

	<u>Name</u>	<u>Members' Term Attendance</u> (mtgs attended-mtgs absent)	<u>End of Current</u> <u>Term of Office</u>
MEMBERS PRESENT:	Michelle Traster	(11-02)	11/07/21
	Kenton Randolph	(02-00)	11/07/21
	Rob Honan	(07-01)	03/12/23
	Steve Daniels	(05-02)	11/07/23
	David Long	(01-00)	11/05/23
MEMBERS ABSENT :	Helen Washington	(01-11)	12/19/20
	Shawn McBride	(05-07)	11/07/21

STAFF PRESENT: Brady McKinley, Assistant Director of Public Works & Transportation
Kim Eaton, Recording Secretary
Jim Haake, Chief Building Official

Call to Order.

Chairman Rob Honan called the meeting to order at 4:00 p.m.

Item 1 - Approval of minutes

Chairman Honan made a motion to approve the minutes of the October 15,2020 minutes. Accepted by Michelle Traster and seconded by Steve Daniels. Daniels- aye, Honan- aye, Long- aye, Randolph- aye, Traster- aye. Ayes- 5, Nays- 0, Abstain- 0 **Motion carried.**

Item 2- Meet and Greet for new ADA members and Elect New Vice Chairperson.

The ADA Board has received another new member after their last meeting in October. The Board welcomed David Long as a new member. Michelle Traster motioned to nominate Steve Daniels as the Vice Chairperson and Kenton Randolph seconded the motion. Daniels- aye, Honan- aye, Long- aye, Randolph- aye, Traster- aye. Ayes- 5, Nays- 0, Abstain- 0 **Motion carried.**

Item 3- Discuss ADA accessible rental properties and address any problems and solutions.

Jim Haake, Chief Building Official, presented the ADA Board with the code books that reference the accessibility requirements that the city enforces. The code books are those that contain references to accessibility regulations that are enforced on any new project that is submitted to the city for building permits. Older buildings and complexes are exempt, unless they do a complete remodel. The first book is the 2018 International Building Code (IBC) with reference in Chapter 11 – Accessibility. The second book is 2018 International Existing Building Code (IEBC) with reference in Section 305 - Accessibility for existing buildings. The last book is ICC A117.1-2009 (Accessible and Usable Buildings and Facilities) it is referenced by the other 2, because it contains all the federal guidelines and requirements for a properly designed accessible site and building.

When it comes to apartment complexes, there are two types of units. First is type A dwelling units, which is a fully accessible unit with lowered countertops, widened doorways, etc. If there are 20 units in a complex, then at least one unit must be a type A. The second is type B dwelling units, which is a unit that may be converted easily into a type A unit. All units must be type B when it comes to new construction of complexes. Unfortunately, all of the new accessible apartment complexes being built are geared more towards the 55+ age group. There isn't a lot of accessible options for the younger age group that is affordable.

Brady McKinley informed the Board of all the updates of sidewalks and ADA accessibility along the Belt Hwy. and other improvements around St. Joseph. All new projects going on will consist of making sure everything is ADA compliant. No action was needed on this item, was just informational.

Item 4 - Discuss possible solutions for parking situation at local apartment.

Chairperson Honan informed the Board of an issue going on at Brittany Village, where four accessible parking spots were removed by the on-site manager. Honan asked the Board about writing a letter to the owner of the complex urging them to put the spots back in place. Brady McKinley informed the Board that there is a code that depending on the size of a structure, there has to be x amount of accessible parking and x amount of feet from the entrance to the structure. Once a spot is established, it shouldn't be removed. Michelle Traster said she is on board with politely urging the apartment complex to replace the ADA parking spots, so the tenant who needs it can use it again. Michelle Traster motioned to send a letter on behalf of the ADA Board and Steve Daniels seconded the motion. Daniels- aye, Honan- aye, Long- aye, Randolph- aye, Traster- aye. Ayes- 5, Nays- 0, Abstain- 0
Motion carried.

Steve Daniels motioned to adjourn the meeting and Michelle Traster seconded the motion. The meeting adjourned at 4:50 pm.

Minutes respectfully submitted,

/s/ Ashley Parker

Ashley Parker, Recording Secretary