

**To:** John Weidl, City Manager

**From:** Kevin Boehm, Director of Parks, Recreation & Facilities

**Date:** September 2, 2025

**Subject:** Follow-Up on Improvement Requests – White Memorial Library Building

Following up on your request, I have reviewed the improvements requested by Kim Adams for the White Memorial Library Building. Below is a summary of the actions taken and recommendations moving forward:

### **1. AED Installation**

- Kim requested an Automated External Defibrillator (AED).
- An AED has been purchased, and Facilities staff are scheduled to install it this week.

### **2. Awnings**

- Kim requested replacement of the exterior awnings.
- This item has already been included in the Capital Improvement Plan for the 2026/2027 budget years.

### **3. West Stair Railings**

- Kim requested the installation of railings on the west side stairs to meet ADA standards.
- This is correct. I will:
  - Work with a fabricator to design railings that match the existing historic character.
  - Submit a modification request to the Landmarks Commission.
  - Include funding for the project in the 2026 budget cycle.

### **4. Restrooms**

- **First Floor**
  - One restroom will be re-signed as unisex, with the door swing adjusted outward to meet ADA compliance.
  - A baby changing station will also be installed in this ADA-compliant restroom.
  - The second restroom will be re-signed as unisex with no physical changes.
- **Second Floor**
  - ADA requires that if a restroom is provided on an accessible floor, it must be ADA compliant.

- To bring the second-floor restroom into compliance would require significant renovation, including:
  - Expanding the restroom footprint by ~30" into the meeting room space.
  - Relocating plumbing and electrical systems.
  - Installing new fixtures, flooring, and trim.
  - Supporting changes to the first floor below (plaster repair and plumbing rework, etc.).
- Estimated cost for these changes: \$50,000–\$100,000, subject to increase if other issues are discovered once work begins.
- Each floor of the building is approximately 2,838 sq. ft. (43' × 66'), which is under the 3,000 sq. ft. ADA threshold. My understanding is that ADA does not require restrooms on each floor in this situation, provided compliant facilities are available elsewhere.

**Recommendation:** Remove the toilet and sink from the second-floor restroom, install a slop sink for use with art supplies, and direct all restroom use to the fully accessible facilities on the first floor. If the Art Alliance, as the tenant, wishes to pursue a full renovation to make the second-floor restroom ADA compliant instead of removal, the City could consider a cost-sharing arrangement, with the tenant responsible for their portion of the costs and the remaining balance to be amortized over the term of their lease.

Kevin Boehm  
Director of Parks, Recreation and Facilities