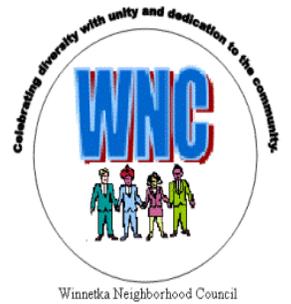




WINNETKA NEIGHBORHOOD COUNCIL

PO Box 3692, Winnetka, CA 91306
(818) 648-6219

www.winnetkanc.com



PUBLIC WORKS & TRANSPORTATION COMMITTEE

	Chair	Vice Chair	Secretary	
	Armineh Chelebian	Wayne Schulte		
		Members		
Dwight Burgess	Richard Montaine	JJ Popowich	Marilyn Robinson	Open Seat

WINNETKA NEIGHBORHOOD COUNCIL

PUBLIC WORKS & TRANSPORTATION COMMITTEE MEETING MINUTES

From: JJ Popowich, Secretary

Date: May 27, 2005

Subject: Meeting Minutes

1. Call to Order and Committee Members Roll Call.

Armineh Chelebian	Marilyn Robinson	Dwight Burgess	JJ Popowich
	Wayne Schulte – Excused	Richard Montaine - Excused	

2. Approval of minutes.

- 2.1. Ms. Chelebian asked that 10.01 be changed to reflect Public Works MOU.
- 2.2. Minutes approved with changes.

3. Discussion and possible action on street issues. Includes updates on Mason Ave.

- 3.1. Mr. Popowich said that he left a message with Ron Olive for the results of the engineering study. He has not returned the call as of yet. He will call back again on Tuesday.
- 3.2. Steve said that he has contacted the city and they are sending another engineering crew out next week to evaluate the street to see if it can be smoothed over. Unfortunately they resurfacing crew is backlogged and it may be awhile.
- 3.3. Ms. Chelebian said that it sounds like we have the issue covered between the two areas.
- 3.4. Steve said that he notices there are other streets that are in the area that are being resurfaced.
- 3.5. Ms. Chelebian said that when they did the initial schedule they probably didn't realize the problem.
- 3.6. Steve asked if the NC's carry any weight.
- 3.7. Ms. Chelebian said that they do. We've evolved from an advisory council and they are starting to really listen and work with us.
- 3.8. Mr. Popowich said that everyone he has spoken to is always willing to work with us and is very interested in helping us. The excuse no matter what department is the same...it's a lack of resources. The city is run so poorly and the problems are so vast that it may not even be fixable anymore.

4. Update, discussion and possible action on the MTA Orange Line Town Hall project.

- 4.1. Ms. Chelebian read the letters received from the residents along the MTA Busway detailing their concerns, and let everyone know that there is a Daily News article. She said that our letter should state that we held a meeting and that we recommended that we should call a town hall meeting. She went on to say that we really need to take the lead.
- 4.2. Mr. Popowich said that we really should take the lead and do the townhall if you want this to be successful
- 4.3. Ms. Chelebian asked if we can accomplish this. We should really ask them to call the meeting.

- 4.4. Ms. Robinson said that they will likely ask us to do it.
- 4.5. There was a discussion on what it would take. Mr. Popowich outlined a brief plan on how to get this done, including the contacting of officials, following up with them and getting a firm commitment from them. There were discussions about how to get people out to attend. Stakeholders were concerned that we will not have enough people show up to hear from the people. One suggestion was to include in the letter to the NC's a flyer that they can distribute. It was suggested that we include address labels along with the flyer example with their addresses. Issues were brought up about the legality of sending out the addresses outside of our district and it was suggested that we state we can provide it or we can suggest they contact the Councilmember in that area.
- 4.6. Ms. Robinson suggested that we list the steps to accomplish this and then each person takes a task.
- 4.7. Step 1: Secure a location and date
 Step 2: Press release to Daily News, LA Times, and the media outlets.
 Step 3: Letter to MTA, cc'ing all City Council members, Sheriff Baca, LAPD, and each NC, Valley Vote, and VANC.
 Step 4: Letter to stakeholders outlining what the WNC is doing and asking them to be participants in the process.
 Step 5: Follow up with MTA confirming the date.
 Step 6: Letter inviting CC, Sheriff Baca, LAPD, and each NC PWT Chair or President
 Step 7: Confirming calls to each of the invited attendees to get them to attend.
 Step 8: Letter to WNC affected stakeholders.
 Step 9: Press release announcing confirmed attendees.
 Step 10: Letter offering addresses to the NC's.
 Step 11: TOWNHALL
 Step 12: Thank you letters to all attendees.

4.8. Mr. Popowich made the following motion:

WNC-PWT-052705-4: The PWT will actively work to create a town hall meeting by implementing the following plan. The goal is to hold this meeting by August 18th.

- 4.9. Ms. Chelebian reconfirmed that we are all volunteering to work on this project.
- 4.10. Mr. Burgess seconded the motion.
- 4.11. Motion passed.
- 4.12. Ms. Chelebian asked if this has to go to the full Board.
- 4.13. Mr. Popowich reviewed the minutes and we do have to bring it up.
- 4.14. After a full review of minutes for the Board meeting, it was determined that it was discussed in the April Board meeting that we would be doing this project.

5. Update, discussion and possible action on the following Committee reports & recommendations:

5.1. *Ad Hoc Winnetka Sign Beautification Committee (Sims). We may have a presentation by a possible solar lighting vendor.*

5.1.1. Ms. Chelebian announced that she has both the letters from Mr. Sims and the official letter from the Secretary. She also announced that Mr. Sims has already sent in his letter to Mr. Zine and the official council letter will go in after we approve it tonight.

5.2. *Ad Hoc Street Grading & Evaluation Committee report (Montaine)*

5.2.1. Ms. Chelebian said since Mr. Montaine is not here we don't have an update. She did say that Mr. Montaine did provide some information. She went on to say that she intends to invite Mr. Robinson from the Bureau of Street Services and once the elections have been finalized we will invite him to our meetings. She wanted to wait until the new elections so that the committee he visits is an established committee with the members who he will be working with.

5.2.2. The committee decided to defer to the next meeting when Mr. Montaine is here so that he can explain it.

6. Discussion and possible action on creating criteria for, nominating, and selecting a liaison for the DWP per the MOU.

- 6.1. Ms. Chelebian introduced the item. She said that in the last Board meeting Ms. Lamishaw said that this could be two different people.
- 6.2. Mr. Popowich said that his idea is to set the ground rules. This person has a lot of potential.

6.3. Criteria discussed in a brainstorming session:

6.3.1. Willingness to drive to attend meetings that may be downtown or in the Valley.

6.3.2. Interest in the subject.

6.3.3. Someone who will be responsible enough to bring the information back to the committee.

6.3.4. Someone who is articulate enough to present our concerns as we direct the liaison to do.

6.3.5. Someone who has no conflict of interest, or foreseeable potential to gain future financial gain from possible contracts.

6.4. Ms. Robinson suggested that we also designate an alternate for these positions in case our candidate is not able to attend.

6.5. Mr. Popowich asked how we will reach out to find this person.

6.6. Ms. Chelebian said we should wait until after the elections and see who is interested. This way we will have a more varied list of choices. If we do it now, then we have the same old folks who will do it.

6.7. The following motion was made by Mr. Popowich:

WNC-PWT-052705-1: The PWT Committee agrees that the liaisons for the DWP MOU process must meet the following criteria: a) Willingness to drive to meetings including meetings downtown. b) Interest in the subject matter. c) Someone who will be responsible enough to bring the information back to the committee d) Someone who is articulate enough to present our concerns as we direct the liaison to do e) Someone with no conflict of interest or foreseeable potential to gain future financial gain from possible contacts. Furthermore, the committee shall choose an alternate to serve in the liaisons place in the case he/she can not attend.

6.8. DB 2ND

6.9. Motion passed 4-0

7. Discussion and possible action on bus benches similar to those in Chatsworth.

7.1.1. Ms. Chelebian opened the discussion by passing around pictures that Mr. Montaine provided of bus benches that the Chatsworth-Porter Ranch Chamber of Commerce had installed along one of their business districts. She asked if we are interested in discussing this.

7.1.2. Ms. Robinson said that before we go to the Chamber on this issue we need to know more about it. Such as where we are going to place them, who will pay for them, what the costs are, what is the purpose, and so on.

7.1.3. Ms. Chelebian said that we are already doing something with the Winnetka Commons already. This would be additional to this.

7.1.4. Mr. Burgess pointed out that the only real business district is along Saticoy and Winnetka.

7.1.5. Mr. Popowich pointed out that we also have a concentration along Roscoe and Winnetka.

7.1.6. Ms. Chelebian asked if we are interested enough to spend more time looking into it.

7.1.7. Mr. Burgess said that in one way yes, because it improves the business districts. It allows them to have some place to rest while they walk along the boulevard to patronize them.

7.1.8. Ms. Chelebian said that we would probably need an ad hoc committee.

7.1.9. Mr. Popowich said that he would like to suggest that we do something that we really don't do in committee's yet and that is give a committee member a task and ask them to do something. I would like to give Mr. Montaine the task of getting the full details on this project and have him report back to the full committee.

7.1.10. There was some discussion about the design of the benches

7.1.11. Mr. Popowich made the motion:

WNC-PWT-052705-3: The PWT Committee tasks Mr. Montaine to get the full details of the Chatsworth-Porter Ranch Chamber of Commerce program for bus benches in Chatsworth and report back to us at our next meeting.

7.1.12. Ms. Robinson seconded the motion.

7.1.13. Motion passed 4-0

8. Discussion and possible action on recommending a permanent liaison to Councilmember Smith's Service Cabinet.

8.1. Ms. Chelebian introduced the issue by reading the letter sent by Councilmember Smith announcing the program. She presented information received from the first meeting. The Cabinet has created a "service request" form which can be used by stakeholders to submit their issues and concern. The forms would be submitted and each one will receive a case number which can be used to track the issue. She said that she asked that they ensure there was a way to get the information to the NC's if a stakeholder goes directly to the councilmember's office.

Ms. Chelebian went on to say that there was a good turn out from the Street Services Department and from the LAPD.

Ms. Chelebian asked that she be allowed to remain the appointed cabinet member.

8.2. Mr. Popowich motion:

WNC-PWT-052705-2: The PWT nominates Ms. Chelebian to be the primary NC Service Council Cabinet member representing the WNC.

8.3. Mr. Burgess seconded the motion.

8.4. Motion passes.

8.5. Ms. Chelebian asked for an alternate.

8.6. Ms. Robinson said that she would do it but it's difficult to her. She suggested we table the alternate until after the elections.

8.7. Ms. Chelebian said that the next meeting is July 19th.

9. Public Comments – Comments from the public on non-agenda items within the Committee's subject matter jurisdiction.

10. Committee Business –

- A. Comments on Committee Member's own activities/ Brief announcements.
- B. Brief response to statements made or questions posed by persons exercising their general public comment rights.
- C. Introduction of any new issues for consideration by the Committee at its next meeting/request that the item be placed on the next meeting's agenda.
- D. Requests for Committee Members to research issues and report back to the Committee at a future time.

11. Adjournment