

**JOINT USE COMMITTEE MEETING MINUTES**  
**1327 Foothill Boulevard,**  
**La Cañada Flintridge, California**

**January 24, 2019**

**Call to Order:** Committee Chair Leonard Pieroni called the meeting to order at 8:32 a.m.

**Roll Call** Those present were LCUSD Governing Board Members Joe Radabaugh and Dan Jeffries, City Council Members Leonard Pieroni and Terry Walker, City Manager Mark Alexander, LCUSD Superintendent Wendy Sinnette and Associate Superintendent Mark Evans, Director of Administrative Services Carl Alameda, Division Manager Arabo Parseghian, Director of Public Works Patrick DeChellis, Facilities & Maintenance Superintendent Ken Roberts, Emergency Services Coordinator Chris Carey, and Sports Coalition Representative Todd Reynolds.

**Comments From The Public:** None.

**Approval of Minutes of the meeting held on November 8, 2018:** It was moved and seconded (Jeffries/Radabaugh) to approve the minutes of November 8, 2018. The motion to approve the minutes of November 8, 2018 was adopted unanimously.

**Staff Update On Pending Projects** Ms. Sinnette provided an update on the Safety, Security and Wellness Taskforce. She discussed a recommendation to move the rolling gate in the back of the high school closer to the street and to keep it closed during school hours to limit the use of non-authorized parking which would provide additional parking for staff. The gate would be re-opened at the end of the school day. This item will be added to the agenda for further discussion at the Joint Use Committee's March meeting.

Mr. DeChellis reported on the citywide resurfacing project which is underway. The City will be resurfacing Salisbury from Lasheart to Encinas and Encinas from Salisbury all the way to Flanders. It was suggested that this take place during Spring Break in April to reduce the impact the project will have on traffic at La Cañada Elementary.

**OLD BUSINESS**

**Five-Year Capital Improvements Plan Priorities & Update – FIS/Cornishon Tennis Courts** Mr. Parseghian provided an update on projects on the Five-Year Capital Improvement Plan. He reported that the JV Varsity infield improvement project will be completed shortly. He is currently working to get bids on the tennis court resurfacing project and air conditioning rentals at Lanterman Auditorium were researched further. He reported that renting the bare minimum air conditioning units for the Auditorium would cost approximately

\$250 per day. The rental option can be offered to user groups, but due to the expense he doesn't see it being used. Additionally, the ductwork used to cool the auditorium with the rental units may interfere with the emergency exits. ADA requirements were discussed. Mr. Parseghian reported that if any improvements were to be made to the auditorium he would suggest that parking be considered prior to any other project. Mr. DeChellis stated that some ADA improvements are already planned for and will take place during Spring Break. It was clarified that the district is responsible for all parking lot improvements. Mr. DeChellis reported that there has been a request to paint the curb north of the parking lot red. Mr. Parseghian agreed that this should take place along with the city's red curb painting improvements.

**Territory Transfer Update**

Ms. Sinnette provided an update on the Territory Transfer, reporting that we are waiting to hear from the County Committee on when they will vote on the CEQA, and the transfer itself. There have been requests from the petitioners to submit letters to the County but legal counsel has advised the district not to submit additional letters. If the vote is on the agenda for February 6th the district will prepare a 20-minute presentation in support of the transfer. GUSD and the petitioners will also present for 20 minutes each. Ms. Sinnette would like a city representative to also speak during the district's 20 minutes. Ms. Sinnette will ask Ms. Walker to attend the meeting.

**Update on Field Use Master Plan Process**

Mr. Parseghian provided an update on the Field Use Master Plan subcommittee, reporting they have been collecting data from user groups regarding field usage. At the next sub committee meeting they will fine tune the information to bring a report to the Joint Use Committee to identify current needs, future needs, and recommendations for new facilities.

**Update on Portable Air Conditioning Unit for Auditorium**

This item was included in Mr. Parseghian's Capital Improvement Project update.

**Review of Prior Year's Changes to the Joint Use Agreement**

Mr. Alexander reported that the Bylaws state that the committee must annually review changes to the Joint Use Agreement. There were no changes to the Joint Use Agreement in 2018.

**Review of Joint Use Committee Bylaws**

Mr. Alexander reported that the Bylaws state that the committee must annually review changes to the committee bylaws. There were no changes to the committee bylaws in 2018.

**Adoption of Work Program for 2019**

Mr. Alexander presented the proposed Work Program for 2019 for review and adoption. The work program was reviewed. Minor modifications were requested.

<b>Adoption of Coordination Calendar for 2019</b>	Mr. Alexander presented the Coordination Calendar for 2019 for adoption. The Coordination Calendar was reviewed. Mr. Evans stated that the LCHS Summer School PE program will be moved to FIS/the Cornishon field due to the Big Dig.
<b>Meeting Schedule for 2019</b>	Mr. Alexander presented the meeting schedule for 2019 for adoption. The meeting schedule was reviewed. Mr. Alexander reminded the committee that future meetings will be at the new City Hall office.  It was moved and seconded (Jeffries/Radabaugh) to adopt the Work Program as amended, the Coordination Calendar, and the Meeting Schedule for 2019. The motion to adopt the Work Program as amended, the Coordination Calendar, and the Meeting Schedule for 2019 was adopted unanimously.
<b>Selection of Chair for 2019</b>	Mr. Alexander called for nominations for Chair of the Joint Use Committee for 2019. It was moved and seconded (Jeffries/Pieroni) to nominate Joe Radabaugh as Chair for 2019. The motion to nominate Joe Radabaugh as Chair of the Joint Use Committee for 2019 was adopted unanimously.
<b>Selection of Vice Chair for 2019</b>	Mr. Alexander called for nominations for Vice Chair of the Joint Use Committee for 2019. It was moved and seconded (Radabaugh/Jeffries) to nominate Terry Walker as Vice Chair of the Joint Use Committee for 2019. The motion to nominate Terry Walker as Vice Chair of the Joint Use Committee for 2019 was adopted unanimously.
<b>Sherriff's Department Update</b>	None.
<b>Items for Future Agenda</b>	None
<b>Comments from Members</b>	None.
<b>Comments from Staff</b>	None.
<b>Adjourn</b>	There being no further business to discuss, the meeting was adjourned at 9:10 a.m.

The next meeting is scheduled for Thursday, March 28, 2019, at 8:30 a.m. at the new City Hall.