



CITY OF SANTA BARBARA

REGULAR MEETING SANTA BARBARA ARTS AND CRAFTS SHOW ADVISORY COMMITTEE

Tuesday
February 8, 2022
6:00 p.m.

**This Meeting Will Be Conducted Electronically
As Described Below**

MEETING AGENDA

THIS MEETING WILL BE HELD BY TELECONFERENCE AS AUTHORIZED BY GOVERNMENT CODE § 54953(e)(1)(A) TO PROMOTE SOCIAL DISTANCING AND PRIORITIZE THE PUBLIC'S HEALTH AND WELL-BEING UNDER SANTA BARBARA COUNTY HEALTH OFFICER ORDERS. AS A PUBLIC HEALTH AND SAFETY PRECAUTION, THE LOUISE LOWRY DAVIS CENTER WILL NOT BE OPEN TO THE GENERAL PUBLIC. THE CITY OF SANTA BARBARA STRONGLY ENCOURAGES AND WELCOMES PUBLIC PARTICIPATION DURING THIS TIME. PUBLIC PARTICIPATION IS AVAILABLE THROUGH THE FOLLOWING OPTIONS:

HOW TO OBSERVE AND/OR SPEAK LIVE AT A MEETING

- **Web:** https://santabarbaraca.gov.zoom.us/webinar/register/WN_Nshir9XnT3eYvajmFoSAyA
(Participation via Zoom) Please complete the Zoom registration
- **Telephone:** Dial 1-669-900-6833, Enter Webinar ID: 822 7599 8593
(press *9 to raise/lower hand; press *6 to mute/unmute)

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. When persons are called on to speak, their microphone will be activated by City staff and the speaker will be notified that they can now unmute themselves in order to begin speaking. The speaker will then need to unmute themselves by selecting the ‘mute/unmute’ icon or pressing Alt+A on their keyboard.

Each speaker will be given a total of 2 minutes to address the Committee. Pooling of time is not allowed during meetings.

WRITTEN PUBLIC COMMENT: Public comments sent via email to jbryan@SantaBarbaraCA.gov and received no later than one hour before the meeting will be submitted to the Arts and Crafts Show Committee Members and will become part of the public record.

PUBLIC COMMENT: Public comment on matters not listed on the agenda will occur at the beginning of the meeting. Members of the public wishing to speak must “raise their hand” in the Zoom platform by selecting the virtual hand icon during the presentation of that item. When persons are called on to speak, their microphone will be activated by City staff and the speaker will be notified that they can now unmute themselves in order to begin speaking. The speaker will then need to unmute themselves by selecting the ‘mute/unmute’ icon or pressing Ctrl+Alt+A on their keyboard.

For those who need accessibility accommodation in using the “raise hand” function and/or registering to participate in the Zoom session, please contact the Santa Barbara Arts and Crafts Show office by 5:00 p.m. the day before the meeting for assistance. Additionally, a speaker may email jbryan@SantaBarbaraCA.gov by 5:00 p.m. the day before a meeting, stating which item they wish to speak on. When persons are called on to speak, their microphone will be activated the speaker will be notified by City staff that they can now unmute themselves in order to begin speaking. The speaker will then need to unmute themselves by selecting the ‘mute/unmute’ icon or pressing Ctrl+Alt+A on their keyboard.

Each speaker will be given a total of 2 minutes to address the Committee. Pooling of time is not allowed during public comment. The time allotted for general public comment at the beginning of session is 15 minutes.

PUBLIC COMMENT ON AGENDIZED ITEMS: Members of the public wishing to speak on a matter on the agenda must “raise their hand” in the Zoom platform by selecting the virtual hand icon during the presentation of that item. The “raise hand” icon is generally located on most devices in the upper right hand corner of the screen. For those who need accessibility accommodation in using the “raise hand” function, please contact the Santa Barbara Arts and Crafts Show office by 5:00 p.m. the day before the meeting for assistance. Additionally, a speaker may email jbryan@SantaBarbaraCA.gov by 5:00 p.m. the day before a meeting, stating which item they wish to speak on. When persons are called on to speak, their microphone will be activated and they will be notified to begin speaking. Each speaker will be given a total of 2 minutes to address the Committee. Pooling of time is not permitted.

CALL TO ORDER

ROLL CALL

Committee

Cris Hamilton – Arts
(vacant Arts position)
Marilyn Dannehower – Crafts
Nicole Horstin – Crafts, Chair

Crafts Alternates

Jack Bailey – 1st Alternate
Marilyn Loperfido – 2nd Alternate

Arts Alternates - Vacant

Staff

Rich Hanna – Recreation Manager
Jason Bryan – Senior Recreation Supervisor
Janet Sackett – Administrative Specialist

Parks & Recreation Commission Liaison

Robin Unander-La Berge

Member At Large (vacant)

WELCOME NEW COMMISSION LIAISON

1. Welcome Robin Unander-La Berge as the new Parks & Recreation Commission Liaison

SCREEN NEW MEMBERS

GENERAL BUSINESS

1. Changes To The Agenda
2. Written Communications
 - a. Email from Andrea Tavokkoly regarding rules in place during January space assignment meeting
 - b. Email from Janet Jacobsen with suggestion for new spaces
 - c. Email from Jeff Kennedy regarding section names
 - d. Email from Jeff Kennedy regarding online payments
 - e. Email form Lenny Ross regarding Sign Up Genius
 - f. Email from Marilyn Loperfido regarding items not included in January packet
 - g. Email from Marilyn Loperfido regarding Show administration
 - h. Email from Marilyn Loperfido regarding Martin Luther King Jr.
 - i. Email from Marilyn Loperfido regarding Sign Up Genius
 - j. Email from Marilyn Loperfido regarding policy for medical leave (1)
 - k. Email from Marilyn Loperfido regarding policy for medical leave (2)
 - l. Email from Marilyn Loperfido regarding policy for medical leave (3)
 - m. Email from Marilyn Loperfido regarding policy for medical leave (4)

3. Public Comment

CONSENT ITEMS

1. Minutes– For Action (Attachment)

Recommendation: That the Committee waive the reading and approve the minutes of the Regular Meeting of January 12, 2022

2. Attendance Report – For Information

Recommendation: That staff present attendance data for January 2022

OLD BUSINESS

1. Discuss policy for members attending a short time to achieve attendance credit – For Discussion

Recommendation: Continue the discussion from the January meeting considering minimum attendance time and/or placement to receive attendance credit and other suggestions to prevent gaps in the show line; open item to public comment; bring back to Committee for discussion.

2. Advertising Report – For Action

Recommendation: Staff to present an update on advertising; open item to public comment; bring back to Committee for Action

a. Approve Funk Zone map ad for 2022 for \$200

b. Approve Rack Card Distribution for \$2,147 (will require rack card printing at approximately \$500)

3. Sidewalk Ordinance Review – For Information

Recommendation: Staff to present an update on the sidewalk ordinance that will be presented to City Council on March 8, 2022; open item to public comment; bring back to Committee for discussion.

4. Decide if the Show will Continuing to use SignUpGenius for Sunday Shows – For Action

Recommendation: Continue the discussion from the January meeting on to determine if the use of SignUpGenius for Sunday shows will be continued; open item to public comment; bring back to Committee for action.

NEW BUSINESS

1. Schedule a Special Meeting or Create an Ad-Hoc Committee to Discuss Code of Conduct and Violation Enforcement Procedures – For Action

Recommendation: begin a discussion on either continuing the use of SignUpGenius for Sunday shows or consider reverting to the previous in-person process of claiming spaces; open item to public comment; bring back to Committee for discussion

2. Review Policy for Medical Leave on Attendance Credit and Space Retention – For Discussion

Recommendation: begin a discussion on how medical leaves are processed with the goal of combining rules G.1 and G.8 that contain conflicting information; open item to public comment; bring back to Committee for discussion

G.1 In the event of a waitlist, permit holders must show 12 times in a permit year and new permit holders 6 times in their 6 month's permit period in order to renew a show permit. Permit holders must sign the attendance sheet provided by the Monitor to ensure proper credit on attendance records. This responsibility rests solely with the permit holder. Permit holders must exhibit their merchandise a minimum of 2 hours in order to obtain attendance credit. Exceptions will be made for injury, illness and pregnancy if the permit holder notifies the Show Office in writing and with a doctor's written excuse prior to permit expiration. 8/2014

G.8 Permit holders must attend the show no less than 6 times in the previous quarter to retain their assigned space. Failure to maintain this minimum attendance will result in loss of assigned space. Exceptions will be made for injury, illness and pregnancy, if the permit holder notifies the Show Office in writing and with a doctor's written excuse before the end of the current quarter. The exceptions are for maintaining minimum show attendance only. 5/1998

3. Consider Establishing Policy for Space Sharing– For Discussion

Recommendation: begin a discussion on establishing policy that would allow space sharing for reasons other handicap accommodation; open item to public comment; bring back to Committee for discussion

4. Consider Combining Select Vacant Spaces in the East Section to Establish Larger Spaces for Future Assignments – For Discussion

Recommendation: begin a discussion on combining some vacant spaces in the east section of the Show; open item to public comment; bring back to Committee for discussion

ADJOURNMENT

REPORTS: Copies of documents relating to agenda items are available for review at the Santa Barbara Arts and Crafts Show Office, 100 East Carrillo Street, during normal business hours. Please note that emailed meeting packets may not include some exhibits. Materials related to an item on this agenda submitted to the Santa Barbara Arts and Crafts Show Advisory Committee after distribution of the agenda packet are available for public inspection in the Santa Barbara Arts and Crafts Show Office located at 100 East Carrillo Street, during normal business hours.

AMERICANS WITH DISABILITIES ACT: If you need auxiliary aids or services or staff assistance to attend or participate in this meeting, please contact Jason Bryan at 805-560-7550. If possible, notification at least 48 hours prior to the meeting will usually enable the City to make reasonable arrangements. Specialized services, such as sign language interpretation or documents in Braille, may require additional lead time to arrange.

**Next Regular Meeting: Via Teleconference
 Tuesday, March 8, 2022**

