

CITY OF SOUTH PASADENA

***FISCAL YEAR 2015-16
STRATEGIC PLAN UPDATE
SUMMARY***

Saturday, February 21, 2015

designed and facilitated by

Mason-Smith
S U C C E S S
S T R A T E G I E S

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CITY OF SOUTH PASADENA
2015-2016 STRATEGIC PLAN UPDATE SUMMARY

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OVERVIEW

On Saturday, February 8, 2014, the following members of the City Council and Management of the City of South Pasadena met to develop the City's 2015-2018 Strategic Plan Update:

Robert S. Joe	Mayor
Diana Mahmud	Mayor Pro Tem
Michael A. Cacciotti	Councilmember
Marina Khubesrian, M.D.	Councilmember
Richard D. Schneider, M.D.	Councilmember
Gary E. Pia	City Treasurer
Evelyn Zneimer	City Clerk
Theresa L. Highsmith	City Attorney
Sergio Gonzalez	City Manager
Hilary Straus	Assistant City Manager
David Batt	Finance Director
Steve Fjeldsted	City Librarian
Yvette Hall	Chief Deputy City Clerk
Arthur Miller	Police Chief
Sheila Pautsch	Community Services Director
Paul Riddle	Deputy Fire Chief
Paul Toor	Public Works Director
David Watkins	Planning and Building Director
Lucy Demirjian	Executive Assistant to the City Manager
Debby Figoni	Senior Management Analyst
Margaret Lin	Principal Management Analyst

The session was facilitated by Laura Mason-Smith of Mason-Smith SUCCESS STRATEGIES, with the assistance of Christopher Castruita, City Manager's Office. Outlined on the following pages is a summary of the Strategic Plan Update Session results.

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INTRODUCTION

After comments from the public, Mayor Robert Joe, welcomed everyone and explained that the purpose of the session was to update the 2015-2018 Strategic Plan for the City for the 2015-16 year.

CITY ACCOMPLISHMENTS

The participants identified the following City accomplishments over the past year as well as highlights of the February 7, 2015 Community Forum:

1. Excellent Community Forum:
 - a. Great attendance, energy, and Citizen engagement, and much more interactive process
 - b. Involvement of new people, and the diversity of participants and their thoughtful perspectives
 - c. Wonderful opportunity to talk with residents about different areas of the City and gather their input
 - d. A great deal of consensus among Citizens on many important issues
 - e. Resident interest in transportation as a high priority, especially parking
 - f. Citizen support of the Utility Users Tax and the services it supports
2. Gained recognition as a "Best City to Raise a Family" and "Best City in the West" designation
3. The Tri-City Agreement is extremely effective
4. The focus on efficiencies and collaboration continues to lead to a high level of public trust
5. Street improvements and their connection with improving Citizens' health, wellness, and quality of life
6. Implemented water billing system improvements
7. Red Carpet Committee helped new businesses
8. The sale of the Rialto and its future potential
9. Implemented the 911-Reverse system, which improves public safety
10. Planning for the Community Center and new services
11. The new Dog Park will be a huge asset
12. Being a beautiful city with a great quality of life that achieved an A+ grade for Historic Preservation
13. Implemented numerous infrastructure improvement projects with the support of the Utility User Tax

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CITY ACCOMPLISHMENTS *(continued)*

14. Adopted the Water Conservation Ordinance
15. Water conservation achievements and recognition
16. Achieved a Solar Grade of 95, which is an A+ designation
17. Gained recognition for our urban forest
18. Implemented the Plastic Bag Ordinance
19. Moving forward with the Community Garden
20. Implemented all-electric maintenance at Garfield Park
21. Funding for the Bicycle Path
22. Banned E-cigarettes
23. Completed new paint and carpet for the Library
24. Active work to show proactive transportation options – “No on 710”
25. Over 200 community events held, including the Eclectic Music Festival with over 700 participants
26. Elected officials group for 710 – Connected Communities Coalition
27. New businesses that have been attracted to South Pasadena
28. Three-year contracts in place with all Unions
29. Encouraged Caltrans properties to be sold this year that have potential for other uses
30. Implemented the Massage Parlor Moratorium
31. Headed off a potential school violence incident effectively
32. Demonstrated organizational leadership and positive changes in City Government:
 - a. All Council members and staff working together well to achieve positive results for the City and its Citizens
 - b. Transparent government, and public accessibility to the City, both the elected officials and City staff
 - c. Excellent structure, culture change, and results in public safety
 - d. Neo-Gov implementation
 - e. Restructured the Public Works Department
33. Rolled out the Five-Year Financial Plan
34. Demonstrated fiscal responsibility and increased the rate of return on City investments
35. Moved the City’s insurance coverage to CSAC, which resulted in significant cost savings
36. Graduated our first CERT class

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REAFFIRMATION OF THE CITY'S MISSION AND CORE VALUES

The participants reaffirmed the City's Mission and Core Values as follows.

MISSION STATEMENT

The City of South Pasadena is committed to providing effective and efficient municipal services for the community while preserving our quality of life and small-town character in a 21st Century environment.

CORE VALUES

not in priority order

The City of South Pasadena values...

- ❖ *Honesty and Integrity*
- ❖ *Teamwork*
- ❖ *Outstanding customer-friendly service*
 - ❖ *Responsiveness*
- ❖ *Open and accessible government*
 - ❖ *Community participation*
 - ❖ *Fiscal responsibility*

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KEY THEMES FOR THE STRATEGIC PLAN UPDATE PROCESS

In preparation for the Planning Session, the participants analyzed the key themes that served as a foundation for the Strategic Plan Update process. These themes were identified through two means:

1. All City Commissions were asked to review the existing Strategic Plan and determine up to three big-picture policy goals (pertaining to the subject matter area of their Commission) that the City Council should consider as part of the Strategic Plan Update process (see Attachment A); and
2. The public provided input on their priorities at the well-attended February 7, 2015 Community Forum (see Attachment B).

THREE-YEAR GOALS – 2013-2016, Updated 2015

(not in priority order)

After extensive discussion, the participants prioritized the City's five top Three-Year Goals:

- ***Eliminate the 710 freeway tunnel and improve local and regional mobility***
- ***Continue to improve City infrastructure and facilities***
- ***Continue to strengthen the City's financial position, organizational effectiveness, and service levels***
- ***Promote appropriate local economic growth***
- ***Enhance the City's healthy natural, cultural, and built environment***

The Goals and key Objectives for each of the Goals for 2015-16 are shown on the Pages 8-12 of this summary.

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**CITY OF SOUTH PASADENA ✪ ONE YEAR STRATEGIC OBJECTIVES
July 1, 2015 – June 30, 2016**

THREE-YEAR GOAL: *ELIMINATE THE 710 FREEWAY TUNNEL AND IMPROVE LOCAL AND REGIONAL MOBILITY*

Objectives to be Completed in the 2015-16 Year							
#	WHEN	WHO	WHAT	STATUS			COMMENTS
				Done	On Target	Revised	
1	12-31-15	Sergio Gonzalez, Margaret Lin	Finalize and promote a sub-regional mobility plan in collaboration with regional partners, and advocate with regional transportation agencies to adopt a superior sub-regional mobility alternative that supports community and economic development				
2.	7-6-15	Margaret Lin	Submit comment letters on the SR710 EIR/EIS individually and in collaboration with the Five Cities Alliance and other partners				
3.	6-30-16	David Watkins, Margaret Lin	In conjunction with the General Plan Update, initiate an update of the Circulation element based on new legislation (SB370, AB32, SB743, Complete Streets Act, etc.) and parking				

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**CITY OF SOUTH PASADENA ✪ ONE YEAR STRATEGIC OBJECTIVES
July 1, 2015 – June 30, 2016**

THREE-YEAR GOAL: *IMPROVE CITY INFRASTRUCTURE AND FACILITIES*

Objectives to be Completed in the 2015-16 Year							
#	WHEN	WHO	WHAT	STATUS			COMMENTS
				Done	On Target	Revised	
1.	3-31-16	David Batt	Preserve existing funding and pursue new funding sources for a Five-Year Capital Improvement Plan (CIP)				
2.	7-1-15	Paul Toor	Implement a Five-Year Capital Improvement Plan				
3.	6-30-15	Sheila Pautsch, David Batt	Explore and seek funding for the Community Center, Emergency Operations Center, Library enhancements, Golf Course/Banquet Facility, Eddie Park, the Museum, the Dog Park, and energy efficiency investments				

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**CITY OF SOUTH PASADENA ✪ ONE YEAR STRATEGIC OBJECTIVES
July 1, 2015 – June 30, 2016**

**THREE-YEAR GOAL: STRENGTHEN THE CITY'S FINANCIAL POSITION, ORGANIZATIONAL EFFECTIVENESS,
AND SERVICE LEVELS**

Objectives to be Completed in the 2015-16 Year							
#	WHEN	WHO	WHAT	STATUS			COMMENTS
				Done	On Target	Revised	
1.	11-30-15	Sergio Gonzalez, David Batt, Lucy Demirjian	Regarding the Utility Users Tax (UUT): <ul style="list-style-type: none"> Develop an educational program that explains the public services funded by the UUT and includes frequently asked questions Hire a consultant to assist the City with this project 				
2.	7-1-15	David Batt, Pearl Liu, Mariam Lee Ko	Refine the Long-Term Financial Plan to address: <ul style="list-style-type: none"> PERS liability Resource funding Unexpected loss of funding Funding for supplementals Reserve management 				
3.	6-30-16	Mariam Lee Ko, Steve Fjeldsted, Margaret Lin, Lucy Demirjian, David Batt, Pearl Liu	Undertake and continue City Operational Studies: <ul style="list-style-type: none"> Information Technology (IT) Library Utility billing Employee recruitment and retention strategy; for example, career ladders and job specifications 				
4.	1-1-16	Margaret Lin, David Watkins	Roll out the Permit Tracking system				

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**CITY OF SOUTH PASADENA ✪ ONE YEAR STRATEGIC OBJECTIVES
July 1, 2015 – June 30, 2016**

THREE-YEAR GOAL: **PROMOTE APPROPRIATE LOCAL ECONOMIC GROWTH**

Objectives to be Completed in the 2015-16 Year							
#	WHEN	WHO	WHAT	STATUS			COMMENTS
				Done	On Target	Revised	
1.	6-30-16	David Watkins, Arthur Miller, Margaret Lin	Develop a comprehensive Parking Master Plan to optimize the use of parking spaces				
2.	9-1-15	David Watkins, Margaret Lin	Expand the role of the Red Carpet Committee to include business attraction, in partnership with the Chamber of Commerce				
3.	6-30-15	Sergio Gonzalez, Lucy Demirjian, Paul Riddle	Support and assist the new ownership of the Rialto in restoring and revitalizing it as an entertainment and cultural landmark				
4.	6-30-15	Sergio Gonzalez, Lucy Demirjian	Support local property owners with a local and consumer spending analysis that identifies business categories with high success probability				
5.	7-1-15	David Batt, David Watkins	Establish a designated reserve account (budget) for updating the General Plan and MSSP				

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**CITY OF SOUTH PASADENA ✪ ONE YEAR STRATEGIC OBJECTIVES
July 1, 2015 – June 30, 2015**

THREE-YEAR GOAL: **ENHANCE THE CITY'S HEALTHY NATURAL, CULTURAL, AND BUILT ENVIRONMENT**

Objectives to be Completed in the 2015-16 Year							
#	WHEN	WHO	WHAT	STATUS			COMMENTS
				Done	On Target	Revised	
1.	6-30-16	Sheila Pautsch, Paul Toor	Implement Phase One of the Arroyo Seco Bike Path, and continue to secure funding for Phase Two				
2.	7-1-15	Sergio Gonzalez, Debby Figoni	Establish a Renewable Energy Committee to implement solar, hydro-electric, and energy efficiency/conservation programs and projects				
3.	6-30-15	Sergio Gonzalez, Debby Figoni	Implement indoor and outdoor water efficiency programs and projects for municipal, residential, commercial, and schools				
4.	6-30-16	Margaret Lin, Sheila Pautsch, David Watkins	Secure the unimproved/vacant Caltrans properties to expand parks and recreation opportunities				
5.	6-30-16	David Watkins	Update the Cultural Heritage Inventory				
6.	6-30-16	Sheila Pautsch, Lucy Demirjian, Steve Fjeldsted	Increase the amount of public art in the City				

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**ATTACHMENT A: COMMISSION INPUT TO THE
STRATEGIC PLAN UPDATE PROCESS**

All City Commissions were asked to review the existing Strategic Plan, and determine up to three big-picture policy goals (pertaining to the subject matter area of the commission) that the City Council should consider at the Strategic Plan Update Meeting. Written input was received from the following commissions:

- *Animal Commission*
- *Cultural Heritage Commission*
- *Design Review Board*
- *Finance Committee*
- *Freeway and Transportation Commission*
- *Library Board of Trustees*
- *Natural Resources and Environmental Commission*
- *Parks and Recreation Commission*
- *Planning Commission*
- *Public Safety Commission*
- *Public Works Commission*
- *Senior Citizen Commission*
- *Youth Commission*

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**City of South Pasadena
Commission Review & Input for the Strategic Plan**

Commission:	Animal Commission
Meeting Date:	<i>The goals were obtained through conversation between the Commission representative and staff liaison.</i>
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	Cornelia Balogh
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	Dog Park - The Animal Commission continues to support a dog park. Establishing a dog park is often requested by residents and public commenters at local events and meetings. It would provide a way of bringing residents, pets, and families together with others in the community.
Goal 2:	A city wide spay and neutering education campaign.
Goal 3:	Animal Commission's continued support for various yearly scheduled events: Doggy Day; Be kind to animals week; Adoption of animal campaigns coordinated with Pasadena Humane Society; Animal education, South Pasadena Open House; links on city website, flyers, and articles.

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**City of South Pasadena
Commission Review & Input for the Strategic Plan**

Commission:	Cultural Heritage Commission
Meeting Date:	January 15, 2015
The City will hold a Community Forum at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	James McLane
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	Complete a new reconnaissance level survey of the City's historic resources.
Goal 2:	Sponsor outreach efforts that educate citizens about historic preservation and incentives such as the Mills Act.
Goal 3:	Create information materials that will inform homeowners about remodeling their historic homes.

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**City of South Pasadena
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Commission:	Design Review Board
Meeting Date:	February 3, 2015
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	Jim Fenske
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	Improve emergency response time to the homes on Hanscom Drive by improving Hulbert Street.
Goal 2:	Impose penalties to builders who start construction work without obtaining Design Review Board Approval.
Goal 3:	Develop parking solutions to help the re-use of the Rialto Theater.

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**City of South Pasadena
Commission Review & Input for the Strategic Plan**

Commission:	Finance Committee
Meeting Date:	January 28, 2015
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: (Sat. Nov. 3, 2012)	Carrie Adrian
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	Maintain financial discipline, budget integrity, and assure adequate internal controls.
Goal 2:	Assure the City receives a sufficient rate of return for the use of its assets and services.
Goal 3:	Adopt and maintain best management practices for all City operations.

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Commission Review & Input for the Strategic Plan

Commission:	Freeway and Transportation Commission
Meeting Date:	12/16/2014
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	Bill Sherman
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	Eliminate the SR-710 and promote a subregional transportation plan.
Goal 2:	Mitigate impacts from the Metro Gold Line Extension.
Goal 3:	Improve traffic flow on local roadways and existing freeways for all users.

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**City of South Pasadena
Commission Review & Input for the Strategic Plan**

Commission:	Library Board of Trustees
Meeting Date:	January 9, 2015
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	Ann Penn
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	Purchases, installation, training, IT support and improvements in the following areas: computers, Wi-Fi, Broadband Width, Workstations for both patrons and employees, upgrades to Sirsi Dynix
Goal 2:	A plan of reconfiguration for the inside of the existing library space to complement, enhance, and make more effective use of the technology requested.
Goal 3:	Greater parking access for Library partons.

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**City of South Pasadena
Commission Review & Input for the Strategic Plan**

Commission:	Natural Resources and Environmental Commission
Meeting Date:	December 28, 2014
The City will hold a Citizen's Seminar at the South Pasadena Library Community Room on February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need clarification arises.	
Commission Representative: (Sat. Nov. 3, 2012)	Kim Hughes
Goal 1:	Water: The Natural Resources and Environmental Commission (NREC) recommends that the City of South Pasadena (City) continue to focus on water conservation and ensure that funding is maintained from the water conservation fees to support customer incentives and rebates. The efficient toilet installation program and a turf replacement program have been well received, and these and other conservation efforts should continue to be supported to reduce water use in the City. The City itself should focus on reducing its water use by replacing grass in street medians and reducing water use at all City properties, especially parks and the golf course. The Senior Management Analyst (Analyst) should be supported in completing business and residential water audits and other efforts to reduce water consumption. The Analyst should provide progress reports to the NREC and to City management on how the City is progressing in reducing water use, as well as how water conservation programs are meeting goals and budget expectations.
Goal 2:	Energy: The NREC recommends that the City focus on improving electrical energy efficiency, as saving energy reduces costs for the City and is beneficial to the environment. Electrical costs relating to the pumping of the City's water supply is one of the City's largest expenditures, hence any improvement in pumping water to and from City reservoirs should be considered. Other areas that can be investigated for energy efficiency include lighting at the golf course, tennis courts, stables, sports fields and other City facilities with upgrades of lighting to more efficient fixtures and bulbs, as well as education of staff and residents, particularly those using the sports facilities, on the value of turning off lights when facilities are not in use. In addition, in light of the improving economics of photovoltaic energy, the City should expedite assessing the feasibility of installing solar systems on City properties, such as at the rebuilt Garfield Reservoir. City staff should work with the NREC to develop a request for proposal from solar energy companies to study city properties and propose the best options for reducing electricity. To this end, the City should initiate an ad-hoc Sustainable Energy Committee to help with exploring this and other renewable energy opportunities.
Goal 3:	Urban Forest: The NREC recommends that the City continue its support of the tree maintenance program, including the inspection and trimming of trees on City property on a timely basis. The Commission requests that the City explore a mechanism to better enforce the City's tree ordinance, including trimming. NREC recommends that City staff evaluate which City-owned trees need supplemental watering due to existing drought conditions and develop a proposal to provide the additional water. NREC wishes to work with staff to ensure that an acceptable tree planting, management and maintenance plan is in place prior to the commencement of the new tree planting program, keeping in mind, "Right Tree – Right Place". There must be oversight, audits and matrixes, in order to ensure compliance and accountability.

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City of South Pasadena
Commission Review & Input for the Strategic Plan

Commission:	Parks and Recreation
Meeting Date:	1/12/15 approved
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	Art Salinas
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	Fully fund and construct the Dog Park
Goal 2:	Create a safe lighted walk way, stair case or swith backs, and trail access into Arroyo Park via trail head on Arroyo Dr at Magnolia and from Arroyo Dr down Stoney Dr to meet up with the trail
Goal 3:	Research possible recreational program space on the South Pasadena Island that is owned by Los Angeles.

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City of South Pasadena

Commission Review & Input for the Strategic Plan

Commission:	Planning Commission
Meeting Date:	January 26, 2015
The City will hold a Community Forum at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	Steve Dahl
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	Update the General Plan
Goal 2:	Update the Mission Street Specific Plan
Goal 3:	Update Sign Ordinance & Sign Guidelines

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City of South Pasadena

Commission Review & Input for the Strategic Plan

Commission:	Public Safety Commission
Meeting Date:	February 7, 2015
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: (Sat. Nov. 3, 2012)	Ellen Daigle/Mary Urquhart
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	<u>Build Community Emergency Preparedness Team.</u> Formally establish a fully-operational Community Emergency Preparedness Training (CERT) team of 20 participants and volunteer committee, and properly equip the team with the acquisition of emergency supplies, communication equipment and volunteer administration software; Continue CERT training, offering two full CERT training courses and one refresher course, in addition to three supplemental trainings.
Goal 2:	<u>Expand Neighborhood Watch.</u> Increase number of participating neighborhoods in the Neighborhood Watch program by 10%. Work with South Pasadena Police Department to strategically identify neighborhoods and potential block captains for the NW program. Introduce emergency preparedness to active Neighborhood Watch blocks.
Goal 3:	<u>Advocate for Funding for City Emergency Preparedness Needs.</u> Continue to advocate for additional funding for City-wide emergency preparedness needs, including (a) \$200,000 capital improvement reserve for the funding of a fully equipped Emergency Operations Center ("EOC"), (b) \$25,000 annual operating budget to purchase and fund ongoing expenses for the EOC, and (c) \$15,000 line-item budget for the Public Safety Commission for purchase of CERT team supplies, supplies for CERT trainings, volunteer administration software, Neighborhood Watch program supplies and other items used in connection with the Commission's public outreach.

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Commission Review & Input for the Strategic Plan

Commission:	Public Works Commission
Meeting Date:	January 14, 2015
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	Clint Granath
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	Improve traffic safety.
Goal 2:	Investigate opportunities for recycled water use at public facilities.
Goal 3:	Improve traffic flow on arterial streets and limit traffic congestion on residential streets.

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Commission Review & Input for the Strategic Plan

Commission:	Senior Citizens
Meeting Date:	1/14/2015
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	Alexandria Levitt and Gina Phelps
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	The Commission will identify homebound, isolated seniors and disabled persons in the City of South Pasadena in order to establish needs and advocate for services and resources.
Goal 2:	The Commission will disseminate information regarding the Senior Center and its services to the community.
Goal 3:	The Commission will continue to explore housing options for seniors in the City of South Pasadena

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City of South Pasadena

Commission Review & Input for the Strategic Plan

Commission:	Youth Commission
Meeting Date:	January 26, 2015
The City will hold a Citizens' Seminar at the South Pasadena Library Community Room (1115 El Centro Street) on Saturday, February 7, 2015.	
Please designate one commissioner as the Commission representative to attend the meeting and provide the input in case any questions or need for clarification arises.	
Commission Representative: <small>(Sat. Nov. 3, 2012)</small>	Will Hoadley-Brill
Each Commission is asked to identify 0-3 "big picture" policy goals pertaining to the subject matter of the Commission that the City Council should consider at the Strategic Planning Session.	
Goal 1:	To improve the Festival of Balloons event, possibly adding a city-wide talent show. They want to have activities for the youth at Garfield Park after the parade and before the start of fireworks.
Goal 2:	End of the School Year Festival
Goal 3:	Battle of the Bands- Having a concert with local middle school and high school students.

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ATTACHMENT B

Community Forum Citizen Input to the Strategic Plan Update Process

Number of Ideas per Major Program Area from 2/7/2014 Community Forum		
Major Program Area	Recorded During Break Out Group	Reported Out of Break Out Group
Transportation & Transit	17	11
Community Amenities & Services	17	10
Land Use & Economic Development	15	9
Public Infrastructure	8	5
Environmental Leadership	4	2
Administration & Finance	7	1
Public Safety & Disaster Preparation	6	1

Key Word Analysis: Top Four Most Commonly Mentioned Subjects During Community Forum Report Out*	
Subject	Number of Times
Parking	6
Traffic	6
Community Center/ Senior Center	5
Multi-modal/ Bicycle/ Pedestrian	5

*Please note that the list of commonly mentioned subjects provides the number of times that each subject was mentioned, regardless of Major Program Area. It does not reflect the nature of the comment made by a resident, but is instead intended to provide a brief summary of the frequency with which topics were discussed. For additional information on the nature of the comments made, and what other subjects were discussed in a particular Major Program Area, please see the list of "Big-Picture Ideas" Reported out of the Break Out Groups.

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"Big-Picture Ideas" Reported out of Break-out Groups at 2/7/2015 Community Forum		
Table.Idea #	Idea	Major Program Area
1.1	Comprehensive traffic and parking study including multi-modal transport; zip cars	Transportation & Transit
1.2	Recreation: community center; pocket park potential; under-served areas	Community Amenities & Services
1.3	Solar/sustainable energy: street lights; fund by developer	Environmental Leadership
2.1	Utility Users Tax awareness and outreach	Administration & Finance
2.2	Traffic signal alignments	Transportation & Transit
2.3	Capital improvement efficiencies: bonds and grants; water and street repair at same time	Public Infrastructure
3.1	Land Use Plan Updates: General Plan, Mission Street Specific Plan	Land Use & Economic Development
3.2	Kid-friendly stores, restaurants play-spaces ,etc.	Community Amenities & Services
3.3	Assistance for the homeless	Community Amenities & Services
4.1	Comprehensive traffic congestion and safety plan	Transportation & Transit
4.2	Economic development plan and its impact on City resources (parking, water, sewer)	Land Use & Economic Development
4.3	Development of new senior and community center and expansion of library	Community Amenities & Services

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"Big-Picture Ideas" Reported out of Break-out Groups at 2/7/2015 Community Forum (Continued)		
Table.Idea #	Idea	Major Program Area
5.1	See dog park through to conclusion as currently scoped and designed	Community Amenities & Services
5.2	Monterrey Road Diet: more area residents' input; in what way this would benefit residents	Transportation & Transit
5.3	More walkable City at night: lighting and sidewalk repair; promote pedestrian safety/signage/education	Public Infrastructure
6.1	Update General Plan & Mission Street Specific Plan	Land Use & Economic Development
6.2	Improved services for Seniors	Community Amenities & Services
6.3	Balancing multiple modes of travel (car, bikes, peds)	Transportation & Transit
A.1	Affordable senior housing - require developers to provide set percentage of units when development is over 20 units	Land Use & Economic Development
A.2	Create parking improvement district: provide parking for new & existing businesses for Mission West and Rialto/Downtown projects	Transportation & Transit
A.3	Online Smart Administration: forms access, ordinance access, fee & license payments, "paperless" forms in Planning & Building Dept.	Environmental Leadership
B.1	Focus on Disaster & Safety Program by: exploring new communications; involving community groups/orgs; connecting/sharing information; EOC; better coordination with schools	Public Safety & Disaster Preparedness
B.2	Address parking issues and alternative transportation to South Pas downtown and Gold Line	Transportation & Transit
B.3	Continue to develop small businesses that serve needs of community & greater intersection between public art and business attraction program	Land Use & Economic Development

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"Big-Picture Ideas" Reported out of Break-out Groups at 2/7/2015 Community Forum (Continued)		
Table.Idea #	Idea	Major Program Area
C.1	General Plan Update with emphasis on Circulation Element	Land Use & Economic Development
C.2	Senior/Community Center Facility	Community Amenities & Services
C.3	Entries & major corridors: beautify, enhance & modernize with monument signs & landscaping	Public Infrastructure
D.1	Retain Utilities Users Tax	Community Amenities & Services
D.2	Better traffic control on Monterey Road: no bike lanes, road diets, turn lanes, or signals	Transportation & Transit
D.3	No condo or other development on School District lot. Library, Senior Center, and other users should be able to park there.	Land Use & Economic Development
E.1	Transportation: congestion: local bus; bike lanes; alternative transportation	Transportation & Transit
E.2	Water: infrastructure; recycled/gray water; self-reliance; work with regional agencies	Public Infrastructure
E.3	review public land uses: use of open space; playing fields; parking lots; golf course	Community Amenities & Services
F.1	Prioritize Community Center development.	Community Amenities & Services
F.2	Develop city-wide traffic study.	Transportation & Transit
F.3	Promote economic redevelopment in downtown area in a dynamic and focused way.	Land Use & Economic Development

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"Big-Picture Ideas" Reported out of Break-out Groups at 2/7/2015 Community Forum (Continued)		
Table.Idea #	Idea	Major Program Area
G.1	Citywide parking revenue generation study	Transportation & Transit
G.2	Encourage family-oriented evening amenities with wifi	Land Use & Economic Development
G.3	Citywide wayfinding signage program	Public Infrastructure

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List of all Resident "Big-Picture Ideas" received at 2/7/2015 Community Forum

Source	Idea	Major Program Area
Comment Card- Dr. Harry Lieberman	Combined and strengthened Neighborhood Watch and CERT programs	Public Safety & Disaster Preparedness
Comment Card- Ite Laird	Fixing Aging infrastructure	Public Infrastructure
Comment Card- Ite Laird	Building the South Pasadena Dog Park	Community Amenities & Services
Table 1	Comprehensive Traffic and Parking Study: Multiple benefits; economic development issues; multi-modal to include walking & biking; look into bond measure to address problems quickly	Transportation & Transit
Table 1	Recreation: community center; underserved area of Mission/Meridian; pocket park potential; quickly actionable to sprinkle pocket parks in community	Community Amenities & Services
Table 1	Solar Development with new construction: fund by developer to contribute to solar infrastructure	Environmental Leadership
Table 1	Senior loan program: to repair residential properties; incentivize senior property; community group to identify homes owned by seniors that are in disrepair & affecting neighborhoods; HGTV/OSH/Lowes sponsorship opportunity to complete	Land Use & Economic Development
Table 2	Lease or purchase City vehicles?	Administration & Finance
Table 2	Outreach on benefits of Utility Users Tax: outreach for why it is good; Police Department and Fire Department; impacts all but school; media outreach; public forums - awareness	Administration & Finance
Table 2	Synchronizing traffic signals along Fair Oaks and Fremont: entire stretch of street; working with Alhambra	Transportation & Transit
Table 2	Homeless outreach : survey	Community Amenities & Services
Table 2	710: news organizations; PR person; opposite editors supporting City's position	Transportation & Transit

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List of all Resident "Big-Picture Ideas" received at 2/7/2015 Community Forum

Source	Idea	Major Program Area
Table 2	Improve efficiency: replace sewer and sidewalk at same time; two for one; combined improvement projects save money	Public Infrastructure
Table 3	Infrastructure	Public Infrastructure
Table 3	Environmental leadership	Environmental Leadership
Table 3	Land Use plans updates	Land Use & Economic Development
Table 3	Kid friendly stores, restaurants, play spaces	Land Use & Economic Development
Table 3	Rialto theater reuse/ preservation	Land Use & Economic Development
Table 3	Small-town preservation	Land Use & Economic Development
Table 3	Community garden	Community Amenities & Services
Table 3	Homeless assistance	Community Amenities & Services
Table 4	Comprehensive traffic congestion and safety plan (bulb-outs, Monterey Road)	Transportation & Transit
Table 4	Parking needs for existing and future businesses	Transportation & Transit
Table 4	Economic Development plan and its impacts on City resources (parking, water, etc)	Land Use & Economic Development
Table 4	Development of new senior and community center and expansion of Library	Community Amenities & Services
Table 5	Monterey Road Diet: more public outreach needed; neighborhood input	Transportation & Transit
Table 5	See Dog park through to conclusion as currently scoped/ designed	Community Amenities & Services
Table 5	More walkable city at night: lighting and sidewalk replacement; promote pedestrian safety; signage; repair	Public Infrastructure
Table 5	Reduce expenses, Cut taxes	Administration & Finance
Table 5	Comprehensive traffic circulation strategy that also reduces volume on Fremont	Transportation & Transit
Table 5	Incentives that place a premium on work performance and efficiency	Administration & Finance
Table 6	Citywide Wi-Fi Utility	Community Amenities & Services
Table 6	Update General Plan and Update Mission Street Specific Plan	Land Use & Economic Development
Table 6	Parking Structure	Public Infrastructure
Table 6	Transportation for Seniors	Community Amenities & Services

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List of all Resident "Big-Picture Ideas" received at 2/7/2015 Community Forum

Source	Idea	Major Program Area
Table 6	Improved services for seniors: low cost housing	Community Amenities & Services
Table 6	Increased Neighborhood Watch programs	Public Safety & Disaster Preparedness
Table 6	Community outreach	Administration & Finance
Table 6	Broad programming at Community Center	Community Amenities & Services
Table 6	Balancing multiple modes of travel (car, bikes, pedestrians)	Transportation & Transit
Table 6	Longer range infrastructure planning	Public Infrastructure
Table 6	Re-evaluation of speed limits: e.g. Arroyo Drive	Transportation & Transit
Table 6	Concern of recent robberies	Public Safety & Disaster Preparedness
Table 6	Downtown Development standards	Land Use & Economic Development
Table A	Green based smart administration: Strengthen organizational efficiency by providing more on-line forms; paying fees online; viewing City ordinances on-line	Environmental Leadership
Table A	Affordable Housing: increase opportunities for affordable senior citizen housing; developers should be required to provide a certain number of units for senior housing (five or more units)	Land Use & Economic Development
Table A	Create a parking improvement district/plan for Mission Street & Rialto Theater/Downtown	Transportation & Transit
Table A	Strengthen the CERT program by increasing size and facilities of Emergency Command Center and providing emergency resources for Community	Public Safety & Disaster Preparedness
Table A	Fund an update to the City's list of historic resources/properties	Land Use & Economic Development
Table B	Focus by City on Disaster & Safety program by: explore new communications; involve community groups/ orgs; connect/ share info; EOC; better coordination with schools	Public Safety & Disaster Preparedness
Table B	Continue to develop small businesses that serve needs of community & greater intersection between public art and business attraction program	Land Use & Economic Development
Table B	Address parking issues and access to South Pas downtown and Gold Line; encourage residents to get out of their vehicles by providing alternative modes such as shuttle system	Transportation & Transit
Table C	General Plan update, emphasis on a new circulation element	Land Use & Economic Development
Table C	Senior/ Community Facility project - priority push	Community Amenities & Services

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List of all Resident "Big-Picture Ideas" received at 2/7/2015 Community Forum

Source	Idea	Major Program Area
Table C	South Pasadena entrances: beautify and better signage; parkway beautification; standardized and modernized; monument signs	Public Infrastructure
Table D	Monterey Road: better traffic control; no bike lanes, no bike lanes, no road diet, no turn lanes, no signals	Transportation & Transit
Table D	No condo development or privatization of School District lot; Library users should be able to park there	Land Use & Economic Development
Table D	Traffic remediation on Fair Oaks, including revised on-ramp to 110	Transportation & Transit
Table D	Retain Utility Users Tax	Administration & Finance
Table D	Renew Library measure with C.P.I factor	Administration & Finance
Table D	City-wide Wi-Fi	Community Amenities & Services
Table D	Encourage owners of Rialto to share plans ASAP and allow for public input	Land Use & Economic Development
Table D	Continue with plans of Community Center and Senior Center	Community Amenities & Services
Table E	City-wide traffic: traffic light synchronization on Fair Oaks; Fair Oaks/I-110 traffic ramp; improvements	Transportation & Transit
Table E	Gray water system/ water conservation; rain water capture; extend gray water system to South Pasadena from Pasadena; self-sufficient for water	Environmental Leadership
Table E	Support for the arts: public art sculptures/ statues; use Rialto as catalyst for performing arts/film	Community Amenities & Services
Table E	Not enough playing fields/ re-evaluate use of existing facilities/ space	Community Amenities & Services
Table E	Light rail/ bus/ local trolley/ Gold Line Bus	Transportation & Transit
Table F	Prioritize community Center	Community Amenities & Services
Table F	City-wide parking and traffic study:	Transportation & Transit
Table F	Promote economic redevelopment in Downtown area in dynamic and focused way: work with building owners to promote local businesses (economic gardening); enhance small businesses; tax incentives for fixing historic store fronts; find ways to promote historical facades; increase walkability; revitalize downtown area; Mission Gap (empty stores); retail shops	Land Use & Economic Development

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List of all Resident "Big-Picture Ideas" received at 2/7/2015 Community Forum

Source	Idea	Major Program Area
Table G	Integrated Neighborhood Watch-CERT program	Public Safety & Disaster Preparedness
Table G	Wayfinding Signage; location signage	Public Infrastructure
Table G	Parking- charging on Mission Street; revenue sources; specifically fund improvements in parking district; prevention of outside people from using street parking spaces around Gold Line	Transportation & Transit