dedication reflects our mission, vision, and values. Through collaboration, we aim to provide spaces where everyone can gather, celebrate, and engage in activities that promote well-being and community connection.

Central to this mission is the guiding question posed in the *Parks for All Comprehensive Plan 2021-2036*: “How accessible are our parks?” This ADA Transition & Action Plan 2025-2026 update provides the structure to answer this question by systematically measuring, rigorously maintaining, and progressively enhancing accessibility across our parks, programs, and facilities.

Aligned with Title II of the Americans with Disabilities Act (ADA) of 1990 (as amended in 2008) and the Web Content Accessibility Guidelines (WCAG) 2.1 AA, MPRB’s efforts extend beyond physical and program spaces to include digital platforms and online services. This system framework and plan embed ADA compliance within system-wide goals and commit MPRB to a proactive, inclusive approach.

ADA Administrative Leadership and Stakeholders

The ADA Administrator leads an interdisciplinary Accessibility Management Team, responsible for driving MPRB’s ADA strategic vision. Each member provides expertise and guidance on behalf of their department or division to support successful planning, implementation, and monitoring ADA actions at MPRB. This team integrates accessibility as a priority across all divisions and departments, promoting a collaborative culture that aligns with MPRB’s long-term goals for accessibility.

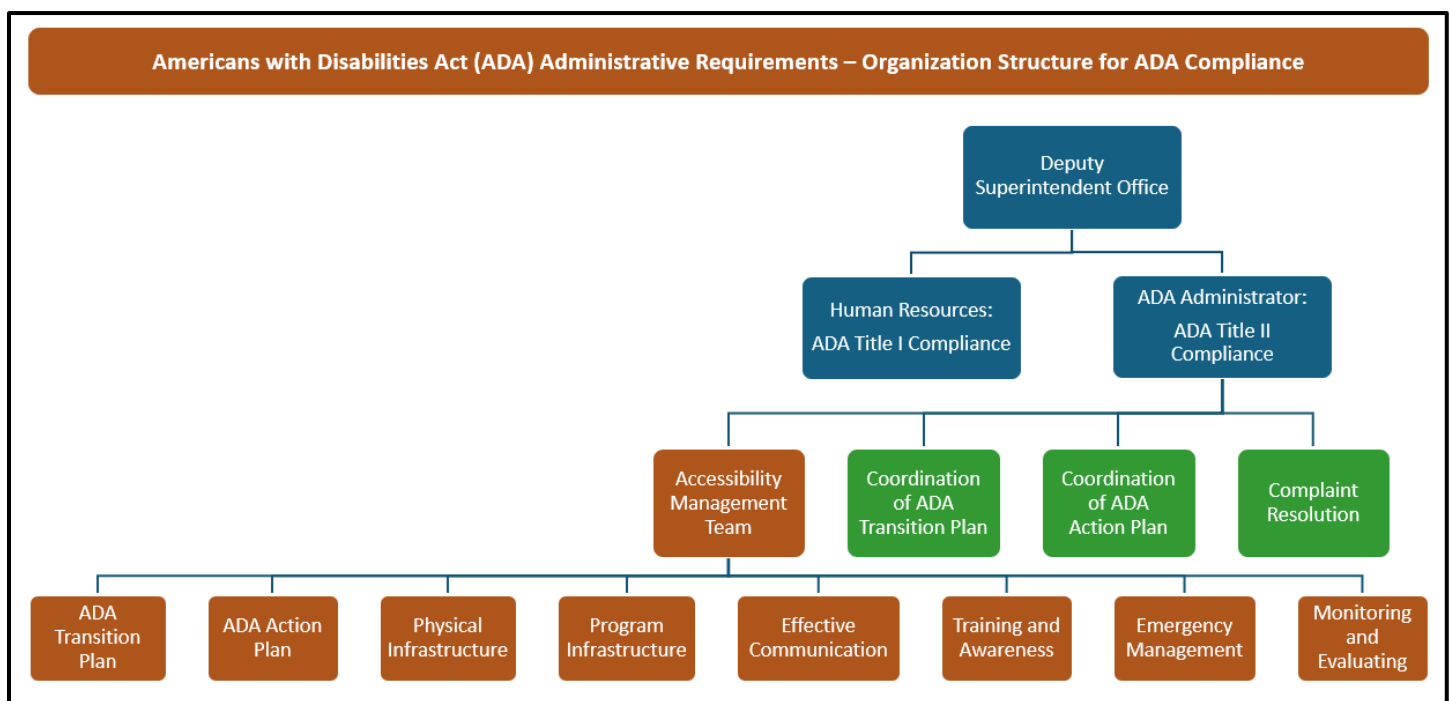


Figure 1. ADA Administrative Requirements: MPRB Organization Structure for ADA Compliance.

Equally integral is the engagement with external stakeholders. Individuals with disabilities, caregivers, disability organizations, state agencies, and neighborhood associations provide valuable perspectives that deepen our understanding and inform our approach to accessibility and ADA compliance. By integrating these diverse insights, the ADA Administrator and Accessibility Management Team enhance MPRB’s capacity to implement

system-wide accessibility improvements, fostering a shared commitment to inclusive access. Together, we are building a park and recreation system that is accessible, inclusive, and welcoming for all.

Minneapolis Advisory Committee on People with Disabilities (MACOPD)

MPRB values the input from the Minneapolis Advisory Committee on People with Disabilities (MACOPD), which advises the Mayor, City Council, and other city bodies on accessibility matters. Collaborating with MACOPD enables MPRB to incorporate community-centered perspectives and technical guidance, enriching its ADA initiatives and aligning them with Minneapolis’s broader accessibility initiatives.

An Equitable Park System

The Title II ADA Program Access Standard, 28 CFR Part 35 Subpart D, requires that MPRB’s programs, services, and activities, when “viewed in their entirety,” be accessible and usable by individuals with disabilities.

The phrase “when viewed in their entirety” means that while not every individual facility, program, or service may be fully accessible due to structural, historical, or natural limitations, the overall system must provide equivalent access. This ensures that individuals with disabilities can meaningfully participate in the full range of opportunities offered by MPRB without facing undue barriers. Accessibility is assessed holistically, focusing on the combined effect of all available options across the system, rather than isolated barriers at specific locations.

In 2015, MPRB commissioned a comprehensive accessibility audit, which provided the foundation for creating an ADA Transition & Action Plan aimed at fostering a more inclusive park system and meet ADA compliance. Building on this groundwork, this update integrates accessibility actions and tasks with the *MPRB Parks for All Comprehensive Plan 2021-2036*, the development of an *ADA Transition Plan Dashboard*, and the implementation of the *ADA Transition & Action Plan 2025-2026*. Together, these initiatives establish a strategic and transparent framework to advance equity, enhance accessibility, and align MPRB’s efforts with ADA standards and community expectations.

ADA Transition & Action Plan 2025-2026

To achieve its mission, MPRB has identified 11 systemwide actions and 45 tasks. While we are committed to advancing accessibility, the following challenges may affect the pace and effectiveness of progress. Proactive solutions ensure a robust, adaptable strategy.

1. Resource Limitations

- **Challenge:** Balancing ADA initiatives with competing operational demands and available funding and staffing.
- **Solution:** Prioritize ADA projects within the existing funding streams and seek external funding through grants and partnerships.

2. Evolving ADA and WCAG Standards

- **Challenge:** Tracking changing compliance requirements for both physical infrastructure and digital platforms.
- **Solution:** The Accessibility Management Team, led by the ADA Administrator, will conduct annual regulatory reviews to align practices with current standards.

3. Community Engagement and Inclusion

- **Challenge:** Encouraging meaningful participation from individuals with disabilities in planning and feedback processes.
- **Solution:** Employ the Community Consultancy Model to build trust and integrate lived experiences into decision-making. Offer accessible engagement methods such as in-person meetings, surveys, and digital platforms.

4. Cross Division and Departmental Coordination

- **Challenge:** Maintaining clear communication and goal alignment across MPRB's divisions, departments, and external partners.
- **Solution:** The ADA Administrator and Accessibility Management Team will implement comprehensive training, provide regular updates, and promote information sharing to clarify roles, set accountability, and enhance collaboration on ADA compliance across MPRB.

ADA Transition Plan Dashboard

The ADA Transition Plan Dashboard is a dynamic, interactive tool aimed at enhancing transparency, accountability, and collaboration in MPRB's journey toward achieving ADA compliance within the physical infrastructure areas. Building on the phased approach of the 2015 Transition Plan, this dynamic solution systematically tracks and communicates progress while adapting to the evolving needs of the community and ADA standards.

Key Features of the Dashboard

Real-Time Tracking:

- **Monitor Accessibility Progress:** Tracks improvements across the park system in real time.
- **Project Status Highlights:** Identifies and categorizes projects as:
 - Active: Currently being addressed.
 - Planned: Scheduled for future work.
 - Funded: Projects with secured funding, such as through NPP20.

Comprehensive Data Points:

- **Park Locations and Amenities:** Displays accessibility features for each park.
- **Barrier Catalog:** Details identified barriers with specific descriptions and priority levels for resolution.

Iterative Updates

- **Quarterly Revisions:** Facilitates regular updates to incorporate newly identified barriers and resolved issues.
- **Responsive Approach:** Ensures alignment with evolving ADA standards and incorporates feedback from the community.

Benefits

- **Transparency:** Highlights MPRB's commitment to systematically addressing accessibility barriers.
- **Accountability:** Communicates progress and challenges to all stakeholders.

The ADA Transition Plan Dashboard is an essential component of MPRB’s commitment to ensuring that all parks are welcoming, inclusive, and accessible. By offering actionable insights and real-time tracking, it aligns accessibility goals with measurable, transparent outcomes that benefit every community member.

Action 1 – ADA Transition Plan Dashboard

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item
Date of Last Revision	2/3/2025
Comprehensive Plan Goal	Goal 3 - Plan core services with care.
Priority Comprehensive Plan Strategy	Goal 3, Strategy 16: Strive to achieve equitable levels of service through data-driven analysis.
Strategic Direction	D

Action Description

Transform the ADA Transition Plan from a static spreadsheet to a dynamic dashboard. Enhance the ADA Transition Plan Dashboard by integrating data from Asset Management and Planning, and refining navigation, progress indicators, and reporting mechanisms.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 1.1	Enhance data integration by incorporating data from inspections, project closeouts, and maintenance records.	Q2-2025 and Ongoing	
Task 1.2	Continually enhance dashboard features, navigation, progress indicators, and reporting mechanisms for clear, real-time insights into the status of physical accessibility improvements.	Q2-2025 and Ongoing	
Task 1.3	Provide training and publish guides on how to use the ADA Transition Plan Dashboard.	Q2-2025 and Ongoing	
Task 1.4	Establish and implement a feedback loop to gather input from staff and leadership for continuous improvement.	Q2-2025 and Ongoing	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Data Insights Analyst	Ensures accurate integration and alignment of organizational data.	12/2024
AM - Project and System Team	Provides information regarding maintenance, condition, and attributes of physical assets.	1/2025
IT Database and GIS Analyst	Leads the technical integration of Geographic Information System (GIS) tools.	1/2025
Planning Division	Responsible for the long-range plans and implementation of these plans.	1/2025
Human Resource Trainer	Assist in adding training modules to LMS, provide expertise on training protocols; reviews current and proposed training to assist in identifying where ADA compliance and awareness can be added organization wide.	1/2025

Levels of Service: A Systems Approach to ADA Compliance

The Level of Service (LOS) Framework provides MPRB with a systematic approach to evaluating and enhancing park experiences. By translating key components into actionable benchmarks, this framework establishes clear standards for accessibility across infrastructure, programs, and communication. Aligned with ADA standards and the Parks for All Comprehensive Plan, LOS guidelines ensure consistent, high-quality park experiences for everyone. This structured approach connects system-wide initiatives to measurable outcomes, empowering MPRB to meet the diverse needs of its community effectively and equitably.

Geographic Level of Service (GLOS)

The Geographic Level of Service (GLOS) guidelines align with the ADA Program Access Standard of ensuring accessibility “when viewed in its entirety.” These guidelines facilitate the equitable distribution of MPRB’s accessible amenities and programs. By categorizing resources based on proximity and type—Abundant, Moderate, Limited, and Unique—GLOS establishes clear access expectations for MPRB amenities, recreation and programming centers, providing equity across the entire park system.

Level of Service	Description of Access
Abundant (widely available)	Amenities and programs that are widely available, with a focus on building equity across the system. People with disabilities have meaningful access to these services within a reasonable distance from their home or neighborhood, ensuring fair and inclusive opportunities for participation.
Moderate (specialized)	Amenities and programs that are available in select locations, with a focus on balancing accessibility and specialization across the system. People with disabilities have meaningful access to these services within a reasonable distance from their home or neighborhood, ensuring fair and inclusive opportunities for participation.
Limited (citywide)	Amenities and programs that are available at a limited number of locations citywide, typically due to their specialized nature or unique function. People with disabilities have meaningful access to these services through reasonable accommodations, strategic placement, and inclusive program design to ensure equitable participation across the system.
Unique (citywide)	Destination-based amenities or event-specific programming designed for broader community engagement, often tied to regional parks or landmarks. These amenities and programs are limited in number but serve a citywide audience. People with disabilities have meaningful access through inclusive planning, reasonable accommodation and strategic placement to ensure equitable participation.

Action 2 – Create and implement the ADA Geographic Level of Service (GLOS)

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item
Date of Last Revision	2/3/2025
Comprehensive Plan Goal	Goal 3 - Plan core services with care.
Priority Comprehensive Plan Strategy	Goal 3, Strategy 16: Strive to achieve equitable levels of service through data-driven analysis.
Strategic Direction	D

Action Description

Create and implement the Geographic Level of Service (GLOS) to evaluate and prioritize accessibility across MPRB's 10 key assets to continue to improve equitable access. This framework will serve as a foundation for identifying gaps and aligning maintenance priorities under MAFLOS. 2025 Focus: Prioritize the first 5 assets—Athletic Fields, Buildings, Courts, Playgrounds, and Pools. 2026 Focus: To include 5 additional assets.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 2.1	Identify and catalog amenities and programs that fall under each GLOS category.	Q3-2025 and Ongoing	
Task 2.2	Use GIS tools to map the distribution of amenities and programs and analyze the gaps in service levels.	Q3-2025 and Ongoing	
Task 2.3	Develop a prioritization framework to address identified gaps for equitable access.	Q3-2025 and Ongoing	
Task 2.4	Create training modules and implement training on the GLOS.	Q3-2025 and Ongoing	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Data Insights Analyst	Ensures accurate integration and alignment of organizational data.	12/2024
AM - Project and System Team	Ensures accurate integration and alignment of organizational data into operational systems.	1/2025
IT Database and GIS Analyst	Leads the technical integration of Geographic Information System (GIS) tools.	1/2025
Recreation/TR& I	Identifies and aligns programs, events, and activities to the GLOS categories;	12/2024
Environmental Management	Identifies and aligns programs, events, and activities to the GLOS categories;	1/2025
Event Programmers	Identifies and aligns programs, events, and activities to the GLOS categories;	1/2025
Visitor Services	Reviews the catalog of programs and amenities for accuracy and feedback based on knowledge of park patron inquiries.	1/2025
Human Resource Trainer	Assist in adding training modules to LMS, provide expertise on training protocols; reviews current and proposed training to assist in identifying where ADA compliance and awareness can be added organization wide.	1/2025

Action 3 – Develop a Community Dashboard of Accessible Features

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item
Date of Last Revision	2/3/2025

Comprehensive Plan Goal	Goal 3 - Plan core services with care.
Priority Comprehensive Plan Strategy	Goal 3, Strategy 16: Strive to achieve equitable levels of service through data-driven analysis.
Strategic Direction	C

Action Description

Develop a Community Dashboard of Accessible Features using data from the Transition Plan Dashboard and asset management tools and apply the Geographic Level of Service (GLOS) to inform community members about accessible features and locations. **2025 Focus:** Prioritize the first 5 assets—Athletic Fields, Buildings, Courts, Playgrounds, and Pools. **2026 Focus:** To include 5 additional assets.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 3.1	Integrate catalog from Action 2 to create a community-based dashboard categorizing accessible amenities and programs based on GLOS.	Q4-2025 and Ongoing	
Task 3.2	Use the ADA Transition Plan data and asset management records to identify accessible amenities across the park system.	Q4-2025 and Ongoing	
Task 3.3	Launch a public rollout campaign of the new features highlighting accessible amenities and programs at MPRB.	Q1-2026	
Task 3.4	Establish and implement regular mechanisms to gather input from staff and community members to refine and enhance the dashboard's functionality.	Q1-2026 and Ongoing	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Data Insights Analyst	Ensures accurate integration and alignment of organizational data.	12/2024
AM - Project and System Team	Focuses on tracking and updating records of physical assets.	1/2025
IT Database and GIS Analyst	Leads the integration of Geographic Information System (GIS) tools.	1/2025
Web Content Producer	Leads the integration of dashboard into the website.	1/2025
Recreation/TR& I	Assists in the integration of programs, events, and activities.	12/2024
Environmental Management	Assists in the integration of programs, events, and activities.	1/2025
Visitor Services	Assists in the creation of community guides and provide feedback based on customer knowledge.	1/2025
Event Programmers	Assists in the integration of programs, events, and activities.	1/2025

Maintenance of Accessible Features Level of Service (MAFLOS)

In alignment with the ADA mandate to maintain accessible features in operable condition, MAFLOS prioritizes the timely repair of accessibility elements—such as automatic door openers and accessible routes—to prevent disruptions. Routine maintenance schedules further reduce the likelihood of interruptions, supporting the functionality and dependability of accessible amenities. By addressing emerging issues promptly and implementing proactive plans for sustainable operability, MAFLOS enhances safety, accessibility, and the long-term reliability of these essential features throughout our parks.

Maintenance Category	Description
Urgent	Critical repairs are addressed without delay for essential features, such as broken elevators, door actuators, or playground equipment, ensuring uninterrupted access.
Routine	Regular, scheduled maintenance sustains the accessibility of pathways, restrooms, parking areas, and other commonly used features.
Planned	Anticipated replacements of aging accessible features, such as playground structures, parking lots, and sports courts, ensure continued compliance and reduce the likelihood of disruptions.

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item.
Date of Last Revision	2/3/2025
Comprehensive Plan Goal	Goal 3 - Plan core services with care.
Priority Comprehensive Plan Strategy	Goal 3, Strategy 16: Strive to achieve equitable levels of service through data-driven analysis.
Strategic Direction	D

Action Description

Create and implement the Maintenance of Accessible Features Level of Service (MAFLOS) to evaluate and prioritize accessibility across MPRB's 10 key assets to continue to improve equitable access. This framework will serve as a foundation for identifying gaps and aligning maintenance priorities under MAFLOS. 2025 Focus: Prioritize the first 5 assets—Athletic Fields, Buildings, Courts, Playgrounds, and Pools. 2026 Focus: To include 5 additional assets.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 4.1	Align Level of Service (LOS) of 5 top assets with ADA standards, focusing on Maintenance of Accessible Features (MAFLOS) and GLOS.	6/30/2025	
Task 4.2	Use the ADA Transition Plan Dashboard to guide and prioritize maintenance and repair efforts.	6/30/2025	
Task 4.3	Use the Cartegraph Asset Management System to initiate repairs and retain service records for compliance.	6/30/2025	
Task 4.4	Conduct routine inspections and audits of accessible features	Ongoing	
Task 4.5	Develop training modules on compliance frameworks and provide role-specific guidance.	6/30/2025	
Task 4.6	Publish annual progress reports documenting maintenance, inspection, and repair activities to ensure transparency.	12/31/2025	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Data Insights Analyst	Ensures accurate integration and alignment of organizational data.	12/2024
AM - Project and System Team	Focuses on tracking and updating records of physical assets. Provide guidance and expertise on Cartegraph Asset Management System.	1/2025
IT Database and GIS Analyst	Leads the technical integration of Geographic Information System (GIS) tools.	1/2025
Human Resource Trainer	Assist in adding training modules to LMS, provide expertise on training protocols; reviews current and proposed training to assist in identifying where ADA compliance and awareness can be added organization wide.	1/2025

Community Engagement and Feedback Level of Service (CEFLOS)

The Minneapolis Park and Recreation Board (MPRB) has long prioritized community input to build, maintain, and enhance the parks and offerings. By leveraging public meetings, surveys, and digital engagement, MPRB has established itself as a leader in incorporating community voices into its programs and park designs.

Community Consultancy Model

MPRB's Community Consultancy Model engages individuals with disabilities to shape accessibility improvements through their lived experiences. Guided by the principle, "nothing about us, without us," this model ensures decisions are grounded in authentic user input.

Action 5 – Implement Community Engagement and Feedback Level of Service (CEFLOS)

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator/Sarah Herlofsky, Therapeutic Recreation and Inclusion
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item
Date of Last Revision	2/3/2025
Comprehensive Plan Goal	Goal 3 - Plan core services with care.
Priority Comprehensive Plan Strategy	Goal 3, Strategy 16: Strive to achieve equitable levels of service through data-driven analysis.
Strategic Direction	C

Action Description

Create and implement Community Engagement and Feedback Level of Service (CEFLOS).

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 5.1	Establish a Community Consultancy Model: Identify and collaborate with individuals with disabilities to provide lived-experience perspectives on accessibility improvements.	Q1 2026 and Ongoing	

Task 5.2	Provide a handbook on accessible practices for community engagement and feedback (e.g., ASL interpreters, accessible materials).	Q2 2026 and Ongoing	
Task 5.3	Create a consistent process to collect, analyze, and incorporate community feedback from individuals with disabilities into continuous improvement actions.	Q3 2026 and Ongoing	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Data Insights Analyst	Ensures accurate integration and alignment of organizational data.	12/2024
AM - Project and System Team	Leads the integration of feedback loops into operation systems.	1/2025
IT Database and GIS Analyst	Leads the technical integration of Geographic Information System (GIS) tools.	1/2025
Web Content Producer	Leads the integration of feedback loops into the website.	1/2025
Recreation/TR& I	Leads the integration of the community consultancy model and feedback loops into programs, events, and activities.	12/2024
Environmental Management	Leads the integration of the community consultancy model and feedback loops into programs, events, and activities.	1/2025
Visitor Services	Assists in developing the handbook and provides feedback based on customer knowledge.	1/2025
Event Programmers	Leads the integration of the community consultancy model and feedback loops into programs, events, and activities.	1/2025

ADA Infrastructure Areas

To ensure ongoing compliance with ADA Title II and WCAG 2.1 AA standards across all facilities, programs, and services, MPRB has identified six key ADA infrastructure areas. Each of these six infrastructure areas represents a critical component of MPRB’s comprehensive accessibility strategy. By focusing on these areas, MPRB maintains and progressively enhances accessibility standards throughout the system, fostering equity and inclusiveness in all aspects of park experiences.

Physical Infrastructure

Physical infrastructure encompasses accessibility in built and natural environments. While structural, historical, or ecological factors may limit full compliance, MPRB mitigates barriers through accommodation, modifications, or adaptive programming. In natural areas, accessibility improvements balance inclusiveness with environmental preservation.

Action 6 – Address Accessible Route Deficiencies

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item
Date of Last Revision	2/3/2025

Comprehensive Plan Goal	Goal 3 - Plan core services with care.
Priority Comprehensive Plan Strategy	Goal 3, Strategy 13: Prioritize excellence in daily maintenance of parks.
Strategic Direction	D

Action Description

Address accessible route deficiencies through GIS mapping, routine maintenance, and positioning ADA-compliant amenities along mapped routes. Align accessible routes with the 10 identified assets to ensure equitable access and consistency with MAFLOS priorities.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 6.1	Mapping Accessible Routes: Use GLOS categories (Abundant, Moderate, Limited, Unique) to prioritize and map accessible pathways for the first 5 assets (Athletic Fields, Buildings, Courts, Playgrounds, Pools). Expand to the remaining 5 assets in 2026. Conduct on-site surveys to validate compliance.	Q3 2025 and Ongoing	
Task 6.2	Assess and prioritize placement of amenities (e.g., benches, grills, garbage cans) along mapped routes to the first 5 assets in 2025, followed by the remaining 5 in 2026. Ensure placement aligns with GLOS priorities.	Q3 2025 and Ongoing	
Task 6.3	Develop and deliver training modules on accessible route maintenance, compliance frameworks, and role-specific responsibilities, focusing on the 10 prioritized assets.	Q3 2025 and Ongoing	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Data Insights Analyst	Ensures accurate integration and alignment of organizational data.	12/2024
AM - Project and System Team	Focuses on maintaining, tracking, and updating records of accessible routes.	1/2025
IT Services – IT Database and GIS Analyst	Leads the technical integration of Geographic Information System (GIS) tools.	1/2025
Planning Division	Responsible for creating long-term park plans and implementation of the plans.	1/2025
Human Resource Trainer	Assist in adding training modules to learning management system, provide expertise on training protocols; reviews current and proposed training to assist in identifying where ADA compliance and awareness can be added organization wide.	1/2025

Program Infrastructure

MPRB’s program infrastructure aligns with the “citywide web” concept, ensuring accessible and inclusive programming is available across neighborhoods. Recreation and programming centers serve as community anchors, providing ADA-compliant services across neighborhoods, supported by shared resources, accessible equipment, and a collaborative framework. This approach fosters equity and adaptability to meet diverse community needs.

Action 7 – Delivery of inclusive, ADA compliant programs and services.

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator/Sarah Herlofsky, Therapeutic Recreation and Inclusion
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item
Date of Last Revision	2/3/2025
Comprehensive Plan Goal	Goal 1: Foster belonging and equity.
Priority Comprehensive Plan Strategy	Goal 1, Strategy 4: Provide a wide variety of programs in the parks and activities at events to promote social, multi-generational and cross-cultural interaction and that create shared community experiences to bring diverse residents together in joyful, artful, and playful purpose.
Strategic Direction	C

Action Description

Work collaboratively to apply ADA program access standards to the recreation and programming centers events, programs, and services to ensure equitable access for individuals with disabilities.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 7.1	Identify and catalog programming gaps using GLOS frameworks to prioritize underserved areas.	Q3-2025 and Ongoing	
Task 7.2	Based on Action 5, Task 2, Draft Standard Operating Procedures (SOPs) for inclusive program design and delivery.	Q4-2025 and Ongoing	
Task 7.3	Develop and deliver foundational training modules for recreation and programming staff covering GLOS and therapeutic recreation principles.	Q4-2025 and Ongoing	
Task 7.4	Incorporate participant feedback loops to refine program offerings and address community needs using COFLOS. (Action 5, Task 1)	Q4-2025 and Ongoing	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Data Insights Analyst	Ensures accurate integration and alignment of organizational data.	12/2024
Recreation/TR& I	Assist in the evaluation of programs, events, and activities.	12/2024
Environmental Management	Assist in the evaluation of programs, events, and activities.	1/2025
Event Programmers	Assist in the evaluation of programs, events, and activities.	1/2025

Human Resource Trainer	Assist in adding training modules to LMS, provide expertise on training protocols; reviews current and proposed training to assist in identifying where ADA compliance and awareness can be added organization wide.	1/2025
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Effective Communication

Effective communication fosters an inclusive, welcoming environment by addressing diverse communication needs. MPRB provides equitable access to information and resources by:

- Providing accessible materials such as Braille and large print upon request.
- Adhering to WCAG 2.1 AA standards for digital platforms to make online content intuitive and user-friendly.
- Prioritizing accessible wayfinding and signage to help all visitors navigate parks and facilities confidently.

These efforts bridge access gaps and connect individuals to meaningful opportunities for recreation, engagement, and community building.

Action 8 – Ensure equal access to information and effective communication.

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item.
Date of Last Revision	2/3/2025
Comprehensive Plan Goal	Goal 7: Connect through communications and technology.
Priority Comprehensive Plan Strategy	Goal 7, Strategy 8: Improve outreach and access to parks and park offerings.
Strategic Direction	D

Action Description

Promote inclusive communication by providing accessible materials, maintaining WCAG 2.1 AA compliance for digital content, and improving wayfinding and signage to support confident navigation of MPRB parks and facilities.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 8.1	Conduct a comprehensive audit of all MPRB digital platforms to identify and address accessibility gaps. Perform continuous monitoring of websites for ADA compliance.	Q1-2025 and Ongoing	
Task 8.2	Implement WCAG 2.1 Level AA standards across websites, 3rd party vendors, mobile apps, and digital documents.	Q1-2026 and Ongoing	
Task 8.3	Provide training and publish guides on effective communication standards and ADA compliance.	Q3-2025 and Ongoing	

Task 8.4	Design and implement a standardized ADA-compliant signage program for wayfinding and accessibility across all parks and facilities.	Q3-2026	
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Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Data Insights Analyst	Ensures accurate integration and alignment of organizational data.	12/2024
AM - Project and System Team	Leads the development of a signage asset map.	1/2025
IT Database and GIS Analyst	Leads the technical integration of Geographic Information System (GIS) tools.	1/2025
Web Content Producer	Responsible for website and integration of the MPRB brand.	1/2025
Recreation/TR& I	Provides expertise on programs, activities, and wayfinding signage.	1/2025
Environmental Management	Provides expertise on programs, activities, and wayfinding signage.	1/2025
Visitor Services	Assists in developing the handbook and provides feedback based on customer knowledge.	1/2025
Planning	Provides expertise and design standards.	1/2025
Human Resources Trainer	Assist in adding training modules to learning management system, provide expertise on training protocols; reviews current and proposed training to assist in identifying where ADA compliance and awareness can be added organization wide.	1/2025

Emergency Management

MPRB's emergency management plans and evacuation routes address accessibility needs for safe during emergencies.

Action 9 – Review current emergency management plans and audit egress routes for ADA compliance.

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item
Date of Last Revision	2/3/2025
Comprehensive Plan Goal	Goal 3 - Plan core services with care.
Priority Comprehensive Plan Strategy	Goal 3, Strategy 18: Create a vibrant, welcoming and safe environment.
Strategic Direction	C

Action Description

Review current emergency management plans, audit egress routes for ADA compliance, and train staff on assisting individuals with disabilities during emergencies.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 9.1	Review and update emergency management plans at recreation and programming centers annually. Ensure plans include specific strategies for assisting individuals with mobility, sensory, or cognitive disabilities.	Q3-2026 and Ongoing	
Task 9.2	Develop protocols for facilities without visual fire alarm systems to effectively communicate emergencies to individuals who are deaf or hard of hearing.	Q2-2025	
Task 9.3	Conduct annual audits of egress routes across all facilities to assess compliance with ADA standards. Identify and address barriers that limit accessibility during emergencies.	Q3-2026 and Ongoing	
Task 9.4	Develop training modules and guides on maintaining egress routes and assisting people with disabilities during emergencies.	Q3-2026 and Ongoing	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Environmental Stewardship Division	Ensures that the routes are clear to meet standards – Regional parks, satellite sites, exterior of parks with recreation centers, service centers.	1/2025
Recreation Division	Ensures that the routes are clear to meet standards- Recreation centers (interior), golf courses, athletic facilities.	1/2025
Visitor Services	Ensures that the routes are clear to meet standards – WaterWorks and Graco buildings, concessions (in collaboration with vendors).	1/2025
Risk and Safety Administrator	Leads efforts regarding risk and safety, including the creation of facility emergency action plans.	12/2024
Emergency Management Steering Committee	Provides expertise and creates the emergency management framework for MPRB.	1/2025
Human Resource Trainer	Assist in adding training modules to learning management system, provide expertise on training protocols; reviews current and proposed training to assist in identifying where ADA compliance and awareness can be added organization wide.	12/2025

Training and Awareness

MPRB equips staff with essential ADA knowledge and skills through comprehensive training programs. This fosters a culture of inclusivity and ensures that every team member actively contributes to creating welcoming, accessible environments for all visitors.

Action 10 – Create and implement the Training and Awareness Level of Service

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator/Sarah Herlofsky, Therapeutic Recreation and Inclusion
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item
Date of Last Revision	2/3/2025

Comprehensive Plan Goal	Goal 8: Cultivate a thriving workforce.
Priority Comprehensive Plan Strategy	Goal 8, Strategy 3: Promote workforce training and professional development.
Strategic Direction	D

Action Description

Create and implement the Training and Awareness Level of Service, which is tailored to new hires, staff roles (e.g., maintenance, programming, leadership), and foundational components of ADA.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 10.1	Create training modules based on foundational principles of ADA, ADA program access standard, role specific responsibilities, and specialized training for programs and services.	Q4-2025 and Ongoing	
Task 10.2	Offer a mix of in-person workshops, online modules, and interactive e-learning tools.	Q4-2025 and Ongoing	
Task 10.3	Conduct post-training surveys to assess knowledge retention and refine modules as needed	Q4-2025 and Ongoing	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
Human Resources Trainer	Assist in adding training modules to learning management system, provide expertise on training protocols; reviews current and proposed training to assist in identifying where ADA compliance and awareness can be added organization wide.	1/2025
All Divisions and Departments	Provides expertise and current training requirements for Division or Department.	1/2025

Monitoring and Evaluation

MPRB's commitment to continuous improvement is reflected in its robust monitoring and evaluation efforts. Regular assessments, participant feedback, and audits ensure adherence to ADA standards and Level of Service (LOS) commitments.

Action 11 – Monitoring and evaluation of systemwide ADA compliance.

General Information

Department	Deputy Superintendent - ADA Administrator
Fiscal Year	2025
Owner	Jill Moe, ADA Administrator
Accessibility Management Team	Provide expertise and guidance on behalf of their department or division to support the successful planning, implementation, and monitoring of this action item
Date of Last Revision	2/3/2025
Comprehensive Plan Goal	Goal 3 - Plan core services with care.
Priority Comprehensive Plan Strategy	Goal 3, Strategy 16: Strive to achieve equitable levels of service through data-driven analysis.
Strategic Direction	D

Action Description

Implement a comprehensive monitoring and evaluation framework to assess systemwide ADA compliance. This action will establish standardized processes for regular audits, performance tracking, and reporting to ensure accountability, and transparency. Through staff training, structured audits, and real-time updates to the ADA Transition Plan Dashboard and Action Plan, this initiative will drive continuous improvement, demonstrate progress, and support equitable service delivery.

Tasks

Task Number	Task Description	Target Date	Completion Date
Task 11.1	Develop an audit framework: Create a standardized checklist and guidelines for ADA compliance audits, tailored to MPRB's LOS standards.	Q4-2025 and Ongoing	
Task 11.2	Perform Baseline Audits: Schedule and execute systemwide audits across all MPRB facilities, programs, and digital platforms to establish a baseline for ADA compliance.	Q3-2026 and Ongoing	
Task 11.3	Train staff to perform audits and inspections for ADA compliance.	Q4-2026 and Ongoing	
Task 11.4	Update ADA Transition Plan Dashboard to accurately reflect the work and investments made by MPRB for ADA compliance.	Q1-2025 and Ongoing	
Task 11.5	Update ADA Action Plan to accurately reflect the work and investments made by MPRB for ADA compliance.	Q1-2025 and Ongoing	
Task 11.6	Develop and publish an annual report summarizing audit findings, improvements made, and ongoing challenges. Ensure the report is transparent, actionable, and accessible to stakeholders.	Q4-2025 and Ongoing	

Support from Other Work Groups

Work Group	Support Provided	Date Confirmed
All Divisions and Departments	Provides expertise and current evaluative methodology for area, department or division.	1/2025
Human Resource Trainer	Assist in adding training modules to LMS, provide expertise on training protocols; reviews current and proposed training to assist in identifying where ADA compliance and awareness can be added organization wide.	1/2025

Commitment to fostering belonging and equity

The ADA Transition Plan and ADA Action Plan 2025-2026 underscores MPRB's unwavering commitment to equity, inclusion, and compliance. By addressing anticipated challenges and leveraging the objectives outlined above, MPRB positions itself as a leader in creating accessible and inclusive public spaces. Through this plan, MPRB aims to set a benchmark for excellence in accessibility, enhancing the experience of all park users.

Appendix A

ADA Administrative Requirements

1. **ADA Administrator** - Title II State and Local Governments with 50 or employees must have a dedicated staff member to coordinate compliance.
 - Jill Moe, ADA Administrator; Hired November 2023
2. **Public Notice**: State and local governments must publish a clear notice informing the public of their commitment to ADA compliance.
 - Appendix B ADA Statement
 - Posted on website, will have signage for all recreation and programming centers in January 2025
3. **Self-Evaluation**: A thorough assessment of all programs, services, and facilities to identify accessibility barriers faced by people with disabilities.
 - Completed in 2015-2016
 - The ADA Transition and Action Plan 2025-2026 updates and builds upon prior work.
4. **Transition Plan**: A detailed plan outlining how the identified barriers will be addressed, including timelines and methods for achieving accessibility.
 - Updated in 2024 as a PowerBI Dashboard.
 - Action 1 focuses solely on the monitoring and updating of the transition plan as a dynamic dashboard.
5. **Reasonable Modifications**: Adapting policies, practices, and procedures to ensure individuals with disabilities can participate in programs and services, unless it fundamentally alters the service.
 - Posted on relevant policy pages, and the public notice statement.
 - Therapeutic Recreation and Inclusion Program responds to the requests for accommodation or modification. Consults with the ADA Administrator as needed.
6. **Effective Communication**: Providing information and communication in accessible formats, including auxiliary aids like interpreters, captioning, or large print materials, when necessary.
 - Action 8 of the Transition Plan and Action Plan 2025-2026, includes the ADA Title II rule for Digital Accessibility for Websites and Applications – April 2026 compliance date.
7. **Architectural Standards**: Adhering to specific accessibility guidelines when constructing or altering public buildings and facilities.
 - The Planning Division and Asset Management leads these efforts in consultation with the ADA Administrator.
8. **Maintenance of Accessible Features**: ADA mandates the maintenance of accessible features.
 - Action items 4 and 6 reflect our systematic effort to inspect and maintain accessible features.

Appendix B

ADA Statement

The Minneapolis Park and Recreation Board (MPRB) is committed to ensuring accessibility for individuals with disabilities. In accordance with Title II of the Americans with Disabilities Act (ADA) of 1990 (as amended in 2008), and other applicable federal and state laws, MPRB facilities, programs, services, and activities, when viewed in their entirety, shall be readily accessible and usable.

Employment

MPRB welcomes and encourages individuals with disabilities to apply for employment and volunteer opportunities. MPRB complies with all regulations under Title I of the ADA and does not discriminate on the basis of disability in hiring or employment practices, as governed by the U.S. Equal Employment Opportunity Commission.

Effective Communication

Upon request, MPRB will provide appropriate aids and services to facilitate effective communication for qualified individuals with disabilities. Examples include, but are not limited to:

- Sign language interpreters
- Documents in Braille or large print format
- Other methods of making information and communications accessible

Requests for Modifications or Disability-Related Accommodations

Qualified individuals with disabilities may request reasonable accommodation or modifications to policies and procedures to participate in MPRB programs, services, or activities. The ADA does not require MPRB to take actions that would fundamentally alter the nature of its offerings or impose undue financial or administrative burdens.

How to Make a Request

To request disability-related modifications, policies, or accommodation, please contact MPRB as early as possible, and no later than 5 business days before a scheduled event.

Contact Information: Therapeutic Recreation and Inclusion Program Email: inclusion@minneapolisparcs.org

Accessibility Concerns or Grievances

If you believe you or someone under your care has been unable to access an MPRB facility, program, or service due to accessibility barriers, or has experienced discrimination based on disability, please contact the ADA Administrator:

Jill Moe, ADA Administrator

Minneapolis Park and Recreation Board

2117 West River Road N, Minneapolis, MN 55411 Phone: 651-421-1839

Email: jmoe@minneapolisparcs.org or adaadministrator@minneapolisparcs.org

Appendix C

Disability Rights Laws and Regulations

1. **Americans with Disabilities Act 1990; as amended 2008 – Title II – State and Local Government.**

Title II of the ADA prohibits discrimination against qualified individuals with disabilities in all programs, activities, and services of public entities.

2. **Section 504 of the Rehabilitation Act of 1973, as amended.**

Prohibits discrimination based on an individual's disability in programs or activities receiving Federal financial assistance. The MPRB ADA Administrator also covers Section 504.

3. **Section 508 of the Rehabilitation Act of 1973, as amended.**

The MPRB is not a Federal Agency, however, the rules around Section 508 have been adopted by the State of Minnesota and public entities are encouraged to do the same. Section 508 defines the Voluntary Product Accessibility Template (VPAT) and Web Content Accessibility Guidelines (WCAG) 2.1 AA as the standards to measure accessible technology and digital content.

4. **Code of Federal Regulations – Title 36 Chapter 11 PART 1190 – Accessibility Guidelines for Pedestrian Facilities in the Public Right - of - Way (PROWAG).**

The Architectural and Transportation Barriers Compliance Board provides minimum guidelines for the accessibility of pedestrian facilities in the public right-of-way. These guidelines ensure that facilities used by pedestrians, such as sidewalks and crosswalks, constructed or altered in the public right-of-way by federal, state, and local governments are readily accessible to and usable by pedestrians with disabilities.

5. **Code of Federal Regulations – Title 36 Chapter 11 PART 1191 – ADA Accessibility Guidelines (ADAAG) for Buildings and Facilities.**

The ADA charges the Access Board with developing and maintaining minimum guidelines to ensure the accessibility and usability of the built environment in new construction, alterations, and additions.

6. **Code of Federal Regulations - Title 28 Chapter 1 Part 35**

Nondiscrimination on the Basis of Disability in State and Local Government Services.

The purpose of this part is to implement subtitle A of title II of the Americans with Disabilities Act of 1990 (42 U.S.C. 12131–12134), as amended by the ADA Amendments Act of 2008 (ADA Amendments Act) (Pub. L. 110–325, 122 Stat. 3553 (2008)), which prohibits discrimination on the basis of disability by public entities.

7. **Minnesota Human Rights Act – Public Services.**

A city, county, town, township, public agency or board, and other government entities cannot refuse to provide or limit access to services for certain individuals or refuse to reasonably accommodate an individual with a disability because of their protected class.

8. **Minnesota Accessibility Code 2020 – Chapter 1341 Accessibility for Buildings and Facilities.**

The 2020 Minnesota Accessibility Code has detailed accessibility compliance standards for people with disabilities in new buildings, additions to buildings and buildings undergoing alterations.