

**RESOLUTION NO. 2010-09
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION ADDING SECTIONS 1.05.070, AND AMENDING SECTION
2.01.065 AND 2.01.100 OF THE COLMA ADMINISTRATIVE CODE, RELATING
TO ACCESSIBILITY**

The City Council of the Town of Colma hereby resolves:

ARTICLE 1. CAC § 1.05.070 ADDED.

Section 1.05.070 shall be and hereby is added to Subchapter 5 of Chapter 1 of the Colma Administrative Code entitled "Guidelines for Publication of the LiveWire Newsletter" to read as follows:

1.05.070 Alternative Accessible Format.

(a) The Town is committed to making the *LiveWire* newsletter accessible to the largest audience possible and to complying with and upholding the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973.

(b) The *LiveWire* newsletter shall be made available in appropriate alternative formats to persons with disabilities when requested pursuant to Division 6 of Chapter 1-02 of the Colma Municipal Code, and when necessary as a reasonable accommodation to provide persons with disabilities with equal access to the newsletter.

ARTICLE 2. CAC CHAPTER 2-01, SECTIONS 2.01.065 AND 2.01.100 AMENDED.

Section 2.01.065, and subsections (a) and (c) of Section 2.01.100 of Subchapter 2 of Chapter 1 of the Colma Administrative Code entitled "Recreation Programs, Events and Activities" shall be and hereby are amended to read as follows:

2.01.065. Accessibility.

Staff shall make all reasonable efforts to establish and schedule community events and activities so that each resident, including residents with disabilities, will have, over time, a reasonable opportunity to participate in all types of events and activities. However, nothing herein shall prevent the establishment or scheduling of events and activities that appeal to a particular age group or to the family unit.

2.01.100. Policies. The City Council hereby directs that recreational programs, events and activities should meet these policies. As used herein, the work "program" shall refer to a recreational concept or category of events (such as "classes" or "cultural events") while the terms "events" and "activities" shall be used to refer to specific events or activities within a program (such as a Cooking Class or the event, "Beauty and the Beast."

(a) Program Policies

(i) Programs should encompass the total needs of the individual, including

education, culture, fitness, social interaction, personal relaxation, and self-improvement;

(ii) Programs should be designed to meet all demographic and age needs of Colma residents, and so as to be accessible to all residents including those with disabilities;

(iii) Programs should provide participants with exposure to positive images of diversity;

(iv) There should be a mix of equity-based programs (programs targeting everyone equally) and need-based programs (programs targeting special needs of different age or demographic groups); and

(v) Programs that extend beyond individual leisure or passive activities are encouraged.

(c) Operational Policies

(i) Programs and activities should be easily accessible to Colma residents;

(ii) All programs held within the Town of Colma should be held in locations accessible to persons with disabilities, and, where the nature of the program requires that it be held in a non-accessible location, reasonable accommodations shall be made in response to requests for reasonable accommodation pursuant to Division 6 of Chapter 1-02 of the Colma Municipal Code, in order to enable persons with disabilities to participate unless such accommodation would fundamentally alter the program or result in an undue financial or administrative burden on the Town;

(iii) Programs and activities should be scheduled at times convenient to Colma residents, and should be offered at different times so that citizens with jobs, families, or other factors are not barred from attending;

(iv) Programs should be continuous throughout the year with special events and programs added every season to add variety or to encourage participation in regular programming;

(v) Programs should be consistently offered and regularly scheduled;

(vi) All employees and volunteers working in the Parks and Recreation Department should be (A) be fingerprinted and background-checked; (B) properly oriented; (C) provided training in working with program clients, the Town's standards of conduct, these Guidelines, and best practices in the field; and (D) regularly reviewed.

(vii) Staff should continuously monitor the recreation program. Such monitoring should include: maintaining detailed records to help determine user patterns, e.g., sign-in sheets and rosters; conducting ongoing and periodic surveys to determine user patterns, needs and desires; and conducting a comprehensive profile study approximately every five years, such as was conducted by the Colma Recreation Advisory Committee in 1998.

ARTICLE 3. SEVERABILITY.

Each of the provisions of this resolution is severable from all other provisions. If any article, section, subsection, paragraph, sentence, clause or phrase of this resolution is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

ARTICLE 4. NOT A CEQA PROJECT.

The City Council finds that adoption of this resolution is not a "project," as defined in the California Environmental Quality Act because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and concerns general policy and procedure making.

ARTICLE 5. EFFECTIVE DATE.

This ordinance, or a summary thereof prepared by the City Attorney, shall be posted on the three (3) official bulletin boards of the Town of Colma within 15 days of its passage and is to take force and effect thirty (30) days after its passage.


Certification of Adoption

I certify that the foregoing Resolution No. 2010-09 was duly adopted at a regular meeting of the City Council of the Town of Colma held on February 10, 2010, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Diana Colvin, Mayor	√				
Helen Fisicaro	√				
Raquel "Rae" Gonzalez	√				
Joanne F. del Rosario	√				
Joseph Silva	√				
<i>Voting Tally</i>	5	0			

Dated 2/24/10


Diana Colvin, Mayor

Attest: 
Laura Allen, City Clerk