



# Office of Boards and Commissions

## STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

### MISSION DUTIES OF THE ADVISORY BOARD

#### What is the mission and duties of the Advisory Board, as established by the Municipal Code?

##### Purpose and Intent

It is the purpose and intent of the Council to establish an Accessibility Advisory Board to serve as an advisory body to the Mayor and Council on policies and issues related to accessibility for persons with a disability and on compliance with federal, state, and local disability and access codes, rules, regulations, and laws.

##### The Accessibility Advisory Board will:

- (1) Advise the Mayor and Council on policies and issues relating to accessibility.
- (2) Advise the Mayor and Council regarding City compliance with federal, state, and local disability and access codes, rules, regulations, and laws.
- (3) Make recommendations to the Mayor and Council for improving communications between the disabled community and City government.
- (4) Perform accessibility studies and surveys as requested by the Mayor or Council.
- (5) Provide an annual report to the Mayor and Council detailing the activities and recommendations of the Board.

### ACTIONS TAKEN BY THE ADVISORY BOARD

#### Please write a summary of the actions taken by the Advisory Board that year.

Election of chair and vice chair; meeting date changes; vote to send FY21 budget letter to Mayor and Council; design guidelines at roundabouts; creation and distribution of an online survey regarding service dogs in city dog parks.

Please note that many discussion items are informational items at Board meetings. Board members offer detailed, constructive comments but projects are not voted on.

## ADVISORY BOARD MEETINGS

### What are the number of Advisory Board meetings and what were the issues discussed?

Six meetings occurred in 2019.

#### January

##### Informational Items

1. Pacific Highlands Ranch Library Design Plan Presentation

##### Action Items

1. Presented results of Service Dogs in City Dog Parks survey, voted to table discussion as there was limited amount of completed surveys
2. Events Ad Hoc Committee discussed potential strategies, action was taken to continue discussion.

#### February

##### Informational Items

1. Roundabouts Design Plan Presentation
2. Adult Changing Station Design Plan Presentation
3. Updates to AAB Website Presentation

#### March

##### Informational Items

1. Overview of ADA Complaints
2. Event Ad Hoc Committee discussed potential strategies

##### Action Items

1. Universal Design Subcommittee Project – Roundabouts/Traffic Circle Design Recommendations; no action taken.

#### June

##### Informational Items

1. Guest Speaker – Mobility Board & ADA Seat Member Humberto Gurmilan
2. University Avenue Complete Street Presentation
3. Mandatory Annual Brown Act Training
4. Board Meeting Matrix

##### Action

1. Universal Design Subcommittee Pedestrian Safety at Roundabouts; several safety guidelines were discussed and passed, list sent to Street's Division Traffic Engineering Operations.

#### October

##### Informational Items

1. Updates: Public Right-of-Way
  - a. Criteria for Bollards Placement and Accessible Parking Replacement along Protected Bike Lanes
  - b. New California Building Code Requires two curb ramps per corner
  - c. Roundabouts/Traffic Circle guidelines still being created by Streets Division, Traffic Engineering Operations
  - d. Electric Scooters regulations are currently being working on by City
2. Creation of City Committee for Accessible Playground Guidelines Creation

**December**

Informational Items

1. East Village Green Park Project Presentation
2. Universal Design Ad Hoc Committee reported they and Executive Director Curtis met with Lime representatives to discuss Lime’s accessibility outreach and programs, and issues with e-scooters in San Diego for people with disabilities.

Action

1. Approval of FY21 Budget Letter to Mayor and Councilmembers

**MEETING CANCELATIONS**

**What are the number of meetings cancelled and what are the reasoning?**

Four meeting cancelled due to lack of quorum or no items to be heard that month.

**AVAILABLE OPPORTUNITIES**

**Please write a summary of the actions taken by the Advisory Board that year.**

*This is already in the above sections.*

**EXPIRED MEMBERSHIP**

**What are the number of members serving on expired terms?**

No members are expired at this time.

## CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

### Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

The Accessibility Advisory Board (AAB) has two suggestions/concerns for Council's attention.

AAB is concerned about the lack of consistent, dedicated funding specifically for ADA City Transition Plan and complaint projects, as highlighted in the letter sent to the mayor and council on December 10, 2019 (attached to this report as Addendum #1).

AAB requests increasing the staffing level within the Office of ADA Compliance and Accessibility. Adequate staffing is necessary to fulfill State and Federal mandates for the Americans with Disabilities Act and other access laws and regulations, and to ensure the many facets of ADA laws are being strictly followed to avoid costly outside audits and litigation. AAB will be sending a letter in the first quarter of calendar year 2020 with additional details regarding staffing levels and duties.

## ASSISTANCE TO THE BOARD

### Please provide an estimate of the City staff hours assisting in administering the Board.

Approximately 8 - 12 hours per month.


## VOLUNTEER HOURS

### Please provide an estimate of the volunteer hours by commissioners.

Approximately 4 hours per month.

## ADVISORY BOARD ACTIVITIES

### Please provide 4-5 pictures of the Advisory Board Activities

.PDF FILES	TITLE OF ACTIVITY	DATE OF EVENT
	<p>Jan. 9, 2020, Accessibility Advisory Board meeting.</p>	<p>Click or tap to enter a date.</p>



Jan. 9, 2020, Accessibility  
Advisory Board meeting.

Click or tap to enter a  
date.

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text.

Click or tap to enter a  
date.