



## Agenda

### ADA Advisory Board Regular Meeting

Thursday, April 10, 2025 at 4:00 PM

Cowles Council Chambers City Hall In-Person & via Zoom Webinar

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#### Homer City Hall

491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

#### Zoom Webinar ID: 998 6324 0301 Password: 404451

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

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#### CALL TO ORDER, 4:00 P.M.

#### APPROVAL OF THE AGENDA

**PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA** The Public is invited to comment on items not scheduled for Public Hearing. (3 Minute Time limit)

#### RECONSIDERATION

#### VISITORS/PRESENTATION(S)

#### APPROVAL OF THE MINUTES

[A.](#) Unapproved February 13, 2025 Regular Meeting Minutes **Page 3**

#### REPORT(S)

[ADA](#) Staff Report **Page 6**

#### PUBLIC HEARING(S)

#### PENDING BUSINESS

[A.](#) RFI Review **Page 71**

#### NEW BUSINESS

[A.](#) Review of Bylaws and 2025 Calendar **Page 72**

#### INFORMATIONAL MATERIALS

[A.](#) New ADA Board Member **Page 79**

[B.](#) City Manager's Report- March 24, 2025 City Council Meeting **Page 82**

**COMMENTS OF THE AUDIENCE** The public is invited to comment on any topic. (3 Minute Time Limit)

#### COMMENTS OF THE STAFF

## **COMMENTS OF THE BOARD**

### **ADJOURNMENT**

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

## **CALL TO ORDER**

Session 24-02 a Regular Meeting of the ADA Advisory Board was called to order by Chair Christine Thorsrud at 4:07 p.m. on February 13, 2025 from the Cowles Council Chambers, City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

PRESENT: BOARD MEMBERS PARSONS, THORSRUD, O'BRIEN, LEPLEY

ABSENT: BOARD MEMBERS SAFRA, GEISLER (BOTH EXCUSED)

STAFF: CITY CLERK/ADA COORDINATOR KRAUSE  
DEPUTY CITY CLERK I APPEL

## **AGENDA APPROVAL**

PARSONS/LEPLEY MOVED TO APPROVE THE AGENDA

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

## **PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA (3 Minute Time limit)**

## **RECONSIDERATION**

## **VISITORS/PRESENTATIONS**

## **APPROVAL OF THE MINUTES**

A. Unapproved Special Meeting Minutes for JANUARY 09, 2025

PARSONS/O'BRIEN MOVED TO APPROVE THE MINUTES FOR JANUARY 09, 2025

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

## **STAFF & COUNCIL REPORT(S)/COMMITTEE REPORT(S)**

A. ADA Coordinator's Report- Staff Report ADA-006

Chair Thorsrud introduced the item and deferred to ADA Coordinator Krause.

Ms. Krause provided a verbal report on the following:

- The City Council approved a number of items including vacation of the right away and the Doyon project.

- Sitting for ADA Coordinator Certification in May- this is a 3-year process that is coming to a close
- Working on updating the Transition Plans to include all updates.

Boardmember O'Brien asked about the ADA Coordinator Certification. Ms. Krause explained it was a national program and test to sign up and register in the ADA Coordinators Organization. The Organization offers training and networking for various things including right of ways, communication, websites, foundational laws, etc.

## **PUBLIC HEARING(S)**

### **PENDING BUSINESS**

- A. Staff Report ADA-25-007 Requesting Council Approval to Seek Design Recommendations

Ms. Krause stated the request went before the Council and it has now been sent back to the Board for more details about the project. She noted the excerpt from the City Council minutes expressing concerns for a new draft request for information. The Council wants to know exactly what the Board is seeking and what the Board wants Council to send out so the letter drafted is appropriate to the project and the intent. Ms. Krause recommended the Board obtain actual project information, what type of services would be required, engineering plans, construction entities, etc.

Board member Lepley said he was very pleased to see the request for information in the packet and that Council is supportive. He stated slope management and survey grade was possibly superfluous at this point as the Board is just looking for quotes and designs at this point, not money. He said he had heard back from a design company; the company stated they are working on the plans and will be getting back in touch with finalized concept ideas.

Board member Parsons suggested the Board provide a list of contacts to send to Ms. Krause to forward the request for information to interested entities when completed.

Board member Lepley wanted to know how the letter will be advertised- either sent directly to entities to complete, or posted on websites or job boards.

Ms. Krause explained the process on advertising requests for proposals.

Chair Thorsrud asked for the list of vendors and the letter requesting information be complete and presented at the March meeting.

- B. Staff Report ADA 25-008 Transition Plan Review and Update

Chair Thorsrud introduced the topic and deferred to Ms. Krause.

Ms. Krause stated she had received a memo from the Public Works Director providing a more realistic timeline while considering the City's current and pending future financial situation. She noted the Department of Justice was working on visiting cities to verify the City has a Transition Plan. Ms. Krause also stated her intent to have the Transition Plan completed and updated by June 2025, to be submitted to City Council for review and in preparation for budget requests.

## **NEW BUSINESS**

### **INFORMATIONAL MATERIALS**

- A. ADA Annual Calendar 2025
- B. City Manager's Report for January 27, 2025
- C. City Manager's Report for February 10, 2025

Chair Thorsrud introduced each informational item. There was minimal discussion on the materials.

### **COMMENTS OF THE AUDIENCE**

#### **COMMENTS OF COUNCIL**

Council Member/Commissioner Parsons thanked the Chair and the Clerk's Office and stated his appreciation for the work Board member Lepley has put into the Board's project.

#### **COMMENTS OF THE STAFF**

#### **COMMENTS OF THE BOARD**

Boardmember Lepley commented that he's hoping to be back in Alaska for the May meeting.

Boardmember O'Brien commented that he will not be present for the March meeting.

Chair Thorsrud stated her excitement for the progress the group has made and all the enthusiasm for things to come.

## **ADJOURNMENT**

There being no further business to come before the Board, Chair Thorsrud adjourned the meeting at 5:03 p.m. The next regular meeting is Thursday, March 13, 2025 at 4:00 p.m. All meetings are scheduled to be held in City Hall Conference Room located upstairs at 491 E. Pioneer Avenue, Homer, Alaska, 99603 and via Zoom webinar.

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ASHLEY APPEL, DEPUTY CITY CLERK I

Approved: \_\_\_\_\_



# MEMORANDUM

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## Staff Report for April 2025

**Item Type:** Informational Memorandum  
**Prepared For:** ADA Advisory Board  
**Date:** April 10, 2025  
**From:** Renee Krause, MMC City Clerk/ADA Coordinator

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### Pending Items:

I have completed the updates that were provided by the Parks Maintenance and Port to the Facilities and Parks Transition Plans. I am waiting on the Public Works updates. Many of the updates for addressing the non-compliant issues will be dependent on the FY26/FY27 budget development. This biennial budget will be tight due to expected shortfalls. However, amendments do appear to be on schedule for my projected completion date of the May meeting. These documents will then be presented to City Council no later than the second meeting in June.

I have a correction on the time period for taking my ACTCP certification exam. It will be the end of May. I regretfully missed the deadline registering for classes in February, my work schedule was very busy and I overlooked the registration deadline, so I am scheduled to attend a virtual conference on May 5<sup>th</sup> and 6<sup>th</sup> for the last six credits required. I will then be able to register for the exam at the end of May.

The FY26/FY27 Biennial budget is projected to be presented to City Council at the April 28, 2025 Council meeting with the Ordinance scheduled for introduction at that meeting. There will be public hearings at the May 27<sup>th</sup> and June 9<sup>th</sup> meeting and if all goes as scheduled, the budget will be adopted by the second June meeting.

The City Council held a general worksession on the proposed budget for the general fund, this did not contain exact health insurance costs as those had not been received and did not reflect any capital projects funding or transfers or third quarter sales tax information. There is a projected \$700,000 short fall in revenue for the FY26 Budget and \$600,000 shortfall for the FY27 budget, so the City Manager is looking to the departments on where to cut their budgets. Please note that this proposed budget did not include the port or water and sewer components.

Council can provide a couple of options such as taking the necessary funding from savings, but that is not sustainable, making line item cuts and not providing a COLA, which is included in the proposed budget, not funding the transfers to Capital Assets Repair & Maintenance Allowance (CARMA) funds. The Council is looking at having a very conservative budget with the belief it is better to be on the safe side than over estimate expected revenues.

That said, advocating for Council to budget money for ADA related projects, outside of obtaining compliance, is going to be a hard sell due to the fiscal constraints and should be carefully considered when proposing budget items at this time.

I have an item on the agenda under new business, reviewing the bylaws and recently note that it has been a couple of years so while I did not expect to find any corrections I did note a few. So wanted to get that addressed right away. Included in that same time is consideration of amending the meeting time back to 5:00 p.m. to attract a new Boardmember.

A volunteer is needed to report to City Council at the April 14<sup>th</sup> regular meeting at 6:00 p.m. While we frequently have the Council representative there to report, it is good practice and Council appreciates seeing/hearing from other members of the advisory body.



City of Homer  
ADA Transition Plan  
Parks, Play Areas &  
Campgrounds  
Self-Evaluation on ADA Compliance Issues  
Updated 02/13/2025



## **Acknowledgements**

### **Mayor & City Council**

Ken Castner, Mayor

Donna Aderhold

Caroline Venuti

Shelly Erickson

Rachel Lord

Jason Davis

Storm Hansen

### **ADA Advisory Board**

Joyanna Geisler

Donna Aderhold

Christine Thorsrud

Vikki Deadrick

Nona Safra

Bradley Parsons

Cassidi Sorter

Jim Lepley

Caroline Venuti

### **Parks Arts Recreation & Culture Advisory Commission Representatives**

Deb Lowney

David Lewis

### **Interested Community Members**

Devony Lehner, TRAILS

Lora Haller, US Fish & Wildlife Service, Islands & Ocean Visitor Center Manager

### **City of Homer Staff**

Renee Krause, MMC, City Clerk/ADA Coordinator

Owen Meyer, Project Technician, Public Works Department

Chad Felice, Parks Maintenance Coordinator

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## 1.0 Introduction

The ADA National Network estimates the overall rate of people with disabilities in the US population is around 54 million. In Alaska, the numbers reported having a disability overall were 13.2 percent. The data show that disability increases with age, for people 65 and over it was reported that 32.9 percent of Alaska residents had some form of disability. In Homer, according to the 2021 US Census ACS 5 year Survey out of 5416 residents (including children) there are 2129 adults over the age of 50 and of those residents 1123 are over the age of 65. In short, hundreds of people in our community face disabilities and many of those use Homer's parks, play areas and campgrounds on a regular basis.

Homer's mission is to be a dynamic community where all can live, play, work and invest. To make that mission a reality, it needs to be accessible. The City of Homer owns and manages 17 parks, comprised of over 520 acres of land, along with 5.41 miles of maintained trails. These range from small pocket parks and multi-use trails to forested natural areas, larger established parks with play areas, campgrounds, and sports fields. To ensure our parks, play areas and campgrounds are accessible to all, the City commenced the development of an Americans with Disabilities Act (ADA) Parks, Play areas & Campgrounds Transition Plan in 2021. This document will be incorporated with the ADA Facilities Transition Plan adopted by City Council in 2019.

## 1.1 ADA Background

The ADA is a civil rights law that requires all state and local governments to provide equal access to programs and services for all community members. It was signed into law by President George H.W. Bush on July 26, 1990 and went into effect in 1992. The ADA is a landmark civil rights law that prohibits discrimination against individuals with disabilities in access to jobs, public accommodations, government services and programs, public transportation, and telecommunications. The ADA treats access as a civil right.

**Title I** of the ADA prohibits private employers, state and local governments, employment agencies and labor unions from discriminating against qualified individuals with disabilities in job application procedures, hiring, firing, advancement, compensation, job training, and other terms, conditions, and privileges of employment. The City of Homer is an Equal Employment Opportunity Employer and adheres to the requirements of Title I.

**Title II** of the ADA adopts the general prohibitions against discrimination contained in Section 504 of the Rehabilitation Act of 1973, but applies to all state and local governments, regardless of whether or not they receive federal funding. It prohibits the City from denying persons with disabilities the equal opportunity to participate in its services, programs or activities, either directly or indirectly through contractual arrangements. It is the policy of the City of Homer to make every reasonable effort to provide equal access to all City facilities, services, programs, and activities for citizens with disabilities in accordance with the ADA and Section 504 of the Rehabilitation Act of 1973.

**Title III** applies to public accommodations, which include businesses open to the public and requires them to make reasonable modifications to accommodate individuals with disabilities.

## **1.2 Community Involvement**

Community involvement is a priority of Homer and an essential part of the ADA requirements. The City is required to involve the public in the evaluation and prioritization process. To ensure the community had various ways to engage the public, meetings were held via electronic means as well as in person. The public was invited to attend and participate in the facilities review and site accessibility audits.

## **2.0 Regulatory Standards and Guidance**

### **2.1 Audit Standards**

Multiple federal guidelines were applied to the parks, play areas and campgrounds accessibility audits. The first is the Americans with Disabilities Act Accessibility Guidelines (ADAAG), also known as the 1991 standards, which addresses entries, doors, service counters, showers, curb cuts on sidewalks, pathways and trails within parks, and other typical building elements when applicable. The second is 2010 Standards for Accessible Design, effective March 15, 2012 that includes requirements for play areas, fishing areas, boating areas, and more.

The Access Board issued accessibility guidelines for newly constructed and altered recreation facilities in 2002, these supplement the ADAAG. All newly designed, constructed, and altered recreation facilities covered by ADA were required to comply.

Certain parks elements do not yet have a final standard, these include trails, picnic areas and campgrounds. On these elements, the Federal Outdoor Developed Areas Guidelines (ODAG) were used. The site accessibility reports cite both the ADAAG 2010 Standards and the Outdoor Developed Areas Guidelines.

This report identifies the barriers and performance-based solutions in the form of project recommendations. Some of these projects will require further design prior to implementation. All improvements will require maintenance to ensure continued compliance with these guidelines.

### **2.2 Transition Plan Requirements**

The Parks, Play Areas & Campgrounds ADA Transition Plan (Parks Transition Plan) development includes the following features:

- A list of physical barriers that limit accessibility of programs or activities to individuals with disabilities, also known as a self-evaluation.
- A description of the methods that will be used to remove the barrier.
- The official responsible for implementation of the plan.
- A timeline for corrections.

The Parks Transition Plan timeline is designed to provide flexibility to the City around specific parks, play areas, and campgrounds, ensuring that continuous access and improvements are being made.

In 2019, the City Council adopted the City of Homer Facilities ADA Transition Plan (Transition Plan), which identified the ADA coordinator, evaluated communications and other city facilities, and developed a dispute process and modifications request.

This information is available on the City of Homer website or at the City Clerk's Office. The Facilities Transition Plan began the audit process with the evaluation of entrances, restrooms, sidewalks, parking areas and curb ramps at all city facilities.

The Parks Transition Plan describes those barriers to and within Homer's parks, play areas, and campgrounds, and provides recommendations to remove barriers found. This document will supplement the earlier Facilities Transition Plan to fulfill the requirements in Title II of the ADA.

The Parks Transition Plan and the previously approved Facilities Transition Plan will be integrated into a single overall Transition Plan after completion.

### **2.3 Program Access Recommendations**

The US Department of Justice test for existing facilities is known as the program access test. A program is an opportunity made available by the individual department, in this case Parks. A program is not just an activity for which a person registers and pays a fee. It can be the program of picnicking, parking or fishing. It is a program if it is an activity made available by the Parks, Harbor or Recreation department.

The program access test does not apply to new construction or alterations and additions. New construction, alterations or additions must be designed and constructed to comply with the 2010 Standards for Accessible Design.

There are multiple ways in which a program can be made accessible. In Title II regulations, Section 35.150(b) describes the methods an entity can use to make programs accessible. They include:

- Redesign or acquisition of equipment;
- Move program to accessible buildings;
- Assignment of aides to program beneficiaries;
- Delivery of services at alternate accessible sites;
- Alteration of existing facilities and construction of new facilities;
- Use of accessible rolling stock or other conveyances; and
- Any other methods that result in making its services, programs and activities readily accessible to and usable by individuals with disabilities.

The program access recommendations are based on a minimum of **one out of three assets should be accessible**. All unique assets should be accessible.

Some barriers, identified in the site accessibility reports will not need to be changed until a renovation or rebuild based on the technical infeasibility, historical preservation, construction tolerance or that no current guidance is available.

## 3.0 Methodology

The methodology of this portion of the transition plan included the following elements:

### 3.1 Access Audits

Members of the ADA Advisory Board, Public Works Staff, and members of the Parks, Arts, Recreation & Culture Advisory Commission (PARC), and interested community members conducted accessibility audits for six parks, including campgrounds, one separate campground and one memorial park. These audits were conducted July through September 2021 and 2022.

The site visit accessibility audits consisted of an overall site report and individual checklists that covered parking, accessible routes and means of access, play areas, shelters/picnic areas, outdoor recreation amenities such as fire rings or bar-b-que grills and park site.

- The overall site report for each park facility includes the following:
  - a description of the specific barriers at each location
  - reference to the regulation or guideline citation
  - digital images of the barrier
  - location within the site
  - methods to meet accessibility requirements or recommendations to address the barrier
  - priority ranking in accordance with federal guidelines

### 3.2 Findings

The accessibility audits identified multiple access deficits. This represented a better than average number of access deficits, meaning City of Homer parks, play areas and campgrounds are less accessible than many larger communities, but comparable to similar communities across Alaska. Projects were prioritized using Department of Justice (DOJ) guidance which considers the following priorities.

1. Accessible approach and entry (parking, accessible routes)
2. Access to programs and services
3. Access to Restrooms
4. Access to other items (drinking fountains, trash receptacles, grills, benches, etc.)

### 3.3 Community Priorities

Each location was prioritized based on community usage, survey responses, public comment or participation, access to park amenities such as playground, trails, and campgrounds and was given a higher priority.

## 4.0 Transition Plan

The accessibility audits identified multiple access deficits across the system. To effectively and efficiently improve accessibility they were prioritized over a ten (10) year timeline to ensure program access. The prioritized list includes barriers to access all features at each location.

This prioritization of the projects within the Parks Transition Plan was accomplished through meetings and site visits open to members of the community, in collaboration with the ADA Advisory

Board members and Public Works Staff. This work sought to identify the most efficient and effective way to make the City's parks, play areas and campgrounds more accessible. The prioritization focused on all of the deficiencies that could be addressed in the recommended timeframe while working on program access.

These priorities concentrated on which parks, play areas, and campgrounds were most used by the community and visitors to improve accessibility, evaluating which deficiencies to correct first for the most benefit. Lastly, that all program types are accessible somewhere within the system.

The transition plan works toward this goal with the expectation that any new construction will be fully compliant and help the departments move over time to a completely accessible parks system within the City of Homer.

See Exhibit A for Accessibility Audits on the following:

1. Karen Hornaday Park including playground, campground and ballfields
2. Mariner Park including Day Use Area and campground
3. Beluga Slough Trail
4. Bishop's Beach Park
5. Bayview Park
6. Jack Gist Park including ballfields and access to the Disc Golf Course
7. Seafarer's Memorial

## **5.0 Cost Estimating and Financing**

### **5.1 Cost Estimating**

The timeline for this work outlined in the Parks Transition Plan is ten years which takes advantage of the biennial budgeting process the City follows. Initial work has been focused on cost estimates for the projects undertaken in the biennium budget period and a five-year proposed project list. Maintenance and smaller capital projects would occur in the annual budget established and as needed. Detailed development of budget offers would be written and submitted over the next three biennia. More detailed cost estimates for future projects would be developed for those budget offers. Any new construction undertaken is required to be fully accessible.

Upon completion of the prioritization, the City of Homer Public Works performed cost estimating with park maintenance operations, administration and planning to further understand the project groupings and how we might contract for certain work such as paving parking lots vs. a discrete set of access projects at a single park. Original cost estimates were based on past experience with similar projects and assumptions regarding future economic conditions and related to construction only (no design or project costs).

These numbers were reviewed and revised with a multiplier to bring to 2024 cost estimates. Additional work on costs will occur leading up to development. Potential cost savings may be realized from strategic scaling of contracts. Analysis of the project list identified 6 major types of work that include the following six trades or project types:

- Parking/Paving/Concrete
- Labor
- Plumbing
- Electrical
- Signage
- Potential Capital Improvement Plan Project

Further costing will evaluate opportunities to do multiple projects across the park, play area or campground system, such as all sign upgrades.

### **5.1.1. Cost/Impact Ranking**

Public Works and Port and Harbor Staff were consulted to rank each compliance issue based on the level of impact to the department's budget and staff time required to complete the project.

Definitions for Cost/Impact Rankings are:

- 1 – Project can be completed by City of Homer staff at low cost and with a low amount of effort.
- 2 – Project can be completed by City of Homer staff, the cost would be moderate and/or would require a moderate level of scheduling in association with other staff duties to complete.
- 3 – Project can be completed by City of Homer staff; however, the cost for materials would be high and/or the time required to complete would be high. Use of a contractor would allow project completion sooner.
- 4C – Project requires specialized tools, skills, and/or level of warranting the use of a contractor.

### **5.2 Funding**

There is no dedicated source of federal funds for accessibility renovations to existing sites. The work will be done through three main funding channels as follows:

- Maintenance and repair
- Small capital projects
- Capital Improvement Plan (CIP) projects.
  - Current CIP projects will be reviewed to see if they may be amended to capture additional access improvements. An example of this might be the Bayview Park. This will increase the available number of accessible play areas.
- Available Grant funding and other sources that could help implement some of this work
  - ADA modifications are common, and grants will be competitive. Some opportunities may be available through the following:
    - Community Development Block Grant Funds: Many agencies receive federal Community Development Block Grant (CDBG) funds for accessibility renovations at existing sites. CDBG funds often have a scale of priority. It is important to establish accessibility as a priority for CDBG applications.
    - State/Federal Grant Programs such as the Land & Water Conservation Fund, The Great American Outdoors Act; Community Facilities Direct Loan & Grant Program in Alaska, or Recreational Trails Program



- State Appropriations: The City has successfully competed for appropriations for larger projects and if offered by the State, would be an avenue for funding.
- Local organizations such as Rotary, Homer Foundation, Rasmussen, etc.

### 5.3 Timeline Ranking

Public Works and Port and Harbor department staff also evaluated the items based on current department workloads and schedules for when in-house and contractor-hired projects could be completed. The timelines for projects completed in-house would be as follows:

- A. Project can be completed in between regularly schedule work as time allows, with completion within one year.
- B. Project requires additional scheduling and budgeting and may be completed within one or two years.
- C. Project requires significant scheduling and budgeting and may be completed within three to five years; could be completed sooner if done by a contractor.

If a contractor is hired to complete a project they may have a more definitive timeline because they must be budgeted in advance. For these items, the Transition Plan lists the estimated year that staff will prepare an Invitation to Bid, include it in their budget requests to City Council, and have the project completed by.

## 6.0 Recommendations

In addition to the audit findings, opportunities to improve accessibility via policies and procedures were identified through the self-evaluation. The following recommendations are not an exhaustive policy review, but highlighting best practices based on discussions with staff, ADA Advisory Board members, PARC Commissioners and interested members of the community.





1. Implement modifications according to the approach proposed in Section 4.0 and the Parks, Play Areas and Campground Transition Plan to accommodate all users.
2. Develop maintenance staff training and checklists to improve accessibility during routine maintenance.
  - Items such as accessible routes, gaps, changes in level, door closing force and common obstructions can be scheduled as part of ongoing routine maintenance work.
3. Update website with more details regarding ADA access at each park, play area or campground. This would include parking and restroom accessibility, along with what is accessible so patrons can make informed decisions before traveling to a specific park, play area, or campground.
4. Ensure all contracts have language regarding ADA compliance and or modifications that a contractor will make to provide equal access to services, programs and activities.






- 378 5. Involvement of the ADA Coordinator in review of project design to ensure the contractor is  
379 fully aware that ADA regulations and guidelines are to be included within the project at the  
380 beginning.
- 381 6. Improve wayfinding signage so people with disabilities can more easily and  
382 conveniently navigate the park system and the city as a whole.
- 383 7. If portable toilets are provided make sure at least one is accessible.
- 384







## 385 7.0 Parks Listing





386 The following details the physical barriers of the City parks, play areas and campgrounds that limit  
 387 the accessibility of its programs, activities or services to individuals with disabilities and the  
 388 methods suggested to remove those barriers, make the area accessible and the schedule for  
 389 achieving compliance.

### 390 7.1 ADA Compliance Issues




Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
FACILITY NAME: Karen Hornaday Hillside Park			TIME OF ASSESSMENT: JULY – SEPTEMBER 2021			
STRUCTURES/FACILITY/AREA(S): Karen Hornaday Hillside Park has only portable toilets at the time of accessibility surveys. Project is in the planning stages for redesign of entrance road, parking lot, pedestrian trail and new restroom facilities. A new updated master plan is in funding process for FY24/FY25 Capital Budget. The campground has been closed temporarily and was not audited.						
Karen Hornaday Park		206.2.1; 206.2.2			Completed 2024	No Accessible route from Parking lot to Pavilion or ballfields. Accessible route is required to all sports fields and to the pavilions from parking area
Karen Hornaday Park		208.2; 502.2; 502.3; 502.6	1	1	2025	Designated accessible parking stall not identified; no signage Recommend paving parking stalls and striping, installation of signage
Karen Hornaday Park		1011.2.1	4	2	Budget dependent FY26/FY27	Pavilion has one ADA Compliant Picnic Table recommend to place at minimum one additional due to high use of pavilion
Karen Hornaday Park		302.1; 402.2; 403.2	1	4	C	Activity is surrounded by rocks with no accessible entry. Remove rocks to allow for accessible access. Suggest installation of materials to have firm stable ground.





Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Karen Hornaday Park Play Area		208.1 208.2; 208.2.4; 502.6	1	2	Budget dependent FY26/FY27	Parking for play area has no designated accessible parking. Construct and Install Accessible parking stall for appropriate signage.
Karen Hornaday Park Play Area		240.1; 240.2.1; 1008.1; 1008.2.1	4	4	2025	Ground area should be better maintained to afford accessibility.
Karen Hornaday Park Play Area		302.1; 302.3; 303.1; 304.1; 403.1; 402; 403.5.1; 1008.1- 108.2.1; 1008.2.4; 1008.2.6	1	3	Budget dependent FY26/FY27	Entrance to play area is not compliant. Entry needs to be widen. Play area has wood chip base which is not accessible material. Furnish & Install accessible ground material throughout the play area to ensure accessibility by providing stable, non-slip material.
Karen Hornaday Park Play Area		1008.2.4; 1008.2.6; 1008.4.3	4	1	Budget dependent FY26/FY27	No accessible entrance to this feature. Recommend relocating or provide ADA Compliant Access
Karen Hornaday Park Play Area		1008.4.2; 308; 1008.2.6; 1008.2.4	4	2	2025	Recommend modification to ensure reach is compliant to green wheel

Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Karen Hornaday Park Play Area		308; 1008.4.2; 1008.2.6; 1008.2.4	4	3	2025	Climbing Wall – ensure approach is compliant for access from a wheelchair
Karen Hornaday Park Play Area		302.1; 303.1 305.2; 1008.2.4	1	3	Budget dependent FY26/FY27	Play area is surrounded by a wall or fence and is not accessible by those with mobility or vision impairments without assistance. Modify to provide accessible route to this area and install ground materials to make firm stable and non-slip
Karen Hornaday Park Play Area		303.1; 1008.3.1; 1008.3.2	2	4	Budget dependent FY26/FY27	Play component is not accessible from a wheelchair or without assistance. Install chair level transfer
Karen Hornaday Park Play Area		1008.2.1	2	2	Budget dependent FY26/FY27	Provide accessible entry to sand box.
Karen Hornaday Park Play Area		240.2.1.2	4	3	Budget dependent FY26/FY27	No accessible transfer point. Open portion of side for accessible entry/transfer.
Karen Hornaday Park Play Area		240; 403	4	2	Budget dependent FY26/FY27	Recommend adding additional accessible swing option. Currently there is only one




Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Karen Hornaday Park Play Area		240; 302; 304; 305; 404.2.3	1	3	Budget dependent FY26/FY27	Entrance is non-compliant. Widen entry in order to bring the gateway into ADA compliance.
Karen Hornaday Park Play Area		1008.2.1	1	1	2025	Remove. Safety hazard as logs are rotten.
Karen Hornaday Park Play Area		206 404; 1008	1	3	Budget dependent FY26/FY27	Remove and replace ground materials with level, firm non-slip materials
Karen Hornaday Park Play Area		1008.2.6; 206; 404	1	3	Budget dependent FY26/FY27	Replace materials so ground stays level and firm. Remove and replace materials with suitable ground materials that are level, firm and non-slip.










Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Karen Hornaday Park Play Area		1008.2.1; 1008.2; 1008.2.4.1; 1008.2.6; 1008.2.6.1	4	4	Budget dependent FY26/FY27	Various play components in the Play area that have limited or no access without assistance. Recommend installation of transfer system from wheelchair; modification to approaches or sidewall barriers on the play component.
Karen Hornaday Park Play Area		1008.4	4	4	Budget dependent FY28/FY29	Only component of its kind. Not required but recommend remove and replace with similar component that has adaptable reach
Karen Hornaday Ballfields		221.2; 221.2.1.4; 221.2.3; 221.3 1016	1 & 4	2	Budget dependent FY28/FY29	Bleachers at upper field – no accessibility, too close to the fence, no handrails or safety railing to prevent falls; no designated wheelchair spaces Furnish & Install or modify existing to provide better safety provide accessible seating as well as wheelchair seating



Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Karen Hornaday Park – New Pavilion		1011.2; 1011.3 1011.5	4	1	2025	Grills swivel and requirement is 40" x 48" clear ground space on all sides; 2-5% slope & 15"-34" height required Remove and reinstall in regulation height and clearance and slope.
Karen Hornaday Park – Old Pavilion		206	1	3	2025	Pavilion approach is not ADA Compliant; attached tables are non-compliant; Regrade slope and install accessible routes
Karen Hornaday Park – Old Pavilion		1011.2.1	4	2	Budget dependent FY28/FY29	Available Picnic Tables are not ADA compliant. Provide a minimum of one ADA Compliant Table of universal design would be preferable.
Karen Hornaday Park Ballfields		1008.2.6; 206.7.9; 404.2.3; 404.2.4.4	4	4	Budget dependent FY28/FY29	Entrances to dugouts are not compliant; grade has high step up; opening is too narrow to dugout. Ground surface must be maintained and inspected on a regular basis; remove and replace gate and fencing to provide required clearances








Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Karen Hornaday Park Ballfields		206.2.1; 221.4; 221.2.1.4; 221.2.3; 221.3	1	4	C	No accessible Route from or to the parking spaces, Bleachers do not provide accessible seating or companion seating. Furnish & Install accessible route from parking lot (when complete) provide designated wheelchair seating with companion seating Provide regular maintenance to grounds.
FACILITY NAME: Bayview Park				TIME OF ASSESSMENT: December 2024		
STRUCTURE/FACILITY/AREA(S): Is a lovely neighborhood park located at the top of Main Street. This Park is traditionally known for being used as a toddler and young children’s park since it was fenced, small and located within the neighborhood. Installation of new play equipment with ADA compliant access routes to each piece of equipment and placement of ADA picnic tables as well as installation of paved accessible parking making it Homer’s first fully accessible park. This was completed in 2024.						
FACILITY NAME: Bishop’s Beach Park & Beluga Slough Trail				TIME OF ASSESSMENT: July – September 2021		
STRUCTURE/FACILITY/AREA(S): Bishop’s Beach Park provides access to miles of public beaches, a picnic pavilion with fire ring and bar-b-que grill and picnic tables. There is a large grassy lawn area that is maintained. Currently restroom facilities are portable toilets and new plumbed restrooms are in the planning/design phase with expectation for construction 2024/2025. The Park provides vehicle access to the west for the public and to Beluga Slough Trail which runs along city and state owned land. No camping is allowed on the beaches or in the park.						
Bishop’s Beach Park – Parking Lot		208; 208.2; 208.2.4; 302; 502.4	1	4	Budget dependent FY28/FY29	Accessible parking has more than 2% slope. Recommend regrade and repave parking lot to include pavement marking for minimum number of accessible parking spaces and the required number to be van accessible.
Bishop’s Beach Accessible Routes		206; 206.2.1; 502.1- 502.3.4	1	2	Budget dependent FY28/FY29	Restroom closed permanently and temporarily replaced with portable toilets. Plans are being developed for permanent restroom facilities. No accessible approach to portable toilets or pavilion Furnish & Install accessible walkway to pavilion and restroom from parking spaces.






Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Bishop's Beach Park Access to Beluga Slough Trail		402; 404	1	1	Completed	Transitions from ground to elevated walkway is too high in some areas; too steep in other areas within slope; vegetation impairs visibility of edge and clear safe path  Recommend regular maintenance to remove vegetation, correct slope and transition from ground to elevated walkway by maintaining gravel
Bishop's Beach Park Beluga Slough Trail Access		402; 404	1	2	Completed	Nominal Transition issues on this segment. Good example of what access should appear and resemble. Recommendation: Regular maintenance to keep gravel supply appropriate.
FACILITY NAME: Mariner Park and Campground				TIME OF ASSESSMENT: July – September 2021		
STRUCTURE/FACILITY/AREA(S): Located on the base of the Homer Spit, Mariner Park and Campground is a 111 acre multi-use area that is one of the most popular beach access points for dog walking, coal collecting, and horseback riding in Homer. There are 34 camp sites available April 1 <sup>st</sup> through October 30 <sup>th</sup> , a Day Use Area along the northern border of the park with fire rings, picnic tables and a small gazebo, which is available for reservation for private events. Seasonal restroom facilities are provided May through September/October (weather dependent).						
Mariner Park Day Use Area		206.2.1; 502	1	4C	Budget dependent FY26/FY27	No Accessible parking designated. No accessible route to gazebo. Construct and furnish accessible route and parking space install signage per regulations





Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Mariner Park – Day Use Area		210; 504; 505.10.2	3	4C	Budget dependent FY26/FY27	Gazebo, has no hand rails, no ramp, stairs are steep, narrow steps and tall rise. All steps on flight of stairs shall have uniform riser heights and uniform tread depths. Recommend rebuilding stairs to include handrails and placement of a ramp.
Mariner Park Day Use Area		903	3	2	Budget dependent FY26/FY27	Bench needs to have the required transfer back support and seat width. Wheelchair space is limited within structure dependent on number of people. Bench shall provide back support or be affixed to a wall. Grab Bars should be installed to provide assistance for transfer, seat width should be 42 in long by 20 in. deep
Mariner Park Day Use Area		ORAR 244.2.3.1; 244.3 245.2.5.1 244.5.3	3	4C	Budget dependent FY26/FY27	Fire Ring is not compliant. No accessible route. Review Height and reach in accordance with regulations.
Mariner Park Camp Host Cabin		ORAR 1016.2; 1016.3; 1016.4 1016.7.1;	3	4C	Budget dependent FY26/FY27	No ADA parking designated. No accessible route from parking space to Host cabin. No Ramp Access or alternate method of notification to get camp host attention if not outside. Install and designate accessible parking space, place signage with alternate method of contacting Camp Host.




Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Mariner Park Campground		1011.2; 1011.4; F244.2.3.1; F244.3, F245.2.5.1; & F244. 5.3	3	4C	Budget dependent FY26/FY27	No ADA Compliant Camp Site Per Regulations Total of Camping Sites required is 2-3 based on overall # of sites. No ADA Compliant picnic tables. No accessible route from parking. No designated accessible parking. Create and designate 1-2 sites as ADA Compliant with appropriate signage. Designate and mark accessible parking spaces Campsite 21’3” w x 22’ L Fire Ring 17” H
Mariner Park Entrance Area with Kiosk and Bathrooms		ORAR 1016.2; 1016.3; 1016.4 1016.7.1; F244.2.3.1; F244.3; F245.2.5.1; F244.5.3 703.4.1; 703.5.5; 703.5.6; 703.7	3	4C	Budget dependent FY26/FY27	Fee Kiosk Area Bulletin Board Height is 50”; Doggie Bag Dispenser is 38.5” No accessible route defined for portable toilets; dumpster is not accessible; Picnic tables are unsafe and rotten Furnish & install clear access to kiosk, R & R Doggie Bag Dispenser to correct height; F & I Accessible route to portable toilets, Remove & Replace with Accessible Dumpster; Remove and Replace Picnic Tables with Universal Design models
FACILITY NAME: Fishing Hole Campground				TIME OF ASSESSMENT: July – September 2021		
STRUCTURE/FACILITY/AREA(S): Located next to the Nick Dudiak Fishing Lagoon, this campground on the Homer Spit features 80 campsites, 9 sites are located on the edge of the fishing lagoon and is a popular destination for campers. Amenities at this location include Fishing Hole camp sites, beach campsites, fish cleaning tables, picnic pavilion, grill, accessible restroom facilities, potable water and easy access to one of the city’s RV dump stations. The Fishing Hole Campground has 16 camp sites that are available during the winter months, October 31 <sup>st</sup> through March 31 <sup>st</sup> annually.						







Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Fishing Hole Campground		703.4.1; 703.5.5; 703.5.6; 703.7	1	1	2025	Accessible Camping Spaces Signage Placement. Paved connection to pavilion and walkway to restroom signage placement requires correction
Fishing Hole Pavilion		1011.2; 1011.3; 902.3 ABA	3	1	2025	ADA Compliant Picnic Table provided, recommend adding additional table. Requirement is based on 24LF of usable space around table top, there should be a minimum of one wheelchair space.
Fishing Hole Pavilion		1011.2; 1011.3; 1011.5	3	4C	2025	Grill does not have required access all the way around it. Relocation to maintain the required distance on all sides. Grill does swivel, but must be accessible with clear ground 48" x 48" clear ground space on all sides 2-5% slope 15"-34" max height
Fishing Hole Pavilion		402; 403	1	NA	NA	Paved area next to Pavilion provides accessible feature. ADA COMPLIANT
Fishing Hole Campground Pay Kiosk for Camp Fees		307.3; 308.1; 308.2; 308.3	3	4C	2026	Kiosk is 48" height Reach should be no more than 24" from side approach. Recommend filling in the area with additional concrete pad to make fully accessible from all approaches

Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Fishing Hole Restroom Potable Water Access		402; 403; 502	2	4C	2026	Accessible Route is required to access potable water; recommend installing a suitable material preferably asphalt and ADA Parking Space; Accessible route connecting to Restrooms from parking
Fishing Hole Restroom Potable Water Access		309.4	4	1	2026	Spigot handle is non-compliant install lever handle
Fishing Hole Notice Board		206; 308; 302	4	4C	2026	Accessible route; reach. Remove rocks and install asphalt or concrete pad around information kiosk
FACILITY NAME: Seafarer's Memorial Park				TIME OF ASSESSMENT: July-September 2021		
STRUCTURE/FACILITY/AREA(S): Seafarer's Memorial is a 2.52 acre lot located off of the Sterling Highway near the end of the Homer Spit. A memorial gazebo honoring those who were lost at sea, 45 parking spaces and open green space providing unobstructed views of the surrounding mountains and Kachemak Bay and access to the Spit Beach.						
Seafarer's Memorial Park - Parking lot	 	206.3; 206.4; 216.5; 302.1; 403.1, 403.2; 405.3; 502.1, 502.2, 502.3, 502.3.1, 502.3.2, 502.3.3, 502.3.4	1	4C	2025	Parking is adjacent to entrance to the Memorial and not accessible Pave and mark accessible parking spaces with paved accessible route to memorial pavers

Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Seafarer's Memorial Park		305; 903	4	3	2025	Bench is not ADA Compliant. Location on accessible route compliant with 404. Preference for Bench to not have arms for ease in transfer however having arms allows aid in person rising from seated position. Replace with compliant bench 17" - 19" seat height; able to withstand horizontal force minimum of 250 pounds at any point of the seat, Back support shall be 42"L minimum & 20"-24" deep
FACILITY NAME: Jack Gist Park			TIME OF ASSESSMENT: July - September 2021			
STRUCTURE/FACILITY/AREA(s): Donated by Jack Gist's estate for new softball fields, this 10 acre park offers stunning views of Beluga Lake and Kachemak Bay. Three fields are utilized by the Homer Adult Softball Association and the Homer High Mariner Softball team. There is also a disc golf course located in the park. Portable Toilet Facilities are available during the summer season. Plans are in process to draft a Master Plan for the park to include proposed field updates, plumbed restrooms, road access from a new subdivision to the west, parking configuration, and a new play area.						
Jack Gist Park Path to Disc Golf Course		206.2.1; 403; 403.5.3; 1016.2; 1016.3; 1016.4	1	4C	Budget dependent FY28/FY29	Walkway to Disc Golf Course is not ADA compliant. Remove and replace with accessible route using materials that would provide a stable and firm ground, width to be 36" wide with passing lane or widen areas to allow passing
Jack Gist Park – Lower Fields		206.2.1; 403; 403.5.3; 1016.2; 1016.3; 1016.4	1	4C	Budget dependent FY28/FY29	Lower Left and Right Ball Fields do not have ADA Accessible Routes. Furnish & Install accessible route from parking to playing fields spectator areas, dugouts, etc.
Jack Gist Park		206.2.1; 403; 403.5.3; 1016.2; 1016.3; 1016.4	1	4C	2025	Ground access is not firm and stable - ADA Accessible Route. Furnish & Install accessible travel route from parking to amenities

Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Jack Gist Park – Ball Field Spectator Seating and Access		206.2.1; 403; 403.5.3; 1016.2; 1016.3; 1016.4	Access Route Priority  1  Seating Priority 4	4C	Budget dependent  FY28/FY29	Spectator bleachers are not ADA compliant, no accessible seating, no accessible route from parking area. Where provided, fixed team or player seating areas must contain the number of wheelchair spaces and companion seats required by ADAAG, but not less than one space.
Jack Gist Park – Field Access		404.2	1	2	Budget dependent  FY28/FY29	Gate Access is not compliant. Provide clear pathway and level ground, remove overgrown vegetation to ensure proper width requirement is met
Jack Gist Park – Dugouts		903	2	2	Completed 2024	Player dugout does not have accessible seating, too high or too low and seating is too narrow, no hand rails or access to allow for transfer from a wheelchair to the bench. Benches must have seats that are a min. of 20" to a max. of 24" in depth and 42" min. in length. The seat height should be a min. of 17" to a max. of 19" above floor. If the bench is not located next to a wall, the bench must have back support that is 42" min. in length and extends from a point 2" max. above the seat to a point 18" min. above the bench.



Location	Image	ADA Code Reference	Priority Level	Cost Impact Level	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Jack Gist Park – Fence		307; 403.5	4	1	2025	Fence has protrusion. Remove and relocate or furnish and install barriers to direct pathway around the protrusion.
Jack Gist Park – Dugouts		221.2.1.4; 206.7.9; 802.1	4	2	Budget dependent FY28/FY29	Entrances to dugouts are not compliant; grade has step up; Dugout entrance is not ADA compliant - opening is too narrow. Maintain areas of access by keeping gravel/fill materials level and compacted to maintain even surface levels with concrete pad; remove and replace existing gate with ADA compliant gate; maintain vegetation to keep sight lines and changes in elevation minimal
Jack Gist Park – Upper Field Approach		1016.2; 1016.3; 1016.4; 1016.7	1	3	Budget dependent FY28/FY29	Access Route is steep; Furnish and install accessible route to upper field from parking area; correct slope percentage
Jack Gist Park – Spectator Seating		206.2.1; 403; 403.5.3; 1016.2; 1016.3; 1016.4	4	2	Budget dependent FY28/FY29	No ADA Compliant seating available; no accessible route to seating from parking area. Install ADA seating along with accessible route from parking to seating area.



# City of Homer ADA Transition Plan for City Facilities

Self-Evaluation on ADA Compliance Issues

Adopted via Resolution 19-024

April 22, 2019

Updated August 10, 2023

Adopted via Resolution 23-111

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**INTRODUCTION**

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The City of Homer Transition Plan and Responsibilities

In accordance with the Americans with Disabilities Act (ADA, this document shall serve as the City of Homer’s Transition Plan.

This is an overview of the plan that includes the self-evaluation that identifies barriers to program accessibility and municipal owned properties throughout the City and includes project checklists to track improvements. The plan consists of an Inventory Assessment, implemented requirements and annual reassessment of goals and improvements.

The City of Homer ADA Coordinator will manage all aspects of ADA Compliance. This plan is available on the City of Homer website for review by the general public. Individuals are encouraged to submit comments or issues on accessibility of City programs and facilities by contacting the City ADA Coordinator.

**BACKGROUND**

Resolution 16-019 established the Americans with Disabilities Act (ADA) Compliance Committee and appointed then Deputy City Clerk Melissa Jacobsen as ADA Coordinator.

Resolution 16-057 established the ADA grievance procedure which sets out a system for resolving complaints of disability discrimination in a prompt and fair manner.

Resolution 17-75(A) Committed the City to continual work towards becoming a universally accessible city.

Resolution 19-024 established the Transition Plan for City facilities.

Resolution 19-055 confirmed the ADA Compliance Committee as a Standing Committee of the City Council. This resolution further outlined the need for the Committee and stated the ongoing responsibility to review any new programs, activities and services within the City of Homer; perform and develop transition plans for other areas of the City including but not limited to the city parks, trails, campgrounds and programs to comply with ADA requirements.

Resolution 20-114 Appointed Renee Krause, Deputy City Clerk to assume the duties of ADA Coordinator for the City.

Ordinance 22-53(A) Created the Americans with Disability Act Advisory Board to codify the body to reflect the City of Homer’s commitment to Title II of the ADA Regulations and efforts to accessibility to all.

**PURPOSE**

The federal legislation known as the American with Disabilities Act (ADA), enacted on July 26, 1990, provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications.

Title II of the ADA specifically applies to state and local governments, referred to as “public entities,” and their programs and services. Title II, Article 8, requires public entities to take several steps designed to achieve compliance.

For the Transition Plan, the outlined scope of work included:

- Preparing a self-evaluation of the City’s policies and practices and analyze whether these policies and practices adversely affect the full participation of individuals with disabilities in its programs, activities, and services
- Performing a self-evaluation of City facilities for compliance with ADA requirements for accessibility by individuals with disabilities
- Developing a Transition Plan based on the self-evaluations that lists the physical barriers of the City’s facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities; the methods to be used to remove the barriers and make the facilities accessible; and the schedule for taking necessary steps to achieve compliance.

## **SELF-EVALUATION PROCESS**

City of Homer Staff and ADA Advisory Board (formerly known as ADA Compliance Committee) members received training on performing self-evaluations and Transition Plans from the Northwest ADA Center. The Northwest ADA Center is funded by the National Institute on Disability, Independent Living, and Rehabilitation Research (NIDILRR), and is part of the ADA National Network Centers which are a national platform comprised of ADA professionals and experts charged with assisting businesses, state and local governments, and people.

Following the training, the ADA Advisory Board self-performed the work with the support of City of Homer staff, with the option of contracting for aspects of the self-evaluation and initial Transition Plan that exceeded the expertise of the Board and City staff.

City facilities included in the primary self-evaluation:

- |   |  |
|---|--|
| • City Hall   | • Port and Harbor Office                         |
| • Homer Public Library                                      | • Harbor Load and Launch Ramp                    |
| • Public Works Building (public entry only)                 | • Small Boat Harbor Ramps and Float System       |
| • Public Restrooms located on Pioneer Avenue and Homer Spit | • Harbor Facility Parking including Fee Pay Lots |
| • HVFD Fire Hall (public entry only)                        | • Fish Cleaning Stations                         |
| • Airport (public spaces)                                   | • Nick Dudiak Fishing Lagoon                     |
| • Baycrest Overlook and Restroom                            |  |

Several of the facilities were excluded from this initial self-evaluation due to the following reasons:

- Old Homer Police Station – At the time of the self-evaluation Homer City Council was evaluating plans for a new police station building; the old Police Station has known ADA compliance issues. This building is currently being used for storage for the Fire Department and is not open to the public.
- Homer Education and Recreation Complex (HERC) – The HERC consists of the old Homer Middle School (HERC-1) and the old Homer High School (HERC-2); at the time of the self-evaluation the status of HERC-1 was in flux and the ADA Advisory Board decided to not evaluate the building knowing that any improvements to the building would address known ADA compliance issues; HERC-2 is used by Public Works Maintenance Staff and is not open to the public.

- City Park Restrooms (e.g. Karen Hornaday Park KHP) The restroom facility at KHP has been demolished and Plans are in the design phase to construct a new restroom facility. In the interim portable toilets are in use.
- Bishop's Beach Restrooms are currently portable toilets. A Water and Sewer Special Assessment District Project is in process to construct and install water and sewer to the park and restroom facilities are planned for construction in the near term.
- ADA compliance issues pertaining to Public Works and HVFD's public areas are limited to just their entrances; the remainder of the buildings/facilities are employee access only and therefore not subject to this Transition Plan.

Staff from the City Clerk's Office and Public Works, members of the ADA Advisory Board, and interested members of the public visited City facilities and (using standardized evaluation sheets from the Northwest ADA Center) measured/evaluated parking areas, curbs and sidewalks, building entrances, counter spaces, seating, restrooms, and other public spaces for accessibility.

While conducting the facility evaluations, City staff and the ADA Advisory Board developed a list of questions related to ADA compliance requirements. Additionally, many of the harbor facilities, such as the ramps, float system, and fish cleaning stations, required specialized expertise to evaluate. To address these issues, the City established a contract with the Northwest ADA Center and David Barton to assist with answering questions and evaluating the more-specialized areas/facilities; those facilities were included in an assessment report by the Northwest ADA Center which has been incorporated into this Transition Plan.

Following all measurements/evaluations, the Board reviewed the data to determine where facilities were in compliance and where they were not. Items not in compliance were compiled into a spreadsheet as part of this Facilities Transition Plan.

## **TRANSITION PLAN DEVELOPMENT**

The ADA Advisory Board reviewed the spreadsheet with Public Works and Port and Harbor staff to refine the list into a more efficient, applicable plan. During the process, some issues were removed for several reasons:

- Items were corrected at the time of measurement (e.g., the effort required to open a door) and will continue to be ongoing maintenance items per Public Work's policy and/or Building Maintenance job descriptions.
- Items were easily correctable, and were resolved during or shortly after the self-evaluation was conducted (e.g., materials blocking an accessible counter).
- Some items identified at the harbor by the Northwest ADA Center were incorrect and the Port and Harbor Director provided more detailed information regarding facility use that was not readily available at the time of evaluation.

These items are included in an Addendum at the end of the Facilities Transition Plan to acknowledge and document the initial findings.

**PRIORITY RANKING:** Once an accurate list of non-compliant items was compiled, the ADA Advisory Board ranked each item based on the following priorities for resolution as per ADA standards for accessible design:

Priority 1: Building accessibility including parking, access routes, and main building entrances

Priority 2: Equitable access to goods and services

Priority 3: Restrooms

#### Priority 4: All other measures to improve accessibility

**COST/IMPACT RANKING:** Public Works and Port and Harbor Staff were consulted to rank each compliance issue based on the level of impact to the department's budget and staff time required to complete the project. Definitions for Cost/Impact Rankings are:

- 1 – Project can be completed by City of Homer staff at low cost and with a low amount of effort.
- 2 – Project can be completed by City of Homer staff, the cost would be moderate and/or would require a moderate level of scheduling in association with other staff duties to complete.
- 3 – Project can be completed by City of Homer staff; however, the cost for materials would be high and/or the time required to complete would be high. Use of a contractor would allow project completion sooner.
- 4C – Project requires specialized tools, skills, and/or level of warranting the use of a contractor.

**TIMELINE RANKING:** Public Works and Port and Harbor department staff also evaluated the items based on current department workloads and schedules for when in-house and contractor-hired projects could be completed. The timelines for projects completed in-house would be as follows:

- A – Project can be completed in between regularly schedule work as time allows, with completion within one year.
- B – Project requires additional scheduling and budgeting and may be completed within one or two years.
- C – Project requires significant scheduling and budgeting and may be completed within three to five years; could be completed sooner if done by a contractor.

If a contractor is hired to complete a project they may have a more definitive timeline because they must be budgeted in advance. For these items, the Transition Plan lists the estimated year that staff will prepare an Invitation to Bid, include it in their budget requests to City Council, and have the project completed by.

#### Implementation of the Transition Plan

The ADA Advisory Board will review and update the Transition Plan annually or as needed to identify work that has been completed, add barriers that may arise in the future, and identify interim steps. If the time period for achieving compliance is longer than one year, the plan will identify the interim steps that should be taken during each year of the transition period to achieve compliance with Title II of the ADA.

## **ACKNOWLEDGEMENTS**

A team consisting of City Staff, ADA Compliance Committee members, City residents, and a contractor participated in the initial self-evaluation, development, and review of the Facilities Transition Plan. The table below outlines the individuals involved and their roles in developing the Facilities Transition Plan.

<b>INDIVIDUAL</b>	<b>AFFILIATION AND ROLE IN DEVELOPING THE TRANSITION PLAN</b>
Rick Malley	ADA Compliance Committee Chair
Linda Munns	ADA Compliance Committee Chair; support in development of self-evaluation and Transition Plan
Tess Dally	ADA Compliance Committee Vice Chair; participated in measurements for self-evaluation, support in development of Transition Plan
Joyanna Geisler	ADA Compliance Committee member; participated in measurements for self-evaluation, support in development of Transition Plan
Pam Van Hoozer	ADA Compliance Committee member; support in development of self-evaluation and Transition Plan
Donna Aderhold	ADA Compliance Committee, City Council Representative; participated in measurements for self-evaluation, support in development of Transition Plan
Melissa Jacobsen	City Clerk's Office, City Clerk and ADA Coordinator; staff assigned to the ADA Compliance Committee, lead in developing the self-evaluation
Rachel Tussey	City Clerk's Office, Deputy City Clerk I; Transition Plan preparer
Dan Gardner	Public Works Superintendent; participated in measurements for self-evaluation, estimates for time, cost, and level of effort for the Transition Plan
Mike Riley	Public Works Building Maintenance; participated in measurements for self-evaluation, estimates for time, cost, and level of effort for the transition plan
Bryan Hawkins	Port Director/Harbormaster; consultation on port and harbor-specific ADA compliance issues identified in the self-evaluation and Transition Plan
Aaron Glidden	Port Maintenance Supervisor; provided estimates for time, cost, and level of effort for Transition Plan items at harbor facilities
David Lewis	City Council member and Independent Living Representative; participated in measurements for self-evaluation
David Barton	Northwest ADA Center; aided with measurements and provided support/consultation for self-evaluation

## EVALUATION NOTES

- City Hall, Library, Airport, Public Works, Homer Volunteer Fire Department (HVFD), and City Restrooms were evaluated by ADA Compliance Committee Members, City staff, and supporting members.
- Port and Harbor facilities were inspected by David Barton, Northwest ADA Center, with support from ADA Compliance Committee Members and City staff; his final report was merged into this transition plan.
- Cost/impact rankings, in-house/contractor determinations, and timeline estimates were made by Public Works and Port and Harbor Staff.
- City Park Restrooms (e.g. Karen Hornaday Park) were not included in the plan because they were constructed prior to standard ADA regulations and were completely out of compliance.
- The Old Police Station was not included due to the approval of building a new Police Station.
- The Homer Education and Recreation Complex (HERC) buildings were not included since City Council is still determining the future use or demolition of the buildings per a recent Task Force report.
- Bishop's Beach Restrooms were determined to not have ADA issues, therefore are not included.
- Public Works and HVFD's public areas are limited to just their entrances; the remainder of the buildings/facilities are employee access only.
- Public Works Staff Comments: "If the City does the in-house items, it will take a long time to accomplish, but it could be done. Another approach is to put out a contract to tackle everything."

## RANKING NOTES

<b>Priority Rankings based on ADA Standards for Accessible Design</b>	<b>Cost/Impact Rankings based on how cost will affect department's budget, and staff time required to complete project</b>
Priority 1: Parking, Access Route, & Main Entrances	1 = In-House Low Cost/Impact
Priority 2: Equitable Access To Goods & Services	2 = In House Medium Cost/Impact
Priority 3: Restrooms	3 = In House High Cost/Impact
Priority 4: All Other Measures To Improve Accessibility	4C = Requires Hiring/Bid Process for a Contractor












## TIMELINE

<b>Timelines for Staff-Completed Projects:</b> If City Staff completes the in-house items, timeline for completion will vary significantly.	<b>Timelines for Contractor Projects:</b> Projects completed by a contractor may have a more defined timeline since they have to be budgeted in advance.  Timeline lists estimated year of completion.
<b>2019/2020</b> = Can be completed in between regularly scheduled work as time allows; within 1 year.	
<b>2019/2021</b> = Requires additional scheduling/budgeting; may be completed within 1-2 years.	
<b>2019/2024</b> = Requires significant scheduling/budgeting; may be completed within 3-5 years, could be completed sooner if done by a contractor.	





## ADA COMPLIANCE ISSUES




The following list details the physical barriers of the City's facilities that limit the accessibility of its programs, activities, or services to individuals with disabilities, and the methods to be used to remove the barriers, make the facilities accessible, and the schedule for taking necessary steps to achieve compliance.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Baycrest Overlook		Van Accessible Space [502.2]	1	1	2019/2020 2021 PW Ops  <b>2023</b>	Repaint lines. Public Works to schedule/correct as time & budget allows.  <b><u>Completion of three areas remain</u></b>
Harbor Ramp 4: Paved Parking		Van Accessible Space [502.2]	1	2	2019/2020 2021 2023 2025	Install "Van Accessible" sign at van space.
Library: Parking		"Van Accessible" Signs [502.6]	1	2	2019/ 2020  <b>2023</b>	Install "Van Accessible" sign at van space.  Port & Harbor to schedule/correct as time & bud
Public Works: Parking		"Van Accessible" Signs [502.6]	1	2	2019/ 2020  <b>2023</b>	Install "Van Accessible" sign at van space.  Port & Harbor to schedule/correct as time & budget allows.
Animal Shelter: Parking		Van Accessible Space [502.2] "Van Accessible" Signs [502.6] Exterior Ramp Cross Slope [403.3]	1	4C	2019/ 2021  <b>2024</b>	Repaint lines. Install "Van Accessible" sign at van space. Regrade cross slope to 1:48 max. Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2024 budget item & issue RFP in-2024/2025 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.






Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
City Hall: Back Entrance		Exterior Ramp Cross Slope [403.3]	1	4C	2019/ 2021  <b>2025/2026</b>	Regrade cross slope to 1:48 max.  Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2025 budget item & issue RFP in 2025/2026 (incl. design & construction).
Fire Hall: Parking		Exterior Ramp Cross Slope [403.3]	1	4C	2019/ 2021  <b>2025/2026</b>	Regrade cross slope to 1:48 max  Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2025 budget item & issue RFP FOR 2025/2026 (incl. design & construction).  Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.
Library: Parking		Slope of Accessible Parking Spaces [502.4]  Exterior Ramp Cross Slope [403.3]	1	4C	2019/ 2021  <b>2024</b>	Regrade surface to maintain max 1:48 slope. Regrade cross slope to 1:48 max.  Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2024 budget item & issue RFP in 2024/2025 (incl. design & construction).  Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.
Load & Launch Ramp: Gravel Parking		ADA Parking Sign Placement [502.6]	1	4C	2019/ 2021  Scheduled for <del>2023</del>  2025	Adjust height on existing handicap signage to comply with 60" minimum from ground.  Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).





Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Nick Dudiak Fishing Hole Lagoon		Ramp [405] Walking Surfaces [403]	1	4C	<del>2019</del> <b>2024/2025</b>	The Nick Dudiak Fishing Hole Lagoon is extremely outdated and in need of significant repairs. An Invitation to Bid (ITB) will be required to bring it fully into compliance.  City Staff/Port & Harbor to continue working with Alaska Department of Fish & Game for funding to repair ramps.
Public Works: Parking		Exterior Ramp Cross Slope [403.3]	1	4C	2019/ 2021  <b>2027</b>	Regrade cross slope to 1:48 max.  Public Works to prepare cost estimate to resolve all parking/pavement entrance issues; include as 2027 budget item & issue RFP in 2027 (incl. design & construction).  Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.
Harbor Docks: Transient/Reserved Moorage		Door Hardware [404.2.7] Operable Parts [309]	2	1	<del>2019/2020</del> Scheduled for <b>2023</b> <b>2025</b>	Round water spigot control(s).
Harbor Uplands: Fish Cleaning Station/Tables at Ramp 4, Ramp 6, & Fishing Lagoon		Reach Ranges [308]	2	1	<del>2019/2020</del> Scheduled for <b>2023</b> <b>2025</b>	Reach to dispose gut material into these wagons is too high and beyond the maximum reach range of 48 inches.  Port & Harbor to add a fish disposal bucket under each accessible table section at all three locations; to be replaced as time & budget allows.
Library		Clear Area to Side of Front-pulling Door [404.2.4]	2	1	2019/2020  <b>2023</b>	Copy Room is tight; <del>Install sign to ask for assistance with opening door.</del> Remove Door  Public Works to schedule/correct as time & budget allows.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Uplands: Benches & Viewing Areas		Benches [903]	2	3	<del>2019/2021</del> Scheduled for <b>2024</b>  <b>2025</b>	Retrofit existing benches to have back support, or provide accessible seating area -benches that meet ADA standard (i.e. seating with back support).  Port & Harbor to incorporate into upcoming harbor improvement project.
Airport		Depth of Counter at Accessible Portion [904.4]	2	4C	2019/ 2024       <b>2024</b>	Alter accessible portion so it's the same depth as the standard countertop.  City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding. Research Kenai Airport. Is separate table allowed May require capital project with Counter Replacements
City Hall: Upstairs		Dimensions of Elevator's Interior [407.4.1]	2	4C	2019/ 2021  <b>Future Unk.</b>	Depth of elevator too short; replace elevator.  Requires new elevator shaft/tower - Cost prohibitive in existing City Hall. ADA Access to individual floors, policy in place for staff to meet with public on floor they come in on to provide service.
Harbor Uplands: Ramp 2 Disposal Sheds		Changes in Surface Level [303]  Ramps [405]  Openings [302.3]	2	4C	2019/2024  <b>2023</b>  <b>2025 Signage</b>	RAMP 2 Oil Shed has two steel grated ramps with slopes as steep as 30 degrees with no clear floor space to maneuver or reach any of the three different disposal opportunities. In addition, the ramp and floor grates are not in compliance as they allow passage of a sphere more than 1/2" (13 mm) diameter through a grate opening.  Provide a proper accessible route and reach ranges to at least one of the two locations designated for chemical waste dumping or







Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						provides some sort of “equivalent facilitation.”  Port & Harbor to evaluate; could be incorporated into upcoming harbor improvement project.
Harbor Uplands: Ramp 8 Disposal Sheds		Changes in Surface Level [303]	2	4C	<del>2019/2024</del> <del>2023</del> <b>2025 Signage</b>	RAMP 8 Oil Shed has a concrete perimeter barrier with a change in level that is more than 1/4” with no clear floor space to maneuver or reach any of the different disposal opportunities. Surface level along accessible route must be free of changes in surface level. Surface level changes cannot exceed 1/4” in height.  Port & Harbor to post signage at Ramp 8 that directs persons requiring assistance to contact staff, or to go to ADA compliant Ramp 2 facility.
Load & Launch Ramp: Staging Area		Ground Surfaces/ Changes in Surface Level [302, 303]	2	4C	<del>2019/2024</del> <del>2024</del> <b>2025 Grade and Compact</b>	Provide ground surface that is firm, stable, and slip resistant. Maintain to ensure changes in level issues do not occur throughout a season.  Paving Staging Area will require a contractor; at a 2 rating staff could designate a paved area for ADA loading, but during summer will require significant staff time to monitor.  Port & Harbor to evaluate; could be incorporated into upcoming harbor improvement project.
Baycrest Overlook		Toilet Room Sign Locations [703.4.2]	3	1	2019/ 2020  <b>2023</b>	Move signs to comply w/ location requirements.  PW to Review Contract with State for responsibility








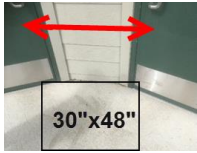

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Ramp 4: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/ 2020 2020/2021 <b><u>2023</u></b>	Move signs to comply w/ location requirements.
Harbor Ramp 5: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/ 2020 <b><u>2023</u></b> <b><u>Bldg Maint.</u></b>	Move signs to comply w/ location requirements.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Harbor Ramp 6: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/ 2020 <b><u>2023</u></b> <b><u>Bldg. Maint.</u></b>	Move signs to comply w/ location requirements.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Load & Launch Ramp: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/ 2020 2020/ 2021 Bldg Maint <b><u>2023</u></b>	Move signs to comply w/ location requirements.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Airport: Women's Restroom		Threshold Entrance Height [404.2.5, 303.2]	3	2	<del>2019/2021</del> <b><u>2024</u></b>	Replace threshold that meets bevel and height restrictions.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues


Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						in one project & seek out grant funding.
Bartlett & Pioneer: Restroom		Toilet Room Sign Locations [703.4.2]	3	2	2019/ 2020 2020/ 2021 <b>2023</b>	Sign is missing; install signs to comply w/ location requirements.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Library: Men's Restroom		Stall Door Pulls on Both Sides [604.8.1.2]	3	2	2019/ 2020 2020/ 2021 Bldg Maint <b>2023</b>	Replace hardware.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). PW Review for Completion
Library: Women's Restroom		Stall Door Pulls on Both Sides [604.8.1.2]	3	2	2019/ 2020 <b>2020/2021</b> Bldg Maint <b>2023</b>	Replace hardware.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). PW Review for Completion
Load & Launch Ramp: Restroom		Threshold Entrance Height [404.2.5, 303.2]	3	2	2019/ 2021 2021/ 2022 <b>2023</b>	Replace threshold that meets bevel and height restrictions.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Review for Completion



Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Airport: Men's Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/ 2024 <b>2024</b>	For stall doors inside restroom, add closer or replace door.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding. Review for Completion
Airport: Women's Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/ 2024 <b>2024</b>	For stall doors inside restroom, add closer or replace door.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding. Review for Completion
Airport: Women's Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/ 2024 <b>2024</b>	Move control or replace toilet.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows.
City Hall: Downstairs Restroom		Stall Lock Operability [309.4]	3	3	2019/ 2021 <b>2024</b>	Replace lock so it can be used with one hand and w/o tight grasping/pinching.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows.
City Hall: Downstairs Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/ 2024 <b>2024</b>	For stall doors inside restroom, add closer or replace door.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows;
Harbor Ramp 5: Restroom		Space from Partition to Toilet's	3	3	2019/ 2021	Shorten wooden bench top to meet space requirements between bench and toilet.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
		Centerline [604.2]			PW will review <b>2024</b>	Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Library: Women's Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/ 2024 <b>2024</b>	For stall doors inside restroom, add closer or replace door.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).
Airport: Men's Restroom		Privacy Wall & Door Configuration [404.2.4]	3	4C	2019/ 2024 <b>2024</b>	Reconfigure space to meet minimum space requirements.  City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Airport: Men's Restroom		Space from Partition to Toilet's Centerline [604.2]	3	4C	2019/ 2024 <b>2024</b>	Move or replace toilet.  City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.
Airport: Women's Restroom		Clear Turn-Around Space for Wheelchair [603.2.1]	3	4C	2019/ 2024 <b>2024</b>	Space limited near sink; move/remove partitions, fixtures or objects.  City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Bartlett & Pioneer: Restroom		Maneuvering Clearance [404.2.4]	3	4C	2019/ 2024 <b><u>2024</u></b>	Door opening clearance on both stalls have limited maneuvering clearance or the clear floor space overlaps. Another alternative is the door swinging inward if proper clear floor space is provided beyond the arc of the door.  Public Works to prepare cost estimate to resolve all public restroom issues; include as budget item & issue RFP (incl. design & construction).
Deep Water Dock: Restrooms		Maneuvering Clearance [404.2.4]	3	4C	2019/ 2024 <b><u>2024</u></b>	Door opening clearance on both stalls have limited maneuvering clearance or the clear floor space overlaps. Another alternative is the door swinging inward if proper clear floor space is provided beyond the arc of the door.  Public Works to prepare cost estimate to resolve all public restroom issues; include as budget item & issue RFP (incl. design & construction).
Nick Dudiak Fishing Hole Lagoon		Pedestrian Ramp [405]  Walking Surfaces [403]	1	4C	2019/2024 <b><u>2026/2027</u></b>	The Nick Dudiak fishing Hole Lagoon is extremely outdated and in need of significant repairs. An Invitation to Bid (ITB) will be required to bring fully into compliance.  Design recommendations have been completed in 2022  Staff to continue working with ADF&G and other options for funding sources for new accessible fishing pier and boardwalk
WKFL Park: Restroom		Maneuvering Clearance [404.2.4]	3	4C	2019/ 2024	Door opening clearance on both stalls have limited maneuvering clearance or the clear floor space overlaps. Another alternative is the door swinging inward if proper clear floor space is provided beyond the arc of the door.



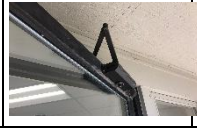


Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						Public Works to prepare cost estimate to resolve all public restroom issues; include as budget item & issue RFP in (incl. design & construction).
Airport		Drinking Fountain Spout Placement [602.5] Protrusion of Drinking Fountain [307.2]	4	1 or 4C	2019/ 2020 or 2019/ 2024  <b><u>2024</u></b>	Replace drinking fountain with one that complies with all sizing requirements.  Drinking fountain sticks too far out; replace or add tactile warning.  Replacing fountain in airport improvement project with water bottle type.

## ADDENDUM

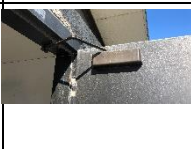


Throughout the evaluation process, some of the issues that were noted in staff's self-evaluations and the Northwest ADA Center's Port and Harbor report were either:

1. Addressed immediately;
2. Were determined by staff to no longer be an issue; or
3. An ongoing compliance issue that staff addresses regularly through routine building maintenance.

To ensure this Transition Report documents all ADA compliance issues/resolutions, those items determined as "N/A", "Completed", or "Recurring" have been listed in the following separate sections.


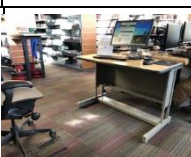
Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Airport		Secured Edges of Carpets/Mats [302.2]	1	Recurring	Secure carpeting or mats at edges. Mats get replaced regularly through routine building maintenance.
Airport: Main Entrance		Main Door Closer Timing [404.2.8]	1	Recurring	Adjust door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
City Hall: Back Entrance		Door Closer Timing [404.2.8]	1	Recurring	Adjust door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
City Hall: Back Entrance		Secured Edges of Carpets/Mats [302.2]	1	Recurring	Secure carpeting or mats at edges. Mats get replaced regularly through routine building maintenance.
City Hall: Front Entrance		Secured Edges of Carpets/Mats [302.2]	1	Recurring	Secure carpeting or mats at edges. Mats get replaced regularly through routine building maintenance.

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Docks: Amenities & Program Services		Clear Floor or Ground Space [305]  Reach Ranges [308]  Operable Parts [309]	1	Recurring  <b>2025</b>	Ensure all the surrounding amenities and services that serve these specific accessible slips are made accessible. Examples such as water supply facets and hoses, outlets for electricity and cable TV, etc. will require: <ul style="list-style-type: none"> <li>•Proper clear floor space of at least 30” by 48”,</li> <li>•Reach ranges from floor surface of minimally 15” to 48” maximum,</li> <li>•Operating controls shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate operable parts shall be 5 lbs. maximum.</li> </ul> All utility pedestals on the docks are ADA compliant; harbor staff patrolling regularly monitors that items aren’t blocking dock pathways/ pedestals.
City Hall: Downstairs		Interior Door Closer Timing [404.2.8]	2	Recurring	Adjust door so it takes at least 5 seconds to close.  Door closers adjusted regularly through routine building maintenance.
Airport: Men’s Restroom		Door Closer Timing [404.2.8.1]	3	Recurring	Adjust main door so it takes at least 5 seconds to close.  Door closers adjusted regularly through routine building maintenance.
Baycrest Overlook		Door Closer Timing [404.2.8.1]  Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close.  Door closers adjusted regularly through routine building maintenance.
City Hall: Downstairs Restroom		Door Closer Timing [404.2.8.1]  Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close.  Door closers adjusted regularly through routine building maintenance.
Corner of Bartlett & Pioneer: Restroom		Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close.  Door closers adjusted regularly through routine building maintenance.
End of the Road Park		Door Closer Timing [404.2.8.1]  Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close.  Door closers adjusted regularly through routine building maintenance.
Harbor Ramp 4: Restroom		Door Closer Timing [404.2.8.1]	3	Recurring	Adjust main door so it takes at least 5 seconds to close.








Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
					Door closers adjusted regularly through routine building maintenance.
Harbor Ramp 6: Restroom		Door Closer Timing [404.2.8.1]	3	Recurring	Adjust main door so it takes at least 5 seconds to close.  Door closers adjusted regularly through routine building maintenance.
Library: Men's Restroom		Door Closer Timing [404.2.8.1]  Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close.  Door closers adjusted regularly through routine building maintenance.
WKFL Park		Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close.  Door closers adjusted regularly through routine building maintenance.







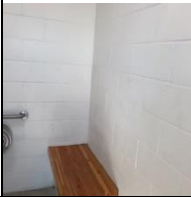

### COMPLETED PROJECTS AND NOT APPLICABLE (NA)







The deficiencies that were identified in the compilation of this Transition Plan have been completed and brought to up to ADA Standards or were found upon further inspection to be compliant. This listing will be updated on an annual basis as the City schedules the projects and funds the necessary changes and improvements.




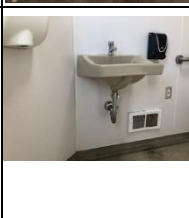

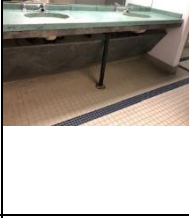

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Ramp 8: Gravel Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]	1	1	2019	Walking and floor surfaces must be firm, stable, and slip resistant. Provide access aisle and curb ramp with smooth transition to connect onto the accessible pathway to meet minimum accessible parking compliance.  ADA Parking was moved onto paved area; existing signage was moved and new lines were painted Spring 2019. <b>Completed.</b>
Library		Wheelchair Space Under Work Surface [305.3]	2	1	2019	Table with correct wheelchair dimensions is available; library staff installed computer at table.  <b>Completed</b>











Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Uplands: Fish Cleaning Station/ Tables at Fishing Lagoon		Changes in Level [303]	2	3	2018	There is a step or change in level barrier at the entrance to the Nick Dudiak Fishing Hole Lagoon Fish Cleaning Station. Recommend adding compacted inter-locking gravel or asphalt at the station entrance connecting to the accessible parking space and harbor pedestrian sidewalk arrival points. <b>Completed.</b>
City Hall: Front Entrance		Minimum 48" Vestibule Door Spacing [404.2.6]	1	1	2019/2020	Remove inner door or change door swing for one or both doors.  Public Works to schedule/correct as time & budget allows. <b>Completed 2020</b>
Deep Water Dock: Shelter		Reach Range [308]	2	1	2019/2020	Dog waste bag dispenser's operable part is measured at 54" above the floor and located above a seating area. Lower dispenser operable part to 48" above the floor; relocate away from the circular stone bench as not to protrude into a sitting person's headspace. Port & Harbor to schedule/correct as time & budget allows. <b>Completed 2020</b>
Airport: Men's Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. <b>Completed 2020</b>
Bartlett & Pioneer: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. <b>Completed 2020</b>
Bartlett & Pioneer: Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/2020	Relocate grab bar to meet all location requirements, specifically re: objects above bar. <b>Completed 2020</b>
City Hall: Downstairs Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. <b>Completed 2020</b>






Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
End of the Road Park: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. <b>Completed 2020</b>
End of the Road Park: Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/2020	Relocate grab bar to meet all location requirements, specifically re: objects above bar. <b>Completed 2020</b>
Library: Kid's Room Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Coat Hook was removed; install coat hook that meets location requirements. <b>Completed 2020</b>
Airport		Objects on Public Area Circulation Paths [307.2]	2	1	2019/2020	Hand sanitizer protrudes; needs to either be replaced or have a tactile warning. <b>Completed 2020.</b>
Harbor Ramp 5: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Re-install coat hook that meet location requirements. <b>Completed 2020</b>
Load & Launch Ramp: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Re-install coat hook that meet location requirements. <b>Completed 2020.</b>
WKFL Park: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Install coat hook to meet location requirements. <b>Completed 2020.</b>
WKFL Park: Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/2020	Relocate grab bar to meet all location requirements, specifically re: objects above bar. <b>Completed 2020.</b>




Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Airport: Men's Restroom		Threshold Entrance Height [404.2.5, 303.2]  Force to Open Door [404.2.9]	3	2	2019/ 2021	Adjust or replace closer; Install lighter door. Replace threshold that meets bevel and height restrictions.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.  <b>Completed 2020</b>
Airport: Men's Restroom		Toilet Seat Height [604.4]  Location of Grab Bar on Rear & Side Wall [604.5.1, 604.5.2, 609.4]	3	2	2019/ 2021	Toilet seat too high; replace toilet. Relocate grab bar to meet all location and length requirements.  <b>Completed 2021</b>
Airport: Women's Restroom		Toilet Seat Height [604.4]  Location of Grab Bar on Rear & Side Wall [604.5.1, 604.5.2, 609.4]	3	2	2019/ 2021	Toilet seat too high; replace toilet. Relocate grab bar to meet all location and length requirements.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows;  <b>Completed 2020</b>
Deep Water Dock: Restrooms		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows  <b>Completed 2020</b>
End of the Road Park: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows  <b>Completed 2020</b>
Harbor Ramp 4: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows  <b>Completed 2020</b>

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Bartlett & Pioneer: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows  <b>Completed 2020</b>
Harbor Ramp 5: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows  <b>Completed 2020</b>
Harbor Ramp 6: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020  Completed 2020	Install insulation or cover panel to protect pipes under sink.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows  <b>Completed 2020</b>
WKFL Park: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/2020	Install insulation or cover panel to protect pipes under sink.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows  <b>Completed 2020</b>
Library: Men's Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/2024	Move control or replace toilet.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows  <b>Completed 2020</b>
Airport: Men's Restroom		Toe Clearance Under Sink [306.3.3]	3	4C	2019/2024	Move or replace sink to meet under-sink clearance. City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.  <b>Completed 2020</b>
Harbor Docks: Transient/ Reserved Moorage		Clear Floor or Ground Space [305]	1	2	2019/2020	Ensure an accessible path of travel and clear floor space for boarding at each accessible slip. Provide a clear floor space of at least 30" by 48" for either forward or parallel. Modify any pier barriers or edge protection that may hinder access. <b>Completed 2020.</b>




Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Port & Harbor Office: Entrance		Notification Board Location too High [703.4.1]	1	1	2019/2020	Lower access to bottom edge of board to 48" to 60" max. Bottom edge of board at 50.5". <b>Completed 2020</b>
Port & Harbor Office		Accessible Service Counter [904.4]	1	1	Completed	Clear ADA Counter space so it is usable; provide a chair for patrons. <b>Staff completed at time of inspection.</b>
Airport: Parking		Van Accessible Space [502.2]	1	1	2019/2020 PW Ops 2021	Repaint lines to meet measurement requirements. Public Works to schedule/correct as time & budget allows. <b>Completed in 2021.</b>
Airport: Parking		ADA Parking Sign Placement [502.6]	1	1	2019/2020 PW Ops 2021	Adjust height on existing handicap signage to comply with 60" minimum from ground. Public Works to schedule/correct as time & budget allows. <b>Completed in 2021.</b>
City Hall: Back Entrance		Van Accessible Space [502.2]	1	1	2019/2020 PW Ops 2021	Repaint lines. PW will schedule/correct as time and budget allows. <b>Completed 2022.</b>
City Hall: Front Entrance		Van Accessible Space [502.2]	1	1	2019/2020 2021 PW Ops	Repaint Lines. Public Works will schedule/correct as time and budget allows. <b>Completed 2021.</b>
Fire Hall: Parking		Van Accessible Space [502.2]	1	1	2019/2020 2021 PW Ops	Repaint Lines. Public Works to Evaluate: Option 1 – Schedule/correct as time & budget allows or Option 2 – Prepare cost estimate to resolve all parking/pavement entrance issues include as 2020 budget item and issue RFP in 2020/21 <b>Completed in 2022.</b>
Library: Parking		ADA Parking Sign Placement	1	1	2019/2020 2021 PW Ops	Adjust height on existing signage to comply with 60" minimum distance from ground. Public Works to schedule/correct as time and budget allows. <b>Completed 2021.</b>













Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Public Works Parking		Van Accessible Space [502.2]	1	1	2019/2020  PW Ops 2021	Repaint Lines. Public Works to schedule/correct as time and budget allows.  <b>Completed 2021.</b>
Airport: Parking		Van Accessible Space [502.6]	1	1	2019/2020  2021 PW Ops	Replace & Install Van Accessible Signage at van space.  Public Works to schedule and correct as time/budget allows. <b>Completed 2021</b>
City Hall: Front Entrance		Van Accessible Space [502.6]	1	1	2019/2020  2021 PW Ops	Replace & Install Van Accessible Signage at van space.  Public Works to schedule and correct as time/budget allows <b>Completed 2021</b>
Fire Hall: Parking		Van Accessible Space [502.6]	1	1	2019/2020  2021 PW Ops	Replace & install Van Accessible Signage at van space.  Public Works to schedule and correct as time/budget allows. <b>Completed 2021</b>
Harbor Docks Transient/Reserved Moorage		Boat Slip Clearance[100 3.3.1]  Informational Sign & Marking Accessible Zones/Areas	1	2	2019/2020  2020/2021	For every 120 inches (10 feet) of lineal pier edge serving these accessible slips there is a clear opening at least 60" wide. Provide clear markings on all designated loading zone area(s). Ex: painting blue lines inside of existing yellow lines, red lines for easier detection and recognition of these accessible areas/features.  <b>Stall modifications completed in 2020.</b> <b>Marking and painting completed 2021</b>
Library Parking		Van Accessible Signage [502.6]	1	2	2019/2020  2021 PW Ops	Replace and Install Van Accessible Signage at van space. Public Works to schedule and correct as time/budget allows.  <b>Completed 2022</b>
Public Works Parking		Van Accessible Signage [502.6]	1	2	2019/2020  2021 PW ops	Replace & install Van Accessible signage at van space.  <b>Completed 2021</b>







Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Ramp 5: Gravel Parking		Van Accessible Space 502.2	1	4C	2019/2020  2021/2022	Create van accessible parking spaces with proper signage, lines and paved slope.  Public Works and or Port & Harbor to prepare cost estimate to resolve all parking pavement entrance issues, include as budget item and issue ITB  <b>Completed 2022.</b>
City Hall: Upstairs Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/2024	Move control or replace toilet.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). <b>Completed 2021 installed automatic flush system.</b>
City Hall: Downstairs Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/2024	Move control or replace toilet in Men's Restroom.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).  <b>Completed 2022 Installed auto flush system.</b>
Baycrest Overlook		Van Accessible Space [502.2]	1	2	2019/2020  2021 PW Ops	Install "Van Accessible" sign at van space.  <b>Completed 2022</b>
Harbor Docks: Transient/Reserved Moorage		Boat Slip Clearance [1003.3.1]  Informational sign & marking accessible zones/areas [703.4.1]	1	2	2019/2020  2020 Stall Mods Completed  Marking & painting 2021	For every 120 inches (10 ft.) of linear pier edge serving these accessible slips there is a clear opening at least 60 inches wide. Provide clear markings on all designated loading zone area(s). For example, painting a thin blue line inside the yellow transient moorage area lines or red loading zone lines for easier detection and recognition of these accessible areas/features.  <b>Completed 2022</b>



Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
City Hall: Front Entrance		Grates in Wheelchair Route [302.3] Level Landing at Top of Curb Ramp [406.4] Level Landing Where Ramp Changes Direction [405.7.4] Ramp Handrail Extension & Return [505.10.1] Minimum 32" Door Opening [404.2.3]	1	4C	2019/ 2021	Replace grate to meet opening requirement of 1/2" or less.  Reconfigure curb ramp so there's a level landing at least 36" long.  Alter landing ramp to meet minimum measurements.  Alter/replace handrails.  Alter main door, possibly with offset hinges.  Public Works to prepare cost estimate to resolve all City Hall Front Entrance ADA compliance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).  Could be included in RFP for other construction items. Possibly evaluate for ADA grant funding. Add to Capital Improvement Plan.  <b>Completed 2021</b>
End of the Road Park: Parking		Van Accessible Space [502.2] "Van Accessible" Signs [502.6] Exterior Ramp Cross Slope [403.3]	1	4C	2019/ 2021 2021/ 2022	Create van accessible parking spaces with proper signage, lines, and paved slope. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.  <b>Completed 2022</b>
Harbor Ramp 3: Gravel Parking		Accessible Parking Dimensions [502.2, 502.3, 502.6]	1	4C	2019/ 2021 2021	For greater access to Ramp 3, provide additional accessible paved parking spaces located nearest to this specific dock access point. Consider providing at least 5% or greater accessible parking stalls. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).  <b>Completed</b>





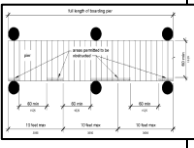
Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Ramp 4: Gravel Parking		Accessible Parking Dimensions [502.2, 502.3, 502.6]	1	4C	2019/ 2021  2021	Designate more accessible parking spaces that serve the Ramp 4/Ramp 3 Areas (which are primary-function locations) that is connected with an even, stable, firm, and slip resistant surface. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).  <b>Completed</b>
Harbor Ramp 4: Gravel Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]	1	4C	2019/ 2021  Scheduled for 2021	Walking and floor surfaces must be firm, stable, and slip resistant. Provide access aisle and curb ramp with smooth transition to connect onto the accessible pathway to meet minimum accessible parking compliance. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). <b>Completed</b>
Harbor Ramp 5: Gravel Parking		Van Accessible Space [502.2]	1	4C	2019/ 2021  Scheduled for 2021	Create van accessible parking spaces with proper signage, lines, and paved slope. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).  <b>Completed</b>
Load & Launch Ramp: Parking		Accessible Parking Dimensions [502.2, 502.3, 502.6]	1	4C	2019/ 2021  Scheduled for 2021	Replace surface material with compact gravel or asphalt in all ADA parking areas. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).  <b>Completed</b>
Airport		Wheelchair Space in Waiting Rooms [802.1.2, 802.1.3]	2	1	2019/ 2020  2020/ 2021 Bldg Maint.	Space is there but it needs signage designation so it remains clear. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss








Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						resolving all airport issues in one project & seek out potential grant funding. <b>Completed</b>
Library		Tactile Interior Signs [703.5, 703.2, 703.3]	2	1	2019/ 2020 2020/ 2021 Bldg Maint.	Install tactile signs Public Works to schedule/correct as time & budget allows. <b>Completed</b>
City Hall: Upstairs		Tactile Interior Signs [703.5, 703.2, 703.3]	2	2	2019/ 2020 2020/ 2021 Bldg. Maint.	In permanent rooms, replace all room/space placards with tactile signs in proper locations. Public Works to schedule/correct as time & budget allows. <b>Completed</b>
City Hall: Downstairs		Tactile Interior Signs [703.5, 703.2, 703.3]	2	2	2019/ 2020	Replace all room/space placards with tactile signs in proper locations. Public Works to schedule/correct as time & budget allows. <b>Completed</b>
Harbor Uplands: Fish Cleaning Station/Tables at Ramp 4, Ramp 6, & Fishing Lagoon		Floor or Ground Surfaces [302]	2	4C	2019/ 2021	There is at least one accessible vehicular parking space designated near each of the three independent stations; however, as reported in the parking section the path-of-travel surface material is loose gravel and may not be firm, stable, and slip resistant unless it is inter-locking compacted gravel. Ground and surface level in any directions of parking spaces must be firm, level, and slip resistance. Scheduled for 2021. <b>Completed.</b>
Airport: Men's Restroom		Toilet Paper Dispenser Location [604.7]	3	1	2019/ 2020 2020/ 2021 Bldg. Maint.	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding. <b>Completed</b>
Baycrest Overlook		Toilet Paper Dispenser Location [604.7]	3	1	2019/ 2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues;

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						include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). <b>Completed</b>
City Hall: Downstairs Restroom		Toilet Room Sign Locations [703.4.2, 703.4.1]	3	1	2019/ 2020 2020/ 2021 PW Ops	Move signs to comply w/ height requirements so they're not blocked by other doors. Public Works to schedule/correct as time & budget allows. <b>Completed.</b>
City Hall: Upstairs Restroom		Location of Grab Bar on Side Wall [604.5.1]	3	1	2019/ 2020 2020/ 2021	Relocate grab bar to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). <b>Completed.</b>
Library: Men's Restroom		Soap Dispenser Location [308.2.2]	3	1	2019/ 2020 2020/ 2021 Bldg Maint	Relocate soap dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). <b>Completed.</b>
Library: Men's Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/ 2020 2020/ 2021 Bldg Maint	Relocate grab bar to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). <b>Completed.</b>
Airport: Women's Restroom		Toilet Paper Dispenser Location [604.7]	3	2	2019/ 2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding. <b>Completed.</b>
Baycrest Overlook		Location of Grab Bar on Side & Rear Wall [609.4]	3	2	2019/ 2021	Relocate grab bar to meet all location requirements, specifically re: objects below bar. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020




Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						budget item & issue RFP in 2020/21 (incl. design & construction). <b>Completed</b>
Harbor Ramp 4: Restroom		Force to Activate Flush Control [605.4]	3	2	2019/ 2021	Change/adjust toilet flush control so it takes less than 5lbs of force to activate. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). <b>Completed.</b>
Harbor: Policies & Procedures For All Facilities		Policy and procedures. Schedules for accessible feature(s) maintenance	3	2	2019/ 2020	Review and modernize current/associated policies and operational procedures to reflect how these accessible slips are requested, utilized, and maintained for short-term or long-term moorage harboring opportunities. Port & Harbor to review/revise policies & procedures for ADA compliance; include Port & Harbor Advisory Commission where appropriate. <b>Completed.</b>
Library: Kid's Room Restroom		Location of Grab Bar on Side Wall [609.4]	3	2	2019/ 2020 2020/2021	Relocate grab bar to meet all location requirements re: surrounding objects. Public Bldg Maint Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). <b>Completed.</b>
City Hall: Upstairs Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/ 2024	Move control or replace toilet. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows <b>Completed.</b>
Harbor Ramp 3: Gravel Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]  Ground Floor Surfaces [302.1, 302.3]	1	1	2019/2021	Walking and floor surfaces must be firm, stable, and slip resistant. Provide access aisle and curb ramp with smooth transition to connect onto the accessible pathway to meet minimum accessible parking compliance.  Clear asphalt-to-gravel issues & regrade to have cross slope less than 2%.



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						Staff inspected Ramp 3 Parking Lot; the paved portion has been cleared of any gravel/debris, lines repainted, and a drainage issue fixed at the head of the parking lot. The unpaved parking area near the top of Ramp 3 is the parking lot for Harbor Grill, not for Ramp 3 access; the two parking areas are delineated by a physical barrier. <b>Completed.</b>
Harbor Ramp 3: Paved Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]	1	2	2021	The clear floor space to use the automated parking meter that serves Ramp 3 parking lot can become uneven with foot-traffic use and ongoing weathering due to the asphalt-to-gravel transition. This change-in-level barrier could be easily remedied and likely permanently maintained with a little additional asphalt around the base of the meter.  Area around meter was paved when meter was replaced with a different model. <b>Completed.</b>
Harbor Ramp 4: Paved Parking		Van Accessible Space [502.2]	1	2	2019	Repaint lines to meet measurement requirements.  Lines were repainted Spring 2019. <b>Completed.</b>
Harbor Uplands: Fish Cleaning Station/ Tables at Ramp 6		Operation [309.4]  Faucets [606.4]	2	1	2021	At the Ramp 6 Fish Cleaning Station, the operating controls for the water hoses at the accessible table sections are round. Staff is replacing controls with lever mechanisms as they wear out and need replacing.  <b>Completed</b>
Harbor Ramp 6: Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/ 2024	Move control or replace toilet.  Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).  <b>Completed.</b>
Harbor Docks: Transient/ Reserved Moorage		Boat Slip Clearance [1003.3.1]	1	N/A		Formally commit to designating the required eleven (11) accessible stalls by slip locations. Designate at least one accessible slip location for each of the available classes, then locate the remaining four slips in the

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						most widely utilized and popular boat sizes used and moored in the harbor. Place them on the shortest accessible route to the RAMP 3 arrival point.  Staff designated stalls; separately listed issue addresses staff's efforts to show designations on port and harbor maps. <b>Completed.</b>
Library: Main Entrance		Grates in Exterior Wheelchair Route [302.3]	1	N/A		Replace grate to meet opening requirement of 1/2" or less.  Staff confirmed that no grate exists at the Library Entrance.
Load & Launch Ramp: Parking		Ground/Walking Surfaces [302, 403]	1	N/A		Relocate ADA parking spaces to open asphalt surfacing already adjacent to and around the restroom building.  Existing pavement area is for Load & Launch Ramp staging; cannot be relocated.
Port & Harbor Office		Protruding Object Over 4" at Entrance [307.2, 305]	1	N/A		Move entrance shelf to provide clear floor space of 30"x48" min for door approach.  Not applicable since the shelf does not protrude 4" into the door space.
City Hall: Downstairs		Accessible Service Counter [904.4.1]	2	N/A		Rebuild a portion of City Clerk's counter for accessibility.  Not necessary since a present workaround exists; table that meets ADA compliance is available.
City Hall: Upstairs		Depth of Counter at Accessible Portion [904.4]	2	N/A		Rebuild Finance's counter for accessibility.  Staff re-measured, meets requirements.
Harbor Docks: Transient/Reserved Moorage		Clear Floor Space [606.2]	2	N/A		Provide a clear floor space of at least 30" by 48" for either forward or parallel to access other available amenities like electricity. Dock in photo is not the ADA designated stalls; the designated stalls are compliant with accessible route requirements.
Harbor Uplands: Ice Bait & Automated Machines		Reach Range [308]	2	N/A		The Bait Box machine operating controls are too high (52 1/2 inches) for proper high reach range clearance of 48 inches above the floor. Recommend replacing this automated machine with one that does comply with the



Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
						2010 ADA Standards in the design and operation of the control mechanisms.  <b>This machine is privately owned, not maintained by the City.</b>
Library: Kid's Room Restroom		Minimum 48" Vestibule Door Spacing [404.2.6] Privacy Wall & Door Configuration [404.2.4]	3	N/A		Remove inner door or change door swing for one or both doors.  Reconfigure space to meet minimum space requirements.  Restroom is a Single Unit, does not have an inner door.
Library: Kid's Room Restroom		Toilet Paper Dispenser Location [604.7]	3	N/A		Relocate toilet paper dispenser to meet all location requirements.  Staff re-measured, meets requirements.
Load & Launch Ramp		Boarding Piers at Boat Launch Ramps [1003.2.2]	4	N/A		<b>Not required or prioritized;</b> but recommend due to the steeper slope consider enhancing and improving the ramp safety features and texture of the surface to improve safety, ambulation, and traction during inclement weather.  Staff ensures the launch ramp is slip resistant/safe.

**City of Homer, Alaska**  
**Request for Information**  
**PROVIDE ADA ACCESSIBLE OPTIONS TO ACCESS**  
**THE HOMER SMALL BOAT HARBOR FLOAT SYSTEM**

The City of Homer Americans with Disabilities (ADA) Advisory Board is seeking rough cost estimate and design information on possible solutions for ADA Compliant Accessibility for All Ages and Abilities for the float system in the Homer Small Boat Harbor. This information will be used to develop a project to present to City Council for approval and inclusion in the City of Homer Capital Improvement Plan 2026-2031. This document includes projects that the City and community consider top priority and assists the City in seeking grants and funding sources to have the projects completed. The Homer Spit and Small Boat Harbor are a popular destination for visitors and residents. It is a working harbor as well as a starting point for visitors interested in taking trips to the communities of Halibut Cove and Seldovia; take fishing charters to Cook Inlet and Kachemak Bay, or to launch their personal vessel for day of fishing or cruising the waters of Kachemak Bay.

Submittal of information and or conceptual designs is not a guarantee of selection and or work for the resulting project.

Requests for Information will be received by the Office of the City Clerk, City of Homer, 491 E. Pioneer Avenue, Homer, Alaska 99603 until **5:00 p.m. on Thursday, June 26, 2025.**

- Submissions must be in an opaque envelope with the title of the RFI Homer Harbor Accessibility in the lower left corner of the envelope. Company information and address must be shown in the upper right hand corner of the envelope.
- Submissions need to be addressed to the City Clerk's Office as noted above.
- Any submissions received after the stated time will not be considered.
- An electronic copy of this RFI advertisement and Plan Holder Registration Form are available online at <https://www.cityofhomer-ak.gov/rfps>. A paper copy can be obtained at the City Clerk's Office.
- **All companies interested in submitting their RFI must complete a City of Homer Plan Holder Registration Form in order to be considered responsive and be included on the Providers List.**

Please direct all technical questions in writing regarding this RFI to: Dan Kort, Public Works Director, City of Homer Public Works Dept., 3575 Heath Street, Homer, Alaska 99603 or Email: [dkort@ci.homer.ak.us](mailto:dkort@ci.homer.ak.us)

Please direct all other questions to the City Clerk's Office: [clerk@ci.homer.ak.us](mailto:clerk@ci.homer.ak.us) or City Clerk's Office City of Homer 491 E Pioneer Avenue Homer, Alaska 99603

The City of Homer reserves the right to accept or reject any or all RFIs, and to waive irregularities or informalities in this RFI process.

Dated this \_\_\_\_ day of April, 2025.

City of Homer

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Melissa Jacobsen, City Manager

Publish: Homer News Dates:

Ad #: 25-xxx



# MEMORANDUM

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## Review and Amending the ADA Advisory Board Bylaws

**Item Type:** Action Memorandum  
**Prepared For:** ADA Advisory Board  
**Date:** April 10, 2025  
**From:** Renee Krause, MMC City Clerk/ADA Coordinator

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**Purpose:**  
Biennial review of the Board Bylaws.

**Summary:**  
Review of the Board Bylaws revealed that they still contained the information that a quorum was not required for worksession.

**CITY OF HOMER AMERICAN WITH DISABILITIES ADVISORY BOARD  
BYLAWS**

**ARTICLE I – NAME AND AUTHORIZATION**

This organization shall be called the Americans with Disabilities Act (ADA) Advisory Board, established via Ordinance 22-53(A), existing by virtue of the provisions of Chapter 2.70 of the Homer Municipal Code, and exercising the powers and authority and assuming the responsibilities delegated under said Code. The following bylaws were adopted on November 28, 2022 via Resolution 22-088 and shall be in effect and govern the procedures of the ADA Advisory Board.

**ARTICLE II – PURPOSE**

Section 1. Act in an advisory capacity to the City Manager and City Council on Title II Regulations of the Americans with Disabilities Act within the City of Homer which covers programs, activities, and services of public entities.

Section 2. Develop grievance procedures to outline the process of providing for prompt and equitable resolution of complaints alleging any action that would be prohibited by Title II of the ADA Regulations.

Section 3. Develop and perform annual updates to maintain transition plan(s) for city facilities, programs, parks, trails, play areas and campgrounds, listing any barriers that would limit accessibility of its programs, activities or services to individuals; the methods to be utilized to remove those barriers and schedules for taking necessary steps to achieve compliance.

Section 4. Perform reviews of any new programs, activities, and services offered by the City of Homer and incorporate into existing transition plans.

Section 5. ~~Annually~~ Review the City of Homer Comprehensive Plan and make recommendations prioritizing accessibility.

Section 6. Consider any specific proposal, problem or project as directed by the City Council or the City Manager and report or submit recommendations thereon directly to the City Council through the City Manager.

**ARTICLE III – MEMBERS**

Section 1. The Board shall consist of six members and one Council member. Members shall be nominated by the Mayor and confirmed by City Council. Not more than ~~three~~ **four** members may reside outside city limits. Public members will be appointed to serve for three-year terms to expire on August 31<sup>st</sup> of designated years. Council member will be appointed for their term elected.

Section 2. Notice of term expirations will be delivered to members by the City Clerk's Office. Members wishing to continue services upon the completion of a three-year term must submit a reappointment application to the City Clerk's Office, which is subject to review by the Mayor and confirmed by City Council. There are no limits on the number of terms a member may serve.

Section 3. Members may not have alternates. If a position is vacated during a term, it shall be filled for the unexpired term by an appointee selected by the Mayor and confirmed by City Council.

Section 4. A member's appointment is vacated under the following conditions:

- A member fails to qualify to take office within 30 days after their appointment;
- A member resigns;
- A member is physically or mentally unable to perform the duties of the office;
- A member is convicted of a felony or of an offense involving a violation of their oath of office; or
- A member has two consecutive unexcused absences, or misses half of all meetings within an appointment year, whether excused or unexcused.

Section 5. The Mayor and City Manager may serve as non-voting, consulting members.

#### **ARTICLE IV – OFFICERS**

Section 1. A Chairperson and Vice-Chairperson shall be elected from among the appointed members at the regular August meeting of the Board.

Section 2. Officers shall serve a term of one year from the August meeting at which they are elected, and until their successors are duly elected. Officers may be re-elected in subsequent years.

Section 3. The Chairperson shall preside at all meetings of the Board, authorize calls for any special meetings, execute all documents authorized by the Board, serve as ex officio/voting member of all committees, and generally perform all duties associated with that office.

Section 4. In the event of the absence of the Chairperson, the Vice-Chairperson shall assume and perform the duties of the Chair. If both the Chairperson and Vice-Chairperson are absent, and a quorum of four members are present, the senior member shall assume and perform the duties and functions of the Chair.

#### **ARTICLE V – CITY STAFF ROLES**

Section 1. The ADA Coordinator shall serve as a staff liaison to the Board. The staff liaison shall assist the Chairperson in setting meetings, preparing agendas, and other documentary material, and coordinating the acquisition of needed materials and training. The staff liaison shall submit reports and recommendations for those agenda items requiring decisions or recommendations by the Board. Other staff having experience, education, and professional training in a subject matter on the agenda may provide input, reports and recommendations, or may provide supplemental information. The information submitted may be oral, written or graphic, or some combination of all.

Section 2. The City Clerk shall designate a recording clerk to take minutes for the Board and serve as the Board's parliamentary advisory pursuant to AS 29.20.380(10) and HCC 2.12.010, and assist the Chairperson with the conduct of the meeting.

#### **ARTICLE VI – MEETINGS**

Section 1. Regular meetings shall be open to the public and held on the second Thursday of each month, excluding the months of ~~January, March, September,~~ **July** and December at 5:00 p.m. in the designated location and shall be posted for public information as required by Homer City Code and Alaska State Statutes.

Section 2. Special meetings and Worksessions may be called by the ADA Coordinator, Chair, or a majority of the Board. Notice of such meetings shall be posted in the same manner as that for regular meetings.

Section 3. A quorum for the transaction of business at any meeting shall consist of four members. For purposes of determining the existence of a quorum, consulting members shall not be counted. Worksessions ~~do not~~ require a quorum, however, no action may be taken at a worksession; items on the agenda are for discussion only.

Section 4. Any member who is unable to attend a meeting, whether regular or special, shall contact the **Clerk's Office** in advance no later than two hours prior to the scheduled meeting time for excusal.

Section 5. Meeting agenda deadline is at 5:00 p.m. the Wednesday preceding the meeting. Allowances will be made for holidays.

Section 6. The order of business for the regular meetings shall include, but not be limited to, the following items, which shall be covered in the sequence shown, as far as circumstances permit. Agenda shall be posted for public information as required by Homer City Code and Alaska State Statutes.

CITY LOGO	NOTICE OF MEETING REGULAR MEETING AGENDA NAME OF BODY DAY OF WEEK, DATE, AND TIME OF MEETING PHYSICAL LOCATION OF MEETING & MEETING ROOM	DEPT. CONTACT INFO (City Clerk's Office)
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1. CALL TO ORDER
2. AGENDA APPROVAL
3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 minute time limit)
4. RECONSIDERATION
5. APPROVAL OF MINUTES
6. VISITORS/PRESENTATIONS (Chair set time limit not to exceed 20 minutes. Public may not comment on the visitor or the visitor's topic until audience comments. No action may be taken at this time.)
7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS
8. PUBLIC HEARING (3 minute time limit)
9. PENDING BUSINESS
10. NEW BUSINESS
11. INFORMATIONAL MATERIALS (No action may be taken on these matters, for discussion only.)
12. COMMENTS OF THE AUDIENCE (3 minute time limit)
13. COMMENTS OF THE CITY STAFF
14. COMMENTS OF THE COUNCILMEMBER (If one is assigned)
15. COMMENTS OF THE BOARD (includes Comments of the Chair since they are part of the board.)
16. ADJOURNMENT Next regular meeting is scheduled for \_\_\_\_\_. (Note any other worksessions, special meetings, committee meetings etc.) All meetings scheduled to be held in the Homer City

Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. (The meeting may be scheduled for the Conference Room or virtually.)

Section 7. Per Resolution of the City Council (Resolution 06-115(A)), Public Testimony shall normally be limited to three minutes per person. Exceptions may be provided for at the Chairperson's discretion or by a majority vote of the members in attendance.

Section 8. Recorded minutes shall be made available by the City Clerk's Office to the Board prior to the next meeting and a record of all voting will be included in the minutes of each meeting. Minutes shall be available to the public as required by Homer City Code and Alaska State Statutes.

Section 9. Teleconference/electronic participation is allowed per the rules and limitations set forth in Homer City Code 2.58.060.

## **ARTICLE VII – GENERAL OPERATING PROCEDURES**

Section 1. The Board shall abide by the current edition of Robert's Rules of Order insofar as it is consistent with the Board's bylaws, other provisions of Homer City Code, or standing rules. In all other cases, bylaws, the code, or the standing rule shall prevail. This includes, but is not limited to, HCC 1.18 Conflicts of Interest, Partiality, and Code of Ethics; HCC 2.58 Boards and Commissions; HCC 2.70 ADA Advisory Board; and the Open Meetings Act – AS 44.62.310-312.

Section 2. Each member, including the Chairperson, shall vote, and shall not abstain from voting, unless such member claims a conflict of interest, or has an excused absence, in which event the member shall be excused from voting. The member shall then state for the record the basis for the abstention. Four affirmative votes are required to pass a motion. Voting will be by a roll call vote, the order to be rotated; or by unanimous consent if no objection is expressed. Voting by proxy or absentee is prohibited.

Section 3. Any rule or resolution of the Board, whether contained in these Bylaws or otherwise, may be suspended temporarily in connection with business at hand; and such suspension to be valid; may be taken only at a meeting at which at least four of the members of the Board shall be present, and two thirds of those present shall so approve.

Section 4. Training sessions developed or arranged by the City Clerk and approved by the City Manager shall be mandatory unless a member's absence is excused by the Chairperson. The City Manager and/or City Clerk, in their discretion and in consultation with the City Attorney as needed, may develop model procedures to be used as a guide for the Board.

## **ARTICLE VIII – COMMITTEES**

Section 1. Committees of one or more members for such specific purposes as the business of the Board will only become active upon approval of Council. A memorandum and resolution will go before Council outlining the reason, tasks assigned and termination date. Committees shall be considered to be discharged upon completion of the purpose for which it was appointed, and after its final report is made to and approved by the Board.

Section 2. All committees shall make a progress report to the Board at each of its meetings.



**ARTICLE IX – BYLAW AMENDMENTS**

The Bylaws may be amended at any meeting of the Board by a majority plus one of the members, provided that notice of said proposed amendment is given to each member in writing. The proposed amendment shall be introduced at one meeting and action shall be taken at the next Board meeting. Amendments to bylaws shall be effective upon approval of the amendments by City Council via resolution.

## ADA ADVISORY BOARD

### 2025 Annual Calendar of Meetings and Topics

	AGENDA DEADLINE	MEETING	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
<b>JANUARY</b>	No Meeting Scheduled			
<b>FEBRUARY</b>	Wednesday 2/5 5:00 p.m.	Thursday 2/13 4:00 p.m.	Monday 2/24 6:00 p.m.	ADA Budget Review *may not be applicable during non-budget years Review Annual Strategic Plans & Goals Draft Review of Trails Transition Plan Discussion of Community Recreation Transition Plan CIP Project Development
<b>MARCH</b>	Wednesday 3/5 5:00 p.m.	Thursday 3/13 4:00 p.m.	Monday 3/24 6:00 p.m.	Meeting canceled
<b>APRIL</b>	Wednesday 4/2 5:00 p.m.	Thursday 4/10 4:00 p.m.	Monday 4/13 6:00 p.m.	<ul style="list-style-type: none"> <li>• ADA Budget Review FY26/FY27</li> <li>• CIP Project Draft RFI Memo</li> </ul>
<b>MAY</b>	Wednesday 4/30 5:00 p.m.	Thursday 5/8 4:00 p.m.	Monday 5/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Community Rec Transition Plan Discussion</li> </ul>
<b>JUNE</b>	Wednesday 6/4 5:00 p.m.	Thursday 6/12 4:00 p.m.	Monday 6/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Status Update of Adopted Transition Plans</li> <li>• CIP Project Final Draft</li> </ul>
<b>JULY</b>	Wednesday 7/2 5:00 p.m.	Thursday 7/10 4:00 p.m.	Monday 7/20 6:00 p.m.	<ul style="list-style-type: none"> <li>• Term Expiration Notices/Reapplications Distributed</li> <li>• CIP Review and Recommendations</li> </ul>
<b>AUGUST</b>	Wednesday 8/6 5:00 p.m.	Thursday 8/14 4:00 p.m.	Monday 8/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Reapplications Due to Clerks Office</li> <li>• CIP Project Recommendations</li> </ul>
<b>SEPTEMBER</b>	<ul style="list-style-type: none"> <li>• Wednesday 9/3 5:00 p.m.</li> </ul>	Thursday 9/11 4:00 p.m.	Monday 9/22 6:00 p.m.	Community Rec Transition Plan Draft
<b>OCTOBER</b>	Wednesday 10/01 5:00 p.m.	Thursday 10/09 4:00 p.m.	Monday 10/12 6:00 p.m.	<ul style="list-style-type: none"> <li>• Approve Meeting Schedule for Upcoming Year</li> <li>• Board Training by City Clerk</li> </ul>
<b>NOVEMBER</b>	Wednesday 11/05 5:00 p.m.	Thursday 11/13 4:00 p.m.	Monday 11/23 6:00 p.m.	<ul style="list-style-type: none"> <li>• Review Strategic Plan &amp; Goals for 2026</li> </ul>
<b>DECEMBER</b>	No Meeting Scheduled			

\*The Board's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Board's regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports.



# MEMORANDUM

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## **Appointments of Pat Case to the ADA Advisory Board, Deb Curtis to the Library Advisory Board and Reappointment of Deborah Isaak to the Economic Development Advisory Commission**

**Item Type:** Action Memorandum  
**Prepared For:** Homer City Council  
**Date:** March 24, 2025  
**From:** Rachel Lord, Mayor

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Pat Case is appointed to fill the seat held by Bradley Parsons, which was vacated when he moved to the Council seat on the Americans with Disabilities Act (ADA) Advisory Board. His term will expire on August 31, 2027.

Deb Curtis is appointed to the seat held by Kate Finn who did not seek re-appointment on the Library Advisory Board. Her term to expire on April 1, 2028.

Deborah Isaak is reappointed to the Economic Development Advisory Commission for a term to expire on April 1, 2028.

### **Recommendation**

Confirm the appointments of Pat Case to the ADA Advisory Board, Deb Curtis to the Library Advisory Board and Reappointment of Deborah Isaak to the Economic Development Advisory Commission.

### **Attachments:**

Application of Pat Case  
Application of Deb Curtis



# Advisory Body Application For Appointment to Committees, Commissions, Board & Task Forces

Office of the City Clerk  
491 East Pioneer Avenue  
Homer, Alaska 99603  
Phone: (907) 235-3130  
Fax: (907) 235-3143  
[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

The Information provided on this form will provide the basic information to the Mayor and City Council on your interest in serving on the selected Advisory Body. It is considered public and will be included in the City Council meeting packet. This information will be published in the City Directory and within city web pages if you are appointed by the Mayor and your appointment is confirmed by the City Council.

## Applicant Information

Full Name: Pat Case  
Physical Address Where you Claim Residency: 641 W Fairview av. Homer, AK  
Mailing Address: Same  
City: Homer State: AK Zip: 99603  
Phone Number(s): 907 399-3139  
Email: patcase57@outlook.com

## Advisory Body You Are Requesting Appointment To

- ☐ **Planning Commission** – Meetings held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month at 6:30 p.m. and Worksessions at 5:30 p.m. prior to each meeting. No first meeting in July or second meetings in November and December.
- ☐ **Parks, Art, Recreation & Culture Advisory Commission** – Meetings held on the 3<sup>rd</sup> Thursday of February through June and August through November at 5:30 p.m.
- ☐ **Port & Harbor Advisory Commission** – Meetings held on the 4<sup>th</sup> Wednesday of January, February, March, April, September, and October at 5:00 p.m.; the 4<sup>th</sup> Wednesday of May, June, July, and August at 6:00 p.m.; and the 2<sup>nd</sup> Wednesday of December at 5:00 p.m.
- ☐ **Economic Development Advisory Commission** – Meetings held on the 2<sup>nd</sup> Tuesday of each month at 6:00 p.m.
- ☐ **Library Advisory Board** – Meetings held on the 3<sup>rd</sup> Tuesday of each month, excluding June and July, at 5:30 p.m.
- ☒ **ADA Advisory Board** – Meetings held on the 2<sup>nd</sup> Thursday in the months of April, May, June, July, October, November, and as needed at 5:00 p.m.
- ☐ **Other** – Please Indicate \_\_\_\_\_

## Please Answer the Following

Are you a City Resident? ☒ Yes ☐ No If yes, how long have you been a City resident? 43 years  
How long have you been a resident of the South Peninsula Area? 43 yrs



## Background Information

Have you ever served on a similar advisory body? If so please list when, where, and how long:

Please list any current memberships or organizations you belong to related to your selection(s):

Please list any special training, education, or background you may have which is related to your selection(s):

VP Board of Directors Independent Living Center (Honor)

Why are you interested in serving on the selected Advisory Body? This may include information on future goals or projects you wish to see accomplished or any additional information that may assist the Mayor in the decision making process. You may attach an additional page if needed.

they keep asking me to join,  
and I want to honor —  
Joyanna Geisler

### FOR PLANNING COMMISSION ONLY:

Have you ever developed real property other than a personal residence? If yes, briefly explain:

### FOR PORT & HARBOR ADVISORY COMMISSION ONLY:

Do you use the Homer Port and/or Harbor on a regular basis? ☐ Yes ☐ No

If yes, what is your primary use? ☐ Commercial ☐ Recreational ☐ Other: \_\_\_\_\_



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: Mayor Lord and Homer City Council  
FROM: Melissa Jacobsen, City Manager  
DATE: March 19, 2025  
SUBJECT: City Manager's Report for March 24, 2025 Council Meeting

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### City of Homer FY25 RAISE Grant Update

On March 11, 2025, the U.S. Department of Transportation (DOT) directed Federal Department of Transportation agencies to conduct a review of all competitive grant programs and awards, including a project-by-project review of competitive award selections made in FY 2022 – FY 2025 without grant agreements or partially obligated grant agreements. This impacts the City's FY25 RAISE grant award which has not been obligated.

Under the directive, agencies will identify programs with priorities counter to the Trump Administration's Executive Orders and likely deny awards to projects that are solely focused on any of the following elements: "equity activities, Diversity, Equity, and Inclusion (DEI) activities, climate change activities, environmental justice (EJ) activities, gender-specific activities, when the primary purpose is bicycle infrastructure (i.e., recreational trails and shared-use paths, etc.), electric vehicles (EV), and EV charging infrastructure." View [the DOT Guidance here](#).

Projects with elements of these activities in the scope will be flagged for potential removal, including:

- project activities such as equity analysis, green infrastructure, bicycle infrastructure, EV and/or EV charging infrastructure.

Based on their review, agencies must recommend to the Office of the Secretary which project selections should:

- continue in their current form with no change;
- be revised with a reduced or modified scope; or
- be canceled entirely.

The scope of the City's unobligated FY25 RAISE grant award primarily addresses planning and design for sidewalks to promote pedestrian safety on Homer's heavily-traveled streets currently lacking sidewalk facilities. However, it includes an equity analysis, mentions the potential for shared bicycle-pedestrian pathways and mentions the equity and climate benefits of not needing to be reliant on vehicles for safe travel.

Staff is consulting with HDR to more fully understand the Federal process; we are prepared to advocate for these important funds by emphasizing the benefits of the project, and stand ready to revise the project's scope should we get the opportunity.



**HVFD Worksession**

City Council held a worksession on March 17<sup>th</sup> at the request of the City Manager to address some matters that had been raised by the public, look at positive steps in process and looking ahead. Priorities of the Fire Chief that he hoped to share but ran out of time during comments include:

- Complete the independent assessment of the services provided
- Develop a 5-10 year strategic plan
- Develop a volunteer recruitment and retention plan
- Complete New Member Task Book (already in process)
- Take steps to replace aged and obsolete fleet, including a financial plan for the future
- Work with the City Manager on sustainable budgeting
- Station Replacement Plan (current budget request)
- Update Fire Department Disaster Preparedness and Response Plans

Staff is working to compile some historical information, including a structural analysis that was completed in 2014/15 for the building, and independent studies done on volunteerism. I will also prepare a memo with some next steps for the April 14<sup>th</sup> City Manager's report.

**City Manager Meetings and Events:**

- KBNERR Open House and Community Council Meeting
- Property Owner in Charles Way/Bunnell Ave Special Assessment District
- Presentation to Homer Rotary
- Homer Harbor Expansion event
- USCG Naushon Decommissioning Ceremony and meeting with Rear Admiral Dean
- Ongoing weekly meetings with Departments, Mayor and Councilmembers, and City Attorney

**Attachments:**

- DOT Guidance Memo
- KPEDD Industry Outlook Forum Invitation

## **Attention: Heads of Secretarial Offices and Operating Administrations (OA)**

**Overview:** The Office of the Assistant Secretary for Transportation Policy (OST-P) is providing guidance on competitive award selections made after January 20, 2021, that do NOT have fully obligated grant agreements or cooperative agreements in place.

Projects with executed grant agreements in place that are fully obligated are not subject to the guidance below. For selections with partially obligated grant agreements, the same review should take place before awarding subsequent phases or adding additional funds to an existing grant agreement. Additional guidance will be provided regarding revisions to standard terms and conditions appearing in draft grant agreements or templates.

**Summary:** All competitive grant and cooperative agreement award selections must comply with current Administration priorities and Executive Orders (EO) that address energy, climate change, diversity and gender, and economic analysis, and other priorities. Applicable Executive Orders and Memoranda include:

- Executive Order 14148, [Initial Rescissions of Harmful Executive Orders and Actions](#);
- Executive Order 14154, [Unleashing American Energy](#)
- Executive Order 14151, [Ending Radical and Wasteful Government DEI Programs and Preferencing](#)
- Executive Order 14168, [Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government](#)
- Secretarial Order 2100.7, Ensuring Reliance Upon Sound Economic Analysis in Department of Transportation Policies, Programs, and Activities
- Secretarial Memorandum on Implementation of Executive Orders Addressing Energy, Climate Change, Diversity, and Gender

This guidance provides direction for identifying award selections without fully obligated grant agreements that do not comply with these priorities.

**ACTION:** For projects announced from FY 2022 through FY 2025, review all award selections without grant agreements and partially obligated grant agreements. The focus of this review is to identify project scope and activities that are allocating funding to advance climate, equity, and other priorities counter to the Administration's Executive Orders.

**Step 1: Program Identification.** Identify Programs for which award selections may have included any of the following elements: equity activities, Diversity, Equity, and Inclusion (DEI) activities, climate change activities, environmental justice (EJ) activities, gender-

specific activities, when the primary purpose is bicycle infrastructure (i.e., recreational trails and shared-use paths, etc.), electric vehicles (EV), and EV charging infrastructure. Additionally, project-by-project review of selections to identify any project scope elements for potential removal are required for any Programs that meet the criteria below:

- Statutory language includes equity requirements, climate considerations, or bicycle infrastructure.
- NOFO mandatory evaluation criteria includes equity and/or climate requirements.
- Eligible activities included bicycle infrastructure, EV and/or EV charging infrastructure.

Programs that do not meet the criteria above should be shared with the OA Administrator or equivalent OST leadership for concurrence/confirmation. Following OA Administrator or equivalent OST leadership concurrence, the OST Office of Policy (OST-P) and Office of the General Counsel (OGC) will provide final confirmation on whether a program is required to conduct a project-by-project review. If OST-P and OGC confirm that a project-by-project review is not required, offices may proceed with negotiating and finalizing grant agreements. If OST-P and OGC confirm that project-by-project review is required, offices should proceed to Step 2. Please submit review requests to the OST Policy Board at [OSTPolicyBoard@dot.gov](mailto:OSTPolicyBoard@dot.gov).

**Step 2: Project-by Project Review.** Programs that require further review shall have Program Teams examine each individual project to identify those award selections that have project scopes that include any of the project elements listed in Step 1 (i.e. equity activities, DEI activities climate change activities, etc.). Those Teams should document their project-by-project examination and flag any project scope elements or activities for potential removal, including:

- Project activities such as equity analysis, green infrastructure, bicycle infrastructure, EV and/or EV charging infrastructure.
- Project purpose or primary project benefits include equity and/or climate such as- projects that purposefully improve the condition for EJ communities or actively reduce GHG emissions.

*Note: If project scope elements are based in statute, program offices should consult with applicable legal counsel, and following legal concurrence, raise any proposed scope changes to OA leadership.*

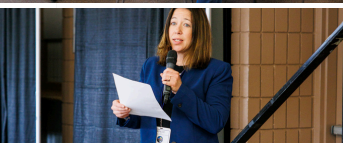
OA leadership shall review the findings from the Team review, and recommend to OST-P and OGC which project selections should:

- a. Continue in their current form with no change;
- b. Be revised with a reduced or modified scope; or
- c. Be canceled entirely.

**Step 3: Project Scope Revision.** Award selections identified in Step 2.b must update project scopes to eliminate flagged activities, and where possible replace identified elements with relevant elements that align with program statute, the scope of the application submission, and current Administration EOs.

Where the scope of the project includes elements noted above, Teams should negotiate with project sponsors to update project scopes to eliminate and, where possible, replace those identified elements with relevant elements that align with the program statute, the original scope of the application submission, and current Administration EOs.

- a. If the project sponsor agrees to proceed with scope changes, proceed to grant agreement formulation and execution. The project sponsor may propose alternative project elements to substitute for the redline elements that should be removed as long as they 1) align with the program statute, 2) are consistent with the purposes of the original scope of the application submission, and 3) align with current Administration EOs.
- b. If the project sponsor does not agree to remove project elements noted in Step 2 and replace with acceptable alternative scope, then the Team should proceed with a reduced award that removes the flagged scope and activities.



# YOU'RE INVITED!



Please join us on  
**Thursday, April 24th**  
for our Annual  
**Industry Overview Forum!**

If you are unable to make it in person,  
please contact [87](mailto:87) to register to be sent  
a link to the live YouTube.



THE KENAI PENINSULA ECONOMIC  
DEVELOPMENT DISTRICT

# 2025 IOF

## INDUSTRY OVERVIEW FORUM

Location:  
Kenai Chamber of Commerce

# 24 APRIL

THURSDAY

9:00 AM CHECK IN & REGISTRATION

9:30 AM START

4:00 PM END



SCAN TO REGISTER FOR  
IN-PERSON OR VIRTUALLY  
BY APRIL 18th

### INDUSTRY TOPICS & HIGHLIGHTS:



**COOK INLET  
ENERGY  
RESOURCES AND  
DEVELOPMENT**



**WORKFORCE  
DEVELOPMENT  
STRATEGIES AND  
RESOURCES**



**KENAI PENINSULA  
ECONOMIC  
PROSPECTUS  
REPORT**



**KENAI  
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BOROUGH  
UPDATE**



**LOCAL AND  
RE  
HEA  
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STRATEGY KICKOFF**