OFFICE OF THE CITY MANAGER

January 8, 2015

To the Honorable City Council
of the City of Pasadena

Mayor and Councilmembers:

WEEKLY NEWSLETTER

1. Pasadena Water and Power 2014 Annual Report Now Available:

Pasadena Water and Power ("PWP") has released its 2014 Annual Report. The report includes several milestones on how the utility continued with Phase 1 of the Recycled Water Project, conducted an extensive multimedia campaign to tame water waste, exceeded its annual renewable energy targets and broke ground on one of the largest capital improvement projects in the City's history. With the theme "Stewardship for the Future," the 50-page report summarizes PWP's accomplishments and progress on key initiatives, while providing detailed data on the utility's financial health. The attached memorandum from Phyllis Currie, General Manager, provides additional detailed information on the 2014 Departmental Annual Report.

2. New Year's Activity Reports:

Once again, Pasadena rang in the New Year with style. Attached are memorandums from various department directors that provide recaps and statistics from their respective departments. This year's parade and game clean-up were once again successfully completed by the Public Works crews. Out of the 100 tons collected, 51 tons were diverted for recycling.

3. Two Overnight Interruptions of City Telephone Service, January 13 & 14 between 6PM and 7AM:

According to Phillip Leclair, Chief Information Officer for the Department of Information Technology, planned electrical upgrades supporting the City's PBX telephone system will cause an interruption to telephone service at all City facilities overnight both Tuesday, January 13th and Wednesday, January 14th. Callers dialing most City telephone numbers with a "744-" prefix will hear a recording advising them of system maintenance and a list of emergency telephone numbers to call for assistance. 911 Emergency Services, Fire Stations and Water & Power outage reporting lines will remain available. If you have any

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questions about the planned outage, please contact Kevin Hughes – IT Infrastructure Manager at 626-744-7800.

4. Urban Forest Management Plan – Share Your Input:

As referenced in the October 16, 2014 City Manager Newsletter, the Department of Public Works retained Dudek, a California-focused environmental and local Pasadena firm to develop an Urban Forest Management Plan (UFMP). The UFMP will update and consolidate the City of Pasadena's public tree management practices, guidelines for tree protection, and information on the tree ordinance into one document. The UFMP will also include a strategic vision which will allow the City to set goals and objectives for the management of the urban forest.

As an initial step in the development of the UFMP, the Department of Public Works and Dudek have developed an online survey that will help gauge the public's opinions on the importance of Pasadena's urban forest. According to Siobhan Foster, Director of Public Works, Pasadena residents, businesses, and visitors are encouraged to participate in this survey to help guide and shape public tree policies. The results of the 10-minute survey will be used as an essential component of the UFMP.

To participate in the survey, please visit the City of Pasadena website at www.cityofpasadena.net/publicworks/urbanforestsurvey. Residents, businesses, and visitors will also be encouraged to participate in the survey via a media release, Neighborhood Connections, social media, Field Representatives, and direct outreach to key stakeholders including but not limited to the Pasadena Chamber of Commerce and business districts. The survey will be available until February 1, 2015. For additional information, please contact the Pasadena Citizen Service Center at (626) 744-7311.

5. Pasadena Police Calls for Service Report – December 2014:

Attached is the Preliminary Monthly Statistical Report for the month of December 2014 from Phillip L. Sanchez, Chief of Police. This report is based on report calls for service rather than the uniform crime reports (UCR) stats. The report reflects specific call types that resulted in a report/arrest disposition sorted by Service Area and Council District.

6. Permit Issuance for Armenian Genocide Memorial:

On January 2, 2015, the Department of Public Works issued a Public Works permit for the construction of the Armenian Genocide Memorial at Memorial Park. The proposed memorial was reviewed by the Recreation and Parks Commission on July 16, 2013 and approved by the City Council on September 9, 2013. Since that time, the Department of Public Works worked with the applicant, the Pasadena Armenian Genocide Memorial Committee, to facilitate project commencement. The memorial will be constructed in the northwest corner of the park. The attached memorandum from Siobhan Foster, Director of Public Works provides additional

detailed information which includes an overall perspective view, location within Memorial Park and construction staging and fencing plan.

7. <u>Citizen Service Center Activity Report Update – December</u>:

I have attached the December Monthly Activity Report from Siobhan Foster, Director of Public Works that outlines the recent developments and metrics related to the operation of the Pasadena Citizen Service Center. The Citizen Service Center finished strong in December experiencing a 73.95% service level (percentage of calls answered within 30 seconds) and 6,595 total calls answered.

Respectfully Submitted,

JULIE A. GUTIERREZ
Assistant City Manager

/attachments

PASADENA WATER AND POWER

MEMORANDUM

December 30, 2014

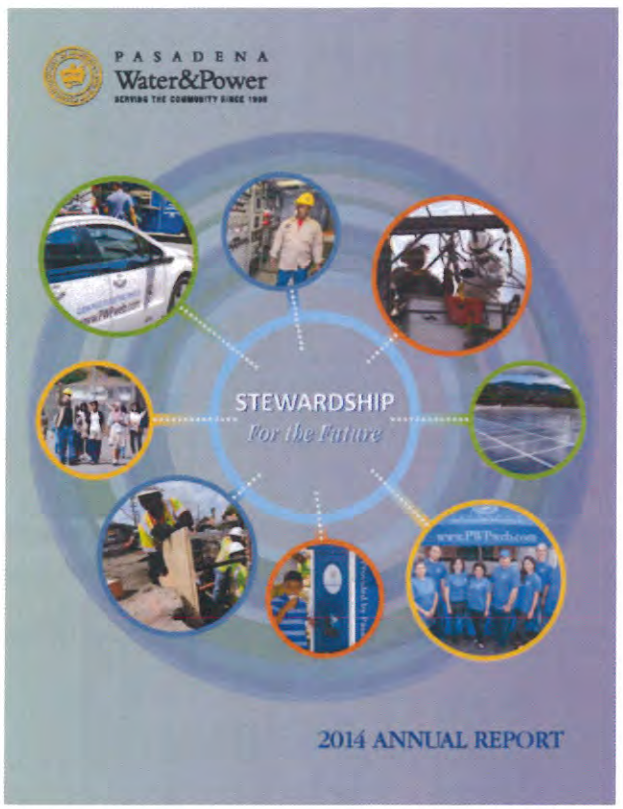
To: Michael J. Beck
City Manager

From: Phyllis E. Currie
General Manager

Subject: **City Manager Newsletter Items**

Pasadena Water and Power 2014 Annual Report Now Available

Pasadena Water and Power ("PWP") has released its 2014 Annual Report. The report includes several milestones on how the utility continued with Phase 1 of the Recycled Water Project, conducted an extensive multimedia campaign to tame water waste, exceeded its annual renewable energy targets and broke ground on one of the largest capital improvement projects in the City's history.



With the theme "Stewardship for the Future," the 50-page report summarizes PWP's accomplishments and progress on key initiatives, while providing detailed data on the utility's financial health.

"PWP continues to focus on operating efficiently and effectively to provide our customers with the highest level of service," wrote PWP General Manager Phyllis E. Currie in an opening message. "As today's stewards of Pasadena's community-owned utility, it is our responsibility to ensure that PWP remains strong and viable for the future."

With the aim of using limited resources wisely and crafting a sustainable future, PWP increased water-saving rebates in 2014 to help customers make progress toward a 20 percent conservation goal. PWP's Turf Removal Program showed an increase in customer participation of 47 percent. At the same time, PWP issued the Notice of Preparation for the Environmental Impact Report for Phase I of a new Recycled Water Project to irrigate public landscapes, with construction expected to begin in 2015. Upon full completion, the 6-phase project has a maximum capacity to save 3,000 acre-feet of water each year.

On the energy side, PWP exceeded its renewable energy target in 2014, meeting 27.2 percent of customer demand with green power. The utility initiated a community effort to update its 20-year Power Integrated Resource Plan, launched a high-tech Outage Management System ("OMS") to speed repairs and improve communication with customers, and began construction of a multi-million-

dollar repowering project at the City's historic Glenarm Power Plant to provide clean, efficient, reliable natural-gas fueled power to meet Pasadena's energy needs into the future.

All totaled, PWP invested more than $81.9 million in capital improvements and contributed nearly $18.7 million to the City's General Fund to support facilities, programs and services.

PWP's 2012 and 2013 Annual Reports received the American Public Power Association ("APPA") Award of Merit, given to select utilities that show "creativity in copy, design, financial data, graphics, organization and communicating the utility's story."

The 2014 Annual Report and previous reports are available at PWPweb.com/Annual_Reports.

MEMORANDUM - CITY OF PASADENA
DEPARTMENT OF PUBLIC WORKS

DATE: January 8, 2015

TO: Michael J. Beck, City Manager

FROM: Siobhan Foster, Director of Public Works

RE: Department of Public Works – FY 2015 New Year's Events Recap

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Beginning in August of each year, the Department of Public Works initiates preparations for the Rose Parade, Rose Bowl Game, and post-parade activities. The bulk of the work commences in October and continues through mid-January.

Below is an overview of the Department of Public Works involvement and accomplishments in support of the New Year's festivities.

Pre-Parade Activities:

- Accessibility & Disability (ADA) Improvements
    - Installed two new ADA compliant curb ramps at Sierra Madre Boulevard and Villa Street on median island;
    - Created ADA compliant seating area on Sierra Madre Boulevard median island between Villa Street and Del Vina Street;
    - Set-up 20 channel irons in ADA area along Sierra Madre strip;
    - Upgraded existing curb ramp to ADA standards at Colorado Boulevard and St. John Avenue on the northwest corner of intersection; and
    - Upgraded two existing curb ramps to ADA standards at Sierra Madre Boulevard and Villa Street on the northeast and northwest corners of intersection.
- Permitting
    - Issued encroachment permits for grandstand placement and freeway/ramp closures, with pre- and post-inspections required for permit compliance.
- Traffic signals/traffic control
    - Coordinated with Tournament of Roses (TOR) staff on pedestrian and circulation safety within parade formation area;
    - Deployed 2,000 barricades and five changeable message signs for traffic control throughout City;
    - Removed traffic signals mast arms along parade route (22 mast arms; six street light poles; and six traffic signal poles);
    - Installed temporary mast arms along parade route (15 mast arms; 3 signal poles; and 2 street lights);

  - Installed 5,000 "No Parking" signs;
  - Installed temporary power for TOR operations trailers;
  - Installed temporary power on streetlights at six locations for TOR security cameras;
  - Ordered temporary restricted parking, traffic control, and shuttle signage; and
  - Removed one State Route 134 freeway sign.
- Painting
  - 5-miles of pink lines (for floats to follow along parade route);
  - 10-miles of blue line (honor lines for parade viewers to move into street);
  - Lines for float formation stalls;
  - Red curbs along parade route to improve safety;
  - Restroom at Area H;
  - Restrooms by Pasadena High School parking lot and wall on Sierra Madre Villa Avenue (animation lot);
  - Trash bins at Victory Park parking lot and by Pasadena High School parking lot;
  - TV corner reserved media spaces; and
  - Yellow safety poles and swing gates.
- Infrastructure support
  - Completed hazard inspections of median islands and park areas;
  - Constructed equestrian ramp in Pasadena High School parking lot for access to Victory Park;
  - Inspected and cleaned sewer lines on Colorado Boulevard;
  - Inspected and repaired street/pedestrian lighting along parade route;
  - Inspected sidewalks along parade route and adjacent streets;
  - Installed 100 catch basin inlet covers to prevent storm drain contamination; and
  - Repaired pot holes and damaged sidewalks along Colorado Boulevard and Orange Grove Boulevard.
- Installations
  - 200' x 14' of decomposed granite on Sierra Madre Boulevard median island north of Villa Street;
  - 250 linear feet of 10' x 50' encasement tarp to improve aesthetics of trash collection area under grandstand seating area on Orange Grove Boulevard;
  - Covered sprinklers on Sierra Madre strip and at Pasadena High School turf to eliminate trip hazards;
  - Fence in front of Norton Simon Museum;
  - Mulch and sawdust under grandstand seating areas;
  - Temporary ADA (blue tape) viewing areas at Paseo Colorado and on Colorado Boulevard and St. John Avenue;
  - Temporary fence at Defenders Parkway to protect trees;
  - TOR operations parking stalls on Green Street west of Orange Grove Boulevard; and
  - TOR parking assignment stalls on Arbor Street.

- Other preparations
  - Emptied trash containers and retrieved personal belongings under grandstands during Rose Parade;
  - Cleaned and emptied trash containers in Defenders Parkway;
  - Coordinated restroom placement at Pasadena High School to mitigate trip hazards;
  - Hosted Threat Assessment and Response Team (TART) in back-up Emergency Operations Center (EOC) including:
    - Assisting with law enforcement remote communication systems; and
    - Providing parking for multiple agencies working to ensure safety of Pasadena residents and visitors.
  - Marked irrigation main lines and valve boxes in Sierra Madre Boulevard medians;
  - Performed major plumbing sweep and repairs in Central Park, Memorial Park, and Victory Park restrooms; and
  - Provided security at Central Park and Memorial Park to prevent illegal parking.
- Tree pruning and preparation activity at the following sites
  - Backfilled tree wells along parade route;
  - Colorado Boulevard and Orange Grove Boulevards;
  - Central Park, Defenders Parkway, Memorial Park, and Victory Park;
  - Park and Ride Lot at San Gabriel Boulevard and Corson Street;
  - Pasadena High School parking lot; and
  - Vicinity of Parson's Corporation bus transportation areas.
- Removals
  - Bus benches and refuse containers along parade route;
  - Disabled Big Belly trash receptacles to secure doors; and
  - News racks, sidewalk dining and other street furniture.

<u>Activities in Post-Parade Area</u>:

- Cleaned post-parade area January 1 through 3;
- Deployed seven changeable message signs for in- and out-bound traffic;
- Hand swept gutters in post-parade area;
- Installed temporary ADA asphalt ramps at various locations throughout post-parade venue;
- Installed fence around post-parade viewing areas to keep public off private property;
- Installed 100 benches throughout post-parade area;
- Provided electrical support and temporary power needed for Post-Parade float viewing at Victory Park;
  - Redesigned PA system, pulled cabling into existing underground conduits, wired poles internally rather than on exterior of poles, and installed smaller compact brackets;
  - Cabling and brackets will remain in place and reduce work in future years to install/remove speakers only; and

        - In previous years all cabling, speakers and mounting brackets for PA system were installed temporarily for post-parade and then removed.
    - Received floats in post-parade area;
    - Removed barricades along the parade routes;
    - Restored Pasadena High School parking lot area on January 4 for Pasadena Unified School District's use on January 5;
    - Secured streets while temporary fencing was removed and traffic signals were re-installed and made operational;
    - Set-up "No Left Turn" signs with delineators at 12 intersections; and
    - Staffed post-parade area.

<u>Parade & Post-Parade Area Cleanup</u>:

- Environmental stewardship
    - Utilized 112 workers; eight dump trucks; eight skip loader/backhoes; eight sweepers; three packers; and 10 pick-up trucks for parade route area clean up including sweeping of parade route and adjacent streets on January 1;
    - Diverted 41% of parade waste materials from landfill through recycling;
    - Recycled 10 tons of cardboard and 6,000 beverage containers from parade route; and
    - Collected 52 tons of trash from post-parade area.

<u>Rose Bowl Game</u>:

- Completed mainline sewer repair of line feeding Rosemont Pavilion;
- Coordinated Rose Bowl game recycling activities in collaboration with RBOC, Los Angeles Conservation Corps and Diamond Cleaning, including:
    - Distribution of recycling collection containers;
    - Collection of recyclable materials at hospitality locations; parking areas throughout Rose Bowl area; and Rose Bowl Concourse and seating areas;
    - Placed/serviced 30 cubic yard roll-off bins for cardboard recycling in Concourse and Area H; and
    - Power-washed interior of Area H Restroom.
- Rose Bowl area
    - Assisted Pasadena Police Department with management of vehicular and pedestrian traffic control;
    - Deployed 500 traffic cones;
    - Deployed 100 traffic signs on A-frame barricades;
    - Deployed and set-up 1,000 traffic delineators;
    - Deployed 1,500 barricades;
    - Marked irrigation main lines and valve boxes at Area H and Brookside Park;
    - Marked parking spaces in Area H and for RV parking;
    - Maintained restrooms;
    - Posted 800 "No Parking" signs;
    - Pruned trees at Parking Lots B, D, F, I and K, and Rose Bowl Concourse; and
    - Removed street light and "stop sign" post on median island in front of Rose Bowl in preparation for ESPN Zone stage build and for Beauty Shot camera.

- Inspected and tested parking lot restrooms for Brookside Park and Rose Bowl;
- Inspected and tested (video camera inspection) of Rosemont Pavilion main sewer line and major laterals;
- Painted restrooms at Area H;
- Performed plumbing sweep and repairs of Concourse; Locker Rooms; and Rose Bowl Pavilion, servicing:
    - 2 kitchens;
    - 3 shower rooms;
    - 40 drinking fountains;
    - 50 backflow devices;
    - 100 backflow devices;
    - 640 toilets;
    - 430 sinks;
    - 240 urinals; and
    - Hosed bibs.
- Provided electrical support and temporary power needed for game, including:
    - AAA trailer power;
    - Audio visual;
    - Supplied fiber and power to ESPN TV personnel/crew for Beauty Shot camera;
    - ATK temporary power;
    - Concessions;
    - CSC security power;
    - Digital Media power;
    - ESPN trailers and catering;
    - Fiber optic feeds;
    - Field operations;
    - Game day management trailers;
    - Media Tent fiber;
    - Musco temporary lighting power;
    - Pre- and post-game media;
    - Temporary power to Midnight Rain vendor production power;
    - Ticketmaster;
    - Vendor tents; and
    - Video.
- Provided emergency repairs to boilers in locker room.

<u>Post-Rose Bowl Game</u>:
- Environmental stewardship initiatives:
    - Diverted 62% of Rose Bowl Game waste materials from landfill through recycling, an increase of 6% from the 2014 diversion rate;
    - Collected 50 tons of trash from Rose Bowl area; and
    - Recycled 30 tons of cardboard and 11 tons of beverage containers from Rose Bowl area.
- Rose Bowl Game cleanup

  - Area H and I;
  - Brookside Park;
  - J East;
  - J West; and
  - Loop around Brookside Golf Course.
- Removals
  - Fence at Norton Simon Museum;
  - Mulch and sawdust after Grandstand removal; and
  - Trash; debris; and safety hazards from Grandstand areas.

<u>ESPN Radio / TV Simulcast Coverage Live from Pasadena for the Rose Bowl Game Day Broadcast</u>

- Assisted with issuance of Special Event Permit SE001-15 for subject titled event with Public Works' approval for closure of Holly Street from Marengo Avenue to Garfield Avenue for a live multi-cast of on air talk shows on January 1, 2015 from 7:00 a.m. through 4:00 p.m.;
- Provided trash service for ESPN Zone on Holly Street; and
- Provided water to anchor stage.

Post-event activities will continue through mid-January as the Department removes parking signs and barricades, uncovers catch basins, deconstructs asphalt ramps, continues to pick up recycling and so forth.

While this list is by no means exhaustive, it provides a glimpse of the support the Department of Public Works provides for the New Year's festivities.

MEMORANDUM – City of Pasadena
Police Department
January 7, 2015

TO: Michael Beck
City Manager

FROM: Phillip L. Sanchez
Chief of Police

SUBJECT: New Year's Operations Recap

After several months of preparation by the Tournament of Roses and the Pasadena Police Department, the City of Pasadena again facilitated another successful Tournament of Roses New Year's Pre-parade, Parade and Rose Bowl Game due to the efforts of hundreds of public safety personnel and Police Volunteers.

Parade Watch Operations began December 29, 2014 and lasting three days. During that time, forty-five (45) Pasadena Police Volunteers and nine (9) Youth Advisers contacted RV owners parked adjacent to the parade route and registered 399 motorhomes as part of the Parade Watch goals. Volunteers and Youth Advisors educated the public on "See Something, Say Something" and provided attendees with information pamphlets and sundries donated by local businesses. The PD Volunteers generously donated 511 hours over the three days, translating to an operational saving of $12,509.00.

During pre-parade operations, Pasadena Police Officers, Los Angeles County Sherriff's Department Deputies, and numerous Federal and State resources conducted foot and vehicle patrol, some overt and others covert. Parade route calls for service were relatively low, resulting in 11 drunk in public arrests by night-side personnel. One drunken arrest also involved misdemeanor vandalism. As evident by the large quantity of debris littered on Colorado Blvd, persons (mainly children) disregarded Pasadena Municipal Code and CA Vehicle Codes and threw items (marshmallows, tortillas and shaving cream) at passing cars and pedestrians. Despite advisement efforts, personnel were unable to mitigate the activity due to capacity. Although the activity is a safety concern, no persons were reported injured.

Dayside operations necessitated a significant law enforcement presence due to protestors. Approximately 40 minutes into the parade, a group of 20-40 people attempted to disrupt the parade. Pasadena Officer and LASD Deputies responded quickly and warned protestors their actions were illegal and directed them to stop their activity. Some persons rebuffed the advisements and ultimately seven (7) persons were arrested for interfering with a special event. No other arrests were made along the parade route during dayside.

During the Rose Bowl Game, which was attended by a reported 91,322 people, eleven (11) persons (ten for public intoxication and one for assault)? Except for a few people that attempted to rush the field at the conclusion of the game, game management was basically manageable

except for traffic control, which is commonly a challenge for highly attended Rose Bowl events. Pasadena Police, California Highway Patrol Officers and PPD Air Support Unit (helicopters) coordinated traffic flow to the best of their abilities. Tailgating problems were minimal.

The Pasadena Police Department's professionalism and experience was showcased in our committed employees and executive staff. PPD employees, volunteers, and the hundreds of public safety partners who made these events happen, worked hundreds of hours without fanfare or drama to bring memorable experiences to millions world-wide. As public safety representatives, we are proud to serve the Pasadena community and its thousands of visitors.

MEMORANDUM - CITY OF PASADENA
Fire Department

TO: Michael J. Beck, City Manager

FROM: Bertral T. Washington, Fire Chief

SUBJECT: City Manager's Weekly Newsletter Item, 2015 ROSE INCIDENT RECAP

The Rose Incident included Fanfest, Equestfest, Bandfest, the Rose Parade and Post-Parade, the Rose Bowl Game and overall City coverage. Most activities took place on Thursday, January 1, 2015, while others occurred in the days prior to New Year's Day.

Fanfest (Dec 27-31), located in the Arroyo, was staffed by an EMS Supervisor, paramedic ambulance and a bike team from 0900-1800. Staff covered the Arroyo at large including float viewing activities, band photos, parent luncheon, and the VIP luncheon. There were three medical incidents and two people were transported to a hospital. On December 31, an unusual wind event displaced several "EZ up" style tents, umbrellas and an inflatable sign. An additional four patients were treated for injuries. Fire Prevention responded and confirmed that tents were permitted and anchored per code. Follow up media included three national media spots focusing on preparations for cold temperatures and "warming fire" safety tips. Information was also distributed via social media and Nixle for subscribed residents and businesses.

Equestfest (Dec 29), located at Burbank Equestrian Center was staffed by four Emergency Medical Services Reserve (EMSR) personnel, forming two teams purposed to provide first aid.

Bandfest (Dec 29-30), located at Pasadena City College (PCC) was staffed by one paramedic ambulance. Their primary focus was providing prevention and medical coverage for band members and spectators.

The Rose Parade was separated into two periods; Eve Operations (1900-0600) and Day Operations (0600-2000), which included the Post Parade.

- Eve Operation (Dec 31, 2014) included two paramedic ambulances, one patrol unit and the eight fire stations. There were twelve EMS incidents, with one patient transport. Patrol 38 assisted with medical incidents, patrolled the route, and made contact with numerous campers providing public education for safety and warming fires.

- Day Operations (January 1, 2015) included twelve fire-based paramedic ambulances, two fire-based Basic Life Support (BLS) ambulances, two private Advanced Life Support (ALS) ambulances, two Engine Companies, eight two person bike teams and twelve American Red Cross (ARC) First Aid tents strategically placed along the 5.5 mile route. Day Operations included sixty-one incidents with eight transports to local hospitals.

- Post-Parade (January 1, 2015) included three ALS ambulances, one BLS ambulance, four bike teams and one EMS supervisor. These units were responsible for the safety and medical coverage of Post Parade staff and public float viewers. No emergency incidents were reported, but 41 contacts were made at the ARC First Aid Centers.

- Post-Parade (January 2-3, 2015) was comprised of one ALS ambulance, one BLS ambulance, one bike team and one EMS supervisor each day. These units were responsible for the safety and medical coverage of Post Parade staff and public float viewers. Over the two day period four patients were seen with one contact by the ARC and one ALS, two BLS transports.

The Rose Bowl Game was staffed with fourteen PFD Prevention personnel including two supervisors, four inspectors, an Engine, a Patrol and two HazMat personnel. There were 67 EMS personnel, including seven ALS ambulances, two BLS ambulances, two Fire Rescue Carts, two Los Angeles Fire Department (LAFD) Gators, four bike teams, EMSR and ARC personnel.

- Attendance: 91,322
- 126 – Casual contacts (band aids, aspirin, etc.)
- 30 – Patients seen in the Aid Station – 6 transports

City (At large) comprised of eight fire stations and assigned apparatus responded to 117 incidents. There were three fire incidents: 1613 N. Raymond (Floor furnace fire), 171 N. Wilson (Dumpster fire) and 1144 Tierra Alta (Smoke in a structure from a malfunctioning fireplace); and a Traffic Collision Rescue with a rolled vehicle, southbound 110 Freeway, south of Fair Oaks.

Fire Department Emergency Operating Center (DOC) opened on December 31, 2014, at 1900 and was staffed with one Deputy Chief, one Captain, one Firefighter and one Staff Assistant. On January 1, additional staff included: one Battalion Chief, PFD's PIO, and representatives from the ARC, Tournament of Roses, Medic Alert Center, and LAFD. The DOC exercised command and control functions through the end of the Rose Bowl Game. As a result of record breaking low temperatures, a contingency plan was added for overnight campers along the parade route. Warming buses, a warming shelter, and Salvation Army blankets were all on standby and available for immediate use. Our Area C Disaster Management Coordinator was in place to help coordinate and communicate if a major incident occurred during the parade.

The following agencies assisted with fire and life safety incidents on January 1: Los Angeles City, Los Angeles County, Glendale, Burbank, Santa Monica, San Gabriel, and San Marino Fire Departments; Los Angeles County Department of Health Services, Priority One Ambulance Service, Pasadena Fire EMSR, American Red Cross, California National Guard, 9th Civil Support Team, Tournament of Roses, and DHS Medic Alert Center.

BTW:JT

PASADENA WATER AND POWER

MEMORANDUM

January 6, 2014

To: Michael Beck
City Manager

From: Phyllis E. Currie
General Manager

Subject: Rose Parade and Rose Bowl Game Preparation

In preparation for the 2015 New Year's events, Pasadena Water and Power (PWP) crews provided overhead and underground temporary electrical service connections to various media outlets. These crews returned after the events to remove and/or disable electrical equipment. PWP crews also performed maintenance work and tested the Rose Bowl electrical equipment a few weeks prior to the game.

Maintenance crews from the Water Division provided resources (labor and equipment) to assist the Public Works Department in post-parade cleanup.

In order to facilitate response to power outages in Pasadena during the Parade, personnel from various sections of Power Delivery were stationed north and south of Colorado Boulevard. During the parade, crews from the Water Division were on standby staffing city trucks at various locations on the parade route for additional security.

In addition, Electrical Troubleshooters were stationed in the stadium to assist in any electrical emergency during the Rose Bowl playoff game.

Before, during and after the New Year's events, designated PWP personnel worked closely with various law enforcement agencies.

Department of Information Technology

To: Michael Beck, City Manager

From: Phillip Leclair, Chief Information Officer

Date: January 8, 2015

Subject: Rose Parade and Rose Bowl Game Support

In preparation and during the New Year's events, the Department of Information Technology (DoIT) provided support to parade and game ticket payment and distribution, public safety, and other City operations.

DoIT worked with Finance Department staff to implement enhancements to the Online Ticketing System for processing Rose Parade and Rose Bowl Game tickets allocated to City staff, Council Districts and Commissions. Tickets inventory, lottery processing, distribution, notifications, payments and reporting were managed by the system.

GIS Maps were created for parade logistics and staging efforts.

DoIT assisted the Pasadena Fire department to setup special event schedules in the Firehouse system. The schedules were in effect for pre- and post parade and game for bike teams, Emergency Operations Center (EOC) support staff, etc.

Fiber optics, wireless network connections and radio services were installed and/or configured to support public safety operations and visiting law enforcement agencies. Staff set-up and configured the City's Emergency Operating Center (EOC) with telephones, radio equipment, cable television, computers and network equipment. Similar services and assistance were provided to Department Operations Centers (DOC) for Police and Fire and for the Threat Assessment Response Team (TART) at Public Works City Yards.

Throughout the events the Radio infrastructure team was available on-site at the Radio Shop to service and repair equipment supporting public safety and other City department radio communications needs.

Systems Administrators for all essential City systems remained on-call throughout the events to respond to any service interruptions and to new requests for service.

Overall, all essential information technology services remained fully functional without interruption throughout all the events.

HUMAN SERVICES & RECREATION DEPARTMENT

MEMORANDUM – CITY OF PASADENA

DATE: January 8, 2015

TO: Michael Beck, City Manager

FROM: Mercy Santoro, Director – Human Services & Recreation

SUBJECT: **PARADE WRAP UP REPORT**

The Human Services and Recreation Department provides 2 primary areas of support for the Rose Parade activities that include park permitting for parade and post parade festivities along with issuing ticket and parking reservations for person with disabilities and their families.

- **Post Parade Activities at Victory Park Community Center and Park**

  Post Parade activities at Victory Park consisted of permits and access to Victory Park Center, Outdoor space, parking lots and tables and chairs. Staff also provided information and referrals to visitors. In addition to Post Parade activities staff also ensured that the Tournament of Roses had access to all field space at Brookside Park-Area-H, Diamond, 1, 2 & 3 and programed the lights to ensure safety and the completion of the float decorations.

- **Assistance in Rose Parade Ticket Reservations Provided to Visitors with Disabilities and their Guests**

  The annual project to provide accessible viewing space at the Rose Parade accommodated approximately 600 people with disabilities and 1,600 guests at three, street-level viewing areas. Admission is free, and viewers brought their own chairs, cushions, blankets, etc. Sign Interpretation of Parade sounds, music and announcements was available at one location. At another location real-time Parade programs in Braille and audio description of Parade elements as the Parade passed by was provided to people with impaired vision. The three viewing areas were cordoned off prior to the Parade and admittance limited to those with documentation supplied by the City. Monitoring the areas during the Parade were members of the Tournament's Community Relations Committee. Also assisting with arrangements were Pasadena Boy Scout Troop 131 and staff of Los Angeles Radio Reading Service.

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(626) 744-4386 · Fax (626) 744-6698

PASADENA POLICE DEPARTMENT

PRELIMINARY - Monthly Statistical Report

December 2014

This Preliminary Monthly Statistical Report is based on Call for Service (CFS) data and is not Uniform Crime Report (UCR) compliant. Select call types are included for incidents closed with a report disposition. Using preliminary information allows for timely information to make immediate deployment decisions.

	Service Areas					
Offense	**1**	**2**	**3**	**4**	**5**	
Homicide						0
Rape		2			1	3
Robbery		8	5	1		14
ADW	1	7	4		2	14
Assault	1	15	2	3	10	31
Assault DV	1	6	3	1	2	13
Burglary Commercial	1	3	2	13	5	24
Burglary Other	2		1		3	6
Burglary Residential	17	18	9	3	9	56
Burglary Vehicle	12	9	7	9	17	54
Theft	32	21	35	25	37	150
Recovered Vehicle	*2*	*2*	*2*	*2*	*1*	*9*
Stolen Vehicle	5	3	5	4	1	18
	72	**92**	**73**	**59**	**87**	**383**

	Council Districts							
Offense	**1**	**2**	**3**	**4**	**5**	**6**	**7**	
Homicide								0
Rape			2		1			3
Robbery	4	5		1	4			14
ADW	3	2	4		2	3		14
Assault	7	2	6	3	7	5	1	31
Assault DV	1	2	4	1	3	1	1	13
Burglary Commercial	1	1	2	13	2	2	3	24
Burglary Other		1				3	2	6
Burglary Residential	9	5	7	4	6	19	6	56
Burglary Vehicle	4	4	11	10	6	15	4	54
Theft	9	11	30	25	21	29	25	150
Recovered Vehicle	*1*	*1*	*1*	*2*	*1*	*3*		*9*
Stolen Vehicle	2	1	1	4	2	5	3	18
	40	**34**	**67**	**61**	**54**	**82**	**45**	**383**

**Totals do not include recovered vehicles

INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE UPON FURTHER ANALYSIS

FOR PUBLIC DISTRIBUTION

PASADENA POLICE DEPARTMENT

	Combined Service Areas and Council Districts - December 2014																					
	West				Northwest				Central					East		Midtown						
Council District	**1**	**6**	**7**		**1**	**3**	**5**		**2**	**4**	**5**	**7**		**4**		**1**	**3**	**5**	**6**	**7**		
Homicide																						0
Rape						1	1	2									1				1	3
Robbery					4		4	8	5				5	1	1							14
ADW		1		1	3	4		7	2		2		4						2		2	14
Assault		1		1	7	3	5	15	2				2	3	3		3	2	4	1	10	31
Assault DV		1		1	1	3	2	6	2			1	3	1	1		1	1			2	13
Burglary Commercial		1		1	1		2	3	1			1	2	13	13		2		1	2	5	24
Burglary Other		1	1	2					1				1						2	1	3	6
Burglary Residential		13	4	17	9	6	3	18	5	1	2	1	9	3	3		1	1	6	1	9	56
Burglary Vehicle	2	10		12	2	3	4	9	4	1	1	1	7	9	9		8	1	5	3	17	54
Theft	3	22	7	32	6	8	7	21	11		12	12	35	25	25		22	2	7	6	37	150
Recovered Vehicle		*2*		*2*	*1*	*1*		*2*	*1*		*1*		*2*	*2*	*2*				*1*		*1*	*9*
Stolen Vehicle		4	1	5	2	1		3	1		2	2	5	4	4				1		1	18
	5	**54**	**13**	**72**	**35**	**29**	**28**	**92**	**34**	**2**	**19**	**18**	**73**	**59**	**59**	**0**	**38**	**7**	**28**	**14**	**87**	**383**

	Combined Service Areas and Council Districts - 2014 Year to Date December																					
	West				Northwest				Central					East		Midtown						
Offense	**1**	**6**	**7**		**1**	**3**	**5**		**2**	**4**	**5**	**7**		**4**		**1**	**3**	**5**	**6**	**7**		
Homicide		1		1	5			5									2		1		3	9
Rape	2	5		7	3	2	4	9	5			1	6	1	1		4	1			5	28
Robbery	3	10	2	15	9	16	26	51	13		4	2	19	17	17		11	2	4	7	24	126
ADW	3	10	1	14	38	24	20	82	6		4	1	11	12	12		14		15	2	31	150
Assault	19	26	5	50	39	24	35	98	19		9	8	36	25	25		32	10	35	7	84	293
Assault DV		8	6	14	35	33	30	98	22		14	3	39	13	13	2	9	4	6	3	24	188
Burglary Commercial	2	55	13	70	12	17	17	46	39	3	9	6	57	100	100	1	68	9	19	23	120	393
Burglary Other	1	11	10	22	10	1	1	12	10	1	3	5	19	17	17	1	7	3	14	11	36	106
Burglary Residential	1	81	25	107	75	52	40	167	74	21	18	27	140	79	79		3	4	12	6	25	518
Burglary Vehicle	34	62	28	124	34	38	23	95	42	5	11	25	83	71	71		58	5	40	28	131	504
Theft	33	239	78	350	73	90	87	250	142	25	59	75	301	270	270	2	219	28	100	105	454	1625
Recovered Vehicle		*16*	*2*	*18*	*19*	*10*	*6*	*35*	*5*	*3*	*5*	*5*	*18*	*15*	*15*		*3*		*2*	*1*	*6*	*92*
Stolen Vehicle	6	36	6	48	19	23	19	61	19		19	18	56	19	19	2	12	6	13	7	40	224
	104	**544**	**174**	**822**	**352**	**320**	**302**	**974**	**391**	**55**	**150**	**171**	**767**	**624**	**624**	**8**	**439**	**72**	**259**	**199**	**977**	**4164**

** Totals do not include Recovered Vehicles

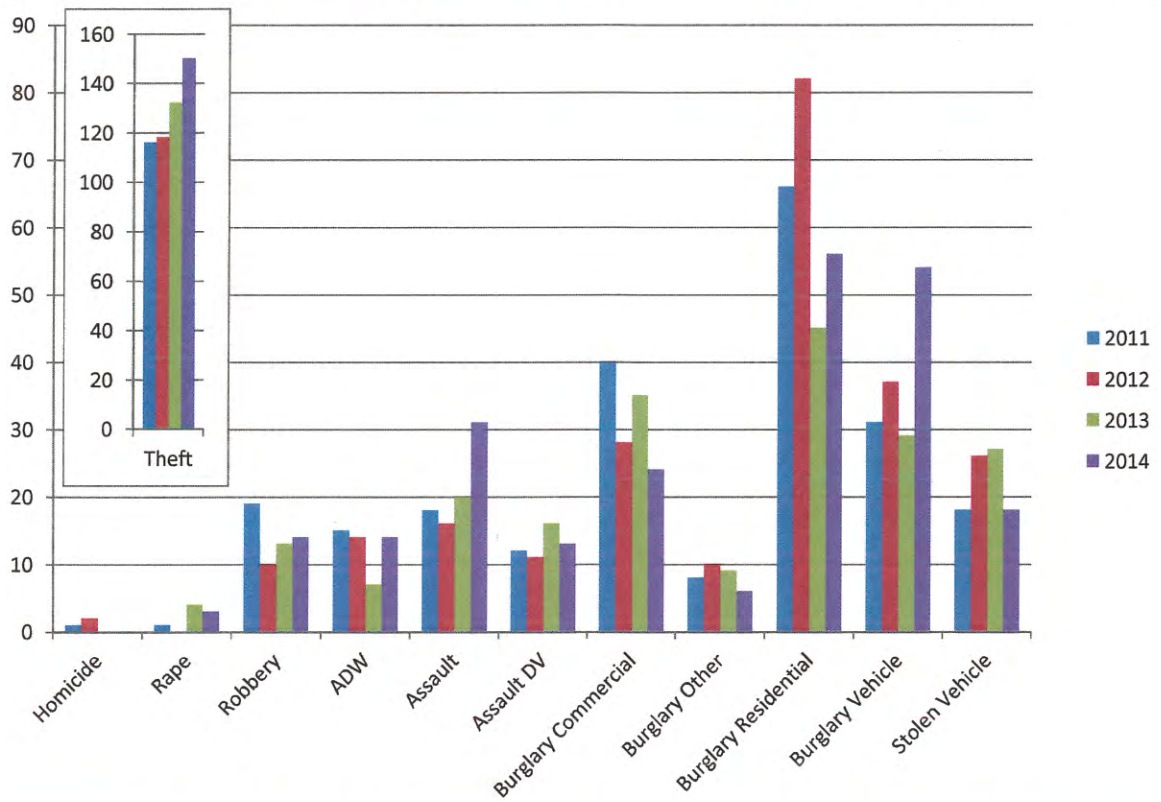
INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE UPON FURTHER ANALYSIS

FOR PUBLIC DISTRIBUTION

PASADENA POLICE DEPARTMENT

Dec 2011 - Dec 2014

	2011	2012	2013	2014	Change from 2013
Homicide	1	2			**N/C**
Rape	1		4	3	**-25%**
Robbery	19	10	13	14	**8%**
ADW	15	14	7	14	**100%**
Assault	18	16	20	31	**55%**
Assault DV	12	11	16	13	**-19%**
Burglary Commercial	40	28	35	24	**-31%**
Burglary Other	8	10	9	6	**-33%**
Burglary Residential	66	82	45	56	**24%**
Burglary Vehicle	31	37	29	54	**86%**
Theft	116	118	132	150	**14%**
Recovered Vehicle	*10*	*9*	*11*	*9*	**-18%**
Stolen Vehicle	18	26	27	18	**-33%**
	345	**354**	**337**	**383**	**14%**



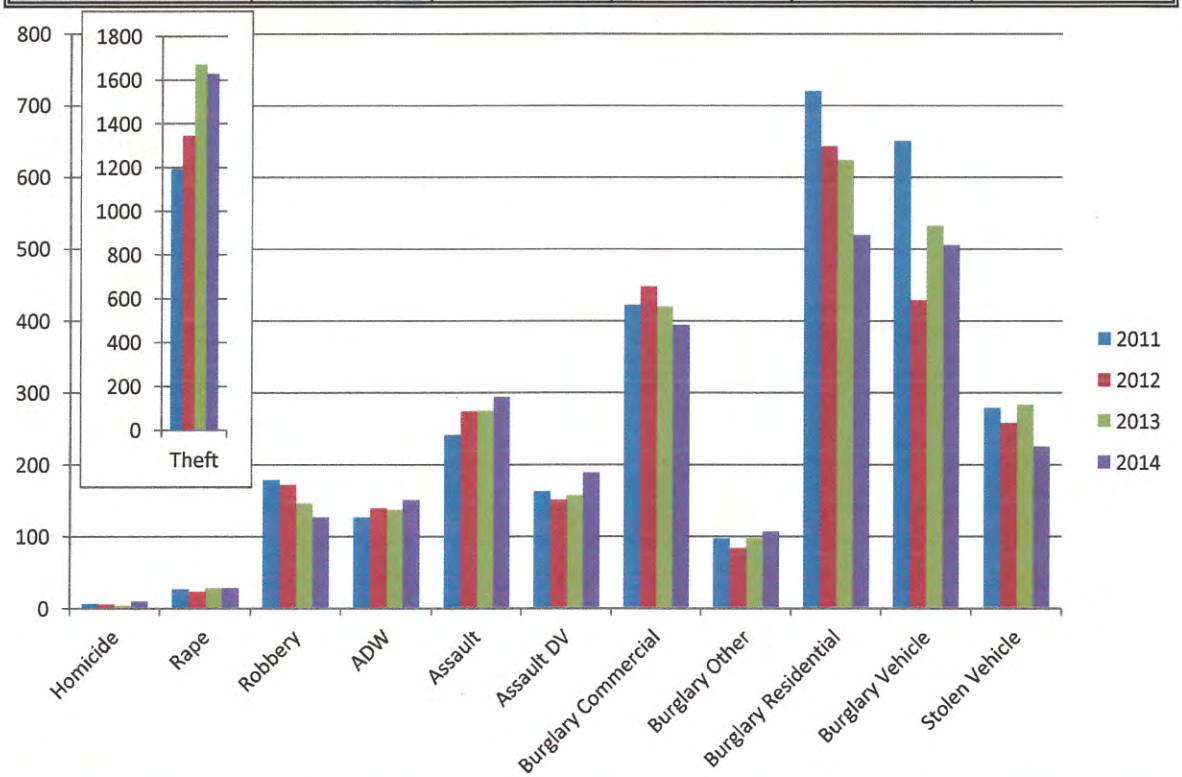
INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE UPON FURTHER ANALYSIS

FOR PUBLIC DISTRIBUTION

PASADENA POLICE DEPARTMENT

Year to Date through December

	2011	2012	2013	2014	Change from 2013
Homicide	6	5	3	9	**200%**
Rape	26	22	28	28	**0%**
Robbery	178	171	145	126	**-13%**
ADW	126	138	136	150	**10%**
Assault	241	273	274	293	**7%**
Assault DV	162	150	156	188	**21%**
Burglary Commercial	421	447	419	393	**-6%**
Burglary Other	96	83	97	106	**9%**
Burglary Residential	719	642	623	518	**-17%**
Burglary Vehicle	650	428	531	504	**-5%**
Theft	1189	1342	1668	1625	**-3%**
Recovered Vehicles	*89*	*95*	*113*	*92*	**-19%**
Stolen Vehicle	278	257	282	224	**-21%**
Total	**4092**	**3958**	**4362**	**4164**	**-5%**



INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE UPON FURTHER ANALYSIS

FOR PUBLIC DISTRIBUTION

MEMORANDUM - CITY OF PASADENA
DEPARTMENT OF PUBLIC WORKS

DATE: January 7, 2015

TO: Michael J. Beck, City Manager

FROM: Siobhan Foster, Director of Public Works

RE: Permit Issuance for Armenian Genocide Memorial

On January 2, 2015, the Department of Public Works issued a Public Works permit for the construction of the Armenian Genocide Memorial at Memorial Park. The proposed memorial, as depicted in Attachment 1 was reviewed by the Recreation and Parks Commission on July 16, 2013 and approved by the City Council on September 9, 2013. Since that time, the Department of Public Works worked with the applicant, the Pasadena Armenian Genocide Memorial Committee, to facilitate project commencement.

The memorial will be constructed in the northwest corner of the park, as shown on Attachment 2. To minimize conflicts with construction activity, a Metro bus stop located proximate to the northwest corner of the park was moved approximately 200-feet west so that it is temporarily co-located with an existing Pasadena ARTS bus stop. During construction, public access will be prohibited within the construction site as shown on the Attachment 3. Occasional lane and sidewalk closures on the Walnut Street frontage will be necessary as part of this project. These closures will be authorized under separate Public Works Street and Sidewalk Occupancy permits.

The applicant estimates that the project will be completed by late April 2015.

For additional information, please contact the Pasadena Citizen Service Center at (626) 744-7311.

Attachments:
1. Overall Perspective View
2. Location Within Memorial Park
3. Construction Staging & Fencing Plan

Armenian Genocide Memorial

Pasadena, CA

PREPARED FOR

THE PASADENA ARMENIAN GENOCIDE MEMORIAL COMMITEE AND PASADENA CITY STAFF

4 JUNE 2013

Catherine Menard
DESIGNER
Moule & Polyzoides
EXECUTIVE ARCHITECT

Attachment 1

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PASADCNA_ CA
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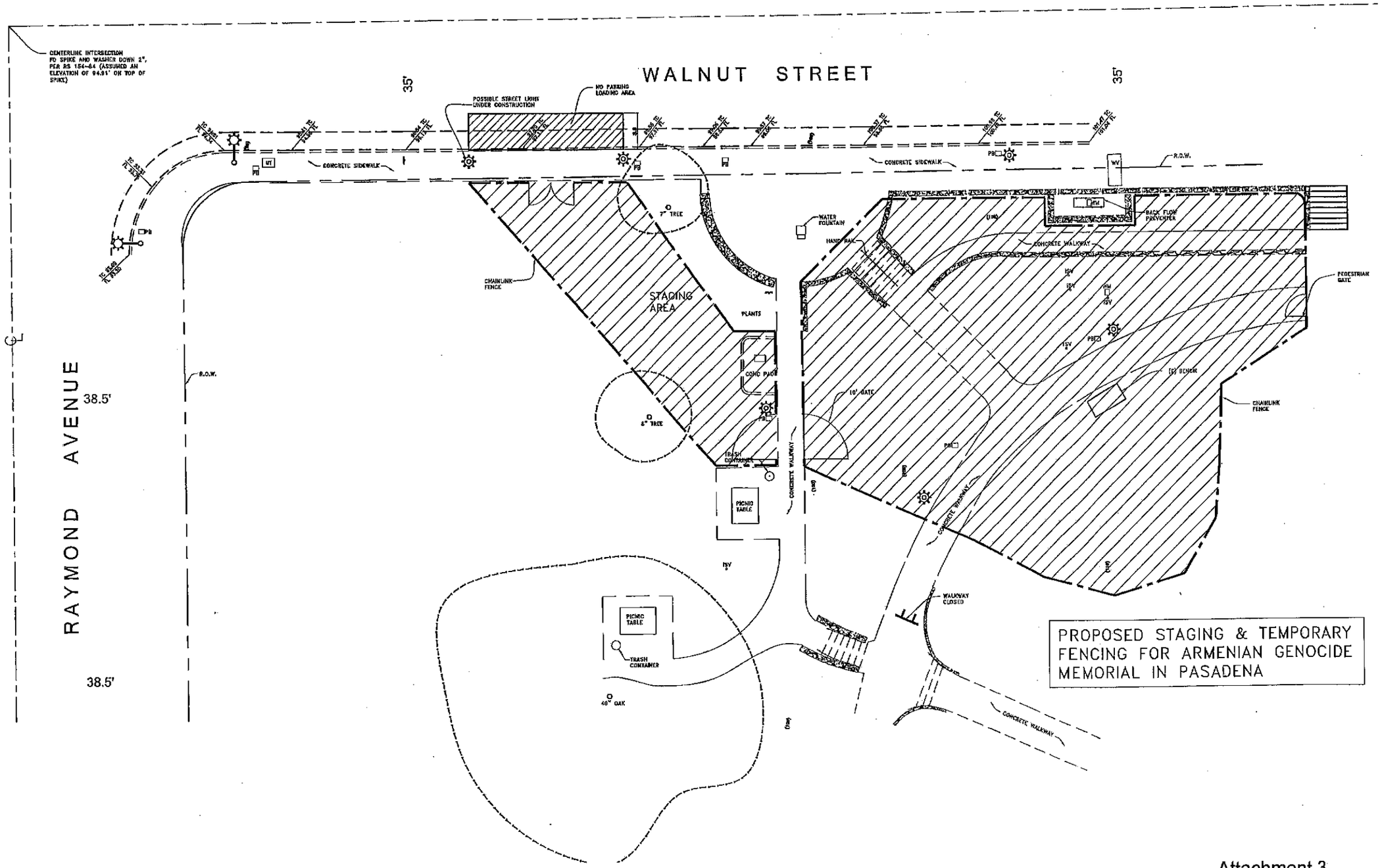
LOCATION OF MEMORIAL WITHIN PARK

CATHEDRIC MtNARO
Mouu & Polvzo1ou

Attachment 2



Attachment 3

TRAFFIC CONTROL PLAN

FOR

ARMENIAN GENOCIDE MEMORIAL PROJECT
PASADENA, CA

PROJECT ADDRESS:

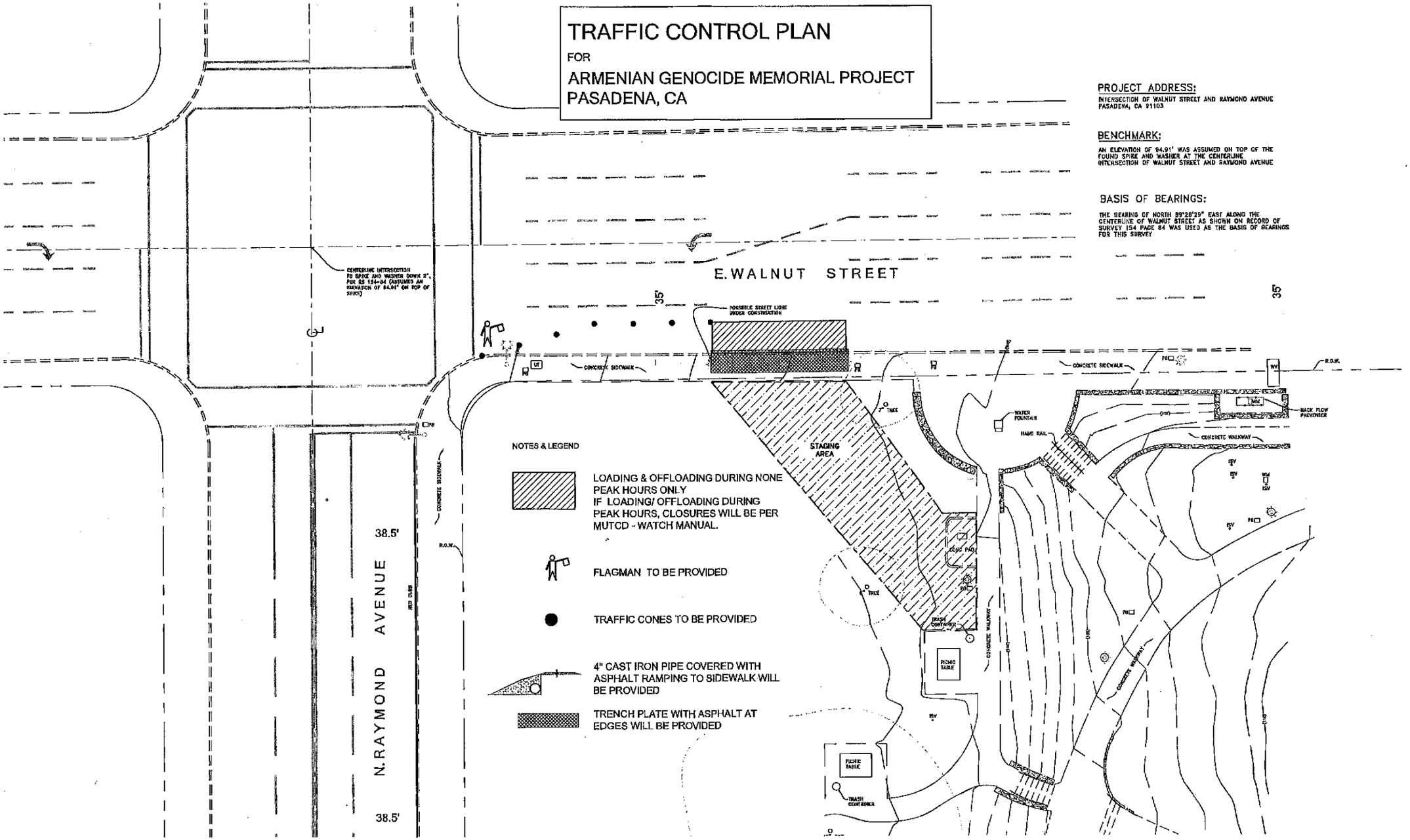
INTERSECTION OF WALNUT STREET AND RAYMOND AVENUE
PASADENA, CA 91103

BENCHMARK:

AN ELEVATION OF 94.91' WAS ASSUMED ON TOP OF THE FOUND SPIKE AND WASHER AT THE CENTERLINE INTERSECTION OF WALNUT STREET AND RAYMOND AVENUE

BASIS OF BEARINGS:

THE BEARING OF NORTH 89°28'29" EAST ALONG THE CENTERLINE OF WALNUT STREET AS SHOWN ON RECORD OF SURVEY 154 PAGE 84 WAS USED AS THE BASIS OF BEARINGS FOR THIS SURVEY



PASADENA
CITIZEN SERVICE CENTER 626.744.7311

Monthly Activity Report

Call Center / Web Requests
December 2014

http://cityofpasadena.net/CSC

The Pasadena Citizen Service Center completed its first calendar year in 2014. The Pasadena Citizen Service Center had a successful year, ending 2014 with the following results:

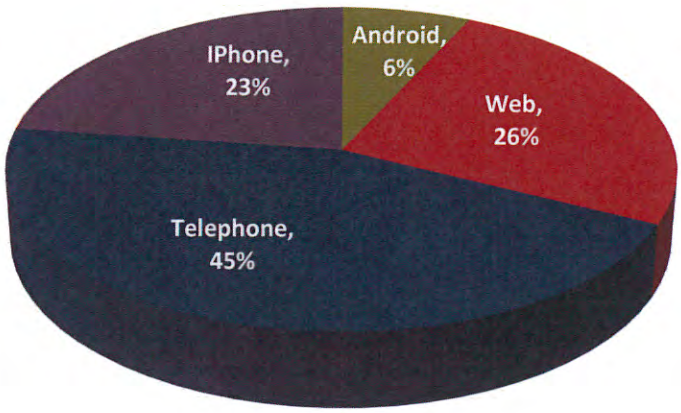
Call Center Results January 2014 – December 2014	
Total calls answered	55,969
Service level	77.36%
Average answer delay (in seconds)	:19
Average handle time (average talk time per call)	1:47
Service requests managed	15,237

The Pasadena Citizen Service Center is pleased to announce the addition of the Pasadena Water & Power (PWP) AnswerLine effective December 1, 2014. All calls will be directed to the Pasadena Citizen Service Center to answer questions related to upcoming PWP events, rebates, and water conservation. The Pasadena Citizen Service Center looks forward to supporting additional Department service extensions in 2015.

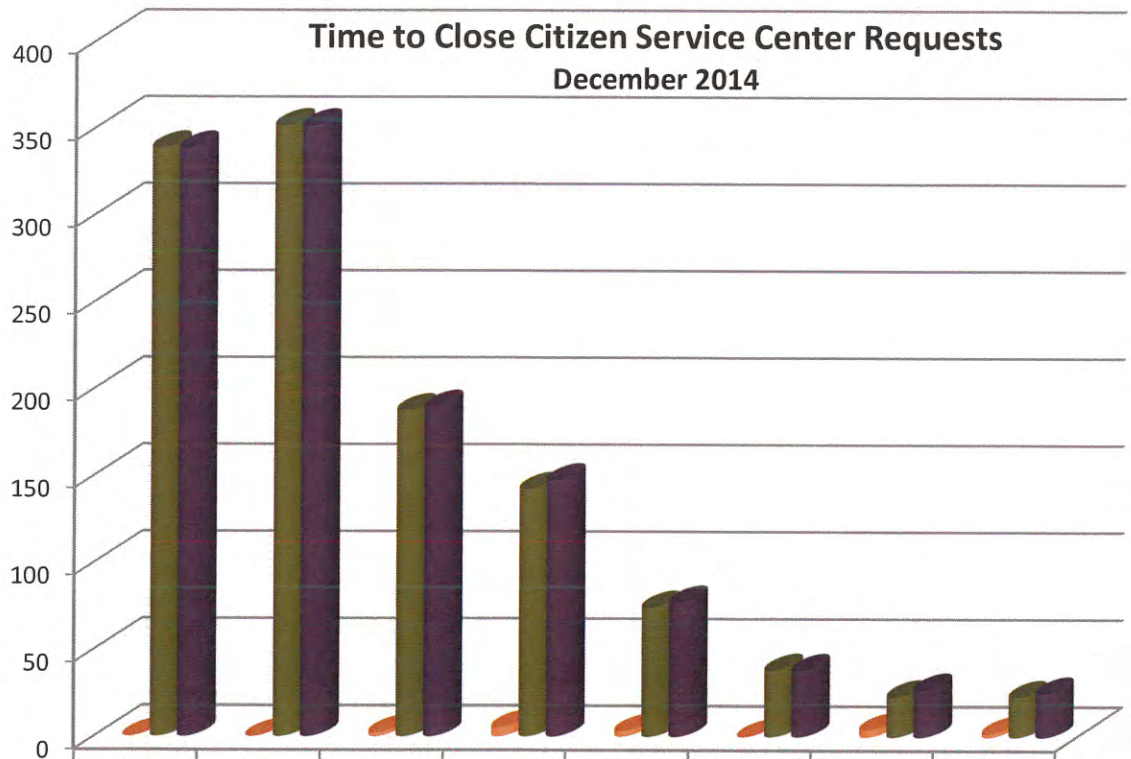
The Pasadena Citizen Service Center would like to wish everyone a very happy, healthy and successful 2015!

For more information about this report or the Pasadena Citizen Service Center, please contact Mandy Templeton at mtempleton@cityofpasadena.net or by phone at (626)744-7151.

How Requests Are Reported
December 2014



Top Calls by Department December 2014	
Rank	**Department**
1	Public Works
2	Transportation
3	General City Questions
4	Water and Power
5	Planning and Permitting
6	Housing
7	Human Services and Recreation
8	Police
9	Seasonal
10	Fire



	0-1	2-3	4-5	6-7	8-9	10-11	12-13	14+
Exceeded due date	0	0	2	5	3	0	4	2
Met due date	338	351	187	142	74	38	23	23
Total requests	338	351	189	147	77	38	27	25

By the Numbers December 2014

Service Level
73.95%
(Calls Answered within 30 Seconds)

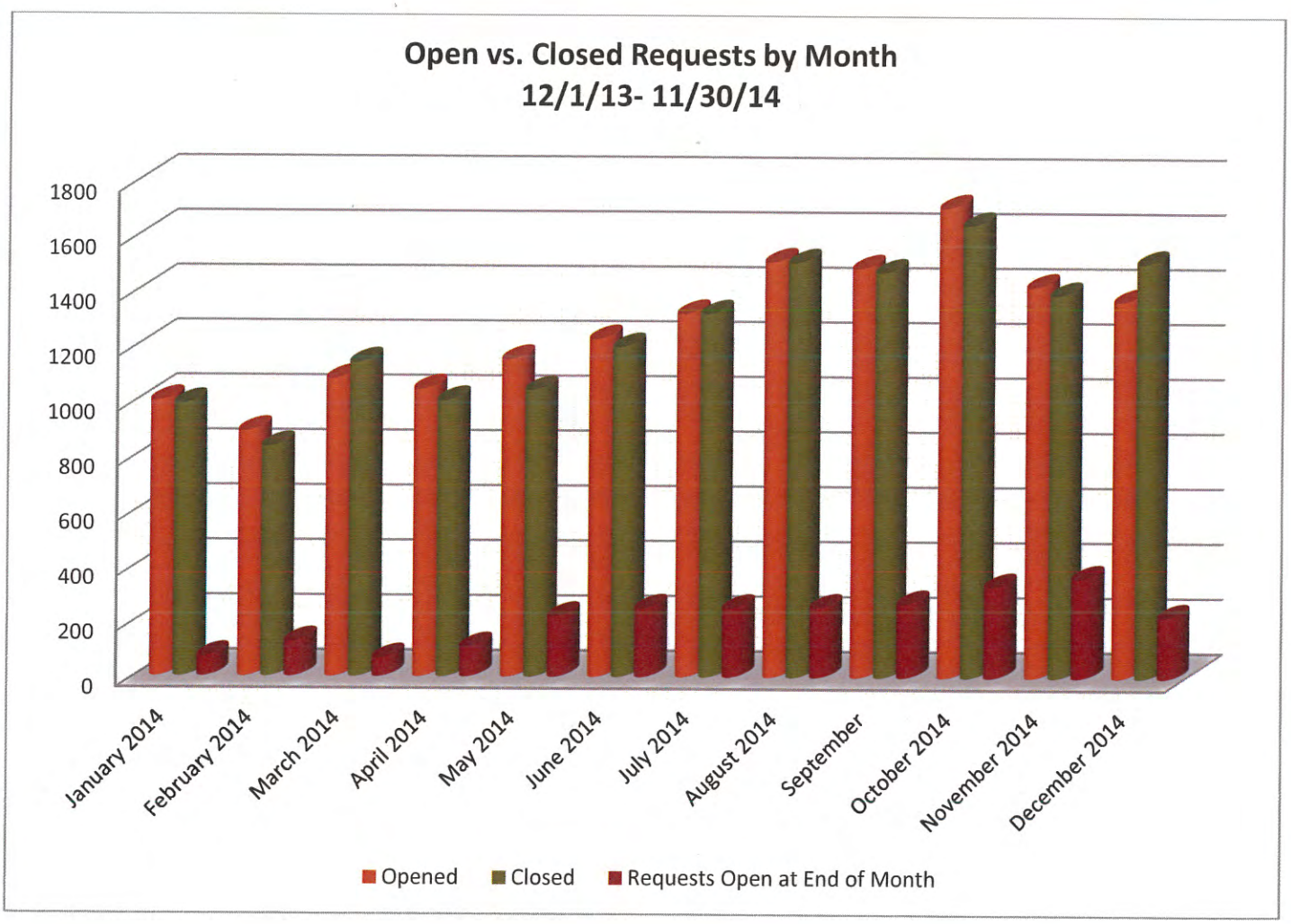
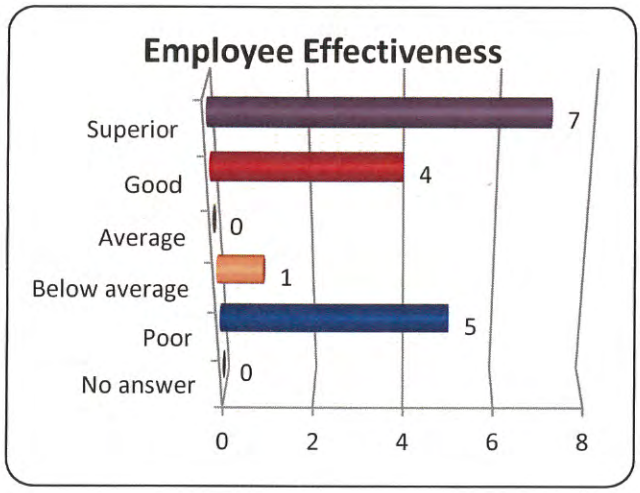
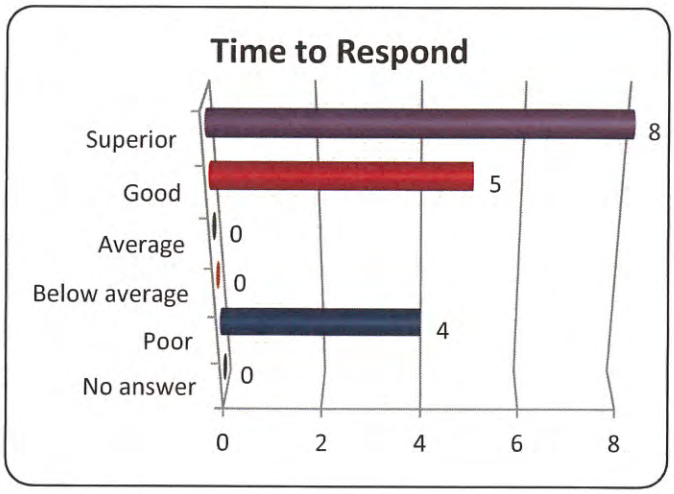
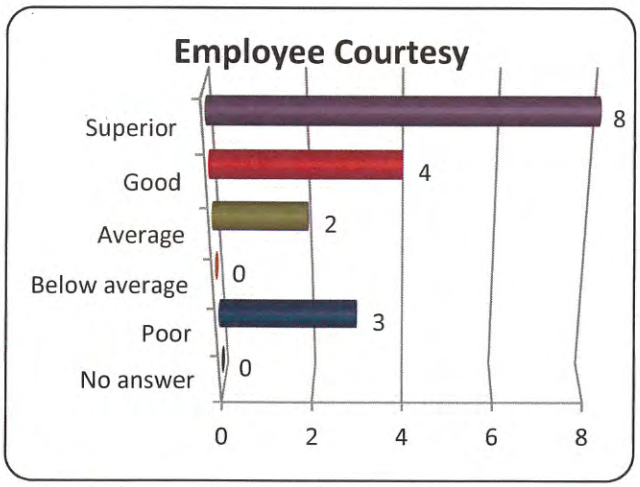
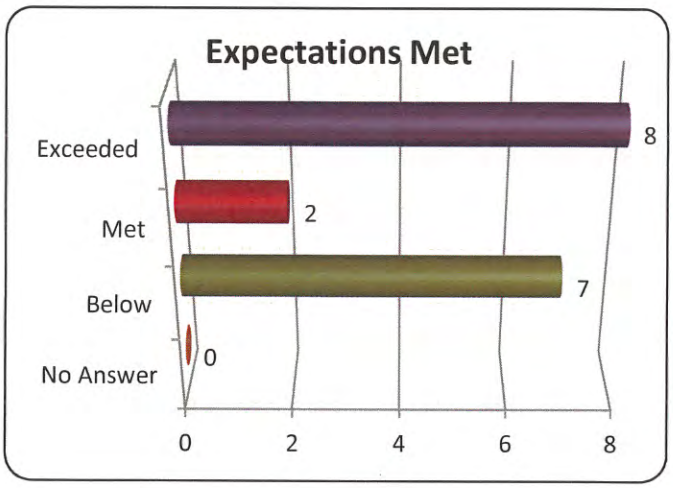
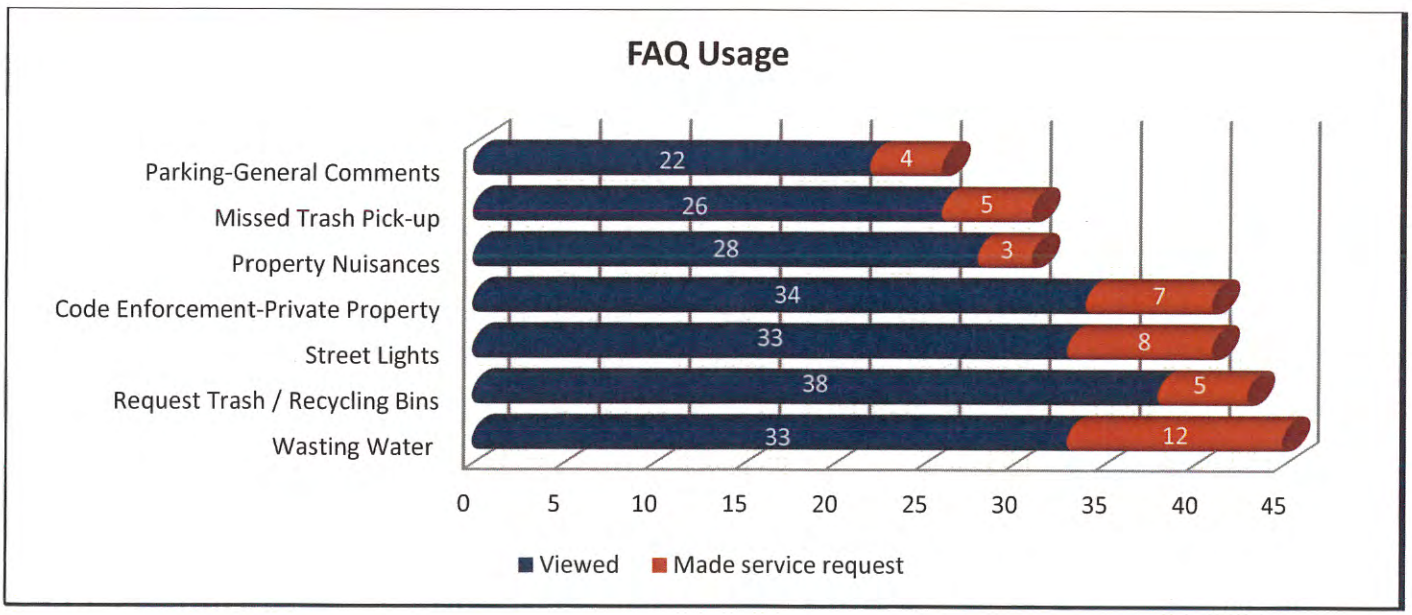
Total Service Requests
1,371
(13 Departments Represented)

Total Calls Answered
6,595

Average Answer Delay
:20

Average Handle Time per Call
1:44

Calls Abandoned
3%



Customer Satisfaction Survey Results
December 2014