

Notice and Agenda

Regular Meeting of the La Cañada Flintridge Joint Operations Team

Thursday, September 24, 2026 at 9:30 AM

**City Hall
One Civic Center Drive
La Cañada Flintridge, CA 91011**



Comments from the Public

The public is encouraged to address the Joint Operations Team on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the Joint Operations Team, you may do so during the **Comments from the Public** period noted on the agenda. Each person is allowed 3-minutes speaking time.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Joint Operations Team may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

Agenda Materials

Copies of staff reports and supporting documentation pertaining to agenda items are available for public viewing and inspection at City Hall, 2nd Floor Lobby Area, during regular business hours, and on the City's website <https://lcf.ca.gov>. For further information regarding agenda items, please contact the City Manager's Office at (818) 790-8880.

SB 343 – Any writings relating to an agenda item distributed to a majority of the City Council less than 72 hours prior to the meeting will be available for public review in the City Clerk's Office during normal business hours and/or posted on the City's website.

Levine Act - To promote transparency and fairness in government decision-making, the Levine Act imposes contribution prohibitions and disclosure requirements. Specifically, any elected or appointed City officer is prohibited from making or attempting to influence a decision in a proceeding involving a license, permit, or other entitlement for use if the officer received a contribution of more than \$500 within the preceding 12 months from a party or their agent. (Gov. Code § 84308(c)(1).) Additionally, parties to proceedings involving a license, permit, or other entitlement for use pending before any elected or appointed City officer must disclose any campaign contributions exceeding \$500 that they made within the preceding 12 months. (Gov. Code § 84308(e)(1).) For more information please visit: <https://lcf.ca.gov/city-clerk/levine-act/>.

Reasonable Accommodations

In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a "reasonable accommodations" policy to expedite accommodation requests. The policy can also be found on the City's website. Please contact the City Clerk's Office, (818) 790-8880 to make an accommodation request, or to obtain an electronic or printed copy of the policy.

9:30 AM Joint Operations Team Regular Meeting**Preliminary Business****Call to Order****Roll Call****Pledge of Allegiance****Comments from the Public - Public Comment cards are in the holder on the wall in the lobby.**

Limited to 3 minutes per speaker for items on the Consent Calendar, items not on the Agenda, or any issue within the subject matter jurisdiction of the Commission. Public comment is limited to a maximum of 20 minutes. Speakers not able to speak due to the 20-minute time limit will be provided with the opportunity to speak at the end of the meeting.

If the matter on which you wish to speak is an Agenda item (other than a Consent Calendar item), you will be provided the opportunity to address the Commission when the matter is considered. Please give a completed Public Comment Card to the Clerk prior to the beginning of the item.

Consent Calendar

Items on the Consent Calendar will be enacted by one motion and roll call vote without individual discussion. If discussion is desired, the item will be removed and considered separately.

- 1) Approval of Minutes of the Joint Operations Team Meetings July 23, 2026

Other Business

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

- 3) Staff Update on:

- a. City Capital Projects (City)
- b. District Projects (District)
- c. Field Maintenance (City/District)
- d. Facility Use for Summer Programs (City/District)

- 4) Update on the Working Group

- 5) Update on the Lanterman Auditorium Refinishing Project (oral report)

- 6) Update on the Pickleball Pilot Sound Study (oral report)

- 7) Discussion on LCHS Tennis Court LED Retrofitting Plan (oral report)

Concluding Business

- Members' Comments
- Request for future agenda items
- Staff Comments

Adjournment**Motion to Adjourn**

I certify under penalty of perjury that the agenda was posted on the City Hall bulletin board at One Civic Center Drive at least **72 hours** prior to the meeting, in accordance with Government Code Section 54954.2.

Arabo Parseghian, Assistant City Manager

Minutes of the Regular Joint Operations Team Meeting
July 23, 2026

Call to Order

The regular Joint Operations Team Meeting was called to order by Dan Jeffries at 9:35 a.m.

Roll Call

Voting Members Present:

City Council Mayor, Jeanne Kim Hobson
City Council Mayor Pro Tem, 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
Dr. Debra Cradduck
Majed El-Rabaa
Ken Roberts
Kristin Cook
Angela Cho

Pledge of Allegiance

Dr. Debra Cradduck led the Pledge of Allegiance.

Comments from the Public

One public comment was received from the public:

David Haxton - Mr. Haxton requested that a future JOT agenda include an update from the various working groups.

Consent Calendar

1. Approval of Minutes of the Joint Operations Team Meeting March 26, 2026

Motion made by: Josh Epstein

Seconded by: Stephanie Fossan

Voting: Unanimously Approved

2. Approval of Minutes of the Joint Operations Team Meeting May 28, 2026

Motion made by: Josh Epstein

Seconded by: Stephanie Fossan

Voting: Unanimously Approved

Other Business

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

Brian Chun, School Resource Deputy, provided an update on the Sheriff's Department's efforts to determine the most effective use of personnel for traffic flow management and enforcement.

Discussions are underway regarding the return of the Every 15 Minutes program, tentatively proposed for March 12, 2027.

Deputy Chun also provided an update on summer programming at La Cañada High School. Two programs, the Summer Acting Camp and Spartan All Stars, are scheduled to conclude within the next two weeks.

Mr. Jeffries thanked Deputy Chun for his presence at the high school during summer programming and inquired about traffic conditions at Hahamongna Watershed Park. Deputy Chun did not have an update regarding the traffic conditions but recommended including information about applicable traffic rules in upcoming high school communications to ensure new families are aware of the requirements. The City of Pasadena has not indicated that it plans to close access to the area, and Mr. Jeffries noted that traffic has been significantly smoother.

The Joint Operations Team briefly discussed the proposed return of the Every 15 Minutes program. Ms. Fossan recommended considering the costs incurred by the City in implementing the program. She suggested exploring the parking lot model as an alternative if it would achieve a similar impact, rather than closing public roads, given the significant additional costs associated with road closures.

4. Staff Update on:

a.

City Capital Projects (City)

Mr. El-Rabaa provided an update on the midblock traffic signal in front of St. Francis High School and Foothill Boulevard. The signal poles are expected to arrive in mid-August, and installation will require a one-lane closure. The City will coordinate with the contractor to determine the timing of the closure in order to minimize impacts to traffic. Mr. Jeffries thanked Mr. El-Rabaa for his efforts related to the new traffic signal installation at Viro Road and Foothill Boulevard.

Mr. El-Rabaa then introduced a potential new project, the Hay Canyon Water Capturing Project. This project would be submitted to the county and paid for by Measure W. The project would divert and capture stormwater beneath the tennis courts on Cornishon Avenue. The grant applications are due at the end of July, and because the District owns the tennis courts, Mr. El-Rabaa requested a letter of support from the La Cañada Unified School District to accompany the grant application.

Mr. Jeffries acknowledged the potential benefits to both the District and the community, including the renovation of the tennis courts and water conservation. He requested additional information regarding potential liability to the District should issues arise and the anticipated length of time the tennis courts would be unavailable.

Mr. Epstein expressed concern regarding the timing of the request for a letter and indicated that the request felt rushed. He stated that a letter of no objection could be considered with two conditions: that the District return with a formal letter of support following further review and that future discussions regarding the project be conducted through a formalized Joint Operations Team process.

Mr. Jeffries further recommended that the District's questions regarding liability be addressed at the August Board meeting. He also requested clarification that, should the project not proceed, the District would not incur liability for repayment of grant funds.

The following community member provided public comment:

David Haxton stated that he saw similarities between the proposed project and the Skate Park project and expressed concern that it would not be in the District's best interest to proceed.

Mr. El-Rabaa clarified that if the Board does not approve the letter of support or determines that the District does not wish to proceed, the project can be

withdrawn from grant consideration before any funds are expended. Mr. Jeffries indicated that he was comfortable proceeding with a letter of no objection.

Ms. Fossan inquired whether the fire department would be able to access the captured water supply. Mr. El-Rabaa confirmed that it would. Ms. Fossan identified this as a significant benefit and noted that Measure W supports the storage, treatment, and use of stormwater. She also asked whether preliminary cost information could be provided to the District for review in advance of the August Board meeting, when the Board is expected to further consider and formalize its position on the project. Mr. El-Rabaa provided preliminary cost estimates based on a similar project from 2019, which included approximately \$400,000 for design and \$5.3 million for construction.

Mayor Hobson asked Mr. El-Rabaa whether there were any outstanding projects previously identified or in the pipeline that required review by the Joint Operations Team or the District. Mr. El-Rabaa stated that there were none at this time.

District Projects (District)

Ms. Sinnette reported that an announcement regarding the Sagebrush Territory transfer cannot yet be made. She noted that the transfer is the largest of its kind in Southern California and that the Los Angeles County Office of Education (LACOE) will not provide final approval until it receives confirmation from the County Auditor-Controller and the State Board of Equalization.

Regarding enrollment, Ms. Sinnette reported a significant increase in resident enrollment, noting that approximately 95 percent of public school districts in California are experiencing declining enrollment. The District has remained relatively steady in recent years at approximately 4,025 students and currently has 4,051 students enrolled. She also noted that this is the first year the District has received more than 40 applications for the Grandparent Legacy Permit.

Regarding construction, Ms. Sinnette reported that the District is moving forward with the modernization of Buildings H and J at Paradise Canyon Elementary School. The library has been relocated to its new space and is scheduled to reopen in September. The former library and North Campus buildings will subsequently be demolished. The Paradise Canyon Elementary modernization is anticipated to be completed within approximately two years and remains on schedule.

Regarding the 2026 Measure LCF bond, Ms. Sinnette noted that bond funds will support building updates and modernization at La Cañada Elementary School, as well as major infrastructure improvements and athletic facility upgrades at La Cañada High School.

In connection with the Sagebrush Territory transfer, Mr. Epstein asked whether the District has assurances that Sagebrush residents will be eligible to vote in school board elections in November. Ms. Sinnette confirmed that the tax rolls have been transferred and stated that she would confirm the residents' voting eligibility with the County.

Mr. Jeffries announced that a future agenda item will be needed to amend the JOT MOU to reflect the renaming of the Information Resource Center (IRC) to the Sinnette Student Center (SSC), in recognition of Superintendent Sinnette's longtime service and legacy with LCUSD.

Mr. Jeffries asked whether the City tracks residential properties undergoing remodeling or nearing completion, as these homes may attract new families to the community. He noted that this information could assist the District in estimating potential future enrollment. Dr. Jordan stated that the City tracks building permits and could provide this information to the District.

Field Maintenance (City/District)

Mr. Roberts reported that the District has a new field maintenance contractor, BrightView. All fields are currently closed except for the fields at FIS and Oak Grove. He also reported that the lights at the La Cañada High School tennis courts have experienced ongoing outages, and replacement lighting components have been difficult to source. The estimated cost to convert the tennis court lighting to LED is approximately \$82,000. Mr. Roberts stated that the matter would be brought back to a future Joint Operations Team meeting for further discussion.

Facility Use for Summer Programs (City/District)

There were no updates at this time.

5. Update and discussion on the new Joint Use Agreement (oral report)

Ms. Sinnette recommended that City and District staff meet to discuss each agency's respective interests and priorities regarding the new Joint Use Agreement. She noted that while both agencies have an understanding of the other's interests, a staff-level discussion could help move the agreement forward. Mr. Parseghian stated that an additional update would be provided at the September Joint Operations Team meeting.

6. Update on the Lanterman Auditorium Refinishing Project (oral Report)

Angela Cho reported that the Lanterman Auditorium stage refinishing project is scheduled to begin August 12 and continue through the end of August. She

noted that current reservations for Lanterman Auditorium extend through June 30, 2027, with reservations for the subsequent year opening on May 1 and November 1. In accordance with prior Joint Operations Team direction, the future of Lanterman Auditorium will be discussed in greater detail at the August City Council meeting.

7. Update on the Pickleball Pilot Sounds Study (oral report)

Ms. Cho reported that the City is executing a contract with LSA Associates to conduct the Pickleball Pilot Sound Study. Following execution of the contract, City staff will meet with LSA Associates to initiate the project. The study is anticipated to take approximately 10 weeks from project initiation, after which the City will receive a report of the findings.

8. Discussion on LCHS Tennis Court LED Retrofitting Plan (oral report)

Mr. Parseghian asked whether the Joint Operations Team would be interested in receiving a more detailed report regarding the proposed LED retrofit of the La Cañada High School tennis court lighting. He stated that an item could be brought back to the Joint Operations Team outlining the cost of the retrofit and the benefits of transitioning to LED lighting, particularly given the limited availability of replacement components for the existing system. There was consensus among the Joint Operations Team to proceed with obtaining pricing for the proposed LED retrofit.

Concluding Business

Members' Comments

Joint Operations Team members congratulated Ms. Hobson, a Joint Operations Team member and the City's newly appointed Mayor. Members also congratulated Ms. Sinnette on her upcoming retirement and recognized her service to the District.

Request for future agenda items

Future agenda items requested include:

1. Working group update;
2. Formally renaming the IRC to the Sinnette Student Center.

Staff Comments

Dr. Jordan congratulated Superintendent Sinnette on her retirement and

presented her with a gift on behalf of the Joint Operations Team.

Adjournment

There being no further business, the meeting was adjourned at 10:49 a.m.

CITY OF LA CAÑADA FLINTRIDGE AND LA CANADA UNIFIED SCHOOL DISTRICT

JOINT OPERATIONS TEAM



DATE: September 24, 2026
TO: Joint Operations Team
FROM: Arabo Parseghian, Assistant City Manager
SUBJECT: Cornishon Corridor Joint Working Group Update

The Cornishon Corridor Joint Working Group (CCJWG) held its first meeting on September 8, 2026, to begin organizing its work on the future of the Corridor's educational, recreational, cultural, and community facilities.

The CCJWG established upcoming meeting dates and provided direction on the recruitment of five non-voting at-large community members. Staff have prepared a recruitment notice and application identifying applicants' community connections, relevant experience, and areas of interest. Recruitment officially begins on September 24 and will end on October 22, with interviews tentatively scheduled for November 13 at 9:00 a.m. The Community Center and Parks and Recreation Commission representatives are also being incorporated into upcoming meetings as non-voting members.

Staff is preparing a draft Request for Proposals for a Cornishon Corridor Feasibility Study and Implementation Framework. The proposed study includes facility assessments, community engagement, development of alternatives, financial analysis, and implementation planning.

The Working Group will review the draft RFP and provide feedback at its October 13 meeting. A revised draft is scheduled to proceed to the City-District Joint Governance meeting on October 27 for consideration and further direction.