January 15, 2013

AGENDA

ADJOURNED REGULAR JOINT MEETING OF THE CITY COUNCIL OF THE CITY OF DUARTE, SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY OF THE CITY OF DUARTE, AND DUARTE HOUSING AUTHORITY

TUESDAY, JANUARY 15, 2013

5:30 p.m. – Closed Session
6:00 Reception – Employee Recognition
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

MARGARET FINLAY, MAYOR & CHAIR HOUSING AUTHORITY/SUCCESSOR AGENCY
LIZ REILLY, MAYOR PRO TEM & VICE CHAIR HOUSING AUTHORITY/SUCCESSOR AGENCY
JOHN FASANA, CITY COUNCIL & HOUSING AUTHORITY/SUCCESSOR AGENCY BOARD
TZEITEL PARAS-CARACCI, CITY COUNCIL & HOUSING AUTHORITY/SUCCESSOR AGENCY BOARD
PHIL REYES, CITY COUNCIL & HOUSING AUTHORITY/SUCCESSOR AGENCY BOARD

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

ADDRESSING THE CITY COUNCIL AND HOUSING AUTHORITY:

If you wish to address the City Council, Housing Authority, or Successor Agency 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/Housing Authority/Successor Agency. If you wish to address the City Council, Housing Authority, or Successor Agency on any item that is not on the Agenda, but that is within the subject matter jurisdiction of the City/Housing Authority/Successor Agency, 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/Successor Agency Board less than 72 hours prior to the City Council/Housing Authority/Successor Agency 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.

THE FOLLOWING ITEMS WILL BE HEARD AT 5:30 P.M.

1. CALL TO ORDER OF CITY COUNCIL, SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY, AND HOUSING AUTHORITY, AND NOTATION OF ANY ABSENCES
2. ADOPTION OF THE AGENDA
3. CLOSED SESSION
   A. Public Input – *Members of the public wishing to speak concerning the closed sessions listed below may do so at this time. Each person may speak once for no more than 3 minutes.*
   B. Conference with Legal Counsel pursuant to Government Code Section 54956.9(b) pertaining to significant exposure to litigation -- No. of Cases: 1.

At 6:00 p.m., there will be a Reception to recognize employees for their years of service and achievements

THE FOLLOWING ITEMS WILL BE HEARD NOT EARLIER THAN 7:00 P.M.

4. PLEDGE TO THE FLAG
5. MOMENT OF REFLECTION
6. FITNESS/MENTAL WARM-UP
7. PUBLIC REPORT OF CLOSED SESSION ITEM
8. SPECIAL ITEM
   A. Recognition of employees – Years of Service and Achievement Awards
9. 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.
10. 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/Housing Authority/Successor Agency, 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.
11. ITEMS TO BE ADDED TO THE CONSENT CALENDAR
12. CONSENT CALENDAR
    All matters listed on the Consent Calendar are to be approved with one motion unless a member of the City Council/Housing Authority/Successor Agency removes an item for separate action. Any consent calendar item for which separate action is requested shall be heard as the next Agenda item. The respective entity's consent items are shown in parentheses at the end of each item as "CC" for City Council, "HA" for Housing Authority, and "SA" for Successor Agency.
    A. Approval of Minutes – December 11, 2012 (CC/HA/SA)
    B. Approval of Warrants – December 25, 2012 and January 15, 2013 (CC/HA/SA)
    C. Motion to introduce and/or adopt all resolutions and ordinances presented for consideration by title only and waive further reading (CC/HA/SA)
    D. Proclamation for Mentor Awareness Month (CC)
    E. Ratification of Duarte Unified School District Board of Education recommendation to City Council of City Council's appointment of Kenneth Bell to serve on the City's Public Safety Commission, and Tom Reyes to serve on the City's Parks and Recreation Commission

F. City Council/City Manager Conference Attendance (CC)

13. ITEMS REMOVED FROM CONSENT CALENDAR

14. BUSINESS ITEMS
   A. Approval of 2013/14 budget calendar, and selection of date and time for budget workshop
   B. Discussion/Direction regarding proposed "Friendship City." (Requested by Councilmember Phil Reyes)

15. 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 Council/Housing Authority/Successor Agency, may do so at this time. Each person may speak once for no more than 3 minutes. Under the Brown Act, members of the City Council/Housing Authority/Successor Agency, 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.*

16. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/SUCCESSOR AGENCY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR (AB 1234 reports on trips, conference attendance, and meetings)

17. ADJOURNMENT – In memory of Charlotte Bacon, Daniel Barden, Rachel D'Avino, Olivia Engel, Josephine Gay, Ana Marquez-Greene, Dylan Hockley, Dawn Hochsprung, Madeleine Hsu, Catherine Hubbard, Chase Kowalski, Jesse Lewis, James Mattioli, Grace McDonnell, Anne Marie Murphy, Emilie Parker, Jack Pinto, Noah Pozner, Caroline Previdi, Jessica Rekos, Avielle Richman, Lauren Rousseau, Mary Sherlach, Victoria Soto, Benjamin Wheeler, Allison Wyatt, Jack Rushton, Albert Portillo and Mariano Portillo.

Adjourn to Regular Adjourned Meeting, January 29, 2013

MEMORANDUM

TO: City Council

FROM: City Manager

DATE: January 10, 2013

SUBJECT: Comments on Agenda Items, Meeting of January 15, 2013

ITEM 8.A. The City Council will recognize the service and achievements of a total of ten employees, councilmembers and a commissioner. For 5-years of service, the Council will recognize Jasmine Klintong and Edwin Parra. Reaching the 10-year mark is Irma Hernandez and Juan Oseguera and 15-years of service recipients are Manuel Perez, Jeffrey Risley and Mary Ann Ur. Three persons are marking a quarter century service; John Fasana, Margaret Finlay and Troy Wittenbrock. Three achievement awards will also be given out by the City Manager for customer service, innovation and teamwork.

ITEM 12 D. Annually, the Duarte City Council has been asked and has taken action to declare, by proclamation, the month of January as Mentor Awareness Month by following the presidential proclamation of January as National MentorAwareness Month. Included in tonight's packet is the president's proclamation tailored to our community and mentoring program.

ITEM 12.E. Annually the Duarte Unified School District Board of Education appoints members to both the Public Safety and Parks and Recreation Commissions for year-long terms. For 2013, they have appointed Ken Bell to Public Safety and Tom Reyes to serve on the Parks and Recreation Commissions.

ITEM 14.A. It is time to begin the process for the 2013 –14 City budget by approving the annual budget calendar and setting specific start times for the sessions. Staff is proposing May 6th and 7th 2013 for these workshops.

ITEM 14.B. At the last Council meeting, Mayor Pro Tem Reilly and Councilmember Reyes provided the City Council with a powerpoint presentation on their recent visit to China, and "sister city" discussions with representatives of the Yuexiu District, Guangzhou Municipality. Upon completion of the presentation and follow-up Council comments, Councilmember Reyes asked staff to agendize a Council discussion pertaining to the possible establishment of a "Friendship City".

Respectfully submitted,

Darrell J. George
City Manager

THE CITY OF DUARTE INVITES YOU TO RECOGNIZE THE

2012 AWARD RECIPIENTS

ON

TUESDAY, JANUARY 15, 2013

SERVICE AWARDEES

5 YEARS OF SERVICE

JASMINE KLINTONG
EDWIN PARRA

10 YEARS OF SERVICE

IRMA HERNANDEZ
JUAN OSEGUERA

15 YEARS OF SERVICE

MANUEL PEREZ
JEFFREY RISLEY
MARY ANN UR

25 YEARS OF SERVICE

JOHN FASANA
MARGARET FINLAY
TROY WITTENBROCK

ACHIEVEMENT AWARDS

EMPLOYEE RECOGNITION FOR THE FOLLOWING CATEGORIES:

CUSTOMER SERVICE
INNOVATION
TEAMWORK

DUARTE COMMUNITY CENTER
1600 HUNTINGTON DRIVE
DUARTE, CALIFORNIA 91010

RECEPTION 6:00 - 7:00 P.M.
AWARDS PRESENTATION 7:00 P.M.
(FIRST ITEM ON CITY COUNCIL AGENDA)

ORGANIZED BY THE EMPLOYEE RECOGNITION COMMITTEE

MINUTES

JOINT CITY COUNCIL/CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY OF THE CITY OF DUARTE REGULAR MEETING – DECEMBER 11, 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 Finlay called the meeting to order at 5:35 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Reilly, Reyes, Fasana (arrived prior to Closed Session, Paras-Caracci (arrived prior to Closed Session), Finlay ABSENT: None ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorney Slater
ADOPTION OF AGENDA	Reilly moved, Reyes seconded to adopt the Agenda, and carried unanimously.
CLOSED SESSION 1) Property Negotiations 2) Existing Litigation 3) Initiation of Litigation	There was no public input. Slater stated the first Closed Session is pursuant to Government Code Section 54956.8; Conference with Real Property Negotiators; Agency Negotiators: Darrell George, Craig Hensley; Negotiating parties: City of Duarte, Successor Agency to Dissolved Redevelopment Agency of the City of Duarte, and Charles Company; Under negotiation: Price and terms of payment; Concerning the following City or Successor Agency owned properties: 1263 Huntington Drive (8530-003-930,931), 946 Huntington Drive (8530-013-902) 962 Huntington Drive (8530-013-903), 952 Huntington Drive (8530-013-904), 1700 Huntington Drive (8530-023-040), 1660 Huntington Drive (8530-023-077), 2400-2404 Huntington Drive (8604-012-910), 1305 Huntington Drive (8530-004-903), parking lot area near Rite Aid (8530-004-082), 1437 Huntington Drive (8530-004-900), 1423 Huntington Drive (8530-004-901), 1415 Huntington Drive (8530-004-069). The second Closed Session is pursuant to Government Code Section 54956.9(a); Conference with Legal Counsel, Existing Litigation; *City of Duarte, California, v. City of Azusa, California, et al; Azusa Rock, Inc., et al., Real Parties in Interest;* California Court of Appeal, Second Appellate District, Division Four, Case No. B235097. The third Closed Session is pursuant to Government Code Section 54956.9(c); Conference with Legal Counsel; Anticipated Litigation/Initiation of Litigation; Number of potential cases: 1. The Closed Session concluded at 7:00 p.m. City Council reconvened at 7:05 p.m.
PLEDGE TO THE FLAG	Joan Schmidt led the Pledge of Allegiance to the Flag.
MOMENT OF REFLECTION	A moment of reflection was observed.
FITNESS/MENTAL WARM-UP	George and Finlay provided the warm-up.

PUBLIC REPORT OF CLOSED SESSION	Slater stated during the first Closed Session, City Council discussed property negotiations and directed staff to continue discussions regarding potential disposition of the properties, with no reportable action taken. During the second Closed Session, City Council received a report from Legal Counsel concerning the status of the case, including the hearing today, and discussed the status, with no reportable action taken. During the third Closed Session, City Council received a report from the City Attorney regarding one potential case of initiation of litigation, and authority was given to pursue litigation if that becomes necessary.
SPECIAL ITEMS Recognition – "B" Division Flag Football All Star Team	Cesar Monsalve described the program and championship game, and introduced Recreation Leader Coaches Dewayne Owens and Zequoia Williams. Mayor Finlay presented congratulatory certificates to the "B" Division Flag Football All Star team members.
Recognition – Rebuilding Together SGV Foothills	Mayor Finlay introduced Manoj Patel, Rebuilding Together San Gabriel Valley Foothills, who provided an overview of the organization and recent project "2012 Room to Rebuild." Mayor Finlay presented certificates of appreciation to the members and sponsors.
Recognition – Kate Knight Chamber Award	Mayor Finlay introduced Jim Kirchner, Duarte Chamber, who described the 2012 Outstanding Civic Service Award. Mayor Finlay presented a certificate to Kate Knight in recognition of her receiving the Duarte Chamber's 2012 Outstanding Civic Service Award. Mr. Kirchner presented her a plaque.
Presentation – Cal Am Water 2013 Rate Structure	Brian Barreto, Cal Am Water, presented an update on Cal Am's rate application, Duarte water system, and 2013 rate structure. Lino Paras stated he hopes the CPUC takes conservation into consideration, and inquired about groundwater. Mr. Barreto stated groundwater is pumped out of aquifers on a daily basis. Fasana suggested the information about Cal Am's rate increase be posted on our website.
Presentation – Trip to China	Mayor Pro Tem Reilly and Councilmember Reyes provided a slide presentation of their recent trip to Guangzhou, China, discussed collaboration of a sister city or friendship committee, stated the trip was completely sponsored by the City and Chamber of Guangzhou, and other cities may be interested in being a friendship city. Lino Paras inquired about the purpose and intent of the trip, Mr. Lam, whether the trip was officially sanctioned or on a private citizen basis, and FPPC reporting.
ANNOUNCEMENTS	Joanna Gee, Duarte Library, announced upcoming library programs and classes in December and January. Neil Bjornsen announced John Fasana recently received the MTA Citizen Advisory Council's 2012 Person of the Year Award.

	Jack Collins announced Ray Bradbury Tribute in December at the Duarte Historical Museum. Karen Herrera announced upcoming community events and programs in the month of December. Ron Dalessandro announced Duarte Elks Annual Christmas Party on December 16.
ORAL COMMUNICATIONS	The following spoke on items not on the Agenda. Lisa Preston – Mayor, voters. Neil Bjornsen – Veteran's Day event. Lino Paras – Reorganization. Steve Hernandez – Staff and City Council.
ITEMS ADDED TO CONSENT	Paras-Caracci moved, Fasana seconded to add attendance at the National League of Cities Congressional City Conference in March 2013 to Consent Item 12.I, and carried unanimously.
CONSENT CALENDAR	Fasana moved, Reilly seconded to approve the Consent Calendar as amended as follows, and carried unanimously. Approve Items A, B, C, D, E, I. Receive and File Item H. Remove Items F, G.
ITEMS REMOVED FROM CONSENT – Item F Youth/Family Committee	Paras-Caracci stated interviews for the Youth and Family Committee were conducted on December 10. Finlay discussed ideas presented by those interviewed.
Item F – Approved	Reilly moved, Paras-Caracci seconded to approve the Interview Panel recommendations to the Youth and Family Committee, and carried unanimously.
Item G – County Fee and Request to File Claim	Slater presented a report about the California Supreme Court decision regarding the County property tax administration fee, including summary, status, background, and filing of a claim.
Item G – Approved	Reilly moved, Fasana seconded to receive and file the City Attorney's report on the California Supreme Court decision *City of Alhambra v. County of Los Angeles* regarding the County property tax administration fee, and to authorize the filing of a claim with the County for the reimbursement of the overcharged fee amount, and carried unanimously.
RESOLUTION Council Bill 12-R-36 Accept CalGRIP Funding	Slater read by title Council Bill 12-R-36: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ACCEPTING THE CALIFORNIA GANG REDUCTION AND INTERVENTION PROGRAM (CalGRIP) FUNDING OF $334,332 AND THE BOARD OF STATE AND COMMUNITY CORRECTIONS (BSCC) RECOMMENDATIONS FOR ADMINISTERING THE GRANT Paras-Caracci recused herself from the discussion, as she is employed by YMCA, and left the Council Chambers.

George presented the staff report about the $334,332 grant and use of funds.

Steve Hernandez stated he is excited that we received the money so we do not lose the officer, our crime rate is low, and our officers do a great job.

Lino Paras stated a majority of the City Council made the right decision by selecting Arroyo for grant writing.

RESOLUTION NO. 12-36

Reyes moved, Fasana seconded to adopt Resolution No. 12-36, and carried with Paras-Caracci absent from the vote.

Paras-Caracci returned to the Council Chambers and resumed her seat on the dais.

BUSINESS ITEMS
Agreement – Building Dept. Services – Charles Abbott Assoc.

George presented a staff report about the proposed agreement for building department services. Hensley introduced representatives from Charles Abbott Associates, Inc.

Steve Hernandez stated the current building inspector is thorough, welcomed the new company, and thinks this will be great.

Lino Paras stated this move is in the right direction, he thought there would be three screened and brought to Council, and felt three years is too long for an experimental situation.

Ron Grider, Charles Abbot Associates, Inc., provided the names of client cities in Los Angeles County and other counties.

Slater noted every City standard professional agreement has a provision to terminate with notice if service is not satisfactory, and a three-year contract preserves the price for that length of time.

Reyes moved, Fasana seconded to authorize the City Manager to execute a standard Professional Services Agreement with Charles Abbott Associates, Inc., for building department services, and carried unanimously.

2011/12 Audited Financial Statements

Petersen presented a staff report about the financial statements, and answered questions from City Councilmembers.

Lino Paras stated the statement is several pages long, budgets are unpredictable, and a lot of them are estimates.

Steve Hernandez stated declaring a fiscal emergency is the criteria to do something, we lucked out, and we do not know what is going to happen with Prop 30.

Fasana moved, Reilly seconded to receive and file the City's audited financial statements for the fiscal year ended June 30, 2012, and carried unanimously.

ITEMS FROM CITY COUNCIL/ CITY MANAGER

GEORGE: Stated the Consent Calendar approved the Contract Cities event on January 7-8, 2013, inquired if there will be a

quorum for the first City Council meeting in January, and if not, would Council want to consider holding the meeting on January 15 rather than on January 8, and stated since there are five Tuesdays in January, perhaps the second meeting could be held two weeks after the first meeting, on January 29, 2013.

January 2013 Council Meetings
January 15 and 29, 2013

After discussion, it was determined that there would not be a quorum on January 8, 2013, as Mayor Finlay, Mayor Pro Tem Reilly, and Councilmember Reyes intended to participate in the Contract Cities event, and that the City Council meetings in January 2013 would be held on January 15, 2013, and January 29, 2013.

REYES: Asked that a discussion about a friendship committee be on the next Agenda, wished all happy holidays, and asked that the meeting be adjourned in memory of Jesse Fonseca.

PARAS-CARACCI: Congratulated Donna Georgino on the room named for her at the Teen Center, thanked the Mayor's Youth Council for submitting the application, wished all happy holidays, and stated the sign at Vineyard and Markwood cannot be seen because of the trees.

FASANA: Inquired about a resident's concern as to the code allowing only one sign at the entrance of Westminster Gardens and whether there could be a sign showing north and south on Santo Domingo, attended strategic planning retreat at the SGV COG where goals were set, announced results of appointments made at the City Selection Committee meeting, and wished all happy holidays.

REILLY: Attended Southern California Economic Development forum where there was a presentation about post-RDA funding, attended human rights forum at PCC, and wished all happy holidays.

FINLAY: Congratulated Councilmember Fasana for receiving the Citizen Advisory Council's award, thanked staff for the Christmas tree program, invited residents to call City Hall for a military banner, thanked Wal-Mart for replacing items stolen from the Duarte Community Service Council, and wished all happy holidays.

ADJOURNMENT

Reyes moved, Fasana seconded to adjourn the meeting at 10:10 p.m., in memory of Rob Harbicht, Mike Rhodes, and Jessie Fonseca, to the Adjourned Regular Meeting of January 15, 2013, and carried unanimously.

_____
Mayor Margaret Finlay

ATTEST:

_____
City Clerk

MEMORANDUM

TO: DARRELL GEORGE, CITY MANAGER

FROM: CESAR MONSALVE, PARKS AND RECREATION DIRECTOR

SUBJECT: DUARTE MENTOR AWARENESS MONTH PROCLAMATION

DATE: 1/7/13

Cc: KAREN HERRERA, DEPUTY CITY MANAGER

The Duarte Share Mentoring Program is a one-to-one adult to youth matching program that provides at-risk youth who reside within the Duarte Unified School District with a friend and role model who can help them improve their decision-making skills and their self-esteem. The Duarte Share Mentoring Program was established in 1997 and over the years it has enjoyed great success with most youth mentees graduating from high school, becoming productive citizens and many moving on to community colleges, trade schools and some to four-year universities. Annually, the Duarte City Council has been asked and has taken action to declare by proclamation the month of January as Mentor Awareness Month to follow the presidential proclamation of January as National Mentoring Month. Attached is the president's proclamation.

The White House

Office of the Press Secretary

For Immediate Release
December 31, 2012

Presidential Proclamation -- National Mentoring Month, 2013

NATIONAL MENTORING MONTH, 2013

BY THE PRESIDENT OF THE UNITED STATES OF AMERICA

A PROCLAMATION

Our American family is bound together by caring individuals who make it their mission to serve others. During National Mentoring Month, we pay special tribute to the men and women who enrich the lives of our young people and fortify the unbreakable bonds between one generation and the next.

Mentors know that helping a child unlock their full potential begins with care, guidance, and support -- which is why my Administration is proud to celebrate mentorship nationwide through programs that help young people see the strength within themselves. We created the Corporate Mentoring Challenge, which encourages businesses across our country to open or expand mentoring programs that equip our youth with the tools to achieve. We have connected young men and women in the Washington, D.C., area with mentors at the White House, and we have partnered with groups across the public, private, and nonprofit sectors to build pathways to summer job opportunities for low-income and disconnected youth. And since 2010, we have worked to build strong connections between children and responsible adults through our Fatherhood and Mentoring Initiative.

A supportive mentor can mean the difference between struggle and success. As we mark this important occasion, I encourage all Americans to spend time as a mentor and help lift our next generation toward their hopes and dreams. To learn more about how to get involved, visit www.Serve.gov/Mentor.

NOW, THEREFORE, I, BARACK OBAMA, President of the United States of America, by virtue of the authority vested in me by the Constitution and the laws of the United States, do hereby proclaim January 2013 as National Mentoring Month. I call upon public officials, business and community leaders, educators, and Americans across the country to observe this month with appropriate ceremonies, activities, and programs.

IN WITNESS WHEREOF, I have hereunto set my hand this thirty-first day of December, in the year of our Lord two thousand twelve, and of the Independence of the United States of America the two hundred and thirty-seventh.

BARACK OBAMA

The success of the program is due to the many dedicated volunteer adult mentors who have taken time from their personal lives to help the program. Mentors are enrolled in the program through an application and interview process. All prospective mentors are panel interviewed, fingerprinted and a thorough background check is made. Several of our adult mentors are current or past employees as well as school district staff and some are private citizens.

Mentors spend personal time with their mentees including tutoring, shopping, going to movies, going to lunch and dinner and just spending quality time together. Each month the Duarte Share Mentoring Program is able to present an activity for all of the mentors and their mentees to participate in, usually a field trip to places such as the Museum of Tolerance, Knott's Berry Farm, the Getty Museum, the Queen Mary and many more fun and educational places. The activities allow the kids to enjoy an activity that they may not be able to participate in on their own and it provides the mentors with another opportunity to be a friend and role model.

All of the program's current mentors have been invited to the March 13 Duarte City Council meeting to be recognized for their efforts.

City of Duarte

Proclamation

MENTOR AWARENESS MONTH

WHEREAS, *the month of January has been proclaimed National Mentoring Month by the President of the United States; and*

WHEREAS, *mentoring has been proven to better the lives of young people by providing positive role models for them; and*

WHEREAS, *the Duarte Share Mentoring Program has experienced success by having several former youth mentees graduate from high school and go on to colleges, vocational schools, and trade schools; and*

WHEREAS, *awareness of mentoring and its positive effects will allow for more volunteers to commit themselves to mentoring;*

NOW, THEREFORE, BE IT RESOLVED *that the City of Duarte hereby proclaims January 2013 as MENTOR AWARENESS MONTH in the City of Duarte, and recognizes the dedicated individuals that volunteer their time to mentor young people, and encourages participation by individuals, businesses, government agencies, schools, faith communities, and non-profits to work together to increase the number of mentors and to assure brighter futures for our young people.*

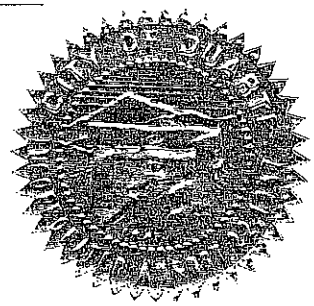
_____

Mayor Margaret Finlay

ATTEST:

_____

City Clerk Marla Akana
Duarte, California
January 15, 2013



BOARD OF EDUCATION
Kenneth Bell
Reyna Diaz
Frank Figueroa
Pam Kawasaki
Tom Reyes

DUARTE UNIFIED SCHOOL DISTRICT
1620 HUNTINGTON DRIVE, DUARTE, CA 91010
Phone (626) 599-5000 - Fax (626) 599-5069

December 14, 2012

RECEIVED
DEC 26 2012
CITY OF DUARTE

Darrell George, City Manager
City of Duarte
1600 Huntington Drive
Duarte, CA 91010

Dear Darrell,

The Duarte Unified School District is pleased to announce that at its Organizational Meeting of December 13, 2012, the Board of Education appointed Mr. Ken Bell as Representative to serve on the City of Duarte Public Safety Commission.

If you have any questions, please feel free to contact me.

Sincerely,

Terry Nichols, Ed.D.
Superintendent

TN/md

cc: Kenneth Bell
Karen Herrera

BOARD OF EDUCATION
Kenneth Bell
Reyna Diaz
Frank Figueroa
Pam Kawasaki
Tom Reyes

DUARTE UNIFIED SCHOOL DISTRICT
1620 HUNTINGTON DRIVE, DUARTE, CA 91010
Phone (626) 599-5000 - Fax (626) 599-5069

December 14, 2012

RECEIVED
DEC 26 2012
CITY OF DUARTE

Darrell George, City Manager
City of Duarte
1600 Huntington Drive
Duarte, CA 91010

Dear Darrell,

The Duarte Unified School District is pleased to announce that at its Organizational Meeting of December 13, 2012, the Board of Education appointed Mr. Tom Reyes as Representative to serve on the City of Duarte Parks and Recreation Commission.

If you have any questions, please feel free to contact me.

Sincerely,

Terry Nichols, Ed.D.
Superintendent

TN/md

cc: Tom Reyes
Karen Herrera

MEMORANDUM

TO: Darrell J. George, City Manager

FROM: Kristen Petersen, Assistant City Manager

DATE: January 15, 2013

SUBJECT: **FISCAL YEAR 2013-14 BUDGET CALENDAR**

Background

Attached is the proposed calendar for the fiscal year 2013-14 budget preparation process.

As shown on the attached calendar the City Council budget workshops have been tentatively scheduled for May 6th and May 7th 2013. Staff would like to start the budget workshop at 4pm. Typically, we are able to complete this phase in one meeting, but we have scheduled a second date in case it is needed. At this time, it would be helpful for the City Council to set specific times and dates for its budget workshop meetings.

Recommendation

It is recommended that the City Council approve the attached budget calendar, and set a specific start time and date for its budget workshop.

BUDGET CALENDAR
FISCAL YEAR 2013-14

January 10	Mid-year instructions and budget materials are distributed to departments.
January 17	Completed mid-year materials are due from departments.
Jan 21 -23	Meetings scheduled as necessary with City Manager to review department mid-year projections.
January 29	Mid-year budget report presented to City Council
February 4	City Manager and department heads meet to establish budget parameters.
February 14	Budget preparation instructions and materials are distributed to departments.
March 4	Completed budget materials are due from departments.
March 11 - 14	Meetings scheduled as necessary with City Manager and department heads to review budget requests.
April 9	Preliminary budget surplus/deficit projection completed.
April 22 - 25	City Manager/City Council one-on-one review budget requests.
May 6 & 7	City Council budget workshop.
May 28	Gann Limit calculation submitted to City Council for approval.
June 11	Final budget submitted to City Council for approval.