



ADA ADVISORY COMMITTEE MEETING MINUTES

February 26, 2020 - 1:30 p.m.

PW Conference Room #2

I. INTRODUCTIONS AND ROLL CALL

Members Present: Samantha Brown, Sunday Garcia, Debbie Medina, Essence Tonic, and Debra Troxil.

Members Not Present: Stephen Garcia (assigned Sunday Garcia as Proxy)

II. APPROVAL OF MINUTES

- A. April 24, 2019 minutes *Approved – D. Medina, S. Garcia*
- B. May 22, 2019 minutes *Approved – D. Troxil, E. Tonic*
- C. August 28, 2019 minutes *Approved – S. Garcia, D. Troxil*
- D. September 25, 2019 minutes *Approved – S. Garcia, E. Tonic*
- E. January 22, 2020 minutes *Approved – D. Troxil, D. Medina*

III. NEW ITEMS

S. Brown addressed the backup of items to approve due to insufficient membership. Proposed to reduce the number of members or reduce the quorum requirements. Three approaches were discussed:

- 1. Permanently reducing the size of the Committee from 7 members to 5 members thereby reducing the quorum from 5 to 3; or*
- 2. Building in a trigger clause to temporarily reduce the quorum following an extended period of reduced membership; or*
- 3. Allowing for a reduced quorum if membership falls below a certain threshold at any time.*

The preferred approach was to permanently reduce the size of the Committee from 7 members to 5 members and reduce the quorum to 3 Committee members. D. Medina, E. Tonic – Unanimously approved.

- A. Signs on Vine Street @ E. Monte Vista
 - 1. Resident contacted ADA Office to inquire about signs on Vine Street that impede the sidewalk. City investigation found that the signs meet ADA standards (Attachment 1)
Project is not prioritized. The signs do not violate ADA standards.
- B. Advertising and Outreach Efforts
Discussion of various outreach efforts included Vacaville Magazine, church groups, pins, tear away signs, and flyers in physical therapy offices.

IV. PROJECT LIST

A. Current

N/A

B. Prioritized

- 1. Markham/Rocky Hill/Highland curb ramps – Phase II scheduled for FY 2019-20
 - i. Identification of curbs for 2019-20 needed. (Attachment 2)
The Committee identified six curbs along the west side of Rocky Hill Road to be included in Phase II. S. Garcia, D. Medina – Unanimously Approved
- 2. E. Monte Vista @ Brown Street curb
 - i. Included in budget as part of Rocky Hill Pedestrian Improvements Project.
No update.

C. Projects Under Consideration

- 1. Traffic Engineering is installing crosswalks at two locations that do not currently have ADA complaint curb ramps:
 - i. Stevenson Street at William Street (Attachment 3)
 - ii. Madison Avenue at Caldwell Drive (Attachment 4)
S. Brown to request quotes.
- 2. Curb ramp requests on Greenwood Drive at Southwood Drive (NE and SE curbs)
No Update.
- 3. Sidewalk/driveway along the south side of Alamo Drive east of Marna Drive
Project requires significant work to be performed on County property. Committee determined project to be not a priority. D. Medina, D. Troxil – unanimously approved.

D. Current Requests not Prioritized

1. Resident request to add a paved walking path at Andrew's Park around the grass area behind the retaining wall and the play park.

V. **BUDGET UPDATE**

Item	Revenue	Budgeted Expenses	Actual Expenses	Total
FY 2018-19 Allocation	50,000.00			110,763.54
Rocky Hill Ped Project – Ph. 1			(39,600.00)	71,163.54
E. Monte Vista @ Brown curb		(6,600)		64,563.54
Accessible Pedestrian Signal Project			(29,372.11)	35,191.43
Emergency Reserve Encumbrance		(20,000.00)		15,191.43
FY 2019-20 Allocation	50,000.00			65,191.43
Totals	100,000.00	(26,600.00)	(69,127.05)	65,191.43

The total amount available as of February 24, 2020 is \$91,791.43. Of this amount, \$6,600 has been encumbered for the curb on E. Monte Vista at Brown Street and a reserve of \$20,000 is earmarked for emergency and/or critical projects, leaving \$65,191.43 available for projects.

VI. **COMMUNITY MINUTE AND MEMBER UPDATES**

VII. **NEXT MEETING**

- A. Due to a scheduling conflict, the ADA Advisory Committee will **not** meet on March 25th. The next regular meeting of the ADA Advisory Committee will be April 22nd, 2020 at 1:30 p.m. in Public Works Conference Room #2.

UPDATE – April 8, 2020 – Quotes were received to complete Phase II of the Rocky Hill Pedestrian Improvements Project and the curb ramps needed at Madison @ Caldwell and Stevenson @ William. S. Brown contacted the Committee via email requesting approval to move forward with a bulk pricing offer to complete both projects at a total of \$71,400. Quote included expanding Phase II of the Rocky Hill Pedestrian Improvements Project to include all 10 remaining curbs. Projects were unanimously approved by all members.