



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

Wednesday, September 12, 2018 @ 6:00 PM
 COUNCIL CHAMBERS

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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 only on issues within the jurisdiction of the Board\Commission which are not an item 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:

			STAFF RECOMMENDATION/
ITEM #	DISTRICT #	ITEM DESCRIPTION	PRESENTED BY

- | | | | |
|----|-------------------|--|---|
| #1 | District Citywide | <u>Discussion and action approving the August 8, 2018 Disability Advisory Commission meeting minutes.</u> | None
Michelle
Casciato |
| #2 | District Citywide | <u>Presentation and discussion by David Kohlbeck, Business Manager- Public Works updating the commission on the Dial-A-Ride program and proposed changes within the program.</u> | None
Chair George
Van de
Langeryt |
| #3 | District Citywide | <u>Presentation and discussion on changes to the Dial-A-Ride program.</u> | No Action
Chair George
Van de
Langeryt |
| #4 | District Citywide | <u>Presentation and discussion on the services provided by NW Valley Connect.</u> | No Action
Kathryn
Chandler |
| #5 | District Citywide | <u>Discussion pertaining to a plan to publicize the Disability Advisory Commission with community involvement.</u> | None
Krista Watson |
| #6 | District Citywide | <u>Discussion on the guidelines, criteria and process for nominating and awarding the Above and Beyond Award by the Disability Advisory Commission.</u> | Approve
Chair Van de
Langeryt |
| #7 | District Citywide | <u>Discussion on future Disability Advisory Commission agenda items.</u> | None
Michelle
Casciato |

OTHER BUSINESS:

EXECUTIVE SESSION:

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: Posted on Monday, September 10, 2018 @ 9:17 a.m.

For information purposes: Upon a public majority vote of a quorum of the Commission, the Commission may hold an executive session, which will not be open to the public, but for only the following purposes

- discussion or consideration of records exempt by law from public inspection (A.R.S. §38-401.03 (A)(2)); or
- discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03 (A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice

from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03 (A)(3).

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

September 12, 2018 @ 6:00:00 PM

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Board Meeting Date:	September 12, 2018	Contact Person:	Michelle Casciato
Submitting Department:		District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and action approving the August 8, 2018 Disability Advisory Commission meeting minutes.

Motion:

I move to approve the minutes from the August 8, 2018 Disability Advisory Commission meeting.

Background:

Financial Impact Statement:

ATTACHMENTS:

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☐ [08/08/2018 DAC Minutes](#)

External Attachment Links:

Meeting Requirements:

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



City of Surprise
Disability Advisory Commission (DAC)
Wednesday, August 8, 2018– 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 George Van de Langeryt called the meeting to order at the Surprise City Hall, Council Chambers, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, August 08, 2018 – 6:00 P.M.

A. ROLL CALL

George Van de Langeryt, Chair – Present
Robert Monahan, Vice Chair - Present
Dan Moore, Commissioner – Present
Kathryn Chandler, Commissioner – Absent
Bruce Hertzog, Commissioner – Present
George Van de Langeryt, Commissioner – Present
Krista Watson, Commissioner- Absent
Michelle Casciato, Commission Liaison – Present

B. PLEDGE OF ALLEGIANCE

Chair Van de Langeryt led the Pledge of Allegiance.

C. CURRENT EVENTS AND REPORTS

Chair George Van de Langeryt – Chair Van de Langeryt advised the DAC does not have any current events in the City but does have a future agenda for events.

Vice Chair Monahan –Nothing to report

Commissioner Hertzog – Crossing at Grand Avenue and Reems with no sidewalk. Commissioner has been working on wheelchair accessibility. Commissioner is wanting a sidewalk if nothing else and working with Chris in the City of Surprise but needs to find a county representative to budget for the project. Also mentioned the Sunsational Coffee shop active with the community involvement to engage in the DAC.

Commissioner Watson – Absent

Commissioner Chandler- Nothing to report

Commissioner Moore – Motioned to discuss on the next agenda the Sunsational Coffee teaming with the DAC on future projects.

Commissioner vacant- n/a

D. STAFF REPORTS

Commission Liaison: Reported on how many viewers watched the DAC live. Month of June 9 views, month of April 3 live views and 10 archive views, May 2 live view and 13 live views. Also reported the newspaper advertising the 'Above and Beyond' criteria. Communications Department in the City of Surprise stated the DAC needs announcing the board is seeking nominations. The 'Weekly Surprise Today' may run the ad and myself on Facebook.

CALL TO THE PUBLIC

Chair Van de Langeryt opened the call to the public. Resident of the City advised the DAC he submitted an application for the vacant Commissioner position. The DAC welcomed the public resident to the meeting.

E. CONSENT AGENDA

REGULAR AGENDA ITEM – NON-PUBLIC HEARING

- Item #1:** **Discussion on future Disability Advisory Commission Agenda.**
- David Kohlbeck scheduled to present updated regarding Dial-A-Ride at the September meeting.
 - Discussion on proposed changes
 - Commissioner Chandler suggested NW Valley Connect who provides transportation as well to different places and times.
- Item #2:** **Discussion and action pertaining to approval of June 13, 2018 Disability Advisory Commission meeting minutes.**
- Minutes approved
 - Commissioner Hertzog motioned approval Commissioner Moore second the motion

Item #3: Discussion regarding the production of publicity handouts to inform local businesses about the installation and benefits of automatic door openers.

- Commissioner Hertzog understands the handouts idea but feels that pushes a certain manufacturer onto businesses. Commissioner Herzog advised a couple manufacturers have a good handout from his prior selling and installing for over 40 years. Some aimed at individual company who needs the upgrade. Some are lower price range and some are very expensive. Some used on local small business without a large budget. The operators open the door but does not close. Some geared at the retrofit business. If the DAC can hand out information with manufactured names that may be a better fit for the local business to know how to contact the door manufacturers. Many suppliers are in the middle of the manufacturer and installer.
- Around \$1500 - \$2,000 up to \$6,000 in price to install doors.
- Commissioner Moore suggested bringing in the manufacturers as guest speakers to talk about options rather than advertise on social media. More of the DAC suggested than recommending.
- Vice Chair Monahan requested the job accommodation network for ADA resources from Commissioner Watson.
- Commissioner Hertzog volunteer to do a walk-through in local businesses for community residents who may have a complaint as an advocate.

Item #4: Discussion pertaining to tasks within the newly assigned areas of concentration for each Commissioner.

- Chair Moore reminded the DAC the vacancy for the Commissioner position was to be filled in August and wanted to wait until the new Commissioner arrived and re-assign tasks within the areas of concentration.
- Vice Chair Monahan reminded the DAC of the agreement that each area of focus for each commissioner when the agenda item is presented and anything is specific of that area that commissioner is responsible. Also to change section C (above) of the agenda to remind the committee of speaking about areas of focus.

Item #5: Discussion pertaining to future Disability Advisory Commission agenda items.

- Chair Van de Langeryt has David Kohlbeck assigned to speak about Dial-A-Ride
 - Commissioner Chandler presenting on NW Valley and coordinates with David Kohlbeck.

- Vice Chair Monahan spoke about legislation and service animals with owners who are not legally permitted to have the service animals. Possibly ADA compliance officer can summarize about service animals or changes in the news.
 - Commissioner Chandler asked if they may email Liaison Michelle Casciato with specific questions regarding ADA and service animals.
- Vice Chair Monahan wants a visitor to speak about state vocational rehabilitation services. A local counselor to speak about services
- Commissioner Hertzog believes the mailbox and the person not being able to get to the mailbox. The City building inspector stated they will look at a set of plans to clarify whose responsibility to rectify that situation.

OTHER BUSINESS:

- No other business.

ADJOURNMENT:

Hearing no further business, Chair Van de Langeryt requested a motioned to adjourn the meeting. Commissioner Hertzog motioned and Commissioner Chandler second the motion. All in favor meeting adjourned at 6:36pm.

Michelle Casciato

Michelle Casciato, Commission Liaison



CITY OF SURPRISE
Disability Advisory Commission

September 12, 2018 @ 6:00:00 PM

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Board Meeting Date: September 12, 2018 Contact Person: Chair George Van de Langeryt
Submitting Department: District: Citywide
Staff Recommendations: None

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation and discussion by David Kohlbeck, Business Manager-Public Works updating the commission on the Dial-A-Ride program and proposed changes within the program.

Motion:

N/A

Background:

Financial Impact Statement:

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

David Kohlbeck, Business Manager Public Works



CITY OF SURPRISE
Disability Advisory Commission

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Board Meeting Date: September 12, 2018 Contact Person: Chair George Van de Langeryt
Submitting Department: District: Citywide
Staff Recommendations: No Action

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation and discussion on changes to the Dial-A-Ride program.

Motion:

n/a

Background:

David Kohlbeck, Business Manager for the City of Surprise, will discuss updates within the City's Dial-A-Ride program.

Financial Impact Statement:

ATTACHMENTS:

[Click to download](#)

No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

David Kohlbeck, Business Manager, Public Works



CITY OF SURPRISE
Disability Advisory Commission

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Board Meeting Date: September 12, 2018 Contact Person: Kathryn Chandler
Submitting Department: District: Citywide
Staff: No Action
Recommendations:

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation and discussion on the services provided by NW Valley Connect.

Motion:

n/a

Background:

Kathryn Chandler, Executive Director at Northwest Valley Connect, will present for discussion the benefits and services Northwest Valley Connect offers.

Financial Impact Statement:

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Kathryn Chandler, Executive Director/Mobility Manager, Northwest Valley Connect



CITY OF SURPRISE
Disability Advisory Commission

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Board Meeting Date: September 12, 2018 Contact Person: Krista Watson
Submitting Department: District: Citywide
Staff Recommendations: None

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion pertaining to a plan to publicize the Disability Advisory Commission with community involvement.

Motion:

No motion required. The Commission is able to create a publicity plan by general consensus.

Background:

Commissioner Watson has been tasked with the area of focus 'visibility'. The DAC wants to discuss an opportunity for the public to have "Coffee with a Commissioner" bringing unity and awareness of the DAC mission.

Financial Impact Statement:

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

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Board Meeting Date: September 12, 2018 Contact Person: Chair Van de Langeryt
Submitting Department: District: Citywide
Staff Recommendations: Approve

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion on the guidelines, criteria and process for nominating and awarding the Above and Beyond Award by the Disability Advisory Commission.

Motion:

No motion is required discussion only. Once the Commission has discussed and memorialized the guidelines, criteria, and process for nominating and then awarding the Above and Beyond Award, the Commission will vote to establish those guidelines, criteria, and process at a future meeting.

Background:

Chair Van de Langeryt has taken the lead and wrote a general criteria guideline presented at the June 13, 2018 meeting for discussion and all board members to approve and amend. Once the guideline rough draft is finalized, it may be posted on the DAC Facebook page in an effort to reach out to local businesses. Liaison Michelle Casciato has also contacted the City of Surprise Communications team regarding other publicity opportunities such as the Surprise Today publication and possibly the Surprise Progress publication.

Financial Impact Statement:

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

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Board Meeting Date:	September 12, 2018	Contact Person:	Michelle Casciato
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	☒	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion on future Disability Advisory Commission agenda items.

Motion:

No motion is required. Any DAC member may identify items they would like agendized in the future with general consensus of the Commission.

Background:

Financial Impact Statement:

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):