



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

## **City of Homer Agenda**

**ADA Compliance Committee**

**Wednesday, November 10, 2021 at 4:00 PM**

**City Hall Conference Room – Upstairs**

**Webinar ID: 998 6324 0301 Passcode: 404451**

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

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

**APPROVAL OF THE AGENDA**

**PUBLIC COMMENTS FOR ITEMS ON THE AGENDA**

**RECONSIDERATION**

**MINUTES APPROVAL**

[A.](#) Minutes for the regular meeting on October 14, 2021 **pg 2**

**VISITORS**

**PENDING BUSINESS**

[A.](#) Draft ADA Accessibility Surveys and Parks, Trails and Campgrounds Transition Plan **pg 7**

**NEW BUSINESS**

[A.](#) Memorandum from City Clerk re: 2022 Meeting Schedule **pg 38**

[B.](#) Memorandum from ADA Coordinator re: Amending the Committee Membership **pg 43**

**INFORMATIONAL ITEMS**

**COMMENTS OF THE AUDIENCE**

**COMMENTS OF CITY STAFF**

**COMMENTS OF THE COMMITTEE**

**ADJOURNMENT**

Next Regular Meeting is April 14, 2022 , Thursday, 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.

Session 21-07, a Regular Meeting of the ADA Compliance Committee was called to order by Acting Chair Donna Aderhold at 4:00 p.m. on August 12, 2021, via Zoom Webinar from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

**PRESENT:** COMMITTEE MEMBERS ADERHOLD, DEADRICK, GEISLER, VAN HOOZER, AND THORSRUD

**STAFF:** RENEE KRAUSE, DEPUTY CITY CLERK/ADA COORDINATOR  
MATT STEFFY, PARKS SUPERINTENDENT  
OWEN MEYER, PUBLIC WORKS PROJECT TECHNICIAN

**AGENDA APPROVAL**

Acting Chair Aderhold read the changes to the agenda into the record and requested a motion to approve the agenda as amended.

DEADRICK/GEISLER MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**

**RECONSIDERATION**

**SYNOPSIS APPROVAL**

- A. Regular Meeting Minutes of August 12, 2021

Acting Chair Aderhold requested a motion to approve the minutes.

GEISLER/VAN HOOZER MOVED TO APPROVE THE MINUTES OF AUGUST 12, 2021.

There was a correction required to the date in the heading.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **VISITORS/PRESENTATIONS**

### **PENDING BUSINESS**

- A. Memorandum from ADA Coordinator re: Development of the Draft Parks Transition Plan
  1. Worksheet Notes and Photos of Park Visits 2021
  2. Memorandum from Project Technician re: parks ADA Transition Plan

Acting Chair Aderhold introduced the item and invited ADA Coordinator Krause to speak to her memorandum.

Ms. Krause provided a brief summary of how the Committee can proceed to develop the Parks Transition Plan using the original approved transition plan process and formatting.

Ms. Geisler inquired if the information and pictures would be inserted into the notes that were transferred into the spreadsheet as shown on page 12-15 of the packet.

Acting Chair Aderhold explained that the end result would look similar to the Transition Plan that was created for the city buildings.

Ms. Geisler commented that the format presented in the packet was very easy to follow.

Acting Chair Aderhold commented that she found the worksheets were not as useful for the accessibility surveys for the parks as the worksheets that they used for buildings and parking lots. It was agreed by those that attended those site visits, that it was difficult to measure things in the parks. She invited the Staff to comment as well since they participated. Ms. Aderhold confirmed for the Committee that they intend to use that information in the final transition plan.

Further discussion ensued between committee members and staff on developing the Parks Transition Plan with Ms. Krause sharing the approved transition plan which contained the non-compliant issues, photo, and location, reference code from ADA regulations that was applicable, priority level, cost estimate and timeline. Additional points made during the discussion were as follows:

- Seeking services of an estimating business versus using in house services personnel and staff for estimating project costs
- Focusing on compiling the list of non-compliant issues for the parks and campgrounds and getting that data compiled into a usable format similar to the original transition plan
- ADA Regulations as well as ABA regulations will be used
- Work towards prioritizing the parks, based on level of usage and age groups that use the particular parks
- Creating the timeline and realizing that costs would be last in priority ranking
- Items that were marked as yes during the accessibility surveys would not be included but keeping in perspective the degree to which a park is out of compliance will also be a useful metric in that they should take credit and list the compliant features within a park in the transition plan
- City Manager newsletter could be used to inform people on what they are accomplishing

- The importance on the ability to get input from people who have a disability and if they have or can provide input and who oversees the accessibility to these parks.
  - o Surfaces such as gravel and deep dirt makes it very difficult to access using a cane
  - o Some barriers are not physical but mental barriers as well and that lends to programmatic limitations and COVID adds an additional layer
    - Karen Hornaday Playground can be overwhelming to those with invisible disabilities
      - Sensory issues
- Non-compliant issues would need to be dealt with whether they are costly or not as there is no more leniency at the Federal level. These regulations have been in effect for a very long time.

Committee member Van Hoozer lost connection at 4:45 p.m.

Committee members and Staff discussed prioritizing the parks that were visited and determined by consensus the following priority order, which was based on usage, range of activities or amenities provided and age levels:

1. Karen Hornaday Park, including the Campground
2. Bayview Park
3. Bishop's Beach Park
4. Mariner Park – Day Use Area and Campground
5. Fishing Hole Campground
6. Jack Gist Park
7. Ben Walters Park
8. WKFL Park
9. Seafarer's Memorial

It was agreed that ranking the facilities using the same scale as previously used but tailored to fit parks and trails would be appropriate. It was noted that previously reviewed parking lots and or restrooms would be included but just referenced. Cost/Impact Ranking and timeline ranking would be based on a scale similar to the previously applied ranking used in the first transition plan.

Ms. Krause expressed that she should be able to bring back an informative spreadsheet reflecting the non-compliant issues.

Discussion ensued on the Seafarer's Memorial in that there is a Committee of people that take care of the maintenance and repair of that park and that they should extend an invitation to the group, however the park is city owned and there is no Memorandum of Agreement on file that is known. A major concern is the responsibility and liability to the City if someone files a grievance as there are obvious accessibility issues; who owns the actual structures and the responsibility of the City to encourage businesses and organizations that lease city property to be ADA compliant.

## **NEW BUSINESS**

### **A. Election of Chair and Vice Chair**

Acting Chair Aderhold introduced the item by reading of the title and invited Ms. Krause to speak to her memorandum.

Ms. Krause confirmed that the Committee reviewed her memorandum and stated that new members of the Committee should not be hesitant to volunteer to fill either of the open positions. Hearing no questions from the Committee she turned the floor back to Acting Chair Aderhold.

Acting Chair Aderhold requested volunteers or nominations for the Office of Chair.

A brief discussion ensued on Ms. Aderhold's ability and willingness to serve as Chair for the Committee and encouragement was provided for the newer members to step up to serve as Chair and Vice Chair.

Committee member Geisler nominated Donna Aderhold as chair. Committee member Thorsrud seconded the nomination.

There were no further nominations and Ms. Aderhold was unanimously elected to the office of Chair.

Committee member Geisler reiterated her offer to serve as Vice Chair which was seconded by Committee member Thorsrud.

There were no further nominations or volunteers for the office of Vice Chair and Ms. Geisler was unanimously elected to the office of Vice Chair.

## **INFORMATIONAL MATERIALS**

### **COMMENTS OF THE AUDIENCE**

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

Ms. Krause commented that it was nice to have a full committee present and expressed that she was glad Ms. Van Hoover was able to attend most of the meeting today and would like to know if the Committee would be interested in a discussion on increasing the membership of the Committee by two persons. This can be added to the agenda for the November meeting if the Committee is still interested.

Chair Aderhold polled the Committee and there was consensus to have it on the agenda for discussion.

Mr. Steffy commented that it was a good meeting and that they are all on the same page in the direction that they are heading and he appreciated all the work everyone was putting into this parks transition plan.

Mr. Meyer echoed Mr. Steffy's sentiments and inquired if Ms. Krause needed any assistance in locating notes or photos to let him know.

### **COMMENTS OF THE COMMITTEE**

Ms. Thorsrud commented that it was a great meeting and really appreciates the level of enthusiasm and commitment that everyone is doing.

Ms. Deadrick expressed her thanks for the patience of the other committee members and staff for her learning curve and would be really interested in the audits of the trails when they are ready to do that as trails are her passion.

Ms. Geisler expressed her thanks to Mr. Steffy and Mr. Meyer for their onsite assistance and excited that they have a full committee now and looks forward to working with everyone. She expressed her appreciation for Ms. Krause's efforts and work also.

Chair Aderhold commented she really appreciates having staff so very involved in this process due to their knowledge about what's going on at all of these facilities and being able to tie together the work that ADA committee is doing with master planning and safety issues. She further commented that it is just going to make so many improvements at the parks and campgrounds.

**ADJOURNMENT**

There being no further business to come before the Committee the meeting adjourned at 5:40 p.m. The next regular meeting is scheduled for Wednesday, November 10, 2021 at 4:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

\_\_\_\_\_  
RENEE KRAUSE, MMC, DEPUTY CITY CLERK II/ADA COORDINATOR

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

1 **American's with Disabilities Act Transition**  
2 **Plan**

3  
4 **Parks & Trails**



13 **Acknowledgements**

14

15 **Mayor & City Council**

16 Ken Castner, Mayor

17 Donna Aderhold

18 Caroline Venuti

19 Heath Smith

20 Rachel Lord, Mayor Pro Tem

21 Joey Evensen

22 Storm Hansen – Cavazos

23

24 **ADA Compliance Committee**

25 Joyanna Geisler

26 Pam Van Hoozer

27 Roger Clyne

28 Donna Aderhold

29 Christine Thorsrud

30 Vikki Deadrick

31

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

33 Deb Lowney

34 Dave Lewis

35

36 **Interested Community Members**

37

38

39

40 **City of Homer Staff**

41 Renee Krause, MMC, Deputy City Clerk/ADA Coordinator

42 Owen Meyer, Project Technician, Public Works Department

43 Matt Steffy, Parks Superintendent

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## 75 **1.0 Introduction**

76 The American Community Survey (ACS) estimates the overall rate of people with disabilities in  
77 the US population is around 25.6 percent. The data shows that disability increases with age,  
78 for people 65 and over. In Alaska, the numbers reported having a disability overall were 12.6  
79 percent. It was reported that 28.9% of Alaska residents had some form of disability. In Homer  
80 19.5 percent of residents are over the age of 65. In short, hundreds of people in our community  
81 face disabilities and many of those use Homer’s parks, trails and programs on a regular basis.  
82 Homer’s Mission is to be a dynamic community where all can live, play, work and invest. To  
83 make that mission a reality, it needs to be accessible. The City of Homer owns and manages 17  
84 parks, comprised of over 520 acres of land, along with 5.41 miles of maintained trails. These  
85 range from small pocket parks and multi-use trails to forested natural areas, larger established  
86 parks with playgrounds and campgrounds, and sports fields. To ensure our park and trail  
87 system is accessible to all, the City has commenced the development of an ADA Parks, Trails  
88 and Campgrounds Transition Plan in 2021.

## 89 **1.1 ADA Background**

90 The American’s with Disabilities Act is a civil rights law that requires all state and local  
91 governments to provide equal access to programs and services for all community members. It  
92 was signed into law by President George H.W. Bush on July 26, 1990 and went into effect in  
93 1992. The ADA is a landmark civil rights law that prohibits discrimination against individuals  
94 with disabilities in access to jobs, public accommodations, government services, and  
95 programs, public transportation, and telecommunications. The ADA treats access as a civil  
96 right.

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

102 **Title II** of the ADA adopts the general prohibitions against discrimination contained in Section  
103 504 of the Rehabilitation Act of 1973, but applies to all state and local governments, regardless  
104 of whether or not they receive federal funding. It prohibits the City from denying persons with  
105 disabilities the equal opportunity to participate in its services, programs or activities, either  
106 directly or indirectly through contractual arrangements. It is the policy of the City of Homer to  
107 make every reasonable effort to provide equal access to all City facilities, services, programs,  
108 and activities for citizens with disabilities in accordance with the Americans with Disabilities  
109 Act (ADA) and Section 504 of the Rehabilitation Act of 1973.

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

## 112 **1.2 Community Involvement**

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

## 118 **2.0 Regulatory Standards and Guidance**

### 119 **2.1 Audit Standards**

120 ~~Two sets of~~ **Multiple** federal guidelines were applied to the parks, trails and campgrounds  
 121 audits. The first is the Americans with Disabilities Act Accessibility Guidelines (ADAAG), also  
 122 known as the 1991 standards, which addresses entries, doors, service counters, showers, curb  
 123 cuts on sidewalks, pathways and trails within parks, and other typical building elements when  
 124 applicable. The second is 2010 Standards for Accessible Design that includes requirements for  
 125 playgrounds, golf courses, fishing areas, boating areas and more.

126 ~~This is an important distinction between the 1991 and 2010 standards since the City could be~~  
 127 ~~granted safe harbor if a building was built or altered to be compliant with the 1991 standards.~~  
 128 ~~Safe harbor states that buildings that meet the 1991 standards would not be required to meet~~  
 129 ~~further changes until the elements were subject to a planned renovation.~~

130 The Access Board issued accessibility guidelines for newly constructed and altered recreation  
 131 facilities in 2002, these supplement the ADAAG. Once these guidelines were adopted by the  
 132 DOJ in \_\_\_\_\_ all newly designed, constructed and altered recreation facilities covered by ADA  
 133 were required to comply.

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

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

### 141 **2.2 Transition Plan Requirements**

142 The ADA Parks, Trails and Campgrounds Transition Plan (Parks Transition Plan) development  
 143 ~~requires community involvement and~~ it must include the following features:

- 144 • A list of physical barriers that limit accessibility of programs or activities to individuals  
 145 with disabilities, this is also called a self-evaluation.
- 146 • A detailed description of the methods that will be used to make is accessible.
- 147 • The official responsible for implementation of the plan.
- 148 • A timeline for corrections.

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

152 The ADA Self Evaluation and Transition Plan for Parks, Trails and Campgrounds (Parks  
153 Transition Plan) describes those barriers to and within Homer’s parks, trails and campgrounds,  
154 and recommends the methods that will be used to remove those access barriers. This effort  
155 will supplement earlier work completed by the City to fulfill the requirements in Title II of the  
156 ADA.

157 In 2019, the City Council adopted the City of Homer ADA Transition Plan (Transition Plan),  
158 which identified the ADA coordinator, evaluated communications and other city facilities,  
159 developed a dispute process and modifications request. This information is available on the  
160 City of Homer website or at the City Clerk’s Office. This Transition Plan began the audit process  
161 with the evaluation of entrances, restrooms, sidewalks, parking areas and curb ramps at all  
162 city facilities.

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

### 165 **2.3 Program Access Recommendations**

166 The US Department of Justice test for existing facilities is known as the program access test. A  
167 program is an opportunity made available by the individual department, in this case Parks. A  
168 program is not just an activity for which a person registers and pays a fee. It can be the program  
169 of picnicking, parking or fishing. It is a program if it is an activity made available by the Parks  
170 department. The program access test does not apply to new construction or alterations and  
171 additions. New construction, alterations or additions must be designed and constructed to  
172 comply with the 2010 Standards for Accessible Design.

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

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

184 The program access recommendations are based on a minimum of one out of three assets  
185 should be accessible. All unique assets should be accessible. Some barriers, identified in the

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

### 189 **3.0 Methodology**

190 The methodology of this portion of the transition plan included the following elements.

#### 191 **3.1 Access Audits**

192 Members of the ADA Compliance Committee, Public Works Staff, members of the Parks, Arts,  
193 Recreation & Culture Advisory Commission (PARC) and interested community members  
194 conducted accessibility audits for six parks, including campgrounds, one separate  
195 campground and one memorial park and \_\_\_\_\_miles of trails. These audits were conducted  
196 July through September 2021 and XXXXX. The following were not included in these audits due  
197 to\_\_\_\_\_:

198 -  
199 -  
200 -

201 The site visit accessibility audits consist of an overall site report and individual checklists that  
202 cover parking, exterior accessible routes, means of access, play area, shelters and picnic areas,  
203 outdoor recreation and park site.

204 The overall site report for each park facility includes a description of the specific barriers at  
205 each location and reference to the regulation or guideline citation. In addition, they contain  
206 digital images of the barriers. The site reports describe the Title II 35.150 (b) methods for  
207 meeting accessibility requirements, giving priority to those methods that offer services,  
208 activities and programs in the most integrated setting that include recommendations for  
209 addressing the barrier.

#### 210 **3.2 Findings**

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

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

220

221 Based on community involvement (survey responses, public comment or participation) access  
 222 to park amenities such as playground, trails, and campgrounds and was considered a higher  
 223 priority.  
 224

#### 225 **4.0 Transition Plan**

226 The access audits identified multiple access deficits across the system. To effectively and  
 227 efficiently improve accessibility they were prioritized over a \_\_\_-year timeline to ensure  
 228 program access. The prioritized list includes \_\_\_ barriers to access.

229 This prioritization of the projects within the Parks Transition Plan was accomplished through  
 230 a community involvement process, collaboration with the ADA Compliance Committee  
 231 members, Parks & Recreation Staff and Parks, Arts, Recreation & Culture Advisory  
 232 Commissioners. This work sought to identify the most efficient and effective way to make  
 233 parks and trails more accessible. The prioritization focused on approximately \_\_\_\_\_ of the  
 234 deficiencies that could be addressed in the recommended \_\_\_\_\_-year timeframe  
 235 while working on program access.

236 These priorities focused on which parks and trails were most important to improve  
 237 accessibility, evaluating which deficiencies to correct first for the most benefit in overall parks  
 238 and trails access. Lastly, that all program types are accessible somewhere within the system.

239 The transition plan works toward this goal with the expectation that any new construction will  
 240 be fully compliant and help the department move over time to a completely accessible parks  
 241 system.  
 242

#### 243 **5.0 Cost Estimating and Financing**

244

##### 245 **5.1 Cost Estimating**

246 The timeline for this work outlined in the Transition Plan is \_\_\_ years (insert written years),  
 247 which takes advantage of the biennial budgeting process the City follows. Initial work has been  
 248 focused on improved cost estimates for the projects undertaken in the \_\_\_\_\_ biennium and a  
 249 five-year proposed project list. Maintenance and smaller capital projects would occur in the  
 250 \_\_\_\_\_ biennium and the detailed development of budget offers would be written and  
 251 submitted over the next three (yr # to yr #) biennia. More detailed cost estimates for future  
 252 projects would be developed for those budget offers. Any new construction undertaken is  
 253 required to be fully accessible.

254 Upon completion of the prioritization, cost estimating with construction management, park  
 255 maintenance operations, and park planning was done to further understand the project  
 256 groupings and how we might contract for certain work (curb ramps for instance at multiple  
 257 parks) vs. a discrete set of access projects at a single park. Original cost estimates were based  
 258 on RS Means data from \_\_\_\_\_ and related to construction only (no design or project costs).  
 259 These numbers were reviewed by \_\_\_\_\_ and revised with a multiplier to bring to 2022

260 cost estimates. Additional work on costs will occur leading up to budget offer development in  
 261 the spring of 20\_\_ for the 20\_\_ - \_\_ biennium.

262 Potential cost savings may be realized from strategic scaling of contracts. Analysis of the  
 263 project list identified 6 major types of work that include the following six trades or project  
 264 types:

265 Parking/Paving/Concrete

266 Labor

267 Plumbing

268 Electrical

269 Signage

270 Potential CIP Project

271 Further costing will evaluate opportunities to do multiple projects across the park or trail  
 272 system, such as all sign upgrades.

273

## 274 **5.2 Funding**

275 There is no dedicated source of federal funds for accessibility renovations to existing sites.

276 The work will be done through three main channels. Maintenance and repair, small capital  
 277 projects and Capital Improvement Plan (CIP) projects. Current CIP projects will be reviewed  
 278 to see if they may be amended to capture additional access improvements. An example of  
 279 this might be the \_\_\_\_\_ (location. Additionally, funded projects will be fully  
 280 accessible, such as Westside Park, slated to begin construction in 2020. This will increase the  
 281 available number of accessible playgrounds and sports courts. Lastly, the City can look at  
 282 grant funding and other sources that could help implement some of this work, but ADA  
 283 modifications are common, and grants will be competitive. Some opportunities may be  
 284 available through the following:

- 285 • Community Development Block Grant Funds: Many agencies receive federal  
 286 Community Development Block Grant (CDBG) funds for accessibility renovations at  
 287 existing sites. CDBG funds often have a scale of priority. It is important to establish  
 288 accessibility as a priority for CDBG applications.
- 289 • State/Federal Grant Programs such as the Land & Water Conservation Fund, The  
 290 Great American Outdoors Act; Community Facilities Direct Loan & Grant Program in  
 291 Alaska, or Recreational Trails Program
- 292 • State Appropriations: The City has successfully competed for appropriations for  
 293 larger projects and if offered by the State would be an avenue for funding.
- 294 • Other Grant Opportunities: The Fruit Tree Planting Foundation Grant Program -  
 295 Municipal entities, local nonprofits and public schools are eligible to apply to support  
 296 the planting of fruitful trees and plants to alleviate hunger, combat global warming,  
 297 strengthen communities and improve the surrounding environment. Trees can be  
 298 planted at community gardens, city and state parks, low-income neighborhoods,  
 299 Native American reservations, schools, and other locations where they will serve the  
 300 greater community. The Foundation provides high-quality trees and shrubs,  
 301 equipment, on-site orchard design expertise and oversight, horticultural workshops,

302 and aftercare training and manuals. Applications are accepted on an ongoing basis.  
303 Learn more and apply.

304

## 305 **6.0 Recommendations**

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

311

- 312 1. Implement modifications according to the approach proposed in Section 4.0 and  
313 the Transition Plan to accommodate all users.
- 314 2. Adopt a policy regarding the use of Other Power-Driven Mobility Devices  
315 (OPDMD) at \_\_\_\_\_ sites and promote that policy to the public.
- 316 3. Develop maintenance staff training and checklists to improve accessibility during  
317 routine maintenance. Items such accessible routes, gaps, changes in level, door  
318 closing force and common obstructions can be part of ongoing routine  
319 maintenance work.
- 320 4. Create an inter-departmental staff team, with representatives from each  
321 department to regularly meet and coordinate on ADA and accessibility issues.
- 322 5. Update website with more details regarding ADA access at each park. This would  
323 include parking and restroom accessibility along with what is accessible and  
324 lengths of accessible trails, so park patrons can make informed decisions before  
325 traveling to the park.
- 326 6. Continue to improve accessibility at special events by creating maps with ADA  
327 features (parking, accessible routes) and ensuring access to various programs that  
328 occur during the event.
- 329 7. Work towards creating one overall transition plan for the City with Public  
330 Right of Way (PROW), parks and trails and city facilities prioritized in an  
331 overall list.
- 332 8. Ensure all contracts have language regarding modifications that contractor will  
333 make provide equal access to services, programs and activities.
- 334 9. Improve wayfinding signage so people with disabilities can more easily and  
335 conveniently navigate the park system.
- 336 10. If portable toilets are provided at a park site, make sure at least one is accessible.

337

## ACCESSIBILITY SURVEY SUMMARYS

<b>Facility Name:</b> Karen Hornaday Park & Campground				<b>Time of Assessment:</b> July - September 2021		
BUILDING/AREA(s): Karen Hornaday Park has only portable toilets at the time of accessibility surveys. Projects are in planning stages for redesign of parking lot and new restroom facilities in the area adjacent to the playground. There is very limited parking next to the playground						
ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
206.2.1	No accessible route or path of travel from upper ballfields, playground or parking lot to pavilion nearest to playground Slope greater than 1:48	Furnish and install accessible path to pavilion from parking lot, playground and upper ballfields	Pavilion closest to parking lot & playground			

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
208.2 502.2; 502.3 & 502.6	Designated accessible parking is not appropriate, posted or available	Parking lot will be reconstructed in near future recommend including more than required accessible spaces due to varied and high use of this park's amenities	Main parking Lot, near pavilion			
	Transition between gravel and concrete pad of pavilion.					
		Pavilion provides a wheelchair accessible picnic table.				

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	Transition from gravel fire pit area to concrete pavilion.					
	The rope climb is surrounded by rocks with no ADA access point.					
<b>208.1</b> <b>208.2</b> <b>208.2.4</b> <b>502.6</b>	Parking for the playground is limited to approximately 3 spaces with no designated Handicap parking. Note: the parking space on the left has been "created" by parking in the vegetation.	Define parking spaces and designate minimum of one space or all three would be preferred as Accessible Parking				

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
<p><b>240.1</b></p> <p><b>240.2.1</b></p> <p><b>1008.1 - 1008.2.1</b></p>	<p>The climbing/bouldering wall just outside the entrance to the playground has the potential to be an accessible feature but it is not maintained and the entrance to it is not accessible.</p>					
<p><b>302.1</b></p> <p><b>302.3</b></p> <p><b>303.1</b></p> <p><b>304.1</b></p> <p><b>403.1</b></p> <p><b>403.5.1</b></p> <p><b>1008.1-1008.2.1</b></p> <p><b>1008.2.6</b></p>	<p>Playground entrance has a wood chip base</p>					
<p><b>1008.2.4</b></p> <p><b>1008.2.6</b></p>	<p>Thick wood chips at entrance to the small children's play area. Wood chips, which provide the surface for the majority of the play area, are not as accessible as other possible playground surfaces.</p>	<p>Recommend new surface.</p>				

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
<p><b>1008.2.4</b></p> <p><b>1008.2.6</b></p>	<p>Potentially accessible feature just outside the small children’s play area.</p>	<p>Recommend relocating component to ensure accessibility</p>				
<p><b>1008.4.2</b></p>	<p>Accessible communication station and a wheel that requires standing to access.</p>	<p>Recommend modification on the height of the wheel for accessibility.</p>				
<p><b>1008.4.2</b></p> <p><b>1008.2.6</b></p> <p><b>1008.2.4</b></p>	<p>A Climbing wall feature within the small children’s play area that is possibly accessible.</p>	<p>Clear width and access</p> <p>Ground should be firm and stable</p> <p>Childs reach range needs to be verified</p>				

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	This play area is at a lower level surrounded by wall or fence and is not accessible by wheelchair.					
	All access to this play component require stepping up.	Modify component to provide required accessibility				
	This boat play component is partially accessible but the sand box around it is not accessible.	Modify component to make sand box accessible which would allow access to the boat				

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	A typical playground feature that provides multiple access points and exploration for young children but has no access point for children with disabilities.					
	Swings at the small children's play area do not have accessible options					
	Entrance to older children's play area needs to be wider for accessibility.					

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	Climbing component. Is this considered accessible?					
	Is this play component considered accessible?  Logs are rotten and should be removed					
	Accessible climbing wall next to entrance to elevated play component that has no accessible point. Similar to small children's play area.					

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	Additional access point to elevated play area.					
	Play component that may be considered accessible					
	Accessible play component?					
	Accessible play components? Area above is not accessible					

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	Accessible play components? Area above is not accessible					
	Tube slide with elevated play area					
		Boat play component could be accessible feature with modifications				

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
		What is this?				
		Zip Line – Accessible?				
		Older Children’s Swings				

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
<p><b>221.2</b></p> <p><b>221.2.1.4</b></p> <p><b>221.2.3</b></p> <p><b>221.3</b></p>	<p>Bleachers at upper field – no accessibility, too close to fence, no hand rails or safety railing to prevent falling off the top seat</p>	<p>Furnish &amp; Install or modify existing to provide better safety</p> <p>Install bench and area for wheelchair seating</p> <p>Provide accessible route to seating</p>	<p>Upper field closest to playground</p>			
	<p>Grills at pavilion swivel and appear to be at an accessible height</p>	<p>Measure height to insure ADA compliant; if not reinstall to meet regulations</p>	<p>Pavilion closest to playground</p>			
	<p>Upper field pavilion approaches are not ADA compliant, slope is too steep and not enough flat area</p> <p>Tables that are built in are too tall</p>	<p>Regrade approach and install ADA compliant pathway/route to pavilion</p> <p>Furnish &amp; Install section of at least one side that is ADA compliant;</p>	<p>Pavilion located near upper back field and lower Highland games field</p>			

	Approach/Access is too short and very sloped	regrade slope to ADA regulation and create accessible pad				
ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	Picnic tables at pavilion are not ADA compliant	Provide a minimum of one ADA compliant picnic table	Pavilion located near upper back field and lower Highland games field			
<b>ASTM 1951 Standard</b> <b>1008.2.6</b> <b>206.7.9</b>	Entrances to dugouts are not compliant, grade has step up	Ground surface must be maintained and inspected on a regular basis to ensure compliance				
<b>206.7.9</b>	Dugout entrance is not ADA compliant opening is too narrow					

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
206.2.1 221.2 221.2.1.4 221.2.3 221.3	This ball field may be considered the most accessible because it is nearest to the parking area.  No accessible route from/to accessible parking spaces  Bleachers do not provide accessible seating or companion seating	Furnish and install accessible route from parking lot  Provide designated wheelchair seating with companion seating  Provide regular maintenance to grounds				
<b>Facility Name:</b> Bishop's Beach Park & Beluga Slough Trail				<b>Time of Assessment:</b> 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 manicured lawn area and currently restroom facilities are portable toilets as plumbed toilets are in the planning and design phase with expectation of construction in 2022/23. It also provides vehicle access to the beach towards the west. No camping is allowed on the beach or in the park.						
208 208.2 208.2.4 302 502.4	Handicap parking has too much slope, no accessible access to pavilion or portable toilets. Overall slope in	Regrade and repave parking lot to include pavement marking for minimum # of required	Accessible Parking spaces to pavilion and future restroom location			

	parking space should not be over 1:48	accessible parking spaces with the required # of spaces to be van accessible				
ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
206 206.2.1 502.1 – 502.3.4	No Accessible approach to portable restrooms and picnic pavilion	Furnish & install accessible walkway to picnic shelter and restroom from handicap parking spaces				
502.6 703.7.2.1	Signage and no van accessible parking spot; Access to facilities; slope of accessible parking spaces	Handicap parking signage needs to be corrected and updated regarding fines. Van accessible parking and pavement marking. Regrade and repave parking lot to maintain the correct slope	Parking lot			

	Transition from ground to elevated walkway is too high.	Recommend more maintenance be done to ensure there is no ledge.	Beluga Slough Trail approach located at XXXXX			
<b>ADA STANDARDS SECTION NUMBER</b>	<b>ACCESSIBILITY ISSUE</b>	<b>COMMENTS/ SUGGESTIONS</b>	<b>BUILDING LOCATION OR OTHER IDENTIFIER</b>	<b>PICTURE/IMAGE</b>	<b>ESTIMATED COST</b>	<b>PRIORITY &amp; TIMING</b>
	Transition from ground to elevated walkway is too high and there is too steep of slope	Correct slope and transition from ground to elevated walkway; maintain on a regular basis to insure accessibility	Beluga Slough Trail approach located at XXXX			
	Transition is too high, vegetation impairs visibility	Increase maintenance on vegetation to keep transition from ground to elevated walkway visible and increase maintenance to minimize height if step from ground to				

		elevated walkway				
	Transition issue between ground and elevated walkway, vegetation hinders visibility	Review and remedy slope compliance; maintain on a regular schedule; clear vegetation for visibility of transition from ground to elevated walkway				
	Nominal transition issues on this segment. Good example of what access should be.	Recommend maintenance to maintain proper transition measurements.				
<b>ADA STANDARDS SECTION NUMBER</b>	<b>ACCESSIBILITY ISSUE</b>	<b>COMMENTS/ SUGGESTIONS</b>	<b>BUILDING LOCATION OR OTHER IDENTIFIER</b>	<b>PICTURE/IMAGE</b>	<b>ESTIMATED COST</b>	<b>PRIORITY &amp; TIMING</b>
	Transition requires maintenance to be compliant	Maintain difference between ground and elevated walkway on a regular basis to keep compliant				

Facility Name: Mariner Park			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 manicured lawn area and currently restroom facilities are portable toilets as plumbed toilets are in the planning and design phase with expectation of construction in 2022/23. It also provides vehicle access to the beach towards the west. No camping is allowed on the beach or in the park.						
ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	No accessible parking designation  No ramp to gazebo interior					
	No Handrail, no accessible route					
	Bench is not compliant height 16 inches No wheelchair space within gazebo					

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	Fire Ring is not compliant? 20 feet from parking lot 18.25" height  No accessible route		Gazebo/Day Use Area			
	No ADA Compliant picnic tables  No accessible route from parking		Day Use Area			
			Parking area/Camping Sites			

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	<p>No ADA parking designated</p> <p>No accessible route from parking</p>		Camp Host Cabin			
	<p>No ramp access or alternate method of notification to get Camp host attention if not outside</p> <p>Route to camp host is 27 feet from parking</p>		Camp Host Cabin			
	<p>Fee Kiosk</p> <p>Not really accessible approach?</p> <p>Kiosk height – bulletin board is 50”</p> <p>Doggie 38.5”</p>		Notice/information Board and Fee Kiosk			

ADA STANDARDS SECTION NUMBER	ACCESSIBILITY ISSUE	COMMENTS/ SUGGESTIONS	BUILDING LOCATION OR OTHER IDENTIFIER	PICTURE/IMAGE	ESTIMATED COST	PRIORITY & TIMING
	<p>No accessible route to portable restroom facility</p> <p>Dumpster is not accessible</p>			 		
	<p>Picnic tables rotted and not compliant</p> <p>Campsite 21 feet 3 inches wide by 22 feet long</p> <p>Fire Ring 17" height</p>					



# City of Homer

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

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## Memorandum

TO: ADVISORY BODIES

FROM: MELISSA JACOBSEN, MMC, CITY CLERK

DATE: OCTOBER 11, 2021

SUBJECT: MEETING SCHEDULE FOR 2022

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Please review the draft resolution that establishes your meetings for 2022 and make any changes by way of motion.

Requests for meeting schedule changes will then go to City Council, who will be setting the 2022 meeting schedule for Council and Advisory Bodies via resolution no later than their December 13, 2021 meeting.

### Recommendation

Review the attached draft resolution; make a motion to approve the resolution either as-is or with amendments and recommend adoption by City Council.

1 **CITY OF HOMER**  
2 **HOMER, ALASKA**

City Clerk

3  
4 **RESOLUTION 21-1xx**

5  
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
7 ESTABLISHING THE 2022 REGULAR MEETING SCHEDULE FOR CITY  
8 COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION,  
9 LIBRARY ADVISORY BOARD, PARKS ART RECREATION AND  
10 CULTURE ADVISORY COMMISSION, PLANNING COMMISSION,  
11 PORT AND HARBOR ADVISORY COMMISSION, AND AMERICANS  
12 WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE.  
13

14 WHEREAS, Pursuant to Homer City Code (HCC) Section 1.14.020, the City Council  
15 annually sets the schedule for regular and some special meetings, noting the dates, times and  
16 places of the City Council, Planning Commission, Advisory Commissions and Boards, and  
17 Standing Committee meetings; and  
18

19 WHEREAS, The public is informed of such meetings through notices located at the City  
20 Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public  
21 Library; and  
22

23 WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper  
24 of general circulation at least three days before the date of the meeting and that special  
25 meetings should be advertised in the same manner or may be broadcast by local radio at least  
26 twice a day for three consecutive days or two consecutive days before the day of the meeting  
27 plus the day of the meeting; and  
28

29 WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council  
30 and all commissions, boards, committees, subcommittees, task forces and any sub-unit of the  
31 foregoing public bodies of the City, whether meeting in a formal or informal meeting; that the  
32 failure to give the notice provided for under this chapter does not invalidate or otherwise affect  
33 any action or decision of a public body of the City; however, this sentence does not change the  
34 consequences of failing to give the minimum notice required under State Statute; that notice  
35 will ordinarily be given by the City Clerk; and that the presiding officer or the person or persons  
36 calling a meeting are responsible for notifying the City Clerk of meetings in sufficient time for  
37 the Clerk to publish notice in a newspaper of general circulation in the City; and  
38

39 WHEREAS, This Resolution does not preclude additional meetings such as emergency  
40 meetings, special meetings, worksessions, and the like; and  
41

42 WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the  
 43 Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.  
 44

45 NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2022 meeting  
 46 schedule is established for the City Council, Economic Development Advisory Commission,  
 47 Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning  
 48 Commission, Port and Harbor Advisory Commission, and the American with Disabilities Act  
 49 (ADA) Compliance Committee of the City of Homer, Alaska, as follows:  
 50

51 HOLIDAYS – City Offices closed:

January 1, New Year's Day, Friday*	February 21, Presidents' Day, third Monday	March 28, Seward's Day, last Monday	May 30, Memorial Day, last Monday	July 4, Independence Day, Monday	September 5, Labor Day, first Monday
October 18, Alaska Day, Tuesday	November 11, Veterans Day, Friday	November 24 Thanksgiving Day, Thursday	November 25, Friday, the day after Thanksgiving	December 25, Christmas, Monday*	

52 \*If a holiday is on a Sunday, the following Monday is observed as the legal holiday; if on a  
 53 Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer  
 54 Personnel Rules and Regulations.  
 55

56 CITY COUNCIL (CC)

January 10, 24	February 14, 28	March 14, 29*	April 11, 25	May 9, 23	June 13, 27
July 25**	August 8, 22	September 12, 26	October 4 Election	October 10, 24 Oath of Office October 10	Canvass Board October 7
November 1 Runoff Election	November 28**	December 12***	December 19*** if needed		

57 \*Second meeting in March will be held on a Tuesday due to Seward's Day

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

59 \*\*\* The City Council traditionally cancels the last regular meeting in December and holds the  
 60 first regular meeting and one to two Special Meetings as needed; the second Special Meeting  
 61 the third week of December will not be held.  
 62

63 City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m.  
 64 prior to every Regular Meeting which are held the second and fourth Monday of each month at  
 65 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.

66

67 ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

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

68

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

71

72 LIBRARY ADVISORY BOARD (LAB)

January 18	February 15	March 15	April 19	May 17	
	August 16	September 20	October 17*	November 15	December 20

73 \*The October meeting will be held on a Monday due to Alaska Day.

74

75 Library Advisory Board Regular Meetings are held on the third Tuesday of January through May  
 76 and August through December at 5:30 p.m.

77

78 PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION (PARC)

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

79

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

82

83 PLANNING COMMISSION (PC)

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

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

86

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

89

90 PORT AND HARBOR ADVISORY COMMISSION (PHC)

January 26	February 23	March 23	April 27	May 25	June 22
July 27	August 24	September 28	October 26		December 14

91

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

96

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

			April 14	May 12	June 9
July 14			October 13	November 10	

98

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

102

103 PASSED AND ADOPTED by the Homer City Council this 13<sup>th</sup> day of December, 2021.

104

105

CITY OF HOMER

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\_\_\_\_\_  
KEN CASTNER, MAYOR

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111 ATTEST:

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MELISSA JACOBSEN, MMC, CITY CLERK

115

116

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

118 additional meetings.



# City of Homer

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## Memorandum

TO: ADA COMPLIANCE COMMITTEE

FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK/ADA COORDINATOR

DATE: NOVEMBER 4, 2021

SUBJECT: AMENDING THE COMMITTEE MEMBERSHIP

---

### Background

For several meetings there were questions on obtaining a quorum for the Committee and it was questioned by members if the membership of the committee could be increased. As time went by the vacancies on the Committee were filled but there are still times when members are unable to attend.

As the ADA Coordinator I considered what would benefit the membership and the goals of this Committee and believe that if they increase the committee by two seats it would offer additional opportunities of input from the community to the improvements needed in the community and ensure that this Committee attains its goals.

Since this is a standing Committee and does not have bylaws or city code to follow there is minimal work that is needed to amend the membership. A resolution requesting the change, having good whereas clauses supporting the request and a backup memorandum is all that is needed. As well as a Council member to sponsor the resolution.

This is not something that is required to be addressed immediately and if the Committee would like consider their options or leave the membership as is for now that is okay as well.

### Recommendation

Review the attached draft resolution; make a motion to approve the resolution either as-is or with amendments and recommend adoption by City Council.

**CITY OF HOMER  
HOMER, ALASKA**

Aderhold

**RESOLUTION 21-1xx**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
INCREASING THE MEMBERSHIP OF THE AMERICAN WITH  
DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE FROM FIVE  
MEMBERS TO SEVEN MEMBERS.

WHEREAS, The American with Disabilities Act (ADA) Compliance Committee completed a portion of their responsibility to bring the City into compliance with Title II of the ADA by developing policies and procedures for the filing of grievances, and development of a Transition Plan that was adopted by City Council via Resolution 19-024; and

WHEREAS, City Council adopted Resolution 19-055 which further defined the Committee membership and confirmed it as a standing committee; and

WHEREAS, The ADA Compliance Committee has begun the next phase of the development of the Transition Plan that focuses on city owned parks, trails and campgrounds and has encountered obstacles regarding membership, attendance and performing the tasks needed; and

WHEREAS, The addition of two members to the committee would guarantee obtaining a quorum for each scheduled meeting, performance of the tasks required to complete the remaining phases of the required transition plan, and any future reviews of programs and services needed.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, to amend the membership of the ADA Compliance Committee from five members to seven members.

BE IT FURTHER RESOLVED that the Homer City Council desires to involve residents with disabilities, including non-residents of the area, business leaders, and property owners to fill the additional member committee member seats.

PASSED AND ADOPTED by the Homer City Council this 13<sup>th</sup> day of December, 2021.

CITY OF HOMER

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KEN CASTNER, MAYOR

43 ATTEST:

44

45

46 \_\_\_\_\_

47 MELISSA JACOBSEN, MMC, CITY CLERK

48

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