



CITY OF SURPRISE
Disability Advisory Commission Agenda
16000 N. Civic Center Plaza
Surprise, AZ 85374

Wednesday, December 3, 2014 @ 6:00 PM
 SPECIAL MEETING - OVERFLOW ROOM

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CALL TO ORDER.

- A. Roll Call
- B. Pledge of Allegiance
- C. Current Events and Reports – Pursuant to A.R.S. §38-431.02(k) the chief administrator, presiding officer or a member of a public body may present a brief summary of current events without listing in the agenda the specific matters to be summarized, provided that 1) The summary is listed on the agenda; and 2) The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action.
- D. Staff Reports

Disability Advisory Commission Agenda:

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission on any item not on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

- E. Approval of items on the Consent Agenda – all items with an asterisk (*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the Board\Commission. There will be no separate discussion on these items unless a board member or commissioner requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

CONSENT AGENDA:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

ITEM #	DISTRICT #	ITEM DESCRIPTION	STAFF RECOMMENDATION/ PRESENTED BY
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- | | | | |
|-----|-------------------|---|-------------------------------------|
| #1 | District Citywide | <u>Presentation of the "Above & Beyond" award to the Board of Directors of Happy Trails for installing 6 ADA accessible doors in the Happy Trails Resort and for updating the restrooms and shower room by the pool to be ADA accessible.</u> | No Action
Chair Yaeger |
| #2 | District Citywide | <u>Discussion and action pertaining to the nomination of the "Above & Beyond" award to the QT Stations in the City of Surprise for installing prohibited parking signs.</u> | Approve
Commissioner
Stutzman |
| #3 | District Citywide | <u>Discussion and action pertaining to the content and dissemination of the DAC customer service survey.</u> | Approve
Chair Yaeger |
| #4 | District Citywide | <u>Discussion and action pertaining to proposed article for submission in Sun City Grand publication to promote Disability Advisory Commission (DAC).</u> | Approve
Commissioner
Jess |
| #5 | District Citywide | <u>Discussion and action pertaining to selection and purchase of DAC promotional materials.</u> | None
Chair Yaeger |
| #6 | District Citywide | <u>Discussion and action to appoint Chair & Vice Chair with terms ending June 30, 2015.</u> | Approve
Ricka Gallagher |
| #7 | District Citywide | <u>Discussion regarding article submitted by Chair Yaeger regarding illegal parking in the Town of Huntington.</u> | None
Chair Yaeger |
| #8 | District Citywide | <u>Discussion and action pertaining to approval of the October 15, 2014 regular Disability Advisory Commission meeting minutes.</u> | None
Ricka Gallagher |
| #9 | District Citywide | <u>Consideration and action of items to be placed on future agendas.</u> | Approve
Ricka Gallagher |
| #10 | District Citywide | <u>Discussion and possible action to either cancel or hold December 17, 2014 Regular Meeting due to the holidays.</u> | Approve
Chair Yaeger |

OTHER BUSINESS:

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: Posted on Monday, November 24, 2014 @ 9:20 a.m.

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

Back Print

Board Meeting Date:	December 3, 2014	Contact Person:	Chair Yaeger
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	No Action		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation of the "Above & Beyond" award to the Board of Directors of Happy Trails for installing 6 ADA accessible doors in the Happy Trails Resort and for updating the restrooms and shower room by the pool to be ADA accessible.

Motion:

Background:

Councilmember Winters requested this as an agenda item through Chair Yaeger.

Financial Impact Statement:

None.

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

Back Print

Board Meeting Date:	December 3, 2014	Contact Person:	Commissioner Stutzman
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and action pertaining to the nomination of the "Above & Beyond" award to the QT Stations in the City of Surprise for installing prohibited parking signs.

Motion:

Motion approving the nomination of the "Above & Beyond" award to the QT Stations in the City of Surprise for installing prohibited parking signs.

Background:

Financial Impact Statement:

None.

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

Back Print

Board Meeting Date:	December 3, 2014	Contact Person:	Chair Yaeger
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and action pertaining to the content and dissemination of the DAC customer service survey.

Motion:

I move to approve the content of the DAC customer service survey.

Background:

This has been an agenda item for several recent DAC meetings.

Financial Impact Statement:

Unknown

ATTACHMENTS:

[Click to download](#)

No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

Back Print

Board Meeting Date:	December 3, 2014	Contact Person:	Commissioner Jess
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and action pertaining to proposed article for submission in Sun City Grand publication to promote Disability Advisory Commission (DAC).

Motion:

Motion to approve proposed article for submission in Sun City Grand publication to promote Disability Advisory Commission (DAC).

Background:

Financial Impact Statement:

Unknown.

ATTACHMENTS:

[Click to download](#)

No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

[Back](#) [Print](#)

Board Meeting Date:	December 3, 2014	Contact Person:	Chair Yaeger
Submitting Department:		District:	Citywide
Staff Recommendations:	None		

Consent	Regular	☒ x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and action pertaining to selection and purchase of DAC promotional materials.

Motion:

I move to authorize the expenditure of up to \$750.00 or lesser amount if desired] for the purchase of [DAC promotional materials or specific materials as discussed and agreed to].

Background:

Earlier this year, the DAC submitted a request through the City for a small budget to purchase promotional materials. The budget of \$750.00 was approved.

Financial Impact Statement:

The program was approved in the FY2015 human resources operational budget under boards and commissions. The cost of this program is approximately \$750 (2-21111-143-111-2231-38119-29999).

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

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Board Meeting Date:	December 3, 2014	Contact Person:	Ricka Gallagher
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and action to appoint Chair & Vice Chair with terms ending June 30, 2015.

Motion:

I move to appoint _____ as Chair with a term ending June 30, 2015. I move to appoint _____ as Vice Chair with a term ending June 30, 2015.

Background:

DAC Bylaws require annual elections of Chair & Vice Chair.

Financial Impact Statement:

None.

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

Back Print

Board Meeting Date:	December 3, 2014	Contact Person:	Chair Yaeger
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion regarding article submitted by Chair Yaeger regarding illegal parking in the Town of Huntington.

Motion:

Background:

Financial Impact Statement:

None.

ATTACHMENTS:

Click to download

☐ [The Town of Huntington Article](#)

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):

Volunteers patrol to report illegal parking in Huntington

Newsday: Thursday July 24, 2014 9:50 AM By Deborah S. Morris

Motorists in Huntington thinking about parking in a handicapped zone without a placard, or in a fire zone at all, think again. The Town of Huntington has a group of volunteers who patrol area parking lots in search of drivers who park illegally. They photograph the violators and mail the evidence to town's public safety department, which investigates. If town records do not turn up a permit associated with the vehicle, violators are mailed a notice of the fine: \$230. The town gets \$200 and the state the rest.

"The trained parking enforcement volunteers have proved to be invaluable in helping ensure that handicap spaces are available for those who need them and that fire zones are kept clear for emergencies," Town Supervisor Frank Petrone said.

The Handicapped Parking Enforcement Program was started in 1982. The town has 18 volunteers, many of whom are handicapped. Police and public safety officers in the town also issue summonses to violators. With each conviction, the volunteers receive \$5 to cover the cost of gas.



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

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Board Meeting Date:	December 3, 2014	Contact Person:	Ricka Gallagher
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and action pertaining to approval of the October 15, 2014 regular Disability Advisory Commission meeting minutes.

Motion:

I move to approve the October 15, 2014 regular Disability Advisory Commission meeting minutes.

Background:

Financial Impact Statement:

None.

ATTACHMENTS:

Click to download

☐ [10/15/14 Minutes](#)

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):



City of Surprise
Disability Advisory Commission (DAC)
Wednesday, October 15, 2014 – 6:00 P.M.
Surprise City Hall – Council Chambers
16000 N. Civic Center Plaza
Surprise, Arizona 85374

MINUTES OF THE MEETING

CALL TO ORDER

Chair Yaeger called the meeting to order at the Surprise City Hall, Council Chambers, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, October 15, 2014 at 6:00pm.

Chair Yaeger suspended the meeting at 7:44pm and reconvened at 7:49pm.

A. **ROLL CALL**

Also in attendance with Chair Yaeger were Vice Chair Hernandez and Commissioners Jess and Stutzman. Two vacancies currently exist on the DAC.

Absent: Commissioner Elkins.

Staff in attendance: Ricka Gallagher, Risk Analyst; Lynda Davis, Sr. HR Analyst-ADA.

B. **PLEDGE OF ALLEGIANCE**

C. **CURRENT EVENTS AND REPORTS**

Commissioners Jess and Stutzman had nothing to report.

Vice Chair Hernandez reported:

Fiesta Grande – She and Chair Yaeger attended the event. Due to the out-of-the-way location of the DAC table, they did not have a lot of foot traffic. In the future, they would like a table located in an area for better access.

Chair Yaeger reported:

Open Meeting Law Training – Current events and reports are not to be discussed or voted on. The purpose is strictly to give information. However, if follow up is needed, Commissioners can request the item be placed on a future agenda.

HOA Academy – He and Vice Chair Hernandez will be presenting at this event on November 10, 2014.

Health & Wellness – There will be a table at this event on November 15, 2014.

Interview with Councilman Winters – He and Vice Chair Hernandez will be taping an interview with Councilman Winters on October 21, 2014.

D. STAFF REPORTS

Ms. Gallagher reported:

- GAIN night – if DAC is interested in participating again this year, let her know and she will get more information. The event is on October 25, 2014.
- CRS Adaptive Recreation event updates.
- Introduction of Lynda Davis, the City's new ADA Coordinator.

CALL TO THE PUBLIC

Chair Yaeger opened the call to the public. Having none, Chair Yaeger closed the call to the public.

CONSENT AGENDA

REGULAR AGENDA ITEM – NON-PUBLIC HEARING

Item #1: Discussion with City Planning staff about requirements of commercial and private businesses to accommodate individuals with disabilities (accessible parking, accessible shopping carts, etc.)

Commissioner Stutzman kept this item on the agenda for Commissioner Elkins but, since Commissioner Elkins is not present, has nothing to discuss.

Item #2: Discussion and action pertaining to the nomination of the “Above & Beyond” award to the Board of directors of Happy Trails for installing 6 ADA accessible doors in the Happy Trails Resort and for updating the restrooms and shower room by the pool to be ADA accessible.

Commissioner Stutzman motioned to approve; seconded Vice Chair Hernandez. Approved 4/0.

Chair Yaeger will find out exactly who will be accepting the award and how to properly word the award before presenting next month.

Item #3: Discuss current available publicity avenues of the Disability advisory Commission (DAC).

Chair Yaeger provided some options that have been discussed in the past (Surprise Progress newsletter, DAC webpage using Survey Monkey, etc.). Commissioner Jess offered to find out if a story could be published in the Sun City Grand publication, pending prior legal approval. Chair Yaeger asked the commissioners to come up with potential questions for the survey, and come up with the list of questions for the survey.

Item #4: Discussion and approval of revisions to DAC Strategic Plan.

Chair Yaeger went through the 2012-2013 Strategic Plan, and suggested the Commissioners consider additional and/or different areas in which to focus on prior to revising.

Item #5: Discussion and action of the Disability Advisory Commission (DAC) on the content of the DAC customer service survey, and discussion on the options available through the city to publicize the DAC customer service survey.

This was discussed under Agenda Item #3.

Item #6: Discussion and action pertaining to revising the content of the Disability Advisory Commission (DAC) Powerpoint and informational brochure, subject to final review by Legal prior to release.

Chair Yaeger asked all the commissioners to review and come back next month with any suggestions, changes, etc.

Item #7: Discussion about requested budget for FY2015 for DAC promotional materials.

Chair Yaeger suggested options for promotional items they can use at public events, etc. Discussion followed on budget impacts and other promotional item possibilities.

Item #8: Discussion pertaining to pool lifts at city pools.

Chair Yaeger reported that funds have been budgeted for new pool lifts at the two city pools, and are currently in the procurement process.

Item #9: Discussion and approval of the August 15, 2014 regular DAC meeting minutes.

Commissioner Stutzman motioned to approve; seconded Commissioner Jess. Approved 4/0.

Item #10: Consideration and action of items to be placed on future agendas.

The following non-standing items will be placed on the November agenda:

- Above & Beyond Award nomination – QT stations (Stutzman)
- Strategic Plan discussions (Yaeger)
- DAC customer service survey questions & best means to publish (Yaeger)
- Sun City Grand publication article (Jess)
- Promotional items and associated budget impacts (Yaeger)
- Huntington, NY accessible parking article (Yaeger)

OTHER BUSINESS

ADJOURNMENT

Hearing no further business, Chair Yaeger adjourned the meeting at 8:01pm.

Ricka Gallagher

Ricka Gallagher, Risk Analyst



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

Back Print

Board Meeting Date:	December 3, 2014	Contact Person:	Ricka Gallagher
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Consideration and action of items to be placed on future agendas.

Motion:

Motion to approve items to be placed on future agendas.

Background:

Financial Impact Statement:

Unknown.

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

December 3, 2014 @ 6:00:00 PM

[Back](#) [Print](#)

Board Meeting Date: December 3, 2014 Contact Person: Chair Yaeger
Submitting Department: District: Citywide
Staff Recommendations: Approve

Consent	Regular	☒	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and possible action to either cancel or hold December 17, 2014 Regular Meeting due to the holidays.

Motion:

Motion for possible action to either cancel or hold December 17, 2014 Regular Meeting due to the holidays.

Background:

None

Financial Impact Statement:

None

ATTACHMENTS:

[Click to download](#)

No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):