



City of Carpinteria
Downtown "T" Business Advisory Board Agenda
Thursday, February 5, 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 Committee Members by 5:00 PM on the day before the meeting on the City's [agenda website available at https://carpinteriaca.gov/city-hall/agendas-meetings/](https://carpinteriaca.gov/city-hall/agendas-meetings/). Please reference the agenda item to which your comment pertains. Although written comments become part of the record, they will not be read aloud at 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 December 4, 2025.

New Business

2. Holiday Lights

Recommendation: Evaluate the 2025 Downtown T Holiday Lights project and hold discussion to gather feedback, identify opportunities for improvement, and inform planning for future holiday lighting efforts.

3. DTBAB Newsletter

Recommendation: Receive an update from the Newsletter Task Force on the distribution of the most recent newsletter and discuss future distribution timelines and outreach strategies.

4. Carpinteria Earth Day Event

Recommendation: Receive a verbal informational overview of the 2026 Carpinteria Earth Day Fair from Vice Chair Calkins.

5. Downtown T Business Advisory Board Finance Report

Recommendation: Receive a verbal overview of the DTBAB budget status, including current expenditures, available balances, and outstanding encumbrances.

6. 2026 Carpinteria Chalk Walk Event

Recommendation: Receive a presentation on the 2026 Carpinteria Chalk Walk Event and consider a potential partnership.

7. Carpinteria Valley Radio Partnership

Recommendation: Receive an update from the Carpinteria Valley Radio Partnership Task Force on advertisement efforts and progress.

Board 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 January 29, 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, December 4, 2025 at 8:30 am
Council Chambers, Carpinteria City Hall
5775 Carpinteria Avenue, Carpinteria, CA 93013**

CALL TO ORDER

Vice Chair Calkins called the meeting to order at 8:35 am.

ROLL CALL

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

Boardmembers absent: Chair Andre Jackson

Staff members present: Stephon Downes, Management Analyst
John Ilasin, Public Works Director
Ryan Kintz, Assistant City Manager

Guest Present: Dennis Mitchell, Carpinteria Radio

PUBLIC COMMENT

Public Comment was provided by Mark Wilkinson, Santa Barbara Trails Foundation

DTBAB MEMBER COMMENT

None

CONSENT CALENDAR:

1. Motion by Member McIntire, seconded by Member Quigley, to approve the minutes of the regular meeting held November 6, 2025. Upon voice vote, the motion carried.

Agenda Modifications:

None

NEW BUSINESS:

2. Holiday Lights

Recommendation: Discuss Public Works staff capacity for installation of holiday lights and evaluate alternative installation options or approaches.

City staff presented an overview of proposed holiday lighting installations to be completed by Public Works Maintenance staff. Following discussion, the Board provided direction to proceed with warm white tree lighting along portions of Linden Avenue, three Christmas tree–style light structures in the Linden Avenue median, and holiday wreaths at the Carpinteria Avenue and Linden Avenue intersection. The Board directed that installations be completed prior to the December 13 Holiday Spirit Parade. Tree lighting will remain through the end of January, while the Christmas tree structures and wreaths may be removed after New Year’s Day.

Boardmember Radley moved to approve a budget for holiday lighting and decorations in an amount not to exceed \$2,000. The motion was seconded by Boardmember Murphy and carried by voice vote.

3. DTBAB Newsletter

Recommendation: Receive an update from the Newsletter Task Force on the distribution of the latest newsletter and discuss future distribution timelines and strategies.

A brief verbal update was provided. This item will return on a future agenda to establish distribution timelines and frequency.

4. Carpinteria Valley Radio Partnership

Recommendation: Receive an update from the Carpinteria Valley Radio Partnership Task Force on the development of a detailed proposal for legal counsel review and recommendations.

Dennis Mitchell, on behalf of Carpinteria Radio, presented a formal proposal regarding promotion of the Downtown “T” via radio advertisements, including

sample audio of proposed advertisements. Assistant City Manager Ryan Kintz approved the Board proceeding with the proposal contingent upon final City Attorney review and authorization.

Following deliberation, Boardmember McIntire moved to approve the proposal in an amount not to exceed \$800. The motion was seconded by Boardmember

5. Carpinteria No Smoking Ordinance

Recommendation: Receive a verbal overview of the adopted Carpinteria No Smoking Ordinance, including requirements for posted signage, enforcement procedures, citation protocols, and applicable exceptions.

Staff provided a verbal overview and distributed copies of relevant municipal code documentation. The Board was directed to the Community Development Department for additional questions or concerns.

6. Explore Carpinteria

Recommendation: Receive an update from the Explore Carpinteria Partnership Task Force on continued DTBAB involvement and support.

Following discussion, the Board determined there were overlapping efforts between DTBAB and the Economic Vitality Committee regarding the City's partnership with Explore Carpinteria. The Board concluded it would be more effective for a DTBAB representative to attend Economic Vitality Committee meetings when Explore Carpinteria is on the agenda.

Boardmember Calkins moved to appoint Boardmember McIntire as the DTBAB representative for Economic Vitality meetings. The motion was seconded by Boardmember Radley and carried by voice vote.

DTBAB MEMBER COMMENT FOR FUTURE AGENDA

1. Update from the Newsletter Task Force
2. Downtown "T" Lights
3. Chalk Walk
4. Map Update

ADJOURNMENT

Vice Chair Calkins adjourned the meeting at 10:05 am.

Stephon Downes, Management Analyst