

Minutes of the Regular Joint Operations Team Meeting
May 28, 2026

Call to Order

The regular Joint Operations Team Meeting was called to order at 9:31 a.m. by Chair Dan Jeffries.

Roll Call

Mr. Jeffries requested a motion to allow Mayor Pro Tem Jeanne Kim Hobson to appear remotely. Under SB 707, elected officials are allowed to appear remotely under just cause due to an illness without it being cited in advance on the agenda:

Motion made by: Josh Epstein

Seconded by: Stephanie Fossan

Voting: Unanimously Approved

Voting Members Present:

City Council Mayor Pro Tem, Jeanne Kim Hobson
City Council Member, Stephanie Fossan
Governing Board Vice President, Josh Epstein
Governing Board Member, Dan Jeffries

Non-Voting Members Present:

Wendy Sinnette
Dr. Daniel Jordan

District/City Staff/Representatives Present

Melissa Shepherd
Arabo Parseghian
Jonathan Hidalgo
Deputy Chun
Maged El-Rabaa
Ken Roberts
Kristin Cook
Angela Cho

Pledge of Allegiance

Nayri Vartanian led the Pledge of Allegiance.

Comments from the Public

Michelle Jaross - Ms. Jaross, a representative from the Parks and Recreation Commission, requested that as the district and city are drafting the new joint use agreement, for the district to be mindful of tenant use of joint use facilities. There have been some instances with the commission granting permits to some user groups and later having to revoke the permit because the facility is unavailable.

David Haxton - Mr. Haxton's comment was regarding City's treatment of joint use facilities. He noted that the city is too protective of the fields and not protective enough of residents. He stated that a recent complaint of residents near the pickleball courts where amplified music was being played too loudly. He also shared that the city is being too protective of the fields and that the cost of maintenance of the fields does not justify the small amount of use.

Mr. Jeffries requested additional information regarding the use of the amplified music. Kristin Cook clarified that some pickleball players were complaining about other pickleball players' use. The issue will be monitored and the rules may be modified if the same complaint continues to come to the commission.

Consent Calendar

1. Approval of Minutes of the Joint Operations Team January 29, 2026 Special Meeting

Mr. Jeffries requested an amendment under agenda item 11 on page 6. The amended sentence will now read:

Mr. Jeffries suggested limiting future scheduling of the facility beyond December of 2026.

Motion made by: Stephanie Fossan

Seconded by: Josh Epstein

Voting:

City Council Mayor Pro Tem, Jeanne Kim Hobson - YES

City Council Member, Stephanie Fossan - YES

Governing Board Vice President, Josh Epstein - YES

Governing Board Member, Dan Jeffries - YES

The minutes were unanimously approved as amended.

Other Business

2. The City and the Sheriff Department provide the update to the Joint Operations Team

Deputy Chung introduced himself to the Joint Operations Team as the new School Resource Deputy. He serves as the active deputy at LCHS, as well as for LCE, PCR, and PCY. The Sheriff's Department will be present at graduation and the 8th grade promotion ceremony.

3. Staff Update on:

a. City Capital Projects (City)

Mr. El-Rabaa was pleased to announce that the traffic light at Foothill Blvd. and Viro Rd. has been completed and is now operating. The next project will be the installation of a traffic light in front of St. Francis High School.

Ms. Fossan asked for a traffic update at Viro and Foothill. Mr. El-Rabaa reported that he has been monitoring the area and that there are currently no impacts to westbound traffic, with eastbound traffic also flowing more smoothly.

Mr. Jeffries commented that traffic has not been backed up and has been running much more smoothly, and thanked Mr. El-Rabaa for his work.

Mr. El-Rabaa also provided an update on two related traffic proposals brought before the Traffic Works Commission: a proposed No U-Turn restriction on Viro Rd., which was not approved, and a proposal for a No Left Turn (during school hours, eastbound on Foothill Blvd. toward Daleridge) along with a No U-Turn restriction on Daleridge, which was approved by the Traffic Works Commission and will now be brought before the City Council for approval.

Mr. El-Rabaa also provided an update on the sidewalk project near La Cañada Methodist Church by Berkshire, noting that AT&T has confirmed the overhead utility lines will be moved underground.

He added that the Mayor's Park opening will be scheduled for June 25th, with a formal ribbon-cutting ceremony.

b. District Projects (District)

Ms. Sinnette shared that, over the summer, the District will be completing the modernization of Buildings J and H at PCY, which will house the Pre-K, TK, and Kindergarten programs. Fifth and sixth grade students will move to temporary housing, and the library will also relocate to its permanent space this summer. She reported that all projects are on track and progressing well.

At LCE, the gas lines will be replaced; in the meantime, food preparation has been taking place at LCHS and transported to LCE.

c. Field Maintenance (City/District)

Ken Roberts shared that the City is preparing for the annual field maintenance. All fields will be touched up. Mr. Jeffries thanked Mr. Roberts for keeping the fields in great shape.

d. Facility Use for Summer Programs (City/District)

Ms. Sinnette reported the following summer programs:

- Action League of Flintridge (ALF) Elementary Summer School will be held at PCR from June 15 to July 10, 2026. CEC will also be on site;
- Extended School Year for Special Education will be at LCHS from June 10 to July 10, 2026;
- The Acting Camp and Spartan AllStars Camp will be at LCHS from June 15 to July 24, 2026;
- Teacher led programs from June 15 to July 17, 2026 will be held at LCHS;
- The YMCA summer camp will be hosted at LCE from June 8 to July 31, 2026.

There will be no programs held at PCY due to construction.

Angela Cho provided updates on behalf of the City. The LCBSA Summer Smash will be held June 5–7 at City Hall. The YMCA will reinstate its Spring into Wellness event at Mayor's Discovery Park following the ribbon-cutting ceremony.

Mr. Parseghian reported that Caltrans plans to close the Caltrans parking lot for three months beginning July 1st due to improvements to the freeway tunnel, including electrical upgrades. He noted that this closure will impact Music in the Park, and that the Farmers Market will also be relocated during this time.

Mr. Jeffries opened the floor for public comment:

David Haxton - Commented that the Lanterman Auditorium parking lot is underutilized during fireworks events and suggested marketing this lot to the community as additional parking.

4.Update on the County of Los Angeles Property at the Back Entrance of PCR

At the last JOT meeting, staff were directed to contact the County to explore the possibility of the County allowing easement or access and use of the back entrance of PCR. The liability issue remains for the District. Mr. Parseghian requested direction from the JOT members. Per

Ms. Shepherd this space is not part of school district property and the district's insurance provider is not willing to extend coverage to this area.

Mr. El-Rabaa stated that the County Public Works could enter into a joint use agreement with the City to use the path for certain purposes. One of the ramifications is that this area is part of the flood control district and would need to be brought up to standards for use.

There was consensus among the Joint Operations Team to continue working on the question of if this area would be able to be insured.

5. Lanterman Auditorium Refinishing Project Bids

Angela Cho reported that, per direction from the last JOT meeting, the City issued a Request for Proposals (RFP) for pricing to refinish the Lanterman Auditorium stage floor. The City received three quotes, ranging from \$34,500 to 49,000. A pre-bid meeting was held for contractors, which was attended by 12 bidders.

All bids received were for sanding, refinishing, and addressing deep gouges in the stage floor. It was noted that a full stage replacement is extremely more expensive and carries additional risk, as the condition of the subfloor is unknown and could result in costs exceeding \$100,000. The proposed scope of work under the lowest responsive bid is estimated to take approximately one month to complete.

Ms. Sinnette explained that one recommendation could be to proceed with the lowest responsive bid, noting that the cost would be shared 50/50 between the City and District, which both agencies agree is reasonable. Mr. Epstein stated that he believes this approach is a viable temporary fix.

The JOT members also discussed that La Cañada Junior Theatre books the auditorium for multiple performances throughout the year, making it difficult to take the space fully out of service; discontinuing use at the end of the current school year (2025-2026) would significantly impact many groups.

Ms. Hobson stated that she would like to begin developing a long-term plan for the auditorium. In the meantime, Mr. Epstein recommended moving forward with approving the repair to minimize impacts to the groups that use the Lanterman.

Mr. Jeffries requested a motion to formally recommend that the City Council and School Board approve spending half of the cost of the lowest responsive bid to repair the Lanterman Auditorium Stage flooring:

Motion made by: Josh Epstein

Seconded by: Stephanie Fossan

Voting:

City Council Mayor Pro Tem, Jeanne Kim Hobson	- YES
City Council Member, Stephanie Fossan	- YES
Governing Board Vice President, Josh Epstein	- YES
Governing Board Member, Dan Jeffries	- YES

Concluding Business

Commissioners' Comments

Ms. Jaross indicated that the premise that the commission works under is to give LCHS what it needs for school usage. When revising the agreement, she noticed a pattern that joint use hours are 5:00 pm but sometimes the district needs the field until 5:30 pm or later.

Ms. Hobson requested clarification regarding the noise on the pickleball court. It was clarified that the complaint surfaced as some pickleball players complained about other pickleball players' use. The issue will be monitored and the rules may be modified if the same complaint continues to come to the commission.

Mr. Jeffries inquired about the re-striping of the LCHS tennis courts for dual tennis/pickleball use. This item will be brought to the City Council for funding consideration. An update will be brought to a subsequent meeting.

Request for future agenda items

The following future agenda items were requested:

- Lantern Auditorium;
- LCHS tennis court striping for pickleball use;
- Update on the County of Los Angeles Property at the Back Entrance of PCR.

Staff Comments

Mr. Parseghian reported that the City and the District continue to work closely on the new Joint Use Agreement. Draft language is being developed for review. There is no further update at this time; an agenda item will be added to a future meeting once an update is available.

Adjournment

There being no further business, and with no objections, the regular meeting of the Joint Operations Team was adjourned at 10:54 a.m.