



City of Palo Alto

(ID # 12148)

Policy and Services Committee Staff Report

Report Type: Action Items

Meeting Date: 5/11/2021

Summary Title: ADA Transition Plan Update

Title: Review and Recommend Adoption of the Americans With Disabilities Act (ADA) Transition Plan Update for City Buildings, Parking Facilities, Parks, and Public Right-of-Way Sidewalks and Curb Ramps

From: City Manager

Lead Department: Public Works

Recommendation

Staff recommends that the Policy and Services committee review and recommend Council adopt the Americans with Disabilities Act (ADA) Transition Plan Update.

Executive Summary

The ADA is a comprehensive civil rights law for persons with disabilities addressing both employment and the provision of goods and services. The ADA addresses all aspects of accessibility including public accommodations in facilities, as well as policies, procedures, and website accessibility. It is the policy of the City of Palo Alto to offer its public programs, services, and meetings in a manner that is readily accessible to all. Accessible pedestrian improvements, the removal of architectural barriers in City buildings and parks, and the inclusive delivery of services have been accomplished with consideration of the needs of people with disabilities. Maintenance of existing accessible features has been and will continue to be a priority in City facilities.

In an active effort to improve the City's accessibility, the City hired SZS Consulting Group in 2015 to evaluate and survey all public facilities that hold City programs, services, or activities. Key drivers for this update were new guidance documents for providing accessibility, and new facilities and projects for which the City has taken responsibility since the original plan was prepared in 1992. The final ADA Transition Plan Update focuses on physical barriers in existing City facilities and right-of-way (land or property owned by the City).

SZS Consulting Group compiled all recommendations and evaluations in a finalized ADA Self-Evaluation Report (Attachment A). The Transition Plan also includes the Schedules for public facilities and City public right-of-way (PROW), which will be used to help guide the scoping and budgeting of future Capital Improvement Program (CIP) projects.

The Transition Plan presents a vision to improve accessibility in the City of Palo Alto over the next 60 years.¹ The Self-Evaluation Report outlines the context of having a Transition Plan and provides recommendations to existing City policies and procedures to ensure all programs, services, or activities are accessible. The Schedule for Public Facilities, Parking, and Parks prioritizes buildings based on the age of the building, planned CIPs, extent of work, and use. The schedule for PROW will be used as a basis for the 30-year, district-by-district sidewalk, curb, and gutter repair program. The Facility Reports identify the deficiencies in each City facility and act as checklists the City can utilize when scoping future CIPs. Databases with all physical barriers assessed in public facilities will be used to track the City's remediation progress.

Background

The ADA, enacted on July 26, 1990, provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, transportation, telecommunications, and access to public accommodations. In 1992, the City hired Schirmer Engineering Corporation to create an ADA Transition Plan to comply with Federal ADA regulations issued in July 1991. Since 1993, the City's capital improvement program has included an annual project, Americans with Disabilities Act Compliance (PF-93009). This project has been used to fund improvements identified in the 1992 ADA Transition Plan, as well as other improvements brought to the City's attention.

Since the creation of the 1992 plan, the City has acquired new buildings and taken responsibility for the maintenance of additional buildings. At the time of surveying facilities, the City owned or maintained 145 individual buildings, 7 parking garages, 20 surface parking lots, 32 neighborhood parks, and 4 open space preserves that host City programs, services, or activities. The weighted average age of the facilities is about 50 years. Thus, not all facilities were included in the original transition plan nor do they meet current ADA standards as ADA codes have evolved. Even since the facility survey began for this ADA Transition Plan Update, the number of facilities the City is responsible for has changed. For example, Cubberley lease agreements have changed with the Palo Alto Unified School District (PAUSD), and the California Avenue parking lots C-6 and C-7 are designated for the construction of the California Avenue Area garage and Public Safety Building, respectively. Now, the City owns or maintains 139 individual buildings, 8 parking garages, 19 surface parking lots, 32 neighborhood parks, and 4 open space preserves. A comprehensive and updated Transition Plan will help to ensure City programs, services, and activities are accessible to the public.

On October 26, 2015, the City contracted with SZS Consulting Group to identify potential noncompliant items and other physical barriers at City buildings, parking lots, and recreational facilities (Staff Report ID #[6050](#)) where the City provides programs, services, or activities to the public. SZS Consulting Group performed facility surveys and reviewed the City's program

¹ Extended timelines to address physical barriers are common in transition plans, given the large capital expenditures required and because some modifications are not feasible until a more comprehensive remodel of a facility is completed.

accessibility. Barrier information surveyed was compiled into facility reports and databases. The Transition Plan will be used to continue efforts by the City to comply with accessibility requirements as established by the ADA, State of California Building Code (CBC) accessibility provisions, PROW Accessibility Guidelines, and case law.

Evaluated facilities are listed in Attachment B. Several buildings at the time of proposal were not included in the scope due to planned CIPs such as Fire Station No. 3 (PE-15003) and Fire Station No. 4 (PE-18004). Newly constructed facilities are designed to comply with current ADA standards and CBC accessibility provisions. The Roth Building was also not evaluated due to plans for renovation by the Palo Alto History Museum Board. The following facilities were not evaluated because the City does not provide programs, services, or activities to the public at these locations: Girl Scouts Building, Boy Scouts Building, Avenidas Senior Center, Alma Community Room, Los Altos Treatment Plant, San Francisquito Creek Pump Station, and Matadero Creek Pump Station.

Facility surveys and draft reports were completed for each identified facility within SZS Consulting Group's scope by September of 2017. City staff reviewed the draft reports and SZS Consulting Group drafted a schedule with prioritization of facilities based on public needs, age of facility, budget, and planned CIP projects. Public outreach was conducted for public input on the schedules and public feedback on facilities in May 2019.

In 1985, the City conducted a survey that assessed the conditions of the sidewalk network in the City's PROW and categorized it into 23 districts. The districts were repaired based on the quantity of repairs required. In 2017, the City completed its 30-year district-by-district sidewalk, curb and gutter repair program. Nichols Consulting Engineers (NCE) collected data from 20 percent of the sidewalk network and nearly 60 percent of the curb ramps in 2017. The data was used to put together the Sidewalk Assessment Study to address sidewalk issues, rank the districts based on the greatest need, and estimate future repair costs. The study identifies six major sidewalk distresses categorized into degrees of severity: cracking, patching, vaulting, faulting, spalling, and holes. The 2019 Sidewalk, Curb, and Gutter Repairs project prioritized areas that require prompt action at various locations throughout the City. Future sidewalk maintenance projects will resume the district-by-district repair program utilizing NCE's order of ranked districts based on the density of priority areas. The Schedule for PROW takes into consideration NCE's Sidewalk Assessment Study to match the schedule with the 2019 Sidewalk, Curb, and Gutter Repairs project and to plan for the 30-year, district-by-district sidewalk, curb, and gutter repair program through the Sidewalk Repairs (PO-89003) and Curb and Gutter Repairs (PE-12001) capital projects.

The ADA Transition Plan Update focuses on physical barriers in City facilities and the City's PROW. However, as part of this process, City staff and the consultant evaluated other areas identified in the Department of Justice ADA Best Practices Tool Kit for State and Local Governments (DOJ ADA Best Practices Took Kit) such as general effective communication, emergency communications, website accessibility, and emergency management. City staff is

planning to create a task workforce that includes key staff members across various City Departments to draft, address, and implement new policies based on the recommendations outlined in the ADA Self-Evaluation Report.

Discussion

The development of a Transition Plan is a requirement of both the Americans with Disabilities Act and for implementation of the Rehabilitation Act of 1973. In addition to fulfilling the requirements of federal law, adopting the Transition Plan will help the City schedule and track its progress during renovation projects as a structured checklist. ADA standards have changed since the original 1992 ADA Transition Plan, as has the City's roster of public facilities, and an updated plan provides better guidance to improve overall accessibility in City public buildings and ROW.

Based on the 2010 ADA guidance for public facilities, a Transition Plan requires the following:

1. Identify physical obstacles in the public agency's facilities that limit the accessibility of its programs or activities to individuals with disabilities;
2. Describe in detail the methods that will be used to make the facilities accessible;
3. Specify the schedule for the transition plan; and
4. Indicate the official responsible for implementation of the plan.

The final Transition Plan fulfills the requirements listed above and includes the following documents (please note that due to size of the documents, individual document components are provided as hyperlinks in the attachments):

1. Self-Evaluation Report
2. Schedule for Public Facilities, Parking, and Parks
3. Schedule for Public Right-of-Way
4. ADA Facility Reports

Self-Evaluation Report

The Self-Evaluation Report (Attachment A) includes context and history behind the ADA and requirements for a Transition Plan. Title II of the 2010 ADA standards applies to state and local government entities, and in Subtitle A, focuses on protecting qualified individuals with disabilities from discrimination based on disability in programs, services, or activities provided by state and local government entities. In the Self-Evaluation Report, SZS Consulting Group outlines what determines a qualified individual with disabilities and defines programmatic accessibility. SZS Consulting Group reviewed the City's policies and procedures using the DOJ ADA Best Practices Took Kit.

The DOJ ADA Best Practices Tool Kit covers the following categories:

1. ADA Coordinator
2. General Effective Communication Requirements under Title II of the ADA
3. 9-1-1 and Emergency Communications Services
4. Website Accessibility under Title II of the ADA

5. Curb Ramps and Pedestrian Crossings
6. Emergency Management under Title II of the ADA

After receiving responses from various departments on the DOJ ADA Best Practices Tool Kit, SZS Consulting Group provided recommendations that staff actively started to pursue. These recommendations apply to a broad group of City departments. Identified individuals in each Department will be part of the City's taskforce to draft, address, and implement new policies per the recommendations outlined in the matrix. In addition, staff have already undertaken the following actions:

- One of the main recommendations under the ADA Coordinator is to establish a **policy to standardize the investigation of all complaints**. Staff is in the process of creating a flowchart of individuals as points of contact to resolve issues brought to the City's attention. Staff is also working to add a separate category in the City's 311 application for ADA requests or specific items of concern to ensure that requests from the public are tracked internally and can be routed to the correct point of contact responsible for resolving the request.
- Under General Effective Communication Requirements, SZS Consulting Group recommends having **closed captioning of public meetings** when posted on the City website. This recommendation is expected to be addressed during the City Council Chambers AV Upgrade Project (TE-19001), as part of the scope is to include closed captioning services for recorded public meetings.
- The City's Information Technology (IT) department assigned a staff member to focus on **website accessibility** to improve the City's website. A Management Specialist was hired in March 2018 and oversaw website accessibility compliance for each division. The Management Specialist also led the City's monthly Website Department Group meetings, where they discussed website standards, current issues, and accessible website content. SZS Consulting Group is currently helping to advise the Next Generation Website Core Team and the City's new website vendor, OpenCities, by reviewing the City's new design and branding style, page layouts and templates, and page content. SZS Consulting Group was originally scheduled to conduct small audits, or spot checks, throughout the development process. However, due to the COVID-19 pandemic, spot checking was no longer feasible due scheduling conflicts. In order to continue with a full audit, the Core Team now plans on having SZS review and audit the new website after it goes live. Additionally, they plan to create a transition plan using SZS's findings.

The Self-Evaluation Report also lists functions at each facility in the City that may affect people with disabilities. Most departments include a public-facing counter for transactions and requests for information. Other important functions that affect people with disabilities include information and updates posted on the City website and public meetings such as Council

Meetings and Board meetings. These listed functions educate staff on which City facilities may need to be prioritized earlier in the Schedule and where City policies may need to be modified to accommodate people with disabilities.

Schedules

The Transition Plan Schedules are included in Appendices B and C of the Self-Evaluation Report. The Schedule for Public Facilities, Parking, and Parks was prioritized based on the age of the facility, extent of corrective work, budget, planned CIP projects, and public input. In the development of the first draft of the Schedule for Public Facilities, Parking, and Parks, facilities were assigned a priority by SZS Consulting Group based on a four-level priority system.

- Priority 1 – Points of arrival on site (parking lots, connecting walkways, transportation) or projects that have been currently budgeted
- Priority 2 – Facilities built between 1888 to 2000 that provide programs, services, or activities by the City
- Priority 3 – Facilities built between 2000 to 2016 or facilities with an unknown construction date
- Priority 4 – Remaining facilities

SZS Consulting Group also took into consideration the facilities that were used most frequently by the largest number of people and based on public outreach feedback.

The Schedule for Public Facilities, Parking, and Parks was then further refined based on the type of facility and extent of work measured by the estimated costs to remediate the identified barriers in the facility. One of staff's goals was to ensure a relatively even amount of work for every five-year block shown on the Schedule for Public Facilities, Parking, and Parks. The total estimated cost is generally larger when a facility has a larger area contributed to programs, services, or activities and is older. For example, although fewer facilities are shown at the end of the Schedule for Public Facilities, Parking and Parks, this is partly due to the higher estimated cost to remediate these facilities.

The Schedule for Public Facilities, Parking, and Parks is seen as an adaptive, living document, and changes are expected to occur depending on the City's progress. Several factors can influence the actual remediation cost such as contracting to complete barriers of the same type. The schedule can also change substantially if accommodations are requested that reprioritize a building, a change takes place that ensures programmatic accessibility within a facility, or changes in ownership of a facility. For example, the City returned ownership of Cubberley Community Center Buildings A, B, I and portions of Buildings G and M to the Palo Alto Unified School District. This will decrease the estimated cost of remediation by \$314,719, the total estimated costs for identified barriers in the Cubberley buildings the City does not lease or own.

Similar to the Schedule for Public Facilities, Parking, and Parks, the Schedule for PROW

considers the age of the facility. To simplify the process, the City has assumed that all City sidewalks and curb ramps are deficient with respect to ADA. In fact, not all sidewalks and curb ramps are deficient, but this determination creates a simpler schedule since the City is entering a new cycle of the 30-year district-by-district sidewalk, curb, and gutter repair program. Older districts such as Downtown are prioritized first due to the older average age of ramps and sidewalks.

Facility Reports and Databases

The Facility Reports (Attachment C) identify all physical barriers based on accessibility requirements as established by the ADA and CBC Accessibility provisions. Solutions for each barrier are recommended in each barrier report as suggested by SZS Consulting Group.

In each Facility Report, individual barriers are identified, the relevant codes are noted, and recommendations from SZS Consulting Group are included to remediate the issues. Each barrier is also assigned a cost estimate, which in turn is used to understand the order of magnitude for repairs and where to schedule the remediation of barriers in the Schedule for Public Facilities, Parking, and Parks. The implementation phase and priority of the barrier is also noted in each individual barrier report.

Part of SZS Consulting Group's scope of work includes providing a database for each of the facilities surveyed. This ensures that the City will be able to mark off which physical barriers have been remediated. The databases also allow the City to regenerate reports as needed to show only "open" items for each facility.

Tracking Progress on Remediations

Public Works has been keeping track of recent remediations from CIP and other facilities maintenance projects. Due to the lengthy process of completing the ADA Transition Plan Update, some barriers were removed prior to the finalization of the ADA Transition Plan Update. The Public Works Department Engineering Services Division (PWE) created an Excel system for all City staff to access, update, and document the progress on barrier removals as they take place. Project managers are required to enter information pertaining to the project including which barrier was removed, when it was removed, cost for removal, and a photo for documentation. Staff will then update the databases periodically based on the gathered information from departments. Staff will be looking into a more effective, integrable, electronic means of documenting barrier removals for the long-term.

City individuals who are identified to act in furthering the City's progress in accessibility will submit progress assessments to Public Works Engineering or a later designated individual overseeing the City's overall accessibility. The progress assessment will be documentation from the individual on their team's progress in implementing recommendations from the ADA Self-Evaluation Report. The progress assessments will be submitted annually or when a significant change takes place. The ADA Best Practices Tool Kit provides a consistent method to track the City's progress on ADA accommodations that are not physical barriers in City facilities. Existing

examples of progress documentation include annual updates on the City's Information Technology's progress towards an ADA, WCAG 2.1, and Section 508 compliant website and an updated review of the ADA Tool Kit self-evaluation questionnaires.

Timeline

The ADA Transition Plan Schedules will be effective once the Transition Plan is adopted. The Schedule for Public Facilities, Parking, and Parks takes place over 60 years starting in 2021. This timeline was chosen based on the current amount of funding in PF-93009, and is typical for these types of efforts. As noted earlier in this report, the Transition Plan is a living document and these schedules are likely to change over time; for example, due to changes in management of facilities such as Cubberley Community Center.

The Schedule for PROW is compiled into a 30-year cycle annual sidewalk, curb, and gutter repair program, in alignment with the City's annual Sidewalk, Curb and Gutter Repairs Project. The City's determination of all sidewalks and curb ramps being deficient when compiling the Schedule for PROW ensures all districts are addressed based on the age of the district. Staff will determine which sidewalks and curb ramps in each district need to be repaired each year. City staff is currently tracking curb ramps and sidewalks brought into compliance through the City's annual maintenance program and other PWE projects. City staff will also be working with the Development Center if a curb ramp or sidewalk in the PROW is required to be fixed with a private development project.

Resource Impact

No funding is required to approve the ADA Transition Plan itself or the recommendation in this report. Staff recognizes that increased funding will be necessary in order to mitigate barriers outlined in the ADA Transition Reports and will impact funding needs in the Americans with Disabilities Act Compliance (PF-93009) capital improvement program project and future capital projects in departments such as Public Works and Community Services that manage City facilities. Separate capital improvement program projects may be developed to fix identified barriers for a facility, or the mitigation of barriers may be incorporated into annual recurring capital projects. The ADA Transition Plan will aid in budgeting funding for these future capital needs as approved by Council as part of the annual budget process; staff will return to Council if additional appropriations are needed.

Policy Implications

Based on SZS Consulting Group's Self-Evaluation, some City policies may need to be modified or added in order to better accommodate persons with disabilities during programs, services, and activities. Policies may include new procedures or additional training for staff. One such example is having a procedure in place for requesting interpreters and providing alternative formats for City documents.

Stakeholder Engagement

The approval of Amendment No. 4 (Staff Report ID #[8573](#)) added public outreach to SZS Consulting Group's scope of services. Three public outreach meetings were hosted by the City and led by SZS Consulting Group on the following dates:

- Monday, May 13, 2019 at 3 pm at Rinconada Library's Embarcadero Room
- Tuesday, May 14, 2019 at 6 pm at Mitchell Park Community Center's El Palo Alto Room
- Monday, May 20, 2019 at 3 pm at College Terrace Library

Staff advertised the meetings through social media, posts on Nextdoor, public print notifications in the Daily Post, and on City webpages such as the Accessibility webpage and project webpage. SZS Consulting Group also emailed a list of organizations that work or support individuals with disabilities in Palo Alto or surrounding areas. The list of organizations contacted is included in the Self-Evaluation Report.

These public outreach meetings kicked off a 45-day public comment period for the public to provide feedback in-person, by email, or by submitting comments through an online survey. A copy of the online survey is included in the Self-Evaluation Report along with results to some of the questions. Questions were developed to better understand popular areas visited by the various type of users in Palo Alto (residents versus commuters). One question also asked for open feedback regarding a user's personal experience in City facilities. Some comments received asked for confidentiality, so submitted responses are not included in the Self-Evaluation Report. The survey was also translated to Chinese in order to reach a greater population of residents at the suggestion of a Human Relations Commission member.

Environmental Review

Approval of the ADA Transition Plan Update is not a project for the purposes of the California Environmental Quality Act (CEQA). Projects including the remediation of physical barriers identified in the Facility Reports may require environmental review due to the facility location and scope.

Attachments:

- Attachment A - ADA Self Evaluation Report
- Attachment B - Public Facility Inventory List
- Attachment C - ADA Transition Plan Facility Reports

Attachment A – ADA Transition Plan Self-Evaluation Report

Self-Evaluation Report includes:

- ADA Title II Entity Requirements
- Programmatic Accessibility
- Public Outreach Questionnaire and Responses
- Palo Alto PSAs
- Recommended Changes to Policies and Practices
- ADA Transition Plan Schedule for City Facilities
- ADA Transition Plan Schedule for Public Rights-of-Way

Link to Self-Evaluation Report:

<http://www.cityofpaloalto.org/files/assets/public/public-works/engineering-services/webpages/pf-93009-ada-transition-plan/ada-transition-plan-reports/ada-self-evaluation-report-05-11-2021.pdf>

**ATTACHMENT B
CITY OF PALO ALTO
PUBLIC FACILITY INVENTORY FOR FACILITY SURVEYS**

DESCRIPTION	LOCATION	SIZE (SQ. FT.)	YEAR BUILT	YEAR REMODELED (IF APPLICABLE)
Animal Services:	3281 E. Bayshore Rd.			
Kitchen/Kennels/Storage		3,268	1972	
Euthanasia Building		203	1986	
Office/Clinic		2,186	1972	
Arastradero Preserve Gateway Facility	1530 Arastradero Rd.	969	2003	
Art Center	1313 Newell Rd.	26,441	1951	2011
Baylands:				
Athletic Center Grandstands	1775 Embarcadero Rd.	2,250	1969	
Athletic Center Restrooms	1900 Geng Rd.	2,250	1969	
Harbor Master House/Ranger Station	2500 Embarcadero Rd.	475	1969	1986
Environmental Volunteers EcoCenter (Sea Scouts Building)	2560 Embarcadero Rd.	2,209	1936	2012
Interpretive Center	2775 Embarcadero Rd.	3,600	1969	
Byxbee Park Restrooms:	2380 Embarcadero Rd.	568	1972	
Children's Library	1275 Harriet St.	6,043	1940	2007
Children's Theatre:	1305 Middlefield Rd.			
Theatre		17,619	1936	
Civic Center:	250 Hamilton Ave.			
Office Building Tower		104,893	1968	
City Council Building Tower		3,240	1968	
Police Department	271 Forest Ave.	32,224	1968	
College Terrace Library	2300 Wellesley St.	5,050	1935	2010
Cubberley Community Center:	4000 Middlefield Rd.			
Pavilion		17,577	1968	
Boys and Girls Gymnasiums		28,148	1945	
Building I (Foothill College)		13,575	1968	
Building J		7,875	1955	
Building K		7,875	1955	
Building L		14,415	1955	
Building P		3,610	1968	
Theater		11,800	1945	
Building M		11,800	1968	
Building A		5,400	1955	
Building B		5,400	1955	
Building C		5,400	1955	
Building D		5,400	1955	
Building E		5,400	1955	
Building F		5,400	1955	
Buildling FH		1,000	1968	
Building H		8,115	1955	
Building O (Auditorium)		13,790	1945	
Building S		5,650	1945	
Building T1 & T2		8,050	1945	
Building U		4,865	1945	
Building V		1,000	1968	
Downtown Library	270 Forest Ave.	8,741	1967	2011
El Camino Park:	100 El Camino Real			
Restrooms		900	2015	
Scorekeeper Facility		329	2015	

DESCRIPTION	LOCATION	SIZE (SQ. FT.)	YEAR BUILT	YEAR REMODELED (IF APPLICABLE)
Fire Stations:				
#1 (University Park)	301 Alma St.	10,436	1965	
#2 (Mayfield)	2675 Hanover St.	8,131	1965	
#5 (Arastradero)	600 Arastradero Rd.	3,666	1962	
#8 (Foothills Park)	3300 Page Mill Rd.	1,569	1986	
Foothills Park:	3300 Page Mill Rd.			
Interpretive Center		5,035	1967	
Entrance Station		71	1985	
Lake Restrooms		422	1965	
Orchard Glen Restrooms		422	1965	
Oak Grove Restrooms		70	1965	
Gamble Garden Center	1431 Waverley St.	8,200	1902	1987
Golf Course:	1875 Embarcadero Rd.			
Pro shop/Hofbrau		8,516	1978	1986
Office/Maintenance Shop		2,288	1958	
Restrooms (17th Hole)		242	1978	
Greer Park Restrooms	1098 Amarillo Ave.	597	1983	
GreenWaste	2000 Geng Rd.			
Office Building		2,256	1950	2007
Hoover Park Restroom	2901 Cowper St.	500	2003	
Juana Briones Park Restroom	609 Maybell Ave.	129	2014	
Junior Museum & Zoo:	1451 Middlefield Rd.			
Landfill:	2380 Embarcadero Rd.			
Administration Trailer		540	2005	
Lawn Bowling Green Park:	474 Embarcadero Rd.			
Lawn Bowling Clubhouse		2,400	1954	2010
Lawn Bowling Restrooms		1,210	1954	2010
Lucie Stern Community Center:	1305 Middlefield Rd.			
Community Center		12,203	1933	
Theater		33,716	1933	1997
Theater Scene Shop		1,823	1972	
Mitchell Park Library	3700 Middlefield Rd.	41,000	2014	
Mitchell Park Community Center	3700 Middlefield Rd.	15,000	2014	
Mitchell Park:	600 E. Meadow Dr.			
Clubhouse Restrooms		1,078	1957	
Tennis Court Restrooms		306	1956	
Municipal Service Center (MSC):	3201 E Bayshore Rd.			
Building A		15,863	1966	
Building B		22,357	1966	
Building C		32,877	1966	
Guardhouse		49	1972	
UCC/SCADA	3241 E Bayshore Rd.	5,488	1980	
Palo Alto Airport Terminal Building (Portables)	1925 Embarcadero Rd.	1,200	1965	
Peers Park Clubhouse/Restrooms	1899 Park Ave.	1,082	1940	
Rinconada Library	1213 Newell Rd.	31,082	1975	2014
Rinconada Park:	777 Embarcadero Rd.			
Gazebo		394	1957	
Restrooms		511	1930	
Showers/Office/Equipment		3,585	1956	
Snack Bar/Swim/Club		523	1956	
Seale Park Restroom	3100 Stockton Place	156	2011	
Stanford Playing Fields Snacks/Restroom Building	27000 El Camino Real	969	2006	

DESCRIPTION	LOCATION	SIZE (SQ. FT.)	YEAR BUILT	YEAR REMODELED (IF APPLICABLE)
Ventura Community Center:	3990 Ventura Ct.			
Childcare Unit #1		2,344	1957	
Childcare Unit #2		9,881	1957	
Childcare Unit #3		6,558	1957	
Childcare Multi-unit		2,698	1957	
Waste Quality Control Plant:	2501 Embarcadero Way			
Operations Building		6,670	1970	
Administration Building		3,120	1975	
Engineering/Maintenance Building		2,610	1978	
Williams House	351 Homer Ave.	7,978	1907	
Winter Lodge	3005 Middlefield Rd.	18,118	1956	

**ATTACHMENT B
CITY OF PALO ALTO
PUBLIC PARKING FACILITY INVENTORY FOR FACILITY SURVEYS**

DESCRIPTION	LOCATION	SIZE (SQ. FT.)	YEAR BUILT
Cowper / Hamilton Lot H	530 Cowper St.	30,263	
Lytton / Waverely Lot K	351 Lytton Ave.	21,075	
Emerson / Lytton Lot A	401 Ramona St.	20,265	
Hamilton / Waverley Lot D	375 Hamilton Ave.	28,993	
Gilman / Waverley Lot G	643 Gilman St.	16,875	
Gilman / Bryant Lot E	642 Gilman St.	11,250	
Emerson / High Lot O	460 Emerson St.	22,500	
Ramona / Lytton Lot C	451 Ramona St.	17,000	
High / Hamilton Lot P	551 High St.	25,297	
Emerson / Ramona Lot N	539 Emerson St.	15,000	
Florence / Lytton Lot F	415 Florence St.	16,875	
Lytton / Kipling Lot T	450 Lytton Ave.	18,900	
California Avenue BD Lot 6	250 Sherman Ave.	53,420	
California Avenue BD Lot 2	370 Cambridge Ave.	10,000	
California Avenue BD Lot 7	350 Sherman Ave.	40,561	
California Avenue BD Lot 4	391 Cambridge Ave.	26,950	
California Avenue BD Lot 3	275 Cambridge Ave.	27,500	
California Avenue BD Lot 8	450 Sherman Ave.	34,373	
California Avenue BD Lot 1	276 Cambridge Ave.	9,980	
California Avenue BD Lot 9	2350 Birch St.	10,560	
Civic Center Office Building Public Parking	250 Hamilton Ave.	251,508	1970
Cambridge Parking Garage (Lot 5)	400 Cambridge St.	57,830	1968
Parking Garage - Lot J (Cowper/Webster) including garage vehicle approaches	520 Webster St.	269,138	2007
Parking Garage - Lot Q (under residential)	430 High St.	48,000	1984
Parking Garage - Lot R (High Street)	528 High St.	93,930	2003
Parking Garage - Lot S/L (Bryant Street)	445 Bryant St.	229,380	2003
Ted Thompson Parking Garage	275 Cambridge St.	56,000	1994
Midtown Parking Lot	Midtown Ct.	23,000	

ATTACHMENT B
CITY OF PALO ALTO
PUBLIC PARKS INVENTORY FOR FACILITY SURVEYS

DESCRIPTION	LOCATION	SIZE (ACRES)	YEAR ESTABLISHED
Arastradero Preserve	1530 Arastradero Road	533	1970
Baylands Athletic Center	1900 Geng Road	6	1969
Baylands Preserve	2775 Embarcadero Road	1,940	N/A
Bol Park	3590 Laguna Avenue	13.8	N/A
Boulware Park	410 Fernando Avenue	1.5	1894
Bowden Park	Alma Street at North California Avenue	2	1952
Bowling Green Park	474 Embarcadero Road	2	1934
Briones Park	Arastradero Road at Clemo Avenue	4.1	1889
Byxbee Park	2375 Embarcadero Road	126	1960
Cameron Park	2101 Wellesley Street	1.1	1888
Esther Clark Park	Old Adobe Road off of Arastradero Road	21	N/A
Cogswell Plaza	264 Lytton Avenue	0.5	1955
El Camino Park	100 El Camino Real	12.19	1914
Eleanor Pardee Park	851 Center Drive	9.6	1957
El Palo Alto Park	117 Palo Alto Avenue	0.5	N/A
Foothills Park	3300 Page Mill Road	1,400	N/A
Greer Park	1098 Amarillo Street	22	1967
Heritage Park	300 Homer Avenue	2.01	2006
Hoover Park	2901 Cowper Street	4.2	1950
Hopkins Creekside Park	Palo Alto Avenue	12.4	1907
Johnson Park	Everett Street and Waverley Street	2.5	1968
Kellog Park	Waverly Street at Embarcadero Road	0.34	N/A
Mayfield Park	2300 Wellesley Street	1.1	1888
Mitchell park	600 East Meadow Avenue	21.4	1957
Monroe Park	Monroe and Miller Avenue	0.55	N/A
Peers Park	1899 Park Boulevard	4.7	N/A
Ramos Park	800 East Meadow Drive	4.4	1958
Rinconada Park	777 Embaracadero Road	19	1922
Robles Park	4116 Park Boulevard	4.7	1968
Scott Park	Scott Street at Channing Avenue	0.04	N/A
Seale Park	3100 Stockton Place	4.3	1968
Stanford - Palo Alto Playing Fields	2700 El Camino Real	5.9	2005
Terman park	655 Arastradero Road	7.7	1970
Wallis Park	202 Ash Street	0.3	1888
Weisshaar Park	2300 Dartmouth Street	1.1	1888
Werry Park	2100 Dartmouth Street	1.1	1888

Attachment C – ADA Transition Plan Facility Reports

Facility surveys were completed between January 2016 to January 2017. Park Reports include the buildings such as restrooms, clubhouses, or other buildings associated with the park.

BUILDINGS	PARKING	PARKS
<u>Animal Services Building</u>	<u>Cal Ave Parking Lot 1</u>	<u>Baylands Nature Preserve</u>
<u>Arastradero Gateway</u>	<u>Cal Ave Parking Lot 2</u>	<u>Bol Park</u>
<u>Art Center</u>	<u>Cal Ave Parking Garage Lot 3 – Ted</u>	<u>Boulware Park</u>
<u>Children’s Library</u>	<u>Thompson</u>	<u>Bowden Park</u>
<u>Children’s Theater</u>	<u>Cal Ave Parking Lot 4</u>	<u>Bowling Green Park</u>
<u>Civic Center</u>	<u>Cal Ave Parking Garage Lot 5 –</u>	<u>Briones Park</u>
<u>College Terrace Library</u>	<u>Cambridge</u>	<u>Byxbee Park</u>
<u>Cubberley Community Center</u>	<u>Cal Ave Parking Lot 6</u>	<u>Cameron Park</u>
<u>Downtown Library</u>	<u>Cal Ave Parking Lot 7</u>	<u>Clark Park</u>
<u>Fire Station #1</u>	<u>Cal Ave Parking Lot 8</u>	<u>Cogswell Plaza</u>
<u>Fire Station #2</u>	<u>Cal Ave Parking Lot 9</u>	<u>El Camino Park</u>
<u>Fire Station #5</u>	<u>Civic Center Parking Garage</u>	<u>El Palo Alto Park</u>
<u>Fire Station #8</u>	<u>Midtown Parking Lot</u>	<u>Eleanor Pardee Park</u>
<u>Gamble Garden Center</u>	<u>Parking Lot A</u>	<u>Foothills Park</u>
<u>GreenWaste Facility</u>	<u>Parking Garage Lot B</u>	<u>Golf Course</u>
<u>Junior Museum and Zoo</u>	<u>Parking Lot C</u>	<u>Greer Park</u>
<u>Landfill Facility</u>	<u>Parking Lot D</u>	<u>Heritage Park</u>
<u>Lucie Stern Community Center</u>	<u>Parking Lot E</u>	<u>Hoover Park</u>
<u>Mitchell Park Community Center</u>	<u>Parking Lot F</u>	<u>Hopkins Creekside Park</u>
<u>Mitchell Park Library</u>	<u>Parking Lot G</u>	<u>Johnson Park</u>
<u>Municipal Services Center</u>	<u>Parking Lot H</u>	<u>Kellogg Park</u>
<u>Palo Alto Airport Terminal Building</u>	<u>Parking Garage Lot J</u>	<u>Mayfield Park</u>
<u>Rinconada Library</u>	<u>Parking Lot K</u>	<u>Mitchell Park</u>
<u>Ventura Community Center</u>	<u>Parking Lot N</u>	<u>Monroe Park</u>
<u>Water Quality Control Plant</u>	<u>Parking Lot O</u>	<u>Peers Park</u>
<u>Williams House Heritage Museum</u>	<u>Parking Lot P</u>	<u>Ramos Park</u>
<u>Winter Lodge</u>	<u>Parking Lot Q</u>	<u>Rinconada Park</u>
	<u>Parking Garage Lot R</u>	<u>Robles Park</u>
	<u>Parking Garage Lot SL</u>	<u>Sarah Wallis Park</u>
	<u>Parking Lot T</u>	<u>Scott Park</u>
		<u>Seale Park</u>
		<u>Stanford-Palo Alto Playing Fields</u>
		<u>Terman Park</u>
		<u>Weisshaar Park</u>
		<u>Werry Park</u>