

OFFICE OF THE CITY MANAGER

May 2, 2013

To the Honorable City Council  
of the City of Pasadena

Mayor and Councilmembers:

**WEEKLY NEWSLETTER**

**1. Marketplace Fairness Act:**

The U.S. Senate will vote Monday on legislation (S 743), known as the "Marketplace Fairness Act," that would allow states and local governments to collect sales taxes on purchases from out-of-state online retailers. The legislation, which has the support of Senators Boxer and Feinstein, is expected to be approved. If approved, it would mark a significant victory for local governments, who by conservative estimates are currently losing out on approximately \$23 billion annually (\$4.16 billion in California alone) in uncollected sales taxes on online purchases. Bill supporters also maintain that the measure levels the playing field between traditional "brick and mortar" merchants, who must collect and remit sales taxes, and their online competitors.

If approved by the Senate next week, the focus will shift to the House, where identical legislation (HR 684) has bipartisan support. However, the prospects for passage in the House are less certain, as bill sponsors continue to fight the incorrect perception that the measure represents a new tax on the Internet. There is also some concern that the bill could be amended in the House to the point that it becomes unacceptable. Rep. Judy Chu is an original cosponsor of the House bill and sits on the Judiciary Committee, the panel with jurisdiction over the issue. I have attached an article from *Governing* magazine which provides more information on this legislation.

**2. 311 Call Center - Update:**

In 2009 an interdepartmental team of city employees were tasked with developing options for launching a 311 Call Center to serve as a single point of contact for residents, businesses, and visitors needing to interact with City Hall. Since that time the City has launched an on-line self-service Citizen Service Center (CSC) as well as created an app for mobile services which gives users 24/7 access to City Hall. I have attached a memorandum from

*City Hall*  
100 N. Garfield Avenue, Room 231  
Mailing Address: P.O. Box 7115 • Pasadena 91109-7215  
(626) 744-7371 • Fax (626) 744-4774  
[jgutierrez@cityofpasadena.net](mailto:jgutierrez@cityofpasadena.net)

Siobhan Foster, Director of Public Works which provides an update on the next phases of this project. In addition, as we move towards the 311 Call Center “go live” date, staff will provide regular status updates on the implementation progress.

I have also attached the Quarterly Activity Report that outlines recent developments and metrics related to the operation of the Citizen Service Center (CSC). A full-color copy of the report can be found on the City website at <http://cityofpasadena.net/CSC>. If you have any questions regarding this report or the Citizen Service Center in general, please contact Bryan Sands, Deputy CIO at 744-4252.

**3. VITA-Volunteer Income Tax Assistance Program at Villa-Parke:**

The Volunteer Income Tax Assistance (VITA) program has been provided at the Villa-Parke Community Center for the last 12 years and provides a valuable service to both residents and the community at-large. Villa Parke Community Center staff members along with the assistance of six volunteers recently completed the income tax assistance program for 2012 returns. I have attached a memorandum from Mercy Santoro, Director of Human Services and Recreations which provides additional information on the tax credits received by the community for 2012.

**4. Parks & Natural Resources –Tree Removal List:**

The attached list from Siobhan Foster, Director of Public Works, highlights pending removals of dead, dying and hazardous trees on a non-emergency basis throughout Pasadena, as well as trees recently removed on an emergency basis. The Parks & Natural Resources Division has posted the non-emergency removals and notified pertinent residents consistent with the City’s Tree Removal Policy.

Residents are encouraged to call the Parks & Natural Resources Division at (626) 744-4321 to learn more about the City’s tree maintenance and/or planting efforts or to report a problem with the urban forest.

**5. New Pilot Supper Program for City and PUSD After-School Participants:**

Mercy Santoro, Director of Human Services and Recreation Department is excited to announce that all students at Madison and Jackson Elementary Schools who either attend Pasadena Unified School District (PUSD’s) Pasadena LEARNs or the City’s Afterschool Adventure Program will receive supper daily after 5 p.m. that will consist of a healthy and hearty meal that meets Federal nutritional guidelines. The new pilot Supper Program started on April 29, 2013 and will remain in place for the duration of the school year through June 7, 2013. The program will be administered through PUSD’s Food Services and is reimbursable by the State of California through a Federal grant. It is intended that all school sites with after school programs will receive the Supper Program by Fall 2013.

Expanding the nutritional offerings to students in the Afterschool Programs supports the mission of the Human Services and Recreation Department by assuring that busy and active young people have the energy required to learn and be physically active comfortably and safely.

This expanded feeding program is part of the fitness goals set by both the City and PUSD. For more information regarding the After School Adventures Program and the new Supper Program, please contact Darrell Walker at [dwalker@cityofpasadena.net](mailto:dwalker@cityofpasadena.net) or Denise Collier at [collier.denise@pusd.us](mailto:collier.denise@pusd.us).

6. **"Parks After Dark" Returns in 2013 for Summer Fun:**

In conjunction with the Pasadena Police Department, the Human Services and Recreation Department is happy to announce the return of the Parks After Dark (PAD) program for Summer 2013. According to Mercy Santoro, Director of Human Services and Recreation, staff from both Departments have been working to develop programming appropriate for the whole family each Thursday, Friday and Saturday with the program slated to begin July 11, 2013 at both Robinson Park and Villa-Parke concludes on Saturday, August 17. Typical programming includes men's basketball, evening recreational swim, teen co-ed basketball, youth and adult soccer leagues, Latin dance, cooking classes, concerts, entertainment and movies. Snacks will be available and programs will generally run from 6:00 p.m. until 10:00 p.m. each night.

For details about programming please visit [www.cityofpasadena.net/reserve](http://www.cityofpasadena.net/reserve). The program is offered at no cost to area residents. For more information, please contact Efrain Montes at (626) 744-8334 or [emontes@cityofpasadena.net](mailto:emontes@cityofpasadena.net) or Bill Davis at (626) 744-6523 or [bdavis@cityofpasadena.net](mailto:bdavis@cityofpasadena.net).

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

## Senate Could Pass Online Sales Tax Bill This Week

BY: [Ryan Holeywell](#) | April 23, 2013

The Senate this week could finally pass the Marketplace Fairness Act (MFA) after years of advocacy by state and local officials and retailers.

On Monday, the Senate voted 74-20 to open debate on the legislation. The move comes on the heels of a non-binding March vote, in which 75 Senators voted in favor of including it in the budget resolution (a vote seen as a test to gauge support for the bill). The legislation also scored a major victory this week when the White House announced its support.

If the Senate passes the legislation this year, it would mark the first time either chamber of Congress has approved collecting sales tax from online sales.

For years, state and local leaders have pushed for legislation like the Marketplace Fairness Act, which would empower them to demand that online retailers collect sales tax from customers on their behalf, similar to the way physical retailers already do. About a year ago, the legislation started gaining serious traction.

The change could generate billions of dollars for state and local governments, though it's unclear exactly how much. One widely-cited [estimate](#) predicts more than \$11 billion a year, though some have [suggested](#) that figure is way too high.

The bill has been one of the biggest legislative priorities for associations representing state and local government in Washington, which argue that Americans' embrace of e-commerce is denying communities much-needed revenue. "This bill levels the playing field between online merchants and local brick and mortar businesses, and addresses lost revenue that counties rely on to keep American communities healthy, vibrant, safe and fiscally sound," Matt Chase, executive director of the National Association of Counties, said in a statement.

David Quam, who leads federal relations efforts for the National Governors Association, says there's been a shift in attitudes in Congress towards MFA for a few reasons. One is that the latest bill gives states several options in simplifying and unifying their tax rules to allow for online sales tax collection. The other is that members of Congress have finally reached a tipping point where they've heard about the issue enough from advocates that they're knowledgeable of the challenge and potential solutions.

The Senate bill is sponsored by Republican Sen. Mike Enzi of Wyoming, and identical legislation is pending the House.

Advocates for MFA have framed the legislation as a way to help brick-and-mortar retailers, who they say face an unfair competitive disadvantage, since they're forced to sell at higher prices than their online counterparts who generally don't collect sales tax.

In particular, they've blasted the practice of "show-rooming," in which customers will visit physical retailers to see and feel products, then purchase them online in order to get a discount by avoiding sales tax. "While local, community-based stores and shops compete for customers on many levels, including service and selection, they cannot compete on sales tax," Matthew Shay, CEO of the National Retail Federation, said in a statement.

Others have highlighted MFA as a states' rights issue, arguing it's not the feds' role to tell state and local governments how to structure their tax systems. "Tennessee wants to avoid a state income tax and treat businesses fairly in the marketplace, and it shouldn't have to play 'Mother, May I?' with the federal government to do so," Republican Sen. Lamar Alexander of Tennessee said in a statement.

The legislation also has the backing of developers and owners of retail shopping centers. Localities generally raise revenue from sales tax and property tax. Declining sales tax revenue due to a shift towards e-commerce would seemingly necessitate higher property taxes, which would be bad for business, says Michael Kercheval, president and CEO of the International Council of Shopping Centers.

Still, the legislation has plenty of critics. On Monday, eBay sent a note to its customers urging them to fight the bill, saying it means higher prices for consumers and a more burdensome tax collection process for its sellers.

As it stands, online businesses doing less than \$1 million in annual sales are exempt from the sales tax requirement. But eBay is advocating for a higher threshold of \$10 million. Others argue the system is too complicated for online retailers.

"This legislation doesn't help businesses expand and grow and hire more employees," Democratic Sen. Max Baucus of Montana said in prepared remarks from the Senate floor. "Instead, it forces small businesses to hire expensive lawyers and accountants to deal with the burdensome paperwork and added complexity of tax rules."

Advocates of MFA insist that the technology exists to ensure collections aren't burdensome. The legislation calls on states to make tax software available to businesses.

The Electronic Retailing Association accused MFA backers of "rushing quick passage" of the legislation. Indeed, Senate Majority Leader Harry Reid of Nevada has allowed MFA to go directly to the Senate floor and bypass the committee process.

But while the bill has gotten a sudden flurry of action lately, the issue has been a thorny one since at least 1992, when the Supreme Court ruled that catalog retailers didn't have to [collect sales taxes from out-of-state customers](#) in places where their businesses lacked a physical presence.

This article was printed from: <http://www.governing.com/blogs/fedwatch/gov-senate-could-pass-online-sales-tax-bill-this-week.html>

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

**DATE:** May 1, 2013  
**TO:** Michael J. Beck, City Manager  
**FROM:** Siobhan Foster, Director  
**RE:** 311 Call Center – Update

The 311 Citizen Request Management (CRM) concept was born in 2009 when the City Manager asked the Department of Information Technology (DoIT) to lead an interdepartmental team to investigate options for launching a 311 Call Center to serve as a single point of contact for residents, businesses, and visitors needing to interact with City Hall.

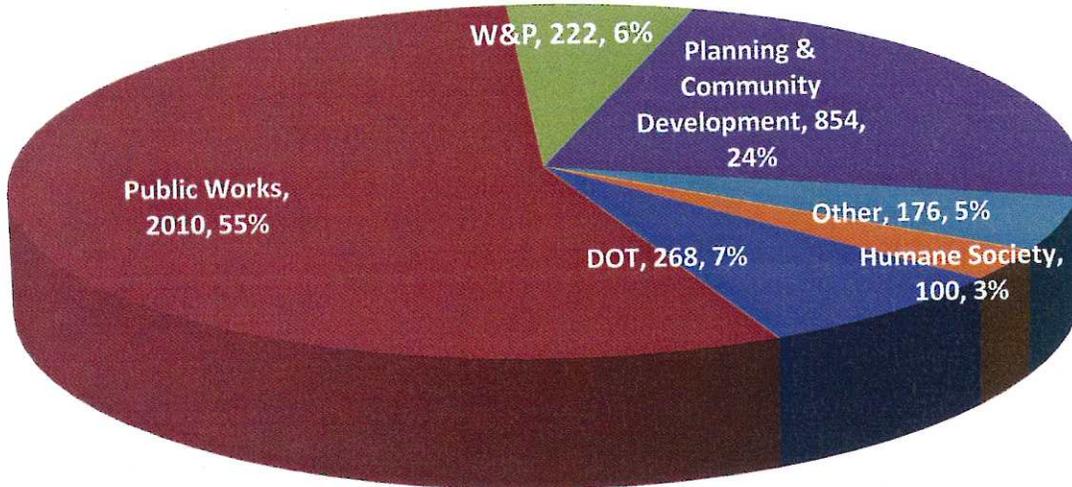
Pasadena’s 311/CRM Roadmap contains four phases and serves as an implementation guide.

## City of Pasadena 311/CRM Roadmap



The City successfully implemented Phases I and II of the 311/CRM Roadmap in FY 2011 and 2012 with the launch of the Pasadena Citizen Service Center (CSC). The focal points of the CSC are the Online Self-Service CRM system and mobile service request applications (<http://www.ci.pasadena.ca.us/csc/>), which give residents, businesses, and visitors 24/7 access to City Hall. The Pasadena Citizen Service Center processed 3,630 service requests in CY 2012, which equates to use by approximately 3% of the City’s population.

**City of Pasadena  
2012 CSC Requests by Department**



The interdepartmental team is in the midst of Phase III implementation, which includes the establishment of the 311 Call Center staffed with live operators as a new channel for citizen engagement. As the largest user, the Department of Public Works will manage the Call Center in coordination with key stakeholders.

Following a nationwide recruitment, I am pleased to announce the selection of Mandy Templeton as Pasadena's inaugural 311 Call Center Manager. Ms. Templeton is currently the Customer Service Supervisor for Pasadena Water & Power and previously served as Credit and Collections Manager and Senior Training Manager for AT&T Corporation. Ms. Templeton will begin her role as 311 Call Center Manager on June 3, 2013.

Once on board, Ms. Templeton will guide the development of the 311 Call Center. Action items include creating the physical call center, establishing performance objectives/productivity measures, hiring and training three Customer Service Representatives from within the existing City workforce, internal and external outreach, and implementation. The anticipated "go live" date for the 311 Call Center and the new 744-7311 telephone number is fall 2013.

As we move toward the 311 Call Center "go live" date, we will provide you with regular status updates on our implementation progress. Please let me know if you have any questions or require additional information.



## SUMMARY

Staff completed the integration of the CSC application with the Lucity Work Order Management System in early February 2013. Now incoming CSC service requests in 15 categories flow directly into the Public Works system. When the work order has been fulfilled, the case is closed out automatically in the CSC, and the customer is notified. Public Works reports significant time savings because staff no longer needs to “cut-and-paste” from one system to the other, and citizens notice that their requests are closed out more quickly.

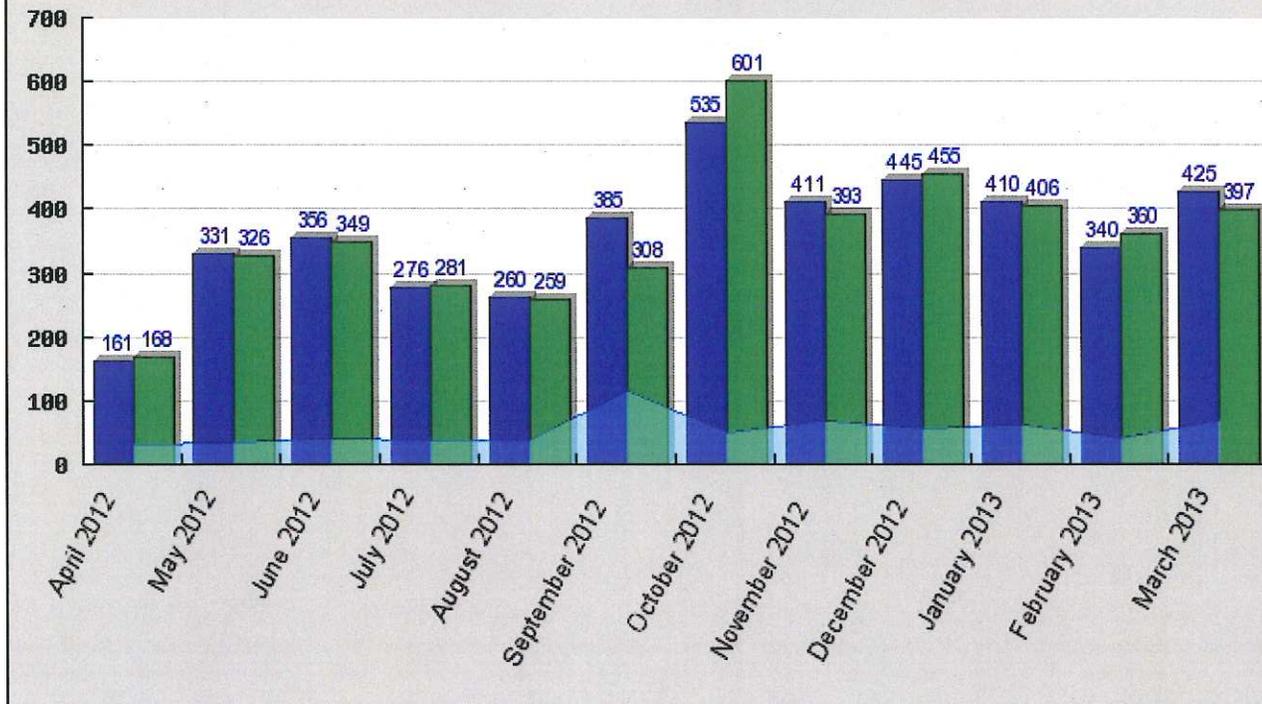
February also marked the first anniversary for the City’s relationship with GovOutreach as our CSC provider. Public acceptance of the CSC has grown steadily over the year. The number of registered users now stands at 1581 (up 25% from last quarter). The number of requests handled by the CSC this quarter has grown from 443 to 1175, up 165% over the same period last year. Mobile devices remain the most popular way for users to report items that need the City’s attention.

Public acceptance of the CSC is further documented by the overwhelmingly positive survey responses received from users. Nearly 90% of all respondents state that the service they received exceeded their expectations and less than 5% stated that the service failed to meet expectations.

## Open Vs. Closed Requests by Month

For Date Period 04/01/2012 through 03/31/2013

■ Opened ■ Closed ■ Requests Open at End of Month



## BY THE NUMBERS

- **Knowledgebase (FAQ)**
  - 30 Categories
  - 415 Articles
- **Service Requests**
  - 8 Departments Represented (Including the Pasadena Humane Society)
  - 61 Unique Service Requests
- **Users \***
  - 1,581 Registered Users

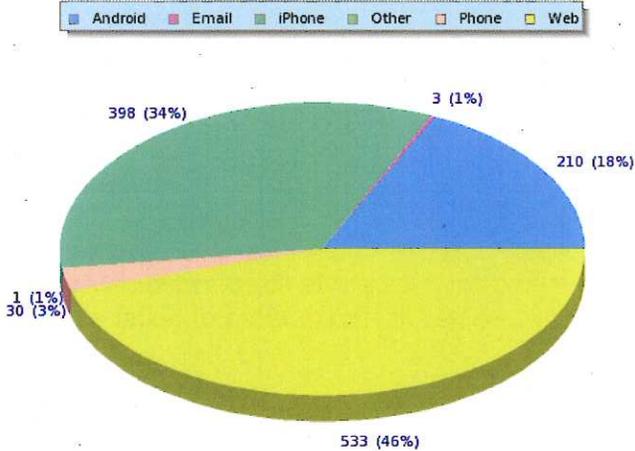
\* Does not include "anonymous" users

## QUARTERLY HIGHLIGHTS

- 1,175 Service Requests received by staff
  - 165% Increase over the Q-2 FY'12!
  - 51% Handled by Public Works' SMIWM
  - 18% Handled by Planning's Code Compliance
  - 98% closed on or before due date
- Mobile devices have become the most popular way to report issues.
  - 46% i-Phone / i-Pad
  - 18% Android

### How Requests Are Reported

For Date Period From 01/01/2013 Through 03/31/2013

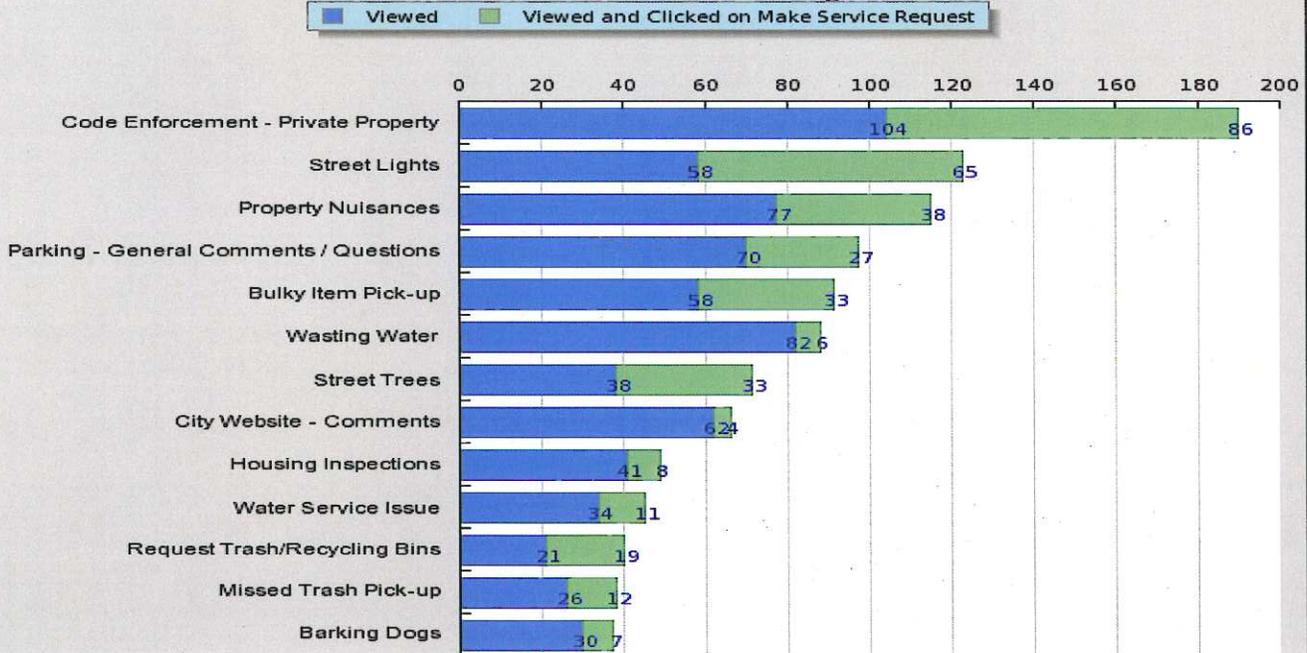


### Pasadena Most Popular Knowledge Based Topics January 1, - March 31, 2013

Rank	Topic	Total Views
1	Code Enforcement - Private Property	190
2	Street Lights	123
3	Property Nuisances	115
4	Parking - General Comments / Questions	97
5	Bulky Item Pick-up	91
6	Wasting Water	88
7	Street Trees	71
8	City Website - Comments	66
9	Housing Inspections	49
10	Water Service Issue	45
11	Request Trash/Recycling Bins	40
12	Missed Trash Pick-up	38
13	Barking Dogs	37

### Frequently Asked Questions Usage

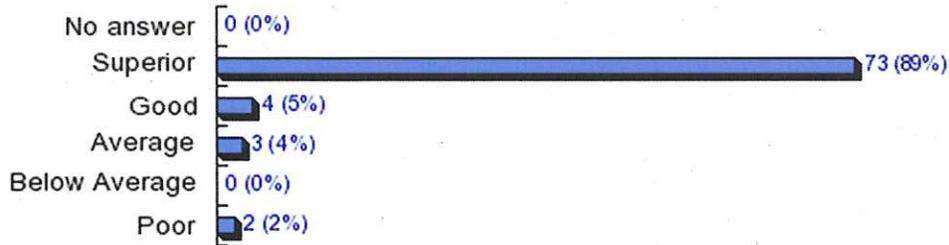
For Date Period From 01/01/2013 Through 03/31/2013



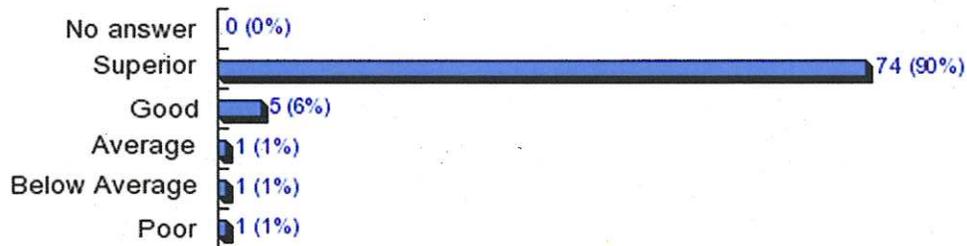
**Customer Satisfaction Survey Results**  
**For Date Period From 01/01/2013 Through 03/31/2013**

82 Surveys filled out this time period. 960 Requests closed this time period with 679 surveys sent.

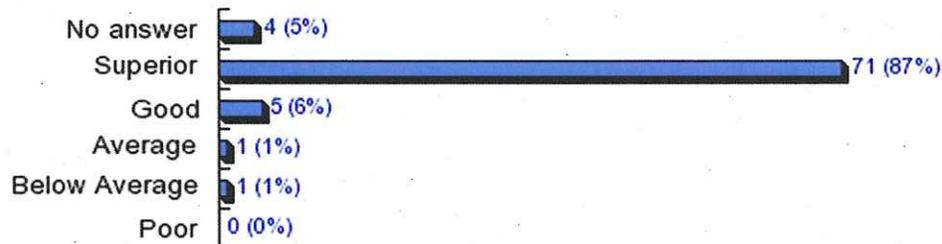
**Employee Effectiveness**



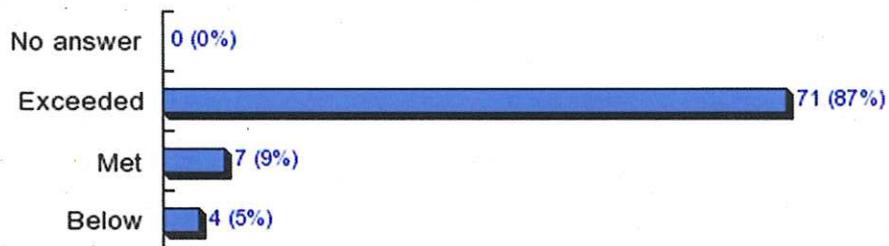
**Time to Respond**



**Employee Courtesy**



**Expectations Met**





**MEMORANDUM – CITY OF PASADENA**  
**Human Services and Recreation Department**

DATE: April 30, 2013  
TO: Michael Beck, City Manager  
FROM: Mercy Santoro, Director – Human Services & Recreation  
SUBJECT: VITA – Volunteer Income Tax Assistance Program at Villa-Parke

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The Volunteer Income Tax Assistance (VITA) program has been provided at the Villa-Parke Community Center for the last 12 years and provides a valuable service to both residents and the community at-large. Villa Parke Community Center staff members along with the assistance of six volunteers recently completed the income tax assistance program for 2012 returns. Tax credits received by the community for 2012 amounted to \$581,072, which can potentially be reinvested by consumers in Pasadena. Low-income residents received free tax preparation services from February 1 to April 15, 2013 and the following is a breakdown of VITA program results:

**Returns Prepared**

Number of Tax Returns Prepared 501

**Tax Credits Received**

Child Tax Credit (CTC) \$141,712  
Additional CTC \$112,550  
Earned Income Credit (EIC) \$251,498  
Education Credit \$ 8,471

**Total Refunds \$581,072**

**Other Useful Information**

Average Refund \$ 1,550  
Average Earned Income Credit \$ 1,677  
Average Filer Income \$ 18,334

**Forestry Operation  
Tree Removal List  
May- 2013**

#	Address	Sites		Species	Dbh		District	Condition	Comments/Actions
109	CEDAR ST	F	1	TOMLINSON ASH	42	"	1	<b>EMERGENCY REMOVAL:</b> LARGE TEARDOWN WOUND ON CO-DOMINANT LEADER, MULTIPLE TEARDOWN WOUNDS ON REMAINING SCAFFOLDS, DECAYING STUB FROM WINDSTORM FAILURE, EXTENSIVE ROOT PRUNING FOR SIDEWALK REPAIR, RECENT SIDEWALK DAMAGE FROM TREE MOVEMENT IN ROOT PRUNED AREA	REMOVED 04/16/13
1501	EL MOLINO AVE /N	F	1	SOUTHERN MAGNOLIA	1	"	1	EXCESSIVE SOIL BUILD-UP OVER LOWER TRUNK COVERING FLARE	TREE REMOVAL PENDING
1885	EL MOLINO AVE /N	S	1	CAROLINA LAUREL CHERRY	9	"	1	SEVERE HEARTWOOD ROT, VERTICAL TRUNK DECAY WITH TERMITES, SUNSTABLE IN GROUND, MODERATE POTENTIAL FOR ROOT FAILURE	TREE REMOVAL PENDING
1415	EL SERENO AVE	F	2	BOTTLE TREE	13	"	1	<b>EMERGENCY REMOVAL:</b> 100% DEAD TREE, CRACKS AND SPLITS, LINE CLEARED	REMOVED 04/18/13
1659	GARFIELD AVE /N	F	1	COAST LIVE OAK	9	"	1	COMPLETELY DEAD OAK TREE HEDGE PRUNED	TREE REMOVAL PENDING
394	HIGHLAND ST	F	1	CAMPHOR TREE	1	"	1	DEAD TREE, THERE IS MECHANICAL DAMAGE TO LOWER TRUNK, BURIED ROOT BALL	TREE REMOVAL PENDING
1458	NAVARRO AVE	F	1	SIBERIAN ELM	25	"	1	TREE IS IN POOR CONDITION WITH PEELING BARK, DECAYED SCAFFOLD TIPS, SPLITTING TRUNK	TREE REMOVAL PENDING
	ROSE BOWL, AREA H	N/A	4	LIQUIDAMBAR	26	"	1	LEADER AND CANOPY FAILURE DURING WINDSTORM	TREE REMOVAL PENDING
	ROSEMONT/WASHINGTON TRAIL	N/A	N/A	CANARY ISLAND PINE	23	"	1	DEAD TREE WITH BORER HOLES, SCAFFOLD DECAY	TREE REMOVAL PENDING
880	SECO ST	F	1	COAST LIVE OAK	26	"	1	99% DEAD TREE WITH LARGE DECAYING TRUNK WOUND, TERMITES, SCAFFOLD WOUND WITH DECAY	TREE REMOVAL PENDING
890	SECO ST	F	1	COAST LIVE OAK	28	"	1	99% DEAD, BORERS, CRACKED AND SPLITTING BARK	TREE REMOVAL PENDING
1980	SUMMIT AVE	F	1	COAST LIVE OAK	27	"	1	DEAD TREE, BORER HOLES, MINOR BARK CRACKING, NO THER EXTERIOR VISIBLE DEFECTS, 35-40 DEGREE SELF CORRECTED LEAN	TREE REMOVAL PENDING
271	WYOMING ST	F	2	CAROB TREE	27	"	1	CAVITIES WITH TERMITES, DECAY, HEARTROT ON MULTIPLE SIDES OF TRUNK, EXCESSIVE CANOPY WEIGHT ON PROPERTY SIDE DUE TO PROXIMITY OF ADJACENT POWER POLE	TREE REMOVAL PENDING
790	ALLEN AVE /N	F	1	COAST LIVE OAK	10	"	2	LARGE PORTION OF CANOPY AND SCAFFOLD FAILURE DURING WINDSTORM, WOOD BORERS, CRACKS AND SPLITS THROUGHOUT	TREE REMOVAL PENDING

#	Address	Sites		Species	Dbh		District	Condition	Comments/Actions
976	ATCHISON ST	F	1	CAMPHOR TREE	2	"	2	DEAD TREE, MECHANICAL DAMAGE AT ROOT BALL AND MAIN TRUNK	TREE REMOVAL PENDING
1270	CHESTER AVE /N	F	1	COAST LIVE OAK	1	"	2	COMPACTED ROOT ZONE, ROCKS STACKED AT ROOT CROWN AND LOWER TRUNK	TREE REMOVAL PENDING
1570	LAS LUNAS ST	S	4	CARROTWOOD	7	"	2	<b>EMERGENCY REMOVAL:</b> SECONDARY SCAFFOLD AND PRIMARY LEADER FAILURE. CANOPY OFF BALANCE AND BEYOND REPAIR	REMOVED 04/25/13
1681	LOCUST ST	F	1	BOTTLE TREE	28	"	2	<b>EMERGENCY REMOVAL:</b> 100% DEAD TREE, CRACKS AND SPLITTING AT CROTCH AND TRUNK, FUNGUS	REMOVED 04/23/13
1545	MONTE VISTA ST	F	1	CAROB TREE	41	"	2	DEAD TREE, SPLIT DEVELOPING THROUGHOUT TREE, CHECKERED AND SPLITTING BARK, FUNGUS AT ROOT CROWN	TREE REMOVAL PENDING
1295	ORANGE GROVE BLVD /E	F	1	COAST LIVE OAK	27	"	2	95% DEAD TREE, TRUNK CAVITY WITH CARPENTER ANTS AND TERMITES, HEARTWOOD DECAY.	TREE REMOVAL PENDING
1145	SIERRA BONITA AVE /N	F	1	BOTTLE TREE	25	"	2	DEAD TREE, CRACKS AND SPLITS, ROOT PRUNED, CONKS	TREE REMOVAL PENDING
796	BROOKS AVE	F	1	PURPLE-LEAF PLUM	4	"	3	DEAD TREE, SPLITTING TRUNK AND SCAFFOLDS, PEELING BARK, WOOD BORERS, MECHANICAL DAMAGE AT ROOT CROWN	TREE REMOVAL PENDING
265	EUCLID AVE /N	F	1	SWAMP MAHOGONY	38	"	3	MAJOR WINDSTORM DAMAGE TO CANOPY, STUBS, SPLITTING BRANCH ATTACHMENTS WITH SPROUT GROWTH THROUGHOUT ENTIRE TREE. RECENTLY ROOT PRUNED FOR SIDEWALK REPAIR. TREE IS IN POOR CONDITION	TREE REMOVAL PENDING
1092	GARFIELD AVE /N	F	1	MEXICAN FAN PALM	25	"	3	<b>EMERGENCY REMOVAL:</b> FIRE HAZARD, PALM GROWTH INTO HIGH VOLTAGE WIRES	REMOVED 04/23/13
1193	MARENGO AVE /N	F	1	CAMPHOR TREE	62	"	3	DEAD TREE ROOT PRUNED SIDEWALK AND STREET SIDE	TREE REMOVAL PENDING
30	MOUNTAIN ST /W	F	2	SILVER DOLLAR GUM	1	"	3	NO EXTERIOR VISIBLE DEFECTS ASSOCIATED WITH DEAD TREE	TREE REMOVAL PENDING
21	PAINTER ST	F	10	BRONZE LOQUAT	10	"	3	DEAD TREE WITH MULTIPLE SCAFFOLD WOUNDS FROM VEHICLE STRIKES, SPLITS, LOOSE AND PEELING BARK	TREE REMOVAL PENDING
507	WASHINGTON BLVD /E	F	1	CAMPHOR TREE	1	"	3	DEAD TREE, EXCESSIVE SOIL BUILD-UP OVER THE LOWER TRUNK	TREE REMOVAL PENDING
45	WASHINGTON BLVD /E (LA PINTOESCA PARK)	N/A	N/A	CANARY ISLAND PINE	47	"	3	DEAD TREE, SIGNS OF WOOD BORERS	TREE REMOVAL PENDING
1094	BELLA VISTA AVE	S	1	MODESTO ASH	6	"	4	<b>EMERGENCY REMOVAL:</b> SPLITTING AT CROTCH, ROOT ZONE AND TURF MOVEMENT IN DIRECTION OF LEAN, BUTTRESS DECAY	REMOVED 04/08/13
1094	BELLA VISTA AVE	S	2	COAST LIVE OAK	29	"	4	99% DEAD TREE, NUMEROUS DECAYING SCAFFOLD FAILURES RELATED TO WINDSTORM	REMOVED 04/08/13

#	Address	Sites		Species	Dbh		District	Condition	Comments/Actions
2775	CALIFORNIA BLVD /E	F	1	COAST LIVE OAK	2	"	4	DEAD TREE, GIRDLING, POOR TRUNK TAPER AT ROOT CROWN	TREE REMOVAL PENDING
2450	DEL MAR BLVD /E	F	2	HOLLY OAK	16	"	4	DEAD TREE, DECAYING TRUNK WOUND WITH TERMITES AND CONK	TREE REMOVAL PENDING
3100	DEL MAR BLVD /E (EATON BLANCHE PARK)	N/A	N/A	HOLLY OAK	11	"	4	DEAD TREE IN COMPACTED ROOT ZONE, CRACKS, SPLITTING, PEELING BARK, CAVITIES, DECAY	TREE REMOVAL PENDING
2286	LAS LUNAS ST	S	2	SIBERIAN ELM	28	"	4	MULTIPLE DECAYING SCAFFOLD STUBS WITH CAVITIES AND TERMITES, MINOR TRUNK AND SCAFFOLD SPLITS	TREE REMOVAL PENDING
1215	MEDFORD RD	F	2	SILVER MAPLE	10	"	4	DEAD TREE, OFF BALANCE, DECAYING TRUNK WOUND, BROKEN ROOTS AT BUTTRESS	TREE REMOVAL PENDING
1215	MEDFORD RD	F	3	MEXICAN FAN PALM	15	"	4	<b>EMERGENCY REMOVAL:</b> PUBLIC SAFETY HAZARD. TRUNK OF PALM TREE OVERLAPPING SIDEWALK INTO PEDESTRIAN PATH	REMOVED 04/17/13
1520	OLD HOUSE RD	F	2	CALIFORNIA PEPPER	20	"	4	DEAD TREE, LINE CLEARED, DCAFFOLD DECAY, CAVITIES, TERMITES	TREE REMOVAL PENDING
2490	ORANGE GROVE BLVD /E	F	1	COAST LIVE OAK	29	"	4	DEAD TREE IN COMPACTED SOIL, GIRDLED SURFACE ROOTS, SCAFFOLD DECAY, BORERS	TREE REMOVAL PENDING
3161	ORANGE GROVE BLVD /E	F	2	HOLLY OAK	12	"	4	<b>EMERGENCY REMOVAL:</b> STRUCK BY VEHICLE, SPLITTING TRUNK	REMOVED 04/17/13
2575	PALOMA ST (VICTORY PARK)	N/A	N/A	DEODAR CEDAR	14	"	4	DEAD TREE, COMPACTED ROOT ZONE, WOOD BORERS	TREE REMOVAL PENDING
758	GARFIELD AVE /N	F	1	HOLLY OAK	9	"	5	<b>EMERGENCY REMOVAL:</b> DEAD TREE, RESTRICTED ROOT DEVELOPMENT, SPLITTING TRUNK AND CROTCH, LINE CLEARED	REMOVED 04/18/13
766	HOWARD ST /E	F	2	CAMPHOR TREE	13	"	5	DEAD TREE, LINE CLEARED, OAK ROOT FUNGUS	TREE REMOVAL PENDING
816	RIO GRANDE ST	F	1	INCENSE CEDAR	21	"	5	90% DEAD TREE, LOWER TRUNK WOUND WITH BORER HOLES, MINOR HARDWOOD SPLITTING	TREE REMOVAL PENDING
290	WILSON AVE /N	F	2	BRISBANE BOX	1	"	5	EXCESSIVE SOIL BUILD-UP OVER ROOT CROWN, NO TRUNK TAPER	TREE REMOVAL PENDING
461X	ARROYO BLVD /S (BIRD SANCTUARY)	N/A	N/A	COAST LIVE OAK	11	"	6	DEAD TREE, BORERS, SPLITS, BLEEDING, DECAY	TREE REMOVAL PENDING
340	BELLEVUE DR /W	F	4	CALIFORNIA FAN PALM	28	"	6	TRUNK OF DEAD PALM IS DEVELOPING SPLITS, NO OTHER VISIBLE DEFECTS	TREE REMOVAL PENDING
1190	BROOKMERE RD	S	2	PURPLE-LEAF PLUM	1	"	6	DEAD TREE WITH GIRDLING ROOTS	TREE REMOVAL PENDING
721	PASADENA AVE /S	N/A	N/A	VICTORIAN BOX	17	"	6	DEVELOPING CRACKS AND SPLITS	REMOVED 4/19/2013
721	PASADENA AVE /S	N/A	N/A	AUSTRALIAN BRUSH CHERRY	15	"	6	TRUNK AND LEADER TEARDOWN WOUNDS WITH DECAY	REMOVED 4/19/2014
721	PASADENA AVE /S	N/A	N/A	PECAN	13	"	6	MAIN LEADER FAILURE	REMOVED 4/26/2013
721	PASADENA AVE /S	N/A	N/A	JACARANDA	7	"	6	SPLITTING SCAFFOLD WITH DECAY AND FUNGUS BORERS AT LOWER TRUNK	REMOVED 4/19/2013

#	Address	Sites		Species	Dbh	District	Condition	Comments/Actions
721	PASADENA AVE /S	N/A	N/A	VICTORIAN BOX	33	"	6	SPLITTING TRUNK WOUND WITH DECAY AND BORERS REMOVED 4/19/2014
721	PASADENA AVE /S	N/A	N/A	MACADAMIA	20	"	6	DIEBACK, SPLITTING TRUNK, CHECKERED BARK, TERMITES REMOVED 4/19/2015
721	PASADENA AVE /S	N/A	N/A	COAST LIVE OAK	18	"	6	DECAY, TERMITES OVERTAKEN BY IVY REMOVED 4/26/2013
850	ARROYO PKWY /S	F	1	FERN PINE	18	"	7	DEAD TREE, BARK AND HEARTWOOD MECHANICAL DAMAGE TO TRUNK, SMALL SCAFFOLD CAVITIES WITH DECAY TREE REMOVAL PENDING
1127	DEL MAR BLVD /E	F	2	COAST LIVE OAK	4	"	7	DEAD TREE, MAIN LEADER FAILURE, MECHANICAL DAMAGE TO LOWER TRUNK. TREE REMOVAL PENDING
1731	DEL MAR BLVD /E	F	1	HOLLY OAK	16	"	7	DEAD TREE, SPLIT DEVELOPING THROUGHOUT TRUNK, SCAFFOLDS AND AREAS OF INCLUDED BARK, EXTREMELY COMPACTED SOIL TREE REMOVAL PENDING
600	GREEN ST /E	F	2	INDIAN LAUREL FIG	2	"	7	LOWER TRUNK HAS BEEN COVERED WITH SOIL TREE REMOVAL PENDING
1258	HILLCREST AVE	F	3	CANARY ISLAND DATE PALM	26	"	7	DEAD PALM TREE, BOTTLENECKED TRUNK, NESTING HOLE REMOVED 04/24/13
252	LAKE AVE /S	M	1	WINDMILL PALM	4	"	7	PALM STRUCK BY VEHICLE, LOSS OF CROWN TREE REMOVAL PENDING
945	LOS ROBLES AVE /S	F	1	HOLLY OAK	3	"	7	DEAD TREE, SPLITTING TRUNK, POOR ROOT DEVELOPMENT TREE REMOVAL PENDING
1026X	OAK KNOLL AVE /S	F	1	CAMPHOR TREE	2	"	7	DEAD TREE, NO TRUNK TAPER, MECHANICAL DAMAGE TO TRUNK, LOWER TRUNK SPLITS TREE REMOVAL PENDING
1244	WENTWORTH AVE	F	1	GUADALUPE PALM	N/A		7	DEAD PALM TREE HAS NO EXTERIOR VISIBLE DEFECTS REMOVED 04/24/13
1244	WENTWORTH AVE	F	3	GUADALUPE PALM	N/A		7	NO GROWTH PRODUCTION FROM HEAD OF PALM, PRIMARILY SECONDARY GROWTH, NO OTHER VISIBLE DEFECTS REMOVED 04/24/13

# PROJECT PLANNING SCHEDULE

4/29/2013

April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

- April 29, 2013: Legacy Coordination Meeting (10:15am/ Admin)
- April 29, 2013: Weekly Update Meeting (11am/ Conference Room)
- April 29, 2013: Finance Committee Meeting (1pm/ Council Chambers)
- May 1, 2013: Police Drivers Training Course (7am-4pm/ South Lot F)
- May 1, 2013: IMG Weekly Meeting (2pm/ Conference Room)
- May 1, 2013: Local Hiring Advisory Group (4pm/ Brookside)
- May 1, 2013: WPRA Meeting and Tours (5pm)
- May 2, 2013: RBOC Meeting (6:30pm/ Brookside)
- May 2-3, 2013: Camera seat and pedestal installation at Level E Camera Baskets
- May 4-5, 2013: UCLA Select A Seat
- May 6, 2013: Legacy Coordination Meeting (10:15am/ Admin)
- May 6, 2013: Gate A/ Apron Planning meeting (11:30am/ Media Center)
- May 7, 2013: Basketball Banquet (Media Center)
- May 8, 2013: IMG Weekly Meeting (2pm/ Conference Room)
- May 8, 2013: First Tee Fundraiser (6pm/ Field and Pavilion)
- May 9, 2013: Neighborhood Breakfast (7:30am/ Brookside)
- May 10, 2013: Cal Tech Play on the Field
- **May 12, 2013: Flea Market**
- May 13, 2013: Legacy Coordination Meeting (10:15am/ Admin)

- May 13, 2013: Weekly Update Meeting (11am/ Conference Room)
- May 13, 2013: Police Drivers Training Course (7am-4pm/ South Lot F)
- May 15, 2013: IMG Weekly Meeting (2pm/ Conference Room)
- May 15, 2013: Director's Circle Dinner (Field)
- May 15, 2013: Police Command Staff Tour (Tentative)
- May 15, 2013: Food Truck Night (Lot F/ 5pm)
- May 16, 2013: Field Event
- May 17, 2013: NFL Players Event Load- In
- May 18, 2013: NFL Players Event
- May 18, 2013: Bimmerfest
- May 19, 2013: Pavilion Open House