



Homer City Hall
491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov

City of Homer Agenda

Parks Art Recreation & Culture Advisory Commission
Thursday, May 16, 2019 at 5:30 PM
City Hall Cowles Council Chambers

CALL TO ORDER

AGENDA APPROVAL

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA *(3 Minute Limit Public May Comment on any item on the agenda not under Public Hearing)*

VISITORS (10 minutes presentation, 5 minutes Q&A)

RECONSIDERATION

ADOPTION OF CONSENT AGENDA *All items on the consent agenda are considered routine and non-controversial by the Parks Art Recreation & Culture Advisory Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.*

A Minutes for the April 18, 2019 Regular Meeting

STAFF & COUNCIL REPORTS / COMMITTEE REPORTS / BOROUGH REPORT (20 minute limit)

- A Staff Report – Julie Engebretsen, Deputy City Planner – Verbal
- B Community Recreation Report – Mike Illg, Recreation Manager
- C Parks Report – Matt Steffy, Parks Maintenance Coordinator
- D Spring Park Walk Thru Report – Commissioners

PUBLIC HEARING

PENDING BUSINESS (10 minutes)

NEW BUSINESS (10 minutes per item)

- A Ocean Drive Loop Beach Access – Seawall Beach Access
- B Hart Trails Funding Request - Rehabilitation of Lower Poop Deck Trail

INFORMATIONAL MATERIALS

- A Commission Annual Calendar 2019
- B Commissioner Attendance at City Council Meetings 2019
- C Memorandum to Library Director re: Disposition of Stored Art
- D City of Homer ADA Transition Plan Adopted April 22, 2019

COMMENTS OF THE AUDIENCE *Members of the audience may address the Commission on any subject. (3 minute limit)*

COMMENTS OF THE COUNCIL MEMBER

COMMENTS OF STAFF MEMBERS

COMMENTS OF THE COMMISSION

COMMENTS OF THE CHAIR

ADJOURNMENT / NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, JUNE 20, 2019 at 5:30 PM *in the City Hall Cowles Council Chambers located at City Hall, 491 E. Pioneer Avenue, Homer, Alaska.*

Session 19-03 A Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order on April 18, 2019 at 5:34 pm by Chair Ingrid Harrauld at the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS LEWIS, FAIR, SHARP, HARRALD, LOWNEY, ROEDL

ABSENT: STUDENT COMMISSIONER SALZMANN
COMMISSIONERS ASHMUN AND ARCHIBALD (EXCUSED)

STAFF: DEPUTY CITY PLANNER ENGEBRETSEN
DEPUTY CITY CLERK KRAUSE

APPROVAL OF THE AGENDA

Chair Harrauld requested a motion to approve the agenda.

ROEDL/SHARP – MOVED TO APPROVE THE AGENDA.

There was a no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA

VISITORS

RECONSIDERATION

ADOPTION OF THE CONSENT AGENDA

A. Minutes for the Regular Meeting on March 21, 2019

Chair Harrauld requested a motion to approve the Consent Agenda.

LOWNEY/FAIR – SO MOVED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

A. Staff Report - Julie Engebretsen, Deputy City Planner

Deputy City Planner Engebretsen provided a report and status update on the following:

- No movement on the Seafarer's Memorial Parking Lot expansion project.

- Discussion with the Finance Director on the Parks & Recreation budget may be possible to increase parks and possibly Community recreation budgets without hiring fulltime employees. She went on to explain that they may be able to request additional money for seasonal temporary personnel to fill in the staff need.

- HERC building management proposals have been advertised starting today. The proposals are due June 24, 2019 and the information is available on the city website.

A brief discussion and report on the condition of the roof and what happens if no proposals are received.

B. Community Recreation – Mike Illg, Recreation Manager

Chair Harrald noted that Recreation Manager Illg was unable to attend the meeting but submitted a written report for the Commission. She commented that he was very busy with basketball and noted the Safe & Healthy Kids Fair Saturday April 27, 2019

Commissioner Sharp commented his appreciation to having a written report since he doesn't recall seeing a written report in quite some time from Recreation Manager Illg.

Chair Harrald agreed that seeing the information in print was pretty impressive.

Commissioner Lewis arrived at 5:43 p.m.

D. Parks Report - Matt Steffy, Parks Maintenance Coordinator

Parks Maintenance Coordinator Steffy did not provide a report for this meeting and will not be attending.

Deputy City Planner Engebretsen reported on the following:

- the big slide in Karen Hornaday Park is being repaired
- there will be a MOU with Little League on the Council agenda May 13, 2019 for approval
- Parking improvements will start after Little League season is complete
- The big pile of rocks will be used in the improvements
- Seasonal staff is being hired

PUBLIC HEARING

PENDING BUSINESS

A. Draft Bylaws Amendment and Review

Chair Harrald introduced the item into the record by reading of the title and opened the floor to discussion noting the memorandum submitted by the City Clerk regarding the proposed amendment to the Student Representative position.

A discussion followed on the points brought forth by City Clerk Jacobsen and previous discussion on the number of commissioners including the Student Commissioner.

Deputy City Planner Engebretsen recommended a new motion.

Further discussion ensued on the following:

- reducing the membership and the possibility of having tie votes with a voting membership of even

- numbers
- Acknowledgement of the upcoming vacancies with Commissioner Ashmun and Sharp, stating that they did not intend to request re-appointment at the last meeting.
- Requirements to obtain a majority and quorum would be five with either eight or nine voting members
- Requirements of a membership of seven would be four
- Future Student Representatives may not be as willing and interested and if they change the position to be a voting member it may have negative results

LEWIS/LOWNEY MOVED TO AMEND THE MEMBERSHIP TO SEVEN VOTING MEMBERS AND ONE STUDENT REPRESENTATIVE MEMBER.

Chair Harrald restated the motion and opened discussion on the motion.

LEWIS/LOWNEY MOVED TO AMEND THE MOTION TO IDENTIFY THAT THE STUDENT REPRESENTATIVE IS A NON-VOTING MEMBER.

There was a brief discussion on specifying that the Student Representative will be a non-voting member in this motion.

It was brought forward that currently they have more members and when would this be effective.

Staff suggested amending the motion to be effective November 1, 2019.

LEWIS/LOWNEY MOVED TO AMEND THE MOTION TO ADD EFFECTIVE NOVEMBER 1, 2019

There was no further discussion.

VOTE. (Secondary Amendment) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Harrald asked if there was any further discussion on the amendment as amended. Hearing none she asked if there was any dissent to the motion.

VOTE. (Primary Amendment) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Harrald requested the Clerk to read back the motion on the floor.

Ms. Krause read the motion:

MOVED TO AMEND THE MEMBERSHIP TO SEVEN VOTING MEMBERS AND ONE STUDENT REPRESENTATIVE THAT IS A NON-VOTING MEMBER TO BE EFFECTIVE NOVEMBER 1, 2019.

There was a brief discussion on addressing the other sections related to majority and quorums if they are changing the membership and those sections can be addressed later in the year.

VOTE. (Main) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Harrald inquired if there were any further amendments to the draft bylaws.

Commissioner Roedl inquired about getting the sidewalks constructed if that should not be listed under their duties.

Deputy City Planner Engebretsen responded that there was a Transportation Committee but the Planning Commission was given those duties noting that the pedestrian connectivity is not usually a concern for the Planning Commission but forwarding recommendations on pedestrian connectivity can be done by this Commission.

Chair Harrald noted the work that was accomplished as a Commissioner by Commissioner Roedl.

Commissioner Roedl next requested clarification and concern with the notification process on teleconferencing reciting his recent experience of his flight being canceled at the last minute. He felt that prior notice would be adequate and that the five day and three day notice requirements were restrictive.

A discussion ensued on amending the process for notifications to participate by teleconference to allow for some leeway when last minute cancelations may cause members not to be present at a meeting unexpectedly without their absence affecting their overall attendance.

LEWIS/LOWNEY MOVED TO AMEND SECTION 2 A UNDER ARTICLE EIGHT, TELECONFERENCING, BY DELETING THE WORDS, AT LEAST FIVE DAYS AND AMEND SECTION 2 B BY DELETING THE WORDS, THREE DAYS.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Harrald asked if there were any additional amendments to the Draft Bylaws.

Amending other sections in the bylaws that addressed majority and quorums was briefly discussed by the Commission and determined that those sections could be addressed when the membership was reduced officially.

Commissioner Roedl requested clarification on the time period for absences – calendar year versus appointment year. Then referred to the allowances of two teleconferences only per year.

Deputy City Planner Engebretsen responded that for the Planning Commission they use the calendar year.

Commissioner Lewis commented that all a Commissioner had to do was to call in or email staff or the Clerks and the absence would be excused. That attendance requirement only applied to unexcused absences.

Further discussion on how strict the application of two teleconference opportunities per year, inactive commissioners, the procedure to allow attendance by teleconference is conducted before the start of each meeting by the Commission and the requirement that a quorum is physically present ensued.

Deputy City Clerk Krause explained that this Commission as it stands really has not presented any issues over attendance and participation. But in the future if there was a Commissioner that was not as productive and did not attend meetings on a regular basis, their attendance could then be addressed by the Commission.

Commissioner Lowney inquired about the section of the bylaws pertaining to the Arts and if it is stated or outlined on how and where the advertisements are placed. She was concerned with the low responses received in the past and felt that even at a higher expense if they should advertise with a widely known entity instead of just the local papers.

Deputy City Clerk Krause responded that the advertising requirement is outlined in Title 18.07 of city code and the procurement policy. She noted the listing of a recent request for proposals on a new website that allows a free solicitation and is world-wide.

Chair Harrald requested a motion to approve the Draft Bylaws as amended hearing no further amendments from the Commission.

LEWIS/SHARP MOVED TO ADOPT THE PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION BYLAWS AS AMENDED AND FORWARD TO CITY COUNCIL FOR APPROVAL.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

A. Disposition and Recommendation of Library's Stored Art

Chair Harrald introduced the item into the record by reading of the title.

Commissioner Roedl asked if they were to dispose of these pieces of art where or what do they do, take them to the dump?

Commissioner Sharp responded that there is a policy to follow on what should be done.

Commissioner Lowney reported that she was asked to review the pieces and give her opinions. She noted that the Library Director, Ann Dixon and her separated the artwork into what had a known connection to the city or Library and those that were damaged, needed repair or cleaning or the relationship was unknown.

Deputy City Clerk Krause addressed questions from the Commission related to the following:

- Artwork donated originally to the Library or other departments is included in the overall Municipal Art

Collection and falls under the approved policies.

- Some pieces were in poor condition and needed repair
- Library Director Dixon reported that these were all the pieces that were reviewed with the exception of two that were in her office and were not included in the collection because they were not displayed not had they ever been on display
- The top priority is to retain all art in the collection and before deaccessioning or putting artwork in storage it should be offered to other departments to display.

Commissioner Sharp reported that the new police station was going to be in need of artwork and felt that they should be given first opportunity at the collection.

SHARP/LOWNEY MOVED TO RECOMMEND THE INCLUDED ARTWORK BE SHOWN TO THE OTHER CITY DEPARTMENTS STARTING WITH THE POLICE DEPARTMENT THEN THE COMMISSION CAN ADDRESS FOLLOWUP AT A LATER DATE.

There was a discussion on the timing and procedure that will be followed and what happens with storage or removal of the artwork from the maintenance building.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Harrald expressed questions regarding obtaining professional input and those related costs.

There was a brief discussion that the artwork could be turned over to the Friends of the Homer Library for disposition and it was also noted that since it was part of the Municipal Art Collection, policy states that deaccessioning procedures be followed and any funds received were to be deposited into the Art Fund and used for the Collection, whether it be maintenance of existing art or purchasing new. It was further noted by Staff that this was something that could be addressed by the Commission when needed.

Commissioner Sharp expressed that they should be able to get some assistance from a local professional such as the museum as they were very helpful with the Teshio collection in response to a question posed by Chair Harrald on the expenses to have a professional evaluation of the artwork in question.

Chair Harrald requested clarification on what would happen to the artwork if it needed to be removed from the maintenance building prior to the status being determined.

Deputy City Clerk Krause responded that she did have space in a storage room within City Hall if removal was required sooner rather than later, however later would be preferred.

There was no further discussion.

B. Letter to the Editor

Chair Harrald introduced the item into record and expressed her appreciation for Commissioner Fair's writing talents.

The Commission reviewed the draft *Letter to the Editor* submission presented by Commissioner Fair and

expressed appreciation for his writing and the subject of the article which will focus on the new proposed art for the Fire Hall pocket park at the corner of Heath Street and Pioneer Avenue.

Chair Harrauld requested a motion to approve the submission.

LEWIS/ROEDL MOVED TO APPROVE THE SECOND QUARTER LETTER TO THE EDITOR AND SUBMIT FOR PUBLICATION.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

C. Comprehensive Plan Review

There was a brief recess at 6:34 p.m. while the technology was lined up. Chair Harrauld reconvened the meeting at 6:39 p.m.

Deputy City Planner Engebretsen reviewed how to access the various plans that were on the City's website. The webpage had not been updated with the 2018 Comprehensive Plan unfortunately. She noted that the Planning Department has copies available if they were interested in a paper version.

Ms. Engebretsen then accessed and reviewed the Non-motorized Transportation Plan at the request of the Commission and stated that most of the plans are pdf documents and so are not exactly web friendly as newer documents. She expressed liking this plan the best and noted the various aspects of plan.

In response to a question from the Commission she noted that the oldest plan the city has is the Transportation Plan which was created in 2001 and adopted in 2005.

Ms. Engebretsen then pulled up one of the maps and related the evolution of Soundview Avenue, answered questions on the proposed trail on the land donated by the Aspen Suites Hotel; commented on a legacy parcel from approximately 1985 from Dave Brann that was prohibitive due to construction costs, moose habitat and private property surrounding Beluga Lake and when it comes to redoing the plan they should expend serious consideration on determining exactly what the City wants to accomplish with that.

Further discussion and comments were made on the following:

- Mapped greenways that over time the exact path has changed from the plan
- Proposed separated pathway to Forest Glen and easement issues since not all property owners are amenable
- Alternative accesses to get children away from the highway
- Noted the sidewalk on Greatland, and that Greatland is now a through street
- Determining priorities such as sidewalks on one side instead of both sides of the road
- How does the Commission become a part of the conversation when the discussion starts on the re-write of the Transportation Plan

Ms. Engebretsen explained the re-write, budgeting, planning and time frame for the Transportation Plan. She noted that they are proposing to wait until after the 2020 census which will enable them to project

the population, etc.

Additional points that were mentioned or expressed:

- Crosswalks not matching up to sidewalks
- Diagonal streets and using crosswalks
- Restriping streets by DOT and the lack of funding to address those crosswalks are issues
- DOT was amenable before the issuance of the State budget to talk about transportation planning but now with the budget cuts they do not have the same resources so it is a bit up in the air
- The process to get striping on Lake Street will not happen since the State is planning to redo it and there may be a four-way stop at the intersection of Grubstake and Lake
- The improvements to the Pioneer Avenue is out for bid by the State and the Main Street and Sterling Hwy traffic light is in the process
- Safety concerns on Pioneer Avenue between vehicular traffic and pedestrians/cyclists
- Comparison on how the city has developed compared to when the plans were developed

Chair Harrald expressed her appreciation for Ms. Engebretsen's historical knowledge and experience.

INFORMATIONAL MATERIALS

A. Commission Annual Calendar 2019

The commission discussed and agreed by consensus to perform the Annual Spring Park Walk Thru on Tuesday, May 14, 2019 at 4:00pm meeting at Jack Gist Park then travel to Bayview Park to see the progress accomplished at Jack Gist Park and see what improvements are needed at Bayview Park.

Commissioner Sharp and Chair Harrald will notify specific user groups to attend or at least notify them that the commission will be conducting a walk through inspection of these parks.

There was a brief discussion on Coal Point Park and then in the past the commission has discussed right of way access to the beach and Commissioner Lowney brought forward to an access off of Ocean Drive Loop that provides access to the grassy area at Mariner Park and Ms. Engebretsen stated that she will have information on this topic for the May meeting for discussion.

Chair Harrald noted the other scheduled items on the annual calendar.

B. Commissioner Attendance at City Council Meetings 2019

Chair Harrald noted the attendance at the next Council meeting.

Commissioner Sharp volunteered to attend the April 22, 2019 Council meeting.

C. Reappointment to Prince William Sound Regional Citizens Advisory Committee

Chair Harrald acknowledged the reappointment of Commissioner Archibald to the committee and thanked him for his service to the community.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE COUNCILMEMBER

COMMENTS OF THE CITY STAFF

Deputy City Planner Engebretsen thanked the Commissioners.

Deputy City Clerk Krause announced the upcoming new agenda management software implementation and the new appearance of the agenda and packet materials.

COMMENTS OF THE COMMISSION

Commissioner Fair reported that there was additional work that was needed on portion of Woodard Creek near Fairview Avenue, that there was brush and shrubs that needed to be cleared out, at the bridge that was constructed a short cut has been created and he believed that it would be best to construct a permanent shortcut. He believed that they should work on the grade down to the creek. He is not sure what is needed to make those changes but he volunteered to help do it.

Commissioner Lowney commented on the improvements to Ben Walters, it is looking really good and reported on the wet area on the trail going toward the docks that could use drainage; the Girl Scouts are going to have a work party at Karen Hornaday Park to weed out around the spruce trees that were planted; and there is a very wet portion of the trail that could really use a boardwalk. She could use more treated wood to perform this effort. She would appreciate any donations from this group of pre-treated wood.

Commissioner Sharp volunteered to supply some pressure treated wood.

Commissioner Lowney continued her comments by reporting that they are interest in working in the area that Commissioner Fair commented on and she noted that the work may not be appropriate for the Girl Scouts. She noted that there was a building that was taken down and now there is new construction going on in that area.

Anyone interested in coming to assist they will be there on Saturday, April 27, 2019. She will be there about 9:00 a.m. She expected the kids to show up between 10:00 and 11:00 a.m.

Commissioner Sharp provided a status update on the bench that was being donated and constructed by his 6th grade class, noting that Ms. Evans agreed to an increased cost to construct the bench out of cypress and that it should be installed no later than June, he has two different designs that will be presented. Ms. Evans parents will be coming to Homer in July. The spot that was chosen was on the trail towards the end of the spit near Land's End that was selected by Matt Steffy. He will not be at the May meeting due to work related matters. He also noted that there will be a work party at Jack Gist if anyone was interested in coming out to help this Saturday, April 20, 2019 from 12:00 p.m. to 3:00 p.m. for Earth Day, then a Disc Golf doubles round after; Mr. Sharp commented that he really appreciated the written report from Mike, he doesn't believe that they receive many written reports from Mike and it is really nice to have the information especially if he is not going to be at the meeting. After May 30th he will have some free time to work on the art deaccessioning if needed to do some leg work.

Commissioner Roedl commented it was a great working with the commission and see you next month.

Commissioner Lewis apologized for being late he is sure that his email was opened last week when he

wasn't here.

COMMENTS OF THE CHAIR

Chair Harrauld thanked Commissioner Lowney for volunteering her time to work on the artwork with the Library Director. She expressed her appreciation for Julie for all that work that she does and the patience of Renee and she failed to get a proclamation but will plan to meet with Julie to get that accomplished.

Commissioner Lowney noted the soccer regionals and doubted that Avram would be in attendance at the next meeting.

There was a brief discussion on a meeting and required advertisement and having the Mayor involved and Staff will come up with a solution and let the commission know.

ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:30 p.m. The next regular meeting is scheduled for **THURSDAY, MAY 16, 2019** at 5:30 p.m. at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____



City of Homer

www.cityofhomer-ak.gov

Planning 13

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MEMORANDUM

To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Matt Steffy, Parks Maintenance Coordinator
Date: May 8, 2019
Subject: Request for HART funds

Requested Actions:

1. Recommend Council authorize \$6,000 for the rehabilitation of lower Poopdeck Trail
2. Recommend Council authorize up to \$6,000 for construction of an ADA parking space on city property for the trail

Background

The Commission may recall that the Kachemak Heritage Land Trust applied for a grant to construct a trail from Pioneer Ave, across City and KHLT lands, connecting to Poopdeck Trail. KHLT was successful and was awarded the grant. The City committed to providing the 10% grant match, up to \$6,000. The budget amendment ordinance will be introduced at Council in the near future.

Lower Poopdeck Rehabilitation

In the scoping process for the new trail, staff noticed that the city trail on lower Poopdeck is in need of some rehabilitation. This is the section of trail from Hazel Avenue, up to about Grubstake Ave, where the KHLT trail will tie into the city trail. (See Map) Over time the fine material has washed away or been pushed down, leaving larger rocks that are not the best walking surface and present a challenge for ADA trail users. Some maintenance is needed to repair the trail tread. KHLT had their trail contractor provide an estimate for the work. The estimate came in at approximately \$5,283. The city generally adds a 15% contingency to any project, which would bring this amount up to \$6,000.

Requested action 1: Recommend the City spend up to \$6,000 of HART Trail funds to lower Poopdeck Trail rehabilitation.

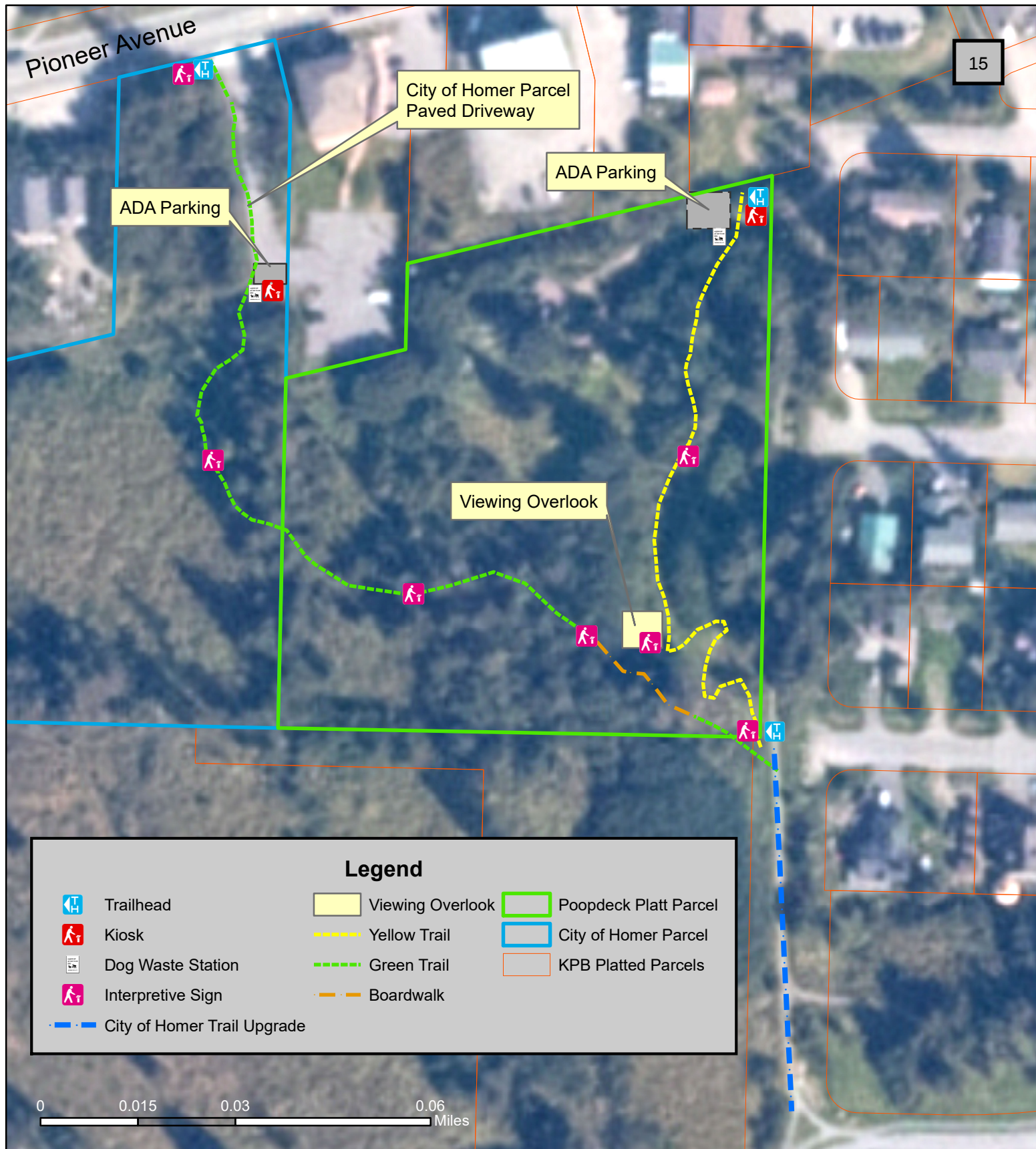
ADA Parking Space Estimate

KHLT received a quote for two ADA parking areas. One is on KHLT property and is not a city concern. The second parking area is on City land and would provide ADA access from Pioneer Ave. The quote for this work is \$5,200. Additional expenses include surveying, (\$800 estimate) ADA parking signage (\$300) and striping (\$300, best guess). The city generally adds a 15% contingency to any project, which would bring this amount up to \$7,700.

Requested action 2: Recommend the City spend up to \$7,700 of HART Trail funds to construct AD parking on the north end of the trail.

Attachment

4/19/2019 KHLT Site Plan



315 Klondike Ave., Homer, AK 99603
(907) 235-5263, www.KachemakLandTrust.org

Poopdeck Platt Community Trail Site Plan

NAD 1983 State Plane Alaska 4 FIPS 5004 Feet,
Transverse Mercator. KPB 2016 aerial imagery.
Created 04/19/2019. The information depicted
on this map is a graphical representation of best available sources.
KHLT assumes no responsibility for any errors on this map.

PARKS ART RECREATION & CULTURE ADVISORY COMMISSION ANNUAL CALENDAR
FOR THE 2019 MEETING SCHEDULE

17

<u>MEETING DATE</u>	<u>SCHEDULED EVENTS OR AGENDA ITEM</u>
JANUARY 2019	DRAFT ART RFP PROPOSED BEACH TRAIL WINTER CARNIVAL EVENT/RECOGNITION OF BEN WALTER PARK
FEBRUARY 2019	COMPREHENSIVE PLAN LAND ALLOCATION PLAN KHP MASTER PLAN REVIEW
MARCH 2019	LETTER TO THE EDITOR DRAFT FOR PUBLICATION IN APRIL KHP MASTER PLAN NON-MOTORIZED TRANSPORTATION AND TRAIL PLAN
APRIL 2019	3 YEAR BUDGET TRENDS/FINANCIAL GOALS NON-MOTORIZED TRANSPORTATION AND TRAIL PLAN
MAY 2019	3 YEAR BUDGET TRENDS/FINANCIAL GOALS SPRING PARK &/ OR BEACH WALK THROUGH
JUNE 2019	INITIAL BUDGET REVIEW – WHAT DOES THE COMMISSION WANT FOR 2020? REVIEW CAPITAL IMPROVEMENT PLAN & RECOMMENDATIONS FOR NEW PROJECT(S) IF ANY
JULY 2019	NO MEETING SCHEDULED
AUGUST 2019	BUDGET REVIEW & RECOMMENDATIONS CONTINUED CIP RECOMMENDATIONS TO COUNCIL LETTER TO THE EDITOR DRAFT
SEPTEMBER 2019	FALL PARK WALK THROUGH AND BEACH WALK; ELECTIONS SCHEDULE KHP CLEAN UP DAY BUDGET DISCUSSION
OCTOBER 2019	REVIEW AND APPROVE THE 2020 MEETING SCHEDULE LETTER TO THE EDITOR
NOVEMBER 2019	BUDGET UPDATE MOU/MOA REVIEW & RECOMMENDATIONS
DECEMBER 2018	NO MEETING SCHEDULED HAPPY HOLIDAYS!

PARKS ART RECREATION & CULTURE ADVISORY COMMISSION ANNUAL CALENDAR
FOR THE 2019 MEETING SCHEDULE

- Quarterly: Letters to the editor updating the Community on PARCAC activities
- Even Years: Comprehensive Plan (February) Strategic Plan review (March), Diamond Creek Plan (May), Camping Fees (May), Beach Policy (October), Art Policies
- Odd Years: HNMTTP, Karen Hornaday Park Plan, 3 year budget trends & progress toward financial goals (April/May)

**2019 HOMER CITY COUNCIL MEETINGS
ADVISORY COMMISSION/ BOARD ATTENDANCE**

Commissions are invited to report to the City Council at the Council's regular meetings under Item 8 – Announcements/Presentations/Borough Report/Commission Reports. This is the Commission's opportunity to give Council a brief update on their work. Generally the Commissioner who will be reporting will attend one of the two meetings for the month they are scheduled to attend.

The 2019 meeting dates for City Council is as follows:

January 14, 28	_____	_____
February 11, 25	_____	_____
March 11, 26*	_____	<u>Harrauld</u>
April 8, 22	<u>Lewis</u>	_____
May 13, 28*	_____	_____
June 10, 24	_____	_____
July 22**	_____	_____
August 12, 26	_____	_____
September 9, 23	_____	_____
October 14, 28	_____	_____
November 25**	_____	_____
December 9, 16****	_____	_____

City Council's Regular Committee of the Whole Meeting at 5:00 pm to no later than 5:50 pm prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 pm.

*Tuesday meeting due to Memorial Day/Seward's Day.

** There will be no first regular meeting in July or November.

***Council traditionally reschedules regular meetings that fall on holidays or high school graduation days, for the following Tuesday.

****Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two special meetings as needed. Generally the second special meeting the third week of December will not be held.



City of Homer

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Memorandum

TO: LIBRARY DIRECTOR BERRY

FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK

CC: PARKS, ART, RECREATION & CULTURE ADVISORY COMMISSION

DATE: MAY 1, 2019

SUBJECT: LIBRARY ARTWORK IN STORAGE

In March, Facility Maintenance staff had requested the removal of artwork placed in storage over the years so that they can free up their workspace at the Maintenance Building (HERC 2) on Woodside Avenue.

Ms. Dixon had requested the assistance of Commissioner Lowney to determine any known value or connection to the Library or the City of Homer. Commissioner Lowney worked with Ms. Dixon and reviewed the collection which Ms. Dixon confirmed being a total of 22 pieces at the HERC 2 building. She informed the Clerk's Office that there was one additional piece that was in storage in her office at the Library and not included in the collection, noting that it has been in her office since she began working with the City.

The artwork was separated into those pieces that were known to have a connection to the city and/or library or a known artist and those pieces that there was no known knowledge or connection or damaged in some manner.

Ms. Dixon requested the following actions in accordance with the adopted policies:

- Evaluate art pieces recommended for deaccessioning from the collection
- Evaluate the remaining art to ascertain their value, condition, and what should be done with the artwork
- Work in coordination with Library Director input
- Obtain input from industry professional or a professional curator if required
- Forward deaccession recommendations to City Council for approval

At their April 18, 2019 regular meeting the Parks, Art, Recreation and Culture Advisory Commission (PARCAC) discussed and reviewed the artwork in storage at HERC 2 in accordance with the policies and recommended the following with Staff input:

Photos of the artwork will be distributed to the other city departments starting with the Police Department first to ascertain if there was interest to display. Once that is completed PARCAC will address next steps for the remaining artwork not selected.

Confirmation was obtained from Building Maintenance that the attached artwork which is listed in the Municipal Art Collection with the exception of two pieces that were removed by Ms. Dixon for safekeeping to her office at the Library.

There were also four additional pieces of artwork that are not included in the Municipal Art Collection but were included in the artwork that was reviewed by Ms. Dixon and Commissioner Lowney.

Following is the excerpt of the minutes regarding the discussion leading up to and following the Commission recommendation and photos of all relevant artwork located at the HERC 2 and in the Library Directors office.

Excerpt of Minutes from April 18, 2019 meeting

NEW BUSINESS

A. Disposition and Recommendation of Library's Stored Art

Chair Harrald introduced the item into the record by reading of the title.

Commissioner Roedl asked if they were to dispose of these pieces of art where or what do they do, take them to the dump?

Commissioner Sharp responded that there is a policy to follow on what should be done.

Commissioner Lowney reported that she was asked to review the pieces and give her opinions. She noted that the Library Director, Ann Dixon and her separated the artwork into what had a known connection to the city or Library and those that were damaged, needed repair or cleaning or the relationship was unknown.

Deputy City Clerk Krause addressed questions from the Commission related to the following:

- Artwork donated originally to the Library or other departments is included in the overall Municipal Art Collection and falls under the approved policies.*
- Some pieces were in poor condition and needed repair*
- Library Director Dixon reported that these were all the pieces that were reviewed with the exception of two that were in her office and were not included in the collection because they were not displayed not had they ever been on display*
- The top priority is to retain all art in the collection and before deaccessioning or putting artwork in storage it should be offered to other departments to display.*

Commissioner Sharp reported that the new police station was going to be in need of artwork and felt that they should be given first opportunity at the collection.

SHARP/LOWNEY MOVED TO RECOMMEND THE INCLUDED ARTWORK BE SHOWN TO THE OTHER CITY DEPARTMENTS STARTING WITH THE POLICE DEPARTMENT THEN THE COMMISSION CAN ADDRESS FOLLOWUP AT A LATER DATE.

There was a discussion on the timing and procedure that will be followed and what happens with storage or removal of the artwork from the maintenance building.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Harrald expressed questions regarding obtaining professional input and those related costs.

There was a brief discussion that the artwork could be turned over to the Friends of the Homer Library for disposition and it was also noted that since it was part of the Municipal Art Collection, policy states that deaccessioning procedures be followed and any funds received were to be deposited into the Art Fund and used for the Collection, whether it be maintenance of existing art or purchasing new. It was further noted by Staff that this was something that could be addressed by the Commission when needed.

Commissioner Sharp expressed that they should be able to get some assistance from a local professional such as the museum as they were very helpful with the Teshio collection in response to a question posed by Chair Harrald on the expenses to have a professional evaluation of the artwork in question.

Chair Harrald requested clarification on what would happen to the artwork if it needed to be removed from the maintenance building prior to the status being determined.

Deputy City Clerk Krause responded that she did have space in a storage room within City Hall if removal was required sooner rather than later, however later would be preferred.

There was no further discussion.

Recommendation:

Informational in Nature. No Action required.



City of Homer

ADA Transition Plan

Self-Evaluation on ADA Compliance Issues

Adopted April 22, 2019

Background, Purpose, & Goals of the Plan

City of Homer's Resolution 16-019 established the Americans with Disabilities Act (ADA) Compliance Committee to develop a Transition Plan and establish a grievance procedure to comply with ADA requirements; it also appointed Melissa Jacobsen, then Deputy City Clerk, as the ADA Coordinator for the City of Homer. The grievance procedure was adopted May 23, 2016 per Resolution 16-057 and grievance forms are now available on the City of Homer's website and through the City Clerk's Office.

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

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

City Council appropriated \$25,000 in the 2017 budget to engage professional support to the committee to develop the self-evaluation and Transition Plan, and adopted Resolution 17-75(A) committing to continual work towards becoming a city that is universally accessible to all.

Self-Evaluation Process

City of Homer Staff and ADA Compliance Committee members received training on performing self-evaluations and Transition Plans from David Barton of the Northwest ADA Center. The Northwest ADA Center is funded by the National Institute on Disability, Independent Living, and Rehabilitation Research (NIDILRR), and is part of the ADA National Network Centers which are a national platform comprised of ADA professionals and experts charged with assisting businesses, state and local governments, and people with disabilities to be user friendly to disability and the effect the variety of health conditions can have on society.

Following the training, the ADA Compliance Committee reviewed Transition Plans prepared by other Alaska municipalities and discussed whether to contract the self-evaluation and Transition Plan development or self-perform the work. The committee decided to self-perform the work with the support of City of Homer staff, with the option of contracting for aspects of the self-evaluation and Transition Plan that exceeded the expertise of the committee and City staff.

City facilities included in the self-evaluation:

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

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

- Homer Police Station – At the time of the self-evaluation Homer City Council was evaluating a new police station building; the current Police Station has known ADA compliance issues that will be addressed in a new building.
- Homer Education and Recreation Complex (HERC) – The HERC consists of the old Homer Middle School (HERC-1) and the old Homer High School (HERC-2); at the time of the self-evaluation the status of HERC-1 was in flux and the committee decided to not evaluate the building knowing that any improvements to the building would address known ADA compliance issues; HERC-2 is used by Public Works Maintenance Staff and is not open to the public.
- City Park Restrooms (e.g. Karen Hornaday Park) were not included in the plan because they were constructed prior to standard ADA regulations and are completely out of compliance.
- Bishop's Beach Restrooms were determined to not have ADA issues, therefore are not included.
- ADA compliance issues pertaining to Public Works and HVFD's public areas are limited to just their entrances; the remainder of the buildings/facilities are employee access only and therefore not subject to this Transition Plan.

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

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

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

Transition Plan Development

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

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

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

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

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

Priority 2: Equitable access to goods and services

Priority 3: Restrooms

Priority 4: All other measures to improve accessibility

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

1 – Project can be completed by City of Homer staff at low cost and with a low amount of effort.

2 – Project can be completed by City of Homer staff, the cost would be moderate and/or would require a moderate level of scheduling in association with other staff duties to complete.

3 – Project can be completed by City of Homer staff; however, the cost for materials would be high and/or the time required to complete would be high. Use of a contractor would allow project completion sooner.

4C – Project requires specialized tools, skills, and/or level of warranting the use of a contractor.

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

A – Project can be completed in between regularly schedule work as time allows, with completion within one year.

B – Project requires additional scheduling and budgeting and may be completed within one or two years.

C – Project requires significant scheduling and budgeting and may be completed within three to five years; could be completed sooner if done by a contractor.

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

Persons Involved in the Process

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

INDIVIDUAL	AFFILIATION AND ROLE IN DEVELOPING THE TRANSITION PLAN
Rick Malley	ADA Compliance Committee Chair
Linda Munns	ADA Compliance Committee Chair; support in development of self-evaluation and Transition Plan

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

[Implementation of the Transition Plan](#)

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

EVALUATION NOTES

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

RANKING NOTES

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

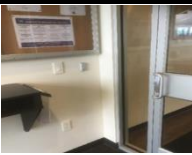
TIMELINE

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

ADA COMPLIANCE ISSUES

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

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction
Airport: Parking		Van Accessible Space [502.2]	1	1	2019/ 2020	Repaint lines to meet measurement requirements. Public Works to schedule/correct as time & budget allows.
Airport: Parking		ADA Parking Sign Placement [502.6]	1	1	2019/ 2020	Adjust height on existing handicap signage to comply with 60" minimum from ground. Public Works to schedule/correct as time & budget allows.
Baycrest Overlook		Van Accessible Space [502.2]	1	1	2019/ 2020	Repaint lines. Public Works to schedule/correct as time & budget allows.
City Hall: Back Entrance		Van Accessible Space [502.2]	1	1	2019/ 2020	Repaint lines. Public Works to schedule/correct as time & budget allows.
City Hall: Front Entrance		Van Accessible Space [502.2]	1	1	2019/ 2020	Repaint lines. Public Works to schedule/correct as time & budget allows.
City Hall: Front Entrance		Minimum 48" Vestibule Door Spacing [404.2.6]	1	1	2019/ 2020	Remove inner door or change door swing for one or both doors. Public Works to schedule/correct as time & budget allows.
Fire Hall: Parking		Van Accessible Space [502.2]	1	1	2019/ 2020	Repaint lines. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all parking/pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.
Library: Parking		ADA Parking Sign Placement [502.6]	1	1	2019/ 2020	Adjust height on existing handicap signage to comply with 60" minimum from ground. Public Works to schedule/correct as time & budget allows.

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	34
Port & Harbor Office		Notification Board Location too High [703.4.1]	1	1	2019/2020	Lower access to bottom edge of board to 48" to 60" max. Port & Harbor to schedule/correct as time & budget allows.	
Public Works: Parking		Van Accessible Space [502.2]	1	1	2019/2020	Repaint lines. Public Works to schedule/correct as time & budget allows.	
Airport: Parking		"Van Accessible" Signs [502.6]	1	2	2019/2020	Install "Van Accessible" sign at van space. Public Works to schedule/correct as time & budget allows.	
Baycrest Overlook		Van Accessible Space [502.2]	1	2	2019/2020	Install "Van Accessible" sign at van space. Public Works to schedule/correct as time & budget allows.	
City Hall: Front Entrance		Van Accessible Space [502.2]	1	2	2019/2020	Install "Van Accessible" sign at van space. Public Works to schedule/correct as time & budget allows.	
Fire Hall: Parking		"Van Accessible" Signs [502.6]	1	2	2019/2020	Install "Van Accessible" sign at van space. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all parking/pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Harbor Docks: Transient/Reserved Moorage		Boat Slip Clearance [1003.3.1] Informational sign & marking accessible zones/areas [703.4.1]	1	2	2019/2020	For every 120 inches (10 ft.) of linear pier edge serving these accessible slips there is a clear opening at least 60 inches wide. Provide clear markings on all designated loading zone area(s). For example, painting a thin blue line inside the yellow transient moorage area lines or red loading zone lines for easier detection and recognition of these accessible areas/features. Port & Harbor to schedule/correct as time & budget allows.	
Harbor Docks: Transient/Reserved Moorage		Clear Floor or Ground Space [305]	1	2	2019/2020	Ensure an accessible path of travel and clear floor space for boarding at each accessible slip. Provide a clear floor space of at least 30" by 48" for either forward or parallel. Modify any pier barriers or edge protection that may hinder access. Port & Harbor to schedule/correct as time & budget allows.	

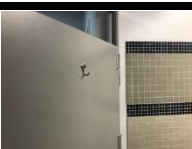
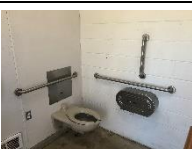
Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	35
Harbor Ramp 4: Paved Parking		Van Accessible Space [502.2]	1	2	2019/2020	Install "Van Accessible" sign at van space. Port & Harbor to schedule/correct as time & budget allows.	
Library: Parking		"Van Accessible" Signs [502.6]	1	2	2019/2020	Install "Van Accessible" sign at van space. Port & Harbor to schedule/correct as time & budget allows.	
Public Works: Parking		"Van Accessible" Signs [502.6]	1	2	2019/2020	Install "Van Accessible" sign at van space. Port & Harbor to schedule/correct as time & budget allows.	
Animal Shelter: Parking		Van Accessible Space [502.2] "Van Accessible" Signs [502.6] Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	Repaint lines. Install "Van Accessible" sign at van space. Regrade cross slope to 1:48 max. Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
City Hall: Back Entrance		Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	Regrade cross slope to 1:48 max. Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
City Hall: Front Entrance		Grates in Wheelchair Route [302.3] Level Landing at Top of Curb Ramp [406.4] Level Landing Where Ramp Changes Direction [405.7.4] Ramp Handrail Extension & Return [505.10.1] Minimum 32" Door Opening [404.2.3]	1	4C	2019/2021	Replace grate to meet opening requirement of 1/2" or less. Reconfigure curb ramp so there's a level landing at least 36" long. Alter landing ramp to meet minimum measurements. Alter/replace handrails. Alter main door, possibly with offset hinges. Public Works to prepare cost estimate to resolve all City Hall Front Entrance ADA compliance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other construction items. Possibly evaluate for ADA grant funding. Add to Capital Improvement Plan.	

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	36
End of the Road Park: Parking		Van Accessible Space [502.2] "Van Accessible" Signs [502.6] Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	Create van accessible parking spaces with proper signage, lines, and paved slope. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Fire Hall: Parking		Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	Regrade cross slope to 1:48 max Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Harbor Ramp 3: Gravel Parking		Accessible Parking Dimensions [502.2, 502.3, 502.6]	1	4C	2019/2021	For greater access to Ramp 3, provide additional accessible paved parking spaces located nearest to this specific dock access point. Consider providing at least 5% or greater accessible parking stalls. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Harbor Ramp 4: Gravel Parking		Accessible Parking Dimensions [502.2, 502.3, 502.6]	1	4C	2019/2021	Designate more accessible parking spaces that serve the Ramp 4/Ramp 3 Areas (which are primary-function locations) that is connected with an even, stable, firm, and slip resistant surface. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Harbor Ramp 4: Gravel Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]	1	4C	2019/2021	Walking and floor surfaces must be firm, stable, and slip resistant. Provide access aisle and curb ramp with smooth transition to connect onto the accessible pathway to meet minimum accessible parking compliance. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	37
Harbor Ramp 5: Gravel Parking		Van Accessible Space [502.2]	1	4C	2019/2021	Create van accessible parking spaces with proper signage, lines, and paved slope. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Library: Parking		Slope of Accessible Parking Spaces [502.4] Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	Regrade surface to maintain max 1:48 slope. Regrade cross slope to 1:48 max. Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Load & Launch Ramp: Gravel Parking		ADA Parking Sign Placement [502.6]	1	4C	2019/2021	Adjust height on existing handicap signage to comply with 60" minimum from ground. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Load & Launch Ramp: Parking		Accessible Parking Dimensions [502.2, 502.3, 502.6]	1	4C	2019/2021	Replace surface material with compact gravel or asphalt in all ADA parking areas. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Nick Dudiak Fishing Hole Lagoon		Ramp [405] Walking Surfaces [403]	1	4C	2019/2024	The Nick Dudiak Fishing Hole Lagoon is extremely outdated and in need of significant repairs. An Invitation to Bid (ITB) will be required to bring it fully into compliance. City Staff/Port & Harbor to continue working with Alaska Department of Fish & Game for funding to repair ramps.	
Public Works: Parking		Exterior Ramp Cross Slope [403.3]	1	4C	2019/2021	Regrade cross slope to 1:48 max. Public Works to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	

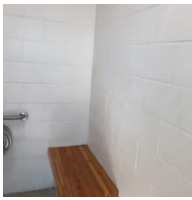
Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	38
Airport		Objects on Public Area Circulation Paths [307.2]	2	1	2019/2020	Hand sanitizer protrudes; needs to either be replaced or have a tactile warning. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport		Wheelchair Space in Waiting Rooms [802.1.2, 802.1.3]	2	1	2019/2020	Space is there but it needs signage designation so it remains clear. Public Works to evaluate: Option 1 – Schedule/correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Deep Water Dock: Shelter		Reach Range [308]	2	1	2019/2020	Dog waste bag dispenser's operable part is measured at 54" above the floor and located above a seating area. Lower dispenser operable part to 48" above the floor; relocate away from the circular stone bench as not to protrude into a sitting person's headspace. Port & Harbor to schedule/correct as time & budget allows.	
Harbor Docks: Transient/Reserved Moorage		Door Hardware [404.2.7] Operable Parts [309]	2	1	2019/2020	Round water spigot control(s). Port & Harbor replacing controls near ADA stalls with lever mechanisms immediately; all other controls to be replaced as time & budget allows.	
Harbor Uplands: Fish Cleaning Station/Tables at Ramp 4, Ramp 6, & Fishing Lagoon		Reach Ranges [308]	2	1	2019/2020	Reach to dispose gut material into these wagons is too high and beyond the maximum reach range of 48 inches. Port & Harbor to add a fish disposal bucket under each accessible table section at all three locations; to be replaced as time & budget allows.	
Library		Tactile Interior Signs [703.5, 703.2, 703.3]	2	1	2019/2020	Install tactile signs Public Works to schedule/correct as time & budget allows.	
Library		Clear Area to Side of Front-pulling Door [404.2.4]	2	1	2019/2020	Copy Room is tight; Install sign to ask for assistance with opening door. Public Works to schedule/correct as time & budget allows.	
City Hall: Downstairs		Tactile Interior Signs [703.5, 703.2, 703.3]	2	2	2019/2020	Replace all room/space placards with tactile signs in proper locations. Public Works to schedule/correct as time & budget allows.	

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	39
City Hall: Upstairs		Tactile Interior Signs [703.5, 703.2, 703.3]	2	2	2019/2020	In permanent rooms, replace all room/space placards with tactile signs in proper locations. Public Works to schedule/correct as time & budget allows.	
Harbor Uplands: Benches & Viewing Areas		Benches [903]	2	3	2019/2021	Retrofit existing benches to have back support, or provide accessible seating area -benches that meet ADA standard (i.e. seating with back support). Port & Harbor to incorporate into upcoming harbor improvement project.	
Airport		Depth of Counter at Accessible Portion [904.4]	2	4C	2019/2024	Alter accessible portion so it's the same depth as the standard countertop. City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
City Hall: Upstairs		Dimensions of Elevator's Interior [407.4.1]	2	4C	2019/2021	Depth of elevator too short; replace elevator. Public Works to evaluate cost to replace elevator & present to City Council with recommendation for 2020/21 budget.	
Harbor Uplands: Fish Cleaning Station/Tables at Ramp 4, Ramp 6, & Fishing Lagoon		Floor or Ground Surfaces [302]	2	4C	2019/2021	There is at least one accessible vehicular parking space designated near each of the three independent stations; however, as reported in the parking section the path-of-travel surface material is loose gravel and may not be firm, stable, and slip resistant unless it is inter-locking compacted gravel. Ground and surface level in any directions of parking spaces must be firm, level, and slip resistance. Public Works and/or Port & Harbor to prepare cost estimate to resolve all parking/ pavement entrance issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction). Could be included in RFP for other paving projects. Possibly evaluate ADA grant funding.	
Harbor Uplands: Ramp 2 Disposal Sheds		Changes in Surface Level [303] Ramps [405] Openings [302.3]	2	4C	2019/2024	RAMP 2 Oil Shed has two steel grated ramps with slopes as steep as 30 degrees with no clear floor space to maneuver or reach any of the three different disposal opportunities. In addition, the ramp and floor grates are not in compliance as they allow passage of a sphere more than ½ " (13 mm) diameter through a grate opening. Provide a proper accessible route and reach ranges to at least one of the two locations designated for chemical waste dumping or provides some sort of "equivalent facilitation." Port & Harbor to evaluate; could be incorporated into upcoming harbor improvement project.	

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	40
Harbor Uplands: Ramp 8 Disposal Sheds		Changes in Surface Level [303]	2	4C	2019/2024	RAMP 8 Oil Shed has a concrete perimeter barrier with a change in level that is more than 1/4" with no clear floor space to maneuver or reach any of the different disposal opportunities. Surface level along accessible route must be free of changes in surface level. Surface level changes cannot exceed 1/4" in height. Port & Harbor to post signage at Ramp 8 that directs persons requiring assistance to contact staff, or to go to ADA compliant Ramp 2 facility. Port & Harbor to evaluate; could be incorporated into upcoming harbor improvement project.	
Load & Launch Ramp: Staging Area		Ground Surfaces/ Changes in Surface Level [302, 303]	2	4C	2019/2024	Provide ground surface that is firm, stable, and slip resistant. Maintain to ensure changes in level issues do not occur throughout a season. Paving Staging Area will require a contractor; at a 2 rating staff could designate a paved area for ADA loading, but during summer will require significant staff time to monitor. Port & Harbor to evaluate; could be incorporated into upcoming harbor improvement project.	
Airport: Men's Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport: Men's Restroom		Toilet Paper Dispenser Location [604.7]	3	1	2019/2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Bartlett & Pioneer: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Bartlett & Pioneer: Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/2020	Relocate grab bar to meet all location requirements, specifically re: objects above bar. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	41
Baycrest Overlook		Toilet Room Sign Locations [703.4.2]	3	1	2019/2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Baycrest Overlook		Toilet Paper Dispenser Location [604.7]	3	1	2019/2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
City Hall: Downstairs Restroom		Toilet Room Sign Locations [703.4.2, 703.4.1]	3	1	2019/2020	Move signs to comply w/ height requirements so they're not blocked by other doors. Public Works to schedule/correct as time & budget allows.	
City Hall: Downstairs Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
City Hall: Upstairs Restroom		Location of Grab Bar on Side Wall [604.5.1]	3	1	2019/2020	Relocate grab bar to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
End of the Road Park: Restroom		Coat Hook Location [603.4]	3	1	2019/2020	Relocate coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
End of the Road Park: Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/2020	Relocate grab bar to meet all location requirements, specifically re: objects above bar. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor Ramp 4: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	42
Harbor Ramp 4: Restroom		Toilet Paper Dispenser Location [604.7]	3	1	2019/ 2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor Ramp 5: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/ 2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor Ramp 5: Restroom		Coat Hook Location [603.4]	3	1	2019/ 2020	Re-install coat hook that meet location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor Ramp 6: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/ 2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Library: Kid's Room Restroom		Coat Hook Location [603.4]	3	1	2019/ 2020	Coat Hook was removed; install coat hook that meets location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Library: Men's Restroom		Soap Dispenser Location [308.2.2]	3	1	2019/ 2020	Relocate soap dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Library: Men's Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/ 2020	Relocate grab bar to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	43
Load & Launch Ramp: Restroom		Toilet Room Sign Locations [703.4.2]	3	1	2019/ 2020	Move signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Load & Launch Ramp: Restroom		Coat Hook Location [603.4]	3	1	2019/ 2020	Re-install coat hook that meet location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
WKFL Park: Restroom		Coat Hook Location [603.4]	3	1	2019/ 2020	Install coat hook to meet location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
WKFL Park: Restroom		Location of Grab Bar on Side Wall [609.4]	3	1	2019/ 2020	Relocate grab bar to meet all location requirements, specifically re: objects above bar. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Airport: Men's Restroom		Threshold Entrance Height [404.2.5, 303.2] Force to Open Door [404.2.9]	3	2	2019/ 2021	Adjust or replace closer; Install lighter door. Replace threshold that meets bevel and height restrictions. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport: Men's Restroom		Toilet Seat Height [604.4] Location of Grab Bar on Rear & Side Wall [604.5.1, 604.5.2, 609.4]	3	2	2019/ 2021	Toilet seat too high; replace toilet. Relocate grab bar to meet all location and length requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport: Women's Restroom		Toilet Seat Height [604.4] Location of Grab Bar on Rear & Side Wall [604.5.1, 604.5.2, 609.4]	3	2	2019/ 2021	Toilet seat too high; replace toilet. Relocate grab bar to meet all location and length requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	44
Airport: Women's Restroom		Toilet Paper Dispenser Location [604.7]	3	2	2019/ 2020	Relocate toilet paper dispenser to meet all location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport: Women's Restroom		Threshold Entrance Height [404.2.5, 303.2]	3	2	2019/ 2021	Replace threshold that meets bevel and height restrictions. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out grant funding.	
Bartlett & Pioneer: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Bartlett & Pioneer: Restroom		Toilet Room Sign Locations [703.4.2]	3	2	2019/ 2020	Sign is missing; install signs to comply w/ location requirements. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Baycrest Overlook		Location of Grab Bar on Side & Rear Wall [609.4]	3	2	2019/ 2021	Relocate grab bar to meet all location requirements, specifically re: objects below bar. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Deep Water Dock: Restrooms		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
End of the Road Park: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	45
Harbor Ramp 4: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor Ramp 4: Restroom		Force to Activate Flush Control [605.4]	3	2	2019/ 2021	Change/adjust toilet flush control so it takes less than 5lbs of force to activate. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor Ramp 5: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor Ramp 6: Restroom		Pipes Below Lavatory Protected/ Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor: Policies & Procedures For All Facilities		Policy and procedures. Schedules for accessible feature(s) maintenance	3	2	2019/ 2020	Review and modernize current/associated policies and operational procedures to reflect how these accessible slips are requested, utilized, and maintained for short-term or long-term moorage harboring opportunities. Port & Harbor to review/revise policies & procedures for ADA compliance; include Port & Harbor Advisory Commission where appropriate.	
Library: Kid's Room Restroom		Location of Grab Bar on Side Wall [609.4]	3	2	2019/ 2020	Relocate grab bar to meet all location requirements re: surrounding objects. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Library: Men's Restroom		Stall Door Pulls on Both Sides [604.8.1.2]	3	2	2019/ 2020	Replace hardware. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	46
Library: Women's Restroom		Stall Door Pulls on Both Sides [604.8.1.2]	3	2	2019/ 2020	Replace hardware. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Load & Launch Ramp: Restroom		Threshold Entrance Height [404.2.5, 303.2]	3	2	2019/ 2021	Replace threshold that meets bevel and height restrictions. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
WKFL Park: Restroom		Pipes Below Lavatory Protected/Insulated [606.5]	3	2	2019/ 2020	Install insulation or cover panel to protect pipes under sink. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Airport: Men's Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/ 2024	For stall doors inside restroom, add closer or replace door. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport: Women's Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/ 2024	For stall doors inside restroom, add closer or replace door. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport: Women's Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/ 2024	Move control or replace toilet. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
City Hall: Downstairs Restroom		Stall Lock Operability [309.4]	3	3	2019/ 2021	Replace lock so it can be used with one hand and w/o tight grasping/pinching. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	47
City Hall: Downstairs Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/ 2024	For stall doors inside restroom, add closer or replace door. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
City Hall: Downstairs Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/ 2024	Move control or replace toilet in Men's Restroom. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
City Hall: Upstairs Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/ 2024	Move control or replace toilet. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor Ramp 5: Restroom		Space from Partition to Toilet's Centerline [604.2]	3	3	2019/ 2021	Shorten wooden bench top to meet space requirements between bench and toilet. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Harbor Ramp 6: Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/ 2024	Move control or replace toilet. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Library: Men's Restroom		Toilet's Flush Control on Open Side of Closet [604.6]	3	3	2019/ 2024	Move control or replace toilet. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Library: Women's Restroom		Stall Door Self-closing [604.8.1.2]	3	3	2019/ 2024	For stall doors inside restroom, add closer or replace door. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – Prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	

Location	Image	ADA Code Reference	Priority Level	Cost/Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	48
Airport: Men's Restroom		Privacy Wall & Door Configuration [404.2.4]	3	4C	2019/2024	Reconfigure space to meet minimum space requirements. City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport: Men's Restroom		Toe Clearance Under Sink [306.3.3]	3	4C	2019/2024	Move or replace sink to meet under-sink clearance. City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport: Men's Restroom		Space from Partition to Toilet's Centerline [604.2]	3	4C	2019/2024	Move or replace toilet. City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Airport: Women's Restroom		Clear Turn-Around Space for Wheelchair [603.2.1]	3	4C	2019/2024	Space limited near sink; move/remove partitions, fixtures or objects. City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	
Bartlett & Pioneer: Restroom		Maneuvering Clearance [404.2.4]	3	4C	2019/2024	Door opening clearance on both stalls have limited maneuvering clearance or the clear floor space overlaps. Recommend reverse the door opening swing (outward) on both doors to the opposite latch to provide greater maneuvering clearance for entering and exiting. Another alternative is the door swinging inward if proper clear floor space is provided beyond the arc of the door. Public Works to prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Deep Water Dock: Restrooms		Maneuvering Clearance [404.2.4]	3	4C	2019/2024	Door opening clearance on both stalls have limited maneuvering clearance or the clear floor space overlaps. Recommend reverse the door opening swing (outward) on both doors to the opposite latch to provide greater maneuvering clearance for entering and exiting. Another alternative is the door swinging inward if proper clear floor space is provided beyond the arc of the door. Public Works to prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Timeline	Accessibility Issue, Solution/Remedy & City Staff Direction	49
WKFL Park: Restroom		Maneuvering Clearance [404.2.4]	3	4C	2019/ 2024	Door opening clearance on both stalls have limited maneuvering clearance or the clear floor space overlaps. Recommend reverse the door opening swing (outward) on both doors to the opposite latch to provide greater maneuvering clearance for entering and exiting. Another alternative is the door swinging inward if proper clear floor space is provided beyond the arc of the door. Public Works to prepare cost estimate to resolve all public restroom issues; include as 2020 budget item & issue RFP in 2020/21 (incl. design & construction).	
Airport		Drinking Fountain Spout Placement [602.5] Protrusion of Drinking Fountain [307.2]	4	1 or 4C	2019/ 2020 or 2019/ 2024	Replace drinking fountain with one that complies with all sizing requirements. Drinking fountain sticks too far out; replace or add tactile warning. Replacing fountain will require a contractor/ modification; adding a tactile warning can be done by staff within 2019. Public Works to evaluate: Option 1 – Schedule/ correct as time & budget allows; or Option 2 – City Staff & Public Works to work with DOT&PF ADA Coordinator to discuss resolving all airport issues in one project & seek out potential grant funding.	

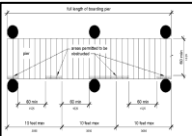
ADDENDUM

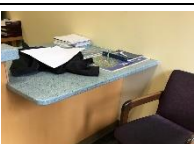
Throughout the evaluation process, some of the issues that were noted in staff's self-evaluations and the Northwest ADA Center's Port and Harbor report were either:

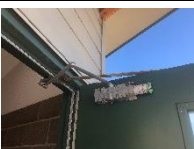
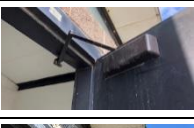
1. Addressed immediately;
2. Were determined by staff to no longer be an issue; or
3. An ongoing compliance issue that staff addresses regularly through routine building maintenance.

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

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Airport		Secured Edges of Carpets/Mats [302.2]	1	Recurring	Secure carpeting or mats at edges. Mats get replaced regularly through routine building maintenance.
Airport: Main Entrance		Main Door Closer Timing [404.2.8]	1	Recurring	Adjust door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
City Hall: Back Entrance		Door Closer Timing [404.2.8]	1	Recurring	Adjust door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
City Hall: Back Entrance		Secured Edges of Carpets/Mats [302.2]	1	Recurring	Secure carpeting or mats at edges. Mats get replaced regularly through routine building maintenance.
City Hall: Front Entrance		Secured Edges of Carpets/Mats [302.2]	1	Recurring	Secure carpeting or mats at edges. Mats get replaced regularly through routine building maintenance.
Harbor Docks: Amenities & Program Services		Clear Floor or Ground Space [305] Reach Ranges [308] Operable Parts [309]	1	Recurring	Ensure all the surrounding amenities and services that serve these specific accessible slips are made accessible. Examples such as water supply facets and hoses, outlets for electricity and cable TV, etc. will require: •Proper clear floor space of at least 30" by 48", •Reach ranges from floor surface of minimally 15" to 48" maximum, •Operating controls shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate operable parts shall be 5 lbs. maximum. All utility pedestals on the docks are ADA compliant; harbor staff patrolling regularly monitors that items aren't blocking dock pathways/ pedestals.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Docks: Transient/ Reserved Moorage		Boat Slip Clearance [1003.3.1]	1	N/A	Formally commit to designating the required elevations for accessible stalls by slip locations. Designate at least one accessible slip location for each of the available classes, then locate the remaining four slips in the most widely utilized and popular boat sizes used and moored in the harbor. Place them on the shortest accessible route to the RAMP 3 arrival point. Staff already designated stalls; separately listed issue addresses staff's efforts to show designations on port and harbor maps.
Library: Main Entrance		Grates in Exterior Wheelchair Route [302.3]	1	N/A	Replace grate to meet opening requirement of 1/2" or less. Staff confirmed that no grate exists at the Library Entrance.
Load & Launch Ramp: Parking		Ground/Walking Surfaces [302, 403]	1	N/A	Relocate ADA parking spaces to open asphalt surfacing already adjacent to and around the restroom building. Existing pavement area is for Load & Launch Ramp staging; cannot be relocated.
Port & Harbor Office		Protruding Object Over 4" at Entrance [307.2, 305]	1	N/A	Move entrance shelf to provide clear floor space of 30"x48" min for door approach. Not applicable since the shelf does not protrude 4" into the door space.
Harbor Ramp 3: Gravel Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3] Ground Floor Surfaces [302.1, 302.3]	1	Completed N/A	Walking and floor surfaces must be firm, stable, and slip resistant. Provide access aisle and curb ramp with smooth transition to connect onto the accessible pathway to meet minimum accessible parking compliance. Clear asphalt-to-gravel issues & regrade to have cross slope less than 2%. Staff inspected Ramp 3 Parking Lot; the paved portion has been cleared of any gravel/debris, lines repainted, and a drainage issue fixed at the head of the parking lot. The unpaved parking area near the top of Ramp 3 is the parking lot for Harbor Grill, not for Ramp 3 access; the two parking areas are delineated by a physical barrier.
Harbor Ramp 3: Paved Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]	1	Completed	The clear floor space to use the automated parking meter that serves Ramp 3 parking lot can become uneven with foot-traffic use and ongoing weathering due to the asphalt-to-gravel transition. This change-in-level barrier could be easily remedied and likely permanently maintained with a little additional asphalt around the base of the meter. Area around meter was paved when meter was replaced with a different model.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Ramp 4: Paved Parking		Van Accessible Space [502.2]	1	Completed	Repaint lines to meet measurement requirements. Lines were repainted Spring 2019.
Harbor Ramp 8: Gravel Parking		Clear Widths and Slopes for Walking Surfaces [403.5.3]	1	Completed	Walking and floor surfaces must be firm, stable, and slip resistant. Provide access aisle and curb ramp with smooth transition to connect onto the accessible pathway to meet minimum accessible parking compliance. ADA Parking was moved onto paved area; existing signage was moved and new lines were painted Spring 2019.
Port & Harbor Office		Accessible Service Counter [904.4]	1	Completed	Clear ADA Counterspace so it is usable; provide a chair for patrons. Staff completed at time of inspection.
City Hall: Downstairs		Interior Door Closer Timing [404.2.8]	2	Recurring	Adjust door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Harbor Uplands: Fish Cleaning Station/Table s at Ramp 6		Operation [309.4] Faucets [606.4]	2	Recurring	At the RAMP 6 Fish Cleaning Station, the operating controls for the water hoses at the accessible table sections are round. Staff is replacing controls with lever mechanisms as they wear out and need replacing.
City Hall: Downstairs		Accessible Service Counter [904.4.1]	2	N/A	Rebuild a portion of City Clerk's counter for accessibility. Not necessary since a present workaround exists; table that meets ADA compliance is available.
City Hall: Upstairs		Depth of Counter at Accessible Portion [904.4]	2	N/A	Rebuild Finance's counter for accessibility. Staff re-measured, meets requirements.
Harbor Docks: Transient/ Reserved Moorage		Clear Floor Space [606.2]	2	N/A	Provide a clear floor space of at least 30" by 48" for either forward or parallel to access other available amenities like electricity. Dock in photo is not the ADA designated stalls; the designated stalls are compliant with pathway requirements.
Harbor Uplands: Ice Bait & Automated Machines		Reach Range [308]	2	N/A	The Bait Box machine operating controls are too high (52 1/2 inches) for proper high reach range clearance of 48 inches above the floor. Recommend replacing this automated machine with one that does comply with the 2010 ADA Standards in the design and operation of the control mechanisms. This machine is privately owned, not maintained by the City.

Location	Image	ADA Code Reference	Priority Level	Cost/ Impact	Accessibility Issue, Solution/Remedy & City Staff Direction
Harbor Uplands: Fish Cleaning Station/ Tables at Fishing Lagoon		Changes in Level [303]	2	Completed	There is a step or change in level barrier at the entrance to the Nick Dudiak Fishing Hole Lagoon Fish Cleaning Station. Recommend adding compacted inter-locking gravel or asphalt at the station entrance connecting to the accessible parking space and harbor pedestrian sidewalk arrival points. Area was paved spring 2018.
Library		Wheelchair Space Under Work Surface [305.3]	2	Completed	Table with correct wheelchair dimensions is available; library staff installed computer at table.
Airport: Men's Restroom		Door Closer Timing [404.2.8.1]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Baycrest Overlook		Door Closer Timing [404.2.8.1] Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
City Hall: Downstairs Restroom		Door Closer Timing [404.2.8.1] Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Corner of Bartlett & Pioneer: Restroom		Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
End of the Road Park		Door Closer Timing [404.2.8.1] Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Harbor Ramp 4: Restroom		Door Closer Timing [404.2.8.1]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Harbor Ramp 6: Restroom		Door Closer Timing [404.2.8.1]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
Library: Men's Restroom		Door Closer Timing [404.2.8.1] Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.
WKFL Park		Force to Open Door [404.2.9]	3	Recurring	Adjust main door so it takes at least 5 seconds to close. Door closers adjusted regularly through routine building maintenance.

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

