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**CITY OF SANTA BARBARA
ACCESS ADVISORY COMMITTEE
*SantaBarbaraCA.gov/AccessAC***



**MINUTES
REGULAR MEETING
Meeting held at the David Gebhard Public Meeting
Room and via ZOOM Webinar
Date: February 24, 2023
Time: 9:30 a.m.**

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

COUNCIL LIAISON: Oscar Gutierrez, Santa Barbara City Councilmember

STAFF LIAISONS: Brian D’Amour, P.E., City Engineer
Daniel Hentschke, Assistant City Attorney
Sarita King, Administrative Assistant
Raymond Lam, Administrative Specialist

ROLL CALL AND INTRODUCTION OF STAFF AND PUBLIC

Committee Members

James Marston, Chair.....	Present
Robert Burnham, Vice Chair.....	Present
Skylar Covich.....	Present
Nick Koonce.....	Present
Karen Luckett.....	Present
Michael Rassler.....	Present
Susanne Tejada.....	Present

City Staff

Councilmember Oscar Gutierrez.....	Present
Brian D’Amour, P.E., City Engineer.....	Present
Daniel Hentschke, Assistant City Attorney.....	Absent
Sarita King, Administrative Assistant.....	Present
Raymond Lam, Administrative Specialist.....	Present

Guests

Emil Dilanian, Building and Safety Supervisor, Building and Safety/Community Development
Tim Dunn, Building and Safety Supervisor, Building and Safety/Community Development

Public

Barbara Silver

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1. **CALL TO ORDER** ([Hyperlink to video of agenda item](#))
2. **ROLL CALL AND INTRODUCTION OF STAFF AND PUBLIC** ([Hyperlink to video of agenda item](#))
3. **COMMITTEE MEMBER REPORTS AND STAFF ANNOUNCEMENTS** ([Hyperlink to video of agenda item](#))
4. **PUBLIC COMMENT** ([Hyperlink to video of agenda item](#))
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.
5. **APPROVAL OF MINUTES** ([Hyperlink to video of agenda item](#))
Recommendation: That the Access Advisory Committee waive further reading and approve the Minutes from the Regular Meeting of November 18, 2022, and the Special Meeting of January 25, 2023.
Motion: To approve the minutes of November 18, 2022
Motion by Ressler; Seconded by Burnham
Votes: Yeas: 7; Abstain: 0; Absent: 0

Motion: To approve the minutes of January 25, 2023
Motion by Ressler; Seconded by Marston
Votes: Yeas: 5; Abstain: 2; Absent: 0
6. **CHAIR AND VICE-CHAIR ELECTION** ([Hyperlink to video of agenda item](#))
Election of new Chair and Vice-Chair for Access Advisory Committee.
Motion: To nominate James Marston for Chair.
Motion by Burnham; Seconded by Ressler
Votes: Yeas: 7; Abstain: 0; Absent: 0

Motion: To nominate Robert Burnham as Vice-Chair.
Motion by Koonce
Votes: Yeas: 7; Abstain: 0; Absent: 0
7. **ADA COORDINATOR'S REPORT** ([Hyperlink to video of agenda item](#))
Recommendation: That the Access Advisory Committee receive a brief report from the American with Disabilities Act (ADA) Coordinator on general matters related to accessibility, including attending the California ADA Coordinator's network webinars; the Santa Barbara Police Station Project is bringing a Certified Access Specialist (CASP) on to the design team; US Access Board's upcoming livestream on Accessible Parking and Loading Zones on March 2; Community Development is bringing in a CASP for internal training.
8. **BUILDING AND SAFETY – FOR INFORMATION** ([Hyperlink to video of agenda item](#))
Recommendation: That the Access Advisory Committee receive a presentation and information from Emil Dilanian, Building and Safety Supervisor, and Tim Dunn, Building and Safety Supervisor, on Code Enforcement on private property and the appropriate channels for reporting. ([Click here for Staff Report](#))
9. **BREAK** ([Hyperlink to video of agenda item](#))

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- 10. ADA TRANSITION PLAN UPDATE** ([Hyperlink to video of agenda item](#))
Recommendation: That the Access Advisory Committee receive a presentation from Brian D'Amour, City Engineer and ADA Coordinator, on the City's ADA Transition Plan. ([Click here for Staff Report](#))
- 11. ACCESS ADVISORY COMMITTEE ANNUAL REPORT TO CITY COUNCIL** ([Hyperlink to video of agenda item](#))
Recommendation: That the Access Advisory Committee receive a brief presentation from the ADA Coordinator regarding the addition of a recognition section to the Access Advisory Committee's Annual Report to City Council. ([Click here for Staff Report](#))
Motion: To form an annual Ad Hoc committee to work on how to set up nominations for different people and/or organizations who deserve recognition for 2023 from the Committee and will be included in the Annual Report to City Council.
Koonce, Covich, Lockett
Motion by Burnham; Seconded by Rassler
Votes: Yeas: 7; Abstain: 0; Absent: 0
- 12. AD HOC COMMITTEE REPORTS** ([Hyperlink to video of agenda item](#))
Recommendation: That the Access Advisory Committee receive an update from the following:
- Annual Report Ad-Hoc Committee (Burnham, Koonce, Lockett)
 - ([Hyperlink to video of agenda item](#))
 - Sidewalk Ad-Hoc Committee (Marston, Burnham, Koonce)
 - ([Hyperlink to video of agenda item](#))
 - ([Click here for Sidewalk Ad-Hoc Committee report](#))
 - Blue Curb Parking Ad-Hoc Committee (Koonce, Tejada, Lockett)
 - ([Hyperlink to video of agenda item](#))
 - Outdoor Dining and Parklets Ad-Hoc Committee (Lockett, Marston, Tejada)
 - ([Hyperlink to video of agenda item](#))
 - Valet Parking Ad-Hoc Committee (Koonce, Burnham, Lockett)
 - Has not meet - nothing reported at this meeting.

Chair Marston adjourned the meeting at 12:27 p.m.

DATE OF NEXT MEETING: Friday, May 19, 2023, at 9:30 a.m.