



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

ADA Compliance Committee

Thursday, January 14, 2021 at 4:00 PM

City Hall Conference Room via Zoom Webinar

Dial: +1 669 900 6833 or +1 253 215 8782 or Toll Free 877 853 5247 or 888 788 0099

Webinar ID: 935 7230 3563 and Passcode: 308283

CALL TO ORDER, 4:00 P.M.

APPROVAL OF THE AGENDA

PUBLIC COMMENTS FOR ITEMS ON THE AGENDA

RECONSIDERATION

SYNOPSIS APPROVAL

- A. [ADA](#) Compliance Committee regular meeting synopsis of November 12, 2020

VISITORS

PENDING BUSINESS

- A. Transition Plan - Parks & Trails - Next Steps
- B. [Memorandum](#) from Public Works Director re: ADA Transition Plan Projects Update
- C. City of Homer ADA Compliance Program Webpages

NEW BUSINESS

- A. ADA Transition Plan Update Revision Draft

INFORMATIONAL ITEMS

- A. [Resolution](#) 20-114, Advisory Bodies 2021 Regular Meeting Schedule

COMMENTS OF THE AUDIENCE

COMMENTS OF CITY STAFF

COMMENTS OF THE COMMITTEE

ADJOURNMENT

Next Regular Meeting is Thursday, April 8, 2021, at 4:00 p.m. All meetings scheduled to be held via Zoom Webinar from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 20-03, a Regular Meeting of the ADA Compliance Committee was called to order by Acting Chair Geisler at 4:02 p.m. on November 12, 2020 via Zoom Webinar from the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: JOYANNA GEISLER, DONNA ADERHOLD, ROGER CLYNE, PAM VAN HOOZER

ABSENT: LINDA MUNNS

STAFF: RENEE KRAUSE, DEPUTY CITY CLERK/ADA COORDINATOR
PUBLIC WORKS DIRECTOR KEISER

City Clerk Jacobsen noted the Chair's absence and requested Ms. Geisler to conduct the meeting today.

AGENDA APPROVAL

Acting Chair Geisler inquired if there were any additions to the agenda hearing none she asked if there were any objections to approving the agenda as presented. Hearing none she noted the agenda was approved.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

There was no public present.

RECONSIDERATION

There were no items scheduled.

SYNOPSIS APPROVAL

A. Approval of the September 15, 2020 Synopsis

The synopsis was approved by consensus of the Committee.

VISITORS/PRESENTATIONS

PENDING BUSINESS

A. Public Works Maintenance Update

Jan Keiser, Public Works Director provided a Public Works Maintenance Update on the Transition Plan. She review and explained Graphs distributed noting the following:

- What was completed
- Steps needed to Implement
 - o Assessment
 - o Scope of Work
 - o Planning – details on what is needed

- Design – Purchase, Third Party
 - Construction
 - Completion
- Resources needed to progress further for each facility
- Assistance is needed from the Committee on prioritization

Ms. Geisler commented that the NW ADA Regional Center could be a resource although she is unsure of any cost involvement. She expressed appreciation on the graphic provided. Ms. Geisler commented further on recognizing the complexity of some of the items that were needing to be corrected.

Ms. Keiser stated she will reach out to the NW ADA Center to see what kind of resources they can offer. She also noted that they will unbundle some items, so that it will present a more or easier to accomplished task.

Ms. Aderhold appreciated being able to see how much has been completed and the systematic approach to complete the transition plan. She then noted that the prioritization in the plan is based on the law, acknowledging the most important is not always the easiest.

Ms. Aderhold requested the Transition Plan can be updated in a fashion to show what has been accomplished in a manner that can be viewed easily.

Ms. Jacobsen responded that they would work at getting that done over the next couple of months.

Ms. Geisler expressed her appreciation and commented on the benefit to having the Transition Plan and being able to see the progress that is being made and having a Plan is well ahead of many communities even in the Lower 48, they have the support of the city, staffing and resources.

B. City of Homer ADA Compliance Program Webpages

City Clerk Jacobsen reported that this was carried over from the last meeting but was unable to facilitate a meeting with Ms. Van Hoozer regarding the website and expressed confidence and assurance that in the upcoming months this will be addressed by Ms. Krause.

C. Transition Plan for Parks and Trails

Ms. Keiser expressed that she was looking for additional information on a Transition Plan from the Committee regarding goals, vision and what has been completed.

Ms. Jacobsen explained that not much had been done on starting the parks and trails plan but they are looking at performing the self-evaluation of the city parks and trails but since there are so many they need to determine which should be included. But as they transition over with Ms. Krause she is hoping that there will be time to review this with her and as Ms. Krause is the Clerk for the Parks Commission that a joint effort can be made on the development of a transition plan.

Ms. Jacobsen provided further insight on the benefits to transitioning and turning her duties over to Ms. Krause.

Ms. Keiser summed up the need and agreed that Public Works can assist in developing the transition plan for parks and trails.

NEW BUSINESS

A. ADA Coordinator Transition

Ms. Jacobsen inquired if there were specific topics or items that the Committee would like her to have Ms. Krause focus on in the transition period.

Ms. Geisler encouraged both Ms. Krause and Ms. Keiser sign up to take some training on Title II and check out the NW ADA Center and requested Ms. Jacobsen to pass on her contacts.

Mr. Clyne expressed a desire to have that information as well.

Ms. Jacobsen expressed her sadness at leaving the Committee as she enjoyed working with them and has learned quite a bit. She explained that Ms. Krause has been with the city for 13 years and is a very experienced clerk, noting her experience with the Parks Commission.

B. ADA Compliance Committee Meeting Schedule for 2021

Ms. Jacobsen then reviewed the 2021 Meeting Schedule and noted that several of dates were incorrect since the committee meets on the second Thursday of the month. The corrects date for the next meeting is January 14, 2021. She will update the resolution and submit to the committee right after the meeting.

Ms. Aderhold noted that the text states specific months but the table does not match.

INFORMATIONAL MATERIALS

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

COMMENTS OF THE COMMITTEE

Ms. Aderhold expressed sadness at losing Melissa from the Committee but is confident that Renee will do a great job and is looking forward to having her input. She is glad to see the city move forward on ADA compliance and is happy to have Jan on board. She commented on the city departments working through this and the committee members and that they will then be experts in their own right, she then recalled their experience when this all first started. Ms. Aderhold expressed appreciation for Mr. Clyne's input and was happy he was on board looking forward to working with him.

Mr. Clyne commented that his background was working with handicapped persons and children and public agencies. At this level his knowledge base is next to nil. He was looking forward to working with the group.

Ms. Geisler commented that this committee when Tess Daley was a member, she stated that the city would be successful when ADA was not a separate issue but an integral part of any planning and set an example for other private businesses in town. Ms. Geisler mentioned that the new police department was the first totally accessible building, although she had not had time to visit. They all have friends and family and even ourselves that have or experience some disability and ADA has been around for 30 years now, so it not new.

Ms. Van Hoozer commented that if there were any vision needs please contact her.

Ms. Jacobsen commented that she will have Ms. Krause contact Ms. Van Hoozer hopefully before the next meeting.

ADJOURNMENT

There being no further business to come before the Committee the meeting adjourned at 4:50 p.m. The next regular meeting is scheduled for Thursday, January 14, 2021 at 4:00 p.m. at the City Hall Conference Room via Zoom Webinar located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK/ADA COORDINATOR

Approved:_____



City of Homer

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Public Works

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(p) 907- 235-3170

(f) 907-235-3145

Memorandum

TO: ADA Compliance Committee
FROM: Janette Keiser, PE, Director of Public Works
DATE: January 7, 2021
SUBJECT: Report on status of ADA projects

The purpose of this memorandum is to provide information on the status of various ADA-related projects:

1. **Poopdeck Trail (on Kachemak Land Trust Property)** – As you may remember, we are planning to install a metal ramp connecting the paved parking pad at the top of the trail, near Pioneer Avenue, to the gravel trail. The fabrication of the metal ramp is finished and the unit is in storage at a site near the Port/Harbor yard. It will be installed when the ground thaws in spring.

Meanwhile, we are trying to keep the trail sanded so it is manageable. This is challenging because the trail becomes highly glaciated due to surface water and compacted snow. Even with the metal ramp, this trail will not offer year-round ADA accessibility.

2. **City Hall Lobby Retrofit to reduce Covid-19 spread** – We are installing an interior vestibule area that allows members of the public to step inside the City Hall lobby to conduct business without coming in contact with City staff. This project includes relocating the existing ADA-counter.

3. **ADA Transition Plan.**

- a. There are multiple instances where interior doors need to be addressed. For example, the front doors at City Hall's arctic entry on the Pioneer Avenue side of the building needs to be reconfigured. We are doing this as part of the City Hall Lobby Retrofit.
- b. There are multiple places where new exterior signs are needed. We are ordering the signs for installation in the spring.
- c. There are multiple places where the height of an existing exterior sign needs to be adjusted. We issued a work order for these instances.
- d. There are multiple places that need new interior tactile signs. We are ordering the signs.
- e. There are multiple places where the placement of interior signs needs to be adjusted. We are in the process of making these adjustments.

- f. There are multiple places where fixtures at the airport terminal are out of compliance. The terminal building is owned by the AK DOT/PF. We are researching our authority, as a tenant, to make adjustments to the building.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 20-128

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
ESTABLISHING THE 2021 REGULAR MEETING SCHEDULE FOR CITY
COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION,
LIBRARY ADVISORY BOARD, PARKS ART RECREATION AND
CULTURE ADVISORY COMMISSION, PLANNING COMMISSION,
PORT AND HARBOR ADVISORY COMMISSION, AND AMERICANS
WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE.

WHEREAS, Pursuant to Homer City Code (HCC) Section 1.14.020, the City Council annually sets the schedule for regular and some special meetings, noting the dates, times and places of the City Council, Planning Commission, Advisory Commissions and Boards, and Standing Committee meetings; and

WHEREAS, The public is informed of such meetings through notices located at the City Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public Library; and

WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper of general circulation at least three days before the date of the meeting and that special meetings should be advertised in the same manner or may be broadcast by local radio at least twice a day for three consecutive days or two consecutive days before the day of the meeting plus the day of the meeting; and

WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council and all commissions, boards, committees, subcommittees, task forces and any sub-unit of the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that the failure to give the notice provided for under this chapter does not invalidate or otherwise affect any action or decision of a public body of the City; however, this sentence does not change the consequences of failing to give the minimum notice required under State Statute; that notice will ordinarily be given by the City Clerk; and that the presiding officer or the person or persons calling a meeting are responsible for notifying the City Clerk of meetings in sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City; and

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, and the like; and

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2021 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, Port and Harbor Advisory Commission, and the American with Disabilities Act (ADA) Compliance Committee of the City of Homer, Alaska, as follows:

HOLIDAYS – City Offices closed:

January 1, New Year's Day, Friday	February 15, Presidents' Day, third Monday	March 29, Seward's Day, last Monday	May 31, Memorial Day, last Monday	July 4*, Independence Day, Monday	September 6, Labor Day, first Monday
October 18, Alaska Day, Monday	November 11, Veterans Day, Thursday	November 25 Thanksgiving Day, Thursday	November 26, Friday, the day after Thanksgiving	December 25, Christmas, Friday*	

*If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 11, 25	February 8, 22	March 8, 22	April 12, 26	May 10, 24	June 14, 28
July 26*	August 9, 23	September 13, 27	October 5 Election	October 11, 25 Oath of Office October 11	Canvass Board October 8
November 2 Runoff Election	November 22*	December 13**	December 20** if needed		

*There will be no First Regular Meeting in July or November.

** The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed; the second Special Meeting the third week of December will not be held.

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.

66 ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 12	February 9	March 9	April 13	May 11	June 8
July 13	August 10	September 14	October 12	November 9	December 14

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68 Economic Development Advisory Commission Regular Meetings are held on the second
69 Tuesday of each month at 6:00 p.m.

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71 LIBRARY ADVISORY BOARD (LAB)

February 2	March 2	April 6	May 4	August 3
September 7	October 5	November 2	December 7	

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73 Library Advisory Board Regular Meetings are held on the first Tuesday of the following months:
74 February, March, April, May, August, September, October, November, and December at 5:30
75 p.m.

76
77 PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

February 18	March 18	April 15	May 20	June 17
August 19	September 16	October 21	November 18	

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79 Parks Art Recreation and Culture Advisory Commission Regular Meetings are held on the third
80 Thursday February through June and August through November at 5:30 p.m.

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82 PLANNING COMMISSION (PC)

January 6, 20	February 3, 17	March 3, 17	April 7, 21	May 5, 19	June 2, 16
July 21*	August 4, 18	September 1, 15	October 6, 20	November 3*	December 1*

83 *There will be no First Regular Meeting in July or Second Regular Meetings in November and
84 December.

85
86 Planning Commission Regular Meetings are held on the first and third Wednesday of each
87 month at 6:30 p.m.

88
89 PORT AND HARBOR ADVISORY COMMISSION (PHC)

January 27	February 24	March 24	April 28	May 26	June 23
July 28	August 25	September 22	October 27	December 22	

90

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of the following months: January, February, March, April, September, October, and December at 5:00 p.m.; and May, June, July, and August at 6:00 p.m.

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE (ADA)

			April 8	May 13	June 10
July 8			October 14	November 10*	

* November meeting will be on second Wednesday due to Veteran's Day Holiday

The Americans with Disabilities Act (ADA) Compliance Committee are held on the second Thursday in the months of April, May, June, July, October, November, and may call additional meetings as needed.

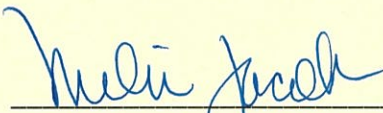
PASSED AND ADOPTED by the Homer City Council this 14th day of December, 2020.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Impact: Advertising of meetings in regular weekly meeting ad and advertising of any additional meetings.

