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**AGENDA  
ACCESSIBILITY AND DISABILITY COMMISSION  
REGULAR MEETING  
MAY 22, 2018**

**MEMBERS**

Jorge Lambrinos, Chair, District 2  
Martin Sweeney, Vice Chair, District 6  
Cy Warren Estabrook, Mayor  
David Azevedo, District 1  
James Farr, District 3  
Sharon Rogers, District 4  
Michael Warner II, District 5  
Dr. Xilian Chen Stammer, District 7  
Mark Waterson, At Large

**STAFF**

Ali Everett, Accessibility Issues Coordinator  
Araceli López Mellem, Recording Secretary

**MISSION STATEMENT**

The City of Pasadena is dedicated to delivering exemplary municipal services, responsive to our entire community and consistent with our history, culture and unique character.

*In compliance with the Americans with Disabilities Act of 1990, assistive listening devices are available from the Human Services and Recreation Department with a 24-hour advance notice. Please call (626) 744-4386 to request use of a listening device.*

*Language translation services are available for this meeting by calling (626) 744-7333 at least 24 hours in advance.*

*Habr  servicio de interpretaci n disponible para  stas juntas llamando (626) 744-7333 al por lo menos con 24 horas de anticipaci n.*

*Public meeting begins at 5:30 p.m. Items on the agenda may not be called in order listed. Agendas and supporting documents are available on the internet.*

*Materials related to an item on this Agenda submitted to the Accessibility and Disability Commission after distribution of the agenda packet are available for public inspection at the reception counter at the Villa Parke Community Center at 1020 N. Fair Oaks Ave. during normal business hours.*



**AGENDA**  
**ACCESSIBILITY AND DISABILITY COMMISSION**  
**REGULAR MEETING**  
**May 22, 2018**  
**5:30 P.M.**  
**JACKIE ROBINSON COMMUNITY CENTER**  
**1020 N. FAIR OAKS AVENUE**  
**PASADENA, CA 91103**

- 1. CALL TO ORDER; WELCOME; ROLL CALL**
- 2. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**  
Please limit comments to 3 minutes per speaker.
- 3. REVIEW AND APPROVAL OF MINUTES, APRIL 24, 2018\***
- 4. OLD BUSINESS**  
**INFORMATION ITEMS ONLY**
  - **FINALIZE DATE, TIME, AND LOCATION FOR ANNUAL MEETING (Chair, Jorge Lambrinos)**
  - **REPORT FROM NOMINATING COMMITTEE FOR COMMISSION OFFICERS FOR FY 18/19 (Cy Estabrook, Nominating Committee Chair)**
- 5. NEW BUSINESS**  
**INFORMATION AND ACTION ITEMS**
  - **DISCUSS ATTENDANCE AT ANNUAL 41<sup>ST</sup> ASSEMBLY DISTRICT COMMUNITY RESOURCE FAIR AND BLOCK PARTY ON AUGUST 4, 2018\* (Chair, Jorge Lambrinos)**
  - **REVIEW OF AMENDMENTS TO THE COMMISSION RULES AND REGULATIONS AND PASADENA MUNICIPAL CODE CHAPTER 2.48\* (Staff, Ali Everett)**
  - **DISCUSSION REGARDING COMMUNITY OUTREACH (Chair, Jorge Lambrinos)**
- 6. REPORTS, COMMENTS, UPDATES**  
**INFORMATION ITEMS ONLY**
  - **STAFF UPDATES**
  - **WORK PLAN UPDATES\***
  - **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

## 7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

## 8. ADJOURNMENT

\*Attachment



Jorge J. Lambrinos, Chair  
Accessibility and Disability Commission

**Note to Public:** An opportunity for Public Comment will be provided at the time the above items are discussed.

I HEREBY CERTIFY that this Notice, in its entirety, was posted on the Council Chamber Bulletin Board, Room 247, Jackie Robinson Community Center, the Bulletin Board in the rotunda area of City Hall, and a copy was distributed to the Central Library for posting on this 18th day of May 2018, by 5:30 p.m., and that copies were emailed, faxed or delivered, and/or notice accepted by telephone not less than 72 hours prior to the meeting, to each member of the Accessibility and Disability Commission and emailed to each local newspaper of general circulation, radio or television station requesting notice in writing, all of which media recipients are identified on the distribution list below.



Araceli López Mellem, Recording Secretary  
Human Services & Recreation Department

### **DISTRIBUTION:**

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Pasadena Weekly

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Human Services and Recreation Department at (626) 744-4386. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

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Habra servicio de interpretación disponible para éstas juntas llamando al (626) 744-4386 por lo menos con 24 horas de anticipación.

Items on the agenda may not be called in the order listed.

**3.**  
**Minutes of April 24, 2018**

**\*MINUTES\***



**CITY OF PASADENA  
ACCESSIBILITY AND DISABILITY COMMISSION  
REGULAR MEETING  
April 24, 2018  
5:30 P.M.  
JACKIE ROBINSON COMMUNITY CENTER  
1020 N. FAIR OAKS AVENUE  
PASADENA, CA 91103**

**COMMISSIONERS PRESENT:** Jorge Lambrinos, Martin Sweeney, Cy Warren Estabrook, David Azevedo (5:50 p.m. arrival), James Farr, Sharon Rogers, Michael Warner II, Xilian Chen Stammer, Mark Waterson

**COMMISSIONERS ABSENT:** None.

**STAFF PRESENT:** Alison Everett and Araceli López Mellem

**1. CALL TO ORDER; WELCOME; ROLL CALL**

Chair Lambrinos called the meeting to order at 5:31 p.m. Araceli López Mellem called the roll and a quorum was established for the Commission.

**2. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

None.

**3. REVIEW AND APPROVAL OF MINUTES, April 24, 2018**

After review, it was moved (Sweeney) and seconded (Rogers) to approve the Minutes of the March 27, 2018 meeting. (Motion unanimously carried) (Abstain: Lambrinos, Chen Stammer)

**4. OLD BUSINESS**

**NONE**

**5. NEW BUSINESS**

▪ **“JOIN THE CONVERSATION” PRESENTATION & SURVEY**

Brenda Harvey-Williams, Special Assistant to the City Manager, presented on behalf of the City Manager’s office. Through the “Join the Conversation” campaign, the City of Pasadena is engaging the community around upcoming budget planning. Residents are encouraged to complete a survey, which is available online, to ensure that the City continues to address the community’s priorities in its long-range planning.

▪ **DISCUSS DATE, TIME, AND LOCATION FOR ANNUAL MEETING**

After discussion, it was proposed that the annual meeting be held on June 11, 2018 from 5:00 - 8:00 p.m. at a City facility to be determined, based on availability.

▪ **ESTABLISH NOMINATING COMMITTEE FOR FY 2018-2019 COMMISSION OFFICERS**

After discussion, Chair Lambrinos appointed Commissioners Estabrook, Azevedo, and Waterson to the Nominating Committee; Commissioner Estabrook will serve as the Committee Chair. The Committee will give a report at next month's meeting.

## **6. REPORTS, COMMENTS, UPDATES**

### **▪ STAFF UPDATES**

Staff (Everett) announced that the Citywide Parks Accessibility Project is nearly complete and provided information to the Commission about Desiderio Park.

### **▪ FY17/18 WORKPLAN COMMITTEE REPORTS**

Objective 1, Disability Culture – Commissioner Sweeney reported that he would like to focus on developing partnerships without being involved in resource allocation and program development. He would like the Commission to focus on leveraging its influence to support disability culture in the community and reach out to artists with disabilities.

Commissioner Rogers provided an update on the recent iBook Club meeting and reported that it was a success.

Objective 2, Outreach – Commissioner Lambrinos provided an update on a proposed community forum on transportation. Following the update and comments from Commissioners, it was determined that the topic needs to be placed on an upcoming agenda for further discussion.

### **▪ COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Commissioner Rogers announced that the new Rose City library will open on May 11<sup>th</sup> and that the Foothill Autism Alliance will screen the documentary "Life Animated" at Pasadena City College on April 27<sup>th</sup>.

Chair Lambrinos announced that the William Carey International University property has been sold and is the future site of an international boarding school.

Commissioner Warner announced that he had an interesting mobility scooter experience.

Commissioner Estabrook announced that an upcoming game of the Pasadena Panthers Blind Baseball Team will take place on May 12, 2018.

## **7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**

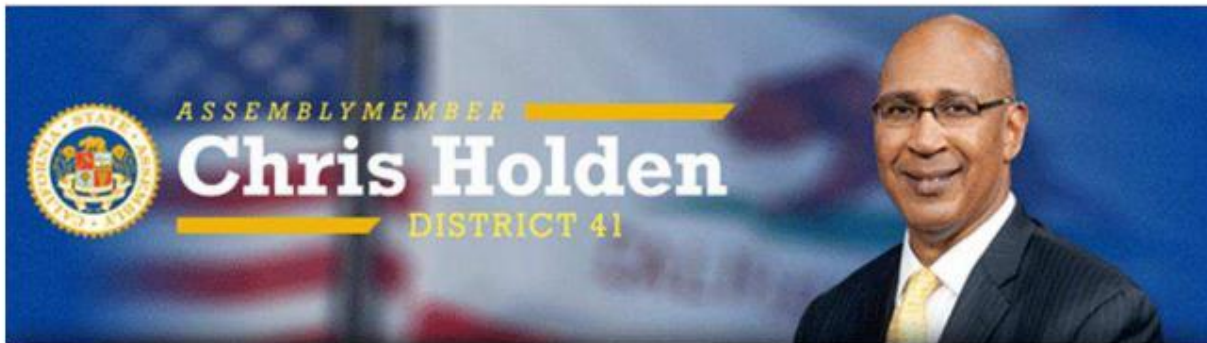
Commission Chair Lambrinos requested that a discussion regarding holding a Community Forum be placed on the next agenda.

## **8. ADJOURNMENT**

It was moved (Farr) and seconded (Azevedo) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 7:23 P.M.

  
Araceli López Mellem, Recording Secretary  
Human Services & Recreation Department

# **5. New Business**



May 4, 2018

Dear Exhibitor,

We are writing to invite you to join us as an event exhibitor for the 41<sup>st</sup> Assembly District Community Resource Fair and Block Party, scheduled for Saturday, August 4, 2018 from 11:00 a.m. to 3:00 p.m. on the 500 block of Jackson Street in Pasadena between El Molino and Los Robles streets.

This annual event is designed to inform the public about the services that are available through their state, county and local governments. The event features over 60 resource tables, activities for the children, and free food and drinks.

If you are able to join us as an exhibitor, please fill out the enclosed registration form and return it no later than June 15, 2018 to Jackie McIntyre, event organizer, by email to [jackieandre626@yahoo.com](mailto:jackieandre626@yahoo.com) or by mail to 1915 N. Garfield Avenue, Pasadena, CA 91104. ***It is important that you register by the June 15<sup>th</sup> deadline.*** Should you have any questions, please contact my office and speak with Field Representative Hector Rodriguez at 626-351-1917.

We look forward to your participation.

Sincerely,  
*Jaylene Moseley*

Jaylene Moseley  
Chair  
41<sup>st</sup> Assembly District  
Community Resource Fair and Block Party

Assemblyman Chris Holden  
Honorary Chair  
41<sup>st</sup> Assembly District  
Community Resource Fair and Block Party



The following rules were adopted by the Accessibility and Disability Commission on XXX XX, 2018, for the conduct of its business consistent with the Pasadena Municipal Code.

**ACCESSIBILITY AND DISABILITY COMMISSION**  
**RULES AND REGULATIONS**

**ARTICLE I**

**NAME**

The name of this advisory body is the Accessibility and Disability Commission.

**ARTICLE II**

**PURPOSE**

SECTION 1. The purposes of this Commission are:

1. Study and examine (a) existing inequities in access to the physical, work, communication, civic involvement, social, and cultural environments for all residents of Pasadena, particularly persons with disabilities and (b) policies, procedures, programs and legislation for eliminating those inequities.

2. Recommend policies, procedures, programs and legislation to promote and ensure the accessibility of the physical, work, communication, civic involvement, social, and cultural environments to all residents of Pasadena, particularly those who have disabilities.

3. Consult ~~and cooperate~~ with other public agencies and Commissions on matters relevant to the Commission.

~~Assist the Accessibility and Disability Issues Coordinator to carry out assigned programs and responsibilities.~~

**ARTICLE III**

**MEMBERSHIP**

SECTION 1. The membership of this Commission shall be limited to nine members.

SECTION 2. Members shall be appointed in conformity with applicable provisions in Chapter 2.48.030, Title 2 of the Pasadena Municipal Code.

SECTION 3. Any member desiring to resign from the Commission shall submit his/her resignation in writing to the Chair of the Commission and to the person who appointed and/or nominated the member to the Commission, or his/her successor.

SECTION 4. Any member with three consecutive unexcused absences may be removed from the Commission. The Chair of the Commission may excuse absences. A member must advise the Chair and Recording Secretary ~~staff liaison~~ in advance of any anticipated absence from a scheduled meeting or the absence is unexcused.

SECTION 5. Absent members cannot vote by proxy on issues before the Commission at scheduled meetings.

SECTION 6. Upon appointment, all members shall receive a copy of these rules and regulations and Chapter 2.48 of the Pasadena Municipal Code relating to this Commission.

SECTION 7. Each member has the right:

- a. To receive timely notice of all meetings with accompanying documents;
- b. To receive a copy of the minutes prior to approval;
- c. To make motions or to second them;
- d. To debate motions;
- e. To vote on motions;
- f. To hold office on the Commission; and
- g. To make recommendations to the Commission.

SECTION 8. No member shall purport to represent or speak on behalf of the Commission without the prior approval of a majority of the Commission.

SECTION 9. Code of Ethics.

- a. If, due to any of the following factors, a member has a conflict of interest in a matter

before the Commission, that member shall declare the interest publicly, refrain from participating in the deliberations, abstain from voting on the matter, leave the ~~hearing-meeting~~ room during any ~~hearing meeting~~ and deliberations and not discuss the matter with any other Commission member prior to final action by the Commission:

- (1) Member is a client, employee or business associate of a party with a matter before the Commission;
- (2) Member is related by blood, marriage or adoption to a party with a matter before the Commission;
- (3) Member has a financial interest in the matter before the Commission;
- (4) Member and the party with a matter before the Commission are affiliates in an association which would cause a reasonable person to question the Commission member's impartiality in resolving the matter before the Commission;
- (5) Member is a friend or acquaintance of a party with a matter before the Commission which would cause a reasonable person to question the Commission member's impartiality in resolving the matter before the Commission.

b. No member shall participate in any matter before the Commission in which he/she may have a bias prejudicial to the interests of the public or which would give the appearance of impropriety.

c. If a member is required by City ordinance and the Political Reform Act to file a Statement of Economic Interest and fails or declines to do so, that member is disqualified from further service on the Commission.

#### **ARTICLE IV**

#### **OFFICERS**

SECTION 1. The officers shall be elected by open ballot to serve for one year or until their successors are elected. Their terms of office shall begin at close of annual meeting where elected.

SECTION 2. The officers of the Commission shall be Chair and Vice-Chair. The

Secretary shall be a member of the City staff. The Commission may have a Parliamentarian at its option, who is appointed by the Chair at the annual meeting.

SECTION 3. The Chair shall have the following responsibilities: preside at all meetings of the Commission; vote on every motion as other members; call special meetings when necessary; compose the agenda; appoint the Parliamentarian for the Commission; prepare the annual report for submission to the Board of Directors; fix the date, hour and place of meeting; make appointments to committees; execute official communications; sign orders or recommendations of the Commission; advise the Board of Directors of the names of members with three unexcused absences and of upcoming vacancies; and conduct Commission business in a manner consistent with these ~~bylaws~~ rules and regulations.

SECTION 4. The Vice-Chair shall perform the duties of the Chair in the absence of the Chair and perform such other duties as are assigned by the Chair. In the absence of both the Chair and Vice-Chair, the members shall select a temporary Chairperson.

SECTION 5. The Secretary shall have the following responsibilities: record the minutes of all proceedings before the Commission; maintain the records of the Commission in complete and up-to-date order; report all correspondence to the Commission; advise the Chair three months prior to expiration of appointments; advise the Chair of any members with three consecutive unexcused absences; assist in the preparation of the agendas; and make and ~~serve~~ post all notices.

SECTION 6. The Parliamentarian shall assist the Commission to resolve questions of parliamentary procedure using Robert's Rules of Order as a guide. The rules contained in the current edition of Robert's Rules of Order (~~newly revised~~) shall govern the Commission in all cases to which they are applicable and are not inconsistent with these rules, the Pasadena Municipal Code, or the Ralph M. Brown Act.

SECTION 7. No member shall hold more than one office at a time. No member shall be eligible to serve more than two consecutive terms in the same office.

## ARTICLE V

### MEETINGS - GENERAL RULES

SECTION 1. The regular meetings of the Commission shall be held on the 4th Tuesday of the month at 5:30 P.M. Written notice of these meetings, including the date, time and location, shall be given to each member, the City Council and the City Manager.

SECTION 2. Scheduled meetings should begin no later than 5:45 P.M. and adjourn by 7:45 P.M. unless otherwise extended by the Commission.

SECTION 3. The regular meeting in June shall be known as the annual meeting and shall be for the purpose of electing officers, and for any other business that may arise.

SECTION 4. The Commission shall not hold a regular meeting in the month of December.

SECTION 5. Special meetings may be scheduled by the Chair or a majority of the Commission. The purpose of the meeting shall be stated in the notice. Except in cases of emergencies, notice of special meetings shall be given at least 24 hours in advance.

~~SECTION 6.~~ The Commission quorum shall be ~~set in accordance with Section 2.48.070 (B) of the Pasadena Municipal Code~~ a majority of the commission seats filled by the city council. A seat is deemed to be filled after a nominee has been sworn in by the city clerk.

SECTION 7. All meetings of the Commission shall be held in accordance with the Ralph M. Brown Act and shall be open to the public as provided by law.

~~SECTION 8.~~ A matter must be on the agenda to be discussed and acted upon unless otherwise provided by law. A matter may be ~~included in~~ placed on the agenda by a member or by staff. ~~If a member timely requests that an item be included on the agenda, that item shall be included on the next regular meeting agenda.~~

## ARTICLE VI

### MEETINGS - PROTOCOL

SECTION 1. The order of business at all meetings shall be:

- a. Call to order
- b. Roll call
- c. Public comment on matters not on the agenda
- d. Review and approval of minutes
- e. Old business
- f. New business
- g. Reports, Comments, Updates, Announcements
- h. Adjournment

SECTION 2. ~~At the discretion of the Chair, a~~ Discussion on any agenda item may be limited to ~~fifteen~~ twenty minutes unless the Commission votes to extend discussion.

SECTION 3. ~~At the discretion of the Chair, a~~ member may not speak more than twice for or against any ~~agenda~~ action item unless the Commission votes to extend discussion.

SECTION 4. ~~At the discretion of the Chair, a~~ member may be asked not to speak longer than ~~three~~ five minutes during discussion unless the Commission votes to extend discussion.

SECTION 5. Members should not prolong discussions by repeating an argument already made by another member.

SECTION 6. \_\_\_\_\_ Discussions by members shall be monitored by the Chair.

## ARTICLE VII

### MEETINGS - MOTIONS

SECTION 1. The Commission may employ five motions in reaching decisions:

- a. Motion for Action: A proposal by a member that the Commission do a special thing; *e.g.*, "I move that the Commission issue an order to Mr. directing him to remove the abandoned cars from the property."
- b. Motion to Amend: A proposal to amend a motion made by insertion,

addition, deletion, or substitution; *e.g.*, "I move to amend the motion by insertion of the words "by February 9, 2017" after the words "'all computer accessibility'."

- c. Motion to Rescind: A proposal to repeal a motion before a different course of action is decided, for example, "I move that the action ordering demolition of the building be rescinded." (Once a motion has been approved, reflection or investigation may prove it to be impractical. Because the motion is in the minutes, it must be repealed.)
- d. Motion to Table: A proposal to cut off discussion and action on a motion that has been made, for example, "I move that the motion be tabled until the Commission has a chance to review the committee report." (This allows time for further investigation and ends heated discussion. The motion must be voted upon at once and can be brought back at a future meeting.)
- e. Motion to Suspend the Order of Business: A proposal made when circumstances such as an interruption, late arrival, or early departure necessitate an alteration or change in the agenda, for example, "I move that the order of business be suspended immediately after the reading of the minutes to discuss the after-effects of the earthquake."

SECTION 2. Once a motion is before the Commission, the ~~Chair~~public shall not ~~be~~ permitted ~~the public~~ to speak nor comment during the Commission's discussion of that motion.

SECTION 3. All voting on issues before the Commission shall be by voice vote unless a roll call is requested by the Chair or a member of the Commission. There shall be no secret ballots.

SECTION 4. After a motion has been made and seconded, the Chair shall repeat the motion for the Commission. The Chair may rule the motion out of order or restate the motion so that the Commission may know what is before it for consideration and action.

SECTION 5. The Chair shall announce the vote on the motion. In announcing the vote,

the Chair shall state whether the motion carried or failed.

## **ARTICLE IX**

### **COMMITTEES AND PANELS**

SECTION 1. Unless otherwise provided in Chapter 2.48 of the Pasadena Municipal Code, the Chair may appoint members to ad hoc or standing committees ~~or panels~~ necessary to carry on the work of the Commission. ~~Each ad hoc committee shall consist of at least one member of the Commission. Recommendations from an ad hoc committee shall be advisory to the Commission.~~ The Chair shall define their area of operation and concern, and establish rules of operation. The Chair shall be an ex officio member of all committees so created.

SECTION 2. The Commission hereby establishes a nominating committee to recommend nominees for office on the Commission. The nominating committee shall consist of three persons appointed by the Chair. The Committee shall be activated at the ~~May~~ April meeting and shall report its nominees at the ~~June~~ May meeting.

## **ARTICLE X**

### **AMENDMENT OF RULES**

SECTION 1. These rules may be amended at any regular meeting of the Commission by ~~affirmative vote of 5 members~~ a majority vote, provided that the amendment has been submitted in writing at the previous meeting. Proposed amendments must be submitted to the City Council Members for final approval.



## Chapter 2.48 - ACCESSIBILITY AND DISABILITY COMMISSION

### Sections:

#### 2.48.010 - Short title.

This chapter shall be known as the "accessibility and disability commission ordinance."

(Ord. 6370 § 1 (part), 1990)

#### 2.48.020 - Establishment.

There is created and established a commission of the city to be known as the "accessibility and disability commission" and hereinafter called "commission."

(Ord. 6370 § 1 (part), 1990)

#### 2.48.030 - Membership—Appointment and term.

- A. The commission shall consist of 9 members, who shall be appointed as follows:
  1. Each of the 7 councilmembers and the mayor shall nominate 1 member for a total of 8 members.
  2. The mayor shall nominate the remaining 1 member from persons recommended by the 7 councilmembers.
  3. All appointments are subject to ratification by the city council.
- B. Members shall be appointed for a term of 3 years and shall serve no more than 2 consecutive terms. A term of less than 1 year is not considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2 year interval.
- C. If a member ceases to reside in the city prior to the expiration of a term, the member may complete the term only upon approval by the city council pursuant to Section 2.45.020.

D. Any member of the commission may be removed by the city council at its pleasure.

(Ord. 6820 §§ 1, 45 (part), 2000; Ord. 6370 § 1 (part), 1990)

#### 2.48.040 - Qualifications.

- A. All members shall be residents of the city; provided, however, that persons appointed by a ~~director~~city council member need not reside in said ~~director's~~city council member's district.
- B. Members shall have a demonstrated commitment to the accessibility of the community for all people, particularly those with disabilities, through work on matters such as the rights of persons with disabilities or other activities which promote the accessibility of the community to all people, and shall be familiar with the city and current accessibility issues.
- C. Members shall be selected so as to represent a cross section of the city's disability groups and to include persons with professional experience in the field of disability.

(Ord. 6370 § 1 (part), 1990)

#### 2.48.050 - Absences and vacancies.

- A. In the event a member has 3 consecutive unexcused absences from meetings of the commission, the city council may declare the office of such member vacant. The staff to the commission shall advise the secretary to the mayor of any member with 3 consecutive unexcused absences. The chair of the commission may excuse absences.
- B. Vacancies, whether scheduled or unscheduled, shall be filled by the person who initiated the appointment to the vacant office, in the same manner as set forth in Section 2.48.030.

(Ord. 6820 § 45 (part), 2000; Ord. 6370 § 1 (part), 1990)

2.48.060 - Election of officers.

At the ~~first annual~~ meeting of the commission ~~in June, and thereafter at its first meeting of each subsequent year~~, the members shall elect a chair and a vice chair. In the absence ~~or disability~~ of the chair and vice chair, the commission may designate a temporary chair.

(Ord. 6370 § 1 (part), 1990)

2.48.070 - Meetings—Records.

- A. The commission shall meet at least once a month, and all its meetings shall be open to the public pursuant to the Ralph M. Brown Act. Special meetings may be called by the chair or a majority of the commission.
- B. A quorum shall be a majority of the commission seats filled by the city council. A seat is deemed to be filled after a nominee has been sworn in by the city clerk. No action of the commission shall be valid without the affirmative vote of at least 3 members.
- C. The commission shall keep a record, which shall be available for public inspection, of all its resolutions, proceedings and other actions.

(Ord. 6820 § 2 (part), 2000; Ord. 6675 § 1 (part), 1996; Ord. 6370 § 1 (part), 1990)

2.48.080 - Rules and regulations.

The commission shall adopt and amend, by the affirmative vote of ~~5~~ a major of members, rules and regulations for the conduct of the commission's business consistent with this chapter. Such rules and regulations shall be submitted to the city council and shall not become effective until approved and ordered filed by the council.

(Ord. 6820 § 3, 2000; Ord. 6370 § 1 (part), 1990)

2.48.090 - Annual report.

The commission shall submit an annual report and workplan to the city council no later than

September 1st of each year. Attendance records of members shall be included as part of the annual report.

(Ord. 6930 § 3, 2003; Ord. 6820 § 45 (part), 2000; Ord. 6370 § 1 (part), 1990)

#### 2.48.100 - Disclosure requirements.

Members of the commission shall not be required to file annual statements of economic interest pursuant to the city's conflict of interest code.

(Ord. 6370 § 1 (part), 1990)

#### 2.48.110 - Purpose and functions.

- A. The purpose of the commission is to advise the council on accessibility issues in Pasadena.
- B. The commission shall:
  1. Study and examine (a) existing inequities in access to the physical, work, communication, civic involvement, social and cultural environments for all residents of Pasadena, particularly those who have disabilities, and (b) policies, procedures, programs and legislation for eliminating those inequities;
  2. Recommend policies, procedures, programs and legislation to promote and ensure the accessibility of the physical, work, communication, civic involvement, social and cultural environments to all residents of Pasadena, particularly those who have disabilities;
  3. Consult and cooperate with other public agencies and commissions on matters relevant to the commission;
  - ~~3. Assist the accessibility and disability issues coordinator to carry out assigned programs and responsibilities.~~

(Ord. 6820 § 45 (part), 2000; Ord. 6370 § 1 (part), 1990)

## **6. Work Plan Updates**

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION  
WORK PLAN: 7/1/17 – 6/30/18**

**OBJECTIVES:**

**1. To increase and promote disability awareness, history, and culture in partnerships with the City of Pasadena's business, academic, nonprofit, and civic organizations.**

During FY 17/18 the Commission will:

- Host up to four (4) events exploring the experience and culture of disability;
- Identify and develop new and current partnerships for hosting and sponsoring disability-related events;
- Promote greater disability awareness and collaboration among Pasadena's diverse disability communities (i.e., physical, sensory, acquired, developmental, mental, aging, etc.); and
- Develop a three-year planning document identifying ongoing opportunities that promote and celebrate disability culture.

**2. To increase awareness and visibility of the Accessibility and Disability Commission, gather information about concerns of persons with disabilities in Pasadena, and promote leadership and citizenship opportunities for persons with disabilities.**

During FY 17/18 the Commission will:

- By May 2018, host two community forums on issues (i.e. transportation) pertinent to the disability community.
- By May 2018, develop mentorship opportunities that promote participation in public policy decision-making, leadership, and civic opportunities for persons with disabilities.

**3. To inform and educate persons with disabilities on the various transportation services available in Pasadena.**

During FY 17/18 the Commission will:

- By February 2018, examine the various transportation services available in Pasadena for persons with disabilities and make recommendations based on findings.
- By May 2018, develop a transportation resource guide for persons with disabilities.