

February 28, 2012

AGENDA
REGULAR JOINT MEETING OF THE
CITY COUNCIL OF THE CITY OF DUARTE,
CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED
REDEVELOPMENT AGENCY OF CITY OF DUARTE,
AND DUARTE HOUSING AUTHORITY
TUESDAY, FEBRUARY 28, 2012

7:00 p.m. – Regular Session

COUNCIL CHAMBERS, 1600 HUNTINGTON DRIVE, DUARTE, CALIFORNIA 91010

MISSION STATEMENT

With integrity and transparency, the City of Duarte provides exemplary public services in a caring and fiscally responsible manner with a commitment to our community's future

MAYOR/HOUSING AUTHORITY CHAIR JOHN FASANA
MAYOR PRO TEM/HOUSING AUTHORITY VICE CHAIR LIZ REILLY
COUNCILMEMBER/HOUSING AUTHORITY BOARD MEMBER MARGARET FINLAY
COUNCILMEMBER/HOUSING AUTHORITY BOARD MEMBER TZEITEL PARAS-CARACCI
COUNCILMEMBER/HOUSING AUTHORITY BOARD MEMBER PHIL REYES

City/Authority Staff:

Darrell George, City Manager/Housing Authority Executive Director
Kristen Petersen, Assistant City Manager/Housing Authority Assistant Executive Director
and Director of Administrative Services
Craig Hensley, Community Development Director
Cesar Monsalve, Interim Director of Parks and Recreation
Brian Villalobos, Director of Public Safety Services
Dan Slater, City Attorney/Housing Authority General Counsel
Marla Akana, City Clerk

ADDRESSING THE CITY COUNCIL AND HOUSING AUTHORITY:

If you wish to address the City Council or Housing Authority on any item on the Agenda, you should fill out a Speaker Card indicating which item or items on the Agenda you wish to speak about, and hand the card to the City Clerk. You will be called to the Podium when that item is heard by the City Council/Authority. If you wish to address the City Council or Housing Authority on any item that is not on the Agenda, but that is within the subject matter jurisdiction of the City or Authority, you may do so under the “Oral Communications” portion of the Agenda. At the podium, before starting your remarks, please state your name and city of residence for the record.

ADA ACCESSIBILITY NOTICE:

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, you should contact the City Manager’s office at (626) 357-7931. Notification no later than 1:00 p.m. on the day preceding the meeting will enable the City to make reasonable arrangements to assist your accessibility to this meeting.

Note: Any documents distributed by the City/Authority to a majority of the City Council/Housing Authority Board less than 72 hours prior to the City Council/Authority meeting will be made available for public inspection at City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

2/28/12

1. CALL TO ORDER OF CITY COUNCIL AND HOUSING AUTHORITY, AND NOTATION OF ANY ABSENCES
2. ADOPTION OF THE AGENDA
3. PLEDGE TO THE FLAG
4. MOMENT OF REFLECTION
5. FITNESS/MENTAL WARM-UP
6. SPECIAL ITEMS – Page 1
 - A. Recognition – Martin Luther King, Jr., essay contest participants
 - B. Recognition – Sonja Tanner, Public Safety Volunteer
 - C. Presentation – Los Angeles Economic Development Commission
 - D. Presentation – Proclamation for Fix a Leak Week
 - E. Public Safety update and emergency response presentation
7. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS
Any person who wishes to make a brief announcement of a future community event that is open to the general public may do so at this time.
8. ORAL COMMUNICATIONS—ITEMS NOT ON THE AGENDA (30 MINUTES)
Any person wishing to speak on any issue that is not on the Agenda, but that is within the subject matter jurisdiction of the City or Authority, may do so at this time. The opportunity to speak is on a first come, first serve basis. Each person may speak once for no more than 3 minutes and there is a maximum of 30 minutes for all Oral Communications at this time. Under the Brown Act, members of the City Council, Authority, and staff can respond only with a brief reply to issues raised in Oral Communications, and no action on such matters may take place at this meeting.
9. ITEMS TO BE ADDED TO THE CONSENT CALENDAR (City Council/Housing Authority)
10. CONSENT CALENDAR (City Council/Housing Authority) – Page 2
All matters listed on the Consent Calendar are to be approved with one motion unless a member of the City Council/Authority removes an item for separate action. Any consent calendar item for which separate action is requested shall be heard as the next Agenda item.
 - A. City Council/Housing Authority – Approval of Minutes – February 14, 2012
 - B. City Council/Housing Authority – Approval of warrants – February 28, 2012
 - C. City Council/Housing Authority – Motion to introduce and/or adopt all resolutions and ordinances presented for consideration by title only and waive further reading
 - D. Review of declaration of local emergency declared on December 5, 2011, due to wind storm, and determination of need to continue declaration of local emergency, pursuant to Government Code Section 8630(c)
 - E. Approval of Social Program Agreement with Los Angeles County Board of Supervisors for financial assistance pertaining to crime prevention
 - F. Award of contract to lowest responsible bidder All American Asphalt, Inc., in the amount of \$185,000.00 for Highland Avenue Pavement Rehabilitation Project (Central Avenue to Royal Oaks Drive)
 - G. Acceptance of Asphalt Concrete Removal and Replace – Phase I Project (Hardy & Harper, Inc.) and authorization for City Clerk to initiate the Notice of Completion
 - H. City Council/City Manager Conference Attendance
11. ITEMS REMOVED FROM CONSENT CALENDAR (City Council/Housing Authority)
12. CONSENT CALENDAR (City Council as Successor Agency to Redevelopment Agency)–Page 18
 - A. Approval of Recognized Obligation Payment Schedule

13. BUSINESS ITEM – Page 20
Recommendation to receive and file 2011/12 mid-year budget report, and to approve budget amendments
14. CONTINUATION OF ORAL COMMUNICATIONS
*Any person who did **not** speak during the initial 30 minute Oral Communications period earlier in the meeting, who wishes to speak on any issue that is not on the Agenda but that is within the subject matter jurisdiction of the City or Authority, may do so at this time. Each person may speak once for no more than 3 minutes. Under the Brown Act, the City Council, Authority, and staff can respond only with a brief reply to issues raised in Oral Communications and no action on such matters may take place at this meeting.*
15. ITEMS FROM CITY COUNCIL/AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR (AB 1234 reports on trips, conference attendance, and meetings)
16. ADJOURNMENT

MEMORANDUM

TO: City Council
FROM: Assistant City Manager
DATE: February 23, 2012
SUBJECT: Comments on Agenda Items, Meeting of February 28, 2012

ITEM 6A. City Council will be recognizing the winners of the third annual Martin Luther King Jr. Essay Contest; Third Place – Deanna Armstead, Second Place – Guadalupe Valdez, First Place – Lily Paris, who received the grand prize of a 19” flat screen tv. 33 Duarte youth participated in the contest, where they were asked to write about why they were inspired by the life of Dr. Martin Luther King. Students wrote heartfelt essays that spoke of how his life has impacted them in a personal way in regard to race and the goals they set in their lives to make a difference and achieve their personal goals. The winners were announced at the MLK Celebration held on January 12th. Marilyn Mays, Teen Center Supervisor, will be present to introduce the winners.

ITEM 6B. The City Council will be recognizing Sonja Tanner for her twenty years of volunteer service to the Public Safety Department. Sonja has been the Public Safety Department’s statistician for twenty years. She is instrumental in mapping and identifying crime trends throughout the City and she has been an invaluable part of the Public Safety Department’s crime prevention efforts during her tenure. Brian Villalobos, Director of Public Safety Services, will be present to introduce the honoree.

ITEM 6C. Carrie Rogers, Vice President of Business Development, and Bob Machuca, Senior Regional Manager for the Los Angeles Economic Development Commission (LAEDC), will present the City Council with a commendation from the County of Los Angeles congratulating Duarte on being selected as a finalist in the "Most Business Friendly City" competition for 2011.

ITEM 6D. Cal American Water has requested that the City of Duarte officially proclaim the week of March 12th - 18th as Fix a Leak Week in order to raise awareness of leaks and encourage residents and businesses to take action to repair them. Fix a Leak Week was introduced in 2009 by the U.S. Environmental Protection Agency's Water Sense program. Repairing leaks in toilets, faucets, showerheads and irrigation systems is relatively simple and can make a big difference in protecting our natural resources and in producing savings on water bills. Given California’s ongoing water crisis, Fix a Leak Week is both timely and extremely relevant for our community. Brian Barretto with Cal American's External Affairs Division will be present to accept the proclamation.

ITEM 6E. Brian Villalobos, Director of Public Safety Services will be presenting an update and overview on the City’s emergency response and preparedness.

ITEM 10E. (Consent Calendar) The City of Duarte has been offered financial assistance in the amount of \$13,250 from the LA County Board of Supervisors to put towards our existing Crime Prevention Programs such as GAPP, DART, Youthworks, CHYLL, and People Helping People. The County and the City of Duarte have had a long-standing coordinated partnership in providing

Prevention and Intervention Programs and this pledge is meant to recognize and reward our local efforts. The programs listed above provide case management to youth and young adults who have been identified as at-risk. Given that this is in line with the County's own crime prevention goals, the Board has pledged this grant amount for the City of Duarte, and is asking that we sign a standard Social Program Agreement in order to receive the dollars.

ITEM 10F. (Consent Calendar) All American Asphalt was the lowest responsible bidder on the Highland Avenue Pavement Rehabilitation Project at \$185,000. This grinding and overlay project will include the removal and replacement of sections with 2" Asphalt Rubber Hot Mix on Highland Avenue from Central Avenue to Royal Oaks Drive, and will take place during DUSD's Spring Break from April 2nd through April 6th. This project will be funded from Proposition C funds and a small portion of CalRecycle Pavement Grant funds, because the project will be using an asphalt product that includes recycled rubber from approximately 5,000 used tires.

ITEM 10G. (Consent Calendar) Hardy & Harper has satisfactorily completed the removal and replacement of asphalt concrete in the areas south of Royal Oaks Drive, between Highland and Mountain Avenue. This project was funded through Gas Tax funds and the final construction costs for this project were \$64,733.06, which was the contracted amount. Once the project is accepted, the Notice of Completion will be initiated.

ITEM 12A. (Consent Calendar) Pursuant to the terms of AB 1x26, the City Council as Successor Agency should prepare a Recognized Obligation Payment Schedule (ROPS) by March 1, 2012 that covers January 1, 2012 through June 30, 2012 and a new ROPS for each six month period hereafter. A Preliminary ROPS was prepared back in October 2011 and now we have prepared an updated version that largely mirrors the recently adopted Enforceable Obligation Payment Schedule (EOPS), but adds the details required for an ROPS. Once adopted by City Council, this will be posted on the City's website and sent to LA County and the State. Once the Oversight Board is established, the ROPS is subject to review and approval of the Oversight Board.

ITEM 13. Staff will be presenting the 2011/12 mid-year budget report and recommended budget amendments. In June 2011, the 2011/12 budget was adopted with a \$79,800 surplus. At mid-year, staff is estimating that the General Fund will reflect an even higher year-end surplus of \$578,900 by fiscal year end.

Respectfully submitted,



Kristen Petersen

Assistant City Manager



Proclamation

FIX A LEAK WEEK

WHEREAS, water is a precious life resource which must be conserved and protected to ensure a healthy and vibrant community; and

WHEREAS, Southern California continues to face significant long-term challenges to maintaining reliability of the region's water supplies due to regulatory restrictions on pumping water from the San Francisco Bay/Sacramento-San Joaquin River Delta Estuary; and

WHEREAS, California's Colorado River water users are working to reduce their reliance on Colorado River water by implementing the State's Colorado River Water Use Plan; and

WHEREAS, on average, household water leaks can account for 10,000 gallons of water wasted each year, which is enough to fill a backyard swimming pool, and minor residential water leaks account for more than one trillion gallons of wasted water in United States homes annually; and

WHEREAS, correcting easily fixed leaks in the home is not only good for our water supply and environment, it helps the residents of the City of Duarte reduce their water usage; and

WHEREAS, do-it-yourself fixes such as replacement of worn faucet washers and gaskets, leaky toilet flappers, garden hoses, and loose spigots can save significant amounts of water; and

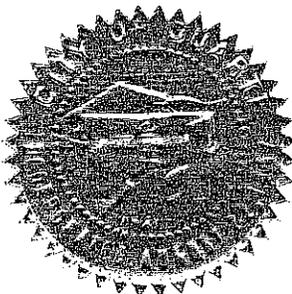
WHEREAS, to remind Americans to check their household plumbing fixtures and irrigation systems for leaks, the United States Environmental Protection Agency's WaterSense program, in partnership with California American Water, has created "Fix a Leak Week;"

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte hereby proclaims March 12-18, 2012, as **FIX A LEAK WEEK** in the City of Duarte, and invites and encourages all residents of Duarte to participate in this water-conservation effort.

Mayor John Fasana

ATTEST:

City Clerk Marla Akana
Duarte, California
February 28, 2012



MINUTES

JOINT CITY COUNCIL/CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY OF THE CITY OF DUARTE REGULAR MEETING – FEBRUARY 14, 2012

CALL TO ORDER The City Council/City Council as Successor Agency to Dissolved Redevelopment Agency/Housing Authority of the City of Duarte met in a regular meeting in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Fasana called the meeting to order at 7:07 p.m.

RECORDATION OF ATTENDANCE The following were in attendance:
PRESENT: Finlay, Paras-Caracci, Reilly, Reyes, Fasana
ABSENT: None
ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorney Slater

ADOPTION OF AGENDA Finlay moved, Paras-Caracci seconded to adopt the Agenda, and carried unanimously.

PLEDGE TO THE FLAG Captain Christopher Nee led the Pledge of Allegiance to the Flag.

MOMENT OF REFLECTION A moment of reflection was observed.

FITNESS/MENTAL WARM-UP Slater and Finlay provided the warm-up.

SPECIAL ITEMS
Presentation – Y-Life Project Ulises Gutierrez, Community Mediation Team, Pastor Richard Brown, Life Church Pasadena, Eduardo Cordero, Los Angeles County, and Damon Colaluca, Santa Anita YMCA, presented information about the YMCA Y-Life Project pertaining to the State prisoner realignment program and re-entry strategy.

Presentation – L.A. County Sheriff Year-End Review Captain Christopher Nee presented a year-end review and summary of law enforcement statistics from 2007-2011.

ANNOUNCEMENTS
Joanne Gee, Duarte Library, announced after school and pre-school story time events, and chocolate workshop.
Tina Carey, Duarte Kiwanis, announced Relay for Life on June 9-10, 2012, and magic show on April 1 at the PAC.
Karen Herrera announced upcoming community events in the months of February and March.
Rainbow Yeung, AQMD, provided updated information about the 2012 Air Quality Management Plan, and stated the next advisory group meeting is February 16.

ORAL COMMUNICATIONS The following spoke on items not on the Agenda.
Rosalie Zesati – Request sponsor of LULAC events and bench.
Irwin Margiloff – Edison transmission towers.
Eric Valdez – Bicycles and scooters in skate park.

Jack Ochoa – Ad hoc, Economic Development Commission.
Henry Baltazar – District misuse of funds.
Ray Torres – Laptop recovery, swim team.

City Council referred the matter of the use of bicycles and scooters in the skate park, as well as enforcement of the helmet law, to the Parks and Recreation Commission.

CONSENT CALENDAR
(City Council/Housing Authority)

Reyes moved, Paras-Caracci seconded to approve the Consent Calendar (City Council/Housing Authority), as follows, and carried unanimously.

Approve Items A, B, C, D, E, G, H, I, J.
Receive and File Item F.

RESOLUTION NO. 12-05

Item 1 – Council Bill 12-R-05 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE IN SUPPORT OF THE TRANSFER OF ONTARIO INTERNATIONAL AIRPORT (ONT) TO LOCAL CONTROL

CONSENT CALENDAR
(City Council as Successor Agency)

Reyes moved, Paras-Caracci seconded to approve the Consent Calendar (City Council as Successor Agency), as follows, and carried unanimously.

Approve Item A.

ORDINANCES
Council Bill 12-O-01
Amendment to PERS Contract
(Second Reading)

Slater read by title Council Bill 12-O-01:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE CITY OF DUARTE AND THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (Second Reading)

George presented the staff report about the proposed amendment to the PERS contract.

ORDINANCE NO. 834

Reyes moved, Finlay seconded to adopt Ordinance No. 834, and carried unanimously.

Council Bill 12-O-02
City Commissions
(First Reading)

Slater read by title Council Bill 12-O-12:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE AMENDING VARIOUS SECTIONS WITHIN CHAPTERS 2.20, 2.22, 2.24, 2.27, 2.28, 2.29, AND 2.30 OF THE DUARTE MUNICIPAL CODE PERTAINING TO CITY COMMISSIONS (First Reading)

Karen Herrera presented the staff report outlining the proposed amendments clarifying terms of appointment, making the terms for School Board representatives on the Public Safety and Parks and Recreation Commissions one-year appointments, changing the number of Chamber representatives on the Economic Development Commission from three to two, and changing the meeting time of the Traffic Safety Commission from 7:30 p.m. to 7:00 p.m.

There was discussion about looking at the entire code regarding Commissions, representation from the unincorporated areas, non-residents, and monthly meetings.

City Council requested that a draft ordinance concerning City Commissions be brought back with clarification and additional information about representation from the unincorporated areas and non-residents, with a report on the Commissions who do not meet monthly.

ITEMS FROM CITY COUNCIL/
CITY MANAGER

REYES: Requested a report on the cost of towing services and daily storage, announced youth summit in Monrovia and at Santa Teresita on February 25, requested an Agenda item about request from LULAC to utilize this facility for a Spring Fling and sponsoring a park bench at Lena Valenzuela Park, and stated he received a complaint from a resident about Slaw Dogs, and he would like a report about the 14-month process.

PARAS-CARACCI: Attended the LA Works Workforce Partnership breakfast and congratulated the City for being honored as a valued member, thanked the Promise Fellows, business partners, and all who participated in Groundhog Job Shadow Day, and thanked staff for responding to the public regarding traffic issues.

FINLAY: Congratulated Robert Moreno on the opening of the training center and stated she will present a proclamation at the Grand Opening on February 18, stated the East Los Angeles incorporation did not pass at LAFCO, and stated some of the flags and banners are crooked on the street poles.

REILLY: Attended the Chamber business interviews where the City's sign ordinance was discussed and stated they would like brochures with the new ordinances to provide to their members, attended Economic Development Commission meeting, toured Maryvale, attended book release ribbon cutting at Cabrera's, attended Cal Tech/City of Hope collaborative meeting, and requested an Agenda discussion and information about public labor agreements.

FASANA: Attended San Gabriel Valley COG strategic planning session, inquired about the status of the issue pertaining to the Regional Water Quality Control Board and requested it be brought back for action if needed, attended Groundhog Job Shadow event and Maryvale's first year anniversary, regarding the City of Hope and Cal Tech event, stated there are opportunities for networking, asked that we look into posting the entire Agenda packet online, requested an Agenda item to discuss how we can update our emergency preparedness as a community, taking advantage of the Public Safety Commission, Neigh-

borhood Watch, Sheriff and Fire Departments, and utilities, and bringing all parties together to focus on neighborhood preparedness, stated a project labor agreement was approved at LA Metro, and wished all a happy Valentine's Day.

ADJOURNMENT

Finlay moved, Paras-Caracci seconded to adjourn the meeting at 9:06 p.m., and carried unanimously.

Mayor John Fasana

ATTEST:

City Clerk

MEMORANDUM

To: Darrell George; City Manager

From: Brian Villalobos; Director of Public Safety Services

Subject: Funding by the Los Angeles County Board of Supervisors for Crime Prevention Programs

Date: February 22, 2012

Overview

The City of Duarte has requested that the Chief Executive Office (CEO) seeks funding in the amount of \$13,250 to continue its partnership with the City of Duarte's Crime Prevention Programs (CDCPP) to ensure the delivery of their Prevention and Intervention Programs. The CDCPP and CEO have partnered to better coordinate the identification of at-risk individuals in the Monrovia-Duarte area and to develop programs to address their specific needs. Both system and non-system Individuals, between the ages of 14-24 are identified by staff and case managed by CDCPP staff who are trained on local resources and community issues impacting youth and young adults. Outcomes/services such as those listed under Outcomes section are provided to individuals in the community with the goal to continue to fund evidence-based pro-social well-being programs to the most at-risk youth and their families as identified by CDCPP staff.

Description of Need

Youth in gang entrenched neighborhoods often have few outlets to express their specific challenges and gain a sense of empowerment over their surroundings. These youth disproportionately deal with challenged family dynamics, low performing schools, community violence and gangs. Their ability to find positive coping skills and negotiating tools will determine how well many of the young people progress beyond their circumstances. The CDCPP provides an array of identified as needed resources in a community where individuals are dealing with multi-layered challenges.

Target Population and/or Geography

This project will serve 140 youth and young adults in the Monrovia-Duarte area who have been identified as at-risk to high risk as a result of school behavior, delinquent or criminal behavior, and lack of involvement in pro-social activities.

Youth living in the Monrovia-Duarte areas with highest poverty and crime rate areas are particularly at risk of joining gangs to seek status and protection among their peers. The feeling of cultural displacement among at-risk youth in this area has caused a rise in gang activity and violence. The project goal is for youth living in these areas to continue to have access to pro-social well-being programs. Numerous studies have demonstrated that limited economic opportunities may lead to involvement in illegal activities through local gangs.

Specific Measureable Deliverable

CDCPP staff works with the Los Angeles County Probation Department, Los Angeles Sheriff Department, local school districts, local Community Based Organizations. Nearly 40 youth and their families have

already been identified as high risk for criminal involvement and are currently working with evidence-based practice, Gang Alternative and Prevention Program (GAPP). In addition approximately 100 at-risk youth are currently working with City of Duarte staff in numerous programs. This partnership will assure continued participation of the target affected population in pro-social after-school and special weekend activities. All services will take place in an environment that promotes competencies, foundation skills and good personal qualities.

The following selected programs operate during the peak time for juvenile crime and risky behaviors such as alcohol/drug use and gang activity. Without structured, supervised activities in the after-school hours, youth are at greater risk of being victims of crime, or participating in anti-social behaviors. Youth participating in the programs are immediately selected by parent/student application, teacher/counselor referral, City staff or probation referral. By partnering with the City of Duarte, staff and overhead costs will be in-kind expenses and the additional funding will directly benefit the program participants.

Gang Alternative and Prevention Program (G.A.P.P.)

G.A.P.P is operated under the Duarte Public Safety Department youth programs in the Public Safety Office/Sheriff Substation. This program is under contract with Los Angeles County Probation Department. Youth K-6th at-risk for gang affiliation are identified at the school or community level with the assistance of LA County Probation Officer and the youth, parent and probation officer enter and informal contract. Youth and families are connected with counseling, weekly school visits, home visits, and pro social activities in the community. This program currently serves 25 youth and their families. Funding will be utilized to take youth to field trips and tuition fees for enrichment and after-school/weekend programs and materials associated with such programs that families cannot otherwise afford. (Programs range from painting, cooking, organized sports, to YMCA after-school Homework Heroes Program, PEACE Behavior modification program for parent/child)

The Duarte Area Resource Team (D.A.R.T)

The D.A.R.T. Program is a Duarte Public Safety Department youth program who serves 40-50 young adults, 9th grade and up. This group mentoring program is operated out of the Duarte Public Safety Office/ Sheriff Substation under Duarte's Crime Prevention Specialist and Duarte School Resource Deputy Sheriff. The program's focus is to expose youth to pro-social activities who are not involved in other after-school programs, while developing leadership, work experience and a sense community. Youth are involved an average of 500 hours a month. Activities range from community service, university trips, career enhancing workshops and even fun rewarding field trips at little or no cost to the youth.

The Youthworks Juvenile Restitution Program

The Youthworks Program is also a Duarte Public Safety Department intervention and prevention youth program. This juvenile community service program assists youth that are required to complete court ordered community service. This program is used by the District Attorney's office in lieu of formal probation, referrals also come from LA County Probation, schools and traffic/infraction court. The program is designed to expose youth to a structured work environment, while gaining self-esteem and experience as they work throughout the city in community based organizations. The goal of Youthworks is to provide a structured "work-like environment". Successful graduates may be hired by the City of Duarte to participate in the State of California Recycling Program. This program serves 4- 5 youth a month.

Caring Helping Youth Leading in Life (C.H.Y.L.L.)

C.H.Y.L.L. was created as a group mentoring program to mirror the D.A.R.T. program 2 years ago to serve youth 6th to 8th grade. Currently the program serves 30-40 youth and who are involved an average of 400 hours a month. This program helps youth develop self-esteem, leadership, teamwork and more. The program's focus is to expose youth to pro-social activities who are not involved in other after-school programs, help them transition to middle school and high school while developing leadership and positive ties to their community. Youth are involved an average of 400 hours a month. Activities range from community service, leadership enhancing workshops and rewarding field trips at little or no cost to the youth. This group mentoring program is operated in collaboration with the Duarte Public Safety Office, and Duarte's Promise, under the direct supervision of Duarte Parks and Recreation Department at the Duarte Teen Center.

City of Duarte Student Intern Program

Each year the City of Duarte hires student Interns to work in various city departments to gain work experience, mentoring, job skills and networking opportunities. This after-school program assist 6 high school age youth in preparing for college and provides them with viable employment skills. Last year 20 youth were interviewed and 8 selected to the intern positions and received monthly stipends. This program is a crime prevention strategy that gives youth from disadvantaged homes the ability to work with professionals in city departments and receive mentoring and save money for college and other daily needs. Students work after-school hours from 10-15 hours per week. This year the programs budget has been depleted and resources are needed to continue the program. This youth employment program is operated in collaboration with the Duarte Public Safety Office, under the direct supervision of Duarte Parks and Recreation Department at the Duarte Teen Center.

People Helping People (P.H.P)

P.H.P. is a leadership/community service based program that serves 22 high school age youth who volunteers on a weekly basis helping senior citizens. Youth lead fine art jewelry workshops at the senior center, pay visits to the local convalescent homes, and provide pre-screened seniors one-on-one home assistance. Youth receive mandatory training and meet monthly to discuss experiences, hear informational speakers, learn of upcoming activities and become acquainted with other members. The programs goals are to improve youth's social well-being while improving the quality of life of senior citizens and help connect the bridges between generations. The youth involved in People Helping People learn leadership skills and a sense of compassion for others, they interact with over 80 seniors in after-school and special weekend activities. This program is operated in collaboration with Duarte's Promise under the direct supervision of Duarte Parks and Recreation Department at the Duarte Teen Center.

Outcomes/Services

- Asset based youth and young adult development programs.
- Positive Parenting and family strengthening.
- Ethnic dynamics and intergroup community building.
- Life management, life planning and personal development skills including,
 - promotion of mental health,
 - emotional intelligence,
 - anger management,
 - interpersonal communications,

- public speaking and
- leadership development.
- Linkage to education, mentoring, training, literacy, high school diploma / GED, community college degree, computer and study skills.
- Linkage to transportation, health / medical, food, clothing, housing and social services,
- Linkage to career path and employment preparation and placement,
- Linkage to civic participation volunteering and service planning.

STAFF RECOMMENDATION

Staff is recommending that the City of Duarte enter into a Social Program Agreement with the CEO's office in the amount of \$13,250.00 to provide community-based case management to youth and young adults in the Monrovia-Duarte area who have been identified as at-risk/high-risk as a result of school/home/community behavior, delinquent or criminal behavior. This agreement would reimburse the City of Duarte for additional expenses incurred by increasing the amount of activities in the programs listed above up to the amount of \$13,250.00.

February 16, 2012

Dear Mr. Villalobos:

As you are aware, the Los Angeles County Board of Supervisors has pledged financial assistance in the amount of \$ 13,250 to City of Duarte Crime Prevention Department (CDCPD). Since this pledge represents a grant of public funds, it is necessary that the attached Social Program Agreement be reviewed and signed by a responsible representative of the organization followed by a Report on the results of the project and the expenditures to be made within 60 days of the termination of this Agreement. Please do not make any corrections to the Agreement. Corrections made to the Agreement without first obtaining authorization could invalidate the Agreement and require a new Agreement to be executed. The signed Agreement should be returned to:

Vincent Holmes
CEO / SIB
222 S. Hill St. 5th Floor
Los Angeles, Ca 90012

Please contact Eduardo Cordero at (626) 407-1869 should you have any questions regarding this Agreement.

Very truly yours,

Name
Title

SOCIAL PROGRAM AGREEMENT

Contract No.
Fiscal Year 2010-11

Name of Organization: City of Duarte Crime Prevention Department (CDCPD)
Address: 1042 Huntington Drive
Duarte Ca. 91010
Contractor's Project Director: Brian Villalobos Telephone No.: (626) 359-5671 ext. 302

Status of Organization: Profit [] Non Profit [x]

Name, Location, Description of Program:
See attached statement of work.

The City of Duarte Prevention Department (CDCPD) identifies at-risk youth, both system and non-system individuals, ages 14-24 in the Monrovia-Duarte area and places those youth in crime prevention programs that address their specific needs. Funding will allow CDCPD staff to serve the growing at-risk youth population with a menu of evidence-based pro-social and well-being services offered to the youth and their families.

The CDCPD Both system and non-system Individuals, between the ages of 14-24 are identified by staff and case managed by

Contract Period: 01/01/2012-06/30/2012 Grant Amount: \$13,250

Total Proposed Expenditures:
1) Personnel Costs: 3,000 2) Non-Personnel Costs: \$10,250

County Department: CEO / SIB
County Contact Person: Vincent Holmes Telephone No: (213) 974-5950

- Contractor verifies that:
- I have the power to execute this contract.
 - I have read the attached Terms and Conditions and agree thereto.
 - Financial and program records will be maintained for 3 years.
 - A report on the results of this project and the expenditures will be made within 60 days of the termination of this Agreement.
 - These funds will be used for the program specified above and any unused funds will be returned at the end of the contract period.

Contractor Signature Title Date

COUNTY OF LOS ANGELES
Pursuant to Government Code Sections 23005, and 26227, and an adopted Resolution by the Board of Supervisors:

By WILLIAM T FUJIOKA
Chief Executive Officer

APPROVED AS TO FORM:
ANDREA SHERIDAN ORDIN

011

County Counsel

By _____

DEPUTY

**SOCIAL PROGRAM AGREEMENT
TERMS AND CONDITIONS**

1. COMPENSATION

The COUNTY shall compensate the CONTRACTOR payable upon presentation of an invoice.

2. INDEPENDENT CONTRACTOR

The CONTRACTOR shall perform all services included in this Agreement in an independent capacity and neither CONTRACTOR nor CONTRACTOR'S employees shall be considered as employees of the COUNTY. This Agreement is by and between the CONTRACTOR and the COUNTY and is not intended, and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association, between the COUNTY and the CONTRACTOR.

3. ENTIRE AGREEMENT

This document and Exhibit A – Statement of Work which is attached to and form a part of this Contract, constitutes the entire Agreement between the COUNTY and the CONTRACTOR for services to be performed. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, schedule or the contents or description of any task, deliverable, goods, service, or other work, or otherwise between the base Contract and the Exhibit, such conflict or inconsistency shall be resolved by giving precedence first to the Contract and then to the Exhibit.

4. ASSIGNMENTS AND SUBCONTRACTS

The CONTRACTOR may enter into subcontracts for performance of portions of this Agreement only upon receipt of prior written consent of the County Department Director or his/her designee. All appropriate provisions and requirements of this Agreement shall apply to the sub-agreement. The CONTRACTOR shall be held responsible by the COUNTY for performance of any sub-contractor.

5. INDEMNIFICATION

CONTRACTOR agrees to indemnify, defend and hold harmless the COUNTY, their agents, officers and employees from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including, but not limited to bodily injury, death, personal injury, or property damage arising from or connected with CONTRACTOR'S operations or services hereunder, including any workers' compensation suits, Federal Fair Labor Standards Act wage and hour law violations, liability, or expense, arising from or connected with services performed by or on behalf of CONTRACTOR by any person pursuant to this Agreement.

6. INSURANCE

Without limiting CONTRACTORS indemnification of COUNTY, the CONTRACTOR shall provide and maintain at its own expense during the term of this agreement the following program(s) of insurance covering its operations hereunder. Such insurance shall be provided by insurer(s) satisfactory to the COUNTY'S Risk Manager and evidence of such programs satisfactory to the COUNTY shall be delivered to County Contact Person on or before the effective date of this Agreement. Such evidence shall specifically identify this Agreement and shall contain express conditions that COUNTY is to be given written notice at least thirty (30) days in advance of any modification or termination of any program of insurance. All such insurance, except for Workers' Compensation, shall be primary to and not contributing with any other insurance or self-insurance coverage maintained by County and shall name the County of Los Angeles as an additional insured.

A. Commercial General and Auto Liability:

with limits of not less than \$1 million per occurrence.

B. Workers' Compensation:

A program of Workers' Compensation Insurance in an amount and form to meet all applicable requirements of the Labor Code of the State of California, and which specifically covers all persons providing services by or on behalf of CONTRACTOR and all risks to such persons under this Agreement, and including Employers' Liability coverage with a \$1million per limit.

C. Crime Insurance:

A comprehensive blanket crime insurance policy with each insuring agreement in an amount not less than \$25,000, insuring against loss of money, securities, or other property referred to hereunder which may result from:

- (1) Dishonesty or fraudulent acts of officers, directors, or employees of CONTRACTOR, or
- (2) Disappearance, destruction or wrongful abstraction inside

or outside the premises or CONTRACTOR, while in the care, custody or control of the CONTRACTOR, or

- (3) Sustained through forgery or direction to pay a certain sum in money.

D. Property Coverage:

If, under the terms of this agreement, CONTRACTOR shall have possession of rented or leased or be loaned any COUNTY-owned real or personal property, CONTRACTOR shall provide:

- (1) Real Property: insurance providing Special form ("all risk") coverage for the full replacement value.
- (2) Personal Property: Insurance providing Special form ("all risk") coverage for the actual cash value.

7. RECORDS RETENTION AND INSPECTION

Within ten (10) days of County Department Director's or his/her designee's written request, CONTRACTOR shall allow COUNTY access to financial and program records during regular business hours at any place CONTRACTOR keeps those records.

8. CONFLICT OF INTEREST

CONTRACTOR covenants that neither the CONTRACTOR nor any of its agents, officers, its employees, or sub-contractors who presently exercise any function of responsibility in connection with the program has personal interest, direct or indirect, in the Agreement, except to the extent he may receive compensation for his or her performance pursuant to this Agreement.

CONTRACTOR, its agents, officers, employees, and sub-contractors shall comply with all applicable Federal, State and County laws and regulations governing conflict of interest.

9. ASSURANCES

The CONTRACTOR gives and certifies with respect to the program that it will comply with Federal OMB Circulars A-102, A-110, A-112, A-128, and A-133 as they apply to the CONTRACTOR.

The CONTRACTOR further assures that:

A. Authority:

It possesses legal authority to execute the proposed program, that a resolution, motion, or similar action has been fully adopted or passed, as an official act of the CONTRACTOR'S governing body, authorizing receipt of the funds, and directing and designating the authorized representative(s) of the CONTRACTOR to act in connection with the program specified and to provide such additional information as may be required by the COUNTY.

B. Civil Rights:

CONTRACTOR shall abide by the provisions of the Title VI and VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. Sections 2000e (17), (P.L. 88-353), and applicable Federal and State laws, rules and regulations prohibiting discrimination under any program activity or employment for which CONTRACTOR received funding under this Agreement. Any subcontracts awarded by CONTRACTOR shall contain this provision.

C. Prohibited Actions:

CONTRACTOR agrees not to engage in or permit any religious proselytizing or political propagandizing in connection with the performance of this Agreement. The CONTRACTOR agrees to comply with the provision of the Federal Hatch Act and with Section 675e of Subtitle B of Title VI of Public Law 97-35, as amended, which limits political activity of employees, and with Public Law 101-121 (31 U.S.C. Section 1352) which prohibits use of Federal funds to influence the award of Federal contracts or grants.

D. OSHA/CAL-OSHA Compliance:

CONTRACTOR shall comply with the provisions of the Occupational Safety and Health Act of 1970 (29 U.S.C. 661 et seq.) and the California Occupational Safety and Health Act (Chapter 993 of the 1973 Statutes of California).

**SOCIAL PROGRAM AGREEMENT
TERMS AND CONDITIONS**

10. SUSPENSION AND TERMINATIONS

The CONTRACTOR agrees to suspend program operations for a period not to exceed sixty (60) working days effective immediately upon written notice of suspension from the County Project Director. This provision will be applied if, in the judgement of the County Project Director, circumstances exist which could result in illegal or inappropriate expenditures of program funds. Either party may terminate this agreement, or any part hereof by giving fifteen (15) days notice to the other.

The County Department Director or his/her designee may terminate this Agreement immediately by written notice to the CONTRACTOR upon CONTRACTOR'S failure to comply with the provisions of this Agreement. It is also understood and agreed, however, that should the COUNTY determine that CONTRACTOR'S failure to perform relates to only part of the services CONTRACTOR is performing, the COUNTY, in its sole discretion, may elect to terminate only that part of the Agreement which shall in no way void or invalidate the rest of this Agreement. In the event of termination of all or part of this Agreement, COUNTY shall pay to CONTRACTOR for all allowable budgeted costs actually incurred by CONTRACTOR prior to the effective date of such termination less payments paid by COUNTY for such services.

If this Agreement is terminated, CONTRACTOR shall within five (5) days of receipt of notice of termination from COUNTY, notify all other parties who are subcontractors of the CONTRACTOR of such termination.

Payment shall be made upon the filing with the COUNTY, by CONTRACTOR, of a voucher(s) evidencing the time expended and the cost incurred. Said vouchers must be filed with the COUNTY thirty (30) days of date of said termination.

11. FAIR LABOR

CONTRACTOR agrees to indemnify, defend, and hold harmless the COUNTY, its agents, officers and employees from any and all liability including, but not limited to, wages, overtime pay liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law violation including, but not limited to, Federal Fair Labor Standards Act for services performed by the CONTRACTOR'S employees for which the COUNTY may be found jointly or solely liable.

12. CITIZENSHIP

CONTRACTOR warrants that it fully complies with all laws regarding employment of aliens and others, and that all its employees performing services hereunder meet citizenship or alien status requirements contained in Federal statutes and regulations. CONTRACTOR shall indemnify, defend and hold harmless, the COUNTY, its officers and employees from employer sanctions and any other liability which may be assessed against the CONTRACTOR or COUNTY, or both, in connection with any alleged violation of Federal statutes or regulations pertaining to the eligibility for employment of persons performing services under this agreement.

13. COUNTY LOBBYISTS

CONTRACTOR and each COUNTY lobbyist or COUNTY lobbying firm as defined in Los Angeles County Code Section 2.160.010, retained by CONTRACTOR, shall fully comply with the County Lobbyist Ordinance, Los Angeles County Code chapter 2.160. Failure on the part of CONTRACTOR or any COUNTY lobbyist or COUNTY lobbying firm retained by CONTRACTOR to fully comply with the County Lobbyist Ordinance shall constitute a material breach of this Agreement upon which COUNTY may immediately terminate or suspend this Agreement.

14. USE OF RECYCLED PAPER

Consistent with the Board of Supervisors' policy to reduce the amount of solid waste deposited at County landfills, CONTRACTOR agrees to use recycled-content paper to the maximum extent possible on the Project.

15. NOTICE TO EMPLOYEES REGARDING THE FEDERAL EARNED INCOME CREDIT

CONTRACTOR shall notify its employees, and shall require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws. Such notice shall be provided in accordance with the requirements set forth in Internal Revenue Service Notice 1015.

16. CONSIDERATION OF GAIN PROGRAM PARTICIPANTS FOR EMPLOYMENT

Should CONTRACTOR require additional or replacement personnel after the effective date of this Agreement, CONTRACTOR shall give consideration for any such employment

openings to participants in the COUNTY'S Department of Public Social Services' Greater Avenues for Independence (GAIN) Program who meet the CONTRACTOR'S minimum qualifications for the open position. The COUNTY will refer GAIN participants by job category to the CONTRACTOR.

17. CONTRACTOR'S ACKNOWLEDGMENT OF COUNTY'S COMMITMENT TO CHILD SUPPORT ENFORCEMENT

CONTRACTOR acknowledges that COUNTY places a high priority on the enforcement of child support laws and the apprehension of child support evaders. CONTRACTOR understands that it is COUNTY'S policy to encourage all COUNTY contractors to voluntarily post COUNTY'S "L.A.'s Most Wanted: Delinquent Parents" poster in a prominent position at CONTRACTOR'S place of business. COUNTY'S District Attorney will supply CONTRACTOR with the poster to be used.

18. TERMINATION FOR DEFAULT

Services performed under this Agreement may be terminated immediately in whole or in part by COUNTY by providing to CONTRACTOR a written Notice of Default if 1) CONTRACTOR fails to perform the services within the time specified in this Agreement or any extensions approved by COUNTY, 2) CONTRACTOR fails to perform any other covenant or conditions of this Agreement, or 3) CONTRACTOR fails to make progress so as to endanger its performance under this Agreement.

In its sole discretion, COUNTY may include in the Notice of Default a period of time for CONTRACTOR to cure the Default(s).

Without limitation of any additional rights or remedies to which it may be entitled, if COUNTY terminates all or part of the services because of CONTRACTOR'S Default, COUNTY, in its sole discretion, may procure replacement services, as determined by COUNTY at its sole discretion.

19. TERMINATION FOR IMPROPER CONSIDERATION

County may, by written notice to CONTRACTOR, immediately terminate the right of CONTRACTOR to proceed under this Agreement if it is found that consideration, in any form, was offered or given by CONTRACTOR, either directly or through an intermediary, to any County officer, employee or agent with the intent of securing the Agreement or securing favorable treatment with respect to the award, amendment or extension of the Agreement or the making of any determinations with respect to the CONTRACTOR'S performance pursuant to the Agreement. In the event of such termination, COUNTY shall be entitled to pursue the same remedies against CONTRACTOR as it could pursue in the event of default by the CONTRACTOR. CONTRACTOR shall immediately report any attempt by a County officer or employee to solicit such improper consideration. The report shall be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller's Employee Fraud Hotline at (213) 974-0914 or (800) 544-6861. Among other items, such improper consideration may take the form of cash, discounts, service, the provision of travel or entertainment, or tangible gifts.

20. NOTICES

Notices will be sent to the CONTRACTOR addressed as follows:

Brian Villalobos
1042 Huntington Drive
Duarte Ca. 91010

Notices, performance and fiscal reports shall be sent to the COUNTY as follows:

Vincent Holmes
CEO/SIB
222 South Hill Street 5th Floor
Los Angeles, California 90012

Filename.DOC

February 16, 2012



Memorandum

To: Mr. Craig Hensley, Community Development Director
From: Mr. Steve Esbenshade, Engineering Division Manager
Date: February 21, 2012
Re: Award of Bid – Highland Avenue Pavement Rehabilitation Project

On February 21, 2012, the City Clerk's office publicly opened bids for the above project. This project is fully funded from the Los Angeles County Proposition C Sales Tax. Further, this project is eligible for reimbursement of the cost difference between conventional asphalt and asphalt rubber concrete through the recently awarded CalRecycle Pavement Grant to the City of Duarte. We estimate that approximately \$15,000 will be returned to the City via the Pavement Grant for the recycling of approximately 5,000 used rubber tires on this project.

The project limits are from immediately north of Central Avenue to Royal Oaks Drive. The pavement work (grinding and overlay) will be performed during the Spring Break of DUSD – April 2nd through the April 6th.

The bid results for the Highland Avenue Pavement Rehabilitation project are as follows:

All American Asphalt, Inc.	\$185,000.00
Silvia Construction, Inc.	\$187,716.10
Hardy & Harper, Inc.	\$192,000.00
PALP, Inc. dba Excel Paving Co.	\$197,725.00
Sequel Contractors, Inc.	\$204,355.00
Gentry Brothers, Inc.	\$206,699.00
E.C. Construction Co.	\$213,052.29
United Paving Co.	\$222,939.75
Sully-Miller Contracting, Co.	\$228,292.50

Work includes the removal of 1¾" of existing pavement and replacing the removed section with 2" of Asphalt Rubber Hot Mix. Additionally, the manholes will be re-adjusted, the existing striping and markings replaced as well as the installation of new traffic loops.

Due to the movement of funds related to the dismantlement of the Redevelopment Agency, we are now at a "use or lose" point with Proposition C money in the amount of around \$73,000 by the end of this fiscal year. The Highland Ave. Pavement Rehabilitation project was pushed up on our CIP schedule to insure that we do not lose those funds.

As indicated above, the project limits start at Central Ave. and go north to Royal Oaks Dr. There are a couple of reasons for not improving the street to Duarte Road. First, the County Sanitation District of Los Angeles is projected to install a new trunk sewer line beginning on Duarte Road to Central Avenue. This project was supposed to be accomplished this last January. Our latest information is that this work is scheduled to begin this coming summer.

Secondly, the Gold Line Extension work, within the City of Duarte, is to begin approximately a year from now. Work on Highland Ave. will include the installation of new traffic signals at Central Ave. and at Business Center Dr. as well as the reconstruction of the intersection at Duarte Road. At the completion of sewer trunk line and the Gold Line work, the balance of the Highland Ave. will receive a new paving surface.

The low bidder, All American Asphalt has successfully performed several projects in the City of Duarte. Therefore, this office respectfully recommends that the City Council award project "Highland Ave. Pavement Rehabilitation" project to All American Asphalt, Inc. of Corona for the bid amount submitted.



Memorandum

To: Mr. Craig Hensley, Community Development Director

From: Teresa Renteria, Assistant Civil Engineer

Date: February 21, 2012

Re: Acceptance of Project – Asphalt Concrete Removal and Replace Phase I

The contractor for the above project, Hardy & Harper, Inc. has satisfactorily completed all of the requirements as stated in the contract. The work consisted of the removal and replacement of deteriorated asphalt primarily in the areas south of Royal Oaks Drive, between Highland and Mountain Avenue.

This project was funded through the City of Duarte Gas Tax allocations from the State of California. The final construction cost for this project is \$64,733.06.

This office respectfully recommends that the City Council accept “Asphalt Concrete Removal and Replace Phase I” and direct the City Clerk to initiate the Notice of Completion.

MEMORANDUM

TO: Darrell J. George, City Manager
FROM: Kristen Petersen, Assistant City Manager
DATE: February 23, 2012
SUBJECT: **Recognized Obligation Payment Schedule**

Recommendation

It is recommended that the Successor Agency adopt the Recognized Obligation Payment Schedule.

Background

Pursuant to the terms of AB 1x 26, the Duarte City Council as Successor Agency should prepare and adopt a Recognized Obligation Payment Schedule (ROPS) of the Enforceable Obligations of the former Redevelopment Agency by March 1, 2012. The ROPS, which is attached, specifies the payments we believe are enforceable obligations and therefore we believe that the County should be sending us property taxes so that we can make payments. This ROPS is subject to review and certification by the LA County Auditor and approval by the Oversight Board.

Once adopted, the City is required to post the Schedule on the City's website and notify the State Department of Finance, the State Controller, and the County Auditor-Controller that the Schedule has been adopted and the website address where it is posted. The Successor Agency is supposed to prepare a new ROPS for each six month period hereafter for approval by the Oversight Board.

Name of Redevelopment Agency: Duarte Redevelopment Agency
 Project Area(s): Merged Project Area

RECOGNIZED OBLIGATION PAYMENT SCHEDULE

January 1, 2012 through June 30, 2012

Project Name / Debt Obligation	Payee	Description	Total Outstanding Debt or Obligation	Total Due During Fiscal Year	Paid YTD	Payments by month						Total	Pmt Source	
						Jan	Feb	Mar	Apr	May	June			
1) TA Refund Bond 2007 - Series A	US Bank	Bonds issued to fund non-housing projects	14,824,101.00	2,460,982.50	1,111,112.50				219,925.00			1,129,925.00	\$ 2,460,982.50	(3)
2) TA Refund Bond 2007 - Series B	US Bank	Bonds issued to fund non-housing projects	9,259,569.00	2,497,188.76	1,142,475.00				182,346.88			1,172,346.88	\$ 2,497,188.76	(3)
3) TA Refund Bond 2007 - Series C	US Bank	Bonds issued to fund non-housing projects	4,348,000.00	1,027,200.00	474,400.00				66,400.00			466,400.00	\$ 1,027,200.00	(3)
4) TA Refund Bond 2007	US Bank	Compliance w. special redemption covenant	300,000.00	300,000.00	0.00							300,000.00	\$ 300,000.00	(3)
5) Jacobson DDA	Jacobson Family Holdings	Additional Purchase Price Payments	2,735,320.40	363,823.20	0.00				181,912.00			181,912.00	\$ 313,824.00	(3)
6) Contract for Engineering Svc	RKA Engineering	Project administration	180,000.00	20,000.00	0.00				10,000.00			10,000.00	\$ 20,000.00	(3)
7) Contract for Legal Svc	Rutan & Tucker	Project administration	1,600,000.00	200,000.00	5,485.00				10,000.00			10,000.00	\$ 66,485.00	(3)
8) Property Tax Admin Fee	LA County	Project administration	1,366,000.00	140,000.00	129,000.00								\$ 140,000.00	(3)
9) Contract for Trustee Services	US Bank	Trustee fees for Bonds listed above	180,000.00	20,000.00	11,580.00							2,500.00	\$ 2,500.00	(3)
10) Contract for Consulting Svc	Herrig & Company	Project administration	135,000.00	15,000.00	0.00				5,000.00			5,000.00	\$ 5,000.00	(4)
11) SCPH/DDA	So Cal Presbyterian Homes	Affordable Housing Project Costs	1,200,000.00	1,200,000.00	0.00								\$ 1,200,000.00	(3)
12) Housing Authority obligation	Duarte Housing Authority	Master Financing and Grant Agreement	16,915,000.00	1,734,000.00	537,993.00				182,667.83			182,667.83	\$ 1,733,999.98	(3)
13) Contract for Audit Services	Lance Soil & Loughard	Project administration	46,000.00	5,000.00	8,615.00				11,195.00			500.00	\$ 20,000.00	(3)
14) Contract for Landscape Maint	Valley Crest Landscape	Project administration	180,000.00	28,800.00	7,559.00				2,200.00			2,200.00	\$ 24,559.00	(3)
15) Contract for Property Maint	William Moreno Enterprises	Project administration	241,200.00	28,800.00	7,559.00				2,200.00			2,200.00	\$ 24,559.00	(3)
16) Mountain Vista Plaza OPA	Mountain Vista Plaza Pms	Agency Assistance Payments	100,000.00	100,000.00	0.00								\$ 100,000.00	(3)
17) Contract for RDA public info	Borrow Hoffman	Project administration	225,000.00	25,000.00	18,415.00				3,000.00				\$ 24,415.00	(3)
18) Woodburff Storm Drain Project	City of Duarte	Publicly Owned Project Area Improvement	221,250.00	221,250.00	0.00								\$ 221,250.00	(3)
19) Administrative Services Agt	City of Duarte	Payroll for Employees	4,370,400.00	465,600.00	209,805.00				34,967.50			34,967.50	\$ 419,610.00	(3)
20) Administrative Services Agt	City of Duarte	Facilities, Insurance, electrical support etc.	2,430,000.00	270,000.00	135,000.00				22,500.00			22,500.00	\$ 270,000.00	(3)
21) Promissory Note - Amended Davis	City of Duarte	Repayment of note for Project Improvement	2,300,025.00	2,300,025.00	0.00								\$ -	(3)
22) Promissory Note - Hamilton	City of Duarte	Repayment of note for Project Improvement	1,073,201.00	1,073,201.00	0.00								\$ -	(3)
23) Promissory Note - RD PH III	City of Duarte	Repayment of note for Project Improvement	572,389.00	572,389.00	0.00								\$ -	(3)
24) Performance Nissan Sign Fee	Group 1 Realty	Sign Fee	180,000.00	60,000.00	30,000.00								\$ 60,000.00	(3)
25) Administrative Cost Allowance	City of Duarte	Project administration	2,268,102.05	756,870.97	0.00				126,145.16			126,145.16	\$ 756,870.96	(5)
26)														
27)														
28)														
29)														
30)														
31)														
Totals - This Page			\$ 67,436,567.45	\$ 15,664,290.43	\$ 3,924,060.00	\$ 401,400.49	\$ 495,980.49	\$ 385,165.49	\$ 1,039,564.37	\$ 351,480.49	\$ 5,057,114.37	\$ 11,695,765.70		
Grand total - All Pages			\$ 67,436,567.45	\$ 15,664,290.43	\$ 3,924,060.00	\$ 401,400.49	\$ 495,980.49	\$ 385,165.49	\$ 1,039,564.37	\$ 351,480.49	\$ 5,057,114.37	\$ 11,695,765.70		

(1) The figures in this document are estimates only. The actual payment obligations may be higher or lower.
 (2) The Agency has special redemption bond covenants in all of its Tax Allocation Bonds that require an annual calculation of total tax increment generated and comparison to cumulative tax increment Cap of the Project Area in order to determine if a special mandatory redemption should be ordered from certain excess revenues. It is unclear how the Agency will be able to complete this calculation if we are not receiving ANY excess tax increment revenues. In order to comply with bond covenants, excess revenues are pledged to this special redemption. We have simply input an amount on the schedule in order to portray potential need for special redemption.
 (3) Redevelopment Property Tax Trust Fund
 (4) Low and Moderate Income Housing Fund
 (5) Administrative cost allowance
 (6) The amount shown in the "Total" column for a line item as the total for the January-June period reflects the total amount that may be made in one or more payments in the period Jan thru June.

MEMORANDUM

TO: Darrell J. George, City Manager

FROM: Kristen Petersen, Assistant City Manager

DATE: February 23, 2012

SUBJECT: MID-YEAR BUDGET REPORT – FISCAL YEAR 2011/12

Background

In keeping with the schedule set forth in the City's budget calendar, staff has completed the mid-year budget projections for the 2011-12 fiscal year. The results of this process for both the City and the Redevelopment Agency are presented in Attachment 1 to this report. The information in the attachment is organized by fund, and compares amounts budgeted to projected year-end revenues, expenditures, and fund balances. This report also discusses any budget amendments, which are summarized in Attachment 2.

General Fund

For 2011-12, the City adopted a General Fund budget that included a surplus of \$79,800. At mid-year, staff is estimating that the General Fund will reflect an even higher year-end surplus of \$578,900. Estimated general fund revenue is projected to come in approximately \$450,000 or 3.9% over what we projected in June 2011. While a portion of this is the result of true increase in revenues, the large majority is the result of grants like the multi family recycling grant, the brush clearance grant and the Duarte's Promise grant. While this is an increase in revenue, it will also be an equal increase to expenses as we spend the funds on project expenditures so it is not a net change. In addition, we received substantial funds from the California Emergency Commission in the form of an EECBG grant and a CEC Loan. These funds are really a reimbursement of energy upgrades done in the prior fiscal year. As far as the General Fund expenses, we project a nominal increase of only \$18,000 or .16%. This means that even though we have increased expenses to allow for the expenditure of the new grant funds, there were offsetting decreases in expenses that were originally in the budget so that it balanced out. When all the changes in revenue and expenses are put together, the impact is a projected 2011/12 surplus of \$578,900.

A surplus of \$578,900 will leave the year-end General Fund reserves at \$12.5 million, which covers 109% of the General Fund expenditures. However, you will recall that approximately \$7.5 million of the General Fund balance represents the transfer made in February 2011 as a repayment of the City's loan advance made to the Redevelopment Agency in prior years. In the event that this transfer is deemed invalid, these amounts may be eliminated from the General

Mid-Year Budget Report
February 23, 2012
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Fund and surrendered to the State. In this case, the actual General Fund reserves would be \$5 million, which represents 44% of the General Fund expenditures.

The various factors contributing to the projected increase in revenues and the changes provided for in expenses are described in further detail in the following narrative.

Revenues:

At year-end, total General Fund revenues are projected to be \$12,018,000. This amount represents an increase of \$450,000, or 3.9%, as compared to the adopted budget. A discussion of General Fund revenue highlights follows.

Building Permit Fees – Due to various new developments, building permit fees are projected to increase this year by \$50,000, to a new total of \$350,000. This was largely due to remodels conducted by WalMart, the 99 Cent Store and the new Fiat dealership as well as the new construction at Phase 2 of the Huntington Courts.

Interest Earnings – Given the continued lower interest rates, staff has reduced its mid-year projection of interest earnings from the budgeted amount of \$65,000, to a new total of \$40,000. We have found that our interest earnings continue to stay at all-time lows of less than 1 percent.

Multi Family Recycling Grant – We have been awarded a grant to implement a recycling program for Multi Family facilities in Duarte in the amount of \$54,000. This is a reimbursement grant, so the total expenses will be increased to allow for costs of this amount, but then the General Fund will receive an equal amount of revenues in return to balance it out.

Duarte's Promise Program – We have had many outside organizations interested in partnering with us in the Duarte's Promise Program and as a result, the program has been expanded to include additional promise fellows who are funded through the Duarte's Promise grant and the partnering agencies' matching funds. As a result, staff is recommending that the program revenues and expenses be increases to account for this expansion in the amount of \$45,000.

CEC Loan & EECBG Grant – You will recall as part of the year end report presenting the 2010-11 Audited Financial Statements staff reported that the year end expenses were higher than originally projected due in part to the Energy Efficiency upgrade costs done at City facilities. It was reported at that time, that a portion of the final reimbursements for these upgrades came after the close of fiscal year 2010/11. The CEC Loan in the amount of \$209,000 was received in October 2011 and the repayment of this loan will begin in December 2012 and should be largely offset by the savings reflected on our energy bills. In addition, \$40,000 in the final EECBG grant funds came in the current fiscal year, increasing General Fund revenues further.

Expenditures:

At year-end, total General Fund expenditures are projected to be \$11,439,100. This amount represents an increase of only \$18,000, or .16%, as compared to the adopted budget. The

Mid-Year Budget Report

February 23, 2012

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majority of the General Fund Departments are projecting to spend less than their budgeted amounts. A discussion of the few exceptions and other General Fund expenditure highlights is provided below.

Personnel – One of the larger reductions in expenses is due to the cost savings related to personnel changes and vacancies. In October 2011 an Associate Planner position became vacant. This position has not been filled and will be re-evaluated as part of the 2012-13 budget. This has resulted in an 8 month savings. In November 2011 a Field Services Senior Maintenance position was vacated and is expected to be filled in April 2012 resulting in a 4 month savings. In December 2011 the Director of Parks and Recreation retired and this position is currently being filled by the Parks and Recreation Supervisor on an interim basis. This position is expected to be filled by June 2012, resulting in a 6 month savings. In March 2012 the Engineering Division Manager will be retiring. We expect to fill this position in April 2012 at a lower step, resulting in savings. While this is positive in that we project approximately \$130,000 in current year cost savings, the vacancy of these full time positions even temporarily puts our employee count even lower than budgeted, which was already 20% below prior years. Clearly this kind of reduction in staffing has and will continue to result in reduced and/or delayed services, but given the current economic climate and the uncertainties surrounding former Redevelopment funds, we feel it is frugal to take a cautious approach to filling positions.

Legal Services – Current fiscal year legal expenses are tracking well below last year, particularly due to the fact that the Vulcan lawsuit is in the final stages and several higher profile legal projects have been completed. We estimate that year end expenses will be \$71,000 less than originally budgeted.

SLESF/Contract Law Enforcement – At the time of the preparation of the 2011/12 budget the funds allocated to cities for the Supplemental Law Enforcement Safety Funds (SLESF) were at risk by the State. As a result, the City budgeted 100% of the costs for Contract Law Enforcement with the LA County Sheriff's to the General Funds. However, since that time those funds were included in the State's current budget and are being allocated to Cities and therefore, \$112,000 in costs associated with the LA County Sheriff's contract can now be redirected to the City's SLES Fund, resulting in a savings to the General Fund.

Public Safety Center Lease – Given that the design and construction options for the North Yard are still being prepared, the relocation of the Public Safety Office is not expected to take place any sooner than next year. As a result, the public safety expenditures must be increased by \$42,000, which represents the next 6 months of lease payments for the current Public Safety sub station in the Target Shopping Center.

Civic Center Rehabilitation – City Council approved funding for Phase 1 of the Civic Center Rehabilitation in the 2010-11 budget. This project was delayed and did not begin until the current fiscal year. As a result, all project costs of approximately \$75,000 will be expended from the fiscal year 2011/12 budget, including Phase 1 and the final work on the Senior Center and overall rain gutter work that was recently approved and is now underway and should be completed within the next few months.

LA County Building Inspection and Plan Checking Costs – Current fiscal year building inspection and plan checking expenses are tracking below the projection and as result, we estimate that the expenses will be \$40,000 less than originally budgeted. This is due to the fact that we are seeing fewer building inspections, particularly when compared to the extensive work that was done at the City of Hope in the last two year. In addition, the plan checking is needing less time as the projects submitted this year are less technical than ones seen last year.

Field Services Wind Damage Expenses – While many of the departments were involved in the wind damage repairs, the Field Services Division led most of the clearance projects and repairs, including those handled through outside contractors and as a result that division budget incurred additional expenses. We have incurred \$88,000 in unanticipated costs in Field Services due to the wind damage. Currently we do not have word that that wind related cleanup expenses will be reimbursed and as a result we will have to pay for these amounts and any future amounts with General Funds. In the event that we are reimbursed in the future, the General Fund balance will in turn be reimbursed.

Other City Funds

In addition to the General Fund, the City maintains approximately 20 other capital, debt service, and special revenue funds. For the most part, it is projected at mid-year that these other City funds will reflect conditions at year-end that are not significantly different that those planned for when the budget was adopted. There are, however, some noteworthy exceptions. These exceptions are highlighted below.

Cal Recycle Grant – Staff was successful in securing a Cal Recycle grants that can be used towards street resurfacing, particularly when recycled asphalt rubber is used. It is projected that we will use approximately \$150,000 of this grant to offset costs related to the Highland Avenue rehabilitation project as well as the Area 1 Slurry and Cape Seal projects.

Proposition A Fund (NTD revenue) – Several years ago staff began reporting all of our transit data to the National Transportation Department. After four years of reporting and four years of clean audits, we now qualify for \$36,000 in funding, which will partially offset the ongoing increases we are seeing in fuel and repair costs with the Duarte Transit system.

Housing Authority

The Housing Authority was established in January 2011 and at this point, we have budgeted all expenses related to the implementation of affordable housing efforts as the responsibility of the Housing Authority. Budgeted expenditures are \$1.78 million to cover administrative costs, legal and audit services and the operation of acquired properties. To the extent that the creation of the Housing Authority and/or the transfer of Affordable Housing fund balances are reviewed by the Oversight Committee and called into question, the budget will be revised accordingly.

Duarte Redevelopment Agency

The Redevelopment Agency comprised of three funds (Affordable Housing, Debt Service and Capital Projects) until February 1, 2012. After that day, all revenues and expenses received in relation of the former redevelopment agency are being paid to and out of the newly established Successor Agency Funds. The Successor Agency Funds use the recently adopted Enforceable Obligation Payment Schedule as it's "adopted budget" and in most every case, the EOPS mirrors the budget structure of the three former Redevelopment Agency funds and will continue to do so until such time that the Oversight Committee reviews and approves/revises that EOPS.

Recommendation

It is recommended that the City Council receive and file the mid-year budget report, approve the corresponding budget amendments as delineated in Attachment 2.

	FY 2011-12 Budget	Proposed Amendments	Amended Budget	Est Actual
GENERAL FUND				
Revenues:				
Property tax	900,000	0	900,000	918,000
Sales tax	4,394,000	0	4,394,000	4,394,000
Franchise tax	830,000	0	830,000	830,000
Business license tax	310,000	0	310,000	310,000
Other taxes	92,000	0	92,000	92,000
Building permits	300,000	0	300,000	350,000
Other licenses & permits	146,000	0	146,000	158,000
Interest	65,000	0	65,000	40,000
Other uses of money & property	230,500	0	230,500	226,300
Motor vehicle in lieu fees	1,775,000	0	1,775,000	1,775,000
Other intergovernmental	311,000	0	311,000	705,500
Recreation fees	428,500	0	428,500	406,300
Other service charges	250,300	0	250,300	265,300
Fines & forfeitures	185,000	0	185,000	186,000
Miscellaneous revenues	221,900	0	221,900	234,000
Reimbursements from other funds	1,129,000	0	1,129,000	1,127,600
Transfers in from other funds	0	0	0	0
Total Revenues	11,568,200	0	11,568,200	12,018,000
Expenditures:				
City council	105,200	3,000	108,200	108,300
City manager	584,900	0	584,900	581,200
Legal services	268,000	(71,000)	197,000	197,000
Com. Promotions & memberships	242,800	65,000	307,800	308,000
Public safety	3,940,100	(68,000)	3,872,100	3,872,600
Community development	1,335,400	(13,000)	1,322,400	1,322,100
Field services	669,200	70,000	739,200	739,900
Parks and recreation	1,739,100	(45,000)	1,694,100	1,694,100
Facilities maintenance	668,600	13,000	681,600	681,800
Administrative services	1,585,400	65,000	1,650,400	1,652,000
Transfers out to other funds	282,100	0	282,100	282,100
Total Expenditures	11,420,800	19,000	11,439,800	11,439,100
Revenues Over (Under) Expenditures	147,400	(19,000)	128,400	578,900
Transfers From (To) Reserves	0	0	0	0
Surplus/(Deficit)	147,400	(19,000)	128,400	578,900
Beginning Fund Balance	11,941,742		11,941,742	11,941,742
Ending Fund Balance	12,089,142		12,070,142	12,520,642

	FY 2011-12 Budget	Proposed Amendments	Amended Budget	Est Actual
OTHER FUNDS				
STATE GASOLINE TAX				
Revenues:				
Interest	5,000	0	5,000	5,000
Gasoline tax	626,700	150,000	776,700	807,600
Total Revenues	631,700	150,000	781,700	812,600
Expenditures:				
Miscellaneous projects	1,038,500	150,000	1,188,500	1,189,982
Transfers out	162,200	0	162,200	160,818
Total Expenditures	1,200,700	150,000	1,350,700	1,350,800
Revenues Over (Under) Expenditures	(569,000)	0	(569,000)	(538,200)
Beginning Fund Balance	874,172		874,172	874,172
Ending Fund Balance	305,172		305,172	335,972

LIGHTING AND LANDSCAPE

Revenues:				
Transfers in - general fund	282,100	0	282,100	282,100
Assessments & other	1,136,600	0	1,136,600	1,137,600
Total Revenues	1,418,700	0	1,418,700	1,419,700
Expenditures:				
City-wide lighting	322,100	0	322,100	322,100
City-wide landscape	839,900	0	839,900	839,900
Landscape zones	254,600	0	254,600	254,600
Total Expenditures	1,416,600	0	1,416,600	1,416,600
Revenues Over (Under) Expenditures	2,100	0	2,100	3,100
Beginning Fund Balance	53,121		53,121	53,121
Ending Fund Balance	55,221		55,221	56,221

COMMUNITY DEVELOPMENT BLOCK GRANT

Revenues:				
Entitlement	181,200	0	181,200	181,600
Total Revenues	181,200	0	181,200	181,600
Expenditures:				
Home rebate	112,700	0	112,700	112,700
Storm Drain Study/Improvements	0	0	0	0
Code enforcement	28,000	0	28,000	28,000
Other	40,500	0	40,500	40,900
Total Expenditures	181,200	0	181,200	181,600
Revenues Over (Under) Expenditures	0	0	0	0
Beginning Fund Balance	0		0	0
Ending Fund Balance	0		0	0

	FY 2011-12 Budget	Proposed Amendments	Amended Budget	Est Actual
PAEG FEES				
Revenues:				
Interest Earnings	500	0	500	300
Fees	25,000	0	25,000	25,000
Total Revenues	25,500	0	25,500	25,300
Expenditures:				
Other Expenses	93,000	0	93,000	93,000
Total Expenditures	93,000	0	93,000	93,000
Revenues Over (Under) Expenditures	(67,500)	0	(67,500)	(67,700)
Beginning Fund Balance	71,779		71,779	71,779
Ending Fund Balance	4,279		4,279	4,079

SUPPLEMENTAL LAW ENFORCEMENT

Revenues:				
Interest	100	0	100	100
Entitlement	135,000	0	135,000	112,000
Total Revenues	135,100	0	135,100	112,100
Expenditures:				
Special events patrol	6,000	0	6,000	0
Contract law enforcement	129,000	0	129,000	112,000
Total Expenditures	135,000	0	135,000	112,000
Revenues Over (Under) Expenditures	100	0	100	100
Beginning Fund Balance	0		0	0
Ending Fund Balance	100		100	100

BICYCLE & PEDESTRIAN SAFETY

Revenues:				
Interest	0	0	0	0
Entitlement	11,200	0	11,200	11,200
Total Revenues	11,200	0	11,200	11,200
Expenditures:				
Sidewalk improvements	11,200	0	11,200	11,200
Total Expenditures	11,200	0	11,200	11,200
Revenues Over (Under) Expenditures	0	0	0	0
Beginning Fund Balance	0		0	0
Ending Fund Balance	0		0	0

AIR QUALITY MANAGEMENT

Revenues:				
Other	1,800	0	1,800	100
Entitlement	29,000	0	29,000	29,000
Total Revenues	30,800	0	30,800	29,100

	FY 2011-12 Budget	Proposed Amendments	Amended Budget	Est Actual
Expenditures:				
Vehicles	0	0	0	0
Street Improvements	0	0	0	0
Other	13,500	0	13,500	9,000
Total Expenditures	13,500	0	13,500	9,000
Revenues Over (Under) Expenditures	17,300	0	17,300	20,100
Beginning Fund Balance	7,698		7,698	7,698
Ending Fund Balance	24,998		24,998	27,798

COMMUNITY CHALLENGE GRANT

Revenues:				
Interest	0	0	0	0
Grant	100,000	(74,100)	25,900	25,900
Total Revenues	100,000	(74,100)	25,900	25,900
Expenditures:				
Other programs	100,000	(78,000)	22,000	22,000
Total Expenditures	100,000	(78,000)	22,000	22,000
Revenues Over (Under) Expenditures	0	3,900	3,900	3,900
Beginning Fund Balance	10,918		10,918	10,918
Ending Fund Balance	10,918		14,818	14,818

PARK DEVELOPMENT GRANT

Revenues:				
Grant Programs	0	0	0	0
Interest	0	0	0	0
Safe neighborhood parks act	16,000	0	16,000	16,000
Total Revenues	16,000	0	16,000	16,000
Expenditures:				
Park improvements	0	0	0	0
Other capital improvements	16,000	0	16,000	16,000
Total Expenditures	16,000	0	16,000	16,000
Revenues Over (Under) Expenditures	0	0	0	0
Beginning Fund Balance	407,010		407,010	407,010
Ending Fund Balance	407,010		407,010	407,010

QUIMBY ACT

Revenues:				
Assessments	0	0	0	0
Total Revenues	0	0	0	0
Expenditures:				
Park improvements	5,000	0	5,000	0
Transfers out - cash flow	0	0	0	0
Total Expenditures	5,000	0	5,000	0

	FY 2011-12 Budget	Proposed Amendments	Amended Budget	Est Actual
Revenues Over (Under) Expenditures	(5,000)	0	(5,000)	0
Beginning Fund Balance	54,419		54,419	54,419
Ending Fund Balance	49,419		49,419	54,419

TRANSPORTATION - PROPOSITION A

Revenues:				
Interest	22,000	0	22,000	22,000
Entitlement	318,300	0	318,300	318,300
NTD Entitlement	0	36,000	36,000	36,700
Reimbursements	332,200	14,000	346,200	346,400
Total Revenues	672,500	50,000	686,500	723,400
Expenditures:				
Reimbursement - General Fund	134,000	0	134,000	134,000
Bus acquisition	0	0	0	0
Transit services	538,500	50,900	589,400	589,400
Total Expenditures	672,500	50,900	723,400	723,400
Revenues Over (Under) Expenditures	0	(900)	(36,900)	0
Beginning Fund Balance	2,340,318		2,340,318	2,340,318
Ending Fund Balance	2,340,318		2,303,418	2,340,318

TRANSPORTATION - PROPOSITION C

Revenues:				
Interest	3,000	0	3,000	3,000
Entitlement	264,000	0	264,000	264,000
Total Revenues	267,000	0	267,000	267,000
Expenditures:				
Reimbursements	342,200	14,200	356,400	356,400
Other	183,000	24,000	207,000	207,000
Total Expenditures	525,200	38,200	563,400	563,400
Revenues Over (Under) Expenditures	(258,200)	(38,200)	(296,400)	(296,400)
Beginning Fund Balance	584,049		584,049	584,049
Ending Fund Balance	325,849		287,649	287,649

MEASURE R LOCAL RETURN

Revenues:				
Interest	1,800	0	1,800	1,800
Other	198,000	0	198,000	198,000
Total Revenues	199,800	0	199,800	199,800
Expenditures:				
Other	537,000	0	537,000	275,000
Total Expenditures	537,000	0	537,000	275,000
Revenues Over (Under) Expenditures	(337,200)	0	(337,200)	(75,200)
Beginning Fund Balance	341,403		341,403	341,403

	FY 2011-12 Budget	Proposed Amendments	Amended Budget	Est Actual
Ending Fund Balance	4,203		4,203	266,203

TOWN CENTER DEBT SERVICE

Revenues:				
Interest	1,800	0	1,800	90
Transfers in	200,000	0	200,000	200,000
Total Revenues	201,800	0	201,800	200,090
Expenditures:				
Interest expense	34,000	0	34,000	34,000
Principal payment	95,000	0	95,000	95,000
Other	32,000	0	32,000	27,000
Total Expenditures	161,000	0	161,000	156,000
Revenues Over (Under) Expenditures	40,800	0	40,800	44,090
Beginning Fund Balance	256,366		256,366	256,366
Ending Fund Balance	297,166		297,166	300,456

RDA DEBT SERVICE/SUCCESSOR AGENCY

Revenues:				
Interest	1,000	0	1,000	13,000
Tax increment	8,301,500	0	8,301,500	8,301,500
Total Revenues	8,302,500	0	8,302,500	8,314,500
Expenditures:				
Principal	2,210,000	0	2,210,000	2,210,000
Interest	986,700	0	986,700	986,700
Pass-through agreement	1,827,000	0	1,827,000	1,827,000
Housing set-aside	1,660,300	0	1,660,300	1,660,300
SERAF	0	0	0	0
Transfer to RDA Redevelopment	1,780,100	(467,500)	1,312,600	1,312,600
Transfer to General Fund	0	0	0	0
Other	175,000	0	175,000	175,000
Total Expenditures	8,639,100	(467,500)	8,171,600	8,171,600
Revenues Over (Under) Expenditures	(336,600)	467,500	130,900	142,900
Beginning Fund Balance	651,352		651,352	651,352
Ending Fund Balance	314,752		651,352	651,352

COMMUNITY IMPROVEMENT

Revenues:				
Interest	0	0	0	0
Grant funding	317,000	0	317,000	62,800
Transfers in - cash flow	0	0	0	0
Total Revenues	317,000	0	317,000	62,800
Expenditures:				
Encanto Nature Walk	0	0	0	0
Street Improvements prop 1b	200,000	0	200,000	200,000
Street Improvements - STPL	0	0	0	0
Total Expenditures	200,000	0	200,000	200,000

	FY 2011-12 Budget	Proposed Amendments	Amended Budget	Est Actual
Revenues Over (Under) Expenditures	117,000	0	117,000	(137,200)
Beginning Fund Balance	22,802		22,802	22,802
Ending Fund Balance	139,802		139,802	(114,398)

INCLUSIONARY HOUSING

Revenues:				
Interest	5,000	0	5,000	5,000
Assesments	0	0	0	0
Total Revenues	5,000	0		5,000
Expenditures:				
Other expenses	0	0	0	0
Total Expenditures	0	0		0
Revenues Over (Under) Expenditures	5,000	0		5,000
Beginning Fund Balance	495,163		495,163	495,163
Ending Fund Balance	500,163		495,163	500,163

RDA AFFORDABLE HOUSING/SUCCESSOR AGENCY

Revenues:				
Tax increment set-aside	1,660,300	0	1,660,300	1,660,300
Other	0	0	0	0
Total Revenues	1,660,300	0		1,660,300
Expenditures:				
Administration	0	0	0	0
Acquisition	0	0	0	0
ERAF	0	0	0	0
Transfer Out - Housing Authority	1,660,300	0	1,660,300	1,660,300
Total Expenditures	1,660,300	0		1,660,300
Revenues Over (Under) Expenditures	0	0		0
Beginning Fund Balance	2,651,935		2,651,935	2,651,935
Ending Fund Balance	2,651,935		2,651,935	2,651,935

RDA CAPITAL PROJECTS/SUCCESSOR AGENCY

Revenues:				
Interest	0	11,500	11,500	11,500
Transfer in - RDA debt service	1,780,100	(467,500)	1,312,600	1,312,600
Other	0	93,300	93,300	93,300
Total Revenues	1,780,100	(362,700)	1,417,400	1,417,400
Expenditures:				
Administration	759,200	0	759,200	757,700
Operations	843,900	(284,000)	559,900	559,700
Capital improvements	177,000	(77,000)	100,000	100,000
	1,780,100	(361,000)	1,419,100	1,417,400
Revenues Over (Under) Expenditures	0	(1,700)	(1,700)	0
Beginning Fund Balance	314,129		314,129	314,129

	FY 2011-12 Budget	Proposed Amendments	Amended Budget	Est Actual
Ending Fund Balance	<u>314,129</u>		<u>312,429</u>	<u>314,129</u>

HOUSING AUTHORITY

Revenues:

Interest	30,000	0	30,000	30,000
Transfer in - Affordable Housing	1,660,300	0	1,660,300	1,660,300
Total Revenues	<u>1,690,300</u>	<u>0</u>	<u>1,690,300</u>	<u>1,690,300</u>

Expenditures:

Administration	416,400	271,500	687,900	417,900
Operations	1,365,000	(94,100)	1,270,900	1,270,900
Capital improvements	0	0	0	0
	<u>1,781,400</u>	<u>177,400</u>	<u>1,958,800</u>	<u>1,688,800</u>

Revenues Over (Under) Expenditures	(91,100)	(177,400)	(268,500)	1,500
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Beginning Fund Balance	<u>8,370,240</u>		<u>8,370,240</u>	<u>8,370,240</u>
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Ending Fund Balance	<u>8,279,140</u>		<u>8,101,740</u>	<u>8,371,740</u>
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Attachment 2
PROPOSED MID-YEAR BUDGET AMENDMENTS
FISCAL YEAR 2011 - 2012

	<u>Account Number</u>	<u>Change in Revenues</u>	<u>Change in Expenditures</u>
GENERAL FUND			
City Council			
Increase for new Councilmember travel/training expenses	100-1005-7647		3,000
Legal Services			
Decrease for other legal expenses	100-1015-7686		-71,000
Community Promotions			
Increase for extension of contract for cablecasting	100-1020-7726		8,000
Increase for expanded Duarte Promise program	100-1020-7728		45,000
Increase for last strategic workshop	100-1020-7980		4,000
Memberships			
Increase for SGVCOG expenses, not RDA qualified	100-1025-7696		8,000
Public Safety			
Decrease for SLESF allocation	100-1205-7781		-110,000
Increase for Public Safety Center Lease Pmts	100-1205-7787		42,000
Community Development			
Decrease for vacant position salary	100-1405-7002		-30,000
Decrease for vacant pt position	100-1405-7003		-3,000
Decrease for vacant position health care costs	100-1405-7071		-15,000
Decrease for reduced Bldg Inspection Svc Costs	100-1405-7800		-40,000
Increase for delayed costs of the Civic Ctr rehab	100-1405-8040		75,000
Field Services			
Increase for Wind Damage cleanup	100-1410-7980		70,000
Parks & Recreation			
Decrease for vacant position salary	100-1605-7002		-45,000
Facilities Maintenance			
Increase for interim position salary	100-1610-7002		3,000
Increase for Interim position retirement	100-1610-7072		2,000
Increase for pt medicare costs	100-1610-7077		2,000
Increase for facility phone costs	100-1610-7830		2,000
Increase for Fitness Center Water costs	100-1610-7838		4,000
Administrative Services			
Increase for part time HR intern	100-1810-7003		6,000
Increase for recruitment advertising costs	100-1810-7671		4,000
Increase for new MF recycling grant expenses	100-1825-7746		55,000
GENERAL FUND NET CHANGE			19,000

**Attachment 2
PROPOSED MID-YEAR BUDGET AMENDMENTS
FISCAL YEAR 2011 - 2012**

	<u>Account Number</u>	<u>Change in Revenues</u>	<u>Change in Expenditures</u>
GAS TAX FUND			
Increase for new CalRecycle grant revenue	220-4613	150,000	
Increase for CalRecycle expense on Highland Rehab	220-2225-7811		150,000
GAS TAX FUND NET CHANGE		150,000	150,000
PROPOSITION A			
Increase for National Transportation Dept Funds	440-5106	36,000	
Increase for additional Prop C subsidy funds	440-5104	14,000	
Increase for additional fuel & oil costs	440-4405-7619		30,000
Increase for retiree health insurance	440-4405-7674		4,000
Increase for repair and replacement costs	440-4405-7887		15,000
PROP A NET CHANGE		50,000	49,000
PROP C FUND			
Increase for Highland Ave Street Rehab	460-4605-8070		24,000
Increase for Prop A transit system subsidy	460-4605-8620		14,000
PROP C NET CHANGE		0	38,000