



Village of Floral Park

Physical Accessibility to Programs and Services

S9-24-34 | February 2025

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Report Highlights

Village of Floral Park

Audit Objective

Assess whether Village of Floral Park (Village) officials could take additional steps to increase physical accessibility to programs and services provided at selected Village facilities.

Key Findings

Of the 575 applicable physical accessibility components (components) we reviewed, we identified 83 components (14 percent) where Village officials could consider taking additional steps to increase physical accessibility at selected Village facilities. Specifically:

- 36 components at the Village Hall, such as the required number of accessible parking spaces located at the closest accessible route to the entrance.
- 26 components at the Library, such as interior doors that can be opened with no more than five pounds of force and with closing speeds of no more than five seconds and interior signs with raised lettering and Braille.
- 14 components at the Recreation Center, such as at least one van accessible parking space.
- Seven components at the Building Department, such as an accessible main entrance.

Recommendation

Village officials should assess the feasibility of taking additional steps to increase physical accessibility for the 83 components identified in this report. Village officials agreed with our findings and indicated they plan to initiate corrective action.

Audit Period

January 1, 2023 - June 30, 2024

Background

The Village is located in Nassau County and is governed by an elected five-member Village Board (Board) composed of the Mayor and four Trustees. The Village Administrator-Treasurer is responsible for the Village's day-to-day operations.

The Village provides programs and services at the Village Hall, such as:

- Village Administrator's Office (parking permits, dog licenses and garage sale permits, billing and tax collection),
- Village Clerk's Office (public records, birth and death certificates, various licenses and permits, etc.)
- Police Department (separate entrance),
- Public meetings of the Board and Zoning Board of Appeals, among others.

The Library, Recreation Center and Building Department are also accessible to the public.

Quick Facts

Village	
Population	16,172
2023 General Fund Expenditures	\$28.9 Million
Number of Employees	123

Physical Accessibility to Programs and Services

According to the Center for Disease Control and Prevention, more than one in four adults in the United States have some type of disability and more than one in 10 have a mobility disability with serious difficulty walking or climbing stairs.¹ It is important that someone with a disability can participate in their local government's decision-making process and be provided the same services and program opportunities as everyone else.

Title II of the 1990 Americans with Disabilities Act (ADA) prohibits discrimination on the basis of disability by state and local governments. Generally, under the ADA's implementing regulations, a public entity may not deny the benefits of its programs, activities, and services to individuals with disabilities because its facilities are inaccessible. While not required to make each existing facility accessible, public entities must operate each service, program, or activity so that, when viewed in its entirety, it is readily accessible to and usable by individuals with disabilities.

The 2010 ADA Standard for Accessible Design (Standards) set minimum scoping and technical requirements for newly designed and constructed or altered state and local government facilities, public accommodations, and commercial facilities. For any new construction or alteration that began on or after March 15, 2012, the project must comply with the Standards. An alteration is defined as a change to a building or facility that affects or could affect the usability of the entire building or facility or a portion thereof.

Although the Standards apply to new construction and alterations that began on or after March 15, 2012, we used the Standards as a tool to help identify where Village officials could consider taking additional steps to increase physical accessibility to programs and services at selected existing structures within the Village, whether built before or after March 2012. The potential improvements to physical accessibility identified in the report, however, are intended for informational purposes only and should not be construed as the Office of the State Comptroller (OSC) opining as to the legality of the Village's compliance with ADA requirements.

Steps Identified to Potentially Increase Physical Accessibility to Programs and Services at Selected Village Facilities

We reviewed physical accessibility to programs and services provided at the Village Hall, the Library, Recreation Center and Building Department, including access to the Village department offices, public meeting spaces and restrooms located within these buildings. Due to the age and configuration of the Village Hall, the main entrance is not accessible to individuals with mobility disabilities. There is a separate accessible entrance with access to a waiting area. A chair lift is available to access services provided on the second floor including the Village Court, Firefighters Hall (where public meetings are held) and restrooms. Because the first floor is not accessible from the waiting area, as an accommodation staff from the Village offices (e.g., the Village Administrator, Village Clerk, etc.) will assist individuals in the waiting area.

¹ https://www.cdc.gov/disability-and-health/articles-documents/disability-impacts-all-of-us-infographic.html?CDC_AAref_Val=https://www.cdc.gov/ncbddd/disabilityandhealth/infographic-disability-impacts-all.html

We performed site visits at each of these buildings and their respective parking lots (together “facilities”) and used the ADA Checklist for Existing Facilities² (ADA Checklist), which incorporates the Standards, as a tool to assess the accessibility of the sampled facilities.

We reviewed 575 applicable physical accessibility components at the selected facilities and identified 83 components (14 percent) where Village officials could consider taking additional steps to increase physical accessibility, including 36 components at the Village Hall, 26 components at the Library, 14 components at the Recreation Center, and seven components at the Building Department (Figure 1).

FIGURE 1

Potential Physical Accessibility Improvements Identified at Selected Village Facilities



Village Hall: 36 potential improvements, such as the required number of accessible parking spaces located at the closest accessible route to the entrance, an accessible entrance with access to the main floor, accessible chair lifts that can be operated without assistance and accessible restrooms.



Library: 26 potential improvements, such as signs identifying van accessible parking spaces, interior doors that can be opened with no more than five pounds of force and with closing speeds of at least five seconds, accessibility to the second floor and interior signs with raised lettering and Braille.



Recreation Center: 14 potential improvements, such as at least one van accessible parking space, restroom doors that open with no more than five pounds of force and self-closing doors on accessible restroom stalls.



Building Department: Seven potential improvements, such as a main entrance with an accessible threshold of no more than one quarter of an inch vertical rise, a door with a closing speed of at least five seconds and floor mats with secured edges.

Examples of the potential improvements we identified and photographed at the facilities, along with a complete table of potential accessibility improvements, are included in Appendix B.

² Produced by the New England ADA Center, the checklist was created to review existing facilities using the 2010 Standards for Accessible Design: <https://www.adachecklist.org/checklist.html>. Similar to the use of the Standards, the checklist was used as a tool to identify potential improvements to physical accessibility. The use of the checklist, however, is for informational purposes only and should not be construed as OSC opining on the legality of the Village’s compliance with ADA requirements.

What Do We Recommend?

1. Village officials should assess the feasibility of taking additional steps to increase physical accessibility for the 83 components identified in this report.

Appendix A: Response From Village Officials

MAYOR
KEVIN M. FITZGERALD

TRUSTEE
DR. LYNN POMBONYO

TRUSTEE
FRANK J. CHIARA

TRUSTEE
JENNIFER STEWART

TRUSTEE
MICHAEL F. LONGOBARDI



Incorporated Village of Floral Park

ONE FLORAL BOULEVARD, PO BOX 27, FLORAL PARK, NY 11001

TELEPHONE 516-326-6300

VILLAGE HALL FAX 516-326-2734

BUILDING DEPARTMENT FAX 516-326-2751 PUBLIC WORKS DEPARTMENT FAX 516-326-6435

WWW.FPVILLAGE.ORG

VILLAGE ADMINISTRATOR
GERARD M. BAMBRICK

VILLAGE CLERK
JOSEPH O'GRADY

SUPERINTENDENT OF PUBLIC WORKS
KEVIN GINNANE

SUPERINTENDENT OF BUILDINGS
RENEE MARCUS, AIA

POLICE COMMISSIONER
STEPHEN G. McALLISTER

February 11, 2025

Via email: muni-statewide@osc.ny.gov
and First-Class Mail

Office of the New York State Comptroller
Dina M. L. Thompson
Chief of Municipal Audits
State Office Building, Suite 1702
44 Hawley Street
Binghamton, NY 13901-4417

Re: Audit Draft Report S9-24-34

Dear Ms. Thompson:

The Village of Floral Park thanks the Office of the State Comptroller (OSC) for its commitment to accessibility and for this opportunity to review its audit, Physical Accessibility to Programs and Services, Report of Examination S9-24-34 (the "Report").

The Village was founded well over 100 years ago, in 1908, and many of its public buildings predate, by several decades, the implementation of the current 2010 ADA Standards for Accessible Design. Nonetheless, the Village remains committed to providing meaningful access to its programs and services to individuals with disabilities and continually seeks to enhance accessibility. This commitment is reflected in several large projects undertaken by the Village over the last several years, including: the renovation of the Village's pool and recreation building; upgrading our children's playground; the recent addition of an ADA compliant accessible front entrance ramp at the Village's Library; and the addition of hundreds of ADA curb cuts which are an integral part of the Village's ongoing road reconstruction and repaving program.

While the Village has focused on incorporating accessibility into its larger scale projects, the Village agrees with the Report's recommendations and believes these recommendations enumerate several smaller scale improvements that, once implemented, will also improve accessibility for the Village's residents. The Village has already begun implementing several of the Report's recommendations and has retained ADA consultants to evaluate feasible means of implementing other recommendations from the Report. We appreciate OSC's guidance and expertise that will facilitate the Village's ongoing goal of improving accessibility.

Thank you for the very professional manner in which this audit was conducted and for identifying ways to improve the accessibility of the Village's programs and services.

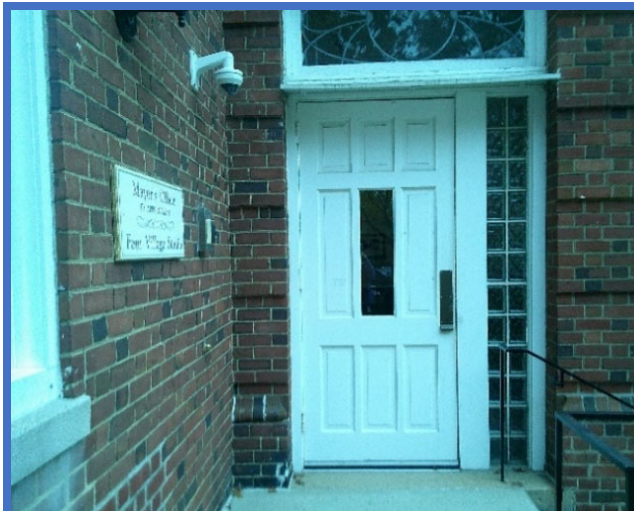
Sincerely,

Kevin M. Fitzgerald
Mayor

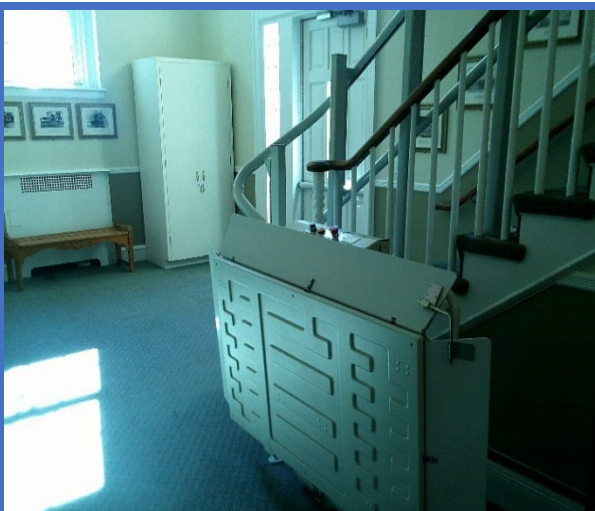
Appendix B: Potential Physical Accessibility Improvements

FIGURE 2

Potential Physical Accessibility Improvement Examples^a



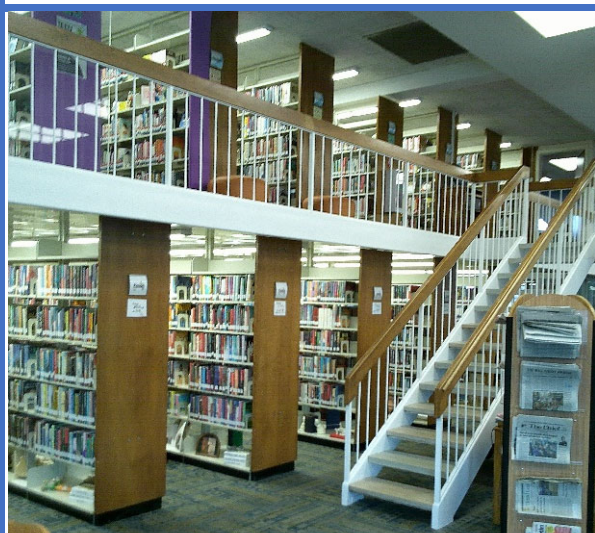
Not enough maneuvering clearance beyond the latch side of the accessible entrance door at the Village Hall.



Chair lift to second floor at the Village Hall is not operable without the assistance of Village staff.



Mirrors, soap dispenser and towel dispenser mounted too high, and pipes under lavatories not insulated to protect against potential injuries from contact with hot or cold pipes, as well as sharp or abrasive surfaces.



The upper-level of the Library is only accessible by a stairway.

a) Photos taken by OSC auditors in October and November 2024 with permission from local officials.

Figure 3: Potential Physical Accessibility Improvements by Component

Accessibility Checklist Component Category	Applicable Checklist Components Reviewed	Potential Improvements Identified	Percentage With Potential Improvements Identified
Accessible Route	50	4	8%
Curb Ramps	44	1	2%
Drinking Fountains	17	6	35%
Elevators	7	1	14%
Entrance	88	15	17%
Interior Doors	66	11	17%
Lavatories	42	3	7%
Parking	31	5	16%
Platform Lifts	10	6	60%
Ramps	22	0	0%
Rooms and Spaces	18	0	0%
Sales and Service Counters	17	0	0%
Seating	9	0	0%
Signs	13	6	46%
Soap Dispensers and Hand Dryers	12	2	17%
Toilet Compartments (Stalls)	44	7	16%
Toilet Rooms (Bathrooms)	31	4	13%
Water Closets (Toilets)	54	12	22%
Totals	575	83	14%

Appendix C: Audit Methodology and Standards

We conducted this audit pursuant to Article V, Section 1 of the State Constitution and the State Comptroller's authority as set forth in Article 3 of the New York State General Municipal Law. We obtained an understanding of internal controls that we deemed significant within the context of the audit objective and assessed those controls. Information related to the scope of our work on internal controls, as well as the work performed in our audit procedures to achieve the audit objective and obtain valid audit evidence, included the following:

- We selected the Village from a list of all cities, towns and villages (excluding NYC) not currently in OSC's audit process at the time of selection. We divided the list into seven regions and used expenditure data reported in the 2023 fiscal year to judgmentally select cities, towns and villages from these regions for an even representation across the State for this multi-unit audit.
- We reviewed applicable local laws and regulations, as well as any policies and procedures the Village had regarding accessibility. The potential improvements to physical accessibility identified in the report, however, are intended for informational purposes only and should not be construed as OSC opining as to the legality of the Village's compliance with ADA requirements.
- We interviewed Village staff and reviewed Board meeting minutes to gain an understanding of accessibility for the Village's programs and services.
- We reviewed accessibility to programs and services provided at Village facilities, excluding recreational programs and services provided by third parties. We used the ADA Checklist for Existing Facilities, which uses the 2010 ADA Standards, as a tool to review accessibility at the facilities. We reviewed the accessibility components applicable at each sampled facility including accessible parking, approaches to buildings, building entrances, accessibility within buildings including to meeting rooms, offices providing programs and services, restrooms, and water fountains.

We conducted this performance audit in accordance with generally accepted government auditing standards (GAGAS). Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objective. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objective.

Unless otherwise indicated in this report, samples for testing were selected based on professional judgment, as it was not the intent to project the results onto the entire population. Where applicable, information is presented concerning the value and/or size of the relevant population and the sample selected for examination.

The Board has the responsibility to initiate corrective action. A written corrective action plan (CAP) that addresses the findings and recommendations in this report should be prepared and provided to our office within 90 days, pursuant to Section 35 of General Municipal Law. For more information on preparing and filing your CAP, please refer to our brochure, *Responding to an OSC Audit Report*, which you received with the draft audit report. We encourage the Board to make the CAP available for public review in the Village Clerk's office.

Appendix D: Resources and Services

Regional Office Directory

www.osc.ny.gov/files/local-government/pdf/regional-directory.pdf

Cost-Saving Ideas – Resources, advice and assistance on cost-saving ideas

www.osc.ny.gov/local-government/publications

Fiscal Stress Monitoring – Resources for local government officials experiencing fiscal problems

www.osc.ny.gov/local-government/fiscal-monitoring

Local Government Management Guides – Series of publications that include technical information and suggested practices for local government management

www.osc.ny.gov/local-government/publications

Planning and Budgeting Guides – Resources for developing multiyear financial, capital, strategic and other plans

www.osc.ny.gov/local-government/resources/planning-resources

Protecting Sensitive Data and Other Local Government Assets – A non-technical cybersecurity guide for local government leaders

www.osc.ny.gov/files/local-government/publications/pdf/cyber-security-guide.pdf

Required Reporting – Information and resources for reports and forms that are filed with the Office of the State Comptroller

www.osc.ny.gov/local-government/required-reporting

Research Reports/Publications – Reports on major policy issues facing local governments and State policy-makers

www.osc.ny.gov/local-government/publications

Training – Resources for local government officials on in-person and online training opportunities on a wide range of topics

www.osc.ny.gov/local-government/academy

Contact

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110 State Street, 12th Floor, Albany, New York 12236

Tel: (518) 474-4037 • Fax: (518) 486-6479 • Email: localgov@osc.ny.gov

<https://www.osc.ny.gov/local-government>

Local Government and School Accountability Help Line: (866) 321-8503

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