



CITY OF HUGHSON
CITY COUNCIL MEETING
City Hall Council Chambers
7018 Pine Street, Hughson, CA

AGENDA
TUESDAY, FEBRUARY 27, 2012 – 7:00 P.M.

CALL TO ORDER: Mayor Ramon Bawanan

ROLL CALL: Mayor Ramon Bawanan
Mayor Pro Tem Matt Beekman
Councilmember Jill Silva
Councilmember George Carr
Councilmember Jeramy Young

FLAG SALUTE:

INVOCATION:

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

Members of the Audience may address the City Council on any item of interest to the public pertaining to the City and may step to the podium, State their name and City of Residence for the record (requirement of Name and City of Residence is optional) and make their presentation. Please limit presentations to five minutes. Since the City Council cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code, items of concern, which are not urgent in, nature can be resolved more expeditiously by completing and submitting to the City Clerk a "Citizen Request Form" which may be obtained from the City Clerk.

2. PRESENTATIONS:

2.1: Choose Civility Campaign Status Update and Outcome of Year 1 and Plans for Year 2, by Tom Changnon, Stanislaus County Superintendent of School.

3. CONSENT CALENDAR:

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council unless otherwise requested by an individual Councilmember for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

- 3.1: Approval of the February 14, 2012 Regular City Council Minutes.
- 3.2: Approval of the Warrants for the Month(s) of February.
- 3.3: Approval of the re-appointment of Commissioner Julie Ann Strain to the Planning Commission.

4. UNFINISHED BUSINESS:

- 4.1: Approval of Resolution No. 2012-13, accepting the Wastewater Treatment Plant Upgrade and Expansion Project and Authorizing the City Clerk to File a Notice of Completion with the County Recorder.
- 4.2: Review and Approve an Update of City of Hughson Goals and Objectives.

5. PUBLIC HEARINGS: None.

6. NEW BUSINESS: None.

7. CORRESPONDENCE: None.

8. COMMENTS:

8.1: Staff Reports and Comments: (Information Only – No Action)

City Manager:

City Clerk:

Community Development Director:

Director of Finance:

Police Services:

City Attorney:

8.2: Council Comments: (Information Only – No Action)

8.3: Mayor's Comments: (Information Only – No Action)

9. CLOSED SESSION: None.

10. REPORT FROM CLOSED SESSION: None.

ADJOURNMENT:

WAIVER WARNING

If you challenge a decision/direction of the City Council/Redevelopment Agency in court, you may be limited to raising only those issues you or someone else raised at a public hearing(s) described in this Agenda, or in written correspondence delivered to the City of Hughson at or prior to, the public hearing(s).

UPCOMING EVENTS:

| | |
|----------|-----------------------------------------------------------------------------------|
| March 3 | ▪ Hughson Ag Boosters Annual Crab Feed, St. Anthony’s Church, 6:00 pm |
| March 10 | ▪ Danielle’s Gift St. Patrick’s Celebration, Turlock Country Club, 6-12 am |
| March 12 | ▪ City Council Meeting, Council Chambers, 7:00pm |
| March 13 | ▪ Parks and Recreation Commission, Council Chambers, 6:00pm |
| March 14 | ▪ Government Night, War Memorial Center in Turlock, |
| March 20 | ▪ Planning Commission Meeting, Council Chambers, 6:00pm |
| March 26 | ▪ Economic Development Committee Meeting, City Hall, 5:30pm |
| March 26 | ▪ City Council Meeting, Council Chambers, 7:00pm |
| April 14 | ▪ Hughson Arboretum & Gardens, Open Garden Event, 1:00-4:00pm |
| April 28 | ▪ Citywide Garage Sale Day, All Day, No Charge for Residents |
| April 28 | ▪ LOVE Hughson Event at Rolland Starn Park |
| May 5 | ▪ Citywide Clean Up Day, Walker and Tully, 7:30am-2:30pm |

RULES FOR ADDRESSING CITY COUNCIL

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**AMERICANS WITH DISABILITIES ACT/CALIFORNIA BROWN ACT
NOTIFICATION FOR THE CITY OF HUGHSON**

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Disabled or Special needs Accommodation: In compliance with the Americans with Disabilities Act, persons requesting a disability related modification or accommodation in order to participate in the meeting and/or if you need assistance to attend or participate in a City Council meeting, please contact the City Clerk's office at (209) 883-4054. Notification at least 48-hours prior to the meeting will assist the City Clerk in assuring that reasonable accommodations are made to provide accessibility to the meeting.

AFFIDAVIT OF POSTING

DATE: February 24, 2012 **TIME:** 5:00pm
NAME: Dominique Spinale **TITLE:** Deputy City Clerk

Notice Regarding Non-English Speakers:

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Council Agendas: The City Council agenda is now available for public review at the City's website at www.hughson.org and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday, prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

Questions: Contact the City Clerk at (209) 883-4054



CITY OF HUGHSON
CITY COUNCIL MEETING
City Hall Council Chambers
7018 Pine Street, Hughson, CA

MINUTES
TUESDAY, FEBRUARY 14, 2012 – 7:00 P.M.

CALL TO ORDER: Mayor Ramon Bawan

ROLL CALL: Mayor Ramon Bawan
Mayor Pro Tem Matt Beekman
Councilmember Jill Silva
Councilmember George Carr
Councilmember Jeramy Young

FLAG SALUTE: Mayor Ramon Bawan

INVOCATION: Reverend Ernie Spears

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

Members of the Audience may address the City Council on any item of interest to the public pertaining to the City and may step to the podium, State their name and City of Residence for the record (requirement of Name and City of Residence is optional) and make their presentation. Please limit presentations to five minutes. Since the City Council cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code, items of concern, which are not urgent in, nature can be resolved more expeditiously by completing and submitting to the City Clerk a "Citizen Request Form" which may be obtained from the City Clerk.

Public Comments:

Janice Herring and Rhonda Frazier informed the Council and Public of the LOVE Hughson campaign and that a LOVE Hughson event has been scheduled for April 28 at Starn Park. LOVE Hughson would like to work with the City and other agencies in the City in creating projects and gathering volunteers to assist in the projects on the event day. Ms. Frazier and Ms. Herring urged everyone to visit the lovehughson.com website to view projects and obtain volunteer and event information.

2. PRESENTATIONS: None.

3. CONSENT CALENDAR:

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council unless otherwise requested by an individual Councilmember for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

- 3.1: Approval of the January 23, 2012 Regular City Council Minutes.
- 3.2: Approval of the Warrants for the Months of January and February.
- 3.3: Approval of the Treasurers Report for the Month(s) of October and November 2011.
- 3.4: Approval of Resolution No. 2012-09, Approving and Authorizing the Submission of the 2011-2012 Transportation Fund (LTF) Claim.
- 3.5: Approval of Resolution No. 2012-10, a Resolution of the City of Hughson, in its capacity as the Successor Agency to the Hughson Redevelopment Agency which adds Mayor Ramon Bawan, Mayor Pro Tem Matthew Beekman, City Manager Bryan Whitemyer, and Finance Manager, Lisa Whiteside as authorized agents to deposit and /or transfer monies from the Local Agency Investment Fund RDA bank accounts.
- 3.6: Approval of Resolution No. 2012-12, Approving a One-Year Extension of the Master Professional Services Agreement with MCR Engineering, Inc., for On-Call City Engineer Services and Authorizing the City Manager to Sign the Agreement.
- 3.7: Approval of Part-Time Administrative Services Director Employment Agreement between the City of Hughson and Linda Abid-Cummings, Interim Administrative Services Director.
- 3.8: Approval of a First Amendment to Employment Contract between the City of Hughson and Bryan Whitemyer, City Manager.

Mayor Pro Tem/Councilmember Beekman pulled Item 3.3 for discussion.

Silva/Carr 5-0-0-0 motion passes to approve Consent Calendar Items 3.1, 3.2, 3.4, 3.5, 3.6, 3.7, and 3.8.

Mayor Pro Tem Beekman and Councilmember Silva asked questions on the negative balance shown in the Treasurers Report in the Water DIF fund. They requested copies of the Well 8 Improvements Project claims that have been processed by the CDPH.

Beekman/Silva 5-0-0-0 motion passes to approve Consent Calendar Item 3.3.

Mayor Bawanan announced that he would move up Item 6.1 - New Business after the Consent Calendar.

6. NEW BUSINESS:

- 6.1:** Consider the Appointment of Applicants Karen Minyard and Jared Costa to the two (2) vacancies on the Planning Commission.

The Council asked that Ms. Minyard and Mr. Costa introduce themselves and share with the Council their interest in the Planning Commission.

Carr/Silva 5-0-0-0 motion passes to appoint Karen Minyard and Jared Costa to the Hughson Planning Commission.

Deputy City Clerk Spinale administered the Oath of Office to each of the newly appointed Commissioners.

4. UNFINISHED BUSINESS:

- 4.1:** Consider adopting Resolution No. 2012-11, Approving Adjustments to the Operating Budget for Fiscal Year 2011-12.

Council discussed this item with Director Souza and City Manager Whitemyer.

Beekman/Young 5-0-0-0 motion passes to adopt Resolution No. 2012-11, approving Adjustments to the Operating Budget for Fiscal Year 2011-12.

- 4.2:** Accept the 2010-11 City of Hughson Financial Audit.

Council discussed this item with Director Souza and City Manager Whitemyer.

Carr/Silva 5-0-0-0 motion passes to Accept the 2010-11 City of Hughson Financial Audit.

- 4.3:** Status update on the progress of the City's grants writing services with California Consulting, LLC.

Liz Gomez with California Consulting, LLC, provided an update to the Council on the grants they have assisted the City of Hughson in researching and applying for.

5. PUBLIC HEARINGS:

- 5.1:** Consider the adoption of Resolution No. 2012-08, amending the 2011-2012 Supplemental Law Enforcement Services (SLESF) Funding Allocation and Expenditure Plan.

The Public Hearing was opened and closed at 8:11p.m. No comments were provided.

Councilmember Young requested that Staff keep the Council updated and informed every few weeks.

Silva/Carr 5-0-0-0 motion passes to adopt Resolution No. 2012-08, amending the 2011-2012 Supplemental Law Enforcement Services (SLESF) Funding Allocation and Expenditure Plan.

7. CORRESPONDENCE: None.

8. COMMENTS:

8.1: Staff Reports and Comments: (Information Only – No Action)

City Manager:

City Clerk:

Community Development Director:

Director of Finance:

Police Services: Chief Gharat updated the Council that they have a new AVA Officer, Dalton Gonzalez.

City Attorney:

8.2: Council Comments: (Information Only – No Action)

Councilmember Carr updated the Council on his attendance at the Turlock Mosquito Abatement District meeting, the Hughson Family Resource Committee meeting, and provided updates on some local events.

Councilmember Young updated the Council on his attendance of the Fire 2+2 Committee meeting and advised that he would attend the League of California Cities dinner on March 8.

8.3: Mayor's Comments: (Information Only – No Action)

Mayor Bawanen updated the Council on his attendance at Italian Night at the Turlock Theatre and the City of Modesto City Council Meeting where the Newly Elected Mayor Garrad Marsh was sworn in and former Mayor Jim Ridenour was sworn out. Mayor Bawanen also advised that Supervisor Vito Chiesa will be holding a Government Night on March 14 at the War Memorial in Turlock.

9. CLOSED SESSION: 8:30pm

**9.1: CONFERENCE WITH LEGAL COUNSEL - - ANTICIPATED LITIGATION
Initiation of litigation pursuant to subdivision (c) of Section 54956.9:**

One (1) potential case

10. REPORT FROM CLOSED SESSION: 8:50pm

All five Council members were present for the Closed Session. No reportable action was taken.

ADJOURNMENT: The meeting was adjourned at 8:50pm by Mayor Bawanan.

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UPCOMING EVENTS:

| | |
|-------------|-----------------------------------------------------------------------------------|
| February 20 | ▪ President’s Day – City Hall will be Closed |
| February 21 | ▪ Planning Commission Meeting, City Hall Council Chamber, 6:00pm |
| February 27 | ▪ Economic Development Committee, City Hall Council Chamber, 5:30 pm |
| February 27 | ▪ City Council Meeting, City Hall Council Chamber, 7:00 pm |
| March 3 | ▪ Hughson Ag Boosters Annual Crab Feed, St. Anthony’s Church, 6:00 pm |
| March 10 | ▪ Danielle’s Gift St. Patrick’s Celebration, Turlock Country Club, 6-12 am |

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Questions: Contact the City Clerk at (209) 883-4054

RAMON BAWANAN, Mayor

ATTEST:

DOMINIQUE SPINALE, Deputy City Clerk

fw

REPORT.: Feb 24 12 Friday
RUN....: Feb 24 12 Time: 10:44
Run By.: KATHY DAHLIN

City of Hughson
Cash Disbursement Detail Report
Check Listing for 02-12 Bank Account.: 0100

PAGE: 001
ID #: PY-DP
CTL.: HUG

| Check Number | Check Date | Vendor Number | Name | Net Amount | -----Payment Information----- | |
|--------------|------------|---------------|---------------------------|--------------|-------------------------------|------------------------------------|
| | | | | | Invoice # | Description |
| 42085 | 2/22/2012 | ABS00 | ABS PRESORT | \$ 1,546.81 | 80107 | STATEMENTS 2/2012 |
| 42086 | 2/22/2012 | AFL01 | AFLAC | \$ 868.35 | 101367 | AFLAC |
| 42087 | 2/22/2012 | ARR00 | ARROWHEAD MOUNTAIN SPRING | \$ 23.83 | 02B002566 | BOTTLED WATER |
| 42088 | 2/22/2012 | BLU00 | BLUE SHIELD | \$ 10,085.00 | B20215 | HEALTH PREMIUMS 1/1-4/1/12 |
| 42089 | 2/22/2012 | BLU02 | BLUE SHIELD OF CALIFORNIA | \$ 110.00 | B20222 | HEALTH PREMIUMS/D.MENDOZA 3/2012 |
| 42090 | 2/22/2012 | BLU03 | BLUE SHIELD OF CALIFORNIA | \$ 324.60 | B20222 | HEALTH PREM/DARIO MENDOZA MEDICARE |
| 42091 | 2/22/2012 | COV00 | COVELLO GROUP | \$ 40,888.44 | 200903827 | CONST. MGMT WWTP 12/11 |
| 42092 | 2/22/2012 | FGL00 | FGL ENVIRONMENTAL | \$ 346.75 | 150764A | WELL WATER MONITORING |
| | | | | \$ 187.00 | 150909A | WELL WATE MONITORING |
| | | | | \$ 250.00 | 151098A | WWTP |
| | | | | \$ 250.00 | 151169A | WWTP |
| | | | | \$ 250.00 | 151206A | WWTP |
| | | | | \$ 325.00 | 151243A | WWTP |
| | | | | \$ 250.00 | 230023A | WWTP |
| | | | | \$ 250.00 | 230140A | WWTP |
| | | | | \$ 179.00 | 230154A | WELL WATER MONITORING |
| | | | | \$ 250.00 | 230271A | WWTP |
| | | | | \$ 325.00 | 230328A | WWTP |
| | | | | \$ 490.00 | 230409A | WELL WATER MONITORING |
| | | | | \$ 250.00 | 230410A | WWTP |
| | | | | \$ 53.00 | 230411A | WELL WATER MONITORING |
| | | | | \$ 120.40 | 230412A | WELL WATER MONITORING |
| | | | | \$ 519.00 | 230413A | WELL WATER MONITORING |
| | | | | \$ 210.00 | 230449A | WELL WATER MONITORING |
| | | | | \$ 74.50 | 230450A | WELL WATER MONITORING |
| | | | Check Total: | \$ 4,579.65 | | |
| 42093 | 2/22/2012 | GIB00 | GIBBS MAINTENANCE CO | \$ 685.00 | 12752 | JANITOR SERVICES FOR JANUARY |
| 42094 | 2/22/2012 | HUG08 | CITY OF HUGHSON | \$ 1,097.79 | B20215 | LLD WATER SERVICE |
| 42095 | 2/22/2012 | HUG11 | HUGHSON FARM SUPPLY | \$ 15.02 | 0361756IN | GLOVES |
| | | | | \$ 21.42 | 0369369IN | SAW BLADE |
| | | | | \$ 22.40 | 0369482IN | KEYS |
| | | | | \$ 27.41 | 0370078IN | PLUMBING PARTS WELL #4 |
| | | | | \$ 2.13 | 0370116IN | KEY WELL #8 |
| | | | Check Total: | \$ 88.38 | | |
| 42096 | 2/22/2012 | HUG28 | HUGHSON TIRE | \$ 15.00 | 2919-6 | TIRE REPAIR PW6 |
| 42096 | 2/22/2012 | HUG28 | HUGHSON TIRE | \$ 15.00 | 318194 | TIRE REPAIR BOBCAT |
| | | | Check Total: | \$ 30.00 | | |
| 42097 | 2/22/2012 | HUG34 | HUGHSON AUTO & TRUCK SUPP | \$ 34.23 | 49107 | FILTER PW |
| | | | | \$ 77.05 | 50993 | OIL |

| | | | | | | |
|-------|-----------|---------------------------------|----|------------|-----------|----------------------------|
| | | Check Total: | \$ | 111.28 | | |
| 42098 | 2/22/2012 | IKO02 IKON FINANCIAL SERVICES | \$ | 1,337.04 | 86453057 | COPIER LEASE |
| 42099 | 2/22/2012 | MEN05 DARIO MENDOZA | \$ | 58.63 | B20222 | MEDICAL REIMB |
| 42100 | 2/22/2012 | SAF01 SAFETLITE | \$ | 9.66 | 284404 | REPLACEMENT LENS |
| 42101 | 2/22/2012 | STA47 STANISLAUS COUNTY SHERIFF | \$ | 74,140.50 | 1112-222 | LAW ENFORCEMENT SVCS 2/11 |
| 42102 | 2/22/2012 | SYN01 SYNECTIC TECHNOLOGIES | \$ | 3,424.38 | 49772 | SLUDGE REMOVAL |
| 42103 | 2/22/2012 | TID01 TURLOCK IRRIGATION DIST. | \$ | 14,174.29 | B20221 | ELECTRIC |
| 42104 | 2/22/2012 | USH00 US HEALTHWORKS MEDICAL | \$ | 170.00 | 74938RSS | RSS ANNUAL FEE |
| | | | \$ | 55.00 | 2032957CA | PROFESSIONAL SERVICES |
| | | Check Total: | \$ | 225.00 | | |
| 42105 | 2/22/2012 | WAS01 WASTE MANAGEMENT | \$ | 258.60 | 272939805 | DISPOSAL OF CITY REFUSE |
| 42106 | 2/22/2012 | WIL01 CORBIN WILLITS SYSTEM | \$ | 571.40 | B202151 | ENHANCEMENT & SERVICE FEES |
| 42107 | 2/22/2012 | WIL05 WILLE ELECTRIC | \$ | 143.16 | S14294041 | PHOTOCELLS FOR LLD'S |
| 42108 | 2/23/2012 | EMP01 STATE OF CALIFORNIA | \$ | 2,580.76 | B20223 | PAYROLL TAXES |
| 42109 | 2/23/2012 | HAR02 THE HARTFORD | \$ | 604.63 | B20223 | DEFERRED COMPENSATION |
| 42110 | 2/23/2012 | PER01 P.E.R.S. | \$ | 7,619.26 | B20223 | RETIREMENT |
| 42111 | 2/23/2012 | STA23 CitiStreet | \$ | 20.00 | B20223 | DEFERRED COMPENSATION |
| 42112 | 2/23/2012 | UNI07 UNITED WAY OF STANISLAUS | \$ | 9.00 | B20223 | UNITED WAY |
| | | Cash Account Total: | \$ | 165,615.44 | | |
| | | Total Disbursements: | \$ | 165,615.44 | | |



CITY OF HUGHSON AGENDA ITEM NO. 3.3

SECTION 3: CONSENT CALENDAR

Meeting Date: February 27, 2012
Subject: Re-appointment to the Planning Commission
Presented By: Dominique Spinale, Deputy City Clerk

Approved By: _____

RECOMMENDATION:

Staff recommends re-appointing Julie Ann Strain to the Planning Commission.

Summary:

At the last meeting on February 14, Council appointed two (2) new members to the Planning Commission. It later came to Staff's attention that three seats expired instead of two.

Commissioner Strain was originally appointed in March of 2010 to the Planning Commission. She is very interested in the future planning of the City of Hughson and is seeking re-appointment. As Council is aware, filling Commission vacancies can take short to long periods of time. The City was very happy to have received the two applications from the recently appointed Commissioners when advertising over the last few months. No other applications were received at this time. Since Commissioner Strain is interested in remaining on the Planning Commission, Staff recommends her re-appointment. If re-appointed, her new term will expire on December 31, 2013.



CITY OF HUGHSON AGENDA ITEM NO. 4.1

SECTION 4: UNFINISHED BUSINESS

Meeting Date: February 27, 2012
Subject: Consideration of Resolution No. 2012-13, A Resolution of the City Council of the City of Hughson Accepting the Wastewater Treatment Plant Upgrade and Expansion Project and Authorizing the City Clerk to File a Notice of Completion with the County Recorder
Presented By: Thom Clark, Director of Community Development
Approved By: _____

Background:

At its regularly scheduled meeting of September 14, 2009 the City Council adopted Resolution No. 09-62 awarding the contract for construction of the Wastewater Treatment Plant Upgrade and Expansion to J.R. Filanc Construction Company (Filanc) in the amount of \$15,401,301. The project upgraded the existing treatment plant by expanding its capacity to treat 1.9 million gallons per day, increasing efficiency, and to address the Notice of Violation dated July 29, 2003 from the Central Valley Regional Water Quality Control Board. The major elements of the project included expanding the pumping capacity of the Hatch Road Pump Station, the addition of screens at the headworks, a new Oxidation Ditch, two new secondary clarifiers, a new solids handling facility, and odor control.

Discussion:

The project work is complete and City staff is moving forward with closing out the construction contract and making final payment. Before that can be done, the City Council must formally accept the project and authorize staff to file a Notice of Completion with the County.

The project took longer to complete than originally expected. City Staff issued the notice to proceed on October 15, 2009. The contract duration was set at 600 days thereby establishing substantial completion as June 7, 2011. The contractor did not meet the June date. Instead they reached substantial completion on September 08, 2011. At that time, City operations staff assumed full operational

control of the new plant. Despite finishing late, the project was completed under budget.

Fiscal Impact:

The original construction bid amount was \$15,401,301. The City Council authorized an additional 5% contingency of \$770,065. There were a total of 39 change orders issued for this project totaling \$438,292. This represents 2.85% of the original bid.

The City is financing the project through a loan under the Clean Water State Revolving Loan Fund Program administered by the State of California. It is a 20 year loan with a 1% interest rate. The first payment is due one year following project completion.

The total loan amount authorized was \$21,476,011. This includes a little over \$6 million in soft costs and allowances. Soft costs include engineering and project management services and allowances were for appurtenances such as the security system, landscaping, signage, etc. about half of that amount was for design services prior to the construction bid award.

Although we have change orders that exceed the construction bid amount, we have savings on soft costs of about \$265,000. Deducting this amount from the change order costs gives us a net construction cost increase of \$173,292 or 1.13%.

Staff Recommendation:

Adopt Resolution No. 2012-13, A Resolution of the City Council of the City of Hughson accepting the Wastewater Treatment Plant Upgrade and Expansion Project and authorizing the City Clerk to file a Notice of Completion with the County Recorder.

CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2012-13

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON ACCEPTING
THE WASTEWATER TREATMENT PLANT UPGRADE AND EXPANSION PROJECT
AND AUTHORIZING THE CITY CLERK TO FILE A NOTICE OF COMPLETION WITH
THE COUNTY RECORDER**

WHEREAS, at its regularly scheduled meeting of September 14, 2009 the City Council adopted Resolution No. 09-62 awarding the contract for construction of the Wastewater Treatment Plant Upgrade and Expansion project to J.R. Filanc Construction Company (Filanc) in the amount of \$15,401,301; and

WHEREAS, the project upgraded the existing treatment plant by expanding its capacity to treat 1.9 million gallons per day, increasing efficiency, and to address the Notice of Violation dated July 29, 2003 from the Central Valley Regional Water Quality Control Board; and

WHEREAS, project change orders have been approved totaling \$438,292 and the deductive amount of \$265,000 in soft cost savings has been subtracted from that number, for a net increase in project cost of \$173,292 or 1.13% of the construction bid amount; and

WHEREAS, the project is complete and Filanc is requesting release of its retention from the escrow account; and

WHEREAS, in accordance with the public contract code the retention will be released to Filanc, less 150% of the value of any unfinished work, on the 36th day following the recordation of a Notice of Completion and clearance of any Stop Work Orders; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hughson does hereby accept the Hughson Wastewater Treatment Plant Upgrade Project and Authorize the City Clerk to file a Notice of Completion with the County Recorder.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regular meeting held on this 27th day of February, 2012 by the following roll call votes: ()

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

RAMON BAWANAN, Mayor

DOMINIQUE SPINALE, Deputy City Clerk



CITY OF HUGHSON AGENDA ITEM NO. 4.2

SECTION 4: UNFINISHED BUSINESS

Meeting Date: February 27, 2012
Subject: Review and Approve Update of City of Hughson Goals and Objectives
Presented By: Bryan Whitemyer, City Manager

Approved By: _____

RECOMMENDATION:

Staff recommends that the City Council review and approve the updates to the City of Hughson Goals and Objectives Matrix and provide direction to staff.

SUMMARY:

In April 2011 the City Council approved the City of Hughson Goals and Objectives Matrix document. This document was developed with input from the Parks and Recreation Commission, Planning Commission, and City Council. This document was again reviewed and updated in August 2011.

Staff has reviewed the document and has provided updates where applicable. The Goals and Objectives Matrix with updates is attached to this document. All updated items are found in blue and are dated 2-27-12.

Attachments: Updated Goals and Objectives Matrix

Goals and Objectives

Goal #1 - Land Use

Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 1 | On-going | Community Development Director | Update, maintain and review General Plan as required by State law. | | X | | Staff will continue to follow state law as it pertains to updating the General Plan. |
| 2 | On-going | Community Development Director | The General Plan will be the primary public policy guiding land use decisions. | | X | | |
| 3 | On-going | Community Development Director | The City will actively work with the Development Community and each project proponent to address issues of community; place and identity through the thoughtful placement of neighborhoods, open spaces, streets and land use in accordance with the Design Principals established within the adopted Design Expectations of the City | | X | | 8-22-11 - In order to prepare for development in the downtown City staff has prepared Zoning Amendments and amendments to the Parking and setbacks to enable development in the infill properties of the downtown. This should be completed in September 2011. 2-27-12 The zoning and parking amendments needed for the downtown infill properties were completed. Also the City continues to follow the design guidelines for the building improvements. Most recently with Planning Commissions review and approval of improvements at the Hughson Hardware Building that will be completed in the next few months. |

Goals and Objectives

Goal #1 - Land Use

Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|------------|--------------------------------|---------------------------------------------------------------------------------------------------------|--------|-----------|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 4 | Sept. 2011 | Community Development Director | Look at Ag Mitigation Development Impact Fees | | X | | 8-22-11 Staff has been reviewing the Mayor's group efforts to develop an Ag Preservation map. This map is being reviewed at the 8-22-11 meeting. Staff will continue to evaluate the City's options. 2-27-12 Staff presented an urban growth boundary map that was reviewed and approved by the City Council. Staff continues to monitor the countywide effort as well as explore other opportunities to preserve ag land in and around Hughson. |
| 5 | On-going | Community Development Director | Implement the City's Non-Motorized Plan. Ensure that our parks are connected by walking and bike paths. | | X | | 4-11-11 Staff continues to look at ways implement the plan. One way is through the installation of curb, gutters, and sidewalks in areas without that infrastructure. This encourages pedestrian travel and makes it a safe route as well. Currently the City is pooling CMAQ funding that can be used for this effort. 8-22-11 Staff is currently finalizing the design and environmental work for the Pine Street curb, gutter, and sidewalk improvement project. Staff hopes to go out to construction in the Spring of 2012. The City partnered with the School district to submit a grant for Safe Routes to School Funds for curb, gutter, and sidewalk improvements for South 4th Street and 5th Street. 2-27-12 The Pine Street improvements will be going out to bid soon and construction is anticipated for late Spring/Early summer. The South 4th Street improvements should begin in Summer 2012. |

Goals and Objectives
Goal #2 - Economic Development
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 1 | On-going | City Manager | The City will continue its partnership with the Stanislaus Alliance to expand the enterprise Zone and provide employment opportunities and enhance the tax base by encouraging compatible industrial, commercial, office and retail facilities to locate or expand to Hughson. | | X | | Staff has met with the Stanislaus Alliance and it is currently in the process of developing an economic development analysis for Hughson. 8-22-11 - The City has entered into an MOU with the Alliance to assist with the Business Incubator to be housed at in the Annex Building at 7012 Pine Street. They will assist us in setting up the incubator and will be providing business coaching out of that location.2-27-12 - The City referred a potential business incubator client to the Alliance for its review in order to see if it would be a good fit for the incubator. Although this business didn't decide to be sited at the incubator it served as a good test case to prepare ourselves for other interested businesses. |
| 2 | On-going | City Manager | The City will use the Redevelopment Agency as the driving force to achieve economic growth, provide job opportunities and create a business climate conducive to private sector investment in Hughson. | | | X | This is a priority but staff has not moved forward on any new Redevelopment Agency project activity due to the possibility of the State elimination of this program. We will continue to monitor this. 8-22-11 - The state has passed AB 1x 26 and AB 1x 27 that either eliminates RDA or severely changes the amount of funding the agency has to work with. The CRA has filed a stay request with the California Supreme Court. The Supreme Court is anticipated to give a ruling in January 2012. 2-27-12 The Supreme Court upheld AB 1x26 and the Hughson Redevelopment Agency has been eliminated. The City has decided to become the Successor Agency to the RDA and will coordinate the close out of RDA activities and debt service payments. |
| 3 | Sep-11 | City Manager and Community Development Director | Review Fee Structure for Residential, Commercial, and Industrial growth in order to keep Hughson competitive with other jurisdictions | | X | | The Community Development Director has begun to discuss this with the Planning Commission. |
| 4 | Sep-11 | Community Development Director and Accounting Manager | Review how Hughson fees, licenses, utilities and other charges compare with other cities. | | X | | |

Goals and Objectives
Goal #2 - Economic Development
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|--------|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------------|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 5 | Sep-11 | City Manager and Community Development Director | Create an Economic Development Strategic Plan (EDSP) that focuses on Industrial, Commercial, and Agribusiness development. | | | | The Economic Development Strategic Plan will be the critical document used to carry out items # 6, 7, 8, and 9 listed below. 2-27-12 An Economic Development Strategic Plan has been developed. It is intended to be a living document that will be modified over time. The City's recently formed Economic Development Committee will be reviewing this document and making recommendations for any updates and modifications. |
| 6 | | | The City will promote expansion of other economic sectors which are compatible with agriculture. | | Part of EDSP | | |
| 7 | | | The City of Hughson supports the preservation of farming, food processing , agricultural business services and the ongoing research and analysis of the agriculture industry in order to sustain it as a major economic engine and source of employment. | | | | 8-22-11 - The City continues to partner with the other Stanislaus County cities to discuss options and to develop a possible countywide Ag Preservation plan. 2-27-12 The City continues to stay in contact with other Stanislaus cities to assist in a coordinated ag preservation approach. Additionally, staff has been working with the planning commission to identify other tools and opportunities to preserve ag land. |
| 8 | | | The City will work to establish a method for business attraction and business retention. | | | | |

Goals and Objectives
Goal #2 - Economic Development
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|----|--------|--------------|------------------------------------------------------------------------------------------|--------|--------------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 9 | | | The City will consider business incentives for businesses which promote community goals. | | Part of EDSP | | |
| 10 | | | Develop a Branding Program for the City. | | | | Consider "Small Community with a Big Heart". Promote the city. |
| 11 | | | Develop plan to attract more people to visit and shop in Hughson | | | | One way to do this is to revitalize the Hughson Fruit and Nut Festival. Currently, staff is working with the Chamber to revitalize this event. 2-27-12 The City attended the first meeting for this year's Hughson Harvest Festival and will be actively engaged in the planning and carrying out of this event as it did in 2011. |
| 12 | | | Create a business newsletter to generate interest in Hughson. | | | | This will probably be an informational flyer that shares positive information on the City and community. Will be developed as part of the Economic Development Strategic Plan. |
| 13 | Jul-11 | City Manager | Market positive aspects of City and Community on the City's website | | X | | 8-22-11 - The City has made some modifications to the Home Page of the website and has used Facebook to increase awareness of the availability of Council Agenda's on the webpage. A long term goal is to recreate the City's web page into a more modern and user friendly format. 2-27-12 The City has created a new website with a new modern look. The new website allows for staff to make substantial edits and update information on a more regular basis. The City is in the process of developing a page listing the locations of vacant or available commercial and industrial properties. |

Goals and Objectives
Goal #2 - Economic Development
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
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| | | | | DONE | ON TARGET | REV | |
| 14 | Jul-11 | City Manager | Meet with the property owners of land surrounding City to discuss growth | | X | | 8-22-11 - During the course of attending various community meetings the City Manager has had the opportunity to meet some property owners. The goal is to be more proactive moving forward. |
| 15 | Jul-11 | City Manager | Reach out to and work with businesses in the City's Sphere of Influence | | X | | 2-27-12 The City has met with prominent business owners Jim Duarte and Marie Asali. Both are now members of the City's Economic Development Committee. The City plans to meet with other businesses as well. |

Goals and Objectives
Goal #2 - Economic Development
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|----|----------|-------------------------------------------------|-----------------------------------------------------------------------------------------|--------|-----------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 16 | On-going | City Manager and Community Development Director | Make proactive efforts to attract a full-service grocery store to our community | | X | | 8-22-11 - The Community Director has met with real estate professionals who have clients interested in a prospective parcel. In order to be prepared for these opportunities the CDD has proactively moved to modify the zoning requirements of our downtown area that help continue with the current look and feel of the existing buildings while also being flexible to allow infill development. The City Manager has also met with the property owner of the triangle at Hatch and Santa Fe. |
| 17 | Dec-11 | Community Development Director | Review sign ordinances/code enforcement activities/and façade improvement program. | | X | | 2-27-12 City staff reviewed the façade improvement program with the Economic Development Committee at its 1-23-12 meeting. The committee recommended that the loans for façade improvements be changed from a 4% loan to a no-interest loan. This will be presented to the City Council for its approval. |
| 21 | Dec-11 | Community Development Director | Provide Information on Façade Improvement Program to businesses | | X | | |
| 18 | Jul-11 | City Manager and Community Development Director | Explore painting the Water Tower and looking into cell towers to assist with the costs. | | X | | Staff has received bids for this work and is generating a proposal for council review at their April 25, 2011 meeting.. The plan is to use Community Enhancement funds for this project. 8-22-11 - Staff received bids for this project but due to the wide range in the cost estimates the City is going to rebid this project. Due to other projects this has not been completed yet. The goal is to get bids out in September 2011. 2-27-12 the bids received for this project in 2011 varied so significantly that the City decided to rebid this project. The new bid package should be released in March/April 2012 with the painting taking place in Summer 2012. |

Goals and Objectives
Goal #2 - Economic Development
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|----|----------|-------------------------------------------------|-------------------------------------------------------|--------|-----------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 19 | Aug-11 | City Manager | Develop Business Incubator with Agribusiness emphasis | | X | | Staff is working with the Alliance to gather information on this opportunity. The Alliance staff made a site visit in March and will be presenting their recommendations soon. 8-22-11 - The Council has approved the use of the Annex Building at 7012 Pine Street as a Business Incubator. The City has entered into an MOU with the Alliance to assist in this effort. We are currently working with the Alliance to finalize the tenant lease agreements and other logistics. The City is also recruiting for individuals to apply to serve on the Economic Development Committee. 2-27-12 Staff worked with the Alliance to develop documents for potential Incubator tenants. The Alliance also assisted in the review of a potential tenant for the incubator the served as a great test case to better prepare us for future applicants. |
| 20 | On-going | City Manager and Community Development Director | Support efforts to revive Fruit/Nut Festival | | X | | Staff continues to attend meetings and will be participating in bringing this event back to Hughson. 8-22-11 - The City continues to participate in the efforts to bring back the Festival. The City is hoping to partner in the Hughson Harvest Festival event taking place on September 24th and 25th. 2-27-12 Staff participated heavily in 2011 Hughson Harvest Festival that was a tremendous success. Staff intends to be involved in the 2012 Hughson Harvest Festival as well. |

Goals and Objectives
Goal #2 - Economic Development
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|----|----------|-------------------------------------------------|---------------------------------------------------------------------------------------------------|--------|-----------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 22 | Dec-11 | City Manager and Community Development Director | Develop materials and proactively market the Arboretum and other local attractions to the public. | | X | | Staff will need to work with the Arboretum Board of Directors and other organizations to gather the necessary information for this effort. |
| 23 | | Community, Chamber, and Local Businesses | Create a Farmer's Market. | | X | | City staff looks forward to being a facilitator in creating a Farmer's Market. In order for a Farmer's Market to be created will require the effort of community members, the Chamber, and local businesses. 8-22-11 - The Hughson Harvest Festival will have a farmer's market component. |
| 24 | Aug-11 | City Manager | Provide information to businesses about the SCORE Program in Modesto | | X | | 8-22-11 - Staff has looked at the SCORE website http://www.score556.org/ . The next step is to let our local businesses know what is available. Information can be linked to the City's Facebook page and website. |
| 25 | On-going | City Manager and Community Development Director | Encourage Industrial growth in incorporated cities and not in the County | | X | | |

Goals and Objectives

Goal #3 Transportation

Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|--------------------------------|-------------------------------------------------------------------------------------------|--------|-----------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 1 | On-going | Community Development Director | Recognize the need to address and incorporate a design for all modes of transportation. | | X | | Through StanCOG the City participates in the allocation of resources for transit services. Staff will continue to work with START and StanCOG to improve transit opportunities in Hughson. |
| 2 | On-going | Community Development Director | Encourage enhancement of an intra and inter city transit system. | | X | | Through StanCOG the City participates in the allocation of resources for transit services. Staff will continue to work with START and StanCOG to improve transit opportunities in Hughson. |
| 3 | Sep-11 | Community Development Director | Access all available funds for the purpose of maintaining and improving existing streets. | | X | | Staff continues to partner with StanCOG and other jurisdictions to acquire funds for street projects. Recently staff has coordinated funding swaps with Waterford and Newman to accumulate adequate funds to do significant road maintenance and improvement projects. 8-22-11 - The City continues to look for additional funding. It recently acquired additional CMAQ funds to go toward the construction of the Pine Street curb, gutter and sidewalk improvements. The City also is pursuing Safe Routes to School funding. 2-27-12 Staff has been very involved with the dispersment of Local Transportation Funds through StanCOG. As a result the City should be receiving additional LTF funds in 2012. |
| 4 | Jun-11 | Community Development Director | Plan for future public parking in the downtown area to encourage business activity. | | X | | Staff is currently working on a parking ordinance modification that helps encourage the development of the vacant lots in the downtown areas. 8-22-11 - This effort is in process. The Planning Commission already reviewed the ordinance modifications. It should be going to the council in the next month or so. |

Goals and Objectives

Goal #3 Transportation

Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 5 | On-going | City Manager and Community Development Director | Work with the County, StanCOG and other appropriate agencies to address, on a regional basis, the development of solutions to local traffic issues. | | X | | 8-22-11 - The City has participated in the Regional Transportation Impact Fee meetings with the 9 cities and county to discuss was to have an equitable transportation impact fee. The City has also worked with StanCOG staff acquire additional CMAQ funds. 2-27-12 Staff has been in contact with Stanislaus County regarding the signalization and intersection improvements at Hatch Road and Santa Fe. The County is still working with the railroad on some issues and construction will more than likely be delayed until late summer 2012 at the earliest. If construction can't begin by late summer than it will need to wait until Spring 2013 due to winter weather conditions. |

Goals and Objectives
Goal #4 - Public Safety
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 1 | On-Going | City Manager and Police Chief | The City of Hughson will continue to provide a high level of police service to the community. The City will review annually the fiscal constraints facing the City in order to establish appropriate service levels. | | X | | 8-22-11 - The City recently entered into a new contract with Stanislaus County for Law Enforcement Services. Great effort was taken to minimize costs while still providing adequate policing services to the community. 2-27-12 The Police Chief has been proactive in attending various community meetings over the last 6 months. Staff continues to evaluate the needs of the community and recently developed a Law Enforcement Action plan for the remainder of 2011/12 fiscal year to provide additional law enforcement activities to address increased incidents. |
| 2 | On-Going | Police Chief | The City of Hughson will make all efforts to comply with Homeland Security Rules and Requirements. | | X | | |
| 3 | On-Going | City Manager | 2+2 Fire District/City Committee | | X | | This committee has started to meet again. The next meeting is anticipated toward the end of April. 8-22-11 - The committee has met a couple of times and the meetings were productive. It has been a few months since the committee last met. Conflicts with member schedules during the summer months has made scheduling difficult. However, the City Manager and the Fire Chief have met a couple of times and continue to have open dialogue. 2-27-12 The Committee met in January 2012 and will meet again in March 2012. |
| 4 | On-Going | Police Chief | Continue to educate public, council and commissions about the emergency plans and procedures for events of emergency. | | X | | |

Goals and Objectives

Goal #4 - Public Safety

Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|--------------|----------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|----------|
| | | | | DONE | ON TARGET | REV | |
| 5 | On-Going | Police Chief | Update officials and staff on NIMS training. Make sure staff and elected officials receive the appropriate training. | | X | | |

Goals and Objectives
Goal # 5 - Public Services
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 1 | On-Going | City Manager | The use of technology will be encouraged to engage citizens more actively in public issues and to improve inter-agency communication. | | X | | Staff will continue to look for ways to improve its website. Some minor modifications have been made already to the home page. Also the City has created a Facebook page that will enable better dissemination of information to those who are connected through Facebook. We will continue to modify and make improvements to this application as well. 8-22-11 - Some modifications to the web page have been made. Additionally, the City is in the process of adding the ability to pay their utility bill online. We hope to have this ready in September 2011. 2-27-12 The City has developed a new website that provides a more modern look as well as greater capabilities for modification and change. Utility bill pay online is now available. Facebook continues to be a useful tool and some community members have started to use it to notify the city of issues such as street lights being out. |
| 2 | Sep-11 | City Manager and Community Development Director | Support recreation activities to provide access for all residents. | | X | | In these tough financial times the City is looking at ways to partner with the School District to provide additional recreation activities. We are trying to assist the district with the development of sports fields and also an open gym basketball program. These ideas are still in the infant stages but we look forward to exploring them in more detail. 8-22-11 - The City and District have been able to work together to establish an open-gym basketball program. This program has been very well attended. The City is also in the process of partnering with the Hughson Family Resource Center to partner on a Zumba exercise program at the Senior Community Center. |
| 3 | Sep-11 | Community Development Director | Review existing services & consider appropriate fees for providing these services. | | X | | |

Goals and Objectives
Goal # 5 - Public Services
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|--------|-------------------------------------------------|------------------------------------------------|--------|-----------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 4 | Jul-11 | City Manager and Community Development Director | Monitor the use of community enhancement fees. | | X | | Staff is preparing a proposal on this for the April 25, 2011 Council meeting. 8-22-11 - The Council did approve a spending plan for these funds. The improvements would include painting the water tower, a lighting improvement project on the bridges along Hatch, and funding for a well for sports fields at the High School. 2-27-12 in 2012 the City intends to use portions of these funds to repaint the water tower, install lighting at the bridges at Euclid, 7th Street, and Tully Road. |

Goals and Objectives

Goal # 5 - Public Services

Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 5 | Jul-11 | Community Development Director | Continue to provide for adequate treatment of wastewater by compliance with Federal and State regulations and adopt an allocation policy to ensure that future capability is applied in a manner that is consistent with the General Plan. | | X | | The new wastewater treatment plant is scheduled to open in July 2011. 8-22-11 - The construction of the Waste Water Treatment Plant is winding down. There have been a couple of items that have caused the project to be extended but overall it is going well. Staff anticipates starting up the new plant in September 2011. 2-27-12 The wastewater treatment plant has been operational since September 2012 but construction of site improvements has been ongoing. Staff is presenting a notice of completion for the project for council's approval at the 2-27-12 council meeting. |
| 6 | On-Going | City Manager | Continue to monitor staffing and training levels to ensure that quality public services are provided. | | X | | We continue to look for opportunities for our staff members. Right now we are developing a cross training plan for our Public Works staff. |
| 7 | Jul-11 | City Manager | Explore grant opportunities, develop a tracking methodology and provide regular reporting to the City Council. | | X | | 8-22-11 - The City has entered into an agreement with California Consulting for grant writing services. We have applied for a Safe Routes to School grant and have the goal of applying for 2 grants per month moving forward. 2-27-12 The City was awarded a \$100,000 grant for alternative fuel vehicles that will be used to purchase electric vehicles. Additional grant submittals are also underway. |
| 8 | On-Going | Police Chief | Continue Community Activities (i.e. Neighborhood Watch, Kids Safety Places) | | X | | 2-27-12 The Police Chief and City Manager have been engaged in the Community Capacity Building effort that is seeking grant funds for Neighborhood Watch efforts. Staff has also met with community members interested in becoming Neighborhood Watch Captains. |
| 9 | On-Going | City Manager | Assessment of current IT needs and development of inventories and incremental policies that take advantage of technology. | | X | | The City has obtain a new IT consultant that has analyzed our system and is in the process of making our IT systems and computers more efficient. |

Goals and Objectives
Goal # 5 - Public Services
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|----|----------|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|--------|-----------|-----|----------|
| | | | | DONE | ON TARGET | REV | |
| 10 | On-Going | City Manager, Police Chief, and Community Development Director | Stay up to date on state/Federal regulations and provide feedback to corresponding agencies | | X | | |

Goals and Objectives
Goal # 6 - Public Facilities
Action Items: Strengths

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 1 | On-going | City Manager | Consider shared facilities, where appropriate, with other public and private entities. | | X | | Staff currently partners with County and Cities with the Animal Shelter. The City is also looking at ways to better utilize the Annex building for the communities benefit. There are also possible partnership opportunities with the School District. 8-22-11 - The City has partnered with the School District to provide a open gym basketball program at the Ross Gymnasium. The City is also working with the Hughson Family Resource Center to start a Zumba Excercise program at the Senior Community Center. |
| 2 | Dec-11 | Community Development Director | The City will develop a method to prioritize replacing existing infrastructure in accordance with the Master Plans adopted in accordance with the General Plan through the development and implementation of a Capital Improvement Plan. | | X | | |
| 3 | On-going | Community Development Director | Consider including in future park developments, the inclusion of features that reflect our agricultural heritage. | | X | | |

Goals and Objectives
Goal # 7 - Connectivity and Integration
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 1 | On-Going | City Manager | City of Hughson recognizes that it must work with other organizations, public and private, to ensure coordinated delivery of services. | | X | | Working with Alliance, School District, Fire District, Chamber. 8-22-11 - The City continues to strengthen its relationships with the Alliance, School District and Fire District. Examples include the establishment of a Business Incubator, open-gym basketball program, assisting in the start up of the Hughson Harvest Festival. |
| 2 | | | The City Council will review and establish a policy designed to monitor and possibly influence proposed State and Federal legislation. | | | | |
| 3 | On-Going | City Council/City Manager | Maintain and monitor the Complaint Log | | X | | 8-22-11 - Efforts were made to move this log into a proprietary system. It didn't work out as planned so the City will be moving back to maintaining a list in excel. This will allow easier use for city staff. |
| 4 | On-Going | City Manager | 2 + 2 School District/ City Committee | | X | | This committee continues to meet. Meeting scheduled for April 11, 2011. 8-22-11 - The City continues to meet regularly. Last met on August 8, 2011. |
| 5 | On-Going | City Manager | Keep lines of communication between management and staff | | X | | |
| 6 | On-Going | City Manager | Improve advertisement and awareness of community activities. (Get the word out to the community.) | | X | | Monthly Newsletter, City of Hughson Facebook Page, and web page |

Goals and Objectives
Goal # 7 - Connectivity and Integration
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|----|----------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 7 | | | Provide staff with Educational and Knowledge based tools that they need. | | | | |
| 8 | On-Going | City Manager | Look for additional opportunities to partner with other cities. | | X | | |
| 9 | Dec-11 | City Manager | Develop plan to best utilize the volunteerism that exists in the community. Examples include the Arboretum, Hughson Family Resource Center, Samaritans, Boy Scouts, Girl Scouts, 4H, FFA, and other non-profits and community organizations. | | X | | |
| 10 | Sep-11 | City Manager | Create a customer service / satisfaction survey. | | X | | |
| 11 | Sep-11 | City Manager | Improve utilization of City Website | | X | | Some changes have been made. More are needed. 8-22-11 - The City has made some modifications to the home page and will be adding a utility bill pay feature in the coming months. The City is also pursuing a website redesign. |
| 12 | | | Provide public with information via Reverse 911 service. (be careful not to over-utilize) | | X | | Additional research is needed to find out how this can be utilized. |

Goals and Objectives
Goal # 8 - Revenue Generation; Use Allocation
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 1 | On-Going | City Council | The City Council pledges to monitor all public funds to ensure appropriate expenditures. | | X | | 8-22-11 - The City held a very thorough budget review process to develop the FY 2011-12 Preliminary Budget. The Final Budget will be presented in September and the Auditors have completed their preliminary field review already. We anticipate having a completed audit by the end of the calendar year. |
| 2 | On-Going | City Manager | The City will maximize all potential revenue sources. | | X | | This will be reviewed annually during the budget process |
| 3 | Jun-11 | City Manager and Finance Director | The City Council periodically through the budget process, shall establish a minimum general fund balance reserve to ensure the continued implementation of their goals and to ensure the continued delivery of public services. | | X | | 8-22-11 - This was completed during the preliminary budget process. |
| 4 | On-Going | | Seek out funding opportunities for City, Schools, and Public Safety (Fire and Ambulance) | | X | | 8-22-11 - Staff partnered with the School District and Hughson Family Resource Center to apply for Safe Routes to School Funding. Staff will continue to pursue grant opportunities. |

Goals and Objectives
Goal # 8 - Revenue Generation; Use Allocation
Action Items:

| # | WHEN | WHO | WHAT | STATUS | | | COMMENTS |
|---|----------|--------------------------------|----------------------------------------------------------------------------------|--------|-----------|-----|-------------------------------------------------------------------------------------------------|
| | | | | DONE | ON TARGET | REV | |
| 5 | On-Going | City Manager | Continue working with other agencies to try to acquire funding for City projects | | X | | Staff has partnered with other cities to better leverage CMAQ and RSTP funds for City projects. |
| 6 | On-Going | City Manager | Seek new funding opportunities by contacting new agencies and organizations | | X | | Staff continues to look for these opportunities. |
| 7 | On-Going | Community Development Director | Seek more funding for parkland and possible community pool location. | | X | | |
| 8 | On-Going | City Manager | Try to find other revenue streams and work with other agencies for assistance | | X | | |