



Draft MINUTES for the
Joint Meeting of the
Tierrasanta Community Council and Planning Group
Wednesday, July 19, 2017 • 6:30 pm
Tierrasanta Recreation Center, 11220 Clairemont Mesa Blvd. San Diego 92124

Attendance:

President: Deanna Spehn	P
Vice President: Rich Thesing	P
Directors	
Area 1 - Mike George	P
Area 2 - Jim Mackris	P
Area 3 - Scott Hasson	P
Area 3 - Russ May	A
Area 4 - Emily Whittemore	A
Area 4 - John Batchelder	P

Treasurer: Steve Muckle	P
Secretary: Dawn Nielsen	P
Area 5 - John Adair	A
Area 6 - Loren Vinson	P
Area 7 - Vacant	
Area 7 - Kevin Oskow	A
Area 7 - Jennifer Schultz	A
Area 8 - John Denune	P
Commercial Director – Mike Ogilvie	A

6:30 pm President Spehn called the meeting to order. Director Hasson led the Pledge of Allegiance; Board members introduced themselves. Quorum determined with 10 out of 17 members present.

7:15 Updates by Government Representatives:

- Fire Station 39 (Tierrasanta/Murphy Canyon): <http://www.sandiego.gov/fire>
*Eddie Villavicencio, Fire Marshall, (handout) Chief Fennessy has a commitment to revitalize the **Fire Safe Council**. The Fire Safe Council (FSC) is a grass root community based volunteer group that works with local fire agencies in mitigating fire risks and threats. Having an active FSC will give the community access to assistance in applying and administering grants, develop partnerships with businesses and other alliances, creates networking opportunities, provides measurable risk assessments for homes and properties, assistance in writing a Community Wildfire Protection Plan, ability to accept donations and access to staff resources such as a GIS analyst. Director George said he is currently on the Community Emergency Response Team (CERT) and that Lee Campbell was in charge of the Fire Safe Council. He would talk with Mr. Villavicencio about previous difficulties of the FSC. Handout. 2017_07-19_FireSafeCouncil.pdf*
- Police Department (Eastern Division): Community Service Officer Tom Bostedt 858-495-7919 tbostedt@pd.sandiego.gov **The new commanding officer** for Eastern Division Captain Mark Hanten will be training for the next several months. Lt. Chris Knighten will substitute as commanding office until Hanten's return.
Eastern Division Open House is currently being planned with a tentative date of Saturday, September 16, 2017. Community is welcome to attend.
Crime Statistics: Overall crime went down last month from month before. In review of a 2-year comparison, crime decreased except for sex crimes which had a change in reporting criteria and could account for the increase. Burglaries decreased 63 to 45; Auto thefts and collisions decreased slightly. Arrested decreased from 183 to 141. However, car prowls increased from 81 to 139.
Nextdoor.com. Officer Bostedt does not have access to read Tierrasanta nextdoor.com areas, but can post information to show in our community. If something appears on Nextdoor that you

think Police should be aware, print screen and email to Officer Bostedt. He will follow up. For any concerns call or email Officer Bostedt.

6:45 pm TIME CERTAIN: Action Item One: Kevin O’Beirne, Major Projects Development Manager, Pipeline Safety & Reliability Project (PSRP), San Diego Gas & Electric presentation on the New Natural Gas Line 3602 and the De-Rating of Line 1600: the Pipeline Safety and Reliability Project. SDG&E and the Southern California Gas Company have requested a Certificate of Public Convenience and Necessity from the California Public Utilities Commission to construct, operate and maintain an approximately 47 mile natural gas transmission pipeline between SDG&E’s existing metering station in Rainbow, CA and MCAS Miramar. The proposed project includes de-rating or lowering the pressure of SDG&E’s existing line 1600 to convert its function from transmission to distribution. <http://sandiegopipeline-psrp.com> Tonight’s action is to listen to the presentation and deliberate on whether the Tierrasanta Community Council & Planning Group will take a position on this proposal, and if so, to vote on the proposed project.

Since the 2010 San Bruno disaster when a natural gas pipeline exploded in a residential area, California has required either high pressure testing or replacing of transmission pipelines. San Diego County has a 50 mile transmission pipeline built around the same time as the one in San Bruno. Although this pipeline is safe right now, SDG&E feels the best course of action is to replace this vintage pipeline. Current pipeline roughly runs from Riverside County following Interstate 15 to Mission Valley. SDG&E has a proposed plan that relocates the pipeline under major streets rather than through residential neighborhoods where portions are currently located. It will NOT run through Tierrasanta, but will come close. One of the proposed routes runs through MCAS Miramar. Miramar has asked SDG&E to avoid the base, but in order to do so, it would run through Gooden Ranch Preserve and Mission Trails Regional Park. Currently the Public Utilities Commission is reviewing the proposed plan. This item will come back on TCC agenda when the EIR is completed, tentative date, August 2018.

Director George made a motion to accept tonight's report and support the replacement project. Director Vinson seconded the motion. Vote: Yes: 9, No: 0, Abstain: 1 (Mackris due to not enough information.) The motion passes.

Handout: 2017_07-19_A11_SDG&E.pdf

For more information: <https://www.sdge.com/key-initiatives/pipeline-project>

U.S. Congressman Scott Peters: 858-455-5550 Jennifer Sosa

Forever G.I. Bill. Today, U.S. Congressman Peters and the House Veterans Affairs Committee voted unanimously to pass a reform of the veterans education benefits, giving full education benefits to all Purple Heart recipients, regardless of the length of active - duty service. Also ends the 15 year time limit on using GI bill education benefits, provides greater parity for National Guard members and reservists and restores benefits to veterans who attend colleges that close in the middle of the semester.

Veteran's Village Stand Down - Congressman Peters will be participating in this event at San Diego High School serving homeless veterans connecting them with different agencies, organizations and services.

- Assemblymember Brian Maienschein: Rob Knudsen Robert.Knudsen@asm.ca.gov 858-689-6290

Introduced 2 bills: [Assembly Bill 735](#) - Requires automated external defibrillator at public swimming pools. [Assembly Bill 1137](#) Requires Housing and Community Development housing pet friendly, opening up thousand of new housing opportunities for families and their pets. Introduced student intern Lauren Cinnock.

- City Councilmember Scott Sherman: Sheldon Zemen 619-236-6677 SZemen@sandiego.gov
Councilmember Sherman was in attendance to hear Monserate Park discussion later during meeting.

***Paving and slurry sealing:** Streets are being completed in Tierrasanta. One attendee said his street, Viacha Drive, hasn't been touched since it was originally built in 1978, even though he's repeatedly contacted Sherman's office. Zeman said Viacha Dr. is scheduled to be completed between September 2017 and March 2018. If the gentleman will call Zemen closer to September, he will let him know a more exact date. Another person complained about the lack of oversight with no one inspecting the work for quality, expressing concern that the temperature (a critical component to the quality of the job) of the asphalt is not being checked as it is being poured. Director Hasson complained about poor edging and expressed concerns that the edging won't last long. Another attendee asked why portions of Orozco Road were skipped. Sherman said he would look into the concerns.*

- MCAS Miramar: Kristin Camper 858-577-6603 kristin.camper@usmc.mil

Briefly covered problems with encroachment of construction of non-military uses running through base property. Miramar's preference is to always go around base property as any encroachment impedes their core mission. Currently waiting to see what California Public Utilities Commission determines for proposed SDG&E gas line route. There are several options including one that goes outside of base property. Councilman Sherman thanked the USMC Miramar for their cooperation in finding a solution for the bike trails and for lending a hand in the recent fire.

Introduction: Erica Renfree, Ed.D. – Principal, Serra High School

Ms. Renfree is the new permanent principal at Serra High School. She has been at Serra since November 2016. She is excited to be at Serra and finds it to be an excellent school. Enrollment is down, but that is positive news as it is mostly bussed students who are finding quality schools in their own neighborhood. Currently a solar upgrade is being installed in school's parking lot. Future plans include drainage repair at the Q-hut and building a permanent two story structure that would replace the bungalows. Please communicate directly with Ms. Renfree. She would rather have a dialog than hear about issues through the grapevine. President Spehn extended an invitation for Ms. Renfree to be part of each TCC agenda but not obligated to attend every meeting.

Item B: Agenda Review / Requests for Continuance / Additions to the Agenda

None:

Item C: Public notice: Elevate Elementary School will open in August 2017 as a Charter School offering 4th and 5th grade classes, co-locating on the Vista Grande Elementary School

site. The Board of Education voted unanimously to approve the use of 5 bungalows at the school site. A public meeting will be held in late August and a second one a week or so after the school year starts.

President Spehn reported the San Diego City School District will hold two public meetings; one on Thursday, August 24, and the other on Wednesday, September 6 regarding the Charter School 4 and 5th grade co-locating at Vista Grande Elementary School.

Action Item 2: Approval of the Draft Minutes for the June 21, 2017 Joint Meeting of the Tierrasanta Community Council and Planning Group, the meeting of the Tierrasanta Community Council in its role as the officially recognized planning group for the Tierrasanta community, and the Tierrasanta Community Council in its corporate role (draft minutes are posted at www.tierrasantacc.org) Tonight's action is to take action on approving the Draft Minutes.
Attachment: Draft minutes

Treasure Muckle made a motion to approve the minutes of the June 21, 2017, Meeting of the Tierrasanta Community Council and Planning Group. Director Mackris seconded the motion. No discussion. Vote: Yes:9, No: 0, Abstain: 1(John Denune due to absence.) The motion passes.

Action Item 3: Appointment of eligible resident or property owner to fill the vacant Area Director position for Area 7. Eligible candidates must have attended at least one noticed meeting of the Tierrasanta Community Council & Planning Group in the last 12 months. Tonight's action is to fill the position.

President Spehn asked if anyone was interested in filling the Area 7 At-large position. No one came forward. This item is trailed to next meeting.

Action Item 4: Update of the list and membership of committees and sub-committees of the Tierrasanta Community Council and Planning Group and appointments to outside groups; the TCC may consider modifying, removing or adding committees and sub-committees. Final approval of the list including appointments to specific outside groups will be made at the September 2017 meeting of the Tierrasanta Community Council and Planning Group. Changes to committee membership may occur throughout the year. Tonight's action is to review the current committees, alert TCC members and the community about the opportunity to serve on the committees below with membership to be voted on at the September 20, 2017 meeting of the Tierrasanta Community Council & Planning Group for a one year term. Changes to committees including membership may be made throughout the year as needed. * indicates person is a current member of the planning group

Note: whether a committee listed here is under the "Planning Group" or "Corporate" role of the Tierrasanta Community Council is based upon the currently adopted Bylaws of both bodies. When the City of San Diego approves the new version of the Bylaws then the composition of committees may change. This is what the current planning group Bylaws say regarding committee composition: (iii) Committee Composition. Committees shall contain a majority of members who are members of the planning group. Non-members, who are duly appointed by a planning group to serve on a committee, may be indemnified by the City in accordance with Ordinance No. O-19883 NS, and any future amendments thereto, provided they satisfy any and all requirements of the Administrative Guidelines.

Note: All committees are open to membership by local residents and property owners and by members of the Tierrasanta Community Council

Committees of the Tierrasanta Community Council and Planning Group – as planning group

- Community Development Committee Chair: Bill Reschke *Scott Hasson *Deanna Spehn *John Adair Wayne Holtan *Rich Thesing *John Batchelder John Hopper Kathy Warburton Lee Campbell *Jennifer Cochrane Schultz • Election Committee - Chair: Hani Shatila

Committees of the Tierrasanta Community Council as 501(c)4 community association

- Annual Recognition Committee – Vacant
- Tierrasanta CERT (Community Emergency Rescue Team) – *Mike George & Dan Lazzaro
- Budget Committee - Chair: Treasurer *Russ May Steve Muckle; Members - *Scott Hasson, *Russ May *Deanna Spehn, *Rich Thesing [Note: the Treasurer serves as the Chair of the Budget Committee; President Spehn recommends Steve Muckle as Chair and Russ May as a member]
- Community Communications Committee - Chair: Bob Lang; Members - *John Adair, *John Batchelder, Ed Langmaid, *Jennifer Cochrane Schultz. Committee meets as needed.
- Outreach Committee – Meets as needed to discuss ways to communicate better with local residents, businesses and schools, etc. Members: *John Batchelder, *Jennifer Cochrane Schultz – [There is no Chair]
- Tierrasanta Vision & Goals Committee: Chair – Kevin Oskow; Members – John Batchelder,
- Tierrasanta Candidates & Ballot Measures Forum Planning Committee - *Scott Hasson and Jennifer Cochrane Schultz
 - Tierrasanta Concert in the Park – Meets as called by the Chair: *John Farmer *Rik Hauptfeld •
- Tierrasanta LogoWear – Meets as needed - Chair: Anthony Ferebee, *Russ May
- Tierrasanta Open Space Committee – Meets the 1st Wednesday of the month except August and December at 7 pm at the Tierrasanta Recreation Council - Chair: *Deanna Spehn Jerry Bierman *Dawn Nielsen-Lostritto Dick Rees Lee Campbell *Russ May James Sanders Teresa Clowes Bob Muldrew *Jennifer Cochrane Schultz Betty Ogilvie Mike Ogilvie *Rich Thesing John Hopper John Norris
- Tierrasanta Website Committee - *Russ May, *Dawn Nielsen-Lostritto, *Loren Vinson

Ad Hoc Committees

Tierrasanta Bylaws Committee - Chair: *Deanna Spehn, *Scott Hasson, *Jennifer Cochrane Schultz *Rich Thesing – Community planning group bylaw revisions are done and pending review by city; corporate bylaws to be done as a Committee of the Whole with the entire TCC participating with target deadline of November 2017.

Appointments of Liaisons to Outside Organizations

1. Tierrasanta representative to the City's successor agency for the Grantville Redevelopment Advisory Committee & other projects in the Mission Gorge/Grantville/Allied Gardens area *Rich Thesing (current liaison)
2. Liaison with planning underway at Montgomery Field for expansion plans & executive jets (2 years commitment) – no limit on representatives: *Mike George, *Scott Hasson, *Mike Ogilvie
3. Community Planner's Committee – Typically the President and Vice President or Chair and Vice Chair of the officially recognized planning group for each community in the City of San Diego - President *Deanna Spehn and as Alternate Vice President *Rich Thesing

4. MCAS Miramar Community Leaders Forum – meets monthly on base – limited space in the meeting room. Includes representatives of all communities surrounding / impacted by MCAS Miramar. *Mike Ogilvie *Loren Vinson *Rich Thesing
5. Mission Trails Regional Park Citizens Advisory Committee – TCC voted in 2017 to appoint Current representatives: Betty Ogilvie and Alternate: *Rich Thesing
6. Rock Quarry Conditional Use Permit Committee: Meets twice a year at meetings to be scheduled at the Rock Quarry - Chair: Jere Cordell; member *Rich Thesing
7. San Diego River Coalition – meets monthly on the third Friday from 3 to 4:30 at the Mission Valley Library – current liaison *Rich Thesing; interested in serving *Jennifer Cochrane Schultz. The Coalition includes over 70 organizations / jurisdictions / agencies located along the 52-mile San Diego River
8. San Diego County Water Authority – Typically the President of the TCC is the point of contact for new projects in and adjacent to Tierrasanta being proposed or underway by the San Diego County Water Authority - *Deanna Spehn
9. Tierrasanta Recreation Council – advisory to the City of San Diego Park and Recreation Department. Membership, including as a liaison from another organization, requires that the person attend 3 consecutive meetings and stay for the entire meeting each time. Current Liaison is *Rich Thesing; *Deanna Spehn is an At Large Member of the Recreation Council. Meets 6:30 pm the second Thursday of each month except August.
10. Unexploded Ordnance Liaison – since the December 1983 deaths of two 8-year old boys in Tierrasanta from a 37-mm shell *Deanna Spehn has been the liaison with federal and state governments on issues related to unexploded ordnance in Tierrasanta. Once every 5 years the federal government invites the Tierrasanta Community Council to review and comment on the proposed assessment of the effect of erosion, etc., on unexploded ordnance in Tierrasanta and in Mission Trails Regional Park. More than \$22 million was spent in the 1990s in portions of each area, but neither area has been completely swept for unexploded ordnance. The committee meets as required and reports directly to the full Tierrasanta Community Council. Chair: *Deanna Spehn; Member: *Mike George

President Spehn asked the Community Council members to review the list of committees and subcommittees and let her know if interested in serving on the committees before the next meeting in September.

Action Item 5: Monserate Park Upgrade Project. This project with a proposed cost of \$223,900 will be discussed at the September 14, 2017 Tierrasanta Recreation Council meeting at 7 pm Time Certain, in the Tierrasanta Recreation Center, 11220 Clairemont Mesa Blvd. Funding for this project was approved in July 2016 by the San Diego City Council, to be paid out of Tierrasanta DIF Funds.

President Spehn reported that at the June Tierrasanta Recreation Council (TRC) meeting, the Chair reported receiving an email to discuss Monserate Park next to Vista Grande at the next TRC meeting. Two designers attended the meeting asking for input for the design of Monserate Park. The Chair asked that this item be trailed to allow input from the community who use the park. This item was advertised in the last Tierra Times and will be a front page article on the next Tierra times to attend the TRC meeting in September.

Councilman Sherman said Monserate Park was on Tierrasanta's list of priority projects and needed ADA upgrade. Sherman shared a handout mapping the previous Parks Development

Process from September 2014 and a more efficient process mapping. He also said it was reported to him that the TRC had no input on the Monserate Park and so the City was proceeding with the project. There was strong objection by TCC members that also serve on the TRC. It was said the designers said they could come again, but would charge for returning which seemed unfair since they weren't initially clear as to why they were going to be there in the first place. It was also noted that all parks in Tierrasanta need ADA upgrade.

Additional concern was expressed due to 1. The TCC was not informed about this project as well and there seems to be a general lack of adequately notifying the TCC or gathering input from the community (as evidenced by the solar panels at the pool parking lot.) 2. The Monserate Park project will use \$223,900 from Developer Impact Fund. Since no new building projects will occur in Tierrasanta since it is built-out, once this fund is depleted, no additional funds will be available for projects in Tierrasanta. TCC members voiced that they feel strongly that the TCC and community ought to have input as to how those funds are used.

Concerns were also expressed about the inadequate lighting for the Little League (LL) field. Sherman said the lighting is adequate for LL practices but not LL games. City staff said TRC never informed them they wanted lighting appropriate for LL games. Several TCC members were adamant that the criteria always was for lighting appropriate for LL Games. Sherman said it would cost another \$150,000 to upgrade the lighting. Another issue was brought up was with lighting available, SD Parks and Recreation now gave priority to adults from 5:00 p.m.- on, rather than to children.

Handouts:

- 1. 2017_07-19_AI5_VillaMonseratePark.jpg,*
- 2. 2017_07-19_AI5_Villa-Monserate-PFFP-Project-Sheet.pdf,*
- 3. 2017_07-19_AI5_VillaMonserateTransferMemo.pdf,*
- 4. 2017_07-19_AI5_ProcessImprovement.pdf*

Action Item 6: Presentation by President Spehn on status of Tierrasanta DIF and Tierrasanta FBA Accounts, City of San Diego. Tonight's action is to refer the results of this discussion to the September 20, 2017 meeting of the TCC&CP as part of the presentation of the Tierrasanta Vision & Goals Committee to include the larger discussion of funding priorities for the Tierrasanta community planning area to be submitted to the City of San Diego. (DIF = Development Impact Fee – the fee paid per new home in a community; FBA = Facilities Benefit Assessment – the fees collected per housing unit in 92124 prior to Tierrasanta shifting to 'built-out community' status and the assessment of DIF instead of FBA per unit) Attachments: Tierrasanta DIF Fund Balance 3-31-2017 Tierrasanta FBA Fund Balance September 2016 FY2008 Tierrasanta Project List & Community Recommendations

President Spehn presented 3 handouts as follows:

- 1.. 2017_07-19_AI6_Tierrasanta-DIF-Fund-Balance-3-31-2017.pdf,*
- 2. 2017_07-19_AI6_FY2008-Tierrasanta-Project-List-Community-Recommendations.pdf,*
- 3. 2017_07-19_AI6_Tierrasanta-FBA-Fund-Balance-September-2016.pdf*

Reports from Committee Liaisons – no action will be taken unless there is a separate Action Item listed on the agenda

- Montgomery Field Airport Master Plan: Scott Hasson
Handout. Quarterly Noise Report. First public meeting on facility requirements will be held. 2017_07-19_Noise-Report-2017-Q2.pdf

Notice: Sign up to stay informed about the update to the Master Plan for Montgomery Field that is currently underway by the City of San Diego at <http://www.sdairportplans.com/>. Scott Hasson represents the Tierrasanta community on the Master Plan update committee

- Community Planners Committee: Deanna Spehn / Rich Thesing
State law passed allowing Jr. Unit or companion unit with own entryway. Most lots in Tierrasanta are too small, but some unique lots exist. L.A. County pushed to have this as state law. City is voting on Monday to adopt regulations for siting such projects.
- Concerts in the Park Committee: John Farmer / Rik Hauptfeld
Feedback was June 19 concert was great. Next concerts are August 19, September 16, and October 21. Secretary Nielsen asked that TCC be mentioned as sponsoring the concert events in the advertising.

Director Hasson made a motion to extend the meeting fifteen minutes. Director George seconded the motion. Vote: Yes 10, No 0, Abstain 0.

- Tierrasanta Budget Committee: Steve Muckle
Submitted grant documentation requested for additional concerts in the park.
- Tierrasanta Open Space Committee: Deanna Spehn, Chair 858-565-4018 dspehn1@san.rn.com
Open Space Inspector is currently on vacation before retiring next month. Other city staff is filling in. Impact is that volunteers cannot work in the canyons as there's no official city representative to oversee activity.
- Tierrasanta Recreation Council Liaison: Rich Thesing
Proposed meeting for lighting problems at Tierrasanta Community Park is tomorrow night was canceled.
- Vision & Goals Committee of the Tierrasanta Community Council: Kevin Oskow
Next meeting is July 26 6:30 at the Tierrasanta Recreation Center.
- Tierrasanta Community Communications Committee: Bob Lang
Director Adair spoke to new principal regarding locating the sign at Clairemont Mesa Blvd and Santo Road. The sign is not as expensive as thought around \$3,000.
- Tierrasanta Community Development Committee: Bill Reschke – no report
- Mission Trails Regional Park Liaison: Rich Thesing
***Fire** broke out on July 16 next to the 52 in Mission trails burning about 2 1/2 acres and was quickly extinguished. **Rattlesnakes** are out and plentiful. **Dog safety:** Remember to bring water*

for your dog or leave your dog at home during the heat. Dogs are having to be rescued and one died recently from overheating.

Item A: Non-Agenda Public Comment.

Bob Lang: No trail work has been completed since Bob Smith's last effort at the end of April. The reeds in Dishwasher Pond are flourishing, getting thicker and taller. Reeds on the east side of the Pond are expanding into the remaining open water.

Photo. Dangerous Traffic Situation: In Tierrasanta Norte, at the intersection where traffic turns right from Belardo onto Playa Catalina, motorists accelerate up the hill on Alejo St. and turn right at elevated RPM, swinging wide left onto Belardo, then almost immediately right onto Playa Catalina. Vehicles cut close to the corner onto Playa Catalina without reducing speed, to preserve the momentum for going uphill. It is not a pedestrian friendly intersection. It has been this way since 1989. Months ago, the corner homeowner began legally parking a small car along the curb in front of his house which resulted in vehicles slowing down to make a sharper turn onto Playa Catalina. A few weeks ago, the city came out and painted the curb red, where the vehicle was parked. Now the traffic calming measure has been removed and higher speeds resumed making it dangerous for pedestrians. Photo shows the new red curb clearly targeting a parking spot. At the same time, the city crew painted the corner curb across the street red also but that corner has a fire hydrant. 2017_07-19_PC_RedCurb.jpg

8:45 pm Adjournment.

**The next meeting of the Tierrasanta Community Council & Planning Group is 6:30 pm
Wednesday, September 20, 2017**

Meeting will include the following actions and discussions:

- Appointments to TCC Committees and Outside Organizations
- San Diego County Supervisor Kristin Gaspar at 7 pm Time Certain
- Presentation by Tierrasanta Vision & Goals Committee
- Discussion and potential action on Villa Monserate Park Improvements;
- Time Certain 7:30 pm Discussion and proposed action on whether to increase the speed limit on specific streets in Tierrasanta including sections of Clairemont Mesa Blvd., Rueda Drive, Santo Road, Tierrasanta Blvd. and Via Vallarta to allow for radar-based speeding citations to be issued by the San Diego Police Department. Presentation on a proposed Traffic Circle to be installed on Rueda Drive.

Please visit www.tierrasantacc.org

This information will be made available in alternative formats upon request, as required by the Americans with Disabilities Act (ADA), by contacting the President of the Tierrasanta Community Council at 858-565-4018 or dspehn1@san.rr.com Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services or interpreters, require different lead times, ranging from five business days to two weeks or longer. Please keep this in mind and provide as much advance notice as possible in order to ensure availability.