



**CITY OF SANTA BARBARA  
ACCESS ADVISORY COMMITTEE  
AGENDA**



**REGULAR MEETING**

**Date: May 19, 2023**

**Time: 9:30 a.m.**

**Location: David Gebhard Public Meeting Room  
630 Garden Street  
Santa Barbara, CA 93101**

**[SantaBarbaraCA.Gov/Access-Advisory-Committee](http://SantaBarbaraCA.Gov/Access-Advisory-Committee)**

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**COMMITTEE MEMBERS:** James Marston, Chair; Robert Burnham, Vice-Chair; Skylar Covich; Nick Koonce; Karen Lockett; Michael Rassler; Susanne Tejada

**COUNCIL LIAISON:** Oscar Gutierrez, Santa Barbara City Council Member/Liaison

**STAFF LIAISONS:** Brian D'Amour, P.E., City Engineer/ADA Coordinator  
Sarita King, Administrative Assistant  
Raymond Lam, Administrative Specialist

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- 1. CALL TO ORDER, ROLL CALL, AND INTRODUCTION OF STAFF AND PUBLIC (9:30 a.m.)**
- 2. COMMITTEE MEMBER REPORTS AND STAFF ANNOUNCEMENTS (9:35 a.m.)**
- 3. PUBLIC COMMENT (9:40 a.m.)**

Any member of the public may address the Access Advisory Committee for up to five minutes on any subject within the jurisdiction of the Access Advisory Committee that is not scheduled for a public discussion.
- 4. APPROVAL OF MINUTES (9:50 a.m.)**

Recommendation: That the Access Advisory Committee waive further reading and approve the Minutes from the Regular Meeting of February 24, 2023. [Click here for hyperlink to DRAFT Minutes for February 24, 2023](#)
- 5. ADA COORDINATOR'S REPORT (9:55 a.m.)**

Recommendation: That the Access Advisory Committee receive a brief report from the ADA Coordinator on ADA Liaisons Updates, ADA Transition Plan, Accessible Parking Enforcement, and Valet Parking Letters. [Click here for Sample letter sent to valet parking operators](#)

**6. NOMINATIONS – ANNUAL REPORT RECOGNITION (10:15 a.m.)**

Recommendation: That the Access Advisory Committee nominate persons or organizations to be recognized for achievements in enhancing awareness or removing barriers related to accessibility within the City of Santa Barbara community.

**7. AD HOC COMMITTEE REPORTS (10:25 a.m.)**

Recommendation: That the Access Advisory Committee receive an update from the following:

- a) Annual Report Ad-Hoc Committee (Covich, Koonce, Luckett)
- b) Sidewalk Ad-Hoc Committee (Marston, Burnham, Koonce)
  - o [Click here for a link to Ad-Hoc Committee report](#)
- c) Blue Curb Parking Ad-Hoc Committee (Koonce, Luckett, Tejada)
- d) Outdoor Dining and Parklets Ad-Hoc Committee (Luckett, Marston, Tejada)
  - o [Click here for a link to Ad-Hoc Committee report](#)
- e) Valet Parking Ad-Hoc Committee (Koonce, Burnham, Luckett)

**8. TEN MINUTE BREAK (10:45 a.m.)**

**9. PROPOSED CHANGES TO PARKING RATES FOR PERSONS WITH DISABILITIES IN DOWNTOWN PARKING LOTS – For Information (10:55 a.m.)**

Recommendation: That the Access Advisory Committee receive a presentation from Sarah Clark, Acting Downtown Team Manager, on proposed changes to parking rates for persons with disabilities in downtown parking lots.

**10. PROPOSED FY24 CAPITAL PROGRAM BUDGET (11:15 a.m.)**

Recommendation: That the Access Advisory Committee receive a presentation from Brian D’Amour on the Proposed Fiscal Year 2024 Capital Program Budget. [Click here for Proposed Fiscal Year 2024 Capital Program Budget](#)

**DATE OF NEXT MEETING: Friday, August 25, 2023, at 9:30 a.m.**

**AMERICANS WITH DISABILITIES ACT:** If you need auxiliary aids, services, or staff assistance to attend or participate in this meeting, please contact Sarita King at (805) 564-5488. If possible, notification at least 48 hours prior to the meeting will usually enable the City to make reasonable arrangements. For those who need accessibility accommodation in using the “raise hand” function and/or registering to participate in the Zoom session, please contact the office by 5:00 p.m. the day before the meeting for assistance. Specialized services, such as sign language interpretations or documents in Braille, may require additional lead-time to arrange.

**AGENDAS, MINUTES, AND REPORTS:** Copies of documents relating to agenda items are available for review, which are posted online at the web address at the top of this agenda. Please note that online Staff Reports may not include some exhibits. Materials related to an item on this agenda submitted to the Access Advisory Committee after distribution of the agenda packet are available for public inspection on the City's Accessibility website at [SantaBarbaraCA.Gov/Access-Advisory-Committee](https://SantaBarbaraCA.Gov/Access-Advisory-Committee).

**REMOTE PUBLIC COMMENT:** Members of the public wishing to speak must "raise their hand" in the Zoom platform by selecting the virtual hand icon when their item is called. The keyboard shortcut for this is Alt+Y for Windows and Option+Y for Macs. City staff will activate the speaker's microphone when the speaker's name is called. The speaker will then need to unmute themselves. The keyboard shortcut for this is Alt+M for Windows or Command+Shift+A for Macs.

### **HOW TO REMOTELY OBSERVE AND/OR SPEAK LIVE AT A MEETING**

[https://santabarbaraca.gov.zoom.us/webinar/register/WN\\_a5l4wPQtQTocQxf5czZJrw](https://santabarbaraca.gov.zoom.us/webinar/register/WN_a5l4wPQtQTocQxf5czZJrw)

(Participation via Zoom)

- **Telephone:** Dial **US: 1-669-444-9171** or **1-669-900-6833**, enter Webinar ID: **862 3706 7050 followed by #**. Press \*9 to raise/lower hand; press \*6 to mute/unmute. *A local number is available upon request 48 hours prior to the meeting. Please contact ADA@SantaBarbaraCA.gov if you require a local number.*

**IN-PERSON PUBLIC COMMENT:** Any person wishing to address the Access Advisory Committee should first complete and deliver a "Request to Speak" form prior to the time that public comment is taken by the Access Advisory Committee. These will be provided in the David Gebhard Public Meeting Room on the day of the meeting. Each speaker will be given a total of five minutes to address the Committee. The Committee, upon majority vote, may decline to hear a speaker on the grounds that the subject matter is beyond their jurisdiction.

**WRITTEN PUBLIC COMMENT:** Public comments may be submitted via email to [ADA@SantaBarbaraCA.gov](mailto:ADA@SantaBarbaraCA.gov) up until 4:00 p.m. the day before the meeting. All public comments submitted via email will be provided to the Committee and will become part of the public record. Email submissions are highly encouraged. Please note that the Committee may not have time to review written comments received after 4:00 p.m. the day before the meeting. All public comments received before 4:00 p.m. the day before the meeting will be published on the City's website at [SantaBarbaraCA.Gov/Access-Advisory-Committee](https://SantaBarbaraCA.Gov/Access-Advisory-Committee).

The public may also submit written correspondence via US Postal Service (USPS) and mail to Access Advisory Committee, ADA Coordinator, PO Box 1990, Santa Barbara, CA 93102-1990. Please be advised, correspondence sent via USPS may not be received in time to process prior to the meeting.

All comments provided via USPS or e-mail will be converted to a PDF before being posted on the City's website. Note: comments will be published as received and without redaction of personal identifying information; including but not limited to phone number, home address, and email address. Only submit information that you wish to make available publicly. All Written Public Comments that are received by the City prior to a meeting will be acknowledged by the Committee Secretary as received and forwarded to the Committee. Written Public Comments will not be discussed during the meeting and will be acknowledged as received during the meeting.