



## NOTICE OF MEETING - REVISED

### ADA ACCESS ADVISORY COMMITTEE

**Wednesday, September 6, 2023, at 2:00 PM**  
Community Development Conference Room  
3rd Floor, City Hall, 1400 Fifth Avenue  
San Rafael, California

#### Virtual Participation

**Webinar:** <http://tinyurl.com/ADA-09-2023> Dial-in: (669) 444-9171  
**Meeting ID: 854 2918 9339**

### AGENDA

1. **Call to Order**
  - a. **Determination of a Quorum**
2. **Public Comments: 2 min each**
3. **Approve Meeting Minutes from 6/1/2022 & 9/7/2022.**
4. **Staff Reports and Information Items (Staff)**
  - a. Parks & Recreation Update
  - b. Public Works Update
  - c. ADA Coordinator Report
5. **Future Topics**
6. **Next meeting of the ADA Access Advisory Committee – December 6, 2023**
7. **Adjournment**



*Any records relating to an agenda item, received by a majority or more of the board or commission less than 72 hours before the meeting, shall be available for inspection in the Building Division. Sign Language interpreters and assistive listening devices may be requested by calling (415) 485-3066 (voice), emailing [Lindsay.lara@cityofsanrafael.org](mailto:Lindsay.lara@cityofsanrafael.org) or using the California Telecommunications Relay Service by dialing "711", at least 72 hours in advance of the meeting. Copies of documents are available in accessible formats upon request. Public transportation is available through Golden Gate Transit, Line 22 or 23. Paratransit is available by calling Whistlestop. Wheels at (415) 454-0964. To allow individuals with environmental illness or multiple chemical sensitivity to attend the meeting/hearing, individuals are requested to refrain from wearing scented products.*

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**Minutes subject to approval at the meeting of September 6, 2023**

**MINUTES OF SPECIAL MEETING  
ADA ACCESS ADVISORY COMMITTEE**

**Wednesday, June 1, 2022, at 2:00 PM**

Webinar :<https://tinyurl.com/ADA-2022-06-07>

Telephone (669) 900-9128

Meeting ID: 845-0504-2481

Attendees: John Erdmann, Timothy Park, Ashley Tomerlin, Francine Falk-Allen; Dianne Wolfe, Don Jeppson, Chairman

Absentees: Fred Divine; Timothy Lord; Ewen McKechnie;

**1) Call to Order** - The Chairman called to order the meeting at 2:05 pm.

*a) Determination of a Quorum was made and was present.*

**2) Public Comments for Items Not on the Agenda** - The Chairman opened the meeting for public comments; The Chairman introduced Leslie Mendez, Planning Manager. Question on live captioning on Zoom.

**3) Approved Meeting Minutes from 9/8/2021** – Minutes were approved.

**4) Staff Reports and Information Items**

- a) Chairman gave a brief report on Parks Projects including the new accessible restrooms at Albert Park.*
- b) Chairman gave a brief report on ADA Improvements for 101 Freeway at Manuel T. Freitas and projects on Second and Third streets.*
- c) Tim Parks & Ashley Tomerlin gave an updated on Parks Master Plan.*
- d) Committee continue discussing projects and issues regarding ADA accessibility including access to a drive up mailbox, sidewalks, parking, and truncated domes.*
- e) Committee*

**5) Future Topics** - The Chairman open a discussion on future topics. The following list was established by the Committee.

- a) Brown Act, CIP, DPW, EOC, Sidewalk/Curb Updates, Transition Plans, ADA Parking Downtown, Emergency Preparedness, Police, Postal Access*

**6) Next meeting:** Discussed and set by the Committee to September 7, 2022 at 2:00 pm.

**7) Adjournment;** The Chairman adjourned the meeting at 3:12 pm.



**Minutes subject to approval at the meeting of September 6, 2023**

**MINUTES OF SPECIAL MEETING**  
**ADA ACCESS ADVISORY COMMITTEE**

**Wednesday, September 7, 2022, at 2:00 PM**

Webinar :<https://tinyurl.com/ADA-2022-09-07>

Telephone (669) 900-9128

Meeting ID: 845-0504-2481

Attendees: Timothy Park, Timothy Lord, Ashley Tomerlin, Francine Falk-Allen; Dianne Wolfe, Don Jeppson, Chairman

Absentees: Fred Divine, Ewen McKechnie, John Erdmann

**1) Call to Order** - The Chairman called to order the meeting at 2:03 pm.

*a) Determination of a Quorum was made and was present.*

**2) Public Comments for Items Not on the Agenda** - The Chairman opened the meeting for public comments; there was no public comments.

**3) Approved Meeting Minutes from 6/7/2022** – Postponed to next meeting.

**4) Staff Reports and Information Items**

*a) Timothy Park & Ashley Tomerlin gave updates on Library & Parks Master Plan including accessibility.*

*b) The Chair gave a brief report on Public Works CIP and Parks Projects around accessibility. This includes sidewalk replacement on 3<sup>rd</sup> Street and replacing the handrails and directional signage at the main entrance.*

*c) The Chair gave a general update on recent accessible complaints on private projects with building permits and an update on code amendments pending the adoption of the new building codes.*

*d) The Chair gave an update on updating the ADA Transition Plan and Facility Report. The city is planning to obtain a consultant to update.*

*e) The Committee shared observation of possible accessibility issues around the City.*

*f) the Committee discussed possible going back to in person meetings and activating subtitles in Zoom.*

**5) Future Topics** - The Chairman open a discussion on future topics. The following list was established by the Committee.

*a) Brown Act, CIP, DPW, EOC, Sidewalk/Curb Updates, Transition Plans, ADA Parking Downtown, Emergency Preparedness, Police, Postal Access*

**6) Next meeting:** Discussed and set by the Committee to December 7, 2022, at 2:00 pm.

**7) Adjournment:** The Chairman adjourned the meeting at 2:49 pm.