

CITY COUNCIL OF THE CITY OF SAN RAFAEL

RESOLUTION NO. 11620

RESOLUTION ESTABLISHING AN ADA ACCESS ADVISORY COMMITTEE

WHEREAS, the City of San Rafael, as a government entity, is required to comply with the all aspects of the Americans with Disabilities Act (ADA), including related Federal and State laws, standards and regulations, and

WHEREAS, the City of San Rafael has entered into a Settlement Agreement with the Department of Justice, effective August 5, 2004, requiring that a number of ADA barriers to programs, facilities and services be removed as defined in said Agreement; and

WHEREAS, the City of San Rafael desires to involve the disabled community, including residents of our community as well as those who provide support services, to meet both our ADA obligations and the implementation of our Settlement Agreement with the DOJ, and

WHEREAS, the City Council wishes to establish a ADA Access Advisory Committee:

NOW, THEREFORE, BE IT RESOLVED that:

1. The Council hereby establishes an ADA Access Advisory Committee consisting of nine members who are residents within San Rafael, requiring at least five members be individuals with disabilities. One committee member shall represent the City's business community interests.
2. The Committee shall meet within one month after appointment of its members and select a Chair, Vice Chair, and Secretary. These positions shall be subject to annual elections thereafter. The Committee shall select a regular time and place of meetings (at least quarterly). All meetings shall comply with the Brown Act.
3. The Committee shall be advisory to the City Manager, Assistant City Manager and to the City Council and shall have the following goals:

- Reviewing the City's progress in implementing its Settlement Agreement with the Department of Justice regarding Project Civic Access, which may include setting priorities that must be accomplished within the terms of said Agreement.
 - Assisting the City with creating or modifying procedures, policies, and standards that are necessary to bring San Rafael into compliance with both the Settlement Agreement and the ADA
4. The City Council directs staff to commence the application process so that candidates can be considered and appointments made in a timely manner.

I, JEANNE M. LEONCINI, Clerk of the City of San Rafael, hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of San Rafael, Marin County, California, at a regular meeting, held on the 7th day of September, 2004 by the following vote, to wit:

AYES: Councilmembers: Cohen, Heller, Phillips and Mayor Boro

NOES: Councilmembers: None

ABSENT: Councilmembers: Miller



JEANNE M. LEONCINI, City Clerk

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ADA ACCESS ADVISORY COMMITTEE

PURPOSE

The ADA Access Advisory Committee is established to review the City's progress in implementing its Settlement Agreement with the Department of Justice regarding Project Civic Access. The Committee shall serve an advisory role in assisting the City with creating or modifying procedures, policies, and standards that are necessary to bring San Rafael into compliance with both the Settlement Agreement and the ADA.

Currently, the City is required under numerous Federal and State laws to enforce and comply with all aspects of the Americans with Disabilities Act. In order to keep the purpose of this Committee clearly defined, it is equally important to define Committee limitations. The ADA Access Advisory Committee is not involved in:

1. ADA compliance related to private development applications, approvals or enforcement. This responsibility is carried out by the Community Development Department.
2. Grievances under the ADA directed toward the City. Anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of San Rafael shall fall under the provisions of the City's grievance procedure.
3. Project review and approval. Existing Boards or Commissions (such as the Design Review Board or Planning Commission) that are established for public or private project review and approval, which includes full ADA compliance, shall remain with those Boards and Commissions.
4. City bids, contracts and agreements. The City has full responsibility to ensure that all approved bids, contracts and agreements are in full compliance under the ADA.

QUALIFICATIONS

All members of the ADA Access Advisory Committee must be individuals with a strong interest and enthusiasm for bringing the City of San Rafael into compliance with the DOJ Settlement Agreement and the ADA. The Advisory Committee shall consist of nine (9) members. The majority of members of the Committee shall be residents of the City who have significant experience in the disability community.

At least five (5) members shall be both residents of San Rafael and persons with disabilities. Some members of advocacy groups or social service providers may also be appointed, but no more than three organizations will serve on the Committee. Also, one member of the Committee shall represent the San Rafael business community interest.

Committee members will be appointed by the City Council.

TIME COMMITMENT

The Advisory Committee shall meet at least quarterly per annum. Additional meetings may be scheduled in order to address issues in the DOJ Settlement Agreement. The meetings shall comply with all provisions of the Brown Act. Review of documents and materials may be required prior to scheduled meetings.

TERMS OF COMMITTEE MEMBERS

Initial appointees to the Committee will be five individuals who shall serve a three-year term. Four members will serve two-year terms upon initial appointment. This will allow a staggering of two-year terms, after initial appointments, over the life of the Committee. Committee members may not serve more than two consecutive terms.

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CITY OF SAN RAFAEL
ADA ACCESS ADVISORY COMMITTEE
2004 Application

Dear Applicant:

The City of San Rafael ADA Access Advisory Committee is established to review the City's progress in implementing its Settlement Agreement with the Department of Justice regarding Project Civic Access. The Committee shall serve an advisory role in assisting the City with creating or modifying procedures, policies, and standards that are necessary to bring San Rafael into compliance with both the Settlement Agreement and the ADA.

This application form is for use by anyone interested in committing to serve on the ADA Access Advisory Committee for a minimum of two years. The Advisory Committee shall meet at least quarterly per annum. Additional meetings may be scheduled in order to address issues in the DOJ Settlement Agreement. Review of documents and materials may be required prior to scheduled meetings.

Due to the nature and purpose of this Committee, it is important that its members represent the full spectrum of disability community interests, so appointments will be made with that consideration in mind. The majority (at least five) of the Committee members must be San Rafael residents. One member shall be a business owner who represents the broader business community interests. Applicants may be representatives of social service or advocacy groups serving the disability community. If representing an organization, a letter must be included from an officer of that agency verifying the applicant's status as an official representative. Letters of reference may be attached to the form from anyone familiar with an applicant's ability to provide insight and commitment.

It is desired that all applicants be individuals with a strong interest and enthusiasm for bringing the City of San Rafael into compliance with the DOJ Settlement Agreement and the ADA.

Applications must be completed and sent to the City of San Rafael by September 28th, 2004 at 12:00 P.M. (noon) Applications may be delivered personally or sent by U.S. mail, or in any alternate format to:

City of San Rafael
City Hall, Dept. of City Clerk
1400 Fifth Avenue, Room 209
San Rafael, CA 94901
Phone 415) 485-3066



CITY OF SAN RAFAEL

APPLICATION TO SERVE AS MEMBER OF ADA ACCESS ADVISORY COMMITTEE

NAME: _____

STREET ADDRESS: _____

CITY/STATE/ZIP CODE: _____

RESIDENT OF THE CITY OF SAN RAFAEL FOR _____ YEARS

PRESENT WORK POSITION: _____

NAME OF FIRM: _____

BUSINESS ADDRESS: _____

HOME & BUS. PHONES: _____

E-MAIL ADDRESS (optional): _____

EDUCATION: _____

DESCRIBE YOUR INVOLVEMENT WITH THE DISABLED COMMUNITY IN SAN RAFAEL: _____

DO YOU OFFICIALLY REPRESENT AN ORGANIZATION, AGENCY OR GROUP WITH SERVICES FOR PEOPLE WITH DISABILITIES? _____ YES _____ NO

IF YES, PLEASE STATE THE NAME OF THE GROUP AND YOUR POSITION WITH IT AND ATTACH LETTER OF REFERENCE: _____

DO YOU REPRESENT THE BUSINESS COMMUNITY? _____ YES _____ NO

IF YES, PLEASE STATE NAME OF BUSINESS AND YOUR POSITION: _____

MY REASONS FOR WANTING TO SERVE ARE: _____

WHAT REASONABLE ACCOMMODATION REQUESTS SHOULD THE COMMITTEE FACILITATOR KNOW IN ORDER FOR YOU TO FULLY PARTICIPATE IF SELECTED TO SERVE? _____

PREFERRED LENGTH OF TERM – INITIAL APPOINTMENT: _____ 3 YEARS _____ 2 YEARS

PREFERRED MEETING TIME, IF APPOINTED: MORNING AFTERNOON EVENING (circle preference)

MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY (circle all days you are available)

SIGNATURE: _____ DATE: _____

FILING DEADLINE:

Date: September 28, 2004
Time: 12:00 P.M. (noon)

MAIL OR DELIVER TO:

City of San Rafael, City Hall, Dept. of City Clerk
1400 Fifth Avenue, Room 209, San Rafael, CA 94901

The information you provide in this application will be used solely by the City of San Rafael.

Applicants are welcome to use additional paper when providing answers; please attach to official application form.

If you need this application form in an alternate format, please contact Ken Nordhoff, Assistant City Manager at (415) 485-3070.