

Minutes

Accessibility Advisory Committee

Monday, July 15, 2019

4:00 PM

2nd Floor, City Hall

1. **ROLL CALL**

Committee chair Bill Josh called the meeting to order at 4:07pm.

Roll Call:

Committee Members Present: Scott Carson, Evelynna Castro, Jennifer Fenton, Colleen Holten, Bill Josh, Allan Rudberg, Jeanne Daggett

Committee Members Excused Absent: Lawrence Lanning

Committee Members Absent: Vickie vanFossen

Council Member Liaison: MaryAlice Wallis

Staff Members Present: Brian Loos - City ADA Coordinator, Chris Smith - HR Director, Amy Asher - RiverCities Transit Manager, Keith Walling - Fleet & Facilities Manager, Jennifer Wills - Parks & Recreation Director, Ken Hash - PW City Engineer,

Public Present: Kenny Martin, Peggy Jensen, John Pittman

2. **APPROVAL OF MINUTES**

Bill Josh, committee chair seeks a motion and 2nd to approve the Accessibility Advisory Committee meeting minutes from the May 20th, 2019 committee meeting.

19-000260 CLAAC Regular Meeting Minutes from May 20th, 2019.

3. **PUBLIC COMMENTS**

Mr. John Pittman met with the committee to discuss his request for consideration of improved accessibility near his place of residence 1950 Dorothy Street. A presentation from the Public Works City Engineer will be taking place later in the meeting and further discussion about Mr. Pittman's request will take place during that portion of the agenda.

4. **COMMITTEE MEMBER COMMENTS & REPORTS**

Ms. Castro reported back to the committee that she reached out to members of the public that attended previous committee meetings to discuss mobility challenges that they have along

various city sidewalks throughout the community.

5. STAFF COMMENTS & REPORTS

A. City ADA Coordinator - Introduction of each section of ADA plan with staff recommendations for top projects to consider & update on project list development (challenges, committee participation/assistance, etc.).

Brian Loos, City ADA Coordinator in the interest of time and lengthy agenda to discuss city ADA transition plan project lists, yielded all staff time reports to section plan holder staff representatives.

B. Access to City Parks, Recreational Infrastructure and Recreational Programming (Section #4) - Parks & Recreation Director and/or representative. Bill Josh asked the committee if they were comfortable moving Parks and Recreation Director, Jennifer Wills to speak first as she needed to leave for a City of Longview Parks & Recreation Advisory Board meeting that was set to begin at 5:00pm. All committee members were in favor to adjust the speaker order accordingly. Highlights to Jennifer's presentation to the committee are provided in a brief narrative.

Parks & Recreation accommodation requests are not a funded line item in the budget. The department does the best they can to accommodate as many requests as possible, also taking into consideration of placing an undue burden on department staff and available resources. The department would like to utilize the committee for future requests and considerations when a request is complex or may place undue burden on the department.

One area that is priority for ADA resources is increasing the mobility for 'getting around' the parks trails and accessing restrooms. One area that is a concern is the paved trail in Hemlock Plaza at Lake Sacajawea between Nichols and Kessler. The sidewalk is deteriorating and accessibility is becoming much more challenging. Costs associated with necessary repairs is significant due to restrictions of replacement requirements as set forth by the Historic Preservation Committee increases the replacement challenge. The pathway is heavily used for all through the community.

Another mobility challenge in all the parks is the area between walking paths/trails and each restroom. Ramps are generally not wide enough and access to the restrooms themselves is not ADA compliant.

Parks playgrounds are generally not ADA accessible. Playground replacement moving forward will be playable, all inclusive, but existing infrastructure is not compliant. At this time, one of twenty three playgrounds meeting the requirement and the cost to replace playgrounds to meet this requirement cost between \$80,000 and \$150,000 each. The Archie Anderson

playground in the highlands neighborhood was the first all-inclusive playground to be installed by the Parks department. Improvements to parking lots, street parking and picnic tables for ADA accessibility also need consideration.

Jennifer provided an abbreviated handout with a rating overview of each park or trail and corresponding infrastructure component. She also provided the committee access to the entire department ADA self-assessment that was conducted in 2017, digitally (266 pages). Any score of a 3 designates that major remedies are needed for barrier removal. A score of 2 designates minor barriers are creating noncompliance and can be repaired, replaced or reconstructed with limited resources. The self-assessment provided a park or trail location and an in depth response to a set of questions that were observed and answered as part of the field review. All documents have been attached to the August 2019 meeting agenda for the Accessibility Advisory Committee for their perusal.

C. Access to City provided Programming, Services & Activities (Section #1) - Information Technology Director and/or representative

The representative from the Information Technology department was unavailable to speak to the committee. City ADA coordinator, Brian Loos did brief the committee on the project list that was established in January 2019. The list has not been updated since that time. The most significant project on the list was updating the city website to meet technology improvements to website design and maintenance, as well as making the website ADA compliance. This was accomplished and rolled out to the public in February 2019.

Brian provided a hard copy of the current project list and asked the committee if there were additional projects they would like to see added to the list. In Brian's research of other city ADA transition plans, there are many other projects the city may wish to consider and he offered to bring back samples from other cities for the committee to review. The committee may want to take into consideration of additional ADA accessibility related projects for the community. All documents provided at the meeting for Section #1 of the plan have been attached to the August 2019 meeting agenda for the Accessibility Advisory Committee for their review.

D. Access to City Buildings & Facilities (Section #2) - Facilities Manager and/or representative

Keith Walling, Fleet and Facilities Manager for the city briefed this section of the plan to the committee. Keith provided the committee a spreadsheet with the top ADA accessibility project currently proposed to the committee. In addition, Keith briefed off of a city Facilities ADA project document that listed numerous projects and photographs that show the project

location and need. Both of these documents have been provided in the August 2019 meeting agenda for the Accessibility Advisory Committee for their review.

One of the big challenges the city currently faces in many locations is providing ease of access from a parking lot location, to each building. If the city has accessibility challenges to get into a building itself, this needs to be a critical priority. Many of these have been identified in the facilities project list, and in many cases are relatively low cost to resolve.

A critical project is to make access to the first floor of city hall, Finance department accessibility ADA compliant. At this time, the department permanently props doors open during business hours to increase accessibility. This project would bring a desired accessibility improvement to city hall. Ms. Castro, committee member agreed that it would be best to automate the doors for accessibility improvement.

E. Access to City Sidewalks, Curb Ramps, Pedestrian Crossings, Pedestrian Signals and Push Buttons (Section #3) - Public Works Director and/or representative.

Ken Hash, Public Works City Engineer briefed the committee on this portion of the transition plan development. Ken provided three handouts that included 3 proposed base projects that totaled \$45,000 each and would provide increased access on the 28th, 30th corridors as well as one East side corridor (10th and New York, 11th and Vandercook). Maps of each corridor were also provided for each. If additional lower priority ramps were installed in each corridor project, costs would be as follows 28th - \$102,500, 30th - \$97,500 and East Side - \$72,500.

Each project would accomplish the following:

28th Avenue - High use walk route to school, providing accessible path on east side of 28th Avenue from Washington Way to Montecello Middle School.

30th Avenue - High pedestrian use route, providing accessible path on east side of 30th Avenue from Washington Way to commercial district along Ocean Beach Highway

East Side - Pedestrian use route, providing accessible path from Life Works and Salvation Army facilities to commercial district on Washington Way.

In addition, Ken Hash provided a report on an ADA request that the City of Longview received from local Attorney, Lisa Waldvogel of NW Justice Project on April 22nd, 2019. A copy of that presentation has been provided to committee members with the August 2019 meeting agenda for the Accessibility Advisory Committee. The letter from Lisa Waldvogel of the NE Justice Project is also attached to the August 2019 meeting agenda. Staff is seeking feedback on this request and are looking to the CLAAC for input.

Ken provided the committee the presentation and the committee as well as Mr. Pittman had

discussion regarding the matter. The cost associated with adding one or two ADA ramps in this vicinity would be approximately \$7,500 or \$15,000 respectively. In addition to ramp addition(s), additional street paint striping and/or signage could to be added to the project at minimal costs. Committee was interested in seeing a partnership on the project, with the property owner that Mr. Pittman live in and potentially adjacent property owners to the location of proposed ramp(s). There were general concerns about speed of those driving on Dorothy. The committee was not comfortable funding the entire project as there are too many competing needs throughout the community and severely limited ADA discretionary funds as set forth by city council.

The following motion was made by committee member Allan Rudberg and seconded by Colleen Holten:

Accessibility Advisory Committee (AAC) makes a recommendation to have city council consider allocating \$2,500.00 of 2019/2020 city ADA project funds to assist in building one ADA compliant ramp to assist in increasing mobility of residents in and around Dorothy street. PW staff would work with area property owners, including New Spring Property Management, to coordinate the improvement project and seek commitment from surrounding property owners to fund the remaining cost associated with the ramp project (approximately \$5,000). AAC directs city ADA coordinator to work with the city attorney to draft a letter of the proposed solution in writing to Lisa Waldvogel of NW Justice Project. No further discussion. The motion passed unanimously.

F. Access to RiverCities Transit Services and Infrastructure (Section #5) - Transit Manager and/or representative.

Amy Asher, Transit Manager with RiverCities Transit briefed the Accessibility Advisory Committee regards ADA programming for the transit organization.

RCT now provides sign language interpreters at RCT board meetings for anyone in attendance upon request. KLTV also provides closed captioning of recorded meetings. RCT is funded by a 3/10 of 1 percent sales tax which funds approximately 75% of the local operating budget for this service. Amy explained that she writes grants 'like mad' to obtain additional Federal and State funds, matching by percentage with local funds to assist in supporting ADA related upgrade RCT infrastructure and other projects.

Recently, RCT was able to purchase about \$25,000 to upgrade bus stop pads and make solar lighting upgrades to increase rider visibility at challenging bus stops. In 2015, approximately 40 bus shelters were upgraded and made ADA compliant through a grant valued at \$250,000. RCT has approximately 250 bus stops in its system today.

When looking at bus stop ADA project upgrades, the following factors are taken into

consideration. 1) General rider and bus operator safety and lighting at each stop. 2) Landscaping around each bus stop 3) Ridership data, high volume stops will take a higher priority over lower volume stops. These factors do assist in making funding and resource allocations when bus stops are considered for ADA upgrades. RCT works very hard to coordinate with City of Longview staff when executing projects, by doing projects together the organization build through economy of scale and are generally more effective and efficient when getting these projects done.

Amy commented that bus passes can be purchased in the finance department, and as many of their riders have mobility challenges, adding a ADA accessible door to finance would be a valuable project for RCT riders.

Rider safety is very important when considering any ADA upgrade to a bus stop. In general, it costs approximately \$2,000 per bus stop on average to make an existing bus stop ADA friendly and that generally involves the transition from the sidewalk of a bus stop to board the bus via platform. The area between the sidewalk and the bus can generally be the challenge, especially in adverse weather conditions.

Amy stated that she would like to see the city funding focused on resources outside of RCT, especially when it comes to improving sidewalks, curb ramps, etc. The stated that these improvement help their riders improve mobility throughout the city.

Amy provided an ADA project list that is predominately funded through Cowlitz Transit Authority and Federal Transit Administration funding sources. At this time, there is about \$25,000 of projects on the list slated to be funded from both CTA/FTA funds.

6. OLD BUSINESS

A. Transition Plan - Section #3: Public Works - Modeling software demonstration on curb ramps for potential project list creation. This modeling software will demonstrate how to create potential project lists with previously provided staff and committee input. An enhanced presentation took place at the May 20th, 2019 regular meeting (a brief presentation took place on March 18th, 2019. A copy of the May 20th, 2019 presentation is provided at the link below. Motion was approved by the committee to have PW come back to the committee at the July meeting and presents potential projects to the committee to consider to possibly recommend to the city council for use of 2019 funding.

In addition, the committee would like to hear from each staff member responsible for each of the five sections of the plan to explain what their top ADA related projects are currently. City ADA coordinator will notify each staff member accordingly and make time available to speak to the committee at the next staff meeting.

Copy of Powerpoint provided to all committee members from previous meeting, no additional discussion.

19-000261 GIS PW - Powerpoint Presentation**7. NEW BUSINESS**

A. City ADA funding, \$50,000 budgeted for 2019 and \$50,000 for 2020. Consideration of a committee recommendation to city council for 2019 funding use.

(Not discussed, tabled for later date - Lack of time due to extended project list discussion)

B. Lawrence Lanning & Bill Josh, committee members to participate with Parks & Recreation (Section #4) & Facilities (Section #2) to assist in the creation of these draft ADA transition plan project lists, for the consideration of city council to be added to the approved City of Longview, ADA Transition Plan base document.

(Not discussed, tabled for later date - Lack of time due to extended project list discussion)

C. Consideration for the replacement of Ms. Vickie vanFossen on the Accessibility Advisory Committee. As per the committee charter, Ms. vanFossen has missed 4 consecutive meetings and the committee chair has attempted multiple times to make contact with her in regards to her participation on the committee.

Information from the committee charter:

If a committee member is absent for three consecutive meetings without notice or justifiable reason, their membership will be reviewed by the committee. Committee members may be relieved of their appointment, by recommendation of the committee chair to the Mayor. The Mayor will ultimately make the decision to remove a committee member from the committee.

The city ADA coordinator has also made multiple attempts to contact her with no success. Recommendation to the committee to authorize the committee chair to contact the Mayor and recommend replacement of Ms. vanFossen on the committee due to missing over three consecutive meetings without notice.

(Not discussed, tabled for later date - Lack of time due to extended project list discussion)

D. Terms - Committee member terms expiring in 2019 will need to reapply to be considered for continuation on the committee. Due to all of these being partial terms, time served to date does not count toward the two full term maximum.

Each committee member term expirations:

Ms. Holton - December 31st, 2019

Ms. Castro - December 31st, 2019

Mr. Lanning - December 31st, 2019

Mr. Carson - December 31st, 2020

Mr. Josh - December 31st, 2020

Ms. vanFossen - December 31st, 2020

Ms. Daggett - December 31st, 2021

Ms. Fenton - December 31st, 2021

Mr. Rudberg - December 31st, 2021

(Not discussed, tabled for later date - Lack of time due to extended project list discussion)

8. ADJOURNMENT & NEXT MEETING DATE/TIME/LOCATION

Committee Chair, Bill Josh, in agreement with all committee members present called for a special meeting to go over additional agenda items that were not covered in the regular meeting on Monday, July 15th, 2019. In addition, the committee will be having additional discussion on the project lists that were presented by city staff at the July 15th, 2019 regular meeting

The next City of Longview Accessibility Advisory Committee (CLAAC) meeting will be a special meeting, and will take place on Monday, August 19th, 2019 at 4:00pm, in the small conference room on the 2nd Floor at Longview City Hall. The meeting is expected to last no more than 2 hours.

Longview City Hall is located at 1525 Broadway Street, Longview, WA 98632.

Meeting was adjourned by committee chair, Bill Josh at 6:08pm.