



WPRA Special Event and ADA Title II-“Cliff Notes”

October 20, 2021

WELCOME!!

We will be using electronic “live polling” today...

While you wait-please **download** the following Application on your Smartphone



TurningPoint

Meeting ID XXXXXX

Meet Our Presenter



Ben Rank, Safety and Risk Management Team Lead

Cities & Villages Mutual Insurance Company

Ben joined Cities and Villages Mutual Insurance Company in February 2009 as a Safety & Risk Management Specialist and was promoted to Safety & Risk Management Team Lead in 2019. Ben is a Certified Occupational Hygiene and Safety Technician (OHST), as well as an Associate in Risk Management (ARM). Ben joined CVMIC from the City of Green Bay, WI where he served as the City Safety/Risk Manager for almost three years.

Learning Objectives



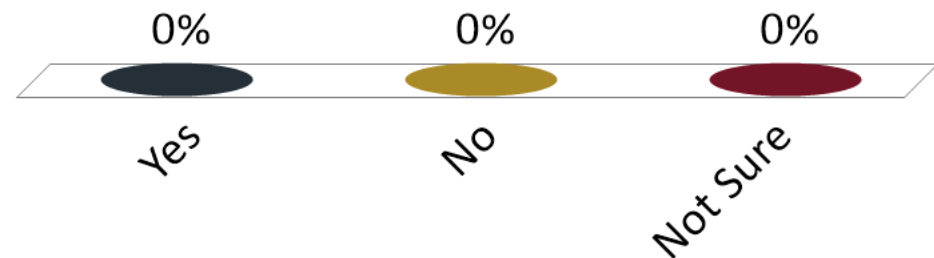
Definition is CRITICAL!!!

“A non-routine activity within a community that brings together a large number of people. Emphasis is not placed on the total number of people attending but rather the impact on the community’s ability to respond.....”

“A special event requires additional planning, preparedness, and mitigation efforts....”

Has Your Community Defined a Special Event?

- A. Yes
- B. No
- C. Not Sure

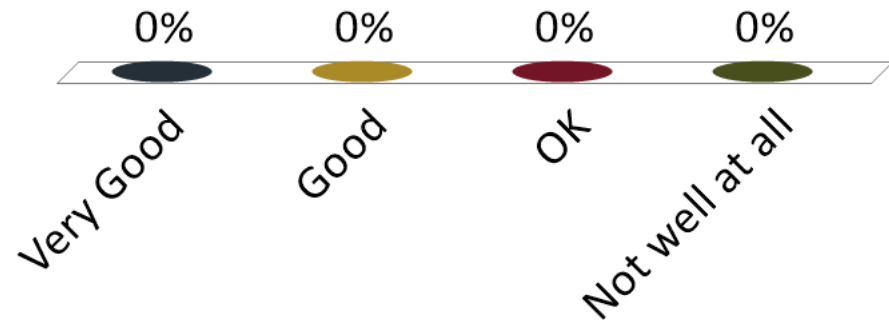


Common Types

- **Run/Walks**
 - **Farmers Markets**
 - **Parades**
 - **Festivals**
 - **Concerts**
 - **Displays (e.g., 4th of July, Car Shows)**
 - **Sporting Events**
 - **Marathons**
- 

How Well Does Your Municipality Currently Manage Special Events?

- A. Very Good
- B. Good
- C. OK
- D. Not well at all



Problems That Can be Created...

- Traffic congestion
- Noise disturbance to neighbors
- Inaccurate attendance estimation
- Unpaid invoices
- Political pressure from council to “simply allow the event to occur”
- Weather on the day of the event
- Unhappy impacted citizens

Special Event Benefits...

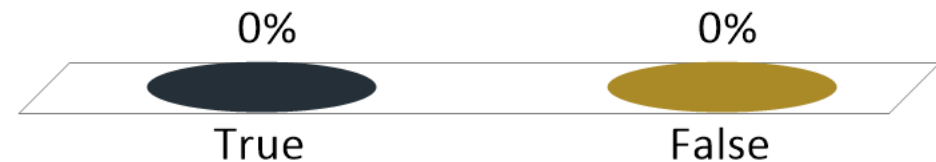
- Economic development
- Fosters “sense of community”
- Creates awareness of social issues
- Fund raising for important causes
- Promotes community involvement and team work
- Increased tourism
- Provides recreational opportunities

Case Studies High/Low Profile

- Indiana State Fair stage collapse-
https://www.youtube.com/watch?v=J6OS_mPRD0Y
- Station Nightclub Fire-
<https://www.youtube.com/watch?v=bknYdprA9ug>
- Parade Horse-
<https://www.youtube.com/watch?v=lElPXekOKxl>
- 4th of July Fireworks-
<https://www.youtube.com/watch?v=cxyd75qdkOA>

Your Community Requires a Permit Application be Completed for Special Events

- A. True
- B. False



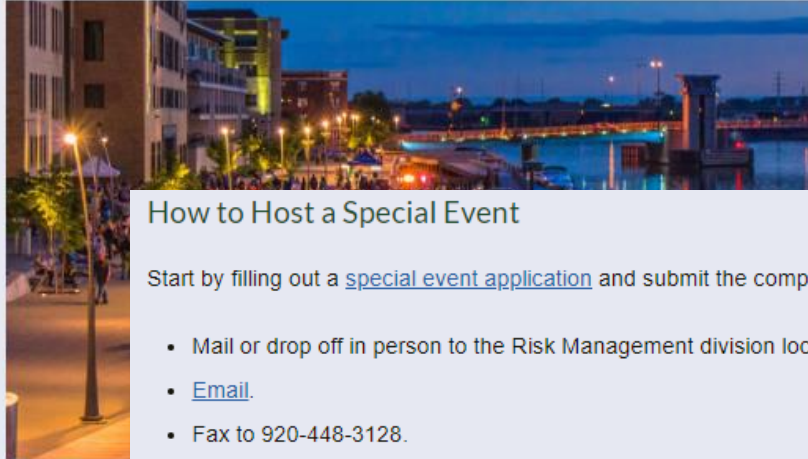
City of Green Bay Special Events

Special Events

Special Event Definition

The City of Green Bay defines a 'Special Event' as one of the following displays, which interferes with the normal flow or regulation of traffic upon the streets, sidewalks, or rights-of-way:

- Athletic Event
- Ceremony
- Demonstration
- Exhibition
- March
- Pageant
- Parade
- Procession
- Race
- Show



How to Host a Special Event

Start by filling out a [special event application](#) and submit the completed form through any of the following methods:

- Mail or drop off in person to the Risk Management division located at City Hall - 100 N. Jefferson Street, Room 500.
- [Email](#).
- Fax to 920-448-3128.

Inquiries may be directed to the City's Risk Management division at 920-448-3125.

How to Host a Special Event

Special Event Documents

- [Special Event Application \(PDF\)](#)
- [Special Event Book \(PDF\)](#)

Read [Chapter 6.15](#) for detailed information about Special Events.

City of New London Special Events

Special Events Information



Are you looking at hosting an event on city property or on a city street? Or researching just information on what regulations are out there on holding an event in the city limits? Well you've come to the right place! The City of New London is proud to partner with many individuals and organizations that offer dozens of diverse and entertaining events and festivals that make New London an exciting attraction. These events enhance the lives of our citizens and attract visitors to our community. With that



said, our main concern with any special event is to ensure that we fully understand what the event entails as well as to provide the information you need to understand the regulations that need to be followed to create a successful and safe event. Below are some documents that have been created to help you with just that. The City of New London's Special Event Guide was created to help answer the most common questions about event regulations. What venues do you need permit for? What do you need to consider

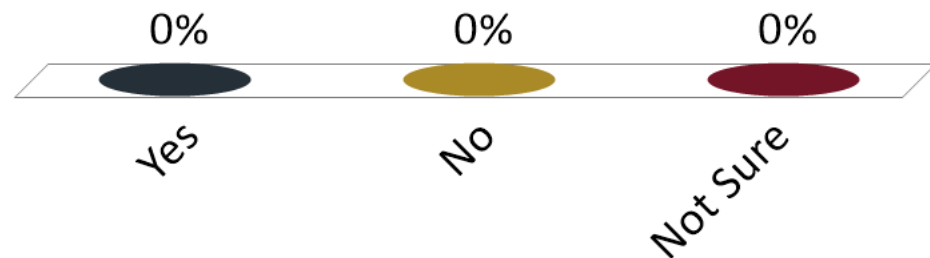
when selling food or beverages? Do I need insurance? Hopefully this document can answer most of your questions. Click [here](#) or on the picture to the right to download your copy of the guide.

After you have a better understanding of what you may need to obtain for your event, you then can fill out the City of New London Special Events Permit Application. We've created this to be a "one stop shop" for most of the information you need to provide us for the city permits needed for your event. Please keep in mind that this application is only for the permits that the *City of New London* requires. There may be other permits you need to obtain from Outagamie or Waupaca County to legally hold your event. Click [here](#) or on the picture to the right to download your copy of the application.



Does Your Community Require Proof Of Insurance Coverage?

- A. Yes
- B. No
- C. Not Sure



Insurance

What coverages and endorsements should I require?

Model Insurance Language? (GL/AL, WC, Unmanned Aircraft (drone), Liquor Liability, and Umbrella) w/ Additional Insured

Certificate of Insurance (COI) for the required coverages, limits, and endorsements must be provided prior to the event date.

Other Considerations

-Volunteer Coverage

-Participant Waivers

-Stand-alone Event Coverage



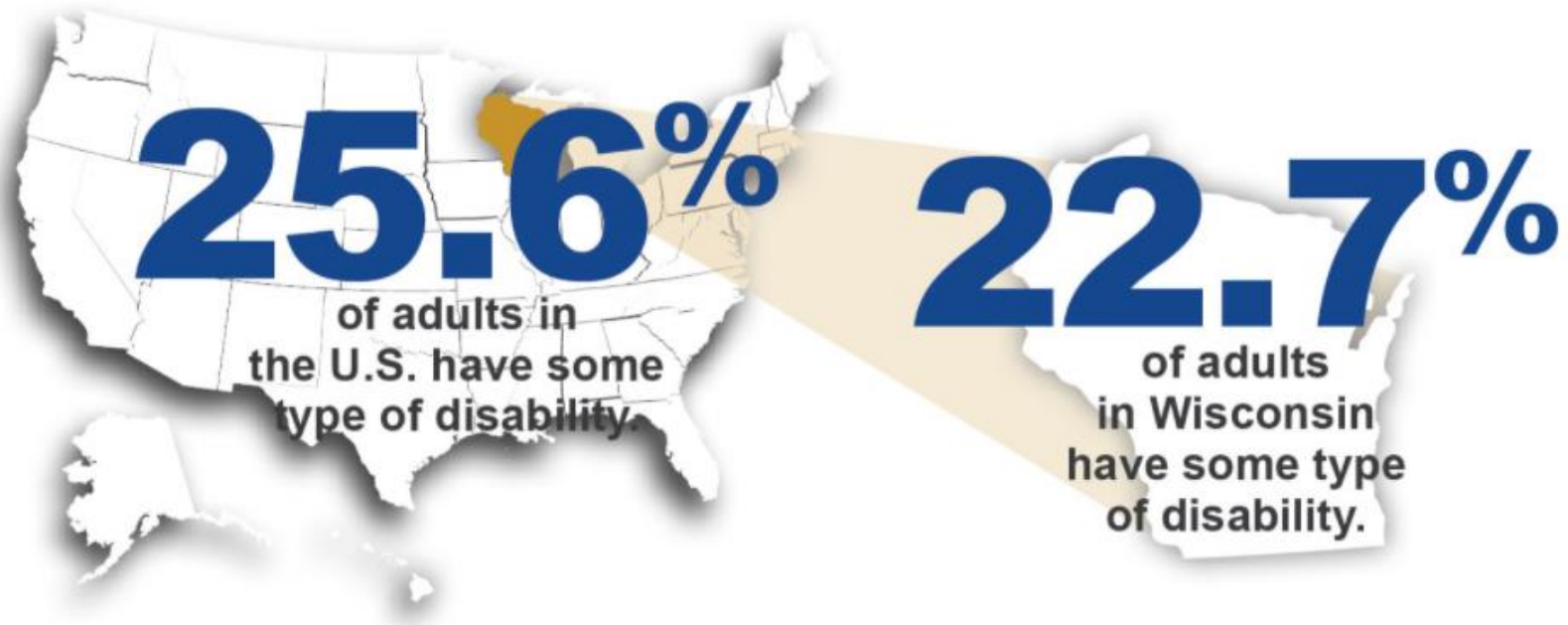
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ADA Title II-Cliff Notes



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Disability Stats for Wisconsin



The Bottom Line

As the population ages, the number of people with disabilities increase and we **MUST** ensure that we serve **ALL** of our customers appropriately and consistent with our legal obligations!

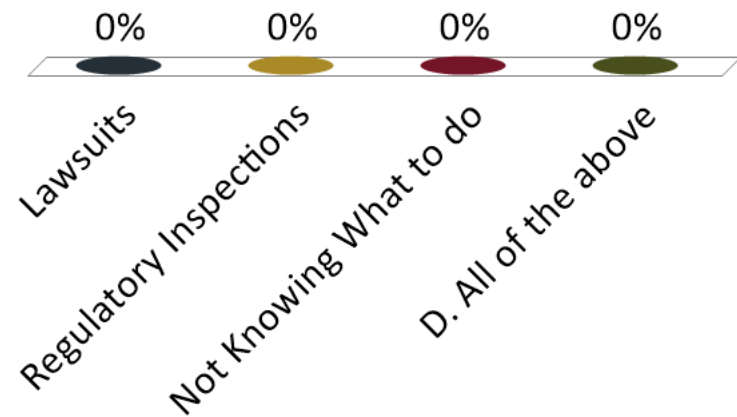


*At some point we all may be disabled!

*Baby Boomers are aging-Large population

What Keeps You Up At Night Regarding the ADA?

- A. Lawsuits
- B. Regulatory
Inspections
- C. Not Knowing What to
do
- D. D. All of the above



You Know Who The ADA Coordinator Is In Your Organization.

- A. True
- B. False



What is the purpose of this Law?



Which Standards Apply?

- Any new construction or alterations:
 - Prior to September 15, 2010 – either the 1991 standards or Uniform Federal Accessibility Standards (UFAS)
 - From 9/15/10 to 3/15/12 – either the 1991 standards, UFAS or 2010 standards
 - On or after 3/15/12 – 2010 standards
- All new or altered facilities must comply with the 2010 Standards for Accessible Design and must be fully accessible and usable rather than applying program access

Safe Harbor Provision

Safe Harbor Provisions under the 2010 Standards

- Elements that have not been altered in existing facilities on or after March 15, 2012 and that comply with either the 1991 Standards or the UFAS do not have to be modified to meet the 2010 standards
- Any existing facility designed and constructed after January 26, 1992, but before the public entities were required to comply with the 2010 standards, that were not constructed in conformance with the UFSA or 1991 Standards are in violation of ADA and must be brought into compliance. The same holds true for any alterations during that period of time.
- The safe harbor does not apply to those elements in existing facilities that are subject to supplemental requirements – (elements for which there were neither technical nor scoping specifications in the 1991 standards) i.e., Chapter 10 – recreation facilities

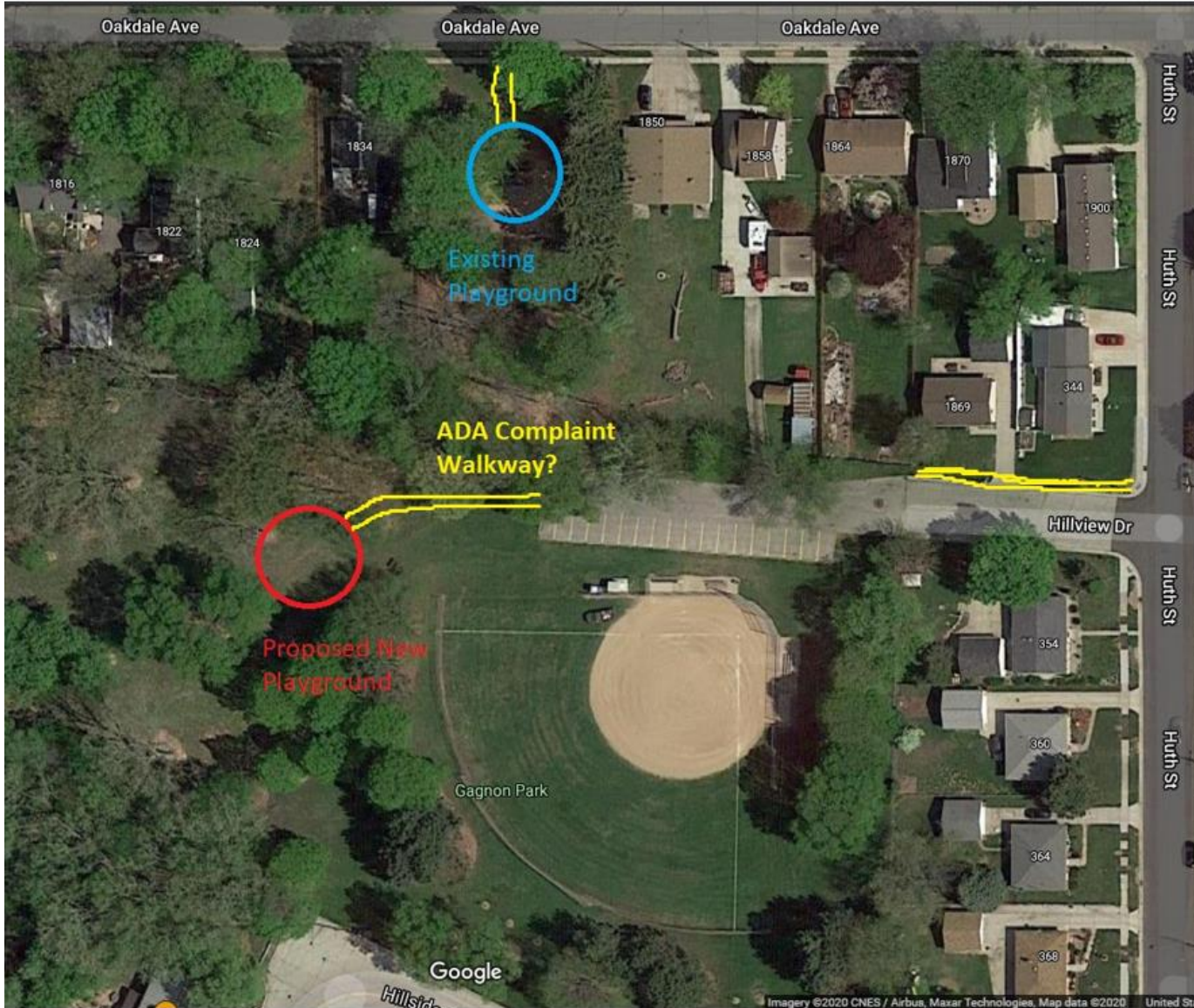
Case Study

Neighborhood association raised funds for new playground equipment.

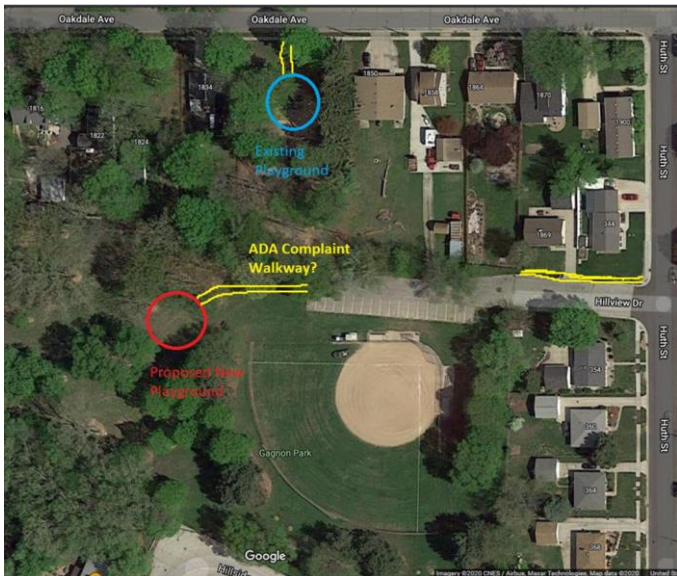
New play equipment will be re-located to a different location within same park and adjacent to a softball diamond, parking lot, etc.



Case Study



Case Study



Will the new play area need to be ADA Compliant since one already existed at the same location?

What will make it ADA Compliant (Parking?, Path?, Surfacing,? Play Components?)

Will the adjacent softball diamond serving the playground need to be upgraded as well?

Were enough funds raised?

Where to Start?

ADA Title II Action Guide for State and Local Governments

7 Steps to Implement the ADA

Step 1 - Start Implementation

Step 2 - Appoint an ADA Coordinator

Step 3 - Provide Public Notice

Step 4 - Adopt a Grievance Procedure

Step 5 - Conduct a Self-Evaluation

Step 6 - Develop a Transition Plan

Step 7 - Create an Action Plan

Self-Evaluation Forms

Sample Documents



Produced by
Institute for Human Centered Design

www.ADAActionGuide.org

Step 1-Start Implementation

ADA Team-Represent Major Departments



Special Skills and Expertise

- Finance
- Facilities
- Employment
- Public Works
- Communication

Step 2- Appoint an ADA Coordinator

ADA Coordinator

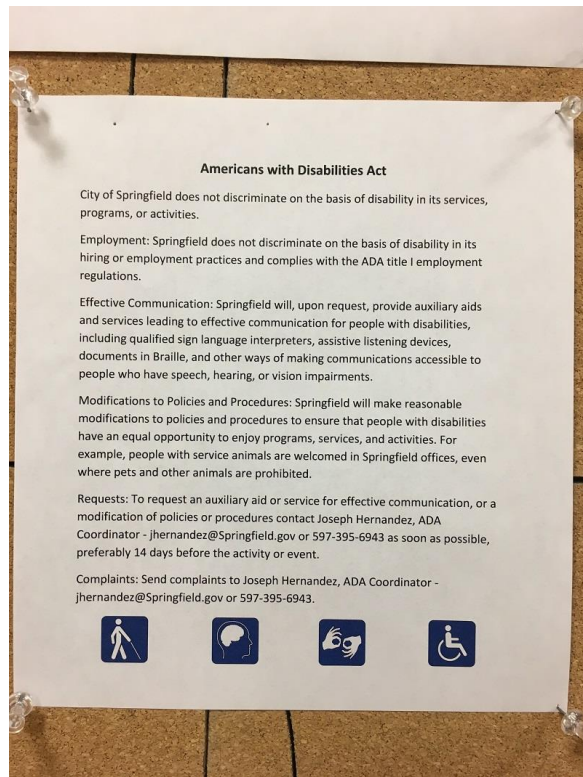


Key Role:

- Plan and Coordinate compliance efforts
- Develop NOTICE
- Respond to public inquiries
- Train staff
- Investigate complaints

Step 3- Provide Public Notice

Public Notice



Methods

- Put the notice on the public entity's website
- Include the notice in social media such as Twitter and Facebook
- Post the notice at facilities
- Publish the notice in local newspapers
- Broadcast the notice in public service announcements on local radio and television stations
- Include the notice in program announcements and applications

Step 4- Adopt a Grievance Procedure

Grievance Procedure



Must Include:

- A description of the procedures for submitting a grievance
- The steps that will be taken by the public entity
- Reasonable, specific time frames for review and resolution of the grievance
- A two-step review process that allows for appeal.
- Record-keeping for complaints submitted
- Documentation of steps taken towards resolution

Step 5 – Conduct a Self-Evaluation

Self-Evaluation



A team approach

- Identify departments, programs, and services
- Review each for discriminatory practices

Step 6 – Develop a Transition Plan

Transition Planning



Plan Consists of:

- A list of the physical barriers that limit the accessibility of programs, activities, or services.
- The methods to remove the barriers and make the facilities accessible.
- The schedule to get the work completed.
- The name of the official(s) responsible for the plan's implementation.

Step 7 – Create an Action Plan

Action Plan



Non-Structural Issues

- Deficiencies identified from Self-Evaluation

ADA Title II Policy-Handout



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What Questions do You Have?



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