



## **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**

**Thursday, February 10, 2022 at 4:00 PM**

**City Hall Cowles Council Chambers and via Zoom Webinar**

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

**Dial: 1 669 900 6833 or 1 253 215 8782 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**

**APPROVAL OF THE MINUTES**

[A.](#) Regular Meeting Minutes for November 10, 2021 **page 3**

**VISITORS**

**PENDING BUSINESS**

[A.](#) Memorandum from ADA Coordinator re: Parks Transition Plan and Accessibility Surveys **page 7**

**NEW BUSINESS**

[A.](#) Memorandum from ADA Coordinator re: Community Survey **page 62**

**INFORMATIONAL ITEMS**

[A.](#) Resolution 21-083 2022 Meeting Schedule for Advisory Bodies and City Council **page 63**

[B.](#) City Manager's Report for City Council Meeting on January 24, 2022 **page 67**

[C.](#) Resolution 22-008, Increasing the Membership of the ADA Compliance Committee **page 80**

[D.](#) Community Challenge Grant offered by AARP **page 82**

**COMMENTS OF THE AUDIENCE**

**COMMENTS OF CITY STAFF**

## **COMMENTS OF THE COMMITTEE**

### **ADJOURNMENT**

Next Regular Meeting is **Thursday, April 14, 2022, 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 21-08, a Regular Meeting of the ADA Compliance Committee was called to order by Chair Donna Aderhold at 4:00 p.m. on November 10, 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, AND THORSRUD

**ABSENT:** COMMITTEE MEMBER VAN HOOZER (EXCUSED)  
ADA COORDINATOR KRAUSE (EXCUSED)

**STAFF:** CITY CLERK JACOBSEN  
PARKS SUPERINTENDENT STEFFY

### **AGENDA APPROVAL**

Chair Aderhold requested a motion to approve the agenda.

GEISLER/THORSRUD MOVED TO APPROVE THE AGENDA.

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 October 14, 2021

Chair Aderhold requested a motion to approve the minutes.

THORSRUD/GEISLER MOVED TO APPROVE THE MINUTES OF OCTOBER 14, 2021.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **VISITORS/PRESENTATIONS**

### **PENDING BUSINESS**

- A. Draft ADA Accessibility Surveys and Parks Trails and Campgrounds Transition Plan

Chair Aderhold introduced the item and opened the floor to discussion.

Chair Aderhold facilitated discussion on the following:

- ABA guidelines for parks and playgrounds and should be included or described in the regulatory guidance section of the transition plan. Page 11 of the packet and page 5 of the plan
- Change terms used for Accessible Parking instead of the term handicap parking
- Picture Section which may not be complete is not shown but has been removed
  - o Rotary will be funding and purchasing new equipment for Bayview Park
- Public Works or City Employees that spoke about estimated costs on the last transition plan
- Recognition of the efforts from Rotary should be acknowledged
- Line 257 – 258 referring to RS Means Data
  - o Previous discussion regarding software to estimate costs of construction
- Recommendations starting at line 305 are really nice to have in the document
- Amend Bishop's Beach Park to Mariner Park
- This document is a very rough draft and will come before the Committee as it progresses
- Page 7 of the plan the highlighted on line 195, the miles of trails and it should reflect feet. Staff will submit information to the Clerk.

### **NEW BUSINESS**

- A. Memorandum from City Clerk re: 2022 Meeting Schedule

Chair Aderhold introduced the item by reading of the title and requested a motion.

GEISLER/THORSRUD MOVED TO APPROVE THE 2022 MEETING SCHEDULE.

Discussion ensued on adding additional meetings to review the progress on the transition plan but allowing enough time for staff to get a more complete draft prepared.

GEISLER/THORSRUD MOVED TO AMEND THE MEETING SCHEDULE TO ADD FEBRUARY 10, 2022 AT 4:00 P.M.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Aderhold read the motion as amended and called for additional discussion or amendments.

There was no further discussion or amendments.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Memorandum from ADA Coordinator re: Amending the Committee Membership

Chair Aderhold introduced the item by reading of the title and requested a motion.

GEISLER/THORSRUD MOVED TO APPROVE THE PROPOSED RESOLUTION TO INCREASE THE MEMBERSHIP.

Discussion ensued on the pros and cons to increasing the membership and the desire to recruit and have a member with physical disabilities on the committee.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**INFORMATIONAL MATERIALS**

**COMMENTS OF THE AUDIENCE**

**COMMENTS OF THE CITY STAFF**

Parks Superintendent commented on the benefits to having an additional meeting in February and adding the additional members. He gave a shout out to all the hard work that ADA Coordinator Krause accomplished on the transition plan.

City Clerk Jacobsen commented that it appeared the Committee had a very productive meeting.

**COMMENTS OF THE COMMITTEE**

Member Thorsrud expressed her appreciation for Parks Superintendent Steffy taking care of the Bayview Park so quickly and that it was a good meeting, very productive. She appreciated the constraints and what is needed to be done under the ADA but is glad that it is not like other meetings that just go on and on.

Member Deadrick commented on their previous discussion and was thinking about the ability to amend the resolution to require appointing a person with a physical disability to one of the new seats since they already passed a motion.

A brief discussion ensued on the legal aspect and Member Deadrick issued a reconsideration of the Resolution amending the membership in order to allow the City Clerk to check with the City Attorney on the ability to designate specificity for one position or seat to be reserved for a public member with physical disabilities.

Chair Aderhold noted that the Resolution will be reconsidered at the February meeting.

Member Geisler stated that the State Independent Living Council that oversees the Centers for Independent Living and three others in the state have developed and entered into a five year contract with Northwest ADA to perform statewide trainings and eventually some technical assistance and the person they hired, Amanda Coello, who lives in Soldotna, her father was one of the original signers of ADA. She may be able to offer assistance to them in the future.

Chair Aderhold expressed her appreciation for the work that was performed on the draft Transition Plan and as long as the Council approves their 2022 meeting schedule they will next meet on February 10<sup>th</sup> of next year. She noted how effectively they conducted their business in about 45 minutes or so.

### **ADJOURNMENT**

There being no further business to come before the Committee the meeting adjourned at 4:50 p.m. The next regular meeting is scheduled for Thursday, February 10, 2022 at 4:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

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

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



# City of Homer

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## Memorandum

TO: ADA COMPLIANCE COMMITTEE

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

DATE: FEBRUARY 2, 2022

SUBJECT: DRAFT PARKS TRANSITION PLAN AND ACCESSIBILITY SURVEYS

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The following pages contain a draft of the Parks Transition Plan so far, I have not progressed as far as I hoped due to assignment of other more pressing projects. Please review the document, I have made some revisions in the written text portion of the draft. These are indicated by bold and underlined text and recommended deletions are stricken out.

Using the notes that were provided by the committee members and staff plus the photos, I created a spreadsheet entering the non-compliant feature or ADA issue and proposed recommendations as well as the section of the regulatory guidelines.

The next concurrent step is for Public Works Staff to start working on the estimates of cost to make the corrections and to determine if the work will be done in house or if it is an item that would require contracting out. That information would then be shown under the estimated cost column.

The final step once all descriptions and non-compliance issues listed would be to determine the priority or the corrections needed. I hope to be able to have those done for the May meeting.

Included are the checklists for reference.

### **Action Requested:**

Please review the document and provide any amendments including formatting that the Committee would like to have done.

| Facility Name: Karen Hornaday Park                                                                                                                                                                                    |                                                                                  |                                                                                                                                                                 |                                                                   | TIME OF ASSESSMENT: July - September 2021                                            |                |                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|--------------------------------------------------------------------------------------|----------------|-------------------|
| STRUCTURES/FACILITY/AREA(S): Karen Hornaday Park has only portable toilets at the time of accessibility surveys. Projects are in planning stages for redesign of entrance road, parking lot, pedestrian trail and new |                                                                                  |                                                                                                                                                                 |                                                                   |                                                                                      |                |                   |
| ADA STD SECT #/ORAR                                                                                                                                                                                                   | ACCESSIBILITY ISSUE                                                              | COMMENTS                                                                                                                                                        | BUILDING LOCATION OR OTHER IDENTIFIER                             | PICTURE/IMAGE                                                                        | ESTIMATED COST | PRIORITY & TIMING |
| 206.2.1;<br>206.2.2;                                                                                                                                                                                                  | No accessible route from upper ballfields, playground or parking lot to pavilion | Furnish and install accessible route to pavilion from parking lot, playground and upper ballfields.                                                             | Pavilion closest to parking lot & playground                      |    |                | Priority 1        |
|                                                                                                                                                                                                                       | Slope greater than 1:48                                                          | Where multiple sports fields or courts are provided, an accessible route is required to each field or area of sport activity.                                   |                                                                   |    |                |                   |
| 208.2<br>502.2<br>502.3 &<br>502.6                                                                                                                                                                                    | Designated accessible parking is not 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. | Former restroom location in main parking lot, nearest to pavilion |   |                | Priority 1        |
|                                                                                                                                                                                                                       |                                                                                  |                                                                                                                                                                 |                                                                   |                                                                                      |                |                   |
| ADA STD SECTION #/ORAR                                                                                                                                                                                                | ACCESSIBILITY ISSUE                                                              | COMMENTS                                                                                                                                                        | BUILDING LOCATION OR OTHER IDENTIFIER                             | PICTURE/IMAGE                                                                        | ESTIMATED COST | PRIORITY & TIMING |
|                                                                                                                                                                                                                       |                                                                                  | Pavilion provides one wheelchair accessible picnic table. Recommend installation of additional accessible table due to high use of pavilion.                    | Main Lower Pavilion                                               |  |                |                   |

| ADA STD<br>SECT #/ORAR        | ACCESSIBILITY ISSUE                                                                                                                                                                                                               | COMMENTS                                                                                                                                                            | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER                      | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
| 303                           | Transition from gravel fire pit area to concrete pavilion.<br>Check fire pit height, area clearance and slope: 48" around, 2-5% slope, fire building area height 9" thickness of built edge round fire area should be max. 10 in. | Add material to maintain accessible approach. Regrade slope                                                                                                         | North side of pavilion nearest to playground and upper ballfield |    |                   | Priority 1           |
| 302.1, 402.2, 403.2           | The rope climb is surrounded by rocks with no ADA access point.                                                                                                                                                                   | Remove rocks and install accessible pathway to amenity.                                                                                                             | Lower field near pavilion.                                       |    |                   | Priority 1           |
| 208.1, 208.2, 208.2.4 & 502.6 | Parking for the playground is limited to approximately 3 spaces with no designated Handicap parking.<br><br>Note: the parking space on the left has been "created" by parking in the vegetation.                                  | Define parking spaces and designate a minimum of one space (all three would be preferred) as Accessible Parking<br><br>Create additional parking for the playground | Playground entrance                                              |  |                   | Priority 1           |
| 240.1 240.2.1 1008.1 1008.2.1 | The climbing wall just outside the entrance to the playground has the potential to be an<br><br>Accessible feature but it is not maintained and the entrance to it is not accessible.                                             | Maintain area and create access entry to incorporate into main playground                                                                                           | Playground entrance                                              |  |                   | Priority 4           |

| ADA STD<br>SECT #/ORAR                                                                  | ACCESSIBILITY ISSUE                                                                                                                                                                                   | COMMENTS                                                                                                      | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|-----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
| 302.1<br>302.3<br>303.1<br>304.1<br>403.1<br>403.5.1<br>1008.1-<br>1008.2.1<br>1008.2.6 | Playground entrance has a wood chip base                                                                                                                                                              | Furnish & install accessible pathway into the playground                                                      | Entrance to playground                      |    |                   | Priority 1           |
| 1008.2.4<br>1008.2.6<br><br>ADAAG<br>Chapt 4,<br>Chapter 10,<br>Sect 1008               | 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. | Recommend new surface.                                                                                        | Entrance to small children's play area      |    |                   | Priority 1           |
| 1008.2.4<br><br>1008.2.6<br>1008.4.3                                                    | Potentially accessible feature just outside the small children's play area.                                                                                                                           | Recommend relocating component to ensure accessibility                                                        |                                             |  |                   | Priority ?           |
| 1008.4.2                                                                                | Accessible communication station and a wheel that requires standing to access.                                                                                                                        | Recommend modification on the height of the wheel for accessibility.                                          |                                             |  |                   |                      |
| 1008.4.2<br>308.1, 308.2,<br>308.3<br>1008.2.6                                          | A Climbing wall feature within the small children's play area that may be accessible.                                                                                                                 | Clear width and access<br><br>Ground should be firm and stable<br><br>Childs reach range needs to be verified |                                             |  |                   |                      |

| ADA STD<br>SECT #/ORAR               | ACCESSIBILITY ISSUE                                                                                                                                          | COMMENTS                                                                                                                     | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
| 1008.2.4                             |                                                                                                                                                              |                                                                                                                              |                                             |                                                                                      |                   |                      |
| 302.1 , 303.1,<br>305.2,<br>1008.2.4 | This play area is at a lower level surrounded by wall or fence and is not accessible by wheelchair.                                                          | modify to provide accessible route to this area. Installation of suitable materials to make ground firm and stable is needed | Playground KHP                              |    |                   |                      |
| 303.1<br>1008.3.1,<br>1008.3.2       | All access to this play component require stepping up.                                                                                                       | Modify component to provide required accessibility                                                                           |                                             |    |                   |                      |
| 1008.2.1                             | 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                                            |                                             |   |                   |                      |
|                                      | A typical playground feature that provides multiple access points and exploration for young children but has no access point for children with disabilities. |                                                                                                                              |                                             |  |                   |                      |
| 240                                  | Swings do not have accessible options                                                                                                                        |                                                                                                                              | Small Children's Area                       |  |                   |                      |

| ADA STD<br>SECT #/ORAR     | ACCESSIBILITY ISSUE                                                                                                                       | COMMENTS                              | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
| 240, 302,<br>304, 305, 402 | Entrance to older children's play area needs to be wider for accessibility.                                                               |                                       |                                             |    |                   |                      |
|                            | Climbing component. Is this considered accessible?                                                                                        |                                       |                                             |    |                   |                      |
|                            | Is this considered a play component?                                                                                                      | 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. |                                       |                                             |  |                   |                      |
|                            | Additional access point to elevated play area.                                                                                            |                                       |                                             |  |                   |                      |

| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE                                      | COMMENTS                                               | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|------------------------|----------------------------------------------------------|--------------------------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
|                        | Play component that may be considered accessible         |                                                        |                                             |    |                   |                      |
|                        |                                                          | Would this be considered an accessible play component? |                                             |    |                   |                      |
|                        | Accessible play components? Area above is not accessible |                                                        |                                             |   |                   |                      |
|                        | Accessible play components? Area above is not accessible |                                                        |                                             |  |                   |                      |
|                        | Access                                                   | Tube slide with elevated play area                     |                                             |  |                   |                      |

| ADA STD<br>SECT #/ORAR                 | ACCESSIBILITY ISSUE                                                                                                                  | COMMENTS                                                                                                                                   | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
|                                        |                                                                                                                                      | Boat play component could be accessible feature with modifications                                                                         |                                             |    |                   |                      |
|                                        |                                                                                                                                      | What is this play component?                                                                                                               |                                             |    |                   |                      |
|                                        |                                                                                                                                      | Zip Line Play Component                                                                                                                    |                                             |   |                   |                      |
|                                        |                                                                                                                                      |                                                                                                                                            |                                             |  |                   |                      |
| 221.2<br>221.2.1.4<br>221.2.3<br>221.3 | Bleachers at upper field – no accessibility, too close to fence, no hand rails or safety railing to prevent falling off the top seat | Furnish and install or modify existing to provide better safety; Install bench and area for wheelchair seating; provide accessible seating | Upper field closet to playground            |  |                   |                      |

| ADA STD<br>SECT #/ORAR                      | ACCESSIBILITY ISSUE                                                                                                                | COMMENTS                                                                                                                                       | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER                                | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
| 1011.2,<br>1011.3<br>1011.5                 | Grills swivel. Req. 40" x 48" clear ground space on all sides; 2-5% slope and 15"-34" height req.                                  | Remove and Reinstall to allow for ADA required height clearance and slope                                                                      | Central pavilion nearest upper ball field                                  |    |                   |                      |
| 206                                         | Pavilion approach are not ADA compliant, slope too steep and not enough flat surface area; Tables that built in are not accessible | Regrade and install ADA compliant pathway route to pavilion<br>Furnish/install section on ADA compliant table(s); create ADA compliant surface | Upper Pavilion nearest to western ballfield and lower Highland Games Field |    |                   |                      |
|                                             | Picnic Tables are not ADA Compliant                                                                                                | Provide minimum of one ADA Compliant Table                                                                                                     | Upper Pavilion nearest to western ballfield and lower Highland Games Field |   |                   |                      |
| ASTM 1951 Standard;<br>1008.2.6;<br>206.7.9 | Entrances to dugouts are not compliant; grade has step up                                                                          | ground surface must be maintained and inspected on a regular basis to ensure compliance                                                        | Team Dugout Upper Field ?                                                  |  |                   |                      |
| 206.7.9                                     | Dugout entrance is not ADA Compliant - opening is too narrow                                                                       |                                                                                                                                                |                                                                            |  |                   |                      |

| ADA STD<br>SECT #/ORAR                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | ACCESSIBILITY ISSUE                                                                                                                                                                                                                  | COMMENTS                                                                                                                                                                    | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER                        | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
| 206.2.1<br>221.4<br>221.2.1.4<br>221.2.3<br>221.3                                                                                                                                                                                                                                                                                                                                                                                                                                             | This ballfield may be considered the most accessible due it being the closest to the parking area. There is 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 (when completed) Provide designated wheelchair seating with companion seating. Provide regular maintenance to grounds |                                                                    |    |                   |                      |
| 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 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<br><br>208.2<br>208.2.4<br>302<br>502.4                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Handicap parking has too much slope, no accessible access to pavilion or portable toilets. Overall slope in parking space should not be over 1:48                                                                                    | Regrade and repave parking lot to include pavement marking for minimum # of required accessible parking spaces with the required # of spaces to be van accessible           | Accessible Parking spaces to pavilion and future restroom location |  |                   |                      |
| 206<br><br>206.2.1<br>502.1 –<br>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                                                                            |                                                                    |  |                   |                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Signage and no van accessible parking spot;                                                                                                                                                                                          | Handicap parking signage updated regarding fines. Van accessible parking and pavement marking.                                                                              | Parking lot                                                        |  |                   |                      |

| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE                                                                             | COMMENTS                                                                                                                         | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER         | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|------------------------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
| 502.6<br><br>703.7.2.1 | Access to facilities;<br>slope of accessible<br>parking spaces                                  | Regrade and repave<br>parking lot to<br>maintain correct<br>slope                                                                |                                                     |    |                   |                      |
| 402                    | Transition from ground<br>to elevated walkway is<br>too high.                                   | Recommend more<br>maintenance be<br>done to ensure there<br>is no ledge.                                                         | Beluga Slough Trail<br>approach located<br>at XXXXX |    |                   |                      |
|                        | Transition from ground<br>to elevated walkway is<br>too high and there is<br>too steep of slope | Correct slope and<br>transition from<br>ground to elevated<br>walkway; maintain<br>on a regular basis to<br>insure accessibility | Beluga Slough Trail<br>approach located<br>at XXXX  |    |                   |                      |
|                        | Transition is too high,<br>vegetation impairs<br>visibility                                     | Increase<br>maintenance on<br>vegetation &<br>transition                                                                         |                                                     |  |                   |                      |
|                        | Transition issue<br>between ground and<br>elevated walkway,<br>vegetation hinders<br>visibility | Review slope<br>compliance; maintain<br>to clear vegetation &<br>transition                                                      |                                                     |  |                   |                      |
|                        | Nominal transition<br>issues on this segment.<br>Good example of what<br>access should be.      | Recommend<br>maintenance to<br>maintain proper<br>transition<br>measurements.                                                    |                                                     |  |                   |                      |

| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE                             | COMMENTS                                                                                     | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                      | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|------------------------|-------------------------------------------------|----------------------------------------------------------------------------------------------|---------------------------------------------|------------------------------------------------------------------------------------|-------------------|----------------------|
|                        | Transition requires maintenance to be compliant | Maintain difference between ground and elevated walkway on a regular basis to keep compliant |                                             |  |                   |                      |

**FACILITY NAME:** Mariner Park and Campground

**Time of Assessment:** July-September 2021

**STRUCTURE/FACILITY/AREA(S):** Located at the base of the Homer Spit, Mariner Park, is a 111 acre multi-use area that is one of the most popular beach access points in Homer. There are 34 campsites available April 1st through October 30th. There is a Day Use Area along the northern border of the park with picnic tables, fire rings and a gazebo. The gazebo is available for reservation for private events. There are seasonal restroom facilities provided.

| ADA STD<br>SECTION<br>#/ORAR | ACCESSIBILITY ISSUE                                                              | COMMENTS/<br>SUGGESTIONS                                               | BUILDING<br>LOCATION OR<br>OTHER<br>IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|------------------------------|----------------------------------------------------------------------------------|------------------------------------------------------------------------|------------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
|                              | No accessible parking designation<br><br>No ramp to gazebo interior              |                                                                        | Gazebo and Parking in Day Use Area             |   |                   |                      |
|                              | No Handrails on the steps.                                                       | Questionable whether it can be said that there is an accessible route. |                                                |  |                   |                      |
|                              | Bench is not compliant height 16 inches<br><br>No wheelchair space within gazebo |                                                                        |                                                |  |                   |                      |
|                              | Fire Ring is not compliant?<br>20 feet from parking lot<br>18.25" height         |                                                                        | Gazebo/Day Use Area                            |  |                   |                      |

| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE                                                                                                                                                                                                            | COMMENTS                       | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                                                                                                             | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------|
|                        | No accessible route                                                                                                                                                                                                            |                                |                                             |                                                                                                                                                                           |                   |                      |
|                        | No ADA Compliant picnic tables<br><br>No accessible route from parking                                                                                                                                                         |                                | Day Use Area                                |                                                                                         |                   |                      |
|                        |                                                                                                                                                                                                                                | No designated Handicap parking | Parking Area/Camp Sites                     |                                                                                         |                   |                      |
|                        | No ADA parking designated<br><br>No accessible route from parking No Ramp Access or alternate method of notification to get camp host attention if not outside. Route to camp host is 27 feet from parking no accessible route |                                | Camp Host Cabin                             |    |                   |                      |
|                        | Fee Kiosk Area<br>Bulletin Board height is 50" Doggie Bag Dispenser 38.5"<br><br>No accessible route to portable restroom facility                                                                                             | Accessible Route?              |                                             |   |                   |                      |

| ADA STD<br>SECT #/ORAR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | ACCESSIBILITY ISSUE                                                                                              | COMMENTS | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                                                                                                             | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|----------|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Dumpster is not accessible                                                                                       |          |                                             |                                                                                         |                   |                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Picnic tables rotted and not compliant<br>Campsite 21 feet 3 inches wide by 22 feet long<br>Fire Ring 17” height |          | Day Use Area                                | <br> |                   |                      |
| FACILITY NAME: Fishing Hole Campground, Homer Spit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                  |          |                                             | TIME OF ASSESSMENT: July-September 2021                                                                                                                                   |                   |                      |
| STRUCTURE/FACILITY/AREA(s): With over 80 sites and located next the Fishing Lagoon, 9 camp sites are located on the lagoon, the Fishing Hole Campground is a popular destination for campers. Amenities include Fishing Hole sites, beach sites, fish cleaning tables, handicapped accessible restroom facilities, potable water, and easy access to one of the city's RV dump sites. The Fishing Hole Campground has 16 sites that are available for camping during the winter months, from October 31- March 31 <sup>st</sup> . |                                                                                                                  |          |                                             |                                                                                                                                                                           |                   |                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                  |          |                                             |                                                                                       |                   |                      |
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| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE | COMMENTS | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
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| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE | COMMENTS | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
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**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 13 the end of the Homer Spit, a memorial gazebo honoring those who were lost at sea, 45 parking places and open space providing unobstructed views of the surrounding mountains and Kachemak Bay and access to the Spit beach.

| ADA STD<br>SECT #/ORAR                                                                                                                                                                                                                                                                                                                                                          | ACCESSIBILITY ISSUE | COMMENTS                 | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------|---------------------------------------------|--------------------------------------------------------------------------------------|-------------------|----------------------|
| ADA STD<br>SECTION<br>#/ORAR                                                                                                                                                                                                                                                                                                                                                    | ACCESSIBILITY ISSUE | COMMENTS/<br>SUGGESTIONS | LOCATION OR<br>OTHER<br>IDENTIFIER          | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
|                                                                                                                                                                                                                                                                                                                                                                                 |                     |                          |                                             |    |                   |                      |
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|                                                                                                                                                                                                                                                                                                                                                                                 |                     |                          |                                             |  |                   |                      |
| 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. Restrooms are available during the summer season. |                     |                          |                                             |                                                                                      |                   |                      |
| ADA STD<br>SECTION                                                                                                                                                                                                                                                                                                                                                              |                     |                          | BUILDING<br>LOCATION OR                     | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |

| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE | COMMENTS                 | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                                                                                                         | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
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| #/ORAR                 | ACCESSIBILITY ISSUE | COMMENTS/<br>SUGGESTIONS | OTHER IDENTIFIER                            |                                                                                                                                                                       |                   |                      |
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| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE | COMMENTS | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
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| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE | COMMENTS | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                        | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
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| ADA STD<br>SECT #/ORAR | ACCESSIBILITY ISSUE | COMMENTS | BUILDING<br>LOCATION OR<br>OTHER IDENTIFIER | PICTURE/IMAGE                                                                      | ESTIMATED<br>COST | PRIORITY<br>& TIMING |
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|                        |                     |          |                                             |  |                   |                      |

## **Bishop's Beach Park**

**8/20/2021**

There is a lip at the entrance to the boardwalk – could be fix by putting d1 gravel there

ADA picnic table needed

Fire ring is too short (16") needs to be 18"

There are 2 ADA parking spaces and a total of 33 parking spaces

Grade measurements were taken at several points and orientations for the ADA parking spaces. The steepest grade was 1.55

On the path to the pavilion, the steepest point has a grade of 7.1

Cooking grill is 2" too high (36")

Walkway material is not smooth, stable and slip resistant

Perhaps move ADA parking spaces closer to the new restroom location

## **Ben Walters Park**

ADA parking spot needs to be paved

Grade on the trail is 11.1 with an 11.7 cross slope

1.5 spacing on grate

Doggie bag is too high

Transition to boardwalk has a 3" lip

Boardwalk needs side rails

One bench on the boardwalk is 15" high and the other is 16" high

## **WKFL Park**

Ramp for gazebo is needed. The ramp will need to be 8' long

Sidewalk grade by restroom is 6.5

Extend sidewalk to gazebo

Bayview 9/17/2021

Parking Space 15' wide  
Swing 30" high

lower walking path is too steep and not surfaced accessibly

Playground set needs to be replaced

accessible routes to swings and playground set.

Karen Hornaday 9/17/2021

Southeast corner of the playground cannot be accessed by wheel chair

~~Train~~ central gate is 33" wide

Train entrance is 12"

bench 25" high  
25"  
24"  
23"

Trash cans w/  
lifting top not  
accessible

Playground

Add route with better ground material in playground

ADA picnic table at playground

Campground

Add ADA fire ring at campsite

inaccessible surfaces in both ADA campsites

Doggy pot in campground too high  
Campground pay kiosk too high

## MARINER PARK

### APPROACH & ENTRANCE (EXTERIOR ROUTES)

| 1 | GROUND AND FLOOR SURFACES                                                                                                                                                                                                                                  | YES | NO | Not Applicable |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|----------------|
|   | Are ground, floor and walking surfaces stable, firm smooth and slip resistant? Note: An accessible route" may consist of walking surfaces with a slope no steeper than 5% = 1:20, doors, doorways, gates, ramps, curb ramps, elevators and platform lifts. |     | X  |                |
|   | If there are grates or other types of openings, such as cracks or holes, in ground or floor surfaces are the openings less than a 1/2 inch in the dominant direction of travel?                                                                            | X   |    |                |
|   | Are the long dimensions of the grating openings perpendicular to the dominant direction of travel?                                                                                                                                                         |     |    | X              |
| 2 | CHANGES IN SURFACE LEVEL                                                                                                                                                                                                                                   | YES | NO | Not Applicable |
|   | Are all ground and floor surfaces along accessible routes free of abrupt changes in surface level? Surface level changes cannot exceed a 1/4 inch in height.                                                                                               |     | X  |                |
|   | Where vertical changes in surface level are between a 1/4 and a 1/2 inch in height is the level change beveled (slope 1:2 or less)?                                                                                                                        |     | X  |                |
|   | Note: Changes in surface level that exceed a 1/2 inch shall be ramped.<br>Are accessible ramps provided for changes in surface level which exceed a 1/2 inch in height?                                                                                    |     | X  |                |
| 3 | CLEAR WIDTHS AND SLOPES FOR WALKING SURFACES                                                                                                                                                                                                               | YES | NO | Not Applicable |

|   |                                                                                                                                                                                                                      |     |    |                |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|----------------|
|   | Is there at least one accessible route from the accessible parking areas, passenger loading zones and other site entry points (bus stops) to the accessible building entrance(s)?                                    |     | X  |                |
|   | Do all walkways along accessible routes have a minimum clear, unobstructed width of at least 36 inches?                                                                                                              |     | X  |                |
|   | Do longer routes have an occasional 5 x 5 foot area located at reasonable intervals not exceeding 200 feet which can be used for turning and passing?                                                                |     | X  |                |
|   | Do all walkways along accessible routes have cross slopes that are 1:48 or less? Note When running slope along the direction of travel on walking surface is greater than 1:20 (5%) the route is considered a "ramp" |     | X  |                |
| 4 | EXTERIOR RAMPS                                                                                                                                                                                                       | YES | NO | Not Applicable |
|   | Is there a ramp located in the exterior of your building?                                                                                                                                                            |     | X  |                |
| 5 | RAMP SLOPE AND CLEAR WIDTH                                                                                                                                                                                           | YES | NO | Not Applicable |
|   | Is the maximum running slope of all ramps 1:12 (8.3%)?                                                                                                                                                               |     | X  |                |
|   | Are cross slopes of all ramp surfaces 1:48 or less?                                                                                                                                                                  |     | X  |                |
|   | Do ramps have a clear unobstructed width of at least 36 inches?                                                                                                                                                      |     | X  |                |
| 6 | LANDINGS                                                                                                                                                                                                             | YES | NO | Not Applicable |

|    |                                                                                                                                          |                                    |       |                |
|----|------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-------|----------------|
|    | Do ramps have a 5 foot long level landing at the top and bottom of each run?                                                             |                                    | X     |                |
|    | Do ramps have a 5x5 foot minimum turning space at level landings where the ramp changes direction?                                       |                                    | X     |                |
| 7  | RAMP HANDRAILS                                                                                                                           | YES                                | NO    | Not Applicable |
|    | This section is not applicable                                                                                                           |                                    |       | X              |
| 8  | EDGE PROTECTION ON RAMPS                                                                                                                 | YES                                | NO    | Not Applicable |
|    | This section is not applicable                                                                                                           |                                    |       | X              |
| 9  | Gazebo Ramp that circles around structure pad at base of stairs<br>Bench height<br>Length<br>height<br>Slope                             | 16 inches<br>35 ft<br>2 ft<br>1:12 | 5.70% |                |
| 10 | Fire Ring:<br>20 feet from edge of parking<br>Day Use: Paved path to fire ring/day use<br>Parking - Need to calculate # to be determined | 18 1/4 in                          |       |                |
| 11 | Camp Host<br>Path to Steps<br><br>Edge of parking lot: Post with signs and way to summer host                                            | 27 ft                              |       |                |
| 12 | Fee Kiosk<br>Paved pad around whole area<br>Kiosk height - need to follow up if ADA compliant                                            | 48 in                              |       |                |

|    |                                                                 |                            |  |  |
|----|-----------------------------------------------------------------|----------------------------|--|--|
|    | Bulletin Board<br>Doggie                                        | 40"<br>38"                 |  |  |
| 13 | Campsite<br>Width<br>Length<br>Fire Ring Height<br>Picnic Table | 21ft 3in<br>22 ft<br>17 in |  |  |

## Fishing Hole Campground

| Item            | Description                               |
|-----------------|-------------------------------------------|
| 1 Picnic Tables | More ADA Style - Missing seat in middle   |
| 2 Campsites     | ADA Comoliant? Follow up needed           |
| 3 Day Use       | Pavilion has ADA site                     |
| Doggi Pott      | Height & Location ?                       |
| Kiosk           | height 48 in<br>gap between posts         |
| Potable Water   | 18 ft from pad<br>type of handle is lever |
| Bullentin Board | paved area                                |
| Dump Station    | Connect to RR path<br>48 ft path          |

## Seafarer's Memorial

### No Parking

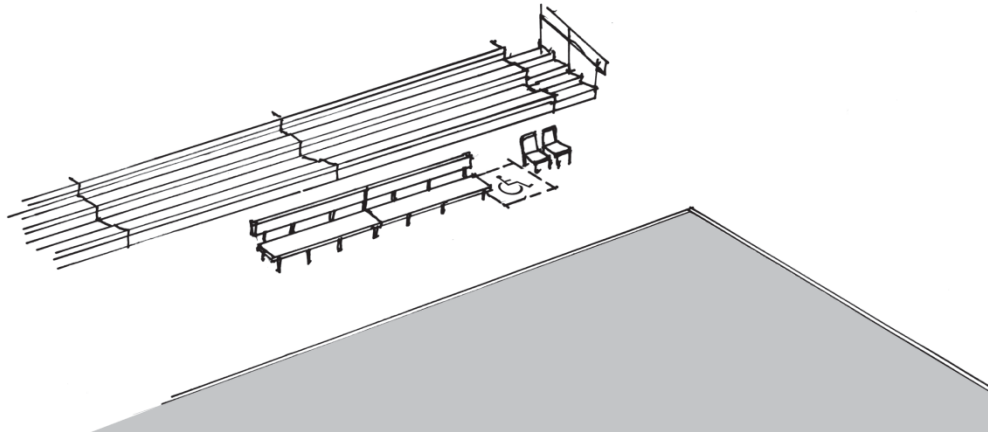
Closest to Memorial with path connecting  
32 ft path from pad up to memorial proper has 2.5  
degree angle  
Bench placement  
ADA picnic table

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## ADA Checklist for Existing Facilities

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### Sports Activities, Team or Player Seating, Exercise Machines & Equipment, Bowling Lanes, Saunas & Steam Rooms and Shooting Facilities



Project

Building

Location

Date

Surveyors

Contact Information



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ADA National Network  
Questions on the ADA 800-949-4232 voice/tty  
[www.ADAchecklist.org](http://www.ADAchecklist.org)

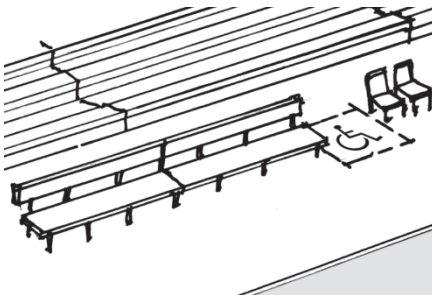
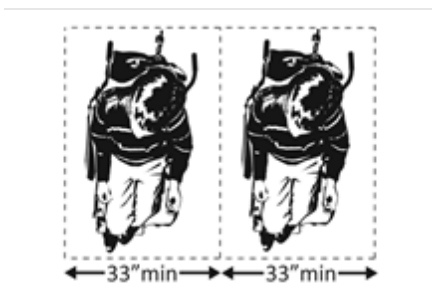
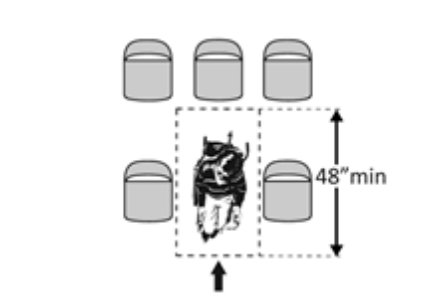
This checklist was produced by the New England ADA Center, a project of the Institute for Human Centered Design and a member of the ADA National Network. This checklist was developed under a grant from the Department of Education, NIDRR grant number H133A060092-09A. However the contents do not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government.

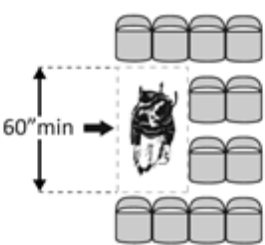
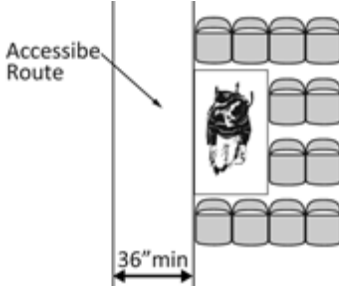
Questions or comments on the checklist contact the New England ADA Center at 617-695-0085 voice/tty or [ADAinfo@NewEnglandADA.org](mailto:ADAinfo@NewEnglandADA.org)

For the full set of checklists, including the checklists for recreation facilities visit [www.ADAchecklist.org](http://www.ADAchecklist.org).

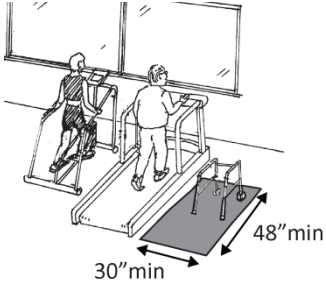
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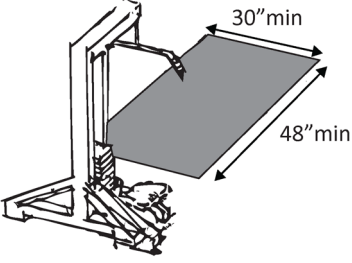
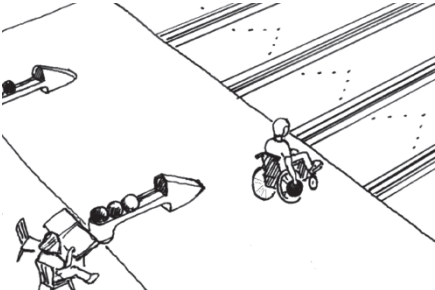
| Misc. Recreation                                                                                                                                                                                                                                                                       |                                                          | Comments                                                                                        | Possible Solutions                                                                                                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|-------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Sports Activities</b> (2010 Standards – 206 & Ch. 4) Soccer fields, basketball courts, tennis courts, baseball fields, running tracks, skating rinks, etc.                                                                                                                          |                                                          |                                                                                                 |                                                                                                                                                                                                                                                                                |
| <b>S1</b> Is there an accessible route to each type of sport activity?<br><br>For exterior routes use the checklist for <i>Priority 1: Approach &amp; Entrance</i> .<br><br>For interior routes use the checklist for <i>Priority 2: Access to Goods &amp; Services</i> .              | <input type="checkbox"/> Yes <input type="checkbox"/> No | <br>36" min   | Photo #:<br><br><ul style="list-style-type: none"> <li>• Add a ramp</li> <li>• Regrade to 1:20 maximum slope</li> <li>• Widen route</li> <li>• Change route surface</li> <li>• Add a platform lift, limited use/ limited application elevator or a regular elevator</li> </ul> |
| <b>S2</b> At court sports (tennis, basketball, volleyball, etc.) does at least one accessible route connect both sides of the court?<br><br>Note: This is particularly important in sports such as tennis, where changing sides is part of the game.                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No | <br>36" min   | Photo #:<br><br><ul style="list-style-type: none"> <li>• Add a ramp</li> <li>• Regrade to 1:20 maximum slope</li> <li>• Widen route</li> <li>• Change route surface</li> </ul>                                                                                                 |
| <b>Team or Player Seating</b> (2010 Standards – 206, 221 & 802) Baseball, hockey, basketball, football, etc.                                                                                                                                                                           |                                                          |                                                                                                 |                                                                                                                                                                                                                                                                                |
| <b>T1</b> At areas of sport activity, is there an accessible route to each side of team or player seating?<br><br>For exterior routes use the checklist for <i>Priority 1: Approach &amp; Entrance</i> .<br><br>For interior routes use the checklist for <i>Priority 2: Access to</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No | <br>36" min | <ul style="list-style-type: none"> <li>• Add a ramp</li> <li>• Regrade to 1:20 maximum slope</li> <li>• Widen route</li> <li>• Change route surface</li> <li>• Add a platform lift</li> </ul>                                                                                  |

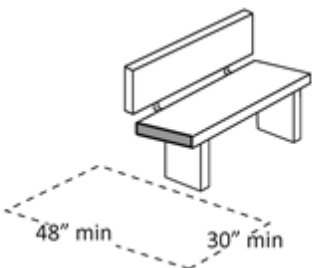
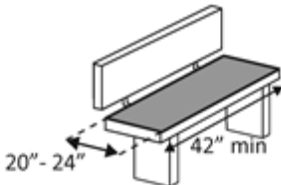
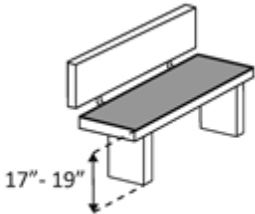
| Goods & Services. |                                                                                               |                                                                          |                                                                                      | Photo #: |                                                                                                |
|-------------------|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|--------------------------------------------------------------------------------------|----------|------------------------------------------------------------------------------------------------|
| <b>T2</b>         | Is there at least one wheelchair space at team or player seating areas?                       | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |    | Photo #: | <ul style="list-style-type: none"> <li>• Add wheelchair space</li> <li>•</li> <li>•</li> </ul> |
| <b>T3</b>         | If there is a single wheelchair space, is it at least 36 inches wide?                         | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |    | Photo #: | <ul style="list-style-type: none"> <li>• Alter space</li> <li>•</li> <li>•</li> </ul>          |
| <b>T4</b>         | If there are 2 adjacent wheelchair spaces, are they each at least 33 inches wide?             | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |   | Photo #: | <ul style="list-style-type: none"> <li>• Alter spaces</li> <li>•</li> <li>•</li> </ul>         |
| <b>T5</b>         | If the wheelchair space can be entered from the front or rear, is it at least 48 inches deep? | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |  | Photo #: | <ul style="list-style-type: none"> <li>• Alter space</li> <li>•</li> <li>•</li> </ul>          |

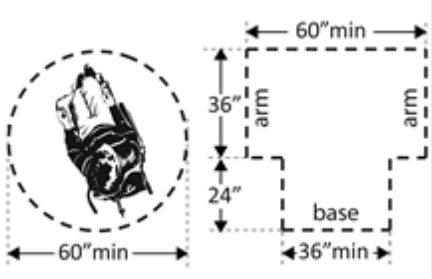
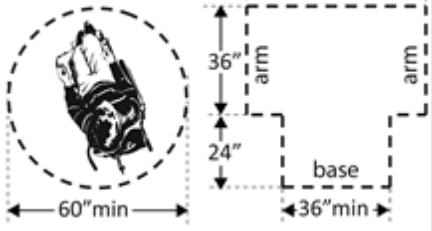
|                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                     |                                                                                    |                 |                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-----------------|----------------------------------------------------------------------------------------|
| <p><b>T6</b> If the wheelchair space can only be entered from the side, is it at least 60 inches deep?</p>                                                                                                                                                                                                                                                                                                                                | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>• Alter space</li> <li>•</li> <li>•</li> </ul>  |
| <p><b>T7</b> Do wheelchair spaces adjoin, but not overlap, accessible routes?</p>                                                                                                                                                                                                                                                                                                                                                         | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>                     |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>• Alter spaces</li> <li>•</li> <li>•</li> </ul> |
| <p><b>T8</b> Do wheelchair spaces not overlap circulation paths?</p> <p>Note: The term "circulation paths" means aisle width required by applicable building or life safety codes for the specific assembly occupancy. Where the circulation path provided is wider than the required aisle width, the wheelchair space may intrude into that portion of the circulation path that is provided in excess of the required aisle width.</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>                     |                                                                                    | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>• Alter spaces</li> <li>•</li> <li>•</li> </ul> |

**Exercise Machines & Equipment** (2010 Standards – 206, 236 & 1004)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                              |                                                                                     |                 |                                                                                                                                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>E1</b> Is there an accessible route to at least one of each type of exercise machine and equipment?</p> <p><i>Use the checklist for Priority 2: Access to Goods &amp; Services</i></p> <p>Note: Most strength training equipment and machines are considered different types. For example, a bench press machine is different from a biceps curl machine. Cardiovascular exercise machines, such as stationary bicycles, rowing machines, stair climbers and treadmills, are all different types.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No                     |   | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>• Add a ramp</li> <li>• Regrade to 1:20 maximum slope</li> <li>• Widen route</li> <li>• Change route surface</li> <li>• Add a platform lift, limited use/ limited application elevator or a regular elevator</li> </ul> |
| <p><b>E2</b> Is there clear floor space at least 30 inches wide by at least 48 inches long positioned for transfer or for use by a person seated in a wheelchair next to at least one of each type of exercise machine and equipment?</p> <p>Notes:<br/>1. To make a shoulder press accessible, the clear floor space should be next to the seat. For a bench press, the clear floor space should be centered on the operating mechanisms.</p>                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>Measurement: |  |                 | <ul style="list-style-type: none"> <li>• Add clear floor space</li> <li>•</li> <li>•</li> </ul>                                                                                                                                                                |

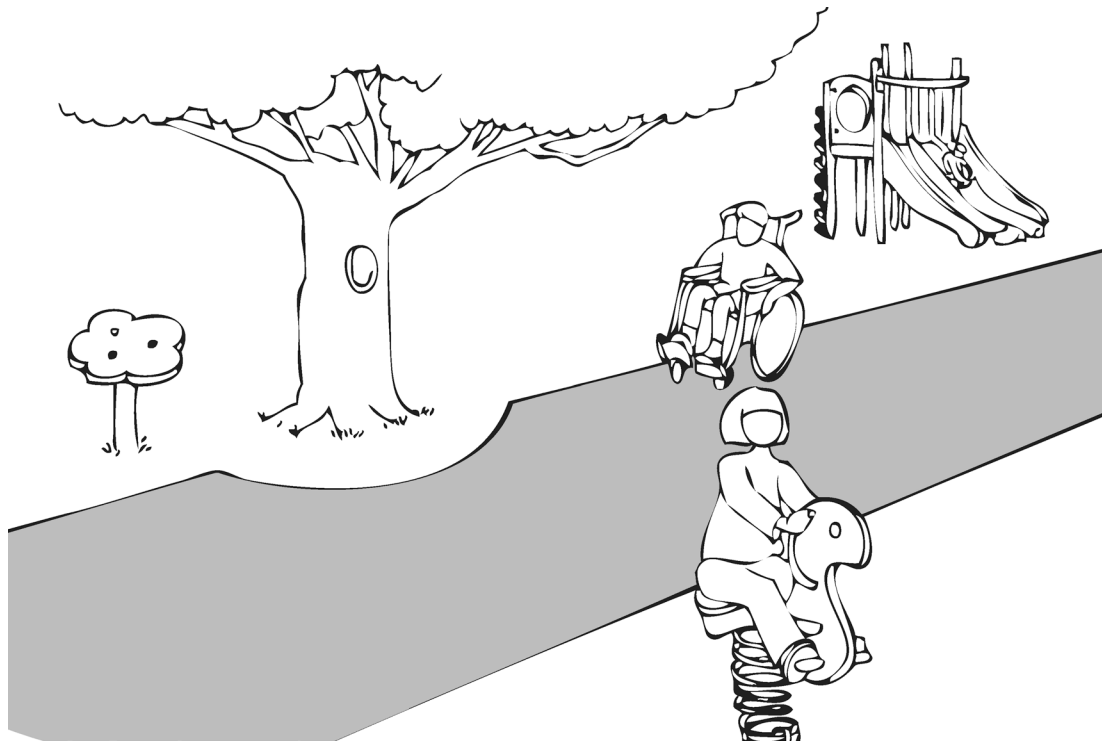
|                                                                                                                                                                                                                                                                                                             |                                                                                                                          |                                                                                      |          |                                                                                                                                                                                                                                                                |
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| <p>2. Machines and equipment can share clear floor space.</p> <p>3. The exercise equipment and machines do not need to comply with the 2010 Standards specifications for controls and operating mechanism.</p>                                                                                              |                                                                                                                          |    | Photo #: |                                                                                                                                                                                                                                                                |
| <b>Bowling Lanes</b> (2010 Standards – 206 & Ch.4)                                                                                                                                                                                                                                                          |                                                                                                                          |                                                                                      |          |                                                                                                                                                                                                                                                                |
| <p><b>B1</b> Is there an accessible route to at least 5 percent but no less than one of each type of bowling lane?</p> <p>For interior routes use the checklist for <i>Priority 2: Access to Goods &amp; Services</i>.</p>                                                                                  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>Number:                                                  |    | Photo #: | <ul style="list-style-type: none"> <li>• Add a ramp</li> <li>• Regrade to 1:20 maximum slope</li> <li>• Widen route</li> <li>• Change route surface</li> <li>• Add a platform lift</li> </ul>                                                                  |
| <b>Saunas &amp; Steam Rooms</b> (2010 Standards – 241 & 612)                                                                                                                                                                                                                                                |                                                                                                                          |                                                                                      |          |                                                                                                                                                                                                                                                                |
| <p><b>S1</b> Is there an accessible route to at least one sauna and steam room?</p> <p>If there are separate rooms for men and women, is there an accessible route to at least one for each gender?</p> <p>For interior routes use the checklist for <i>Priority 2: Access to Goods &amp; Services</i>.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No |  | Photo #: | <ul style="list-style-type: none"> <li>• Add a ramp</li> <li>• Regrade to 1:20 maximum slope</li> <li>• Widen route</li> <li>• Change route surface</li> <li>• Add a platform lift, limited use/ limited application elevator or a regular elevator</li> </ul> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                            |                 |                                                                                                                                              |
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| <p><b>S2</b> If there is seating in the room does at least one bench:</p> <p>Have clear floor space at least 30 wide inches by at least 48 inches long at the end of the bench and parallel to the short axis of the bench?</p> <p>Is the clear space free from the swing of the room door?</p> <p>Is the bench seat:<br/>At least 42 inches long?</p> <p>No less than 20 inches and no greater than 24 inches deep?</p> <p>Is the top of the bench seat no less than 17 inches and no greater than 19 inches above the floor or ground?</p> <p>Does the bench have back support or is it affixed to a wall?</p> <p>Does the back extend from a point no more than 2 inches and a point no less than 18 inches above the seat surface?</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> |    | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>• Move bench</li> <li>• Replace bench</li> <li>• Affix bench to wall</li> <li>•</li> <li>•</li> </ul> |
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| <p><b>S3</b> Is there a clear floor space for a person in wheelchair to turn around in the room, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square?</p> <p>Note: A readily removable bench is permitted to obstruct the turning space.</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> |   | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>• Add space</li> <li>• Move or remove partitions, fixtures or objects</li> <li>•</li> </ul>                                                                                                                             |
| <b>Shooting Facilities with Firing Positions</b> (2010 Standards – 243 & 1010)                                                                                                                                                                                                    |                                                                                     |                                                                                     |                 |                                                                                                                                                                                                                                                                |
| <p><b>S1</b> Is there an accessible route to the shooting facility?</p> <p>For exterior routes use the checklist for <i>Priority: 1 Approach &amp; Entrance</i>.</p> <p>For interior routes use the checklist for <i>Priority 2: Access to Goods &amp; Services</i>.</p>          | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>                     |   | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>• Add a ramp</li> <li>• Regrade to 1:20 maximum slope</li> <li>• Widen route</li> <li>• Change route surface</li> <li>• Add a platform lift, limited use/ limited application elevator or a regular elevator</li> </ul> |
| <p><b>S2</b> Is there a clear floor space for a person in wheelchair to turn around, i.e. a circle at least 60 inches in diameter, for at least 1 of each type of firing position?</p>                                                                                            | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>• Add space</li> <li>• Move or remove partitions, fixtures or objects</li> <li>•</li> </ul>                                                                                                                             |

# ADA Checklist for Existing Facilities

## Play Areas



Project

Building

Location

Date

Surveyors

Contact Information

**Play areas should be accessible to everyone, including people with disabilities.**



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[www.HumanCenteredDesign.org](http://www.HumanCenteredDesign.org)

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ADA National Network  
Questions on the ADA 800-949-4232 voice/tty  
[www.ADAchecklist.org](http://www.ADAchecklist.org)

This checklist was produced by the New England ADA Center, a project of the Institute for Human Centered Design and a member of the ADA National Network. This checklist was developed under a grant from the Department of Education, NIDRR grant number H133A060092-09A. However the contents do not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government.

Questions or comments on the checklist contact the New England ADA Center at 617-695-0085 voice/tty or [ADAinfo@NewEnglandADA.org](mailto:ADAinfo@NewEnglandADA.org)

For the full set of checklists, including the checklists for recreation facilities visit [www.ADAchecklist.org](http://www.ADAchecklist.org).

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| Play Areas                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                 | Comments | Possible Solutions                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|----------|---------------------------------------------------------------------------|
| <b>Play Areas</b> (2010 Standards – 206, 240 & 1008) <b>Note: Play areas for children under age 2 and play areas in family child care facilities where the proprietor resides do not have to comply.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                 |          |                                                                           |
| <b>P1</b> <p>Is there an accessible route to the entrance of the play area?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If there are separate play areas within a site for specific age groups, is there an accessible route to each play area?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is there an accessible route within the play area connecting ground level play components that are on an accessible route and elevated play components that are on an accessible route including the entry and exit points of those components?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Use the checklist for <i>Priority 1: Approach &amp; Entrance</i></p> |                                                                 |          | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <b>P2</b> <p><u>Ground Level Play Components</u></p> <p>Is there an accessible route to at least one of each type of ground level play component?</p> <p>Notes:</p> <p>1. A play component is an element designed to generate play, socialization and learning. In the 2010 Standards ramps, transfer systems, steps, decks and roofs are not considered play components.</p>                                                                                                                                                                                                                                                                                                                                                                 | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |          | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

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| <p>2. Ground level play components are components that can be approached and exited at ground level. Examples include rockers, swings, diggers, and stand-alone slides. When distinguishing between types of components consider the experience provided. Examples include rocking, swinging, climbing, digging, spinning and sliding.</p>                                                                                                                                                                                                                                                                                       |                                                                 |  |                 |                                                                           |
| <p><b>P3</b> If there are elevated play components, is there an accessible route to at least the following number and type of <u>ground level play components</u>? See chart below.</p> <p>Notes:</p> <p>1. The intent is to provide a variety of experiences for children who want to remain in their wheelchair or with another mobility device and who choose not to transfer to elevated components.</p> <p>2. If a play area includes two or more composite structures for the same age group, use the total number of elevated components to determine the additional number and types of ground level play components</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

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| <p>to provide on an accessible route.</p> <p>3. If ramps provide access to at least 50 percent of the elevated components and the ramped route goes to at least three different elevated play types, the ground level components in the chart are not required.</p> <p>4. The number of ground level components determined by “one of each type” can fulfill the minimum ground level requirements in the table.</p> |  |  |  |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|

Photo #:

| Number of Elevated Play Components Provided | Minimum Number of Ground Level Play Components Required to be on an Accessible Route | Minimum Number of Different Types of Ground Level Play Components Required to be on an Accessible Route |
|---------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| 1                                           | n/a                                                                                  | n/a                                                                                                     |
| 2 to 4                                      | 1                                                                                    | 1                                                                                                       |
| 5 to 7                                      | 2                                                                                    | 2                                                                                                       |
| 8 to 10                                     | 3                                                                                    | 3                                                                                                       |
| 11 to 13                                    | 4                                                                                    | 3                                                                                                       |
| 14 to 16                                    | 5                                                                                    | 3                                                                                                       |
| 17 to 19                                    | 6                                                                                    | 3                                                                                                       |
| 20 to 22                                    | 7                                                                                    | 4                                                                                                       |
| 23 to 25                                    | 8                                                                                    | 4                                                                                                       |
| 26 and over                                 | 8, plus 1 for each additional 3, or fraction thereof, over 25                        | 5                                                                                                       |

|                                                                                                                                                                                |                                                          |  |  |                                                                           |
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| <p><b>P4</b> If two or more ground level play components are on an accessible route are they dispersed throughout the play area and integrated with other play components?</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No |  |  | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
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Photo #:

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| <p><b>P5</b> If there is a soft contained play structure with three or fewer entry point, is there an accessible route to at least one entry point?</p> <p>It there are four or more entry points, are there accessible routes to at least two entry points?</p> <p>Notes:<br/>1. A soft contained play area is a play structure made of one or more components on which a person enters a fully enclosed play environment that uses pliable materials such as plastic, soft padding and fabric.</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P6</b> <u>Accessible Route Connecting Ground Level Play Components</u><br/>Use the checklist for <i>Priority 1: Approach &amp; Entrance</i> with the following exceptions and requirements.</p> <p>Note: If there is a water play component and the accessible route is submerged, it is not required to be slip resistant, the running slope may be steeper than 1:12 and the cross slope may be steeper than 1:48.</p>                                                                       |                                                                                                                                 |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

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| <p><b>P7</b> Is the vertical clearance of the accessible route at least 80 inches above the ground surface?</p> <p>Note: Objects below 80 inches may not protrude into the accessible route.</p>                                                                                                                                                                  | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>                                                                                     |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P8</b> If the play area is less than 1000 square feet:<br/>Is the route at least 44 inches wide?</p> <p>If the route exceeds 30 feet in length is a wheelchair turning space provided, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square?</p>                                                                        | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P9</b> If the play area is 1000 square feet or greater is the route at least:<br/>60 inches wide<br/>or<br/>36 inches wide for a distance no greater than 60 inches if reduced segments are separated by segments at least 60 wide and at least 60 inches long?</p> <p>Note: This permits flexibility around site features such as trees and equipment.</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

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| <b>P10</b> Is the route no steeper than 1:16, i.e. for every inch of height change there are at least 16 inches of run?                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>Measurement: |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <b>P11</b> If the route is steeper than 1:20 and the rise for a ramp run is higher than 6 inches are there handrails on both sides of the ramp run?<br><br>Notes:<br>1. Handrail extensions are not required.<br><br>2. Handrails are not required on ramps within ground level use zones. The use zone is the area beneath and adjacent to a play structure upon which a user would land when falling from or exiting a play structure. | <input type="checkbox"/> Yes <input type="checkbox"/> No                     |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <b>P12</b> Is the top of the handrail gripping surface no less than 20 inches and no greater than 28 inches above the ramp surface?                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>Measurement: |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <b>P13</b> Is the handrail gripping surface:<br>Circular with an outside diameter of at least .95 inch and no more than 1.55 inches?<br>or<br>Non-circular providing an equivalent gripping surface?                                                                                                                                                                                                                                     | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>Measurement: |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

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| <p><b>P14</b> <u>Elevated Play Components</u><br/>Is there an accessible route to entry and exit points of at least 50 percent of elevated components?</p> <p>Note: An elevated play component is a component approached above or below grade that is part of a structure of two or more play components providing more than one play activity.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>Measurement:                                             |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P15</b> If there are 20 or more elevated play components are at least 25% connected by ramps?</p> <p>Are the other 25% that are required to be on an accessible route connected by either ramps or transfer systems?</p>                                                                                                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P16</b> If there are fewer than 20 elevated play components are at least 50% connected by either ramps or transfer systems.</p> <p>Note: Ramps are preferred but are not required.</p>                                                                                                                                                        | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                 |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P17</b> <u>Elevated Play Components Accessible Route</u><br/>Use the checklist for <i>Priority 1: Approach &amp; Entrance</i> and the following exceptions and requirements.</p>                                                                                                                                                              |                                                                                                                          |  |          | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

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| <p>Is the accessible route connecting elevated play components:<br/>At least 36 inches wide?<br/>or<br/>At least 32 inches wide for a distance no greater than 24 inches if the reduced width segments are separated by segments at least 48 inches long and at least 36 inches wide?<br/>or<br/>If part of a transfer system, at least 24 inches wide?</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No<br/>Measurement:<br/><br/><input type="checkbox"/> Yes <input type="checkbox"/> No<br/>Measurement:<br/><br/><input type="checkbox"/> Yes <input type="checkbox"/> No<br/>Measurement:</p> |  | <p>Photo #:</p> |                                                                           |
| <p><b>P18</b> If there is a ramp are there handrails on both sides?<br/><br/>Note: Handrail extensions are not required.</p>                                                                                                                                                                                                                                | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>                                                                                                                                                                                        |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P19</b> Is the top of the handrail gripping surface no less than 20 inches and no greater than 28 inches above the ramp surface?</p>                                                                                                                                                                                                                  | <p><input type="checkbox"/> Yes <input type="checkbox"/> No<br/>Measurement:</p>                                                                                                                                                                       |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P20</b> If the handrail gripping surface is:<br/><br/>Circular, is the outside diameter no less than .94 inch and no greater than 1.55 inch?</p>                                                                                                                                                                                                      | <p><input type="checkbox"/> Yes <input type="checkbox"/> No<br/>Measurement:</p>                                                                                                                                                                       |  |                 | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

|            |                                                                                                                                                                                                                   |                                                                          |  |          |             |
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|            | Non-circular, is it equivalent to a circular gripping surface with a diameter no less than .94 inch and no greater than 1.55 inch?                                                                                | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |  | Photo #: |             |
| <b>P21</b> | Is the rise for any ramp run connecting elevated play components no greater than 12 inches?                                                                                                                       | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |  | Photo #: | •<br>•<br>• |
| <b>P22</b> | If a transfer system is provided is the transfer system at least 24 inches wide?                                                                                                                                  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |  | Photo #: | •<br>•<br>• |
| <b>P23</b> | Is the top of the transfer platform no less than 11 inches and no greater than 18 inches from the ground?                                                                                                         | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |  | Photo #: | •<br>•<br>• |
| <b>P24</b> | Is the transfer platform at least 14 inches deep by at least 24 inches wide?                                                                                                                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |  | Photo #: | •<br>•<br>• |
| <b>P25</b> | Is there a clear transfer space at least 30 inches wide by at least 48 inches long adjacent to the platform, with the longer dimension centered on and parallel to the 24 inch minimum long side of the platform? | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |  | Photo #: | •<br>•<br>• |

|                                                                                                                                                                                 |                                                                                                                                                                                                                                          |  |          |                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------|---------------------------------------------------------------------------|
| <b>P26</b> Is the side of the transfer platform adjacent to the clear space unobstructed?                                                                                       | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                                 |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <b>P27</b> If movement is intended from transfer platforms to levels with elevated play components that are required to be on an accessible route, are transfer steps provided? | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                                 |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <b>P28</b> Are the transfer steps:<br><br>At least 14 inches deep?<br><br>At least 24 inches wide?<br><br>No higher than 8 inches?                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement:<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement:<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Measurement: |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <b>P29</b> Is there at least one means of support for transferring:<br><br>On and off the platform?<br><br>Up and down the transfer steps?                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                 |  |          | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                          |  |                 |                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--|-----------------|---------------------------------------------------------------------------|
| <p>Note:<br/>Examples of supports include a rope loop, a loop type handle, a slot in the edge of a flat horizontal or vertical member, poles or bars, or D rings on the corner posts.</p>                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                          |  | <p>Photo #:</p> |                                                                           |
| <p><b>P30</b> <u>Play Components</u><br/>Is there at least one clear space for a person in a wheelchair to turn around, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square, at:</p> <p>Ground level play components on an accessible route? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p>Elevated play components connected by ramps? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p>Note: The turning space is not required at elevated play components connected only by transfer system.</p> |                                                          |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P31</b> If there are swings, is there clear space for a person in a wheelchair to turn around, i.e. a circle at least 60 inches in diameter or a T-shaped space within a 60-inch square, immediately adjacent to at least one swing?</p>                                                                                                                                                                                                                                                                                                                                                                    | <input type="checkbox"/> Yes <input type="checkbox"/> No |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                         |  |                 |                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------|---------------------------------------------------------------------------|
| <p><b>P32</b> Is there a clear ground/floor space at least 30 inches wide and 48 inches long at:</p> <p>Each ground level play component required to be on an accessible route?</p> <p>Each elevated play component required to be on an accessible route that is connected by ramps?</p> <p>Notes:</p> <p>1. The clear ground space is not required at elevated play components connected only by transfer system.</p> <p>2. Clear ground spaces 30 inches min by 48 inches min, 60 inch min turning spaces and accessible routes may overlap.</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P33</b> If there is a play table for children older than 5 years:</p> <p>Are the tops of rims, curbs, or other obstructions no greater than 31 inches above the ground?</p> <p>Is there clear ground space at least 30 inches wide by at least 48 inches long for a forward approach?</p>                                                                                                                                                                                                                                                     | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> |  |                 | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

|                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                             |  |                 |                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------|---------------------------------------------------------------------------|
| <p>Is there clear knee space underneath:<br/>At least 17 inches high?</p> <p>Does it extend at least 17 inches deep?</p> <p>Is it least 30 inches wide?</p>                                                                                                                                | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> |  | <p>Photo #:</p> |                                                                           |
| <p><b>P34</b> If there is a play table for children 5 years or younger:</p> <p>Does it provide knee space as noted above?</p> <p>or</p> <p>Is there clear ground space at least 30 inches wide by at least 48 inches long for a parallel approach?</p>                                     | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p>                                                                                                         |  | <p>Photo #:</p> | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P35</b> If a play component on an accessible route requires transfer to entry points or seats:</p> <p>Is the entry point or seat no less than 11 inches and no greater than 24 inches from the clear floor/ground space?</p> <p>Is there at least one means of transfer support?</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Measurement:</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>                                                                                                         |  |                 | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                          |  |          |                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--|----------|---------------------------------------------------------------------------|
| <p>Note:<br/>Examples of supports include a rope loop, a loop type handle, a slot in the edge of a flat horizontal or vertical member, poles or bars, or D rings on the corner posts.</p>                                                                                                                                                                                                                                                                                                  |                                                          |  | Photo #: |                                                                           |
| <p><b>P36</b> <u>Ground Surfaces</u><br/>Do ground surfaces inside the play area (on accessible routes, clear ground spaces, and turning spaces) comply with <i>ASTM F 1951-99 Standard Specification for Determination of Accessibility of Surface Systems Under and Around Playground Equipment</i>?<br/>Notes:<br/>1. ASTM is the American Society for Testing and Materials.<br/><br/>2 A portable device - the Rotational Penetrometer - measures surface firmness and stability.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Photo #: | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |
| <p><b>P37</b> Do the ground surfaces within use zones (the ground level area beneath and immediately adjacent to a play structure or play equipment that is designated for unrestricted circulation around the play equipment and where it is predicted that a user would</p>                                                                                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No |  |          | <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul> |

|                                                                                                                                                                                                              |                                                          |  |          |             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--|----------|-------------|
| land when falling from or exiting the play equipment)<br>comply with <i>ASTM F 1292-04 Standard Specification for Impact Attenuation of Surfacing Materials Within the Use Zone of Playground Equipment?</i> |                                                          |  | Photo #: |             |
|                                                                                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Photo #: | •<br>•<br>• |
|                                                                                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Photo #: | •<br>•<br>• |
|                                                                                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Photo #: | •<br>•<br>• |
|                                                                                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Photo #: | •<br>•<br>• |
|                                                                                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Photo #: | •<br>•<br>• |
|                                                                                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No |  | Photo #: | •<br>•<br>• |



# City of Homer

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

## Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

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

(p) 907-235-3130

(f) 907-235-3143

## Memorandum

TO: ADA COMPLIANCE COMMITTEE

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

DATE: FEBRUARY 2, 2022

SUBJECT: PARKS TRANSITION PLAN DEVELOPMENT – COMMUNITY SURVEY

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In review of other municipalities' transition plan development I found that Washington State Parks included a brief survey on their website, at their park kiosks and distributed to municipalities around the state to gather user feedback and input on the accessibility of their facilities. I think that this would be a great opportunity that the City can do for little to no cost by using the City website and Facebook page plus the new city newsletter. This would provide additional support and give a more defined accessibility picture of our facilities.

There are only seven questions as follows. I have tailored them already to the City of Homer.

**Question 1.** Are there programs or activities by the City of Homer, or facilities owned by city that you or someone you know cannot enjoy because of accessibility issues?

**Question 2.** Have you participated in a program or activity or visited a city facility or park that you particularly enjoyed?

**Question 3.** Which location owned by the City of Homer is most important to you?

**Question 4.** Rank the following types of City of Homer facility types in order of importance to you with 1 as most important.

- beach access
- picnic/fire ring/grill
- parking
- shelter
- playground
- sports field
- campground

**Question 5.** Is the City of Homer Parks website accessible to you?

**Question 6.** Do you feel that the City of Homer Parks system provides adequate emergency response services to assist citizens with disabilities?

**Question 7.** What program, activity, or facility improvements would best promote accessibility to City of Homer parks, beaches or trails?

### Action Requested:

Please review and make a motion to request approval from the City Manager to implement.

**CITY OF HOMER  
HOMER, ALASKA**

City Clerk

**RESOLUTION 21-083**

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

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

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

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

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

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

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

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

HOLIDAYS – City Offices closed:

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

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

CITY COUNCIL (CC)

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

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

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

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

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

# 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 |

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

# LIBRARY ADVISORY BOARD (LAB)

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

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

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

# 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 |         |

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

# 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* |

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

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

# 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 |

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

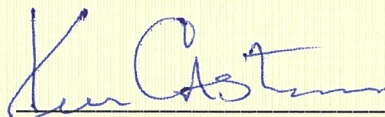
AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE (ADA)

|         |             |  |            |             |        |
|---------|-------------|--|------------|-------------|--------|
|         | February 10 |  | April 14   | May 12      | June 9 |
| July 14 |             |  | October 13 | November 10 |        |

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

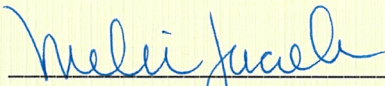
PASSED AND ADOPTED by the Homer City Council this 13<sup>th</sup> day of December, 2021.

CITY OF HOMER



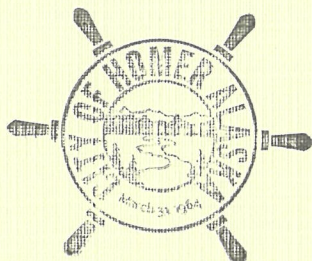
KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK

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





## 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 Castner and Homer City Council  
FROM: Rob Dumouchel, City Manager  
DATE: January 20, 2022  
SUBJECT: City Manager's Report for January 24, 2022 Council Meeting

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#### **HERC Update**

The survey is complete; 478 people responded! 68% view a redesigned HERC as an important facility, and would be willing to contribute on average, several hundred dollars a year per household through both user fees and increased taxes. The preferred funding sources are: Reallocate Existing Funds (29%), Sales Tax (24%), and Property Tax (14%). Businesses responded that they would be interested in helping to fund the HERC by renting facilities. The most popular facilities included: Multi-Activity Room, Commercial Kitchen, Convention Center and Fitness Center.

One of the most interesting results of this project was the ability to compare the results from the 2015 Parks, Art, Recreation, and Culture Needs Assessment and the 2022 survey. This comparison allows insight into how the community responses have changed. The support to build a new HERC has significantly increased (from 30% to 70%). While non-significant, opposition has decreased from 40% of respondents to less than 10%; and moderates have decreased from 30% to 10%. The demand for programs and facilities has increased. The concern about the lack of programming/facilities is significantly higher (70% vs 25%) and is cited as the primary item preventing more recreation from occurring.

#### Next Steps:

- Staff continues to respond to businesses who expressed interest in the project;
- Stantec has begun site and building concept design work; and
- Full survey results and drawings will be available in early March.

#### **FY21 Audit**

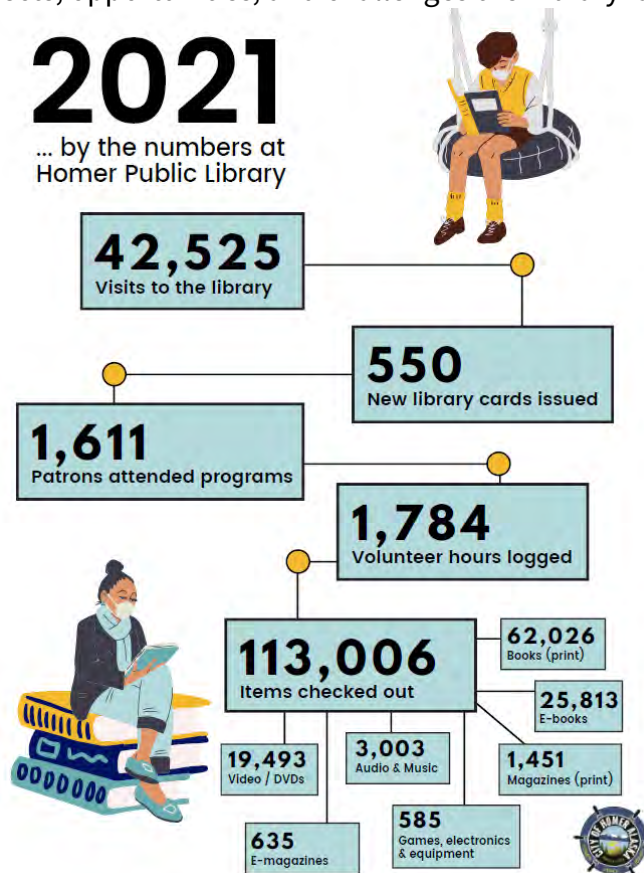
Auditors from BDO have been working with Finance Department staff remotely and in person. There is still a significant amount of work for our contracted auditors to complete, however, the time focused on Homer across the last two weeks is a big step towards closing the books for FY21. Additionally, when the audit is complete, it will allow us to finalize the last pieces of the fiscal year change which was initiated by Resolution 20-112 and integrated into Homer City Code via Ordinance 20-89. The fiscal year change created a significant amount of work for the Finance Department, and we're very excited to be nearing the end of that project.

## Mid-Biennium Budget Adjustment Preparation

Budget adjustment forms have been distributed to staff and the Finance Department is meeting with all departments to discuss fiscal year to date spend. I am anticipating that we will be before Council in March with proposed mid-biennium adjustments.

## Library Annual Report

Attached to this report is the Homer Public Library's 2021 Annual Report. The report gives a great overview to the various programs, projects, opportunities, and challenges the Library faced in 2021.



## Personnel Updates

**Volunteer Fire Department:** Jaclyn Arndt has been promoted to Firefighter/EMT II. Jaclyn joined the department in 2016 as the Department Services Coordinator where she took on both administrative and emergency response roles. She will now be focused on emergency response and using her skills as a certified training instructor for EMT-1 and Firefighter-1 classes.

**Police Department:** Tom Kirko has joined the HPD team as a Police Officer Recruit. He will attend the Department of Public Safety Academy in Sitka beginning in February. Tom was previously a dispatcher for the Seattle Police Department for the last five years.

**Port & Harbor:** Rose Riordan joined the Homer Port & Harbor as the Administrative Assistant this month. She has worked previously for the City in the Parks division as a seasonal Parks Maintenance Technician, where she partnered with Aaron Yeaton to create the Parks Forest Inventory. She is the 2021 State of Alaska Women's Disc Golf Champion.

Enclosures:

1. Library Annual Report – 2021
2. Letter from Kachemak Heritage Land Trust

# Homer Public Library

## 2021 Annual Report



*Artist Megan Frost exhibited her work in the fireplace lounge for the last three months of the year.*

- Jan. 1: Start of FY 2021, a six-month fiscal year. The building remains closed to the public but patrons can access curbside pickup, outdoor wi-fi and all digital resources. The balance in the Library Endowment Fund stands at \$31,880.28.
- Jan. 26: The Library Advisory Board (LAB) holds a joint worksession with the Friends of Homer Library (FHL) to discuss coordinating fundraising between the two groups.
- February-May: Library staff run a Kids' Book Club.
- Feb. 1: The library building opens by appointment. Library

Calendar year 2021 began with the library building closed to the public and staff on staggered shifts. It ended with most library services back to normal and a few additional services in operation. During the past twelve months the library added or expanded several new subcollections, acquired self-checkout machines and thoroughly modernized day-to-day operations, to cite just a few improvements.

Staff demonstrated extraordinary dedication to their jobs through all the ups and downs occasioned by the coronavirus. HPL also owes a great debt of gratitude to the Friends of the Library and all the volunteers who helped over the past year, always without pay. The Library Advisory Board deserves recognition for its tireless efforts to develop and refine new policies, working to improve HPL's services and ensure the long-term financial health of the institution.

This report summarizes the major events at the library during 2021, capturing the highlights of a busy year.

### January

The library doors remained closed due to COVID-19, but the staff served 497 patrons through curbside checkout. Electronic resources saw more usage than before the pandemic.

staff begin inserting Radio-Frequency ID (RFID) tags into all 50,000 items in the library's physical collection, with help from a great many volunteers.

- Feb. 2: The LAB reviews the fines and fees schedule but recommends no changes.
- Feb. 2-23: Artist Skywalker Payne leads a series of storytelling workshops for Black History Month.
- Feb. 3: Author Nadia Salomon reads her book *Heart of a Whale* for World Read Aloud Day.
- Feb. 16: The Homer Seed Library sets up shop at the library's front entrance.
- Feb. 22: Resolution 21-018 supports FHL's application for planning assistance from the National Park Service through the Rivers, Trails and Conservation Assistance (RTCA) program.
- Feb. 25: The Library Director assumes oversight of the City IT division.
- Mar. 2: The LAB debates a draft version of a Donation Acceptance and Management Policy.
- Mar. 9: Staff and Friends install a new microphone/speaker system in the fireplace lounge.
- Mar. 16: The LAB holds a joint worksession with FHL to finalize the Donation Acceptance and Management Policy.
- Mar. 29: The library building opens without appointments, on limited hours.
- Apr. 1: The library begins

The LAB and the Friends of the Library focused on planning for the coming year, including a collaborative approach to fundraising. Developing a clear set of priorities and dividing responsibilities took up much of 2021.

## February

---

February saw the launch of the Homer Seed Library. A community-operated project, the seed library encourages patrons to share their own seeds and "check out" seeds from others!

The library received a boost from dozens of volunteers who began inserting Radio Frequency ID (RFID) tags into all 50,000 items in the print collection. This project pulled in helpers from the Friends of the Library, the regular staff and interested members of the community, and went on for months. The RFID tags play a critical role in the self-checkout system and also speed up operations at the front desk.

The LAB and the Friends of the Library exchanged reciprocal liaisons and committed to working together to raise funds for HPL.

## March

---

The LAB held two in-depth meetings with the Friends to develop a framework for a donation strategy and a Donation Acceptance and Management Policy. In a completely unrelated incident, a snowplow knocked over a light pole in the parking lot.



*Claudia Haines at the library's grand opening, Sept. 16, 2006.*

## April

---

After ten years as an employee and even longer as a community supporter, Youth Services Librarian Claudia Haines left to pursue other professional goals. Callista Faucher also stepped down as a Library Technician I.

The library switched on its new security cameras for the first time.

offering classic video games for checkout.

- Apr. 2: Callista Faucher steps down as Library Technician I.
- Apr. 5: In partnership with the National Center for Women & Information Technology (NCWIT), the library presents the Award for Aspirations in Computing to Olivia Glasman, Delilah Harris and Hailee Wallace.
- Apr. 6: The LAB votes to approve the Donation Acceptance and Management Policy.
- Apr. 7: The annual Celebration of Lifelong Learning once again takes place over the radio, as KBBi hosts the Friends' recognition of Larry Dunn and Deb Lowney.
- Apr. 20: New security cameras go live.
- Apr. 26: Resolution 21-025 adopts the Donation Acceptance and Management Policy.
- Apr. 30: Claudia Haines leaves the library after serving as Youth Services Librarian for a decade.
- May 4: The LAB debates a new Donor Recognition Policy.
- May 11: Savanna Bradley joins the staff as a temporary Library Aide.
- May 15: The bookmobile visits the Safe and Healthy Kids Fair. The first StoryWalk® book of the season, *Bear Sees Colors* by Karma Wilson, goes up on the trail outside the library.
- May 25: The bookmobile gets a facelift.
- May 26: Susan Jeffres joins the

The LAB and the City Council approved a new Donation Acceptance and Management Policy, streamlining the process for handling financial donations to the library.

The Friends of the Library stayed busy. For the second year in a row, the Celebration of Lifelong Learning took place on KBBi. The Friends received a grant from the Rivers, Trails and Conservation Assistance (RTCA) program, which helps communities plan and implement improvements to outdoor infrastructure such as the walking trail to the west of the library.

## May

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Savanna Bradley joined the library staff as a Temporary Aide and Susan Jeffres came on board as a Library Technician I.

The Friends of the Library refurbished the bookmobile, adding solar panels and LED interior lights, and varnishing all the shelves. The Friends also collaborated with library staff and City parks personnel to devise a plan for reducing the labor cost of maintaining the landscaping. This plan marked the start of an ambitious effort to overhaul the library grounds, including removing invasive species, replanting some flowerbeds with grass, installing drainage, rebuilding damaged walls, clearing sightlines and simplifying maintenance.

A window on the south side of the building shattered during Memorial Day weekend. Security camera footage showed no snowplows at the scene.



*RTCA personnel and City staff toured the western lot on June 21.*

## June

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The library resumed its regular hours and the meeting room reopened. There was much rejoicing.

The Summer Reading Program began with a relatively full slate of activities, in spite of interference from COVID. Thanks go out to the Friends, and particularly Friends Coordinator Cheryl Illg, for putting in the huge number of hours needed to make the program a success. The virus forced many events to go

staff as a Library Technician I.

- May 28: FHL meets with City Parks staff to plan the design of the library grounds.
- June-July: The bookmobile tours the Homer area, visiting baseball and soccer practices 4 days a week. The library hosts the Artist in Their Residence program, featuring virtual tours with Argent Kvasnikoff, Kate Boyan, Arias Hoyle, Vera Brosgol, Lee Post and David Brame.
- Jun. 1: The library resumes all normal operating hours. The Summer Reading Program launches.
- Jun. 2, July 7: The Little Makers Summer Program takes place outside the library, in collaboration with Sprout.
- Jun. 12 and 19, July 6 and 13: Kids make windsocks in collaboration with Homer Council on the Arts.
- Jun. 15: Vera Brosgol's *Memory Jars* goes on display as the StoryWalk® book for the month.
- Jun. 16: Masks become optional in City buildings.
- Jun. 21: The meeting room opens for public gatherings.
- Jun. 21-23: Representatives of the RTCA program visit Homer to tour the western lot and gather data related to expanding the trail network near the library.
- Jul. 4: The bookmobile participates in the Independence Day parade, with a procession of FHL volunteers and kids handing out free books.

online, but we still managed a significant roster of authors and activities.

Representatives from the RTCA toured the western lot and began the conceptual design work of upgrading the trail.

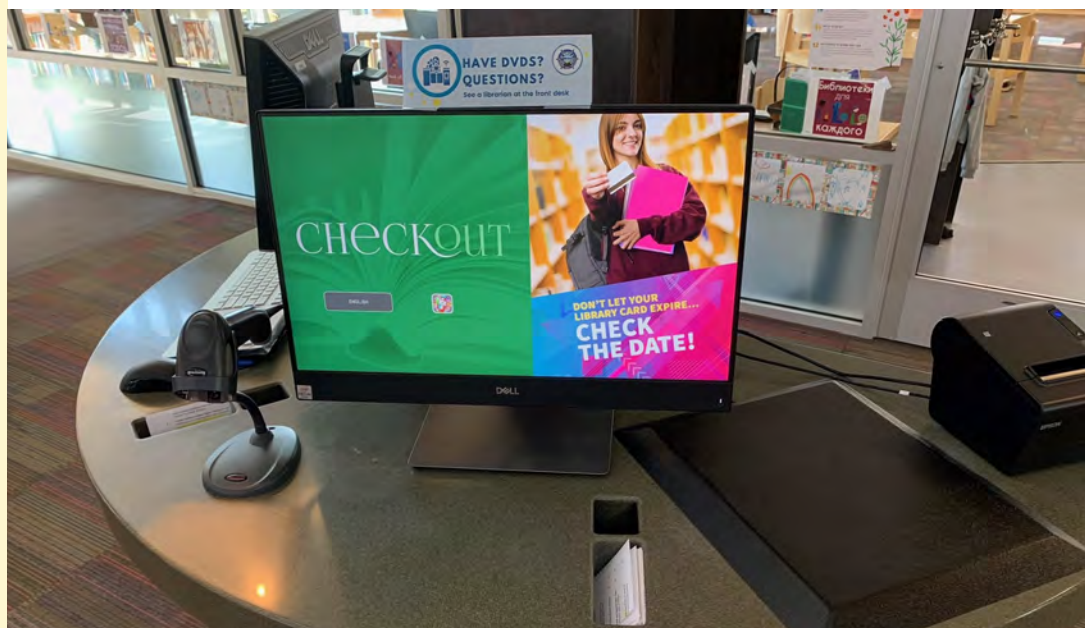


*The library's new fiber-optic cable went live on July 22.*

## July

The July 4 parade featured the bookmobile cruising down Pioneer Avenue with sunglasses on and solar panels charged to the max, leaving books in the hands of young spectators. No synchronized dancing this year, but maybe next...

On July 20, the library marked a milestone as the RFID tagging project officially reached completion. In other collection-related news, the Pratt Museum collaborated with library staff to reproduce some of the historic maps in the museum collection and make the copies available in the library.



*Self-checkout machines started up on August 3.*

- Jul. 8: Author Vera Brosgol leads a workshop on comics and publishing.
- Jul. 12-16: Author Lee Post leads a series of workshops on comic-making for kids.
- Jul. 15: Minh Le's *Drawn Together* takes over as the StoryWalk® book for the month.
- Jul. 20: Staff and volunteers finish inserting Radio-Frequency ID (RFID) tags in all of the library's physical materials.
- Jul. 22: The library's internet connection speeds up, thanks to a new 400 Mbit/sec fiber optic cable. In partnership with the Pratt Museum, the library reproduces a selection of historic maps of Homer and makes the copies available to the public.
- Jul. 27: The LAB reviews a draft Donor Recognition Policy and votes to support placing a memorial bench for Duffy Murnane on the library grounds.
- Aug. 3: Self-checkout machines go live.
- Aug. 4: FHL volunteers finish the gardening improvements for the season.
- Aug. 7: End of the Summer Reading Program.
- Aug. 9: Molly of Denali visits the library to meet young fans. Ord. 21-45 accepts a \$7,000 grant from the Alaska State Library for purchasing materials.
- Aug. 12: City policy once again requires masks in public buildings.



*Molly of Denali visited the library on August 9.*

## August

The self-checkout machines went live on August 3. Molly of Denali, from the eponymous PBS series, visited the library and met with fans outside in the plaza. The Friends voted to resume the Art in the Library program, which provides display space for local artists in the fireplace lounge for three months at a time.

In the middle of the month, South Peninsula Hospital took over part of the library parking lot for a free COVID testing clinic. Medical staff administered roughly 1,000 tests over the course of a week.

- Aug. 15: *Salmon Boy* by Johnny Marks closes out the StoryWalk® season.
- Aug. 15-20: A free COVID clinic outside the library administers roughly 1,000 tests.
- Aug. 25: Brighter LED bulbs replace the fluorescent lights in the library parking lot.
- Sept. 7: The LAB forwards the draft Donor Recognition Policy to FHL for comment.
- Sept. 9: Author Elena Passarello discusses her process in collaboration with 49 Writers.
- Sept. 18: Tech Help resumes, offering free computer advice to the public every other Saturday.
- Sept. 21-22: Representatives of the RTCA program visit Homer and conduct visioning sessions at the library.
- Sept. 24-25: The Friends of the Library Book and Plant Sale, the first full-size sale since the beginning of the pandemic.
- Oct. 1: Savanna Bradley leaves the library after working as a temporary Library Aide throughout the summer. The library begins offering vinyl LPs for checkout, with a record player in one of the study rooms.
- Oct. 1-Dec. 31: Artist Megan Frost displays her work in the fireplace lounge as part of the Art in the Library program.
- Oct. 7: The LAB votes to approve the Donor Recognition Policy. Jimmy Riordan visits the library with his traveling Art Workshop.
- Oct. 8: Author Jesse Wegman



*The Friends of the Library Book and Plant Sale delighted customers Sept. 24-25.*

## September

Representatives of the RTCA returned to Homer for two days of meetings with local community groups, including the Kachemak Heritage Land Trust, Bunnell Arts Center, the Pratt Museum and others. Local citizens contributed their input on how to improve the trail to the west of the library.

The Friends of the Library Book and Plant Sale turned out to be the event of the season. The first full-scale event since the beginning of the pandemic, it harnessed a lot of pent-up demand. All the plants sold out by noon on the first day.

## October

Savanna Bradley left the library at the end of her six-month contract. Staff launched a new collection of vinyl LPs in the music section and installed a record player in study room 5. (Just to prove that Homer keeps up with the times, the record player comes with wireless headphones that can pick up the signal anywhere in the building.)

The LAB officially approved the Donor Recognition Policy and Council adopted it. The new policy lays out a process for acknowledging the many Homer patrons who contribute to the success of the library.

Traveling artist Jimmy Riordan visited the Bunnell Arts Center, with a side trip to the library to show off his Art Workshop, housed in a renovated bookmobile from Pittsburgh. The Homer bookmobile put in an appearance to welcome the visitors and compare amenities.

discusses his book, *Let the People Pick the President*.

- Oct. 13: Library staff lead a workshop for children on light and shadow as part of the Leap into Science program.
- Oct. 14: Author Nadia Saloman reads and discusses her book, *Goodnight Ganesha*.
- Oct. 25: City Council passes Reso. 21-074, adopting the library's Donor Recognition Policy.
- Nov. 1: Cinda Nofziger joins the staff as Youth Services Librarian.
- Nov. 1-Dec. 23: The library displays *Illustrating Alaska: Artists Making Children's Books*, an exhibit created by ExhibitAK and the Alaska State Museum.
- Nov. 12: Author Doug Dodd discusses his book, *Hero Unaware*.
- Nov. 17: Author Seth Kantner discusses his book, *A Thousand Trails Home*.
- Dec. 1-31: The annual Giving Tree stands in the front lobby.
- Dec. 8: Hour of Code for kids up to first grade.
- Dec. 10: Storytime for Grownups wraps up after one year and 78 stories by 54 different authors. Recordings remain available on the library's website.
- Dec. 10-11: Authors Tom Kizzia and Richard Chiappone hold a conversation on their books, *Cold Mountain Path* and *The Hunger of Crows*, respectively.
- Dec. 13: Ord. 21-67 accepts two grants from the Institute of



*The meeting of the bookmobiles, Oct. 7.*

## November

Cinda Nofziger joined the library staff as the new Youth Services Librarian.

Local author Doug Dodd kicked off the first in-person reading of the year with his new book, *Hero Unaware*. Several other authors participated in events during November and December. The library also hosted the *Illustrating Alaska* exhibit, showing off the work of four Alaskan illustrators and describing their processes.

The Friends distributed book boxes to local schools, part of a long-standing effort to make sure even our most-distant patrons have access to reading materials.



*Illustrating Alaska displayed the works of Alaskan artists Nov. 1-Dec. 23.*

Museum and Library Services, funding upgrades to the wi-fi system, hotspots for checkout, little libraries in city parks and purchases of materials. Lunch with a Councilmember resumes.

- Dec. 16: Radio Storytime resumes.
- Dec. 20: In partnership with Community Recreation, the library begins offering sports equipment for checkout.
- Dec. 20-22: Heraldry workshop for kids.
- Dec. 21: A 5.7 quake rocks Homer. No major damage in the library.
- Dec. 23: The library holds its first in-person storytime since before the pandemic.
- Dec. 27: Maintenance staff discover leaks in the roof.
- Dec. 30: A new artist, Briana Hume, puts up work for display in the library fireplace lounge.
- Dec. 31: The unofficial balance in the Library Endowment Fund stands at \$38,708.73.



*Many wonderful patrons contributed to the Giving Tree during December.*

## December

The annual Giving Tree occupied pride of place in the library lobby throughout December. In partnership with the Homer Bookstore, the Giving Tree encourages patrons to donate specific titles to the library by choosing gift tags off the tree. Over the course of the month patrons donated 52 books and \$700 worth of gift certificates to the library collection. In partnership with Community Recreation, the library began offering sports equipment for checkout from the front desk.

City Council accepted two grants from the Institute of Museum and Library Services, totaling \$25,091. These grants will fund several improvements to library services: upgrading the wi-fi network, purchasing ten hotspots for checkout and five little libraries to be installed in City parks, and providing \$2,500 for new print materials in the library's regular collection.

On December 27, maintenance staff discovered a series of leaks in the roof over the study rooms and in the back workroom. While the collection escaped harm, the wallboard above the study rooms sustained damage.

# Thank you!

Our deepest thanks to all those who supported the library during 2021. Many members of the public contributed their time, energy and money to guarantee the success of the institution. We here recognize those who donated to the library's long-term sustainability:

## **Library Endowment Fund**

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Anonymous  
Dave Berry  
Christ David  
Brie Drummond and Jeff Williams  
Shirley Forquer  
Steve Gibson  
Marilyn Kirkham  
Janet Klein  
Ann Oberlitner  
Rosie Tupper  
Ruth Jean Woodring

## **Friends of Homer Public Library Endowment Fund**

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Connie and Kerry Ozer  
Mary Sanders  
Terri Spigelmyer

## **Friends of Homer Public Library Stewardship Fund**

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Marilyn Sigman

# 2021

... by the numbers at  
Homer Public Library



**42,525**  
Visits to the library

**550**  
New library cards issued

**1,611**  
Patrons attended programs

**1,784**  
Volunteer hours logged

**113,006**  
Items checked out

**62,026**  
Books (print)

**25,813**  
E-books

**1,451**  
Magazines (print)

**3,003**  
Audio & Music

**585**  
Games, electronics  
& equipment

**19,493**  
Video / DVDs

**635**  
E-magazines

78





RECEIVED  
JAN 18 2022



January 14, 2022

City of Homer  
Homer Foundation City Grant Program  
491 East Pioneer  
Homer, AK 99603

Dear Mayor Castner, City of Homer Council members and Homer Foundation Board of Directors,

I am writing on behalf of Kachemak Heritage Land Trust to thank you for the 2021 grant award from the City of Homer through the Homer Foundation. This grant was used as a 1:1 match for a grant from the US Fish and Wildlife Services' Coastal Program and funded staff time and materials dedicated to stewarding land under our care and to assessing the potential for new conservation efforts within City limits.

In addition, funds from this program show our other supporters and grant funders the support of our local city. Again, we appreciate the City's dedication to this program and look forward to continuing to build and maintain a strong connection to the City's goals, including work under consideration in the Beluga wetlands area and on the Poopdeck Trail.

Sincerely,

A handwritten signature in blue ink, appearing to read "Marie McCarty". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Marie McCarty  
Executive Director

**CITY OF HOMER  
HOMER, ALASKA**

Aderhold

**RESOLUTION 22-008**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
INCREASING THE MEMBERSHIP OF THE AMERICANS 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 future reviews of programs and services offered by the City of Homer.

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

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

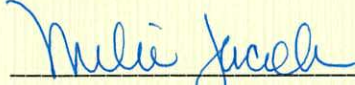
PASSED AND ADOPTED by the Homer City Council this 10th day of January, 2022.



CITY OF HOMER

KEN CASTNER, MAYOR

43 ATTEST:

44   
45 \_\_\_\_\_  
46 MELISSA JACOBSEN, MMC, CITY CLERK

47  
48 Fiscal Impact: Advertising for open seats.



## AARP COMMUNITY CHALLENGE

Grants to make communities livable for people of all ages  
[aarp.org/CommunityChallenge](http://aarp.org/CommunityChallenge)

## 2022 AARP Community Challenge

*A grant program to make communities **more livable** for people **of all ages** with **tangible improvements** that jump-start long-term change*

AARP invites you to submit applications for quick-action projects that can help your community become more livable for all (especially those age 50 and over), by improving public places; transportation; housing; civic engagement; diversity, equity, and inclusion; federal funding implementation; and more.

Applications must be submitted through [www.aarp.org/communitychallenge](http://www.aarp.org/communitychallenge) and are due by March 22, 2022, 5:00 p.m. ET. All projects must be completed by November 30, 2022.

### AARP AND LIVABLE COMMUNITIES

AARP's work on livable communities supports the efforts of neighborhoods, towns, cities and counties nationwide to become more livable for all. We believe that communities should provide safe, walkable streets; affordable and accessible housing and transportation options; access to needed services; and opportunities for residents (especially those age 50 and older) to participate in civic and community life.

AARP has offices in every state, the District of Columbia, Puerto Rico and the U.S. Virgin Islands and is working with local leaders in roughly 600 communities who are part of the AARP Network of Age-Friendly States and Communities. Our vision is for a future in which communities—urban, suburban and rural—are great for people of all ages.

### AARP COMMUNITY CHALLENGE

It takes time to build great communities, but quick actions and tangible improvements can help spark longer-term progress. To support this, in 2017 AARP launched the AARP Community Challenge to fund projects that build momentum for change.

Since then, the AARP Community Challenge has awarded over 800 grants that have demonstrated the ability to:

- Leverage **additional funds** and support from public, private and philanthropic funders;
- Advance change and **overcome policy barriers**; and
- Lead to new relationships, and greater **awareness and engagement** with the effort.

**AARP is currently soliciting applications for 2022 funding. Applications are due by March 22, 2022, 5:00 p.m. ET, and all projects must be completed by November 30, 2022.**

Applications must be submitted through [www.aarp.org/communitychallenge](http://www.aarp.org/communitychallenge). See Attachment A for the sample application.

## PROJECT TYPES

AARP will prioritize projects that support residents age 50 and over, are inclusive, address disparities, directly engage volunteers and aim to achieve one or more of the following outcome areas:

- Create vibrant **public places** that improve open spaces, parks and access to other amenities.
- Deliver a range of **transportation** and mobility options that increase connectivity, walkability, bikeability, wayfinding, access to transportation options and roadway improvements.
- Support a range of **housing** options that increases the availability of accessible and affordable choices.
- Ensure a focus on **diversity, equity and inclusion** while improving the built and social environment of a community.
- Support communities' efforts to **build engagement and leverage funding available under new federal programs** through laws like the American Rescue Plan Act, the Infrastructure Investment and Jobs Act, and more.
- Increase **civic engagement** with innovative and tangible projects that bring residents and local leaders together to address challenges and facilitate a greater sense of inclusion.
- **Other community improvements**; including health services, community development, and coronavirus pandemic recovery.

Community Challenge grants can be used to support the following types of projects:

- **Permanent physical improvements** in the community
- **Temporary demonstrations** that lead to long-term change
- **New, innovative** programming or services

**Please note:** Project types described above will be prioritized over those that support ongoing programming or events.

See **Attachment C** for specific examples from previous AARP Community Challenge funded projects.

## ELIGIBILITY

**The program is open to the following types of organizations:**

- 501(c)(3), 501(c)(4) and 501(c)(6) nonprofits
- Government entities
- Other types of organizations considered on a case-by-case basis

## GRANT AMOUNTS

Grants have ranged from *several hundred* dollars for smaller, short-term activities to *tens of thousands* of dollars for larger projects. Since 2017, our average grant amount is \$11,500 and 76% of grants have been under \$15,000. While AARP reserves the right to award compelling projects of any dollar amount, the largest grant that has been awarded under the Community Challenge is \$50,000.

## 2022 TIMELINE

| Dates                         | Key Activity                                                                        |
|-------------------------------|-------------------------------------------------------------------------------------|
| March 22, 2022 (5:00 p.m. ET) | Deadline for applications.                                                          |
| May 2022                      | Selected and non-selected applicants will be notified of their status via email.    |
| June 15, 2022                 | Deadline for MOU and vendor forms to be completed and returned by grantees to AARP. |
| June 29, 2022 (tentative)     | Announcements of selected grantees to public and projects can start.                |
| November 30, 2022             | Deadline for project completion.                                                    |
| December 14, 2022             | Deadline for After-Action Report.                                                   |

## APPLICATION REQUIREMENTS

- Applicants must meet the eligibility requirements.
- Applications must be submitted through [AARP.org/CommunityChallenge](https://AARP.org/CommunityChallenge) with all pertinent information by March 22, 2022, 5:00 p.m. ET.
- Incomplete applications will not be reviewed.

## GRANT SELECTION

Grant recipients will be selected by an AARP panel of experts on aging, community development and livable communities. Projects will be judged on the degree to which their goals make an immediate change that leads to longer-term impact in a manner that meets all other selection criteria.

The following projects are **NOT** eligible for funding:

- Partisan, political or election-related activities
- Planning activities and assessments and surveys of communities without tangible engagement
- Studies with no follow-up action
- Publication of books or reports

- Acquisition of land and/or buildings or a vehicle (such as a car or truck) purchase
- Sponsorships of other organizations' events or activities
- Research and development for a non-profit endeavor
- Research and development for a for-profit endeavor
- The promotion of a for-profit entity and/or its products and services

**Eligible projects will be assessed on:**

- **IMPACT (60 points)** – The project addresses a clear need that brings positive change and demonstrates the ability to overcome barriers and accelerate, grow and/or sustain the community's efforts to become more livable for residents (especially those age 50 and older), focuses on diversity, inclusion and addresses disparities.
- **EXECUTION (30 points)** – Applicants demonstrate capacity to deliver the AARP Community Challenge project on time and within the awarded budget, effectively engage residents and key stakeholders, and leverage volunteers (especially those age 50 and older) in the execution.
- **INNOVATION (10 points)** – The project demonstrates creativity or unique design or engagement elements which will contribute to its impact on residents (especially those age 50 and older)

In addition to the criteria provided, AARP will also evaluate each project based on its consistency with the AARP mission to serve the needs of people 50-plus.

## **ADDITIONAL OPPORTUNITIES**

### **An Opportunity for Other Possible AARP Funding:**

By submitting a proposal for the AARP Community Challenge initiative, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

### **Note Regarding Other Potential Funders:**

AARP might be contacted by other potential funders that could be interested in funding projects that were not funded through the AARP Community Challenge. The potential funders may have additional process steps and funding requirements than those of the AARP Community Challenge. If requested, AARP would like to send your contact information, organization name and a short description of the proposal, including the community where the project would take place ("Project Information"). Please note that these projects will be subject to any potential funder's own terms, conditions and review. Please indicate in your application whether or not you give permission to AARP to share your Project Information with other potential funders. We will alert you before this Project Information is given to potential funders.

## GRANT SELECTION NOTIFICATION

Grant recipients and unselected applicants will be notified by email in May 2022. Grantees must execute and email a binding Memorandum of Understanding and completed vendor forms to AARP by June 15, 2022. Noncompliance with this deadline may result in disqualification or delayed funding.

**SUBMISSION TERMS AND CONDITIONS** If you submit this application, you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with sharing the Project Information with potential funders.

By submitting an application to AARP, the applicant agrees that:

- The decisions of AARP regarding the eligibility of applicants and the validity of entries shall be final and binding.
- All submissions will be judged by AARP, whose decisions and determinations as to the administration of the award and selection of award recipients are final.
- AARP has the right, in its sole discretion, to cancel, or suspend the award.
- All projects and applications shall not violate any third-party rights.
- Except where prohibited by law, participation in the AARP Community Challenge constitutes the Applicant's consent to AARP's use of the organization's name and corporate logo, street address, city, state, zip code, county, and names, likenesses, photographs, videos, images, and statements made or provided by the Applicant's representatives regarding the award for promotional purposes in any media without further permission, consent, payment or other consideration.
- All promotional materials (such as newsletters, press releases), events and signage related to the funded project will include a statement indicating that support was received from AARP.
- The organization is required to capture photos of the project and is encouraged to capture video. As the organization captures photos and video of the project, if an identifiable individual appears in the photos and/or videos, the organization is responsible for having him/her sign the AARP General Release (this document will be provided to grantees with the MOU and other required paperwork). In addition, the organization should not include any element in photos or videos provided to AARP that may violate third party rights such as artwork and trademarks in text and logo other than those owned by the organization and AARP. The organization should be prepared to send work in progress photos to AARP upon request. Following the grant period, grantees are required to respond to periodic requests for updates from AARP.
- AARP and its affiliated organizations, subsidiaries, agents and employees are not responsible for late, lost, illegible, incomplete, stolen, misdirected, illegitimate, or impermissible submissions or any other error whether human, mechanical or electronic.



**AARP  
COMMUNITY  
CHALLENGE**

Grants to make communities livable for people of all ages  
[aarp.org/CommunityChallenge](https://aarp.org/CommunityChallenge)

## Frequently Asked Questions

### 1. WHAT TYPES OF ORGANIZATIONS ARE ELIGIBLE FOR FUNDING?

The program is open to the following types of organizations:

- 501(c)(3), 501(c)(4) and 501(c)(6) nonprofits
- Government entities
- Other types of organizations, considered on a case-by-case basis

### 2. HOW DO I APPLY?

All applications must be submitted through [aarp.org/communitychallenge](https://aarp.org/communitychallenge) by March 22, 2022 at 5:00 p.m. ET. All applications must be completed through the online portal; no emailed applications will be accepted.

### 3. WHAT IS YOUR TYPICAL GRANT SIZE?

Grants have ranged from several hundred dollars for smaller, short-term activities to tens of thousands of dollars for larger projects. Since 2017, our average grant amount is \$11,500 and 76% of grants have been under \$15,000. While AARP reserves the right to award compelling projects of any dollar amount, the largest grant that has been awarded under the Community Challenge is \$50,000.

### 4. MAY I SUBMIT MORE THAN ONE APPLICATION?

Yes, your organization can submit as many applications as you like.

### 5. HOW CAN I SAVE OR PRINT A COPY OF MY APPLICATION?

You can save a copy of your application as a PDF or print the entire application at any time. First, go to “My Account” and click on “My Applications” from the menu on the left-hand side. Then locate the application you would like to print and select “Print” on the far-right side. From there, you have a copy you can hold onto, email or print.

**6. WHEN AND HOW WILL I BE NOTIFIED IF OUR APPLICATION WAS SUCCESSFUL?**

Selected grant recipients and unselected applicants will be notified by email in May. Grantees must complete a binding Memorandum of Understanding and completed vendor forms to AARP by June 15, 2022. Noncompliance with this deadline may result in disqualification or delayed funding.

**7. I LIVE IN A SMALL COMMUNITY, IS THIS JUST A PROJECT FOR BIG CITIES?**

No. In fact, 38% of the Challenge projects AARP has funded have gone to rural communities with another 20% going to suburban communities. Communities with populations as small as several hundred residents have received grants.

**8. DOES THE PROJECT HAVE TO TAKE PLACE IN A COMMUNITY THAT BELONGS TO THE AARP NETWORK OF AGE-FRIENDLY STATES AND COMMUNITIES?**

No. Hundreds of grants have been delivered to NAFSC communities since 2017, but projects can benefit any community so long as they satisfy all other eligibility criteria.

**9. MY ORGANIZATION RECEIVED A GRANT PREVIOUSLY. ARE WE ELIGIBLE TO APPLY?**

Yes, absolutely.

**10. MY ORGANIZATION APPLIED AND DID NOT RECEIVE A GRANT RECENTLY. ARE WE ELIGIBLE TO APPLY AGAIN?**

Yes. You are eligible to apply again, and several grantees have been selected after previously applying and not receiving a grant. Please carefully review the project examples that are provided in **Attachment C** to help inform your application.

**11. WHAT TYPE OF PROJECTS WILL YOU NOT FUND?**

The following projects are **NOT** eligible for funding:

- Partisan, political or election-related activities
- Planning activities and assessments and surveys of communities without tangible engagement
- Studies with no follow-up action
- Publication of books or reports
- Acquisition of land and/or buildings
- Purchase of vehicles (such as a car or truck)
- Sponsorships of other organizations' events or activities
- Research and development for a nonprofit endeavor
- Research and development for a for-profit endeavor
- The promotion of a for-profit entity and/or its products and services

## 12. WHAT IS DIFFERENT FROM PREVIOUS YEARS?

In 2022, AARP will prioritize projects that support residents age 50 and over, are inclusive, address disparities, and directly engage volunteers. The 2022 AARP Community Challenge is very similar to previous years with some notable additions:

- **NEW CATEGORY – Engagement Under New Federal Programs:** AARP will fund projects that support communities' efforts to build engagement and leverage funding available under new federal programs through laws like the American Rescue Plan Act, the Infrastructure Investment and Jobs Act, and more.
- **COMBINED CATEGORY – Other Community improvements:** AARP has moved coronavirus recovery projects from a separate category to one combined with health services and community development.
- **DEEPER FOCUS – Older Population:** In 2022, the program will place added emphasis on projects that engage older volunteers and focus on the 50-plus population, while improving communities for all.
- **EARLIER TIMELINE:** The grant cycle is beginning earlier in the year to maximize time for grantees to complete their projects.
- **APPLICATION WEBSITE:** The Community Challenge is using a new grant management system, OpenWater, to enhance user experience and ease of use.

## 13. WHERE CAN I FIND EXAMPLES OF PREVIOUS STANDOUT PROJECTS?

Please view **Attachment C** for examples of projects that AARP has funded in the past. While these projects can help inform your thinking, we are also interested in innovative and fresh ideas!

You can see videos of previous projects, videos of each category, descriptions of previously funded projects, and more at [AARP.org/communitychallenge](https://AARP.org/communitychallenge).

## 14. IF MY APPLICATION IS NOT SELECTED, CAN I RECEIVE FEEDBACK ON WHY IT WAS NOT FUNDED?

Unfortunately, due to the high volume of applications we receive, we cannot offer feedback on individual applications.

## 15. CAN WE APPLY WITH A PARTNER?

Yes, you can. On the "Organization Name" line, you can list the main applicant name and add "in partnership with" and list the second name. From there, we only need the information for the primary point of contact.

## 16. CAN CHALLENGE GRANTS BE USED FOR ADMINISTRATIVE COSTS OR CONSULTANT FEES?

Typically, Challenge grants do not fund indirect costs such as salaries or administrative fees. The majority of Challenge funds will need to go directly to project execution or implementation – we would not pay for a significant portion of administrative overhead, staff time, ongoing program costs or the hiring of a designer or surveyor or facilitator, such as a project planner, graphic designer, landscape designer or site surveyor unless those indirect costs were a very small part (0-15%) of the overall request. If the application demonstrates that these types of activities are part of a broader project which shows a commitment to engage residents with some tangible demonstration, then a larger percentage of paying for a consultant or facilitator may be eligible and warranted.

## 17. CAN CHALLENGE FUNDS BE USED TO SUPPORT ONGOING PROGRAMS?

Challenge grants do not typically support ongoing programming; however, we would fund a tangible, short-term purchase that would benefit a current, ongoing program. For example, Challenge funds wouldn't pay for the staff, training, vehicle upkeep or gas needed to implement a current, year-round food delivery program, but funds could be used to purchase new technology or items such as a new freezer, storage pantry, reusable coolers/delivery bags, tables, benches, etc. Funds could also be used to host a temporary demonstration, civic engagement opportunity or pop-up event related to an ongoing program.

## 18. WHAT ARE YOUR REVIEW CRITERIA?

Eligible projects will be assessed on:

- **IMPACT (60 points)** – The project addresses a clear need that brings positive change and demonstrates the ability to overcome barriers and accelerate, grow and/or sustain the community's efforts to become more livable for residents (especially those age 50 and older), focuses on diversity, inclusion and addresses disparities.
- **EXECUTION (30 points)** – Applicants demonstrate capacity to deliver the AARP Community Challenge project on time and within the awarded budget, effectively engage residents and key stakeholders, and leverage volunteers (especially those age 50 and older) in the execution.
- **INNOVATION (10 points)** – The project demonstrates creativity or unique design or engagement elements which will contribute to its impact on residents (especially those age 50 and older)

In addition to the criteria provided, AARP will also evaluate each project based on its consistency with the AARP mission to serve the needs of people 50-plus.

## 19. WHAT IF I AM HAVING TECHNICAL DIFFICULTIES WITH THE LOGIN OR THE ONLINE APPLICATION?

Please look for the "REQUEST SUPPORT" link in the bottom left of the application log-in screen. From there, you can fill out a help ticket and someone from the online platform's tech support will get back

to you.

## 20. ARE THERE OTHER AARP GRANT OPPORTUNITIES AVAILABLE?

By submitting a proposal for the AARP Community Challenge initiative, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

AARP might be contacted by other potential funders that could be interested in funding projects that were not funded through the AARP Community Challenge. The potential funders may have additional process steps and funding requirements than those of the AARP Community Challenge. If requested, AARP would like to send your contact information, organization name and a short description of the proposal, including the community where the project would take place ("Project Information"). Please note that these projects will be subject to any potential funder's own terms, conditions and review. Please indicate in your application whether or not you give permission to AARP to share your contact information and a description of your proposal. If you select "yes," you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with sharing the Project Information with potential funders.

## 21. AARP BRANDING

If your application is funded, you will receive detailed guidance about branding, including a package with AARP logo files and pre-approved language. For now, we are looking for a general idea of how you will incorporate the AARP name/logo/message in your promotions. For instance, if you'll be installing a sign at the site of your project, it should include the AARP logo. If you'll be putting out press releases or social media posts, those should include verbiage about how the project was funded by AARP. If your project is ultimately funded, you will design and secure your own signage or banners, but we'll provide plenty of examples and guidance at that time. You may include funding to pay for this signage to your grant request and project budget. You will also be invited to coordinate publicity with your state office.

## 22. I DON'T KNOW MY AARP STATE OFFICE CONTACT. WHERE CAN I FIND IT?

You can go to [states.aarp.org](https://states.aarp.org) to find contact information for your AARP State Office. Click on your state and then you will find it on the next page.

## 23. I DON'T SEE THE ANSWER TO MY QUESTION HERE. WHO CAN I CONTACT?

If your question and answer are not on this page, please email us at [CommunityChallenge@AARP.org](mailto:CommunityChallenge@AARP.org).



**AARP  
COMMUNITY  
CHALLENGE**

Grants to make communities livable for people of all ages  
[aarp.org/CommunityChallenge](http://aarp.org/CommunityChallenge)

## ATTACHMENT A: SAMPLE APPLICATION

# AARP Community Challenge 2022

Grants to make communities more livable for people of all ages

All applications must be submitted through the online application portal at  
[www.aarp.org/communitychallenge](http://www.aarp.org/communitychallenge) by March 22, 2022, 5:00 p.m. ET

***NOTE:** All fields must be filled out completely in order for the application to be accepted. Please use "n/a" for "not applicable" where appropriate.*

### **BASIC INFORMATION**

1. **Name of Applicant Organization:** \_\_\_\_\_

2. **Amount of this grant request:** \_\_\_\_\_

**NOTE:** AARP reserves the right to award less funds than requested, so applicants should be prepared to discuss how they would scale down their proposals **if asked**.

3. **Organization Profile.** How has this organization been involved in work to make this community more livable, particularly for people 50-plus? Please briefly describe and include the issues on which the organization has worked.

4. **Organization Mailing Address:**

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

5. **Organization Tax Status.** Please check the one that best applies:

☐ 501(C)(3) Nonprofit

☐ 501(C)(4) Nonprofit

☐ 501(C)(6) Nonprofit

☐ a municipality

☐ another unit of government

☐ other (Please Describe) \_\_\_\_\_

**6. Organization Tax Identification Number:** \_\_\_\_\_

(if municipality, enter n/a)

**7. Organization Website:** \_\_\_\_\_

(if none, enter n/a)

**8. Organization Twitter Handle:** \_\_\_\_\_

(if none, enter n/a)

**9. Organization Facebook Name:** \_\_\_\_\_

(if none, enter n/a)

**10. Did your organization apply for an AARP Community Challenge grant in 2017, 2018, 2019, 2020, or 2021?**

- ☐ Yes – Selected more than once
- ☐ Yes – Selected once
- ☐ Yes – Not selected
- ☐ No – did not apply

**11. How did you hear about this grant opportunity?**

- ☐ The AARP State Office in my state
- ☐ The AARP Livable Communities e-newsletter
- ☐ An organizational newsletter or conference
- ☐ A local event or newsletter
- ☐ Word of mouth in the community
- ☐ Social Media
- ☐ Other: \_\_\_\_\_

## POINT OF CONTACT

**12. Organization Contact:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## COMMUNITY DETAILS

**13. Name of municipality where project will be physically located/delivered:**

\_\_\_\_\_

**14. Approximate address where this project will be delivered:**

**NOTE:** This information is for AARP's analysis purposes only and will not be used in award information, etc.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**15. Approximate population for the city/town/area where this project will be delivered:**

**NOTE:** Please only enter a numerical amount and not population ranges. We recommend a quick internet search of the municipality and population.

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**16. Would you describe this community as:**

- ☐ Rural
- ☐ Suburban
- ☐ Urban

**PROJECT DETAILS****17. Project Description.** Please provide a description of your project in 2,000 characters or less (including spaces). Please also include any benefits of your project specifically for people 50-plus.

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**NOTE: This grant may NOT be used for the following activities:**

- Partisan, political or election related activities
- Planning activities, assessments or surveys of communities without tangible engagement
- Studies with no follow-up action
- Publication of books or reports
- The acquisition of land and/or buildings or a vehicle (such as a car or truck) purchase
- Solely to sponsor other organizations' events or activities
- Research and development for a nonprofit endeavor
- Research and development for a for-profit endeavor
- The promotion of a for-profit entity and/or its products and services

- 18. Project Short Summary.** In under 250 characters (including spaces), please describe your project and the impact it will have on the community. Please include relevant references to older adults. Think of it as a one or two sentence summary you would include in a press release.

***For example:** This project will turn overgrown vacant lots into community gardens with raised flower beds and install accessible benches at a park frequented by older adults.*

- 19. Upload one attachment if needed. NOTE:** *This is not required, but you may share one document, i.e., designs, map, photo, supporting materials. Please combine multiple items into one file.*

- 20. Social Impact Goal.** Which of the following social impact goals *best* describes your project?

- ☐ increasing social connections between older adults and all residents of the community (with a focus on people age 50 and older)
- ☐ improving the health and wellness of older adults and all residents of the community (with a focus on people age 50 and older)
- ☐ Improving economic conditions for older adults and all residents (with a focus on people age 50 and older)
- ☐ increasing ways older adults and all residents (with a focus on people age 50 and older) safely move around the community
- ☐ creating a range of housing options for older adults and all residents (with a focus on people age 50 and older) to safely live
- ☐ strengthening connections between government, older adults and all residents (with a focus on people age 50 and older), leading to improved community relations
- ☐ making the community more inclusive and meeting the needs of diverse older adults and residents (with a focus on people age 50 and older)

- 21. Project Category.** Please select the category below that best describes your project, along with the primary corresponding subcategory.

**NOTE:** *We understand there is some crossover between categories and that several might apply to your project. Please select the main category that aligns most closely with your initial goal.*

- ☐ **Create vibrant public places** in the community through permanent or temporary solutions that improve open spaces, parks and access to other amenities for residents (especially those 50-plus)
  - ☐ Activities to engage residents (particularly people 50-plus) in vibrant public places (e.g., open streets events)
  - ☐ Public space activation with a focus on the needs of those 50-plus (e.g., public plaza improvements, parklets, street trees, alleyway activation, accessible seating and games in public spaces, seating along Main Street corridors, signage in neighborhoods)
  - ☐ Public art installations that make a space more inviting for multigenerational use, including to decrease 50-plus social isolation (e.g., murals and sculptures that are connected to a broader plan for multigenerational use for the public space)

- ☐ Park enhancements to serve all residents with emphasis on people 50-plus (e.g., accessible park equipment improvements, new structures, dog parks)
  - ☐ Community gardens for all residents (especially for people 50-plus) (e.g., building accessible community garden beds)
  - ☐ Accessibility of amenities (e.g., increasing accessibility features of park equipment)
  - ☐ Public safety interventions (e.g., proper lighting, landscaping, block revitalization/maintenance)
  - ☐ Other (please only select if your project does not fit into one of the above categories and please describe in detail) \_\_\_\_\_
- 

- ☐ **Deliver a range of transportation and mobility options** for residents (especially those 50-plus) through permanent or temporary solutions that increase connectivity, walkability, bikeability and access to public and private transit and safety.
    - ☐ Activities to engage people (with an emphasis on people 50-plus) in transportation options/safety (e.g., open streets events)
    - ☐ Roadway/sidewalks/crosswalk improvement and beautification (with emphasis on the safety needs of the 50-plus) (e.g., markings for crosswalks, traffic calming pop-ups at intersections)
    - ☐ Bikeability, especially for people 50-plus (e.g., bike sharing options, temporary bike lanes)
    - ☐ Public or private transit access and safety for residents (with an emphasis on people 50-plus) (e.g., transit shelters, activating and improving transit stops)
    - ☐ Micro-mobility enhancements/management for residents (with an emphasis on people 50-plus) (e.g., parking and training on scooters, e-bikes for older adults, etc.)
    - ☐ Expansion and enhancement of existing transportation options (especially for people 50-plus) (e.g., adding volunteer-led transportation programs, enhanced coordination of existing transportation resources)
    - ☐ Improved wayfinding throughout the community (e.g., signage and markings that are visible for all ages)
    - ☐ Trails (e.g., completing and connecting trails, signage, improving accessibility for all abilities and people 50-plus)
    - ☐ Accessibility of transportation amenities (e.g., increasing accessibility features of transportation options for people of all abilities, including ADA compliance, with emphasis on people 50-plus, etc.)
    - ☐ Other (please only select if your project does not fit into one of the above categories and please describe in detail) \_\_\_\_\_
- 

- ☐ **Support a range of housing options** for residents (especially people 50-plus and their families) in the community through permanent or temporary solutions that increase the availability of accessible and affordable choices.
  - ☐ Accessory dwelling units and tiny homes, particularly those with accessibility features
  - ☐ Co-housing programming and resources for older adults

- ☐ Resources about housing options and available services for residents (with emphasis on those 50-plus)
  - ☐ Innovative or new home maintenance, repair and support services to support residents' ability to live independently and age
  - ☐ Lifelong housing and accessibility for older adults
  - ☐ Other (please only select if your project does not fit into one of the above categories and please describe in detail) \_\_\_\_\_
- 

- ☐ **Increase civic engagement** with innovative and tangible projects that bring residents (especially those 50-plus) and local leaders together to address challenges and facilitate a greater sense of inclusion.
    - ☐ Developing projects based on residents' (especially people 50-plus) priorities (e.g., participatory budgeting efforts)
    - ☐ Bringing resident insight and volunteer power (especially people 50-plus) into local government (e.g., citizen academies, local volunteers supporting City Hall efforts)
    - ☐ Engaging residents alongside thought leaders in problem solving for wants and needs, especially those 50-plus (e.g., hackathons)
    - ☐ Tools and programming to capture data and feedback from residents (especially those 50-plus)
    - ☐ Activities that highlight the use of data to improve decision-making in local government, especially on behalf of older adults
    - ☐ Other ideas that improve civic engagement in the community (please only select if your project does not fit into one of the above categories and please describe in detail) \_\_\_\_\_
- 

- ☐ **Focus on diversity, equity and inclusion** while improving the built and social environment of a community for all ages (focusing on residents age 50 and over).
    - ☐ Inclusive housing solutions that address disparities, with a focus on people 50-plus and meet the needs of diverse populations
    - ☐ Inclusive transportation solutions that address disparities, with a focus on people 50-plus and meet the needs of diverse populations
    - ☐ Inclusive public space improvements that address disparities with a focus on people 50-plus and meet the needs of diverse populations
    - ☐ Inclusive civic engagement efforts that address disparities with a focus on people 50-plus and meet the needs of diverse populations
    - ☐ Inclusive efforts to help family caregivers and allow residents with a focus on people 50-plus to live independently as they age
    - ☐ Other changes to make a community more inclusive, address disparities and meet the needs of diverse populations (please only select if your project does not fit into one of the above categories and please describe in detail). \_\_\_\_\_
-

- ☐ Support communities' efforts to **build engagement and leverage funding available under new federal programs** to support residents (especially those 50-plus) through laws like the American Rescue Plan Act, the Infrastructure Investment and Jobs Act, and more.
- ☐ Activities to engage residents and build support for planned investments *or* installing temporary or permanent changes that build on changes under new federal programs that improve a community's transportation infrastructure, with a focus on people 50-plus (e.g., demonstrations of roadway, crosswalk, sidewalk improvements, improving the accessibility of public transit, etc.)
  - ☐ Activities to engage residents and build support for planned investments *or* installing temporary or permanent changes that build on changes under new federal programs that improve a community's housing options, with a focus on people 50-plus (e.g., programs and outreach to increase housing stability, demonstrations of new housing options, additional improvements to existing or planned housing, etc.)
  - ☐ Activities to engage residents and build support for planned investments *or* installing temporary or permanent changes that build on changes under new federal programs that improve a community's public spaces, with a focus on people 50-plus (e.g., demonstrations of new park accessibility and public space improvements, improving spaces that were improved leveraging federal funds, etc.)
  - ☐ Activities to engage residents and build support for planned investments *or* installing temporary or permanent changes that build on changes under new federal programs that improve a community's connectivity to broadband/high speed internet, with a focus on people 50-plus (e.g., purchasing of hotspots, expanding wireless network access at libraries, training/engaging older adults, etc.)
  - ☐ Other (please only select if your project does not fit into one of the above categories and please describe in detail) \_\_\_\_\_
- 

- ☐ **Other Community improvements;** including health services, community development, and coronavirus pandemic recovery (with a focus on the needs of people 50-plus)
- ☐ Recovery from the coronavirus pandemic with an emphasis on community development, improvements to public spaces and transportation services, with a focus on people age 50 and older
  - ☐ Connectivity improvements, including broadband access, with a focus on people age 50 and older
  - ☐ Activities that increase access to healthcare services, with a focus on people age 50 and older
  - ☐ Activities that support family caregivers, with a focus on people age 50 and older
  - ☐ Activities to support entrepreneurship to improve economic resilience for people age 50 and older.
  - ☐ Other (please only select if your project does not fit into one of the above categories and please describe in detail) \_\_\_\_\_

**22. Project Deliverables.** Please specify the individual deliverables of your project. Quantify and provide as much detail as you can about any **physical structures (such as benches, lighting, signage, etc.), events, dates, addresses, communications, people reached, volunteers involved, etc.** within 300 characters (including spaces) for each deliverable.

**Before you enter your answers, PLEASE READ the examples below and review Attachment D.**

*For example:*

- I. The Organization will purchase and install structures with LED lighting with custom side panels at (ADDRESS)  
a. Quantity: 3*
- II. The Organization will purchase and install ADA compliant benches at (ADDRESS)  
a. Quantity: 7*
- III. The Organization will purchase and install AARP branded signage at (ADDRESS)  
a. Quantity: 15*
- IV. The Organization will purchase and install accessible raised garden beds  
a. Quantity: 10*
- V. The Organization will hold event on (DATE) (event examples: workshops, hackathon, trainings)  
a. Quantity: 1*
- VI. The Organization's goal is to have community members to be trained at workshops on 50+ issues  
a. Quantity: 250, including at least 125 people age 50 and older*
- VII. The Organization will hold a (kick-off, ribbon cutting, etc.) event on November 1, 2022.  
a. Quantity: 1*
- VIII. The Organization has a goal of attendees at event  
a. Quantity: 400, including at least 200 people age 50 and older*
- IX. The Organization will engage volunteers over the course of the project – including painting accessible benches made of outdoor materials, installation, and the kick-off event  
a. Quantity: goal of 70, including at least 35 people age 50 and older*

**Deliverable 1:** \_\_\_\_\_

**Quantity:** \_\_\_\_\_

**Deliverable 2:** \_\_\_\_\_

**Quantity:** \_\_\_\_\_

**Deliverable 3:** \_\_\_\_\_

**Quantity:** \_\_\_\_\_

**Deliverable 4:** \_\_\_\_\_

**Quantity:** \_\_\_\_\_

**Deliverable 5:** \_\_\_\_\_

**Quantity:** \_\_\_\_\_

**Add more deliverables as necessary**

**23. Project Type:**

**NOTE:** Proposals for the project types described below will be prioritized over those that support ongoing programming or events.

- ☐ **Permanent physical** improvements in the community
- ☐ **Temporary demonstrations** that lead to long-term change
- ☐ **New, innovative programming** or services

**PROJECT NARRATIVE AND BUDGET**

Please complete each section with 2,000 characters or fewer (including spaces).

- 24. Livable Communities Activities.** Please describe how the Community Challenge project will be integrated with ongoing efforts to make this community more livable for all (with a focus on people 50-plus) and have a lasting impact.

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- 25. Community engagement.** Please describe how residents and local organizations have been engaged in the area's livable communities' activities (with a focus on people 50-plus) to date. How will you engage the community and involve older residents as you execute this grant?

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- 26. Role of volunteers.** Will volunteers age 50 and older play a role in the implementation of the Community Challenge project?

- ☐ Yes
- ☐ No

- a. **Please describe.** NOTE: Even if you answered "No" above, if volunteers of any age will play a role in implementing the Community Challenge project, please explain.

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**27. Older Adults.** How will your project benefit residents age 50 and over?

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**28. Diversity and Inclusion.** Regardless of your project category, will your project focus on, impact or benefit a specific multicultural population of older adults and their families in the community?

☐ Yes

☐ No

a. If so, please select the one or two who will be primarily impacted below.

- ☐ African American/Black
- ☐ Hispanic/Latino
- ☐ Asian American Pacific Islander
- ☐ Native American
- ☐ LGBTQ+
- ☐ Other: \_\_\_\_\_

b. Please describe how the effort focuses on or impacts this population (including any emphasis on people 50-plus and their families).

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**29. Disparities.** Will your project improve or address existing disparities (including racial or economic) experienced in the community (especially for people age 50 and older)?

☐ Yes

☐ No

Please describe: \_\_\_\_\_

**30. Veterans and Military Families.** Will your project have an emphasis on veterans and their families of all ages (including those age 50 and older)?

☐ Yes

☐ No

Please describe: \_\_\_\_\_

- 31. Federal Investments.** Regardless of your project category, is your project connected to any efforts that were supported or are planning to build engagement, under recent federal legislation that supports communities (including the American Rescue Plan Act, the Infrastructure Investment and Jobs Act or others) to benefit residents (with a focus on people 50-plus)?

☐ Yes

☐ No

Please describe: \_\_\_\_\_

- 32. Grant Budget.** Please specify all expenses that will be covered by this grant. Itemize anticipated expenses and income (if any) for this proposal. Please ensure that the Total Grant Amount Requested below matches the amount you entered in Question #2 at the beginning of this application.

|                                                                                                                                                                                                       | Expense | Additional information |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------------------------|
| <b>Contracted services costs</b>                                                                                                                                                                      |         |                        |
| <b>Staff costs, if any</b><br>(NOTE: AARP will typically only award grants that spend 0-15% on staff costs. However, AARP reserves the right to award compelling projects that go beyond this range.) |         |                        |
| <b>Materials &amp; supplies, if any</b>                                                                                                                                                               |         |                        |
| <b>Travel expenses, if any</b>                                                                                                                                                                        |         |                        |
| <b>TOTAL GRANT AMOUNT REQUESTED</b>                                                                                                                                                                   |         |                        |

- 33. Matching/Supporting Funds and In-Kind Support.** Matching funds are NOT required. Please detail any matching/supporting funds or in-kind support the organization will receive to contribute toward this project. Include volunteer/donated work as in-kind support.

|                  | Matching Funds/Supporting Funds | In-Kind Support |
|------------------|---------------------------------|-----------------|
| <b>Nonprofit</b> |                                 |                 |
| <b>Private</b>   |                                 |                 |
| <b>Public</b>    |                                 |                 |

### 34. How will you use AARP branding?

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- 35. Other Funding.** AARP might be contacted by other potential funders that could be interested in funding projects that were not funded through the AARP Community Challenge. The potential funders may have additional process steps and funding requirements than those of the AARP Community Challenge. If requested, AARP would like to send your contact information, organization name and a short description of your proposal, including the community where the project would take place ("Project Information"). Please note that these projects will be subject to any potential funder's own terms, conditions and review. Please indicate in your application whether or not you give permission to AARP to share your Project Information with other potential funders. If you select "yes," you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with sharing the Project Information with potential funders. We will alert you before this Project Information is given to potential funders. **Do you give AARP permission to share this Project Information with other organizations that might be interested in funding your project?**

☐ YES

☐ NO

**An opportunity for other possible AARP funding.** Please note that by submitting a proposal for the AARP Community Challenge initiative, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

## NOTIFICATION

**When you SUBMIT this application, you will receive a confirmation email within the hour. Please make sure to check your spam folder if you do not see it. If you do NOT receive a submission confirmation, you have NOT submitted successfully. Please go back and make sure you completed ALL required questions and did not go over the text box character limits.**

All applicants will be notified of their funding status by email in May. To receive funding, selected applicants must execute and return a binding Memorandum of Understanding and completed financial forms to the AARP National office in a timely manner.



## AARP COMMUNITY CHALLENGE

Grants to make communities livable for people of all ages  
[aarp.org/CommunityChallenge](http://aarp.org/CommunityChallenge)

### ATTACHMENT B: AFTER-ACTION REPORT SAMPLE

## AARP Community Challenge 2022

Grants to make communities more livable for people of all ages

Please submit your After-Action Report with visuals (photos and/or video) by 5:00 p.m. ET, December 14, 2022 online through the OpenWater web site. Do not turn this in to your State Office.

**Please complete each section with 3,000 characters or fewer.**

1. **What were the major accomplishments that the grant achieved, including any outcomes for those age 50 and over?**

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2. **Project Deliverables.** Please specify the individual deliverables you completed. Provide as much detail as possible about any physical structures you installed (such as benches, lighting, signage, etc.), quantity of items installed, events, dates, addresses, volunteers engaged in project and communications within 300 characters for each deliverable.

**Deliverable 1** \_\_\_\_\_

**Quantity** \_\_\_\_\_

**Deliverable 2** \_\_\_\_\_

**Quantity** \_\_\_\_\_

**Deliverable 3** \_\_\_\_\_

**Quantity** \_\_\_\_\_

**Deliverable 4** \_\_\_\_\_

**Quantity** \_\_\_\_\_

**Deliverable 5** \_\_\_\_\_

**Quantity** \_\_\_\_\_

## Add more deliverables as necessary

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### **Deliverable examples:**

- I. The Organization will purchase and install structures with LED lighting with custom side panels at (ADDRESS)
    - a. Quantity: 3
  - II. The Organization will purchase and install ADA compliant benches at (ADDRESS)
    - a. Quantity: 7
  - III. The Organization will purchase and install AARP branded signage at (ADDRESS)
    - a. Quantity: 15
  - IV. The Organization will purchase and install accessible raised garden beds
    - a. Quantity: 10
  - V. The Organization will hold event on (DATE) (event examples: workshops, hackathon, trainings)
    - a. Quantity: 1
  - VI. The Organization's goal is to have community members to be trained at workshops on 50+ issues
    - a. Quantity: 250, including at least 125 people age 50 and older
  - VII. The Organization will hold a (kick-off, ribbon cutting, etc.) event on November 1, 2022.
    - a. Quantity: 1
  - VIII. The Organization has a goal of attendees at event
    - a. Quantity: 400, including at least 200 people age 50 and older
  - IX. The Organization will engage volunteers over the course of the project – including painting accessible benches made of outdoor materials, installation, and the kick-off event
    - a. Quantity: goal of 70, including at least 35 people age 50 and older
3. Did the Community Challenge project lead to additional funds being committed to the effort? If so, please detail the amount. Please select all that apply.

- ☐ Project led to commitment of additional funds by **private** sector (including nonprofit)

Amount of Private funding committed or secured: \_\_\_\_\_

Notes:

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- ☐ Project led to commitment of additional funds by **public** sector

Amount of Public funding committed or secured: \_\_\_\_\_

Notes:

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- ☐ None

4. Did the Community Challenge project contribute to overcoming barriers and/or contribute to permanent/long term improvements? *Please select all that apply.*

- ☐ Temporary installation led to permanent installation (program, project, partnership)
- ☐ Project helped overcome policy barriers in implementing larger effort
- ☐ Project helped overcome funding barriers in implementing larger effort
- ☐ Project helped demonstrate key concepts to build support for larger effort (e.g., plan, program, series of projects/investments)
- ☐ Project spurred replication in other parts of the community or state.
- ☐ None

Please explain:

---

5. Which of the following engagement outcomes has the Community Challenge project delivered? *Please select all that apply.*

- ☐ Project brought new partners to effort
- ☐ Project led to increased awareness of effort within community
- ☐ Project led to increased engagement with program by community members (volunteers, visitors, etc.)
- ☐ None

Please explain:

---

6. Please describe what benefits your project provided to residents age 50 and over?

---

7. Were volunteers age 50 and older engaged to work on your Community Challenge Project?

- ☐ Yes
- ☐ No

If yes, how many? How they were engaged?

---

8. Did your project improve or address existing disparities (including racial or economic) in the community (including any emphasis on people 50-plus and their families)?

- ☐ Yes
- ☐ No

Please explain:

---

9. Did your project support community efforts to build engagement and leverage funding available under new federal programs through laws like the American Rescue Plan Act, the Infrastructure Investment and Jobs Act, or others to benefit residents (including those age 50 and over)?

☐ Yes

☐ No

Please explain:

---

10. How did the COVID-19 pandemic impact your project?

---

11. What medium- to long-term impact do you expect?

---

12. What are your next steps?

---

### 13. Add Attachments

Please share any **visual documentation (photos, fliers, manuals, etc.)** of your project to help us showcase your good work!

#### **Photo tips:**

- *If your project included any AARP branding, please be sure to capture that in your photos!*
- *Don't forget to include people in some of your shots. We love seeing your projects in action! (just don't forget to have them sign the AARP General Release)*

The organization is required to capture photos of the project. As the organization captures photos and video of the project, if an identifiable individual appears in the photos and/or videos, the organization is responsible for having him/her sign the AARP General Release (this document is provided to grantees with the MOU). In addition, the organization should not include any element in photos or videos provided to AARP that may violate third party rights, such as artwork and trademarks in text and logo other than those owned by the organization and AARP. The organization may be asked to send work-in-progress photos to AARP upon request. Following the grant period, grantees are required to respond to periodic requests for updates from AARP.

This report (with photos and/or video) must be delivered to AARP by 5:00 p.m. ET, December 14, 2022. Information on submitting the report to AARP will be shared with grantees once they are selected.

By sending AARP photos, videos, and/or any other types of recordings of your project ("Project Recording"), you grant AARP a license to use your Project Recording in perpetuity in its materials in whole or in part in all platforms and mediums and to make all necessary edits to use the Project Recording at AARP's sole discretion and you warrant and represent that use of your Project Recording by AARP or its affiliates or licensees shall not violate any third-party rights.



## AARP COMMUNITY CHALLENGE

Grants to make communities livable for people of all ages  
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### ATTACHMENT C: EXAMPLES OF PREVIOUSLY FUNDED COMMUNITY CHALLENGE PROJECTS BY CATEGORY

**CREATE VIBRANT PUBLIC PLACES** that improve open spaces, parks and access to other amenities for residents (especially those 50-plus).

|               |                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Public Places | <b>Metuchen, NJ (2020)</b><br><b>Metuchen Downtown Alliance</b> | To help support the COVID-19 recovery of downtown, project funding was used to install parklets and other interventions that repurposed sidewalks, streets, parking lots and alleys so residents could engage in public activities at safe social distances.                                                                                                                                                                                   |
| Public Places | <b>Avoca, IA (2018)</b><br><b>Avoca Public Library</b>          | The AARP Community Challenge grant funded the city's new "music park" outside of the public library. The location's oversized, weather-proof instruments require neither training nor talent to play. During the summer, Avoca closes its main street for a weekly farmer's market. The instruments provide a stay and play area that encourages people to spend time outdoors and enjoy the downtown. <i>Watch the <a href="#">video</a>.</i> |
| Public Places | <b>Boston, MA (2019)</b><br><b>City of Boston</b>               | Age-friendly benches were installed in each of the main street districts to help engage older residents and enhance local community activity. This project helped build a framework for a sustainable city-wide bench program that addresses longer-term issues of installation and maintenance. <i>Watch the <a href="#">video</a>.</i>                                                                                                       |
| Public Places | <b>Camden, SC (2017)</b><br><b>City of Camden</b>               | Bereft of any welcoming amenities, a 120-foot-long alleyway in downtown Camden received a major face-lift. Passersby were encouraged to pop in during the "alley activation project" and make a stained-glass globe that hangs alongside new shade canopies and LED string lights to help increase social interaction in a previously unused area. <i>Watch the <a href="#">video</a>.</i>                                                     |
| Public Places | <b>Jackson, MS (2019)</b><br><b>City of Jackson</b>             | The City of Jackson used Open Streets design practices to engage residents of the downtown community by activating new public spaces for people of all ages to interact with each other. Designing a parklet with a large mural backdrop and ground mural for safe crossing enhanced public safety by improving pedestrian accessibility. <i>Watch the <a href="#">video</a>.</i>                                                              |

|               |                                                                                        |                                                                                                                                                                                                                                |
|---------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Public Places | <b>Los Angeles, CA (2020)</b><br><a href="#">Los Angeles River State Park Partners</a> | As part of a new Chinatown Health Initiative, the grant created a culturally responsive and inclusive green space to help bridge the gap between the services, programs and park accommodations needed by older adults.        |
| Public Places | <b>Bridgeport, CT (2021)</b><br><a href="#">Groundwork Bridgeport</a>                  | A series of intergenerational walks paired older adults with local youth. Older residents were able to socialize and get active while teaching younger residents about their experiences in Bridgeport and the city's history. |

### More public places projects

|                                                                    |                                                                                                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Boise, ID (2017)</b><br><a href="#">Idaho Smart Growth</a>      | The grantee organization constructed a pop-up plaza to demonstrate the benefits of public gathering places. <i>Watch the <a href="#">video</a>.</i>                                                                                                                                                                                      |
| <b>Charlotte, NC (2018)</b><br><a href="#">City of Charlotte</a>   | The grant funded two porch swings at bus stops along Belmont Avenue, the community's primary bus route, where many older adults rely heavily on public transit and need comfortable place seating. <i>Watch the <a href="#">video</a>.</i>                                                                                               |
| <b>Greenfield, MA (2020)</b><br><a href="#">City of Greenfield</a> | A parking lot was transformed into a vibrant pocket park and community gathering spot in the center of the downtown area. The park includes the creation of a pollinator/rain garden, a new bench at an existing bus stop, a chess table with chairs and a bike pump/repair station. <i>Watch the local news <a href="#">report</a>.</i> |

**DELIVER A RANGE OF TRANSPORTATION AND MOBILITY OPTIONS** for residents (especially those 50-plus) that increase connectivity, walkability, bikeability, and access to public and private transit.

|                |                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------------|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Transportation | <b>Charleston, SC (2018)</b><br><a href="#">Charleston Moves</a>     | The West Ashley Greenway is a former rail line that has been converted into a bicycle and pedestrian trail that connects businesses, parks, schools, municipal facilities and neighborhoods. AARP provided funds for upgrading select intersections with artistic crosswalks. The goals were to slow down automotive traffic and draw attention to the safety needs of pedestrians and cyclists. With the increasing numbers of retirees and families in the neighborhood interested in nonmotorized transportation, improving the greenway has become a vital need. <i>Watch the <a href="#">video</a>.</i> |
| Transportation | <b>Fort Defiance, AZ (2021)</b><br><a href="#">Navajo United Way</a> | This project supported the installation of bus shelters throughout the Navajo Nation to accommodate people traveling through the vast Navajo reservation and help them get to work and school, or to attend medical appointments, shop and tend to other business.                                                                                                                                                                                                                                                                                                                                           |

|                |                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Transportation | <b>Christiansted, VI (2019)</b><br><b>Virgin Islands Trail Alliance and Partners &amp; St. Croix Foundation for Community Development</b> | To enhance physical activity and social engagement, VI Trail Alliance and Partners and the St. Croix Foundation for Community Development used this grant to install a permanent bike lane, with benches and bike racks, that extends around Historical Christiansted Town. <i>Watch the <a href="#">video</a>.</i>                                                                                                                                                                                                                                                                                                       |
| Transportation | <b>Statewide, MI (2021)</b><br><b>League of Michigan Bicyclists</b>                                                                       | Communities across the state will have access to a bike safety lending library offering separators for protected bike lanes, bike counters, and curb extenders so they can pilot and test improvements in their local transportation infrastructure.                                                                                                                                                                                                                                                                                                                                                                      |
| Transportation | <b>Miami, FL (2018)</b><br><b>Urban Health Partnerships &amp; the Miami-Dade Age-Friendly Initiative</b>                                  | Residents of Miami's Little Havana neighborhood use public transit three times more often than the general population in Miami-Dade County. Multiple bus routes and two free trolley routes serve the area. However, because of constraints in the right-of-way, there are few benches where riders, particularly older adults, can sit while waiting. AARP funded the purchase of 12 benches, which were installed through a pilot project with the City of Miami. <i>Watch the <a href="#">video</a>.</i>                                                                                                               |
| Transportation | <b>Whitesburg, KY (2021)</b><br><b>Appalshop, Inc</b>                                                                                     | A popular trail that serves as transportation and exercise for a rural town was updated with resurfacing, a large crosswalk, signage, stencil art and benches.                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Transportation | <b>West Sacramento, CA (2018)</b><br><b>City of West Sacramento</b>                                                                       | Feedback from older residents in West Sacramento has targeted transportation as a key concern. However, it can be a challenge for city buses to meet all of the community's needs. Although ride-sharing apps are becoming more available, some older people aren't comfortable using the technology. AARP funding enabled older residents to receive training and a free trial use of two transit programs: an on-demand, ride-sharing car service, with a wheelchair-accessible van available, and the bikes rental program, which provides dockless, electric-assist bicycles. <i>Watch the <a href="#">video</a>.</i> |

## More transportation projects

|                                                                                                   |                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Chino Valley, AZ (2017)</b><br><b>Yavapai Regional Transit Inc.</b>                            | The grant was used to install a much-needed ADA-compliant pad and walkway at a transit station.                                                                                                                                     |
| <b>Henderson, NC (2021)</b><br><b>Flint Hill Kittrell Vance Community Development Corporation</b> | The grant helped improve transportation mobility by funding the creation of artistic crosswalks that pay homage to the history of Henderson, NC, including a famous hometown musician, state symbols and the community's diversity. |
| <b>Honolulu, HI (2018)</b><br><b>Bikeshare Hawaii</b>                                             | The grant funded a workshop, social rides and free bikeshare access in order to build confidence and familiarity among older adults with a mobility option that promotes healthy lifestyles.                                        |

|                                                       |                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Kansas City, MO (2018)</b><br><b>BetterBlockKC</b> | As part of the city's broader Complete Streets efforts, this grant funded the installation of an enhanced crosswalk, parking, protected bike lanes and floating bus stops to promote safety and increase pedestrian activity along Oak Street. <a href="#">Read more.</a> |
|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**SUPPORT A RANGE OF HOUSING OPTIONS** for residents (especially people 50-plus and their families) that increase the availability of accessible and affordable choices.

|         |                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------|------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Housing | <b>Lexington, KY (2018)</b><br><b>City of Lexington Aging and Disability Services</b>                            | Funds helped create a manual for homeowners and builders about planning for and constructing accessory dwelling units, which can be an affordable option to help people remain in their home and live independently in their community. <a href="#">Read more.</a>                                                                                                                                                                             |
| Housing | <b>Medford, OR (2021)</b><br><b>Rogue Retreat</b>                                                                | "Project Turnkey" provided unhoused residents of Jackson County with non-congregate emergency shelter and transitional housing through acquisition and conversion of the existing Redwood Inn. Challenge funds helped to acquire and install furnishings and accessibility ramps at the former motel.                                                                                                                                          |
| Housing | <b>Louisville, KY (2021)</b><br><b>Louisville Metro Planning and Design Services</b>                             | This project helped raise awareness of Louisville's work to increase the availability of Accessory Dwelling Units for older adults and all residents.                                                                                                                                                                                                                                                                                          |
| Housing | <b>Atlanta, GA (2018)</b><br><b>MicroLife Institute</b>                                                          | The AARP grant was used to create a documentary and lecture series about accessory dwelling units (ADUs) and the obstacles communities and homeowners face in creating these secondary housing units. ADUs are one way of increasing the amount of affordable housing in a community. <i>Watch the <a href="#">video</a>.</i>                                                                                                                  |
| Housing | <b>Philadelphia, PA (2019)</b><br><b>City of Philadelphia, Office of Community Empowerment &amp; Opportunity</b> | The AARP grant helped support the eviction prevention landlord-tenant mediation program that utilizes mediation, financial assistance, information and referrals to reach mutually agreeable solutions in landlord-tenant disputes, reduce eviction and displacement, and foster vibrant, inclusive communities for residents of all income levels. <i>Watch the <a href="#">video</a>.</i>                                                    |
| Housing | <b>Santa Cruz, CA (2017)</b><br><b>Habitat for Humanity Monterey Bay</b>                                         | AARP Community Challenge grant funds supported the Habitat for Humanity "My House My Home" program that helps build aging-friendly accessory dwelling units, typically as an attachment to existing houses. Older homeowners can reside in an accessible home on their own property and earn rental income from either the new unit or the original house, contributing to their financial resilience. <i>Watch the <a href="#">video</a>.</i> |
| Housing | <b>Des Moines, IA (2020)</b><br><b>Home Opportunities Made Easy</b>                                              | Funding was put toward the construction of accessory dwelling unit demonstrations in order to introduce ADUs as a housing alternative for the area and way to increase housing options.                                                                                                                                                                                                                                                        |

## More housing projects

|                                                                                         |                                                                                                                                                                            |
|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Eugene, OR (2017)</b><br><a href="#">SquareOne Villages</a>                          | <p>The funds were used for construction materials to complete an ADA-compliant tiny home in Emerald Village Eugene, an affordable housing community of 22 tiny houses.</p> |
| <b>Bethel, ME (2017)</b><br><a href="#">Bethel Area</a><br><a href="#">Age-Friendly</a> | <p>The grant was used to construct a display and tool kit featuring accessories that make homes safer and help prevent falls.</p>                                          |

**INCREASE CIVIC ENGAGEMENT** with innovative and tangible projects that bring residents (especially those 50-plus) and local leaders together to address challenges and facilitate a greater sense of inclusion.

|                  |                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Civic Engagement | <b>Seattle, WA (2017)</b><br><a href="#">City of Seattle</a>                                                                                                                                                                                                                             | <p>The city used the grant to help host a hackathon called “A City for All” to coincide with the National Day for Civic Hacking. Participants broke into teams to develop ideas for using data to improve Seattle’s outdoor spaces, address the social isolation that can come with age and increase transportation accessibility. One prize winner focused on improving the pedestrian experience by creating an app that maps the city’s sounds, smells, tree canopy, points of interest and other street-level information. With the hackathon, the city was able to promote both intergenerational and interdepartmental engagement. <i>Watch the <a href="#">video</a>.</i></p> |
| Civic Engagement | <b>Gainesville, FL (2020)</b><br><a href="#">City of Gainesville</a>                                                                                                                                                                                                                     | <p>The city’s Online Civic Hackathon brought together people of all ages and backgrounds to codesign a more livable city using human-centered design ideation strategies, new technologies and Gainesville’s open data portal.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Civic Engagement | <b>Washington, D.C. (2021)</b><br><a href="#">The George Washington University Center for Aging, Health and Humanities in partnership with the GW Nashman Center for Civic Engagement and Public Service; Age-Friendly DC, Arlington, Alexandria, Hyattsville, and Montgomery County</a> | <p>The Age-Friendly Social Innovation Challenge brought a diverse, intergenerational group together for one day to co-design actionable strategies for building age-friendly infrastructures and to establish an age-friendly ecosystem network of multisector partners.</p>                                                                                                                                                                                                                                                                                                                                                                                                         |
| Civic Engagement | <b>West Sacramento, CA (2019)</b><br><a href="#">City of West Sacramento</a>                                                                                                                                                                                                             | <p>The city provided targeted fire safety education to a group of older adult households that are at heightened risk and offered an in-home consultation and free smoke alarms and installation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

|                  |                                                                                                                                                 |                                                                                                                                                                                                                              |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Civic Engagement | Hyattsville, MD (2020)<br>University of Maryland<br>School of Public Health<br>Community Engagement,<br>Environmental Justice<br>and Health Lab | The project increased digital literacy, knowledge of and access to local services by creating a smartphone app and teaching residents to use it for reporting community resource gaps to local policymakers.                 |
| Civic Engagement | Orlando, FL (2021)<br>City of Orlando                                                                                                           | To bring internet access and social connection to underserved neighborhoods with limited internet access, this project installed solar charging tables and shade structures with wireless hotspots painted by local artists. |

**ENSURE A FOCUS ON DIVERSITY, EQUITY AND INCLUSION** while improving the built and social environment of a community for all ages (focusing on residents age 50 and over).

|                       |                                                                      |                                                                                                                                                                                                                                                                                                  |
|-----------------------|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Diversity & Inclusion | Athens, GA (2021)<br>Athens Downtown Development Authority           | A newly established interpretive exhibit, an African American culture and heritage library, and a walking tour map help generate conversation in the community and forge a connection between two historically significant buildings.                                                            |
| Diversity & Inclusion | Falcon Heights, MN (2020)<br>Philando Castile Peace Garden Committee | The project provided for the groundbreaking, soil testing and a foundational level of plantings and pathway for a new public space and peace garden that is being created in memory of area resident Philando Castile. The goal is to beautify the park and help enhance social engagement.      |
| Diversity & Inclusion | Buffalo, NY (2020)<br>LISC Western New York                          | The "Discover Your Neighborhood" project created a map of cultural landmarks, natural areas, parks, transportation hubs, public art and other essential neighborhood anchors in three historically African American neighborhoods to enhance social engagement. <a href="#">Watch the video.</a> |
| Diversity & Inclusion | El Cajon, CA (2020)<br>Circulate San Diego                           | The grant created educational resources for older adults, particularly the community's large Iraqi refugee population, to help them become more comfortable using public transit and lay the foundation for future transit use.                                                                  |

|                       |                                                                                 |                                                                                                                                                                                                                                                        |
|-----------------------|---------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Diversity & Inclusion | Englewood, NJ (2021)<br>Northern New Jersey Community Foundation                | To build inclusion and beautify a neighborhood, this project celebrated the achievements of Black women through an artistic mural designed by Black female community members.                                                                          |
| Diversity & Inclusion | Southport, NC (2021)<br>John N Smith Cemetery Restoration and Preservation, Inc | An "outdoor museum" within a historic African American cemetery provides visitors and residents a way to appreciate the contributions made by Black residents.                                                                                         |
| Diversity & Inclusion | Charlotte, NC (2020)<br>North End Community Coalition                           | To help bridge the digital divide and fight social isolation during the COVID-19 crisis in this largely African American community, a Wi-Fi hotspot lending program was created allowing residents to borrow a device for up to three weeks at a time. |

**SUPPORT COMMUNITIES' EFFORTS TO BUILD ENGAGEMENT AND LEVERAGE FUNDING** available under new federal programs to support residents (especially those 50-plus) through laws like the American Rescue Plan Act, the Infrastructure Investment and Jobs Act, and more.

Through this new category, AARP is hoping to support projects that will achieve one or both of the following objectives:

- **Engage residents in decision-making** around future investments in the community that are being planned using funding under federal programs through the American Rescue Plan Act and the Infrastructure Investment and Jobs Act.
- **Make additional, tangible improvements** to projects already underway with funding through the American Rescue Plan Act or the Infrastructure Investment and Jobs Act.

Examples can include:

- Hosting temporary demonstrations of roadway or crosswalk improvements (bike lanes, street trees, etc.) that can help gain input for planned permanent changes.
- Making temporary or permanent improvements to transit stations that improve accessibility to gain public input or test concepts for future installations leveraging federal funding.
- Holding charettes to gain public input and feedback on potential investments/improvements planned using funding from these new federal programs.
- Testing and building onto programs under the American Rescue Plan Act that help prevent evictions and foreclosures.

- Adding additional seating, lighting or amenities to public spaces that are being improved using funding under new federal programs.
- Expanding public access to high-speed internet with hot spot programs and more, building on programs authorized under federal programs.

Below are examples of previously funded Community Challenge projects that are not directly tied to the American Rescue Plan Act or the Infrastructure Investment and Jobs act, but serve as examples of grantees testing concepts or building onto major improvements under federal funding.

|                 |                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Federal Funding | <b>Gulfport, MS (2017)</b><br><a href="#">City of Gulfport</a>            | <p>After Hurricane Katrina nearly leveled the Bayou View West neighborhood in Gulfport, Mississippi, in 2005, the Federal Emergency Management Agency bought out the remaining residents and handed the property over to the city.</p> <p>Funded by an AARP Community Challenge grant, the city's first dog park was created in the FEMA purchased land. If the area floods again, homes won't be at risk. And once the park dries out, people and pups can return. <i>Watch the <a href="#">video</a>.</i></p>                                                                                                                                                                                                                                                                                                                                                                |
| Federal Funding | <b>Fort Wayne, IN (2017)</b><br><a href="#">City of Fort Wayne</a>        | <p>If the community and local government were interested in making long-term changes to traffic management and improve pedestrian safety using federal funding, the Challenge Grant could fund "pop-up" or temporary traffic patterns to build community support for larger pedestrian-friendly traffic infrastructure projects.</p> <p>In Fort Wayne, there was a mismatch of hard-to-cross, fast-moving one- and two-way streets. After a pop-up demonstration makeover from the urban planners of Team Better Block, the chaotic corner became a "Complete Street," one that could be safely used by drivers, pedestrians and cyclists. <i>Watch the <a href="#">video</a>.</i></p>                                                                                                                                                                                         |
| Federal Funding | <b>St Louis, MO (2017)</b><br><a href="#">Citizens for Modern Transit</a> | <p>If the community and local government were interested in expanding public transportation opportunities or making existing public transportation hubs for other community activities (shopping, housing, entertainment, etc.), the Challenge Grant could be used for small demonstration projects that engage with the community.</p> <p>St. Louis' transit system covers 46 miles and hosts 37 stations of light-rail and interconnected bus systems. A one-day pop-up market in the North Hanley Station's massive, underused parking helped the community see how the space could be better used. The event featured dining and retail options, Tai Chi sessions and entertainment. Attendees were asked to share their ideas for the space and, if they chose, use LEGO blocks to create a model of the lot's possibilities. <i>Watch the <a href="#">video</a>.</i></p> |

|                 |                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Federal Funding | <b>Wilmington, DE (2019)</b><br><a href="#">Wilmington Alliance</a> | <p>If the community and local government were interested in redeveloping vacant lots and/or brownfields, the Challenge Grant could be used for small projects that support larger initiatives/other funding sources.</p> <p>In 2015, the Wilmington Alliance received a National Endowment for the Arts grant to plan four public spaces and host community engagement sessions about how to replace vacant lots with something better. The community adjacent to one lot requested a community vegetable garden and well-lit gathering space. The Wilmington Alliance worked closely with neighborhood organizations, including churches. Partnerships with the local and state government also helped make the park possible, because some sites were brownfields. Additional grants were necessary to complete the entire \$1.3 million project.</p> <p>The 2019 AARP Community Challenge Grant funds financed 11 raised garden beds, two large beds for blueberry and raspberry bushes, and a shed for storing garden equipment. The shed has lighting and hosts a community bulletin board and an outdoor countertop workspace for gardeners. <a href="#">Read more.</a></p> |
|-----------------|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**OTHER INNOVATIVE COMMUNITY IMPROVEMENT PROJECTS** including health services, community development, and coronavirus pandemic recovery (with a focus on the needs of people 50-plus).

|       |                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------|------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Other | <b>Philadelphia, PA (2018)</b><br><a href="#">Southeast Asian Mutual Assistance Associations Coalition</a> | <p>A community-based elders program serves Asian emigrants and refugees age 60 or older. Nearly all are low-income and not fluent in English. AARP funds helped furnish and enhance the Elders Story Cafe, a weekly intergenerational gathering in Mifflin Square Park, the neighborhood's green space. The project helps keep residents' personal stories and histories alive, involves them in outdoor activities, and increases intergenerational use of the park. Watch the <a href="#">video</a>.</p> |
| Other | <b>New Castle County, DE (2020)</b><br><a href="#">Latin American Community Center</a>                     | <p>The grant developed and implemented virtual outreach efforts to the Latino community and included "Know Your Rights" sessions to help ensure that Delaware's Latino community is receiving essential information throughout the coronavirus pandemic. Watch the <a href="#">video</a>.</p>                                                                                                                                                                                                              |
| Other | <b>Wichita, KS (2019)</b><br><a href="#">City of Wichita</a>                                               | <p>To combat the "digital divide" and social isolation, the city developed a hotspot lending program using 60 hotspot devices that allow individuals to connect wirelessly to the Internet. Residents can check out a device at their Neighborhood Resource Center and use it at home for a certain number of days. Watch the <a href="#">video</a>.</p>                                                                                                                                                   |



Grants to make communities livable for people of all ages  
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## ATTACHMENT D: EXAMPLES OF PROJECT SHORT SUMMARIES AND DELIVERABLES

### SAMPLE A

#### PROJECT SHORT SUMMARY

This project will host a hackathon event to engage the residents of COMMUNITY X in understanding and using data to develop an innovative age-friendly initiative solving a specific need for residents age 50 and over.

#### DELIVERABLES

- ✓ The Organization will hold event(s) (example, Hackathon) on (DATE) at (ADDRESS). All events will be completed by (DATE).
  - Quantity: 3 events
- ✓ Attendees will be invited from the community and will break into teams to develop ideas for using data to improve (Community or City) outdoor spaces (include address or area) and increase transportation accessibility for residents age 50 and over (specific example).
  - Quantity: 300 attendee goal, including 150 attendees age 50 and older
- ✓ All promotional materials (newsletters, press releases, etc.) will include a statement about funding support from AARP.
  - Quantity: 1 each
- ✓ Event signage will include AARP branding and language.
  - Quantity: 5 flyers, 10 posters, 20 table signs

## SAMPLE B

### PROJECT SHORT SUMMARY

This project will activate a parklet and community center by installing tables and board games to help all generations engage in social activity in a public space and encourage 50-plus engagement to decrease social isolation.

### DELIVERABLES

- ✓ The Organization will install two fully accessible, stainless steel or concrete tables of a suitable size for a group of at least two people per table at the parklet in front of the community center located at (ADDRESS).
  - Quantity: At least two tables
- ✓ The Organization will install AARP branded signage at the community center parklet.
  - Quantity: 5 signs
- ✓ The Organization will also conduct outreach to the community to communicate the new aspects of the parklet. This outreach will include posting on both Twitter and Facebook about the project and placing an announcement about the project in a local newspaper.
  - Quantity: 5 posts on each social channel, including 2 targeted to older residents; 1 newspaper announcement
- ✓ The Organization will engage volunteers over the course of the project – including installing tables and at the kick-off event.
  - Quantity: goal of 70 volunteers, including 35 volunteers age 50 and older

## SAMPLE C

### PROJECT SHORT SUMMARY

This project will create a more accessible and comfortable public transportation system by installing ADA accessible bus-shelter seats at bus stops.

### DELIVERABLES

- ✓ The Organization will purchase and install ten (10) ADA compliant bus-shelter seats suitable for two (2) or more adults to sit on at one time in bus stops frequented by older adults at (ADDRESS).
  - Quantity: 10 seats
- ✓ The Organization will install AARP branded signage at the bus shelter stop.
  - Quantity: 6 signs
- ✓ In addition to the bus stop seats, the Organization will market the bus stop improvements to older adults in (COMMUNITY) through print advertisements and flyers so that they will be aware of the available seating at local public bus stops.
  - Quantity: 6 print advertisements and at least 100 flyers
- ✓ The Organization will engage volunteers over the course of the project – including installing the seats and marketing in the community.
  - Quantity: goal of 20 volunteers, including 10 volunteers age 50 and older

## SAMPLE D

### PROJECT SHORT SUMMARY

This project will install ADA compliant benches and shade canopies to create a more inviting gathering place and improve an alley for the purpose of decreasing isolation in residents age 50 and over through multigenerational engagement at Main Street Park.

### DELIVERABLES

- ✓ The Organization will install several improvements to the alley in (COMMUNITY), located at (ADDRESS), which connects Main Street to the park.
  - Quantity: 1 alley
- ✓ The Organization will purchase and install benches, each 6 feet in length made of materials suitable for outdoors.
  - Quantity: 3 benches
- ✓ The Organization will install UV sail shade canopies, measuring 11 feet by 12 feet by 17 feet, at the Main Street entrance to the alley.
  - Quantity: 9 shade canopies
- ✓ The Organization will install AARP branded signage at (ADDRESS).
  - Quantity: 2 signs
- ✓ The Organization will display original intergenerational art completed in a professional manner at the alley.
  - Quantity: at least 6 pieces of art

## SAMPLE E

### PROJECT SHORT SUMMARY

This project will deliver a Complete Streets demonstration project on Street 1 and Street 2 in (COMMUNITY), which will showcase short-term alterations to the street and sidewalk to increase pedestrian safety for all residents (especially those age 50 and over).

### DELIVERABLES

- ✓ Create a Complete Streets demonstration project on Street 1 (ADDRESS) and Street 2 (ADDRESS) in (COMMUNITY) as part of (COMMUNITY) *Complete Streets* program.
  - Quantity: 1 event
- ✓ The Organization will make ADA improvements to the crossing where applicable at (ADDRESS).
  - Quantity: 5 crossings
- ✓ The Organization will install AARP branded signage at the demonstration project location.
  - Quantity: 6 signs
- ✓ The Organization will use paint and plastic reflector/delineator posts, along with plantings and other low-cost materials, to mimic the look of pedestrian bump-outs.
  - Quantity: 10 bump-outs
- ✓ The Organization will replace and/or increase the size/width of the crosswalks and other on-street markings in the designated area to make the pedestrian space larger.
  - Quantity: 4 crosswalk areas
- ✓ The Organization will install bright tactile warning strips at the curb ramps and add turning arrows and stop bars to more clearly delineate the car realm from the pedestrian realm.
  - Quantity: 10 tactile warning strips



## City of Homer

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

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# Memorandum Supplemental Packet

TO: ADA COMPLIANCE COMMITTEE  
FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK/ADA COORDINATOR  
DATE: FEBRUARY 7, 2022  
SUBJECT: SUPPLEMENTAL PACKET

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### **PENDING BUSINESS**

A. Memorandum from ADA Coordinator re: Parks Transition plan and Accessibility Surveys

Updated Draft Parks, Campgrounds and Trails Transition Plan

**page 2**

# ADA Transition Plan

## Parks, Campgrounds & Trails



## **Acknowledgements**

### **Mayor & City Council**

Ken Castner, Mayor

Donna Aderhold

Caroline Venuti

Heath Smith

Rachel Lord, Mayor Pro Tem

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Storm Hansen – Cavasos

### **ADA Compliance Committee**

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

Deb Lowney

David Lewis

### **Interested Community Members**

Devony Lehner, TRAILS

### **City of Homer Staff**

Renee Krause, MMC, Deputy City Clerk/ADA Coordinator

Owen Meyer, Project Technician, Public Works Department

Matt Steffy, Parks Superintendent

## Table of Contents

|    |                                                                  |        |
|----|------------------------------------------------------------------|--------|
| 49 |                                                                  |        |
| 50 |                                                                  |        |
| 51 | American's with Disabilities Act Transition Plan: Parks & Trails |        |
| 52 | Acknowledgements                                                 | page 2 |
| 53 | 1.0 Introduction                                                 | page 4 |
| 54 | 1.1 ADA Background                                               |        |
| 55 | 1.2 Community Involvement                                        | page 5 |
| 56 | 2.0 Regulatory Standards and Guidance                            |        |
| 57 | 2.1 Audit Standards                                              |        |
| 58 | 2.2 Transition Plan requirements                                 | page 6 |
| 59 | 2.3 Program Access Recommendations                               |        |
| 60 | 3.0 Methodology                                                  | page 7 |
| 61 | 3.1 Access Audits                                                |        |
| 62 | 3.2 Findings                                                     |        |
| 63 | 3.3 Community Priorities for Access to Parks and Trails          |        |
| 64 | 4.0 Transition Plan                                              |        |
| 65 | 5.0 Cost Estimating and Financing                                |        |
| 66 | 5.1 Cost Estimating                                              |        |
| 67 | 5.2 Funding                                                      |        |
| 68 | 6.0 Recommendations                                              |        |
| 69 | 7.0 Appendices                                                   |        |
| 70 | 7.1 Appendix A: Parks List                                       |        |
| 71 | 7.2 Appendix B: Trails List                                      |        |
| 72 |                                                                  |        |

## **1.0 Introduction**

The American Community Survey (ACS) estimates the overall rate of people with disabilities in the US population is around 25.6 percent. The data shows that disability increases with age, for people 65 and over. In Alaska, the numbers reported having a disability overall were 12.6 percent. It was reported that 28.9% of Alaska residents had some form of disability. In Homer 19.5 percent of residents are over the age of 65 ([www.census.gov](http://www.census.gov)). In short, hundreds of people in our community face disabilities and many of those use Homer's parks, campgrounds, and trails 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 playgrounds, campgrounds, and sports fields. To ensure our parks and trail systems are accessible to all, the City has commenced the development of an ADA Parks, Campgrounds and Trails Transition Plan in 2021. This document will become incorporated with the ADA Transition Plan adopted by City Council in 2019.

## **1.1 ADA Background**

The American's with Disabilities Act 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 (EU) 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 Americans with Disabilities Act (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, trails 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 included requirements for playgrounds **areas**, ~~golf courses~~, 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 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 ADA **these guidelines**.

### **2.2 Transition Plan Requirements**

The ADA Parks, Campgrounds and Trails Transition Plan (Parks Transition Plan) development must include 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 detailed description of the methods that will be used to make is accessible.
- 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, campgrounds and trails ensuring that continuous access and improvements are being made.

In 2019, the City Council adopted the City of Homer ADA Transition Plan (Transition Plan), which identified the ADA coordinator, evaluated communications and other city facilities, developed a dispute process and modifications request. This information is available on the City of Homer website or at the City Clerk's Office. This 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, campgrounds, and trails and provides recommendations to remove ~~these~~ barriers **found**. This document will supplement the earlier Transition Plan created for City buildings and facilities to fulfill the requirements in Title II of the ADA.

The Parks Transition Plan and the previously approved Transition Plan will be integrated into a single overall 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 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 Compliance Committee, Public Works Staff, 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 and \_\_\_\_\_miles of trails. These audits were conducted July through September 2021 and XXXXX (list month in 2022). The following were not included in these audits due to \_\_\_\_\_:

- *list trails or parks that were not included due to slope, construction, etc. Parks Superintendent may be able to advise on this item.*

-

-

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 for meeting accessibility requirements
  - recommendations for addressing the barrier
  - priority ranking

#### **3.2 Findings**

The accessibility audits identified multiple access deficits across the system. This represents a better than average number of access deficits, meaning City of Homer parks, campgrounds and trails 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.)

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 **5? 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 ~~attending by~~ **open to** members of the community, **in** collaboration with the ADA Compliance Committee members, ~~Parks and~~ Public Works Staff, and Parks, Arts, Recreation & Culture Advisory Commissioners. This work sought to identify the most efficient and effective way to make the City's parks, campgrounds and trails 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 focused on which parks, campgrounds and trails 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 department 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
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 *(Is this an adequate time period)* which takes advantage of the biennial budgeting process the City follows. Initial work has been focused on ~~improved~~ cost estimates for the projects undertaken in the **2025-**

**2026** biennium and a five-year proposed project list. Maintenance and smaller capital projects would occur in the **2023-2024** biennium and the detailed development of budget offers would be written and submitted over the next three (yr # to yr #) 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 ~~construction management~~, park maintenance operations, administration and ~~park~~ 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 RS Means data 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 **2023** cost estimates. Additional work on costs will occur leading up to development in the spring of **20\_\_** for the **20\_\_ - \_\_** biennium.

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 CIP Project

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

## **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 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** (location) This will increase the available number of accessible playgrounds.
- 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.
- ~~Other Grant Opportunities: The Fruit Tree Planting Foundation Grant Program—Municipal entities, local nonprofits and public schools are eligible to apply to support the planting of fruitful trees and plants to alleviate hunger, combat global warming, strengthen communities and improve the surrounding environment. Trees can be planted at community gardens, city and state parks, low income neighborhoods, Native American reservations, schools, and other locations where they will serve the greater community. The Foundation provides high-quality trees and shrubs, equipment, on-site orchard design expertise and oversight, horticultural workshops, and aftercare training and manuals. Applications are accepted on an ongoing basis. Learn more and apply.~~

## 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 Compliance Committee members, PARC Commissioners and interested members of the community.

1. Implement modifications according to the approach proposed in Section 4.0 and the Parks 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 part of ongoing routine maintenance work.
3. Update website with more details regarding ADA access at each park. This would include parking and restroom accessibility along with what is accessible and lengths of accessible trails, so park patrons can make informed decisions before traveling to the park.

- 340 4. Ensure all contracts have language regarding modifications that a contractor will
- 341 make to provide equal access to services, programs and activities.
- 342 5. Improve wayfinding signage so people with disabilities can more easily and
- 343 conveniently navigate the park system and the city as a whole.
- 344 6. If portable toilets are provided at a park site, make sure at least one is accessible.