

Session 18-06 a Regular Meeting of the ADA Compliance Committee was called to order by Chair Munns at 4:00 p.m. on September 13, 2018 at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: Donna Aderhold, Tess Dally, Joyanna Geisler, Linda Munns, Pam Van Hoozer

STAFF: Melissa Jacobsen, City Clerk/ADA Coordinator, Rachel Tussey, Deputy City Clerk

## **AGENDA APPROVAL**

The agenda was approved by consensus of the Committee.

## **PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**

## **RECONSIDERATION**

## **SYNOPSIS APPROVAL**

A. July 12, 2018 Meeting Synopsis

The meeting synopsis was approved by consensus of the Committee.

## **VISITORS**

## **PENDING BUSINESS**

A. ADA Self-Evaluation and Transition Plan Update

The group reviewed an updated draft of the building surveys. Ms. Dally commented about the curb in front of the airport and that there is some confusion because the curb cut is an access for someone in a wheel chair and there is a sign that points to the HC parking area, but no other markings. A lot of times people will park in front of the curb cut and it blocks the way for people to use it. City Clerk Jacobsen agreed it's confusing and said she's not sure if it should be marked as a loading zone or as a handicap access because it's not clear, but it's not a parking area.

City Clerk Jacobsen introduced Deputy City Clerk Tussey and explained that Ms. Tussey would be working closely with her and the Committee on the Transition Plan project going forward. Ms. Jacobsen explained that in working on preparing a revised draft with photos she found that a lot of the pictures that were taken need to be re-done, so she and Ms. Tussey will be working on that over the next few days.

The group reviewed the updated transition plan draft and talked about prioritizing the accessibility issues. They touched on buildings not being used because of access issues, buildings most frequently used by the public, the need for a flat area for parking, sorting the

spreadsheet based on ADA prioritization, readily achievable barrier removal, or a combination of both, and looking at access issues that could be achieved in house versus by a contractor. It would be helpful for Public Works to do a quick assessment of the list and give some feedback on what they could and what would need to be contracted out. Staff said they'll follow up with Public Works and update the spreadsheet for the next meeting.

## **NEW BUSINESS**

### **A. Grievance Procedure**

Ms. Dally shared that she had a situation where she fell off the Beluga Slough Trail and injured herself. She tried to fill out the grievance form from home but was unable to because it was inaccessible for her, as the form was hard to find and she didn't have a printer so was unable to complete it at home. She suggested that be addressed so people could easily complete the form online. They discussed the need for a signature and the idea that an electronic signature option could be an option for the form. Staff agreed to work on the online form and check with the City Attorney about appropriate electronic signature verbiage. It was also suggested having the forms more readily available at City Hall, the library, and other city buildings.

### **B. Beluga Slough Trail**

Ms. Dally commented that she was there with a few people looking at the trail. It's the trail that goes from Islands and Ocean to Bishops Beach where she fell and injured herself. Ms. Aderhold explained it's a gravel path that connects with a light penetrating boardwalk and on both ends there is a lip that would be quite a drop for someone using a wheel chair or walker. Ms. Dally said it's important that get repaired as it's a liability for the City.

## **INFORMATIONAL ITEMS**

### **COMMENTS OF THE AUDIENCE**

### **COMMENTS OF STAFF**

### **COMMENTS OF THE COMMITTEE**

## **ADJOURN**

There being no further business to come before the Committee the meeting adjourned at 4:40 p.m. The next regular meeting is scheduled for October 11, 2018 at 4:00 p.m. at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

ADA Compliance Committee  
Regular Meeting  
September 13, 2018

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Melissa Jacobsen, MMC, City Clerk

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