OFFICE OF THE CITY MANAGER

August 24, 2017

To the Honorable City Council
of the City of Pasadena

Mayor and Councilmembers:

WEEKLY NEWSLETTER

1. Bike Share Usage – First Month of Operations:

On July 14, 2017 Metro Bike Share started operation at 29 stations in Pasadena. Two more stations were activated the following week. Statistics to date show that just over 6,700 bike trips were taken through the week of August 8, 2017 (a five-week period). There are currently 767 monthly pass holders in Pasadena. Pasadena averaged 0.70 rides per bike per day in the first month in operation. For comparison, the Downtown Los Angeles program averages 0.74 rides per bike per day. I have attached a memorandum from Frederick Dock, Director of Transportation which provides a chart that shows the weekly usage by station.

2. Office Depot Contract - Update:

This past Monday, August 21, 2017 a representative from SupplyMates, a local Pasadena business that sells office supplies, spoke during public comment to request an update regarding the extension of the Office Depot contract. This item originally came before the City Council on June 10, 2017. At that time, City Council authorized a 60-day extension to provide city staff with an opportunity to meet with some local vendors to determine if issuing a master contract with Office Depot was in the best interest of the City.

During the past two months, purchasing staff issued a Request for Information (RFI) and met with a number of vendors, including the two Pasadena vendors that had expressed an interest in obtaining the City's business. According to Matt Hawkesworth, Director of Finance, these meetings and the analysis of the RFI submittals revealed that office supply products have become more standardized in the past 10 years. As such, many of the advantages of a centralized approach that were anticipated at the beginning of this undertaking do not actually exist across many of the office supply vendors. With that in mind, the advantages and disadvantages of a centralized versus a decentralized

approach for this procurement are truly narrowed to the materials and supplies required by each city department, the requirements regarding their delivery, system preferences (i.e. online ordering), two hour delivery, and store pick up. Therefore, there may not be one vendor that can satisfy all needs across the city departments. As a result, the purchase of office supplies is being decentralized which will increase the number of opportunities a Pasadena business will have to compete for these solicitations. Staff will evaluate the development of a prequalification process to streamline the process and all businesses will be encouraged to participate in future solicitations through Planet Bids.

3. Update on Summer Programming 2017: Summer Day Camps, Aquatics and Parks After Dark:

I have attached a memorandum from Horace Wormely, Director of Human Services and Recreation that provides information and camp enrollment on this year's successful summer programming. Outlined are nine popular full day youth summer day camps along with partial day specialized camps for early learns aged 3 to 5, school aged youth, teens and seniors. In addition, the department hosted three specialty camps: The Arroyo Seco Adventure Camp, Villa-Parke's Enrichment Camp and Senior Camp at Jackie Robinson Community Center.

The Department continued their winning streak all summer with popular activities such as: concerts in the parks, Teen Tuesdays and Thursdays that featured arts and crafts, sports, pool parties and other fun activities, fitness classes, evening recreational swim and sports like basketball, soccer and boxing. For more information on the attached memorandum from Mr. Wormely or on the upcoming Fall programming and special events, please contact Kelle O'Rourke at korourke@cityofpasadena.net or by telephone at (626) 744-6505.

4. Foothill Freeway (I-210) Closures for Pavement Rehabilitation - Update:

The California Department of Transportation (Caltrans) has provided an update to the closed portions of the Foothill Freeway (I-210) as part of a pavement rehabilitation project which began on June 12, 2017 and will now continue through Saturday, August 26, 2017. In addition, beginning the week of August 28, 2017 Caltrans will make temporary changes along westbound Foothill Freeway (I-210) from Lincoln Avenue to Foothill Boulevard. Construction crews will restripe and shift lanes towards the median. The attached two news releases from Caltrans provide additional detailed information.

Respectfully Submitted,

Julie A. Gutierrez
Assistant City Manager

/attachments

PASADENA
DEPARTMENT OF TRANSPORTATION

DATE: August 24, 2017

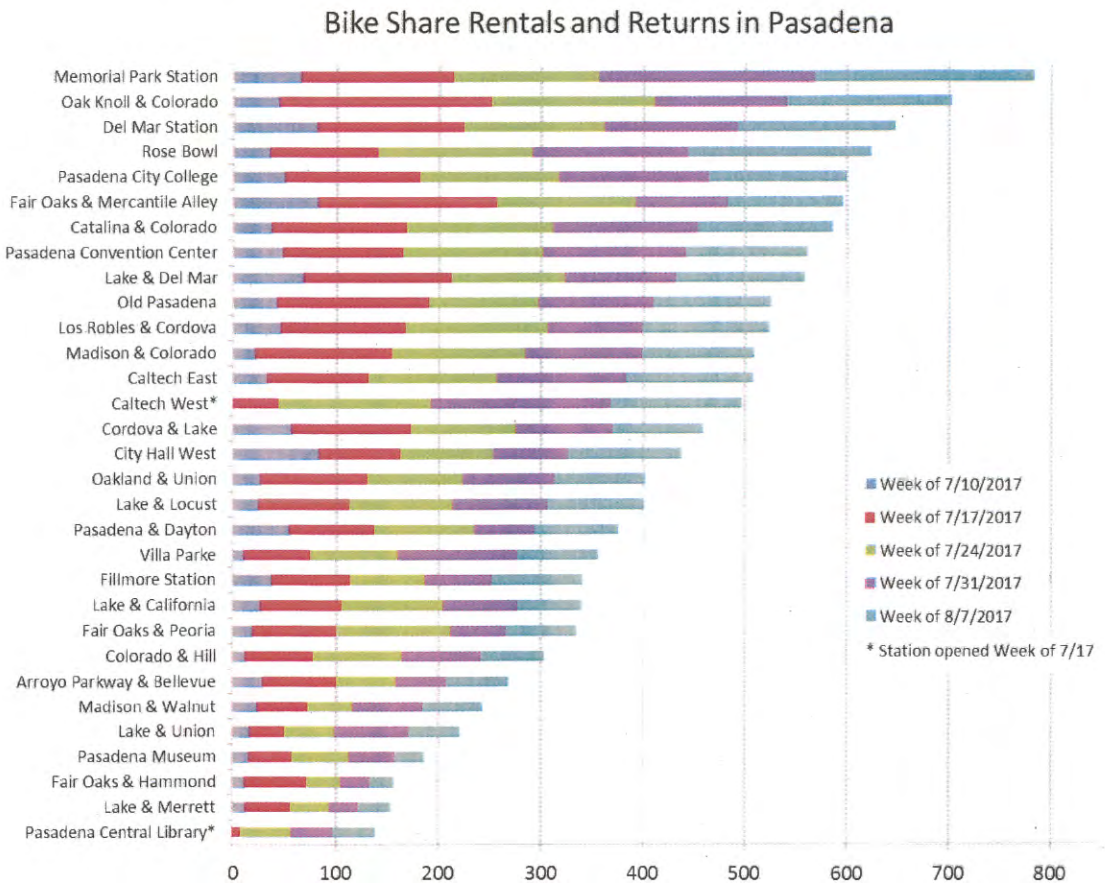
TO: Steve Mermell, City Manager

FROM: Frederick C. Dock, Director F.C. Dock

SUBJECT: **Bike Share Usage – First Month of Operation**

On July 14, 2017 Metro Bike Share started operation at 29 stations in Pasadena. Two more stations were activated the following week. Statistics to date show that just over 6,700 bike trips were taken through the week August 8, 2017 (a five-week period). There are currently 767 monthly pass holders in Pasadena. Pasadena averaged 0.70 rides per bike per day in the first month in operation. For comparison, the Downtown Los Angeles program averages 0.74 rides per bike per day.

The chart below shows the weekly use by station. Usage at the Pasadena Central Library, Caltech, and PCC are expected to increase once schools are back in session. Revenue information is not yet available from Metro.



CITY OF
PASADENA
HUMAN SERVICES AND RECREATION DEPARTMENT

DATE: August 24, 2017

TO: Steve Mermell, City Manager

FROM: Horace Wormely, Director

SUBJECT: Update on Summer Programming 2017: Summer Day Camps, Aquatics and Parks After Dark

Human Services and Recreation Department recently completed another successful summer session. In addition to nine popular full day youth summer day camps, we also offered partial day specialized camps for early learns aged 3-5, school aged youth, teens and seniors. Our traditional summer camps incorporate physical fitness activities, dance, enrichment activities like cooking and drama, recreational swimming, arts and crafts, sports, specialized instruction in tennis and golf, a weekly field trip and much more. Scholarships are offered to qualifying families to help defray costs.

This year, we hosted three specialty camps: the Arroyo Seco Adventure Camp, Villa-Parke's Enrichment Camp and Senior Camp at Jackie Robinson Community Center. The Arroyo Seco Adventure Camp explores and celebrates our local natural resources in the lower Arroyo and Enrichment Camp is based on a S.T.E.A.M. (Science, Technology, Engineering, Art and Mathematics) curriculum. Senior Campers participated in fitness activities, arts and crafts, hosted guest speakers and went on bi-weekly excursions. Swim lessons, recreational swim and aquatics programming such as water aerobics, swim and waterpolo teams were held at four pools across the City: Blair High School pool, Muir High School pool, Coral pool in Altadena and Villa-Parke's Community Center pool.

The chart below summarizes camp offerings and enrollment:

Full Day Camps	Ages	Duration	Enrollment	Percentage Resident
Allendale Park Camp	Ages 5-12	6 sessions, 1 week each	276	85%
Arroyo Seco Adventure Camp	Ages 8-12	8 sessions, 1 week each	329	86%
La Pintoresca Teen Education Center Camp	Ages 12-18	1 session, 6 weeks	64	88%
Neighborhood Park Camp at La Pintoresca	Ages 6-12	1 session, 6 weeks	77	87%
Neighborhood Park Camp at Washington Park	Ages 6-12	1 session, 6 weeks	65	89%
Senior Camp at JRC	Ages 50+	1 session, 12 weeks	70	43%
Tiny Tots Camp at Robinson Park	Ages 3-5	1 session, 6 weeks	41	76%
Urban Adventure Camp at Brenner Park (Robinson Park)	Ages 5-12	2 sessions, 4 weeks each	128	83%
Victory Park Summer Camp	Ages 5-12	8 sessions, 1 week each	778	90%
Villa-Parke Enrichment Camp	Ages 5-12	8 sessions, 1 week each	707	93%
		Total	**2,535**	**88%**

Half Day Camps	Ages	Duration	Enrollment	Percentage Resident
Non-Contact Boxing Camp	Ages 4-16	1 session, 6 weeks	28	89%
Soccer Camp	Ages 3-13	1 session, 6 weeks	30	93%
Sports Camp	Ages 3-13	1 session, 6 weeks	32	90%
		Total	**90**	**91%**

	Ages	Duration	Enrollment	Percentage Resident
Aquatics	Ages 3-18	8 sessions, 1 week each, 4 pools	1,618	87%
		Total	**1,618**	**87%**

Parks After Dark, now in its fifth year, expands program hours and activities to offer a variety of safe, free recreational and cultural activities for people of all ages during summer evening. We kicked off the summer with softball double header that resulted in a "W" for Pasadena when HSRD defeated the County's Park team and the Police Department participated in a recreational game with the community.

We continued the winning streak all summer with popular activities such as: concerts in the parks, Teen Tuesdays and Thursdays that featured arts and crafts, sports, pool parties and other fun activities, fitness classes, arts and crafts tutorials, evening recreational swim and sports like basketball, soccer and boxing. Our most popular Parks After Dark activities are family-friendly "Dive-In Movies," where we screen a movie onsite at the pools and open recreational swim at the same time. This year we also hosted Movies in the Park at Grant Park, Washington Park and Victory Park. These free, family-friendly events averaged over 100 attendees per screening. Participants bring lawn chairs and picnics and enjoy films under the stars.

Fall is our second busiest season of the year. Our after school care program, youth sports, and general recreation classes all have strong enrollment numbers, as well as our large scale special events, including Fall Festival, Latino Heritage Parade and the Veterans Day celebration. For more information on Fall programming and upcoming special events, please contact Kellee O'Rourke at korourke@cityofpasadena.net or by telephone at (626) 744-6505.

State of California • Department of Transportation

NEWS RELEASE

Date: August 24, 2017
District: Los Angeles & Ventura Counties
Contact: Karina.Vargas@dot.ca.gov
Phone: (213) 897-7602
Online: dot.ca.gov/dist07 caltransd7info.blogspot.com twitter.com/CaltransDist7

FOR IMMEDIATE RELEASE

****UPDATE****

Lane Shift on Westbound Foothill Freeway I-210 For Pavement Rehabilitation

Pasadena and La Cañada Flintridge – Beginning the week of **August 28**, the California Department of Transportation (Caltrans) will make temporary changes along **westbound Foothill Freeway (I-210) from Lincoln Avenue to Foothill Boulevard.** Construction crews will restripe and shift lanes towards the median.

Both eastbound and westbound inner shoulders will be used as traffic lanes. The eastbound inner shoulder will become a temporary bypass lane for westbound traffic. A concrete barrier will separate the eastbound traffic and the westbound bypass lane for the safety of motorists. Two outer lanes on westbound I-210 will close as crews begin to replace the pavement along the freeway. The bypass lane allows all traffic lanes on westbound I-210 to remain open while work is underway, which will be in effect through spring 2018.

The Foothill Freeway is a major thoroughfare, serving commuters between Los Angeles and San Bernardino counties. As a result of heavy use, the road needs to be replaced with new pavement. The temporary traffic lane shift and closures are part of a $148.5 million pavement rehabilitation project on I-210. Once the project is completed in 2018, the new surface will provide a smoother drive for motorists, reduce time required for maintenance, and minimize the need for further lane closures. Motorists are advised to **"Be Work Zone Alert."**

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Save Our Water
Learn easy ways to save water during California's drought at SaveOurWater.com

BE WORK ZONE ALERT

MOVE OVER

State of California • Department of Transportation

NEWS RELEASE

Date: August 21, 2017
District: Los Angeles & Ventura Counties
Contact: Karina.Vargas@dot.ca.gov
Phone: (213) 897-7602

FOR IMMEDIATE RELEASE

Foothill Freeway (I-210) Closures for Pavement Rehabilitation

La Crescenta, La Cañada Flintridge and Pasadena - The California Department of Transportation (Caltrans) will close portions of the Foothill Freeway (I-210) as part of a pavement rehabilitation project. Residents and local businesses located near the freeway may experience noise, vibrations and dust associated with construction activities. Noise levels will not exceed state and federal regulations. Water trucks will be used to minimize dust during working hours. The following schedule will be in effect, weather permitting, and is subject to change:

Long-Term ramp closures, continuing through August:

- Westbound Ocean View Boulevard off-ramp

Monday, August 21 through Saturday, August 26
Eastbound I-210

- 7 p.m. to 6 a.m. – Up to 3 lanes between Lowell Avenue to Mountain Street
- 7 p.m. to 6 a.m. – Ocean View Boulevard on-ramp; Arroyo Boulevard on- and off-ramps
- 8 p.m. to 5 a.m. – Eastbound I-210 connector to southbound Glendale Freeway (SR-2)
- 7 p.m. to 6 a.m. – Eastbound I-210 connector to southbound SR-710
- 7 p.m. to 6 a.m. – Eastbound I-210 connector to westbound Ventura Freeway (SR-134)

Westbound I-210

- 7 p.m. to 6 a.m. – Up to 3 lanes between Mountain Street and Lowell Avenue
- 7 p.m. to 6 a.m. – Berkshire Place and Angeles Crest Highway on-ramps; Mountain Street, Lincoln Avenue, Arroyo Boulevard on- and off-ramps
- 7 p.m. to 6 a.m. – Westbound I-210 connector to southbound SR-710

Northbound SR-2

- 7 p.m. to 6 a.m. – Northbound SR-2 connector to eastbound I-210
- 11 p.m. to 7 a.m. – Northbound SR-2 connector to westbound I-210

Night time closures are necessary to minimize traffic delays and provide a safe work zone for construction crews and motorists while working along the I-210. Construction signs and changeable message signs will be in place to alert motorists of construction activities and closures. Motorists should plan ahead and use alternate routes. Caltrans appreciates your patience while we work to improve I-210. Motorists are advised to **"Be Work Zone Alert."**

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BE WORK ZONE ALERT

MOVE OVER