

City of Madera ADA Advisory Council
City Hall Council Chambers, 205 W. 4th Street
Madera, CA 93637

REGULAR MEETING AGENDA

June 19, 2018, 3:30 p.m.

The meeting room is accessible to physically disabled persons. Requests for accommodation (assistive listening devices, interpreters, or language translators, etc.) should be made at least seventy-two (72) hours before the meeting to Diana Rosas at (559) 661-5401 or drosas@cityofmadera.com.

Any writing related to an agenda item for the open session of this meeting distributed to the ADA Advisory Council less than 72 hours before this meeting is available for inspection at the City of Madera Human Resources Department, 205 West 4th Street, Madera, California 93637 during normal business hours.

Roll Call

DJ Becker-Chair
Emmanuel Gomez-Vice Chair
Cynthia Ortegon
Tim Riche
Muhammad Latif
Dennis Smith
Dana DeFranco

PUBLIC COMMENT:

The first fifteen minutes of the meeting are reserved for Members of the public to address the Council on items which are within the subject matter jurisdiction of the Council. Speakers shall be limited to three minutes. Speakers will be asked to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Chairperson has the option of asking the speaker to hold the comment until that item is called. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The Council is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council does not respond to public comment at this time.

Business Matters

1. Approval of Minutes – Meeting of May 15, 2018
2. Discussion of ADA Requirements for Businesses and the Building Department's Role/Services – Chief Building Official, Steve Woodworth

3. Presentation by DJ Becker Recognizing Cynthia Ortegon's tenure on the ADA Advisory Council – DJ Becker
4. Oral reports by Staff and Advisory Board Members

Adjournment

Next Regular Meeting of the Madera ADA Advisory Council will be Tuesday, July 17, 2018 at 3:30 p.m. in the City Hall Council Chambers.

I, Diana Rosas, HR Technician II for the City of Madera, declare under penalty of perjury that I posted the above Madera ADA Advisory Council Agenda for the Regular Meeting of June 19, 2018, near the front entrances of City Hall no later than 5:00 p.m. on June 14, 2018.

Diana Rosas, HR Technician II Date

ALL CITY EMPLOYEES AND THE PUBLIC ARE WELCOME TO ATTEND

City of Madera ADA Advisory Council
City Council Chambers, 205 W. 4th Street
Madera, CA 93637

REGULAR MEETING MINUTES

May 15, 2018, 3:30 p.m.

A regular meeting of the Madera ADA Advisory Council was scheduled for 3:30 p.m. on Tuesday, May 15, 2018, in the City Council Chambers.

ROLL CALL:

PRESENT:

DJ Becker, Chair
Dennis Smith
Tim Riche
DJ Becker
Cynthia Ortegon
Muhammad Latif

Staff
Wendy Silva
Diana Rosas

ABSENT:

Dana DeFranco
Emmanuel Gomez

OTHERS PRESENT: None

Chairperson DJ Becker called the meeting to order at 3:36 p.m.

Public Comment: None.

Business Matters

1. Approval of Minutes – April 18, 2018. Council Member Riche moved to approve the minutes; motion seconded by Council Member Smith. Motion passed unanimously.
2. Update on Accessibility Improvements at Parks and Community Services Facilities- Mary Anne Seay- Mary Anne Seay, Parks & Community Services Director, stated that she wanted to make the Advisory Council aware of where the Parks Department is and the efforts that have been made regarding ADA improvements. There is the ADA Transition Plan that was approved by City Council in 2010 that outlines the deficits and the voids in ADA accessibility in City Facilities. There are several in the Parks Facilities and they are attempting to address the priority issues as funding becomes available. Mary Anne stated that what has been done so far was an installation of a lift at the swimming pool, applied for and received a CDBG Grant for \$65,238 for ADA priority improvements at Bergon Senior Center and Pan Am Community Center. The reason for those selections was because under CDBG

requirements, projects need to be in eligible census tracts and those locations are. They also host senior programs at these facilities. They hired a consultant firm to design all priority issues at those locations as well as Centennial Park. The funds are not enough to address all the issues but they continue to apply for other CDBG funds. Mary Anne stated that the Parks department applied again in March for more funding and it is being allocated on the May 16th City Council Agenda. The review and advisory council is appointed by City Council Members and they hear the CDBG applications and make recommendations to the City Council based on information that was heard. From that they have recommended award for \$50,000 for ADA improvements that will include automatic doors at City Hall. It has not been voted on by the City Council yet but is making its way there. Another completed project is the universally accessible play feature at Centennial Park where kids can make their way around using ramps and poured in place resilient fall surfaces. Mary Anne also spoke about programming. A while back they received a complaint on Facebook regarding a special event not having a contingency plan for children with special needs. The Parks Department decided to reach out to parents with children with special needs and asked if they were meeting their needs and the answer was no. Inclusion didn't go far enough to satisfy needs. With that, the department came up with more program offerings, not only fee based but also free programming. The department wanted to hear the needs of children that they were not serving, with that they were able to form nice partnerships and provide special needs soccer, basketball, and also programs for adults. So far, the department has been able to maintain the programs. The biggest challenge is finding resources to address ADA deficiencies that don't qualify under CDBG funds and other similar funding sources. For example, at Lions Town and Country Park the walking trail and drinking fountains have ADA deficits and the City does not have resources to improve those at this time. Grants are usually tied to income demographics and the park is not in the "right" area to qualify. After they applied for the \$50,000 CDBG funding award the Grants Department learned that the federal allocation was going to increase so the new recommendation from the review and advisory committee is \$95,000 for ADA concerns mostly at Pan Am, Bergon, and City Hall and priority items such as parking lots, entry ways, ramps and so forth. Engineering is preparing bid ready documents for all priority issues so when grants are applied for the department can show bid ready documents and be ready to go if funding is granted. Within the existing parks budget, they have built a new fully accessible ramp at the Bergon Senior Center. Council Member Becker asked about the doors that are in the planning stage for City Hall. Will they also be on the finance side of the building? Mary Anne stated that they are waiting on full award right now; the money is hypothetically there and recommended by the review and advisory committee but they don't know exactly how much is going to be awarded so they have not considered fully on brand, models and where they needed to be put. Mary Anne stated if they receive a bigger allotment they are open to any feedback and seeing what will have the most impact. Council Member Becker asked

if they could be sliding doors like at grocery stores. Wendy Silva commented that the City will have to take into consideration the existing building structure, how much space is available and what types of doors would work within those parameters. Council Member Becker asked if it was possible to have a Water Feature at Pan Am Parl like Rotary already has? Mary Anne stated that the drainage system does not work as well as they would like and she does not feel really great about running water in drought conditions. Mary Anne concluded by stating that they do what they can with the resources they have, but there are always more ways to improve.

3. Overview of Meeting Conduct and Procedures- Wendy Silva gave a presentation on basics on Meeting Conduct and Procedures. Wendy included in the presentation the importance of agendas, a quorum, and compliance with the Ralph M. Brown Act. This included a discussion on how items should be agendized with enough information that the public can make a decision as to whether they want to attend the meeting and participate in the discussion and the timeline for when agendas should be posted. Council Member Becker asked how the Advisory Council members can get something on the agenda? Wendy reminded them that they just need to send an email making the request but it must be prior to the meeting, the Monday or Tuesday of the week before to give time for the City Attorney to review and approve the agenda. The agenda is posted three days in advance on a bulletin that faces outside of City Hall for the public to see and is posted on the City Website as well. It was emphasized that all of the provisions of the Brown Act are there so that the public can participate. This is why we have to be careful about the level of discussion that occurs under Council Member Reports. We can report on activities we attended or make requests for future items, but need to steer clear of discussing items that might lead to an opinion or future decision as then we are denying the public their opportunity to participate. Wendy also discussed how to run the ADA meeting. The Chair Person is responsible for leading the meeting. They don't have more authority than anyone else they just speak into the microphone the most, they call the items for business, following the order on the agenda because this is what is told to the public when the agenda is posted. Business matters must be titled correctly on the agenda for the intended action (for example, discussion versus direction) so once the meeting happens the Council can do the necessary steps such as action and make a motion and a vote. Wendy discussed with the Advisory Council how to make motions and the process to either move toward a vote or what happens when a motion does not receive a second. She finished by reminding the members that the Oral Reports section of the agenda is for general statements, not discussion.
4. Designation of MADAAC Representative to Attend Community Stakeholder Input Meeting for City Administrator Recruitment- The City Council hired a consultant to recruit for the next City of Administrator and as part of the recruitment they are holding a community stakeholder input meeting. The meeting will be on Tuesday May 29th at 5:30 and the City is asking each appointed Committee/Commission such as the

ADA Advisory Council to send a representative to the meeting with the recruiter to provide input on the City's needs and the ideal City Administrator to meet those needs. Tim Riche volunteered to attend the meeting for the ADA Council.

5. Recognition of Dennis Smith's Service as Chairperson- Dennis was appointed Chairperson in March 2012 to April 2018 and was presented with a plaque for his service.
6. Oral reports by Staff and Advisory Board Members- Wendy stated that she reached out to the postmaster and he stated that he wasn't sure on the scope of the project for the post office front doors; he just knows that it has to do with the doors. Council Member Ortegon stated that the Board of Supervisors had their meeting at the Old Courthouse. After an inquiry from a member of the public about the accessibility of the Old Courthouse, Council Member Ortegon reached out to the Clerk and asked if it was accessible for the disabled because she had received a complaint that it wasn't going to be. The Clerk said yes it will be; a televised meeting for the public will be available at the County Government Center. Council Member Becker stated that at Grocery Outlet she saw people crossing illegally from the Walgreens bus top in traffic. Wendy stated that people are doing it all the time, not just from the bus stop. It especially happens on swap meet days and that you'll see a few almost daily if you drive Cleveland regularly.

Meeting adjourned at 4:35 p.m.

Respectfully Submitted,

Accepted,

Diana Rosas
Human Resources Technician II

DJ Becker, Chair

Date:_____

Date:_____