



# CITY OF BURLINGTON

## Appendix B GIS Tracking Protocol



## GIS Tracking Protocol

The geodatabase “BurlingtonADA” contains built-in tracking mechanisms within three feature classes: “Routes,” “CurbRamps,” and “PedestrianPushButtons.” The “Routes” feature class represents sidewalks measured by the SSI Profiler tool. The “CurbRamps” feature class represents curb ramps. The “PedestrianPushButtons” feature class represents pedestrian push buttons. The feature classes listed above contain six tracking columns within each Attribute Table:

1. **Priority:** This column shows the priority score given to each attribute of the public right of way and indicates the order in which barriers should be mitigated. The highest priority score is 200, and the lowest priority score is 0.
2. **Priority Level:** Each priority level is determined by a priority score that is ranked according to the Natural Breaks (Jenks) method. The levels are High, Medium-High, Medium, Medium-Low, Low and Compliant.
3. **Repair Cost:** This column is used to input the estimated cost of mitigating a specific barrier. This value is then used to budget barrier mitigations in accordance with the City’s annual budgets (both present and future) or other funding sources.
4. **Planned Repair Date:** Abbreviated as “PlanRepDate” in GIS, this column shows the expected fiscal year in which a barrier is to be mitigated, once a Repair Project has been identified.
5. **Repair Project:** This column tracks planned projects that will encompass mitigations of specific barriers. These can be either projects allocated by the City for general ADA repairs or projects already in the City’s pipelines that will trigger ADA upgrades.
6. **Actual Repair Date:** Abbreviated as “ActRepDate” in GIS, this column is used to input the date when a specific barrier is mitigated.

### **Step 1: Identifying Future Projects**

To plan for future projects, first identify projects already in the City’s pipelines that would trigger ADA upgrades. Once these projects have been identified, the name of the project should be entered into the geodatabase column titled “Repair Project.” for all identified barriers located within the scope of work of these projects, as well as the expected fiscal year of completion of the project into the column called “Planned Repair Date.”

Next, the City should establish its annual budget for general ADA projects or establish a General Fund to repair all barriers not already within the scope of an existing planned project. Projects to mitigate ADA barriers should be planned according to the budget for each fiscal year, and should allocate repairs from highest priority score to lowest priority score, working one’s way down the list. Repairs can be projected outward for as many fiscal years as the City chooses.

For each barrier mitigation funded by the City's budget for general ADA project, "General Funds" should be entered into the "Repair Project" column. The "Planned Repair Date" column should denote the fiscal year in which a specific barrier is expected to be mitigated.

### **Step 2: Documenting Completed Barrier Mitigations**

When barrier mitigation work has been completed, the date of repair should be entered into the geodatabase column titled "Actual Repair Date." Otherwise, the column should be left blank to signify that repair work has not yet been completed. Other additional columns can be added as the city sees fit. Additionally, geodatabases allow for attachments in the form of documents, pictures, videos, or CAD files.

### **Step 3: Updating the Priority and Priority Level**

Once a barrier has been mitigated, the "Priority Score" of the feature should be edited to reflect a score of zero. The "Priority Level" column should be edited to say "Mitigated 2017" or something similar. This allows users to query the data and to see what barrier mitigation work has or has not been completed.

### **Step 4: Clear the Measurement Data (Optional)**

Once a project is completed, the measurements and descriptions are no longer relevant to the state of the feature at present, and can be cleared for the features involved. The City can archive the old data for reference if it so chooses.

For CurbRamps and PedestrianPushButtons the only relevant information left will be the two street names, the orientation (N, S, E, W, etc.), and the tracking information. Old measurements and descriptions can therefore be cleaned out.

For each sidewalk, the CrossSlope, RunningSlope, VerticalChanges and Obstructions features will not be relevant after that sidewalk's barriers are mitigated. The above-mentioned features can therefore be deleted after the mitigation project is complete.

"KeyPressLines" may still be relevant, as this feature it typically represents where driveways are located.