



Agenda

Accessibility Advisory Committee

Tuesday, January 18,
2022

4:00 PM

2nd Floor, City Hall

1. **ZOOM VIRTUAL MEETING NOTIFICATION**

2. **ROLL CALL**

3. **ELECTION OF COMMITTEE OFFICERS**

4. **APPROVAL OF MINUTES**

22-00033 Seek approval of the regular meeting minutes from the City of Longview Accessibility Advisory Committee from Monday, July 19th, 2021.

5. **PUBLIC COMMENTS**

6. **COMMITTEE MEMBER COMMENTS & REPORTS**

7. **STAFF COMMENTS & REPORTS**

8. **OLD BUSINESS**

22-00034 Facilities & Parks subcommittee update

22-00035 Cowlitz County Accessibility Communities Advisory Committee (ACAC) update from meetings held on September 21st, 2021 and July 7th, 2021.

22-00037 Other old business items?

9. **NEW BUSINESS**

22-00036 ADA Capital Project Recommendations Presentation to City Council on October 14th, 2021

22-00038 Other new business items? Due to it being a special meeting in nature, non-action items only.

10. **ADJOURNMENT & NEXT MEETING DATE/TIME/LOCATION**

Minutes

Accessibility Advisory Committee

Monday, July 19, 2021

4:00 PM

2nd Floor, City Hall

1. **ZOOM VIRTUAL MEETING NOTIFICATION**

Notification provided to committee members, staff liaisons, staff and the public, one week prior to the meeting.

2. **ROLL CALL**

CLAAC committee members present: Bill Josh, Jennifer Merry, Jerry Bakken, Jeanne Daggett & Scott Carson (Call In via Zoom)

CLAAC committee members absent: Larry Lanning, Colleen Holten, Allan Rudberg, Sarah McCoy

5 committee members present (Quorum was met to conduct business)

Attendance was not taken for council liaisons and city staff.

3. **APPROVAL OF MINUTES**

Motion by Jerry Bakken to accept minutes as presented and written from Monday, May 24th, 2021. Motion 2nd was by Jennifer Merry. No discussion or changes noted.

Bill Josh called for the vote and the motion passed unanimously.

21-000848 Seek approval of the special meeting minutes from the City of Longview Accessibility Advisory Committee from Monday, May 24th, 2021.

4. **PUBLIC COMMENTS**

Bill Josh called for public comment. No public comments were provided.

5. **COMMITTEE MEMBER COMMENTS & REPORTS**

Jennifer Merry volunteered to step up as committee chair through the remainder of the year. Jennifer thanked Bill Josh for his work as committee chair and service to the community. There were no objections from committee members present at this meeting.

This will be temporary until the committee holds elections at the January 2022 committee meeting when new committee members appointed are onboarded to their positions on the committee.

No other committee members had comments or reports.

6. **STAFF COMMENTS & REPORTS**

Kris Swanson, Administrative Services Director

**Transition Plan - Section 1 - City Programming, Services and Activities*

Kris is requesting funding for the hybrid meeting environment for city council and other committees. The cost associated with this upgrade is approximately \$11,000. This includes the 'Zoom room' tied into the KLTV system.

Keith Walling

**Transition Plan - Section 2 - City Buildings & Facilities*

No report at this time.

Karl Enyeart

**Transition Plan - Section 3 - Sidewalks, Curb Ramps, Pedestrian Crossings, Signals & Pushbuttons*

Karl provided an update on barrier removal & ADA improvements along the corridor of 30th Avenue between Ocean Beach Blvd and Washington Way. Also informed the committee on the completion of barrier removal & ADA improvements at 11th Avenue & Vandercook and 10th Avenue & New York.

Karl also gave an updated overview of requested funding for future projects as outlined in Section 3 of the transition plan.

Jennifer Wills

**Transition Plan - Section 4 - City Parks, Recreational Infrastructure and Programming*

Requesting from the committee, recommendation ADA door improvement projects at the Recreation Building (1 single door) and McClelland Arts Center (2 double doors). Future project requests will include the Womens Club and the Elks Memorial Building.

Provide an update on the pause of the Community Garden, ADA barrier elimination and accessibility. Accessibility challenges with LDS church providing continued access from the 30th Avenue community garden access point and securing a contractor to make improvements due to costs and availability (COVID 19).

Tabitha Hayden provided an update to the committee.

**Transition Plan - Section 5 - Transit Services*

No report at this time.

Other Staff Reports - No other staff reports were provided

7. OLD BUSINESS

21-000849 Facilities & Parks subcommittee update

Due to COVID 19, the work of this committee has been temporarily suspended.

21-000852 City of Longview Transition Plan - Section Project List Enhancement & Development Update

These updates were provided during the staff comments & reports section of the agenda.

21-000850 Any project recommendations for the AAC for staff to take forward to City Council for consideration? AAC discussion.

Jennifer Merry provided a motion and was seconded by Jerry Bakken as follows:

Recommend the following ADA capital improvement projects to provide barrier elimination and improve accessibility,

- *\$11,000 for Hybrid Meeting and 'Zoom Room' improvements at City Hall in collaboration with KLTV*
- *\$25,000 for curb ramp installation and improvements (3) in the vicinity of 18th Avenue and Olympia Way*

- \$10,000 for 2 ADA door installations at the McClelland Arts Center
- \$5,000 for 1 ADA door installation at the Recreation Building
- \$1,000 for ADA support providing better access to recreation programming

The total cost of ADA capital project recommendations is \$52,000.

There was no further discussion on this motion. Bill Josh called for the vote, and it passed unanimously.

21-000851 Any other old business items for consideration?

There were no other old business items brought up for consideration.

8. NEW BUSINESS

21-000853 Cowlitz County Accessibilities Communities Advisory Committee (ACAC) update from meeting held on July 7th at 10:00am via Zoom.

The County ACAC met on Wednesday, July 7th and the following agenda items were covered by the committee.

- Welcome and Introduction
- 2021 At a Glance – New Office Location, New Opportunities Accessibility – Translation App Demonstration
- February 9, 2021 Special Election Recap
- Upcoming Election – August 3, 2021 Primary
- Round Table Discussion - What are the different organizations in the committee working on at the moment? How can we provide support (if any)?
- Thank you all for your participation!

Brian Loos, City ADA coordinator, provided the committee a brief update on the work of the City of Longview Accessibility Advisory Committee.

21-000854 Any other new business items for consideration?

No other new business items were brought up for consideration by the committee.

9. ADJOURNMENT & NEXT MEETING DATE/TIME/LOCATION

The next regular meeting of the Accessibility Advisory Committee is scheduled for Monday, September 20th, 2021, starting at 4:00pm. Location and/or virtual, to be determined.

Accessible Communities Advisory Committee (ACAC)
Virtual Zoom Meeting
Tuesday, September 21, 2021 at 3 PM – 4 PM
Meeting Agenda

Welcome and Introductions

August 3, 2021 Primary Recap
Rachel Facer-Stone, Elections Deputy

Upcoming Election – November 2, 2021 General Election
Regina Beer, Elections Lead

Accessibility – Translation App Update
Hayley Johnson, Elections Manager

Round Table Discussion

What are the different organizations in the committee working on at the moment? How may we provide support (if any)?

Thank you all for your participation!

ACAC: 7.7.21

Hayley Johnson – CZ Elections Manager

Rachel Facer-Stone – CZ Elections Deputy

MaryAlice Wallis – City of Longview

Brian Loos – City of Longview

Evelynn Marquez – Cowlitz Human Services Department

Kaelee Dearmore – Wahkiakum Elections

Kyle Eddington – R3

Jerry Bakken – Accessibility Advisory Committee

Allan Rudberg – Accessibility Advisory Committee

10AM Meeting

Began with introduction to new office & location – Room 205 of the admin building.

Demonstration of Translation App service. City of Longview was curious about pricing and what it looks like in application, and CZ Elections said they'd follow up with everyone.

Rachel FS discussed the February Special's turnout and results and brought up the August 3 Primary's dates and deadlines, as well as the inclusion of the county LVP's within the ballot packets mailed.

Round Table:

Brian Loos discussed ongoing work with the Accessibility Advisory Committee.

Evelynn M discussed working with a Case Manager for persons with disabilities and had an interesting situation where a citizen wanted to see if they could get a handicap parking designation in front of their house due to the hardship of having to work to get home from several spaces down. When Evelyn reached out to City of Longview, there wasn't a current program that could help the disabled person with this hardship. She was curious about not only a city level of change or improvement but instead a county-level. What grants exist, or what could be done to assist in these situations?

People First of WA reached out to Evelyn because they are starting up/reviving a local chapter. They wanted to become more involved, and Hayley Johnson encouraged their participation for upcoming ACAC meetings, too.

Kaylee from Wahkiakum posted in the chat: Port District No.1 manages County Line Park, which is essentially a shared space with Cowlitz. They are wanting to build an ADA accessible ramp to their viewing area of the river. MRSC is granting \$10-15,000.00 towards this project, however, my auditor was wondering if anyone had leads regarding additional grant funds. The total project will be approximately \$30-40,000.00 total.

Hayley said she would follow up with this information, as it was not on hand.

The next meeting is scheduled for 9/21/21 at 3PM. The Elections Office hopes to have it in person with a hybrid ZOOM option for those that cannot attend.

Accessible Communities Advisory Committee (ACAC)
Virtual Zoom Meeting
Wednesday, July 7, 2021 at 10AM – 11AM
Meeting Agenda

Welcome and Introductions

2021 At a Glance – New Office Location, New Opportunities

Accessibility – Translation App Demonstration

February 9, 2021 Special Election Recap

Upcoming Election – August 3, 2021 Primary

Round Table Discussion

What are the different organizations in the committee working on at the moment? How may we provide support (if any)?

Thank you all for your participation!

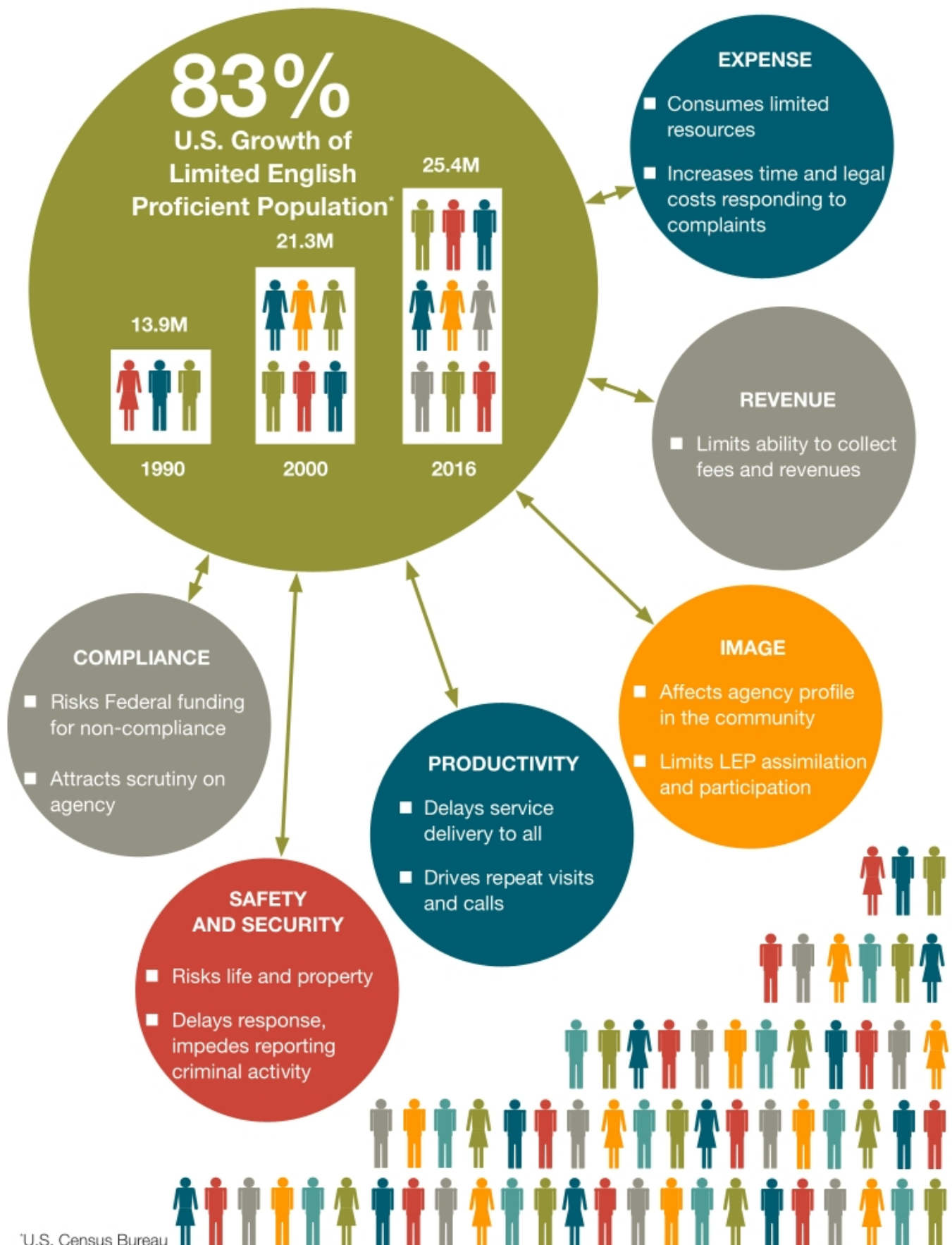
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Title VI
of the Civil Rights Act
of 1964 prohibits
discrimination on the
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Executive Order 13166

Recipients of federal
funding must take
reasonable steps to
provide Limited English
Proficient persons
meaningful access
to services normally
provided in English.



ADA Title II
regulations require
state and local
government to provide
appropriate auxiliary
aids and services where
necessary to ensure
effective communication
with individuals with
disabilities.

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- Improve the work flow of your organization by making language access a natural part of all public-facing touch points, maximizing your limited resources.
- Increase efficiency by communicating with Limited English Proficient (LEP) and Deaf and Hard-of-Hearing persons in the language they understand best, reducing confusion and time spent during each encounter.
- Reduce frustration by providing staff language tools that make their jobs easier.
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- Americans with Disabilities Act of 1990 (ADA)
- Health Insurance Portability and Accountability Act of 1996 (HIPAA)
- Affordable Care Act of 2010 (ACA), Section 1557
- Centers for Medicare and Medicaid Services (CMS)
- Fraud, Waste and Abuse Act (FWA)
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* Available online

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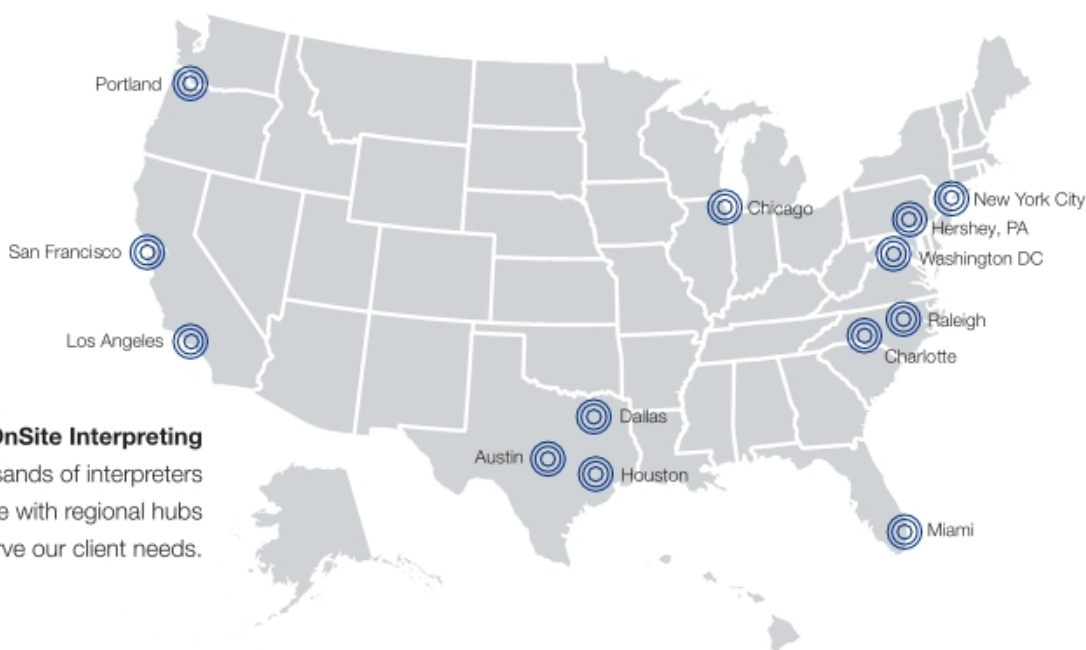
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Accessibility Advisory Committee

Approved ADA Capital Project Recommendations

<i>(Since Inception)</i>	Addition	Subtraction	Balance
2019/2020 - Capital Fund Addition (50K per year)	100000		100000
Project: 6 ADA curb ramps at 10th & New York (NE, NW, SE, SW corners) and at 11th & Vandercook (NE, SE corners)		45000	55000
Project: 2 ADA accessible doors for the 1st floor of City Hall, Finance department & Public Works/Community Economic Development		9416	45584
Project: ADA accessible concrete pad with drainage and restroom fixture upgrade for a single Hemlock Plaza restroom at Lake Sacajawea		4500	41084
Project: ADA public parking compliance at City Hall, Library and Fire Station 81 – Sign and parking striping improvements		1300	39784
Project: 6 ADA ramps - 30th Avenue Corridor East Side of Road - 30th & Fir, Field & Florida (Grant Match)		6750	33034
2021/2022 - Capital Fund Addition (50K per year)	100000		133034
Project: 3 ADA curb ramps at 18th & Olympia Way/Maple Street (2 new and 1 improvement)		25000	108034
Project: 3 ADA doors - 2 double doors at McClelland Arts Center and 1 single door at the Recreation Building		15000	93034
Project: Assist in accessibility barrier elimination at Longview Community Garden vicinity 30th & 32nd Avenue and Louisiana Street		5000	88034



***Americans with Disabilities Act (ADA)
Program Update &***

***Accessibility Advisory Committee
Project Recommendations***

October 14th, 2021

Council Initiative – Address Quality of Place & Work of the CLAAC

- *Last report to City Council was September 2019 prior to COVID 19 impacts, Council Initiative to Address Quality of Place. Committee has continued to meet remotely, although a pause was taken between late January 2020 – early September 2020 due to COVID 19 restrictions. Virtual meetings started mid September 2020 when realization that restrictions will not going to be lifted.*
- *Since September 2019, the committee has conducted 5 regular and 3 special meetings handling the business of the committee as set forth by the governing charter document.*
- *The City ADA Transition Plan has been added to the City website within the Human Resources department tab. Updated as staff section stakeholders provide updates to the city ADA coordinator.*
- *Committee members continue to participate in the county Accessible Communities Advisory Committee (ACAC) and regular updates of the AAC are provided by city staff and ADA coordinator.*

Council Initiative – Address Quality of Place & Work of the CLAAC

- *Committee members continue to be active, reaching out to numerous community organizations and citizens seeking input on identifying significant accessibility barriers throughout the community and suggestions on how we can reduce and/or eliminate these barriers.*
- *The committee has reviewed updated components of the transition plan, reviewing numerous projects, attempting to identify the most critical projects presented to the committee to date. The committee is bringing forth another set of project recommendations to city council for consideration this evening.*
- *Self assessment of facilities is a continuous effort and staff/standing committee has faced challenges due to building closures in 2020-2021 due to COVID 19 restrictions and impacts. Currently on pause.*

2019 ADA Project Completion

- *10th & New York NE, NW, SE, SW (4 ramps) 11th & Vandercook NE, SE, NW, SW (2 + 2 additional ramps) - \$45,000 (8 Completed)*



Provides accessible path from Life Works and Salvation Army facilities to commercial district on Washington Way.

2019 ADA Project Completion

- *2 ADA Accessible Doors - 1st Floor of City Hall, providing barrier elimination to Finance Department and Public Works/Community & Economic Development*



2020 ADA Project Completion

- *30th Avenue Corridor (East side) between Washington Way and Ocean Beach Highway. Six ADA ramps 30th & Fir (NE, SE), 30th & Field (NE, SE) and 30th & Florida (NE, SE). Total project, \$55,000. Grant match **\$6,750. (6 completed)***
- *Additional – 30th & Fir (NW, SW), 30th & Field (NW, SW), 30th & Dover (NW, SW). **(6 completed)** 2 curb ramps remain West side of 30th – (Hawthorne, Louisiana)*



2020-2021 ADA Project Completion

- *28th & Dover (3 curb ramps), 28th & Fir (4 ramps), 28th & Florida (2 ramps), 28th at Monticello Middle School (1 ramp), 28th & Harding adjacent Discovery High School (1 ramp). **(10 completed)***



Other Noteworthy ADA Project Completions

- *2019 ADA Accessible Concrete Pad with Drainage (\$1,200) & Restroom Fixture Upgrades for a single Hemlock Plaza Restroom at Lake Sacajawea (\$3,300) - \$4,500*
- *ADA Ramp installation for barrier removal at the Mint Valley Racquetball Center & Golf Course complex.*
- *Archie Anderson Park – ADA Accessible Playground Installation*



Recommendations from the CLAAC

July 2021 Regular Meeting

- *The CLAAC spent numerous months, reviewing of all 5 updated ADA transition plan project lists and had in depth discussions with city staff at the May & July 2021 regular meetings.*
- *A number of recommendations from each evolving transition plan project list were provided by staff to CLAAC members at these meetings.*
- *The following projects have been recommended to City Council by the CLAAC for consideration to approve, executing these projects using dedicated ADA capital budget funding for their completion. (\$50,000 per year for 2021/2022 budget, and a carryover of \$33,034 from the 2019/2020 – Balance \$133,034)*

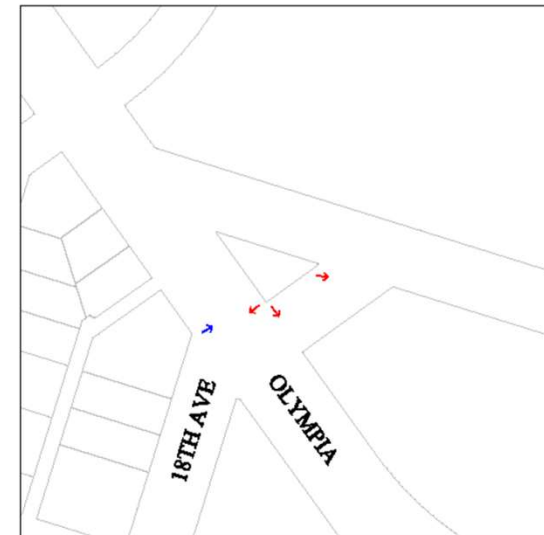
2021 ADA Projects

CLAAC Recommendation #1

- *\$25,000 for the installation 3 ADA curb ramps (2 new installation on 1 improvement) at the location of 18th & Olympia Way (at the small triangle intersection), adjacent RA Long/City Center Park, Nutty Narrows Bridge. (Section #3 TP – PW Ken Hash & Karl Enyeart)*



2021
18TH AVE / OLYMPIA WAY



4 RAMPS
AVERAGE SCORE 150
→ NON COMPLIANT RAMP
→ NO RAMP

2021 ADA Projects

CLAAC Recommendation #2

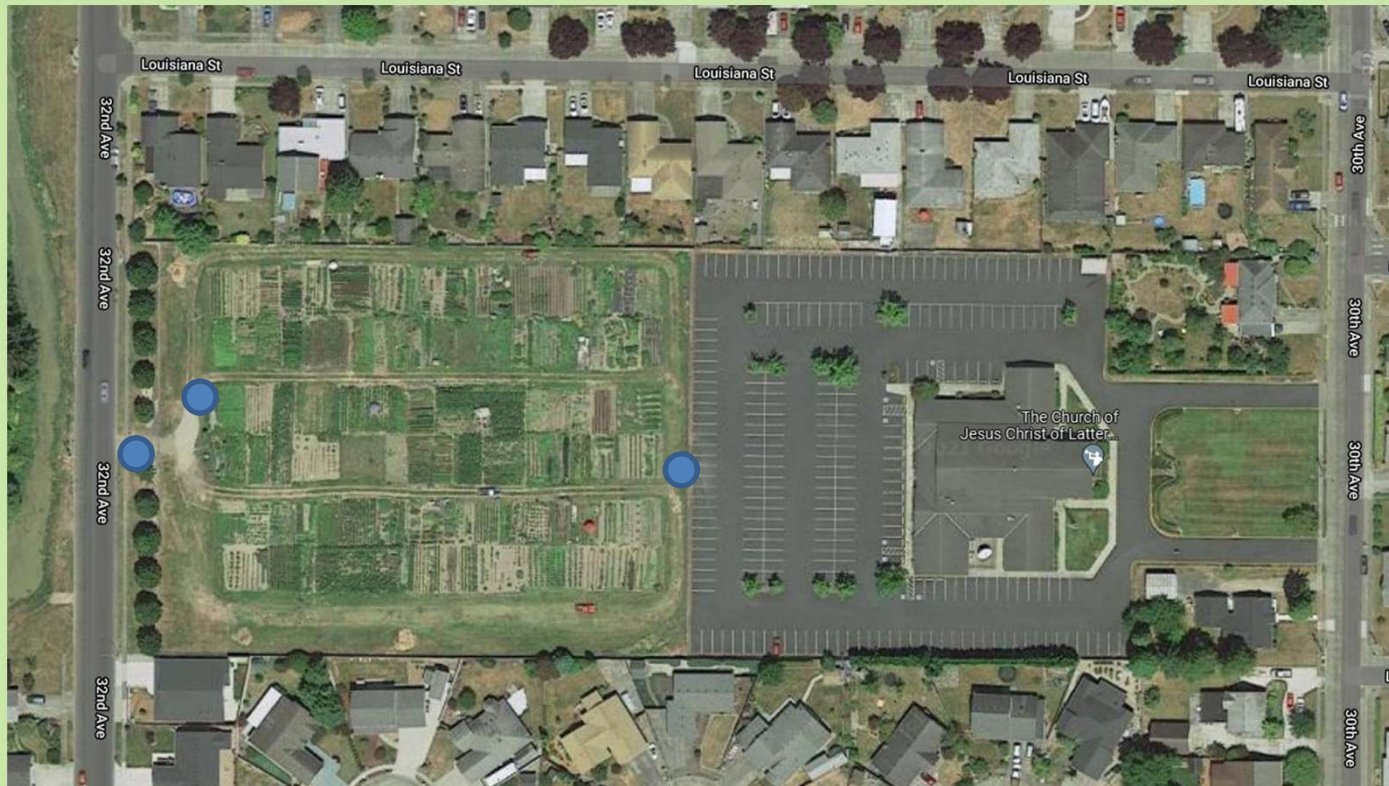
- *\$15,000 (\$5K each) to assist in ADA building access/barrier elimination at the McClelland Arts Center (2 ADA access points at main entrance) and the Recreation Building (1 ADA access point). (Section #2 TP and Section #4 TP – Facilities, Parks & Recreations – Keith Walling & Jennifer Wills)*



2021 ADA Projects

CLAAC Recommendation #3

- *\$5,000 to assist in the elimination of accessibility barriers to the City of Longview Community Garden located vicinity 30th & 32nd Avenue, Louisiana Street. (Section #4 TP – Jennifer Wills)*



CLAAC & City Staff

Seeking Council Support & Approval

Action Item:

- ***Seeking a motion, 2nd and final approval:***

City Council authorizes the execution and completion of all 3 identified 2021 ADA project recommendations at the amounts identified by the city Accessibility Advisory Committee. Funding source is from city ADA capital fund allocating \$45,000 accordingly.

- ***\$45,000 ADA capital funds will be expended leaving \$88,034 available for additional project considerations until the end of 2022.***

Collective Effort

CLAAC members:

Bill Josh - Chair, Scott Carson - Vice Chair, Lawrence Lanning – Vice Chair, Jennifer Merry – Interim Chair, Colleen Holten, Allan Rudberg, Jeanne Daggett

CLAAC Council Liaisons: *MaryAlice Wallis, Christine Schott*

Staff Transition Plan Work:

- *Section 1 (Programming, Services & Activities): Kris Swanson, Administrative Services, Kim Hallowell - IT*
- *Section 2 (Facilities & Buildings): Keith Walling – Fleet/Facilities*
- *Section 3 (PW & Right of Way): Ken Hash & Karl Enyeart, Engineering*
- *Section 4 (Parks & Recreation Programming): Jennifer Wills, Curt Nedved & Joanna Martin – Parks, Rec, & UF*
- *Section 5 (RiverCities Transit): James Seeks, Amy Asher & Tabitha Hayden – RCT*

City ADA Coordinator: *Brian Loos*

Public Input & Participation – *To many people to name, the CLAAC and city staff thank you for your input & participation.*

Presentation Conclusion

Moving forward:

- *Staff will continue to build, enhance and update the five sections of the city ADA transition plan, adding additional projects and annotating completed projects.*
- *The CLAAC will provide an additional set of project recommendations in 2022.*
- *City ADA coordinator will provide city council with an ADA program update with CLAAC project recommendations for 2022 at a future city council meeting or workshop.*
- *Questions, suggestions or additional input?*

Interested in Serving on the City of Longview Accessibility Advisory Committee?

Apply digitally on the City of Longview Boards & Commissions website:

- <https://www.mylongview.com/506/Boards-Commissions>
- *Established by Resolution 2223, purpose of the Accessibility Advisory Committee is to assist and advise the City of Longview on the most appropriate means by which to make its programs, services, activities and facilities accessible to all of its residents and visitors. The committee's primary roles are to advise the City on issues related to accessibility, bring to City staff's attention issues related to accessibility and provide support to the city ADA coordinator.*
- *The accessibility advisory committee operates under a committee charter approved by city council. The charter document is available upon request. Committee meeting agendas and minutes can be viewed at the "Agenda & Minutes" page on the City of Longview webpage at www.mylongview.com.*
- *Appointed by: Mayor with Council Concurrence (nine positions, three year terms)*
- *Meetings: Maximum of six meetings per year on a recurring basis. Meetings will take place at Longview City Hall. Meetings are held the third Monday of January, March, May, July, September, and November at 4:00 p.m. in the small conference room at City Hall.*

City ADA Coordinator Contact Information

**Brian Loos
Safety & Risk Manager
City ADA Coordinator**

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