



City of Carpinteria
Downtown "T" Business Advisory Board Agenda
Thursday, April 2, 2026
Council Chamber, 5775 Carpinteria Avenue,
Carpinteria, CA 93013

8:30 AM Regular Meeting

Attendance/Viewing Options:

- Attend the in-person meeting in City Council Chambers at City Hall (5775 Carpinteria Ave.)

How to Provide Public Comments

- Provide a live public comment in City Council Chambers at City Hall (5775 Carpinteria Ave.). Please note the City has the discretion to limit the speaker's time for any meeting or agenda matter. Typically, the practice has been 3 minutes per speaker on each item.
- Submit a written comment (as either a general public comment or on a specific agenda item) to be distributed to Downtown "T" Business Advisory Board by 3 hours before the meeting begins by either submitting your comment via (1) email to PublicComment@carpinteriaca.gov, or (2) follow this link (<https://carpinteriaca.gov/city-hall/agendas-meetings>), select the meeting you want to provide a comment on, and click the Submit Comments button located on the left hand side of the agenda portal. Please reference the agenda item to which your comment pertains. Note that written comments will not be read into the record during the meeting.

Call to Order

Roll Call

Public Comment

This is the time for public comments on matters not otherwise on the agenda, but within the subject matter jurisdiction of the Downtown "T" Business Advisory Board.

Agenda Modifications

The Downtown "T" Business Advisory Board may modify the regular agenda by tabling items, adding urgency items to the agenda, or changing the order in which items are considered. Changes to the Consent Calendar are considered at the time the Consent Calendar is considered.

Consent Calendar

Items on the consent calendar are considered to be routine and are normally enacted by one unanimous vote of the Downtown "T" Business Advisory Board. If you wish to speak on a consent calendar item, please do so during the public comment period provided at the beginning of this item.

1. Minutes of the regular meeting held March 5, 2026.

New Business

2. Assessment District No. 4 Annual Report and Budget for FY 2026-2027

Recommendation: Draft, review, finalize, and adopt the Annual Report and Budget for the City Council Meeting scheduled for April 27, 2026.

3. Downtown T Visitor Map

Recommendation: Discuss projected printing quantities and distribution needs for the Downtown T Visitor Map and explore potential cost-sharing opportunities with the HOST Program to support future print runs.

4. DTBAB Newsletter

Recommendation: Receive an update from the Newsletter Task Force on the next planned distribution of the newsletter and discuss funding, future distribution timelines, and improving outreach strategies.

DTBAB Member Comments

Adjournment

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk's Office at 684-5405, extension 403 or the California Relay Service at (866) 735-2929. Notification 2 business days prior to the meeting will enable the City to make reasonable arrangements for accessibility to this meeting.

This agenda was posted on March 26, 2026, in the Public Works Office, on the City Hall Public Notices Board, and on the Internet.

**CITY OF CARPINTERIA
Downtown-T Business Advisory Board
Regular Meeting Minutes
Thursday, March 5, 2026 at 8:30 am
Council Chambers, Carpinteria City Hall
5775 Carpinteria Avenue, Carpinteria, CA 93013**

CALL TO ORDER

Vice Chair Kristina Calkins (Acting Chair) called the meeting to order at 8:36 a.m.

ROLL CALL

Boardmembers present: Boardmember Lorraine McIntire
 Boardmember Kathy Quigley
 Boardmember Mary Beth Radley
 Boardmember Kevin Murphy
 Vice Chair Kristina Calkins (Acting Chair)

Boardmembers absent: Chair Andre Jackson

Staff members present: Juliza Briones, Program Manager
 Michael Ramirez, City Manager
 Stephon Downes, Management Analyst
 Ryan Ayerle, Public Works Manager

Guest Present: Kori Nielson, Santa Barbara County Green Business Program

PUBLIC COMMENT

Public Comment was provided by Nathan Pratt to express interest in serving as a member-at-large on the Downtown-T Business Advisory Board. City staff followed up and connected him with the City Clerk to assist with the application process.

DTBAB MEMBER COMMENT

None

CONSENT CALENDAR:

1. Minutes of the regular meeting held December 4, 2025.
2. Minutes of the regular meeting held February 5, 2026.

Motion by Member Murphy, seconded by Member McIntire, to approve the minutes of the December 4, 2025 and February 5, 2025 meetings, with a correction to reflect Member Quigley's absence on February 5.

Motion carried by voice vote.

Agenda Modifications:

Agenda Item #7 (Downtown-T Holiday Lights) and Item #4 (Assessment District No. 4 Annual Report) were reordered to accommodate the schedule of the Public Works Manager.

NEW BUSINESS:

1. Santa Barbara County Green Business Network

Recommendation: Receive a presentation from Kori Nielson on the Santa Barbara County Green Business Program, including certification requirements, benefits to local businesses, and potential participation opportunities within the Downtown T

Kori Nielson provided an overview of the Green Business Program, including certification criteria and benefits for local businesses. The Board expressed interest in exploring potential partnership opportunities and will revisit the item at a future meeting.

2. Assessment District No. 4 Annual Report

Recommendation: Receive a verbal update on the anticipated 2026 Assessment District No. 4 Annual Report, including the Downtown T Business Advisory Board scope of duty and proposed FY 2026–2027 budget

City staff provided a verbal update on the anticipated timeline for drafting, presenting, and adopting the annual report. The Board will begin drafting the report at the April 2, 2026 meeting.

3. 2026 Carpinteria Chalk Walk Event

Recommendation: Receive a detailed budget overview for the 2026 Carpinteria Chalk Walk Event and discuss potential event sponsorship and funding participation

Vice Chair Calkins presented a detailed overview of the event budget. Due to a conflict of interest, she recused herself and left the chambers. Member Murphy served as Acting Chair during this item.

The Board discussed the proposed budget and future funding considerations. While expressing interest in City support for future years, the Board approved sponsorship for 2026.

Motion by Member Radley, seconded by Member McIntire, to approve sponsorship of the 2026 Carpinteria Chalk Walk Event in an amount not to exceed \$2,500.

Motion carried by voice vote.

5. Downtown T Visitor Map

Recommendation: Discuss projected printing quantities and distribution needs for the Downtown T Visitor Map and explore potential cost-sharing opportunities with the HOST Program to support future print runs

The Board will revisit this item at the April 2, 2026 regular DTBAB meeting.

6. Downtown T Holiday Lights

Recommendation: Receive a presentation from Public Works staff regarding existing infrastructure constraints affecting large-scale holiday light installations within the Downtown T and discuss potential improvement strategies and funding considerations

City Manager Michael Ramirez introduced Public Works Manager Ryan Ayerle, who provided a technical overview of infrastructure challenges related to large-scale holiday lighting.

Key considerations include identifying available electrical capacity, locating junction boxes and conduit, and ensuring safe and adequate connections.

A three-step approach was outlined:

1. Review plans and specifications to understand the Downtown-T electrical system.
2. Test existing outlets to assess capacity and functionality.
3. Identify and install necessary conduit and connections, evaluating whether work can be completed by City staff or requires a contractor.

These efforts will inform a potential future infrastructure improvement project. In the interim, staff will continue utilizing existing power sources for seasonal lighting.

DTBAB MEMBER COMMENT FOR FUTURE AGENDA

1. DTBAB Newsletter
2. Map Update

ADJOURNMENT

Vice Chair Calkins adjourned the meeting at 9:55 am.

Stephon Downes, Management Analyst