

City of Pacific Grove  
ADA Compliance Advisory Committee

**MINUTES**

Meeting Date: March 28, 2007

Meeting Time/Place: 6:00 p.m., City Manager's Conference Room, Pacific Grove City Hall

Members present: Carmelita Garcia, Chair; Sue Renz, Vice-Chair; Bob Davis, Secretary; Pat Herrgott, Wayne Johnson, Robin Whiteley, members.

Members absent: Lisa Bennett, City Council Representative

Vacancies: 0

Staff: Doug Rick, ADA Coordinator

Members of the Public: Charlene Wiseman, Administrative Services Director

1. **Call to Order**
  - a. Attendance
  - b. Chair Garcia introduced Charlene Wiseman
2. **Approval of Minutes.** On a motion by Whitely/Johnson, the minutes of the meeting of January 28, 2007, were approved unanimously.
3. **Presentations**—None
4. **Oral Communications**—None
5. **Announcements**—None

**6. Correspondence--None**

**7. Old Business**

**A. Status of MST Bus Stop at Golf Course.** ADA Coordinator Rick presented the plans for the relocation of the MST Bus Stop, which plans are now in Plan Check phase in the Building Department. He pointed out potential traffic and access conflicts with the location. After discussion, on a motion by Davis/Herrgott the committee voted unanimously to confirm the design plan as presented.

Herrgott asked if the slope problem on the walkway from the Disabled spaces in the parking lot had been resolved. After discussion, the Committee agreed that a sign warning pedestrians to use the portion of the walkway that is in compliance with ADA slope standards would be sufficient mitigation.

**B. Status of Fire Department Remodel.** Herrgott asked if the weight and swing problems with the front door of the Fire Station raised at the last ADA CAC meeting had been resolved. Rick reported that the problem is being addressed and that the remodeling plans for the office area of the station are currently the subject of pre-bid meetings with potential contractors.

**C. Crosswalk at 19<sup>th</sup> Street and Sunset Drive.** Chair Garcia reported that the school district will provide partial funding for the project and that additional grant funding to fully fund the portion of the project not covered by CalTrans is being sought.

**D. Curb Ramp Policy.** No report.

**E. ADA Issues at Vista Point Apartments.** Chair Garcia reported that a new curb ramp at the corner of Jewell Avenue and 17<sup>th</sup> Street has been installed but is not yet operational. She also reported that the Traffic Commission

is having signs installed in the immediate area of the apartments warning drivers of pedestrian traffic.

Rick reported that the door leading to the parking lot on the bottom level at the back of the apartments has been reconfigured to provide an exit to the parking lot from inside the building and a keyed entrance to the building from the parking lot and appropriately signed.

Herrgott called attention to confusing signage regarding public parking in the rear of the building off 17<sup>th</sup> Street. Rick will investigate.

- F. Parking for Disabled Plan.** Chair Garcia reported that newly painted parking spaces for the Disabled have had “Handicapped” painted on the curb. She has contacted Public Works and the word “Handicapped” will be painted out on the blue curbs. There is no need for a curb label on the spaces because other signage is adequate to designate the spaces
  
- G. 2007 Community Resource Fair.** Whiteley reported she has been in touch with the Carmel Foundation which is required by their grant to conduct a Community Resources Fair. She further reported that the Sally Griffin Center is willing to host such a fair in their facility. After discussion, the Committee recommended that Whiteley explore with the Carmel Foundation their interest in sponsoring a Fair at the Sally Griffin Center, with August 4-5, 2007, preferred dates and August 11-12, 2007, alternate dates.
  
- H. ADA Best Practices Tool Kit for State and Local Government.** Chair Garcia presented recommendations for modification of various City ADA-related documents to bring them into conformity with Department of Justice recommended standards. The proposed revisions will be returned for Committee consideration at the April meeting.

Herrgott inquired as to the distinction between the City’s ADA Grievance Procedure and the work of the Accessibility

Appeals Board. Rick explained that while any citizen may file an ADA Grievance, the Accessibility Appeals Board is available to owners of properties who wish to appeal an accessibility-related decision of the ADA Coordinator with respect to their property. He stated that there has not been occasion to convene an Accessibility Appeals Board during his tenure with the City.

- I. **City Projects Flowchart.** Chair Garcia distributed the City Projects Flowchart showing the City Manager's proposed revisions. Following discussion, on a motion by Renz/Johnson, the Committee voted unanimously to accept the City Manager's revisions and send the flowchart back to him for submission to the City Council.

Chair Garcia noted that the process outlined in the flowchart had worked successfully with two projects considered recently by the City Council: confirmation of the location of the Swan Boat on the shoreline near Lovers Point and the proposed John Denver Memorial on the shoreline near the foot of Asilomar Avenue.

- J. **City's ADA Plan.** Herrgott reported on selection of materials for the City's ADA Plan. Chair Garcia distributed a proposed table of organization for the final document. The Plan will be brought back to the Committee in April for their review.

- K. **Long Range Plan.** Chair Garcia distributed an updated copy of the City's Long Range ADA Plan showing the March 2007 status of all departmental projects. The Plan, showing any changes in the status of projects intended to further Departmental accessibility goals, will be brought back in June for Committee review.

Rick reported on his meeting with John Miller at the Recreation Department office to consult on possible modifications in the Recreation Department office to further ADA access. Miller will follow up on the modifications discussed.

**8. New Business**

**Goals for 2007.** Due to the lateness of the hour, this item was Tabled to the April meeting.

**9. Announcements—None**

**10. Adjournment—**The Committee having acted on all agendized items, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Robert E. Davis, Secretary

Documents relating to this meeting of the ADA CAC may be reviewed in the Committee file in the Community Development Department.