

## OFFICE OF THE CITY MANAGER

June 20, 2013

To the Honorable City Council of the City of Pasadena

Mayor and Councilmembers:

#### WEEKLY NEWSLETTER

# 1. Controversial SB 7 Remains Alive In Senate Appropriations Committee:

I received a request from the League of California Cities for individual council members to take a stand against SB 7 (Steinberg). As a city, we have sent letters to State legislators opposing this bill. SB 7 would prohibit a charter city like Pasadena from receiving or using state funding or financial assistance for a construction project if the city has a voter-approved charter provision or ordinance that authorizes a contractor to not comply with state prevailing wage requirements on local construction projects funded by (non-state) city funds. In essence, the bill seeks to compel charter cities to require prevailing wages on projects they construct with local funds on local projects by withholding all state contracting funds from non-compliant cities. While prevailing wages can be controversial, the issues at stake are far broader. Our opposition is based on protecting the flexibility of local agencies to govern their community's municipal affairs. SB 7 violates the principle of local control and the charter cities doctrine of municipal affairs.

The bill will be heard in the committee on Wednesday, June 26 at 1:30 p.m. If you would like to be added to the list of elected officials opposed to SB 7, please e-mail me.

# 2. <u>San Gabriel Valley Council of Governments (SGVCOG) Strategic Planning Retreat:</u>

The San Gabriel Valley Council of Governments (SGVCOG) held its Strategic Planning Retreat on June 12, 2013. This year's Retreat provided an opportunity for the group to reaffirm the commitment to the Mission Statement and the Core Values/Guiding Principles and identify priority areas for the SGVCOG. Marilyn Snider who is scheduled to facilitate the City Council's September Strategic Planning Retreat, was the facilitator. I have attached for your review the

list of the priority areas identified by the group during the discussion. At tonight's Governing Board meeting, the Strategic Planning Retreat outcomes including this list will be presented for further discussion, refinement and direction by the Board. The Board will also discuss the next workshop, which is tentatively scheduled for December 2013 or January 2014, and set a date and provide further direction on the process.

## 3. Literacy Summit:

Pasadena Public Library's La Pintoresca Branch held a Literacy Summit on Wednesday, June 12 to discuss available literacy services and resources in the greater Pasadena/San Gabriel area. The event was attended by library staff from Pasadena, Glendale, Altadena, Monrovia, and Azusa, as well as local literacy professionals and literacy students.

Library Director Jan Sanders welcomed the group to Pasadena to discuss this vital need for literacy resources in our communities. Branch Manager Diane Walker gave attendees a tour of the Pasadena READS Literacy Center at La Pintoresca then provided an overview of the literacy resources available to the public at both the La Pintoresca and Villa Parke Branch Libraries. She also introduced the library's new literacy brochure.

There was a special presentation by current and past literacy students of the Literacy Center who shared their personal experiences and the progress they have made using the self-paced online tutorial programs. The event also featured a seminar on Reading Horizons software by William and Cynthia Miller. This summit was a first time event and was most helpful in the sharing of resources, information and ideas on how better to promote literacy to residents of the San Gabriel Valley.

# 4. Trees in the Lower Arroyo Seco:

There are thousands of trees growing in the Arroyo Seco, which create its serene beauty and provide habitat for wildlife in this corridor. The predominant tree species found in the Lower Arroyo Seco are oak, sycamore, alder, cottonwood, California bay, Mexican elderberry, walnut and willow. Trees in this area have endured recent years of dry winters followed by extremely hot summers. These tree species adapt fairly well, but recent drought conditions, along with the lack of a regular water source, have played a role in stressing many of the trees. Recent evidence of this drought-induced stress has been noticed especially on the trees found on the west side of the channel.

I have attached a memorandum from Siobhan Foster, Director of Public Works which provided detailed information on a recent inspection conducted by a staff Certified Arborist. During this inspection, six trees along the trails adjacent to the low flow stream in the Lower Arroyo have been characterized as a public safety concern and require immediate removal.

# 5. Tournament of Roses/NCCA Football Camp:

You are invited to participate in the Fourth Annual *Tournament of Roses/National Collegiate Athletic Association (NCAA) Football Camp* on Saturday, June 29<sup>th</sup> from 9:00 a.m. to 2:00 p.m. at Robinson Park Recreation Center Multipurpose Field. The camp is open for

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children 7 to 14 years of age and parents can register them online at www.cityofpasadena.net/reserve or in person at Victory Park Recreation Center from 9:00 a.m. to 7:00 p.m.

According to Mercy Santoro, Director of Human Services and Recreation, nearly 350 Pasadena vouth attended last summer's Tournament of Roses/NCAA Football Camp. This summer marks the fourth year that NCAA Football Youth Clinics will partner with sports' venues in various cities to bring young football players together with coaches and student athletes from NCAA Football teams for a daylong session of agility drills, offensive and defensive training, and character development. NCAA Football partners with local football stadiums to ensure that clinic attendees have the best experience possible as they receive instruction from college football coaches and participate in a series of drills that collegiate student-athletes perform to learn the fundamentals of the game.

This free camp is sponsored by the Pasadena Human Services and Recreation Department - Citywide Recreation. For more information call Justice Bolden at (626) 744-7506 or Leonardo Chavez at (626) 744-8336.

#### Tree Planting and Mulch Program Information: 6.

I have attached a memorandum from Siobhan Foster, Director of Public Works which addresses the Department of Public Works, Parks and Natural Resources Division (PNR), efforts in the maintenance of the City street trees in the public right-of-way, the availability of free mulch and a recent update of the PNR's website.

#### 7. Rose Bowl Renovation Project Weekly Update:

Attached is the most current schedule for the Rose Bowl Renovation Project as provided by Darryl Dunn, General Manager of the Rose Bowl.

Respectfully submitted,

JULIE A. GUTIERREZ

Assistant City Manager

/attachment

# SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

# STRATEGIC PLANNING RETREAT

June 12, 2013 \* Garvey Community Center, Rosemead

Marilyn Snider, Facilitator—Snider and Associates (510) 531-2904 Michelle Snider Luna, Recorder – Snider Education & Communication (510) 735-7744

## **MISSION STATEMENT**

The San Gabriel Valley Council of Governments is a unified voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley.

## **CORE VALUES/GUIDING PRINCIPLES**

not in priority order

The San Gabriel Valley Council of Governments values...

- · Reflecting the diversity of our member communities
  - Accountability
  - Mutual respect
    - Integrity
  - · Unity of common goals and objectives
    - Collaboration
    - Fiscal responsibility
      - · Transparency
    - · Being proactive and results oriented
      - Creativity

# WHAT ARE THE BENEFITS OF BELONGING TO THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG)?

- Greater regional perspective
- Access to information
- Learning from others' experience
- Financial benefits to your city and areas that cities can't afford
- Recognition of this region as a player
- Representation on MPO, SCAG and other organizations
- Mountains and Rivers Conservancy—the role the COG played
- Financial benefits
- Economies of scale
- Energy efficiency accomplishments
- Technical assistance
- Assistance with new revenue sources
- It's a forum for communication
- Opportunities to maximize resources
- Strength in numbers
- Regional solutions
- Networking
- Best practices
- Attention from other regional bodies
- Lobbying as a group on bills and issues
- Research on regional issues
- Creation of ACE
- Innovative programs
- Assist with grant funding
- Speaking with a stronger voice

# WHAT ARE THE STRENGTHS AND ACCOMPLISHMENTS OF THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS SINCE THE NOVEMBER 2012 STRATEGIC PLANNING RETREAT?

- Brought several energy programs to our cities that otherwise would not be doable
- Improved our image in the community with our new Executive Director
- Improved our transparency
- Improved lines of communication
- Working on the website
- We have a strong voice in the National Recreation Area (NRA) discussion
- Expanded the California Hero Program to provide loans for energy upgrades
- ACE has started a number of key projects
- Improved our budgeting process and transparency with the use of funds
- Brought in a staff team
- We are working on SR710
- Brought the gas company in for energy efficiency programs
- Executive Director has been visiting City Council meetings
- We are working on regional issues
- Hosted a meeting of the SGV Legislative Caucus
- Balanced budget has been approved by the Board
- Initiated a forum for discussion of realignment
- Working on SR710 options
- We are much more welcoming to reps at the State level
- We have clout with State legislators—improved relations
- We haven't had any dues increases for the sixth year
- Continued leveraging of financial resources
- Compliance with AB32 and SB375
- Reenergized interest in the Small Business Development Center
- High profile of our leadership in the community
- We are working on collective water permitting available for cities
- Resolution of ACE policy issue
- Improved the amount of community outreach through new publications
- The new newsletter
- Bringing transit to the Valley
- Maintained advocacy for rail and highway projects
- Brought back cities to the COG who had left the COG or were considering leaving it
- Brought in a brand new Executive Director
- Have begun the process of creating a public agency
- We are prepared to commence an integrated plan to address homelessness
- Hosted a Tri-COG meeting for netter cooperation among the COGs in the region

# WHAT DO THE SGVCOG'S MEMBERS EXPECT/NEED FROM EACH OTHER TO WORK TOGETHER EFFECTIVELY AND ACHIEVE UNITY?

Consensus List:

- Mutual respect
- Support the SGVCOG and members' rights to share their ideas and opinions
- Open communication
- Be active
- Don't be afraid to ask questions
- Think regionally
- Dedicated and committed to the organization
- Professional demeanor
- Friendly
- Courteous
- Civility
- Don't have side conversations during a presentation
- Don't be dismissive
- Keep yourself educated and up to date
- Don't take things personally
- Accessibility
- Value the experience of your co-members and staff
- Welcoming and helpful to new members
- Candid honesty
- Information sharing
- Positive collaboration
- Open-mindedness (e.g., be willing to look at other members' views)
- Professional expertise
- Considerate deliberation
- Focus on the positive
- No bullying tactics
- Open debate and discussion
- Trust
- Be transparent—no secrets
- Be inclusive
- Support the decision-making process and respect the decisions of SGVCOG
- Be respectful of time
- Do not spread misinformation
- Listen
- Use considerate electronic etiquette and pay attention in the meetings
- Network with each other
- Show up and be engaged (e.g., go to meetings)
- Provide and seek factual and accurate information
- Cooperation
- Consensus building
- Value the ideas of seasoned and new members
- Avoid self-interest
- Strive to be objective, not subjective
- Willingness to participate in committees and encourage participation of your staff

# IDENTIFY PRIORITY AREAS FOR THE FUTURE DEVELOPMENT OF THREE-YEAR GOALS (WHAT SGVCOG NEEDS TO ACCOMPLISH) FOLLOWING RESEARCH BY THE SGVCOG STAFF

Brainstormed Focus Areas

- Transportation
- Water resources
- Health care reform
- Realignment
- Comprehensive realignment, public safety and crime issues
- Aging demographics
- NPDES/MS4
- Sewer
- Solid waste management
- Homelessness
- Affordable housing
- Natural disasters
- Tobs
- Emergency preparedness
- Increased cost of PERS
- Economic development
- Health
- Environment
- Health care
- Senior housing
- Infrastructure
- Air quality
- Housing
- New economic development legislation
- Small business development
- Immigration/flight
- State level budget issues
- Lobbying and advocacy
- Planning for many City Managers' retirements
- Energy
- Creating organizational efficiencies
- Consolidating interagency resources
- Recreation and open space
- Local sharing and access to infrastructure (water, sewer and flood control)
- Educational opportunities and partnerships
- Wildlife management and containment
- Bicycle infrastructure
- Sustainability
- Public relations

## PRIORITY ISSUES

(2014-2017 \* Not in priority order)

Transportation - infrastructure, health, air quality, mobility options, bicycle infrastructure

Economic development - homeless, senior housing, jobs, SBC, revenue, new legislation

*Environment* – air quality, health, recreation, energy, solid waste management, sewer, natural disasters, sustainability

Water - sewer, sustainability

*Public safety* – realignment, natural disasters, emergency preparedness, public relations, best practices

# **NEXT STEPS/FOLLOW-UP PROCESS**

WHEN	WHO	WHAT
June 13, 2013	Executive Director Andrea Miller	Distribute the retreat record to SGVCOG members.
Within 48 hours of receipt	All SGVCOG members	Read the retreat record.
June 20, 2013	Executive Director Andrea Miller and Board President Barbara Messina	Share the retreat record with the Governing Board.
By June 30, 2013	COG Delegates	Share the retreat record with their colleagues (City Council and Management).
Early December 2013 or January 2014	Strategic Planning Attendees (e.g., Governing Board and Committee Members)	Strategic planning retreat to select Three-Year Goals, Key Performance Measures, Six-Month Objectives and a follow-up process.

# San Gabriel Valley Council of Governments Strategic Planning Meeting June 12, 2013

CITY	FNAME	LNAME				
Alhambra	Barbara	Messina				
Azusa	Angel	Carrillo				
	James	Makshanoff				
Claremont	Joe	Lyons				
	Sam	Pedroza				
Duarte	Darrel	George				
	Karen	Herrera				
	John	Fasana				
Glendora	Gene	Murabito				
	Chris	Jeffers				
La Canada Flintridge	Donald	Voss				
	Patrick	Clarke				
	Robert	Stanley				
Monrovia	Becky	Shevlin				
Montebello	Jack	Hadjinian				
Pomona	Andrea	Rico				
Rosemead	Jeff	Allred				
	Margaret	Clark				
San Dimas	Denis	Bertone				
San Gabriel	Chin Ho	Liao				
	Juli	Costanzo				
	Mark	Gallatin				
South El Monte	Joe	Gonzales				
	Manuel	Mancha				
South Pasadena	Dennis	Woods				
Walnut	Eric	Ching				
West Covina	Frederick	Sykes				
ACE	Mark	Christoffels				

# SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

# STRATEGIC PLANNING RETREAT

November 30, 2012 \* Garvey Community Center, Rosemead

Marilyn Snider, Facilitator—Snider and Associates (510) 531-2904 Michelle Snider Luna, Recorder – Snider Education & Communication (510) 735-7744

# **MISSION STATEMENT**

The San Gabriel Valley Council of Governments is a unified voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley.

## **VISION STATEMENT**

The San Gabriel Valley Council of Governments will be recognized as the leader in advocating and achieving sustainable solutions for transportation, housing, economic growth and the environment.

### **CORE VALUES**

not in priority order

The San Gabriel Valley Council of Governments values...

- · Reflecting the diversity of our member communities
  - · Accountability
  - · Mutual respect
    - · Integrity
  - · Unity of common goals and objectives
    - · Focus on the greater good
      - Collaboration
      - Fiscal responsibility

### THREE-YEAR GOALS

2012-2015 \* not in priority order

Take the leading role in redefining and revitalizing economic development, affordable housing and homeless services

Advocate for and secure funding for prioritized COG transportation projects

Advocate for and secure funding for prioritized energy, environmental and natural resources projects

# SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS . SIX-MONTH STRATEGIC OBJECTIVES

November 30, 2012 - May 15, 2013

THREE-YEAR GOAL: Take the leading role in redefining and revitalizing economic development,

WHEN	WHO	WHAT		STATU	COMMENTS		
			DONE	ON TARGET	REVISED		
1. By January 31, 2013	HCED member Joe Lyons						
2. By January 31, 2013	Joe Lyons and Michael Cacciotti	Re-establish the connection with the SGV Consortium on Homelessness to include a member of that organization on the HCED Committee.					
3. Beginning April 30, 2013 and quarterly thereafter	HCED member Joe Lyons	Report to the Governing Board progress on the SBDCs.					
4. Beginning April 30, 2013 and ongoing thereafter	Joe Lyons and Michael Cacciotti	Provide updates on the SGV Consortium on Homelessness to the Governing Board.					
5. By May 15, 2013	Executive Director, with input from the COG members	Facilitate and organize a fact-driven presentation for SGV Caucus legislators, City Managers, elected officials, Sheriffs and Police Chiefs to review the impact of realignment on local municipalities with the ultimate goal to identify strategies to address these impacts.					
6. By May 15, 2013	Executive Director	Share information and present to the COG members strategies that local cities have used to replace redevelopment.					

WHEN	WHO	TAHW		STATU	COMMENTS		
			DONE	ON TARGET	REVISED		
1. By February 1, 2013	Executive Director and the Transportation Committee	Convene the first meeting with the Gateway and South Bay COG Transportation Committees to discuss funding, priorities and strategies for transportation projects.					
2. By the February 21, 2013 Governing Board meeting	Transportation Committee Chair John Fasana	Draft federal transportation objectives/talking points for DC advocacy activities and present to the COG Governing Board for action.					
3. At the February 21, 2013 Governing Board meeting	SGVCOG Legal Counsel	Present to the Governing Board legal analysis of the ACE-COG separation.					
4. By May 1, 2013	Transportation Committee (John Fasana-lead)	Develop a white paper outlining policy principles related to Transportation Priority List and present it to the Governing Board for action.					

# THREE-YEAR GOAL: Advocate for and secure funding for prioritized energy, environmental and natural resources projects

WHEN	WHO	WHAT		STATU	s	COMMENTS		
	<u> </u>		DONE	ON TARGET	REVISED			
1. Ongoing	EENR Committee (Sam Pedroza-lead)	Administer Energy Wise Partnership, CEESP grant and Energy Upgrade California, and identify and pursue additional funding for energy-related projects, including Plug In Electric Vehicle.		verenzemen defection de décision de de description de descriptions de la constant				
2. Beginning with the January 17, 2013 Governing Board meeting and monthly thereafter	Water Working Group (Mary Ann Lutz-lead)	Present the efforts to coordinate with the LA Permit Group to assist cities countywide with MS4 permit implementation.						
3. Beginning January 2013 and monthly thereafter	Denis Bertone	Identify and present to COG membership funding for open space projects in the San Gabriel Valley.						
4. By April 1, 2013	Water Working Group (Mary Ann Lutz-lead)	Provide at least monthly updates to the Governing Board on the status of LA County's Flood Control District's Water Quality Initiative and host a workshop (as needed).						

# THREE-YEAR GOAL: Strengthen internal and external relationships and communication

WHEN	wно	WHAT	-	STATU	s	COMMENTS		
	I		DONE	ON TARGET	REVISED			
1. At the January 17, 2013 Governing Board meeting	Interim Executive Director Fran Delach and the ad hoc Recruitment Cmte							
2. Beginning January 23, 2013 and within 5 days following each Governing Board meeting	Executive Director	Send the Governing Board Action Summary to all COG delegates, alternates and City Managers with a request to City Managers to disseminate the summary to all their City Council members.						
3. Beginning in January 2013 and monthly thereafter	Executive Director	Disseminate the Governing Board Summary to the SGV State and Federal Legislators' offices.						
4. By February 1, 2013	Executive Director	Set and hold a meeting with the San Gabriel Valley Caucus and newly elected State Representatives to introduce SGVCOG to them and identify shared interests.						
5. By February 1, 2013	Executive Director	Request all San Gabriel Valley State and Federal Legislative Representatives to attend Governing Board meetings.						
6. By February 15, 2013	Governing Board	Hire the new SGVCOG Executive Director.						
7. By May 15, 2013	Executive Director, working with a PR consultant	Develop and present to the Governing Board for action a Communication Plan, including media training for the Governing Board and a potential quarterly newsletter for public distribution.						
8. By May 15, 2013	Executive Director and Executive Committee	Recommend to the Governing Board for action a SGVCOG policy on Best Practices Regarding Protocol and Official COG Communications.						

### Strengthen internal and external relationships and communication

## S.W.O.T. ANALYSIS

Strengths - Weaknesses - Opportunities - Threats

# WHAT ARE THE STRENGTHS AND ACCOMPLISHMENTS OF THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS SINCE THE JANUARY 2012 STRATEGIC PLANNING RETREAT?

- Completed management services audit
- Successfully administered \$6.8 million of energy grants
- San Gabriel Trench groundbreaking
- Eliminated appearance of conflict of interest
- Retained cities as members
- Started a process for a new Executive Director
- Closed out pending litigation
- San Gabriel Valley Transportation Summit
- Grouped cities together for the MS4 permit negotiations
- Retained relationship with State and Federal officials
- Did a priority list and matrix of transportation issues
- Member cities' help with the Homeless Coordinating Council
- We have been educating our members regarding AB32, SB375 and AB341
- Did some assistance and education with the elimination of redevelopment agencies
- Resilience
- Worked through organizational changes
- Energy Wise Partnership saving over 13 million kilowatt hours of electricity
- Visibility to member agencies
- Established 40 battery take-back locations
- Marketing the strengths of the organization
- Became more concerned about our image
- Received \$56 million in grant funds for open space
- We held a workshop on the National Recreation Area to explain to cities how it would impact them
- Infrastructure for the small businesses centers is in place
- Generated \$725,000 to member cities through the Energy Wise Partnership
- Completed 27 Energy Plans for member cities to assist with AB 32
- Cities have received education and outreach that have helped them apply to programs and realize significant savings (e.g., energy, water programs)
- Cities received assistance and support to receive greenhouse gas inventory

# WHAT ARE THE CURRENT INTERNAL WEAKNESSES/CHALLENGES OF THE SAN GABRIEL VALLEY COG?

**Brainstormed Perceptions** 

- Tarnished image
- Lack of media relations policy or training
- Are not handling policy issues well that can hurt COG members (e.g., 710 issue)
- Disagreement and uncertainty about ACE
- Lack interaction between TACs and committees
- Lack of COG delegates to their city council and staff
- We are not moving forward on Arroyo issue
- Contributed to negative press about COG relationship
- We are not building non-partisan bridges among elected
- Unnecessary distractions
- · Lack of communication on accomplishments and work of the COG
- Perceived lack of cohesion among member cities
- Lack of regional collaboration activities other than transportation and housing
- Not handling the diversity of the group
- Not proactive on recent issues
- Lack of acceptance of each other
- Lack of implementation of NPDES permit
- Uncertainty of potential financial status
- Lack of internal transparency and communication between Executive Board and committees
- Sometimes lacking a cohesive vision
- ACE-COG structure unresolved issues
- Lack of emphasis on COG's involvement in reforming the RHNA process
- Lack of understanding of COG benefits
- North vs. South COG cities—lack of commonalities
- Not addressing image problem and issues
- Weak alliances with other COGs, specifically in transportation
- Agenda organization does not allow sufficient time to address subcommittee items
- Dissenting cities breaking away from the COG
- Dealing with lawsuits
- Haven't reinforced mission to avoid personal agendas
- Continued threat of litigation
- ACE-COG relationship
- Not getting through the Governing Board agenda

# WHAT ARE THE EXTERNAL FACTORS/TRENDS THAT WILL/MIGHT HAVE A POSITIVE IMPACT ON THE SGVCOG IN THE COMING YEAR?

- New Executive Director
- Hopefully the State will stop taking money from the cities
- Growing business and travel coming from Asia
- 710 EIR process underway
- Express Lanes Demonstration is moving forward on 10 and 110
- EIR soon to be released for East Side Extension alternatives

- MS4 LA Permitting Group will continue to work together through implementation
- Clean Water Clean Beaches parcel fee
- Prop 30
- Renewal of Transportation Reauthorization Policy
- National Park designation for the foothills and watershed of the San Gabriel Valley
- The economy is going in the up direction
- Gold Line is being completed through Azusa
- 605/10 interchange is getting fixed
- ACE projects
- Energy Wise Partnership is continuing
- Largest freshman class in the newly elected State representatives with local roots
- Opportunity to explain clean fuel vehicle infrastructure
- More stability for statewide funding
- Redistricting
- New home construction increase
- Statewide pension reform

# WHAT ARE THE EXTERNAL FACTORS/TRENDS THAT WILL/MIGHT HAVE A NEGATIVE IMPACT ON THE SGVCOG IN THE COMING YEAR?

- Takeaways
- Loss of redevelopment
- Sacramento comes back to cities for money
- CDBG cuts
- State Department of Finance and Successor Agencies
- RHNA mandates
- High unemployment
- Reactivation/restart of San Onofre
- Lack of energy and the impact on the economy
- Drought
- Closing of landfill
- Increased utility rates
- Unreasonable partisanship
- Lack of water
- High cost of water
- Realignment of Water Board members
- Lack of comprehensive mass transit system
- Disasters
- Climate change
- No Measure J resources
- Storm water permitting
- Federal financial cliff
- VLF fees
- Lack of financial tools
- Realignment
- Aging infrastructure

- Court cutbacks
- National Park Service designation
- AB 109
- Negative press about COG leadership
- Increased homeless numbers
- Pest threatening the citrus crop
- Loss of housing funds
- Asian tiger mosquito
- Unfunded mandates
- Traffic congestion
- Rising pension rates
- Aging population—the silver tsunami
- Scarcity of experienced City Managers, Finance Directors and Police Chiefs
- Inmate release

# NEXT STEPS/FOLLOW-UP PROCESS

WHEN	WHO	WHAT
December 3, 2012	Interim Executive Director Fran Delach	Distribute the strategic planning retreat record to SGVCOG members.
Within 48 hours of receipt	All SGVCOG members	Read the retreat record.
By December 7, 2012	COG Delegates	Share and discuss the draft updated SGVCOG Strategic Plan with their colleagues.
January 2013 Executive Committee meeting	Executive Committee and Interim Executive Director Fran Delach	Review the "Internal Weaknesses/Challenges" list for possible action items.
At the January 17, 2013 meeting	COG Governing Board	Take action on the updated SGVCOG Strategic Plan.
Monthly	SGVCOG Governing Board and Executive Director	Monitor progress on the goals and objectives and revise objectives (add, amend and/or delete), as needed.
Monthly	Executive Director, Kathy Boyd and Marisa Creter	Prepare and distribute the updated Strategic Plan Monitoring Matrix to all COG members.
June 12, 2013 8:00/8:30-1:00	COG Delegates	Strategic Planning Retreat to: - assess progress on the goals and objectives - develop strategic objectives for the next six months for each of the three-year goals.

### STRATEGIC PLANNING ELEMENTS

Marilyn Snider, Strategic Planning Facilitator \* Snider and Associates (510) 531-2904

### "SWOT" ANALYSIS

Assess the organization's:

- Internal <u>S</u>trengths Internal <u>W</u>eaknesses
- External **Opportunities** External **Threats**

## MISSION/PURPOSE STATEMENT

States WHY the organization exists and WHOM it serves

### **VISION STATEMENT**

A vivid, descriptive image of the future – what the organization will BECOME

#### **CORE VALUES**

What the organization values, recognizes and rewards—strongly held beliefs that are freely chosen, publicly affirmed, and acted upon with consistency and repetition

#### THREE YEAR GOALS

WHAT the organization needs to accomplish (consistent with the Mission and moving the organization towards its Vision) – usually limited to 4 or 5 key areas

#### KEY PERFORMANCE MEASURES

What success will look like upon achievement of the goal

### SIX MONTH STRATEGIC OBJECTIVES

HOW the Goals will be addressed: By <u>when</u>, <u>who</u> is accountable to do <u>what</u> for each of the Goals

## **FOLLOW-UP PROCESS**

Regular, timely monitoring of progress on the goals and objectives; includes setting new objectives every six months

# **MEMORANDUM - CITY OF PASADENA DEPARTMENT of PUBLIC WORKS**

DATE:

June 20, 2013

TO:

Michael J. Beck, City Manager

FROM:

Siobhan Foster, Director of Public Works 84

RE:

Trees in the Lower Arroyo Seco

There are thousands of trees growing in the Arroyo Seco, which create its serene beauty and provide habitat for wildlife in this corridor. The predominant tree species found in the Lower Arroyo Seco are oak, sycamore, alder, cottonwood, California bay, Mexican elderberry, walnut and willow. Trees in this area have endured recent years of dry winters followed by extremely hot summers. These tree species adapt fairly well, but recent drought conditions, along with the lack of a regular water source, have played a role in stressing many of the trees. Recent evidence of this drought-induced stress has been noticed especially on the trees found on the west side of the channel.

The Lower Arroyo Seco is maintained as a natural area. Per the Spirit of the Sage agreement, when trees die they are typically not removed and are left in situ for ecological purposes. However, dead or dying trees are removed when they pose a hazard or threat to public safety. Based on recent inspections conducted by a staff Certified Arborist, six trees along the trails adjacent to the low flow stream in the Lower Arroyo have been characterized as a public safety concern, requiring immediate removal. These trees will be felled, debrushed and left in situ. Shallow-rooted trees that are showing signs of splitting and declining conditions will be monitored and, if necessary, removed at a future date.

Trees in the Arroyo Seco are watered by a combination of rain, low flow streams, and irrigation in some rare cases. Low flow streams are affected by the supply of water that is available from above the dam, and the lack of water has affected trees that grow in and adjacent to the stream bed. There are many dead trees within the stream bed that will be left as habitat for wildlife. These are trees that do not block the stream flow or create a public safety concern. Fallen trees that are blocking the stream will be moved to the edge so they do not impede the flow.

Our mission is to preserve the natural beauty of Arroyo while ensuring that this precious resource is safe for all visitors.

For more information about trees in the Arroyo Seco, please contact the Parks and Natural Resources Division at (626) 744-4321, or go online to www.cityofpasadena.net.

# MEMORANDUM - CITY OF PASADENA DEPARTMENT of Public Works

DATE:

June 18, 2013

TO:

Michael J. Beck, City Manager

FROM:

Siobhan Foster, Director of Public Works

RE:

Tree Planting and Mulch Program Information

The Department of Public Works, Parks and Natural Resources Division (PNR), maintains City street trees in the public right-of-way. City arborists perform all regular maintenance on trees in the right-of-way to ensure their continued health. This work includes planting, removal, pruning and general care.

The Department of Public Works has planted approximately 1,600 public trees this season. Since the devastating windstorm of November 30/December 1, 2011, the City has planted more than 3,000 trees in public spaces, offsetting the 2,100 trees lost in the windstorm.

The PNR website has recently been amended to provide additional information about City planting efforts. The site now contains a link which provides a list of tree sites scheduled to be planted during the upcoming planting season (<a href="www.cityofpasadena.net/treeplanting2013">www.cityofpasadena.net/treeplanting2013</a>). If you would like to request a tree at a site that is not on the planting list, please contact the Parks and Natural Resources Division at (626) 744-4321.

This City has also recently begun offering residents free mulch. Mulch from City trees will be available at Victory Park, located at 2575 Paloma Street (in the southeast corner of the parking lot adjacent to Paloma Street) between 6 a.m. and 10 p.m. while supplies last. New loads of mulch will be delivered on July 6, August 3, and September 14.

For more information about the City's urban forest, contact the Division of Parks and Natural Resources at (626) 744-4321, or go online to <a href="http://www.ci.pasadena.ca.us/PublicWorks/Parks">http://www.ci.pasadena.ca.us/PublicWorks/Parks</a> Natural Resources Division/

# PROJECT PLANNING SCHEDULE

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- June 17, 2013: Weekly Update Meeting (Ham/ Conference Room)
- June 19, 2013: Signage Shop Drawing Review with Legends (1:30pm/ Admin)
- June 20, 2013 Tours- Media Day
- June 20, 2013: Signage Shop Drawing Review with TOR/ UCLA (10am/ Admin)
- June 21-22, 2013: Household Hazardous Waste Pickup (Lot K)
- June 22, 2013: Tours Begin
- June 23, 2013: Padres 5K
- June 24, 2013: Gold Cup Credential Trailer Arrives (Lot F outside Gate G)
- June 24, 2013: Weekly Update Meeting (11am/ Conference Room)
- June 25, 2103: July 4 Planning Meeting (10am/ Media Center)
- June 25, 2013: Kickoff Meeting for RB-21 (2PM/ BBM Trailer)
- June 27, 2013: East Concourse Paving
- June 27, 2103: Police Drivers Training (Lot F)
- June 29, 2103: West Concourse Paving
- June 29, 2013: LA Street Food Festival
- June 30, 2013: Pasadena Marathon
- July 1, 2013: Weekly Update Meeting (11am/ Conference Room)
- July 3, 2013: Local Hire Advisory Group (4pm/ Brookside)
- July 4, 2013: Americafest
- July 7, 2013: Gold Cup Double Header