



CITY OF HUGHSON
CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
7018 Pine Street, Hughson, CA

AGENDA
MONDAY, SEPTEMBER 9, 2013 – 7:00 P.M.

CALL TO ORDER: Mayor Matt Beekman

ROLL CALL: Mayor Matt Beekman
Mayor Pro Tem Jeramy Young
Councilmember Jill Silva
Councilmember George Carr
Councilmember Harold Hill

FLAG SALUTE: Mayor Matt Beekman

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: Stanislaus County Agricultural Crop Report, by Milton O'Haire, Agricultural Commissioner/Sealer.

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: Approve the August 26, 2013 Regular Meeting Minutes.
- 3.2: Approve the Warrants Register.
- 3.3: Approve the Treasurer's Report for June.
- 3.4: Waive the Second Reading and Adopt Ordinance No. 2013-04, Amending Hughson Municipal Code Title 6: Animals.
- 3.5: Approve a Commercial Account Right of Entry Agreement between the City of Hughson and Charter Communications and Authorize the City Manager to Execute the Agreement.

4. UNFINISHED BUSINESS:

- 4.1: Discuss and Approve the Revised City of Hughson Goals and Objectives.

5. PUBLIC HEARING TO CONSIDER THE FOLLOWING:

- 5.1: Receive Public Comment; Close the 15 Day Public Review and Comment Period, and Adopt Resolution No. 2013-28, Approving the Fiscal Year 2012-2013 Consolidated Annual Performance Evaluation Report (CAPER).

6. NEW BUSINESS:

- 6.1: Discuss and Consider the Expansion of the Hughson Business Assistance Programs and Technical Support for Implementation.

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 TO DISCUSS THE FOLLOWING: None.

10. REPORT FROM CLOSED SESSION: None.

ADJOURNMENT:

WAIVER WARNING

If you challenge a decision/direction of the City Council 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:

September 17	▪ Planning Commission Meeting, City Hall Chamber Room, 6:00p.m.
September 21-22	▪ Hughson Harvest Festival – www.hughsonharvestfestival.com
September 23	▪ City Council Meeting, City Hall Chamber Room, 7:00p.m.
October 14	▪ City Council Meeting, City Hall Chamber Room, 7:00p.m.
October 22	▪ Planning Commission Meeting, City Hall Chamber Room, 6:00p.m.
October 28	▪ City Council Meeting, City Hall Chamber Room, 7:00p.m.

RULES FOR ADDRESSING CITY COUNCIL

Members of the audience who wish to address the City Council are requested to complete one of the forms located on the table at the entrance of the Council Chambers and submit it to the City Clerk. **Filling out the card is voluntary.**

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

This Agenda shall be made available upon request in alternative formats to persons with a disability; as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) and the Ralph M. Brown Act (California Government Code Section 54954.2).

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: September 6, 2013 **TIME:** 3:30pm
NAME: Dominique Spinale **TITLE:** Deputy City Clerk

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Hughson City Council shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

General Information: The Hughson City Council meets in the Council Chambers on the second and fourth Mondays of each month at 7:00 p.m., unless otherwise noticed.

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 AGENDA ITEM NO. 3.1 SECTION 3: CONSENT CALENDAR

Meeting Date: September 9, 2013
Subject: Approval of the City Council Minutes
Presented By: Dominique Spinale, Deputy City Clerk

Approved By: _____

Staff Recommendation:

Approve the August 26, 2013 City Council Meeting Minutes as presented.

Background and Overview:

The Draft Minutes of the August 26, 2013 meeting are completed for the Council's review.



CITY OF HUGHSON
CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
7018 Pine Street, Hughson, CA

MINUTES
MONDAY, AUGUST 26, 2013 – 7:00 P.M.

CALL TO ORDER: Mayor Matt Beekman

ROLL CALL:

Present: Mayor Matt Beekman
Mayor Pro Tem Jeramy Young
Councilmember George Carr
Councilmember Harold Hill

Absent: Councilmember Jill Silva

Staff Present: Raul Mendez, City Manager
Daniel J. Schroeder, City Attorney
Thom Clark, Community Development Director
Darin Gharat, Chief of Police Services
Dominique Spinale, Management Analyst/Deputy City Clerk
Lisa Whiteside, Finance Manager
Sam Rush, Public Works Superintendent

FLAG SALUTE: Mayor Matt Beekman

INVOCATION: Reverend Ernie Spears

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

Hughson Library Branch Manager Heather Bailey updated the City Council on the upcoming events scheduled at the library.

Jean Henley updated the City Council on the 13th Annual Hughson Historical Society Appreciation Dinner that was held on August 23 and thanked the Public Works Staff for re-stripping the streets throughout Hughson.

2. PRESENTATIONS:

2.1: Valley Vision Stanislaus Workshop.

Representatives from StanCOG and Flint Industries conducted the Valley Vision Stanislaus Workshop and provided a PowerPoint presentation.

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 August 12, 2013 Regular Meeting Minutes.

3.2: Approval of the Warrant Register.

3.3: Second Reading and Adoption of Ordinance No. 2013-03, An Ordinance of the City Council of the City of Hughson Amending Hughson Municipal Code Title 16 Subdivisions and Development by Amending Section 16.28.020, Street Design, and Adding Section 16.32.140 Community Facilities Districts.

3.4: Adopt Resolution No. 2013-27, Accepting the Donation of a Fertilizer Spreader from Wilbur–Ellis Company in Hughson.

3.5: Approve scheduling an application period of August 27 to September 27, with Council interviews scheduled for October 14, to fill the Planning Commission vacancy.

3.6: Appoint City Manager Raul Mendez to the Oversight Board of the Successor Agency of the City of Hughson's Redevelopment Agency.

3.7: Approval to Renew Agreement for Management and Administrative Services with Regional Government Services Authority, a Joint Powers Authority.

Mayor Beekman pulled item 3.3 at the recommendation of the City Attorney.

Hill/Young 4-0-0-1 (Silva-Absent) motion passes to Approve Consent Calendar Items 3.1, 3.2, 3.4, 3.5, 3.6, and 3.7.

City Attorney Schroeder recommended that Council add language into their motion to approve the Waiving of the second reading of Item 3.3, so the Ordinance does not have to be read aloud in its entirety.

Beekman/Hill 4-0-0-1 (Silva-Absent) motion passes to waive the Second Reading and Adopt Ordinance No. 2013-03, An Ordinance of the City Council of the City of Hughson Amending Hughson Municipal Code Title 16 Subdivisions and Development by Amending Section 16.28.020, Street Design, and Adding Section 16.32.140 Community Facilities Districts.

4. UNFINISHED BUSINESS: None.**5. PUBLIC HEARING TO CONSIDER THE FOLLOWING:**

- 5.1: Introduction and Waiving of the First Reading of Ordinance No. 2013- 04, Amending Hughson Municipal Code Title 6: Animals.

Annette Patton, Director of the Stanislaus Animal Services Agency presented this item to the City Council and provided a PowerPoint presentation.

Mayor Beekman opened the Public Hearing at 7:40 PM and with no public comments provided, the public hearing was closed.

Carr/Hill 4-0-0-1 (Silva-Absent) motion passes to introduce and waive the first reading of Ordinance No. 2013- 04, Amending Hughson Municipal Code Title 6: Animals.

6. NEW BUSINESS:

- 6.1: Consider the Request Made by Hughson Athletics Boosters to Have and Sell Alcohol at the Alumni Street Dance - Saturday, September 21.

Butch Coburn with Hughson Athletic Boosters was present to answer questions from the City Council.

Hill/Young 4-0-0-1 (Silva-Absent) motion passes to approve the Request Made by Hughson Athletics Boosters to have and Sell Alcohol at the Alumni Street Dance - Saturday, September 21.

- 6.2: Consideration of a Cost Sharing Agreement for Road Maintenance with Stanislaus County and Residents of Charles Road North of Hatch Road, Authorize the City Attorney to Draft Said Agreement, and Authorize the City Manager to Sign the Agreement.

Young/Hill 4-0-0-1 (Silva-Absent) motion passes to approve a Cost Sharing Agreement for Road Maintenance with Stanislaus County and the Residents of Charles Road North of Hatch Road, Authorizing the City Attorney to Draft Said Agreement, and Authorizing the City Manager to Sign the Agreement.

- 6.3: Discuss the Condition of the City Streets and the Pavement Condition Index.

Director Clark presented this item to Council and provided a PowerPoint.

7. CORRESPONDENCE: None.

8. COMMENTS:

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

City Manager: City Manager Mendez updated the Council on the Sheriff’s Contract for law enforcement services, the 2+2 meeting with the Fire Department, and the scheduling of the LLD/BAD study session with the Council and Staff.

City Clerk:

Community Development Director: Director Clark updated the Council on the street projects and introduced Intern Monet Sheikhali.

Director of Finance:

Police Services: Chief Gharat updated the Council on the School Resource Officer, the new officer assigned to Hughson, and National Night Out.

City Attorney:

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

Councilmember Carr updated the Council on his attendance at the Turlock Mosquito Abatement District and the 2+2 meeting with the Fire Department.

Councilmember Hill updated the Council on his attendance at the 2+2 meeting with the Fire Department.

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

Mayor Beekman updated the Council on his attendance at the Mayor’s Meeting, StanCOG meeting, and the Hughson Historical Society’s Appreciation Dinner.

9. CLOSED SESSION TO DISCUSS THE FOLLOWING: 8:30 P.M.

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: 8:50 P.M.

No reportable action was taken.

ADJOURNMENT:

A motion was made by Councilmember Carr to adjourn the meeting, followed by Mayor Beekman. The meeting was adjourned at 8:50 P.M.

MATT BEEKMAN, Mayor

ATTEST:

DOMINIQUE SPINALE, Deputy City Clerk



CITY OF HUGHSON AGENDA ITEM NO. 3.2

SECTION 3: CONSENT CALENDAR

Meeting Date: September 9, 2013
Subject: Approval of Warrant Register
Enclosures: Warrant Register
Presented By: Lisa Whiteside, Finance Manager

Approved By: _____

Staff Recommendation:

Approve the Warrant Register as presented.

Background and Overview:

The warrant register presented to the City Council is a listing of all expenditures paid from August 30, 2013 through September 6, 2013.

Fiscal Impact:

There are reductions in various funds for payment of expenses.

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REPORT.: Sep 05 13 Thursday
RUN.....: Sep 05 13 Time: 11:13
Run By.: KATHY DAHLIN

City of Hughson
Cash Disbursement Detail Report
Check Listing for 08-13 Bank Account.: 0100

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

Check Number	Check Date	Vendor Number	Name	Net Amount	-----Payment Information-----	
					Invoice #	Description
44203	8/30/2013	PER01	P.E.R.S.	\$ (7,880.53)	B30820u	Ck# 044203 Reversed
44236	8/26/2013	CLA05	CLARK, THOM	\$ 15.00	B30826	MEAL ALLOWANCE 8/27 WORKSHOP
44237	8/26/2013	GRE01	RON GREENFIELD	\$ 15.00	B30826	MEAL ALLOWANCE 8/27 WORKSHOP
44238	8/26/2013	LOV00	LOVEJOY, ERIK	\$ 15.00	B30826	MEAL ALLOWANCE 8/27 WORKSHOP
44239	8/26/2013	RUS01	RUSH, SAM	\$ 15.00	B30826	MEAL ALLOWANCE 8/27 WORKSHOP
44247	8/30/2013	PER01	P.E.R.S.	\$ 8,232.20	B30830	RETIREMENT
44248	8/30/2013	EMP01	STATE OF CALIFORNIA	\$ 1,342.97	B30830	PAYROLL TAXES
44249	8/30/2013	HAR02	THE HARTFORD	\$ 579.66	B30830	DEFERRED COMPENSATION
44250	8/30/2013	PER01	P.E.R.S.	\$ 8,316.40	B30830A	RETIREMENT 8/30 PR
44251	8/30/2013	STA23	CalPERS SUPPLEMENTAL INCO	\$ 20.00	B30830	DEFERRED COMPENSATION
44252	8/30/2013	UNI07	UNITED WAY OF STANISLAUS	\$ 2.00	B30830	UNITED WAY
Cash Account Total:				\$ 10,672.70		
Total Disbursements:				\$ 10,672.70		

REPORT.: Sep 06 13 Friday
 RUN.....: Sep 06 13 Time: 11:56
 Run By.: KATHY DAHLIN

City of Hughson
 Cash Disbursement Detail Report
 Check Listing for 09-13 Bank Account.: 0100

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

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Check Number	Check Date	Vendor Number	Name	Net Amount	-----Payment Information-----	
					Invoice #	Description
44253	9/6/2013	ATT02	AT&T MOBILITY	\$ 67.82	B30905	PHONE
44254	9/6/2013	ATT03	AT&T	\$ 15.28	B30905	PHONE
44255	9/6/2013	BRE01	W.H. BRESHEARS	\$ 1,380.25	239458	UNL ETH FUEL
44256	9/6/2013	CEN30	CENTRAL CALIFORNIA GENERA	\$ 437.50	623	SEMI ANNUAL TESTING
				\$ 710.00	624	SEMI ANNUAL TESTING
				\$ 537.50	625	SEMI ANNUAL TESTING
				\$ 387.50	626	SEMI ANNUAL TESTING
				\$ 412.50	627	SEMI ANNUAL TESTING
				\$ 537.50	628	SEMI ANNUAL TESTING
				\$ 437.50	629	SEMI ANNUAL TESTING
				\$ 412.50	630	SEMI ANNUAL TESTING
Check Total:				\$ 3,872.50		
44257	9/6/2013	CHA01	CHARTER COMMUNICATION	\$ 84.99	B30905	IP ADDRESS
44258	9/6/2013	EZN00	EZ NETWORK SOLUTIONS	\$ 125.64	26749	INSTALL SWITCH & POWER SUPPLY
				\$ 2,414.55	TS26784	IT SERVICES
Check Total:				\$ 2,540.19		
44259	9/6/2013	GEO00	GEORGE REED, INC	\$ 252.75	100044975	ASPHALT
44260	9/6/2013	GEO01	GEOANALYTICAL LABORATORIE	\$ 30.00	Z3H0601	WATER TESTING
				\$ 442.50	Z3H1305	WATER TESTING
				\$ 440.78	Z3H1306	WATER TESTING
				\$ 30.00	Z3H2001	WATER TESTING
Check Total:				\$ 943.28		
44261	9/6/2013	GRA03	W.W. GRAINGER, INC.	\$ 196.42	921899265	HAND TOOLS
44262	9/6/2013	HUG03	HUGHSON CHRONICLE	\$ 49.75	102438-9	LEGAL #7961 PERFORMANCE EVALUATION
44263	9/6/2013	HUG34	VALLEY PARTS WAREHOUSE, I	\$ 28.85	98169	OIL FILTER
44264	9/6/2013	LEA01	LEAGUE OF CALIF. CITIES	\$ 60.00	8019	MEETING ON 6/17/13 BEEKMAN, CARR, HILL
44265	9/6/2013	PGE01	PG & E	\$ 189.96	B30905	UTILITIES
44266	9/6/2013	POS02	POSTER COMPLIANCE CENTER	\$ 247.38	2364066CA	EMPLOYER POSTERS
44267	9/6/2013	PUL01	PULIDO, MARIA	\$ 61.68	B30905	REIMB FOR COMMUNITY CENTER EXP
44268	9/6/2013	QUI03	QUICK N SAVE	\$ 65.83	1-0332	DIESEL
44269	9/6/2013	SAN05	SAN JOAQUIN VALLEY	\$ 240.00	N100331	13/14 ANNUAL PERMITS TO OPERATE
44270	9/6/2013	SHR02	SHRED-IT CENTRAL CA	\$ 117.31	940240592	SHREDDING
44271	9/6/2013	SPI00	SPINALE, DOMINIQUE	\$ 25.17	B30905	WORKSHOP EXP AND FINAL MAP FILING
44272	9/6/2013	STA27	STANISLAUS COUNCIL	\$ 3,810.00	B30905	STANCOG FY 12/13 PAVEMENT MGMT PROG
44273	9/6/2013	STA47	STANISLAUS COUNTY SHERIFF	\$ 76,448.75	1314-012	LAW ENFORCEMENT 8/13
44274	9/6/2013	TUR12	TURLOCK, CITY OF	\$ 163.80	2014-3	CNG FUEL

44275	9/6/2013	UNI08	UNION BANK OF CALIFORNIA	\$	134,579.52	B30905	RDA TAX ALLOCATION BONDS
44276	9/6/2013	UNI10	UNITED PAVEMENT MAINTENAN	\$	48,733.00	335	5TH ST OVERLAY PROJ
				\$	43,328.00	336	FOX RD OVERLAY PROJ
			Check Total:	\$	92,061.00		
44277	9/6/2013	UNI11	UNIVAR USA, INC	\$	538.74	SJ567899	SODIUM HYPOCHLORITE
44278	9/6/2013	UNI12	UNIVERSITY POLICE DEPARTM	\$	25.00	13-9687	LIVE SCAN FINGERPRINT
44279	9/6/2013	URB00	URBAN FUTURES INCORP	\$	2,150.00	210477	TAX ALLOCATION REFUNDING BONDS
44280	9/6/2013	USA01	USA BLUE BOOK	\$	332.39	124563	SUPPLIES FOR WELL SITES
44281	9/6/2013	VSP01	VISION SERVICE PLAN	\$	382.68	B30905	VISION INSURANCE WITHHELD
44282	9/6/2013	WIL01	CORBIN WILLITS SYSTEM	\$	571.40	B308151	ENHANCEMENT & SERVICE FEES
44283	9/6/2013	\A016	AHLUWALIA, NIRMAL	\$	80.00	000B30701	MQ CUSTOMER REFUND FOR AHL0001
44284	9/6/2013	\A017	ALVARDADO, FRANCISCO	\$	47.57	000B30701	MQ CUSTOMER REFUND FOR ALV0017
44285	9/6/2013	\A018	ATWAL, DALIS IT	\$	6.85	000B30701	MQ CUSTOMER REFUND FOR ATW0002
44286	9/6/2013	\C002	CALIFORNIA EQUITY MGMT.,	\$	156.70	000B30701	MQ CUSTOMER REFUND FOR CAL0022
44287	9/6/2013	\H012	HARP, WILL	\$	80.00	000B30701	MQ CUSTOMER REFUND FOR HAR0039
44288	9/6/2013	\M001	MAGALLANE, ALEJANDRA	\$	201.51	000B30701	MQ CUSTOMER REFUND FOR MAG0008
44289	9/6/2013	\O001	ORTIZ, CANDELARIA	\$	60.26	000B30701	MQ CUSTOMER REFUND FOR ORT0006
44290	9/6/2013	\R007	RAPACZ, KERRY & MASON	\$	64.96	000B30701	MQ CUSTOMER REFUND FOR RAP0001
44291	9/6/2013	\S011	SNEED, ASHLEY & JIMMY F.	\$	51.48	000B30701	MQ CUSTOMER REFUND FOR SNE0003
			Cash Account Total:	\$	322,252.02		
			Total Disbursements:	\$	322,252.02		



CITY OF HUGHSON AGENDA ITEM NO. 3.3 SECTION 3: CONSENT CALENDAR

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Meeting Date: September 9, 2013
Subject: Treasurer's Report – June 2013
Presented By: Lisa Whiteside, Finance Manager

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Approved By: _____

Staff Recommendation:

Review and receive the enclosed City of Hughson Treasurer's Report for June 2013.

Background:

Enclosed is the City of Hughson Treasurer's Report for June 2013. After review and evaluation of the report, City staff has researched funds with a significant deficit balance and submit the following detailed explanation:

Public Facilities Development Streets Fund

The Public Facilities Development Streets Fund currently reflects a negative balance of (\$636,331.33). The deficit is a result of the Euclid Bridge Project, which was constructed in Fiscal Year 2006/2007, for approximately \$1.3 million. The project was completed in anticipation of funding from Developer Impact Fees collected from new development. Unfortunately, the housing market declined significantly and the new development never materialized. Once the economy strengthens and new building starts again, the City can recognize additional developer impact fees and reduce the deficit more quickly.

Water Developer Impact Fee Fund

The Water Developer Impact Fee Fund currently reflects a negative balance of (\$548,418.40). After extensive review City staff discovered that the remaining deficit is attributable to settlement arrangements that were made in Fiscal Year 2008/2009 and Fiscal Year 2009/2010 for the Water Tank on Fox Road near Charles Street. During that period, the City paid out \$650,000 in settlements.

This account will be in a deficit position until additional development occurs and developer impact fees are collected to cover those costs.

Transportation Capital Project Fund

The Transportation Capital Project Fund currently reflects a negative balance of (\$350,951.83). The City currently has 4th Street, Pine Street and Hatch Road projects that are complete and awaiting reimbursement from CMAQ and CDBG funds.

Fiscal Impact:

As of June 2013, the total cash and investments balance for the City of Hughson was \$9,172,960.09 compared to June 2012, the total cash and investments balance was \$8,543,414.67.

**City of Hughson
Treasurer's Report
June 2013**

	MONEY MARKET	GENERAL	REDEVELOPMENT**	TOTAL
Bank Statement Totals	\$ 6,395,300.58	\$ 334,553.86	\$ 206,387.20	\$ 6,936,241.64
Adjustment-Direct Deposit Payroll	\$ -			\$ -
Outstanding Deposits +		\$ -	\$ -	\$ -
Outstanding Checks/transfers -	\$ (53,898.25)	\$ (188,327.28)	\$ -	\$ (242,225.53)
ADJUSTED TOTAL	\$ 6,341,402.33	\$ 146,226.58	\$ 206,387.20	\$ 6,694,016.11
Investments: Various				\$ 1,002,179.76
Multi-Bank WWTP				\$ 1,398,384.87
Investments: L.A.I.F.		\$ 39,252.09	\$ 39,127.26	\$ 78,379.35
TOTAL CASH & INVESTMENTS				\$ 9,172,960.09

	<u>June 2012</u>	<u>June 2013</u>
2 Water/Sewer Deposit	27,184.74	33,047.47
8 Vehicle Abatement	6,885.08	12,317.85
11 Traffic Congestion Fund	142,157.99	129,555.37
13 Redevelopment - Debt Service	505,178.49	114,099.11
14 Redevelopment - Housing	-2,713.17	0.00
15 Redevelopment - Capital Projects	-359,718.21	0.00
17 Federal Officer Grant	6,620.00	6,620.00
19 Asset Forfeiture	1,660.43	6,995.43
25 Gas Tax 2106	31,454.43	10,341.67
30 Gas Tax 2107	6,133.76	10,700.75
31 Gas Tax 2105	42,692.61	-1,815.69
35 Gas Tax 2107.5	12,672.14	14,672.14
40 General Fund	549,856.32	731,540.98
401 General Fund Contingency Reserve	670,217.40	671,700.73
48 Senior Community Center	4,280.77	11,142.89
49 IT Reserve	28,393.50	38,608.81
50 U.S.F. Resource Com. Center	5,209.79	1,627.11
51 Self-Insurance	107,036.31	86,696.49
52 CLEEP(California Law Enforcement Ec	0.00	0.00
53 SLESF (Supplemental Law Enforceme	193,512.80	62,914.99
54 Park Project	366,199.64	385,973.77
60 Sewer O & M	107,447.65	1,107,385.49
61 Sewer Fixed Asset Replacement	1,391,505.82	1,854,564.81
66 WWTP Expansion 2008	2,605,408.70	1,406,628.16
70 Local Transportation	127,570.18	158,435.26
71 Transportation	-225,749.16	-350,951.83
100/200 LLD's and BAD's	84,443.88	76,524.76
80 Water O & M	137,543.85	20,073.32
82 Water Fixed Asset Replacement	112,177.64	307,161.66
88 PW CDBG Street Project	9,340.00	-1,155.00
80 Water Reserve-USDA GRANT	21,524.50	21,524.50
90 Garbage/Refuse	-8,114.47	42,513.17
91 Misc. Grants	-29,502.00	0.00
92 98-EDBG-605 Small Bus. Loans	93,585.12	93,585.12
94 96-EDBG-438 Grant	403.43	403.43
95 94-STBG-799 Grant	158,249.99	157,138.64
96 HOME Program Grant (FTHB)	36,927.91	35,041.19
97 96-STBG-1013 Grant	17,812.58	129,785.87
98 HOME Rehabilitation Fund	-2,084.71	0.00
Developer Impact Fees ***	1,560,008.94	1,787,561.67
TOTAL ALL FUNDS:	8,543,414.67	9,172,960.09

I hereby certify that the investment activity for this reporting period conforms with the Investment Policy adopted by the Hughson City Council, and the California Government Code Section 53601. I also certify that there are adequate funds available to meet the City of Hughson's budgeted and actual expenditures for the next six months.

Break Down of Impact Fees ***		
10 Storm Drain	110,879.29	176,708.77
20 Community Enhancement	111,036.53	55,639.77
41 Public Facilities Development	1,532,758.43	1,570,725.84
42 Public Facilities Development-Streets	-748,441.33	-636,331.33
55 Parks DIF	187,715.09	240,090.60
62 Sewer Developer Impact Fees	912,679.31	929,146.42
81 Water Developer Impact Fees	-546,618.38	-548,418.40
Break Down of Impact Fees ***	1,560,008.94	1,787,561.67

Lisa Whiteside, Treasurer

Date



CITY OF HUGHSON AGENDA ITEM NO. 3.4

SECTION 3: CONSENT CALENDAR

Meeting Date: September 9, 2013
Subject: Second Reading and Adoption of Ordinance No. 2013-04,
an Ordinance of the City Council of the City of Hughson
Amending Hughson Municipal Code Title 6: Animals
Presented By: Raul L. Mendez, City Manager
Approved By: _____

Staff Recommendation:

Waive the second reading and adopt Ordinance No. 2013-04, an ordinance of the City Council of the City of Hughson amending Title 6 of the Hughson Municipal Code – Animals.

Background and Overview:

At its regular meeting of August 26, 2013, the City Council held a public hearing to consider adoption of an ordinance to amend Hughson Municipal Code Title 6, Animals. Stanislaus Animal Services Agency Executive Director Annette Patton was in attendance and presented an overview of the proposed amendment. The amendment includes technical administrative amendments and provisions pertaining to a more effective administrative citation process and clear procedures for the humane handling and disposition of stray cats.

In October 2009, the City of Hughson, the County of Stanislaus and the cities of Modesto, Ceres, Patterson and Waterford formed a Joint Powers Agency (JPA) for animal services. The Department of Animal Services became the Stanislaus Animal Services Agency.

As a member of the JPA, the City of Hughson adopted the county animal ordinance as an ordinance of the City. The County recently reviewed and updated the ordinance for Animal Services. The review and update of the county ordinance for Animal Services has been an ongoing process for the past year, with great involvement of county staff, county counsel, city staff, and city attorneys.

A proposed model ordinance was developed for Animal Services to support a humane system that promotes public health and safety in the community. The development of this model for Animal Services reflects the partnership and a commitment to animal welfare that is respected by each community. Furthermore,

it included technical amendments to make it more consistent with the current Joint Powers Agency relationship amongst Stanislaus County and the cities of Hughson, Modesto, Ceres, Patterson, and Waterford. The primary substantive changes are the new administrative citation process for a dog license and rabies vaccination and the inclusion of procedures for the humane handling of stray cats.

The Stanislaus Animal Services Agency Board considered the proposed model ordinance and an administrative citation ordinance for violations of dog license and rabies vaccinations at its regular meeting on March 21, 2013. The recommendations were approved and adopted by each of the member agencies. JPA Board Members were directed to bring the model ordinance and administrative citation process to the Stanislaus County Board of Supervisors and respective City Councils for a public hearing. Shortly thereafter, on June 20, 2013, the JPA Board approved another code section that establishes and clarifies the procedures for the disposition of stray cats.

California statutes require counties and municipalities to provide animal control services for the protection of public health and safety and for the protection of animals. The main laws are CA Health and Safety Codes 121575-121710 with a particular emphasis on 121690 (e) - which includes the duty to maintain a "pound system" and a "rabies control program." These laws also form the basis of the required dog licensing program that is for monitoring of rabies vaccination compliance. Rabies control programs include: operation of the animal shelter, animal bite reporting and investigation, stray dog control, animal rabies investigations, quarantine of biting dogs and cats and other animals potentially exposed to rabies, and providing rabies shot clinics.

Stanislaus Animal Services Agency has identified a need for enhanced enforcement to assist in dealing with recurring code violations for rabies vaccinations and dog licenses. Discussions with the surrounding cities led them to conclude that use of the administrative citation process would greatly benefit the cities and county in addressing these issues. Animal Services for the City of Fremont, a joint powers agency was challenged with these same difficult situations. They implemented a dog license program that increased revenue and compliance nearly 300% through the use of administrative citations. Faced with similar problems, cities and counties around the state have successfully implemented administrative citation programs that serve as an alternative method of enforcement. The intent for Stanislaus Animal Services Agency is to issue administrative citations for the two most common violations of no proof of rabies vaccination and dog license.

The proposed Administrative Citation program will enable the team to issue citations for dog owners with a monetary penalty if the violations are not corrected within the established timeframe and without a dog owner signature. Pursuant to Government Code Section 53069.4, the Ordinance's new section regarding Administrative Citations and Penalties will expedite compliance for violations by implementation of monetary penalties, and the establishment of reasonable timelines for compliance.

Discussion:

Administrative Citation

Stanislaus Animal Services Agency evaluated the feasibility of an administrative citation program, in comparison to the existing process. Administrative citations would provide the necessary tool to allow the Agency to expedite compliance to secure a dog license and rabies vaccination, the two most common enforcement challenges for Animal Services.

The current process to enforce dog licenses and rabies is labor intensive. The existing enforcement process requires Animal Services staff to issue courtesy notices to all dog owners not available for signature with an unlicensed dog and no proof of rabies. No monetary penalty is attached to a courtesy notice. Members of the canvassing team travel to surrounding neighborhoods on a regular basis to educate the public on the importance of obtaining a dog license and rabies vaccination. In 2012, Animal Services issued over 3,000 courtesy warning notices versus citations to the community, because citizens were not available for signature. A courtesy notice does not have any monetary consequences if ignored. The notice instructs the dog owner to correct violations within 30 days. After 30 days, if the violation has not been corrected then a second attempt to establish contact with a dog owner is often met with the same results as the first visit. This multi-step process can drag out with little hope for a prompt resolution of the underlying violation. Furthermore, the current process is not cost-effective.

The proposed new ordinance would eliminate the necessity of contact to be established with a dog owner to issue a citation. The benefit of an administrative citation process is that the lack of a signature in no way affects the validity of the citation or process. Notices of administrative citations may be received by the responsible party through personal delivery, certified mail, or the posting of a notice on the affected property. This is an incredible tool since it minimizes the time needed to contact citizens who are commonly not receptive to receiving a citation. The administrative remedies process requires due process. There are appeal rights, but the process is much more efficient than the common "notice to appear" citation process currently in place.

Administrative citations would replace the current process of issuing courtesy warning notices. Instructions would accompany each citation to explain how to obtain compliance for proof of a rabies vaccination and dog license. The citation provides additional incentive for compliance by imposing monetary penalties if the notice is ignored. The administrative violations are designated as infractions and would impose administrative penalties not exceeding one hundred (\$100) for a first violation; two hundred (\$200) for a second violation, and five hundred (\$500) for each additional violation within one year. Each day that a violation continues would be considered a separate violation of the Code. This remedy can be used in conjunction with other methods so that concurrent or consecutive methods can be used to achieve compliance on continuing violations.

The ordinance would require that residents be given the opportunity to correct code violations before a penalty is issued. The ordinance includes procedures for

appeals of citations to an impartial hearing officer. Such hearings would provide persons who believe the citation is not warranted to present their case to the hearing officer. A Hearing Officer's decision may also be appealed to the Stanislaus Superior Court.

In order to comply with due process requirements, the use of administrative remedies and penalties require that the local enforcement provide; adequate notice of the violation, the proposed penalty and the corrective action, a right to an impartial hearing and the right to appeal. The party responsible would be issued a citation describing the date, location and specifics of the violation; the date by which correction is to be made; the monetary consequences of the failure to comply and the appeal process. The goal of the program is compliance, rather than the imposition of a penalty. A monetary penalty would only be imposed when the responsible party fails or refuses to make the necessary corrections within 30 days.

The impact of the proposed ordinance would be to create an administrative citation enforcement program to maximize code compliance, and protect public safety in a more timely, efficient and effective manner than the existing code enforcement process.

The development of a comprehensive administrative citation program would provide an additional tool for Animal Services, which encourages compliance thereby enhancing public health and safety. Under this proposed ordinance, the Agency would have the authority to issue administrative citations for violation of a dog license and rabies vaccination.

The Agency would be responsible for tracking and collecting administrative penalties. No additional staffing is being requested to begin immediate implementation of this program. The workload may be minimal in the early stages of implementation and may be done within current resources.

Disposition of Stray Cats

In response to a recurring issue throughout Stanislaus County regarding the humane handling and disposition of stray cats, the Stanislaus Animal Services Agency worked with the city jurisdictions and partner groups to develop a reasonable protocol and procedure. For purposes of this section of the ordinance, a "stray cat" is defined as a cat that is running loose and at large with no owner present, and/or a cat that is trespassing on another's property. Under the proposed section, individuals that contain a stray cat should adhere to the following procedures: (1) as soon as possible release the cat or return the cat to the owner, if known, and (2) if the owner is not known, then not later than the next business day, transport the cat to the animal shelter and provide the date, time and location of when and where the cat was contained. Violation of this proposed code section would constitute an infraction enforceable by other provisions contained in the ordinance. The "stray cat" code section also recommends that the person who sets the trap take reasonable measures to notify neighbors of such action and attempt to locate the owner of the contained cat before transporting the cat to the animal shelter. These procedures are intended to assist with addressing this

recurring community issue in the Stanislaus County and direct residents accordingly.

Fiscal Impact:

The Fiscal Year 2013-2014 Stanislaus Animal Services Agency adopted budget totals \$3,320,707 which is funded by \$1,182,674 in estimated revenue and \$2,138,033 in partner contributions. For the City of Hughson, projected expenses and estimated revenue were \$56,809 and \$29,092, respectively, resulting in an annual contribution of \$27,717 in the current fiscal year. Revenue is typically generated from various sources including donations, fines, penalties, and fees. Although the impact of the new ordinance amendments are not known at this time, it is anticipated that additional revenue will be generated through the improved proposed methods to ensure compliance.

**CITY COUNCIL
CITY OF HUGHSON
ORDINANCE NO. 2013-04**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUGHSON AMENDING
HUGHSON MUNICIPAL CODE TITLE 6: ANIMALS**

WHEREAS, in October 2009, the County of Stanislaus and the Cities of Hughson, Modesto, Ceres, Patterson, and Waterford formed a Joint Powers Agency (JPA) for animal services; and

WHEREAS, as part of the JPA, the City of Hughson adopted the county animal ordinance as an ordinance of the City; and

WHEREAS, as the community changes, it becomes necessary to clarify and update various ordinances to meet those changes and have ordinances in place that reflect the community's needs; and

WHEREAS, the County has reviewed and updated the County ordinances for Animal Services; and

WHEREAS, the primary substantive change is the new administrative citation process for a dog license and rabies vaccination; and

WHEREAS, the City Council desires to amend Title 6 of the City's Municipal Code to adopt the County's animal services ordinance as the ordinance of the City.

The City Council of the City of Hughson, DOES HEREBY ORDAIN as follows:

Section 1: Adoption: This Ordinance does hereby amend Title 6 to read in full as follows:

Chapter 6.04 GENERAL PROVISION

6.04.010 Stanislaus Animal Services Agency is created.

Stanislaus County and its city member partners Hughson, Modesto, Patterson, Ceres, and Waterford created a joint powers agency known as Stanislaus Animal Services Agency ("SASA"). SASA was formed to jointly operate and manage an animal shelter for the partners' and their respective residents' mutual benefit and to provide animal services needed or requested by each partner, pursuant to the Joint Powers Agreement dated October 27, 2009. On behalf of the city, SASA is specifically authorized and charged with the enforcement and administration of this title and the laws dealing with animals. SASA is appointed to be the department of animal services for the city.

6.04.11 Expenses.

Whenever, pursuant to this title and the contract entered into between the city and Stanislaus County, the city incurs costs due to violation of this title by any owner, the costs shall be a charge against the owner, and the city may recover such costs by any legal process.

6.04.15 Stanislaus Animal Services Executive Director

The animal services executive director (sometimes referred to as “director”) is employed as the chief administrative officer of SASA. The director’s position is created in the unclassified service of the county; and who shall be appointed by resolution of the board of SASA. The animal services executive director shall hold office at the pleasure of the board of SASA. As a county employee, the salary of the animal services executive director and the staffing levels of SASA shall be as determined by resolution of the board of SASA. For purposes of this title, any reference to animal services executive director shall include his or her authorized staff, unless otherwise noted.

6.04.016 Animal Services Executive Director—Supervision Authority.

The SASA staff shall be county employees for all intents and purposes. These SASA staff shall be under the supervision of the animal services executive director, that is, the director himself or herself.

6.04.017 Animal Services Executive Director—Duties. (Formerly 6.16.020)

The animal services executive director is primarily responsible for the enforcement and administration of this title. In conjunction with the duties set forth by the board of SASA, his/her duties shall include but not be limited to the following:

- A. To administer the animal shelter and keep such records as may be required by law and the Board of SASA;
- B. To take up and impound animals when authorized by this title;
- C. To remove and dispose of the carcass of any animal found on any public highway, street, alley, or any other public place in the city or unincorporated area of the county;
- D. To quarantine animals and to cooperate with the county health officer;
- E. To administer licensing programs as delegated by the licensing authority; and
- F. To provide opportunities for owners to find lost animals and for those who find lost animals to return them.

6.04.020 Animal Shelter Maintained.

On behalf of the city as a member partner, SASA shall maintain a suitable animal shelter for impounding animals.

6.04.030 Establishment of Regulations.

The Board of Supervisors acknowledges that SASA and its board may establish by resolution, regulations for the administration and implementation of this title. SASA regulations, when adopted, shall become and thereafter be a part of this title. A copy of the regulations established by resolution of the board of SASA shall be filed with the clerk of the board of SASA and with the clerk of the board of supervisors and be available for inspection at the animal shelter and shall be available at City Hall.

6.04.040 Enforcement.

The animal services executive director and animal services authorized staff and the county health officer and his or her deputies are empowered, and it shall be their duty, to enforce the provisions of this title. Any person whose duty it is to enforce the provisions of this title may at any reasonable time enter upon private property for such purpose. It is unlawful for any person to interfere with, oppose, or resist any authorized person enforcing this title.

6.04.050 Authority to Pursue Animal.

Any person charged with the duty to enforce this title who is in pursuit of an animal, shall have the authority to go upon the property of the owner or other person, in order to impound such animal; provided, however, he shall not enter a dwelling without a search warrant and he shall exercise reasonable care to avoid causing damage to the property.

6.04.060 Authority to Arrest and Issue Notices to Appear.

Pursuant to the provisions of California Penal Code Section 836.5, the animal services executive director, the health officer and his or her deputies, and a duly appointed state humane officer, law enforcement officers, and animal services authorized staff as defined in section 6.08.170 of this title, are authorized to arrest without a warrant and issue a written notice to appear whenever any such person has reasonable cause to believe that the person to be arrested has committed a misdemeanor in his or her presence, which is a violation of this title or a violation of any other ordinance or statute, which he or she has the duty to enforce.

6.04.070 Equipment to Impound Authorized.

Any person charged with the duty to enforce this title may use any humane equipment or device necessary to take up and impound an animal.

6.04.080 Firearms Authorized.

The animal services executive director and staff that he or she may specifically designate in writing are authorized to carry weapons when acting in the course and scope of their employment pursuant to Section 26025 of the Penal Code.

Chapter 6.08 DEFINITIONS

6.08.010 Generally.

The words and terms used in this title shall have the meaning stated as set forth in this chapter, unless the meaning is clearly intended to be otherwise.

6.08.020 Department of Animal Services. (repealed)

6.08.030 Animal Shelter.

“Animal shelter” means a facility operated by SASA for the impoundment, relinquishment, quarantine, and adoption of animals.

6.08.050 Health Department.

“Health department” means the health department of the county.

6.08.060 Health Officer.

“Health officer” means the county health officer and his/her authorized deputies.

6.08.070 Impoundment.

“Impoundment” means the taking up and holding of an animal by the animal services executive director in accordance with the provisions of this title or other applicable laws or regulations.

6.08.080 Kennel.

“Kennel” means a place where three or more dogs or cats over four months of age are kept for commercial or noncommercial purposes. The term “kennel” shall not apply to animal shelters operated by governmental agencies, nonprofit societies for the care of stray animals or to veterinary hospitals.

6.08.090 Licensing Authority.

“Licensing authority” means the SASA and its animal services executive director.

6.08.100 Animal Ownership.

A. "Animal owner" or "owner" for purpose of this title means any person harboring, keeping or providing care or sustenance to a domestic animal for fifteen consecutive days or more on property within the jurisdiction of the city. Such a person shall be subject to the requirements of this title. This definition does not apply to government agencies, animal rescue organizations which have demonstrated to SASA that they have implemented an ongoing spay/neuter program as well as an adoption program, or humane societies or societies for the prevention of cruelty to animals if such societies are incorporated under the provisions of California Corporations Code Section 10400 and the Nonprofit Public Benefit Corporation Law in Part 2 of the California Corporations Code, beginning at Section 5110 and successor sections, or persons who provide licensed boarding, kennel, training or veterinarian services for the owners of dogs and cats.

B. Subdivision (A) of this section shall not be interpreted to apply to a person caring for barn cats or a colony of feral cats if such person:

1. Registers with SASA as a caretaker for barn cats or feral cats;
2. Regularly feeds or arranges for the feeding of the cats, including on weekends and holidays;
3. Traps or makes a reasonable effort to trap all barn or feral cats over the age of seven weeks in his/her care, and has them spayed or neutered;
4. Makes a reasonable effort to test all trapped cats for feline leukemia and FIV and has those who test positive humanely euthanized or isolated indoors;
5. Identifies barn or feral cats that have been spayed or neutered by means of ear notching, ear tipping, or ear tagging; and
6. Has all trapped cats vaccinated according to state and local laws.

6.08.110 Person.

"Person" means one or more human beings and all fictional entities such as corporations, estates, associations, partnerships and trusts.

6.08.120 Rabies Vaccination.

"Rabies vaccination" means the inoculation of an animal with a rabies vaccine approved by and in the manner prescribed by the California State Department of Public Health.

6.08.130 Veterinarian.

“Veterinarian” means a person licensed to practice veterinary medicine in the state.

6.08.140 Guide Dog.

“Guide dog” means any guide dog or seeing-eye dog, which was trained by a person licensed under the provisions of Chapter 9.5 (commencing with Section 7200) of Division 3 of the Business and Professions Code, or as defined in the regulations implementing Title III of the Americans with Disabilities Act of 1990.

6.08.150 Signal Dog.

“Signal dog” means any dog trained to alert a deaf person, or person whose hearing is impaired, to intruders or sounds.

6.08.160 Service Dog.

“Service dog” means any dog individually trained to the requirements of a person including but not limited to, minimal protection work, rescue work, pulling a wheelchair, or fetching dropped items. A “service dog” is also any dog individually trained to do work or perform tasks for the benefit of an individual with a disability, or any dog approved by the animal services executive director, which he/she believes to come within the definitions listed, after consultation with knowledgeable professionals.

6.08.170 Animal Services Authorized Staff.

The animal services executive director shall appoint suitable persons to act as animal services authorized staff. All animal services authorized staff shall enforce this title.

Chapter 6.12 ADMINISTRATION

6.12.010 Records of Stanislaus Animal Services Agency.

The animal services executive director shall keep records concerning the operation of the animal shelter as set forth by statute or regulations established pursuant to section 6.04.030.

6.12.020 Information on Animal Care.

The animal services executive director is authorized to distribute to the people of the city brochures and information pertaining to care and control of animals.

6.12.030 Notice—Administrative Hearings and Appeal of Administrative Decision.

A. Notice of Hearing. The animal services administrative hearing, hereafter called Animal Court, shall be a public hearing, administered by SASA. The hearings shall be held on the first Wednesday of each month. The person issued the citation shall

have at least thirty days from the date on the citation (the date of issuance) to appeal the violation(s). Upon receipt of the written appeal, the matter will be set for hearing at the next Animal Court. Notice of the hearing shall be issued in person or by mail through the U.S. Postal Service.

The alleged violator who requests a hearing shall be responsible for the cost(s) of the hearing and will be required to leave a deposit in the amount shown in the fee schedule for the alleged violations, chapter 6.50 of this code as may be amended by the county, unless a lesser amount is permitted to be deposited at the discretion of the animal services executive director or designee. If the alleged violator fails to appear at the scheduled hearing, the deposit shall be forfeited and any additional fees owed for the alleged violation(s) will be the violator's responsibility to pay. If the alleged violator appears at animal court and is found guilty of the offense charged, the fees imposed by the animal court will be deducted from the deposit. If the fees imposed by animal court exceed the amount of the deposit, the alleged violator will be responsible to pay the difference. If the fees imposed are less than the deposit, the difference will be refunded to the person. If the person is determined to be not guilty, the deposit will be refunded.

B. Hearing Procedure. The following sets forth the procedural rules applicable to the administrative hearing:

At the date, time and place set for the hearing, one of at least three hearing officers, appointed by the board of SASA, assigned to the hearings in a fixed rotational order, shall hear testimony and receive evidence presented by the alleged violator appealing the issuance of a citation, SASA and/or a third party complainant. At the outset of the hearing, the alleged violator may challenge the hearing officer first assigned to the matter. As a result, the hearing may be continued until the next month to be held before the hearing officer next in order. The hearing officer shall review all evidence introduced at the hearing of each alleged violation of this title in order to determine whether the alleged violation conforms to the law and whether it is supported by substantial evidence. The Animal Court shall record the hearing in a suitable format and shall preserve the recording, all photographs and other documentary evidence introduced at the hearing for the thirty-six (36) month period immediately following closure of the hearing.

The Animal Court shall render a written decision upon conclusion of the hearing; unless it is determined that further investigation into the matter is warranted. If this occurs, the matter will be continued until the next scheduled hearing at which time the new evidence shall be presented to the hearing officer and then a written decision shall be rendered. Any and all costs incurred by SASA, including fines, shall immediately become payable to SASA. Any person not making immediate payment shall be subject to approved collection procedures.

The written decision rendered by the hearing officer shall contain findings of fact and conclusions of law. The decision shall also set forth the right to appeal the decision of the Animal Court to the board of SASA. A copy of the decision shall be mailed, by certified mail, to the last known address of the alleged violator/owner(s) of the animal and any third party complainant.

C. Appeal Procedure. Decisions of the Animal Court may be appealed to the board of SASA. The appeal shall be filed with the clerk of the board of SASA within fifteen days after the mailing of the decision of the Animal Court provided the appellant follows the following steps:

1. Delivers to the clerk of the board of SASA within fifteen days after the decision is made orally at the hearing, or if mailed then 20 days, a written appeal which clearly sets forth the reasons for the appeal; and
2. The appellant shall be responsible for the cost(s) of the appeal.

Upon receipt of the appeal, the clerk of SASA will schedule a hearing de novo. The hearing de novo panel shall be comprised of three panel members--two Animal Court hearing officers, other than the one who presided over the subject Animal Court hearing, and one member currently sitting on the Board of SASA and who does not represent the jurisdiction in which the citation was issued. If one of the hearing officers was challenged before the first hearing, that hearing officer remains ineligible to sit on the hearing de novo panel. If required, a second SASA Board member, who also does not represent the jurisdiction in which the citation was issued, will sit as the third panel member.

The appeal hearing shall be heard within sixty days after the appeal is filed with the clerk of the Board of SASA.

If upon appeal the de novo hearing panel finds that no violation exists, then the costs of the appeal and the record shall be borne by SASA, and all assessed fees shall be refunded to the appellant.

If upon appeal the de novo hearing panel finds there was a violation and the appellant desires to further appeal, that appeal shall be to the Stanislaus County Superior Court.

D. Potentially Dangerous and Vicious Dogs. If a petition is to be filed alleging probable cause to believe that a dog is potentially dangerous or vicious pursuant to Food and Agricultural Code, Division 14, Chapter 9, commencing with Sections 31602 et seq., and specifically Section 31621, the petition shall be filed with the clerk of the board of SASA. The hearing shall be held before Animal Court to dispose of the petition. Animal Court shall notify the owner or keeper of the dog that a hearing will be held under the provisions set forth Sections 31621 and 31622. In order that such hearing is held timely, the hearing may take place, after proper service of the notice and a copy of the petition, at a special session of Animal Court. An appeal from an Animal Court's determination on this issue shall be to the Stanislaus County Superior Court as set forth in Section 31622, not before the board of supervisors or the city council or the board of SASA.

6.12.040 License Renewal or Suspension.

Whenever provision is made in this title for a license or permit, such license or permit shall be renewed annually thereafter or at the next succeeding regular renewal date as provided by law by the licensing authority. The animal services executive director or the health officer may revoke or suspend a license whenever such action is necessary to protect the public health and safety or to accomplish the purposes of this title.

Chapter 6.14 ADMINISTRATIVE CITATIONS AND PROCEDURES

6.14.010 Purpose of this Section.

The SASA has the authority to provide animal control and enforcement of title 6 of the Hughson Municipal Code. As part of the administration of SASA, violations of chapter 6.20 and section 6.36.050 of this title may be punishable by administrative citation.

6.14.020 Definitions

A. "Administrative Citation" for purposes of this chapter shall mean a civil citation issued pursuant to this chapter and section stating that there has been a violation of one or more provisions of this title and setting the amount of the administrative penalty(ies) to be paid by the responsible party.

B. "Responsible party" shall mean any individual(s) who owns the animals for which an administrative citation under this title is being written.

C. "Enforcement Officer" shall mean the SASA, its executive director and SASA staff who are authorized to enforce this title 6 of the Hughson Municipal Code.

D. "Hearing officer" means the individual who shall conduct the administrative citation appeal hearings and other administrative hearings pursuant to this chapter and shall render decisions pursuant to the applicable administrative hearing procedures set forth in this chapter.

6.14.030 Administrative Citation Penalty-Amounts

A. Any responsible party violating chapter 6.20 and section 6.36.050 may be issued an administrative citation by an enforcement officer, in accordance with the provisions of this section.

B. Each and every day a violation of the provisions of chapter 6.20 and/or section 6.36.050 exists constitutes a separate and distinct offense and shall be subject to citation.

C. The enforcement officer may issue a citation for a violation not committed in their presence, if the enforcement officer has determined through the investigation that the responsible party did commit or is otherwise responsible for the violation. The enforcement officer may issue administrative citations alone or in addition to all other

enforcement proceedings available to them in this code, or by state or federal law, whether administrative, civil or criminal in nature.

D. Unless provided otherwise in this code, administrative penalties for the violation under chapter 6.20 and section 6.36.050 of this title would be punishable as an infraction and shall be assessed as follows:

1. One hundred dollars for a first violation;
2. Two hundred dollars for a second violation of the same ordinance within one year;
3. Five hundred dollars for each additional violation of the same ordinance within one year.
4. The maximum fines imposed in this section are based upon the provisions of Section 25132 of the Government Code and will be increased automatically and without amendment to this section upon any amendment to Section 25132 of the Government Code increasing the amount of fines permitted.

E. The responsible party shall be provided an opportunity to correct the violation prior to the imposition of the administrative penalty as follows :

1. If a responsible party fails to correct a violation within thirty (30) days after an administrative citation is served under this section, 6.12.050, the administrative penalty established by the citation shall become effective and due immediately. Administrative citations for additional violations of the same ordinance shall not be served with less than thirty (30) days passing between subsequent citations. The administrative penalty shall not exceed \$800.

2. The administrative penalty, or any portion thereof, for a violation which has become effective following the thirty-day (30) corrective period may be waived by the executive director, or his/her designee(s), in his/her sole discretion only if the responsible party corrects the violation in accordance with all conditions established by the enforcement officer.

6.14.040 Content of Citation.

A. The administrative citation shall be issued on a form approved by the animal services executive director in consultation with the office of county counsel. The administrative citation form shall contain the following information:

1. The name, if known, and mailing address of the responsible party.
2. The administrative citation shall refer to the date(s) and location of the violation and the approximate time(s), if applicable, that the violation was observed.

3. The administrative citation shall identify each violation by the applicable section number of this title in this code and by either the section's title or a brief descriptive caption.

4. The administrative citation shall describe the action(s) required to correct the violations, including the how, where, to whom, and within what number of days the penalty shall be paid and consequences of failure to pay the penalty within this time period.

5. The administrative citation shall require the responsible party to immediately correct the violation where appropriate, or otherwise indicate a reasonable compliance deadline date and shall explain the consequences for failure to correct the violation.

6. The administrative citation shall state the amount, if any, of the penalty imposed for the violation. Multiple violations may be listed on the same citation form. In the event of multiple violations, the administrative citation shall list the penalty amount, if any, for each violation and the total amount of all the penalties. However, different citations are to be written for each different dog of the same owner(s).

7. The administrative citation shall identify all appeal rights and include instructions on how to appeal the citation, including instructions regarding the advance deposit hardship waiver.

8. The administrative citation shall contain the printed name and the signature of the enforcement officer issuing the citation and, where reasonably possible, obtain the signature of the responsible party, if he or she or they can be located.

9. The administrative citation shall be served upon the responsible party.

B. Service of Citation

1. Service of an administrative citation may be made upon the responsible party either by personal delivery or by first class mail, postage prepaid, return receipt requested, and shall be deemed completed when it is personally delivered to the responsible party, or, if mailing is used, five days after deposit in the mail for mailing to an address within California or ten days after deposit for mailing to an address outside California. If the copy of the administrative citation sent by certified mail to a responsible party is returned by the United States Postal Service with the mail receipt unsigned, or marked "unclaimed" and/or "refused," then service by first class mail shall be deemed effective provided it is also not returned by the United States Postal Service.

2. In lieu of personally serving the responsible party by personal delivery or first class mail, postage prepaid, service of the administrative citation, and any amended or supplemental citation, may be made by substituted service using the

methods described in Sections 415.20 through 415.95 of the California Code of Civil Procedure.

3. The failure of any responsible party to receive a copy of the administrative citation shall not affect the validity of the proceedings.

C. Administrative Citation Penalties and Costs.

1. If the violation is not corrected within the time limits established in 6.14.030 E.2, then additional administrative citations may be issued for the same violation. The amount of the penalty shall increase at the rate specified below.

a. Payment of the penalty shall not excuse the failure to correct the violation nor shall it bar further enforcement action by the Enforcement Officer.

b. The penalties assessed shall be due to SASA within 30 calendar days from the date the administrative citation is issued.

c. Except as provided below, any responsible party who fails to pay to SASA any penalty imposed pursuant to the provisions of this section shall be liable for payment of the applicable late payment charges as follows:

(i.) For payments received within 30 days after the due date, a late fee is due according to the current fee schedule.

(ii.) For payments received more than 30 days after the due date, a late fee is due according to the current fee schedule.

6.14.050 Administrative Appeal of Administrative Citation.

A. Notice of Appeal. Any responsible party to whom the administrative citation has been issued may appeal the administrative citation by completing and filing a written notice of appeal form with SASA.

1. The written notice of appeal must be filed within 20 calendar days of the date the administrative citation was served in a manner set forth in paragraph E, above and in this section. The written notice of appeal shall be filed together with an advance deposit, for the full amount of the penalty stated on the administrative citation.

2. Failure to file a written notice of appeal and the full amount of the advance deposit within this time period shall constitute a waiver of the right to appeal the administrative citation. As a result of failing to appeal an administrative citation, the administrative citation automatically becomes a final administrative order twenty-five (25) calendar days after service.

3. Any administrative citation penalty that has been deposited shall be refunded if it is determined, after a hearing, that the responsible party charged with the violation was not responsible for the violation or that there was no violation as charged

in the administrative citation. The time requirement for filing a written notice of appeal form shall be deemed jurisdictional and may not be waived.

B. Advance Deposit Hardship Waiver. Any responsible party intending to appeal an administrative citation and who is financially unable to make the advance deposit as required by this section may file a written request for an advance deposit hardship waiver. The written request must be filed before filing the written notice of appeal. The written request shall be filed with the animal services executive director of SASA. A SASA-approved form shall be made available for this purpose and conform to the requirements of Section 68511.3 of the Government Code or at minimum shall contain the same elements as the application form for waiver of court fees and costs prepared by the Judicial Council of California for use in California courts. The person requesting the advance deposit hardship waiver shall indicate on the corresponding notice of appeal that an advance deposit hardship waiver request has been submitted.

C. Advance Deposit Hardship Waiver Evaluation Procedures. Pending a decision by animal services executive director, or the director's designee, to grant or deny the request, the advance deposit requirement shall be stayed and no administrative hearing shall be scheduled. The animal services executive director, or the director's designee, may waive the advance deposit requirement and issue a waiver only if the person requesting the waiver submits to the animal services executive director's attention a sworn affidavit, together with any supporting documents or materials, reasonably demonstrating to the director the person's actual financial inability to submit the advance deposit in advance of the appeal hearing. Within ten days of receipt of the advance deposit hardship waiver request, the animal services executive director, or the director's designee, shall issue a written decision to grant or deny the request. If the request is denied, the written decision shall explain the reason(s) for denial of the waiver and shall state the due date for payment of the advance deposit. The written decision of the animal services executive director, or the director's designee, shall be sent via first class mail to the requesting party and shall be final. An administrative hearing shall not be scheduled until the advance deposit is received. If the request is denied and the advance deposit is not remitted within the time frame indicated in the written decision, the right to an appeal shall be deemed waived and payment of the administrative penalty shall become due immediately. The amount due shall be subject to all applicable late fees, which shall accrue from the original due date as indicated on the administrative citation.

D. Contents of Notice of Appeal. The notice of appeal shall be submitted on SASA-approved forms and shall contain the following information:

1. A brief statement setting forth the responsible party's (hereinafter "appellant") interest in the proceedings;

2. A brief statement of the material facts that the appellant claims supports their contention that they did not commit, cause, or otherwise allow a violation of one or more provisions of chapter 6.20 and/or section 6.36.050 of this title to occur, exist, or continue as alleged in the administrative citation at issue; or that they are not a responsible party as defined paragraph B.2 of this section.

3. A mailing address at which the appellant agrees that notice of any additional proceeding, or an order relating to the imposition of an administrative citation penalty, shall be received and accepted by the appellant by first class mail.

4. The notice of appeal must be signed and dated by the appellant.

E. Administrative Hearing. Upon SASA's receipt of a timely, written notice of appeal from the appellant, an administrative hearing shall be held as follows:

1. Hearing Date. The hearing shall be held at the day, time and place of Animal Court in chapter 6.12, section 6.12.030 of this title, or unless set forth otherwise at the animal services executive director's discretion, and not later than 60 days from the date the notice of appeal is received by SASA, unless otherwise stayed by the timely submission of an advance deposit hardship waiver, as indicated above.

2. Notice of Hearing. Notice of the administrative hearing shall be given to the appellant at least ten (10) calendar days before the hearing. The notice may be delivered to the appellant or mailed by first class mail to the address listed in the notice of appeal. Neither personal service nor service by certified mail shall be required.

3. Hearing Officer. One of three hearing officers, appointed by the board of SASA, in a fixed rotational order, shall hear testimony presented by SASA and the appellant appealing the issuance of the administrative citation. The appellant may challenge the hearing officer first assigned to the matter. If so challenged, the hearing may be continued until the next month to be held before the hearing officer next in order. The animal services executive director, through the SASA's contracting process, will contract with administrative hearing officers to conduct administrative hearings. The recommendation of the hearing officer shall be deemed adopted by the board of SASA, to whom the board of supervisors has delegated this authority and power for purposes of administrative citations under this title, without further notice.

4. Conduct of the Hearing.

a. The enforcement officer who issued the administrative citation shall not be required to participate in the administrative hearing. The contents of the enforcement officer's case file shall be admitted as prima facie evidence of the facts stated therein. The hearing officer shall not be limited by the technical or formal rules of evidence. SASA shall bear the burden of proof at the administrative hearing to establish the existence of a violation of chapter 6.20 and/or section 6.36.050 by a preponderance of the evidence. The hearing officer shall have the discretion to exclude evidence if its probative value is substantially outweighed by the probability that its admission will cause an undue consumption of time. The enforcement officer establishing or confirming the occurrence or existence of a violation of this title (or city municipal code number) shall be deemed the complaining or reporting party.

b. Provided that proper notice of the administrative hearing has been served as required by this section, an appellant who fails to appear at the

administrative hearing shall be deemed to have waived each of the following: the right to such hearing, the adjudication of issues presented at the hearing, and any and all rights afforded to the appellant under this section. The appellant shall also be deemed to have failed to exhaust their administrative remedies.

c. Notwithstanding paragraph E.4.b above, if the appellant fails to appear at the administrative hearing, the hearing officer shall make his/her determination based on the information contained in the enforcement officer's case file and the appellant's notice of appeal.

d. The only evidence that shall be permitted at the administrative hearing and considered by the administrative hearing officer in reaching a decision, is that evidence which is relevant to the proof or disproof of:

- (i) Ownership of the subject animal;
- (ii) Whether a person noticed by SASA as a responsible party is, in fact, a responsible party;
- (iii) Whether a violation of this title occurred and/or continues to occur on the date or dates specified in the administrative citation;
- (iv) Whether the responsible party has committed, caused, maintained, or permitted a violation of this Title on the date or dates specified on the administrative citation;
- (v) SASA's administrative costs.

F. Hearing Officer's Ruling.

1. After considering all the testimony and evidence submitted at the hearing, the hearing officer shall take the matter under submission. The hearing officer shall within ten (10) days issue a written administrative decision entitled "administrative citation order" to uphold or cancel the administrative citation, as to each violation, and shall list in the ruling the reasons for that decision.

2. If the hearing officer determines that the administrative citation should be upheld, then the amount of the penalties set forth in the citation shall not be reduced or waived for any reason. As to an administrative citation listing multiple violations, the amount of penalties for the violations so upheld shall not be reduced or waived for any reason.

3. If the hearing officer cancels the administrative citation, then no penalty shall be assessed and any penalty otherwise deposited with SASA shall be promptly refunded to the appellant. When an administrative citation lists multiple violations, then no penalties shall be assessed for the specific violations so cancelled and the amounts of such penalties otherwise deposited with SASA shall be promptly refunded to the appellant.

4. The ruling shall contain instructions for obtaining judicial review of the decision pursuant to Section 53069.4 of the Government Code, as that Section may be from time to time amended, or the successor provision thereto.

5. If the administrative citation is upheld, the hearing officer shall also award SASA its administrative costs. An itemized summary of these costs shall be presented at the hearing.

6.14.060 Judicial Review of Administrative Hearing Officer's Ruling.

A. Notice of Appeal. Within 20 calendar days of the date of the mailing or serving of the ruling to the appellant, the appellant (hereinafter "contestant") may contest that decision by filing an appeal to be heard by the Stanislaus County Superior Court, and paying to the court clerk the filing fee set forth at Section 53069.4 of the Government Code, or the successor provision thereto. The failure to file the written appeal and to pay the filing fee within this period shall constitute a waiver of the right to an appeal and the ruling shall be deemed confirmed. The contestant shall serve a copy of the notice of appeal to the court, in person or by first class mail upon SASA.

B. Conduct of the Superior Court Appeal Hearing. The conduct of the appeal before the Stanislaus County Superior Court is a subordinate judicial duty and may be performed by traffic trial commissioners and other subordinate judicial officers at the direction of the presiding judge at the Stanislaus County Superior Court. The appeal shall be heard de novo, except that the contents of SASA's file in the case shall be received in evidence. A copy of the document or instrument of SASA providing notice of the violation and imposition of the administrative penalty (i.e., the administrative citation) shall be admitted into evidence as prima facie evidence of the facts stated therein. The Court shall request that SASA's file in the case be forwarded to the Court, to be received within 15 calendar days of the request.

C. Judgment. The Court shall retain the filing fee regardless of the outcome of the appeal. If the Court finds in favor of the contestant, the amount of the fee shall be reimbursed to the contestant by SASA. Any deposit of the administrative penalty shall be refunded by SASA in accordance with the judgment of the Court. If the administrative penalty has not been deposited and the decision of the Court is against the contestant and in favor of SASA, SASA may proceed to collect the penalty and administrative costs, in any manner provided by law.

D. Collection. An administrative citation order becomes a final administrative order when a timely administrative appeal is not filed, or when the hearing officer's decision is not appealed to the superior court within 25 days of mailing the decision first class postage paid, as set forth in Section 53069.4(b)(1) of the Government Code. The SASA may then proceed to collect as follows:

1. The SASA may commence a civil action to collect the administrative fine specified in the final administrative order as well as any accrued interest and/or late pay charges. In the event a civil action is commenced to collect, the

SASA shall be entitled to recover all costs associated with the collection of the administrative fine and those costs set forth in Section 1033.5 of the Code of Civil Procedure; or

2. The SASA may collect any past due administrative citation penalty or late payment charge, including without limitation the amount of the costs, such as collection costs. SASA may transmit the final administrative order for administrative costs and administrative citation penalties, or notice of the judgment arising from a collection or other legal action, to the county treasurer/tax collector, Revenue Recovery Division. A judgment or award/order of such costs, penalties or damages may also be enforced in any other manner provided by law, including enforcement of a civil judgment pursuant to Enforcement of Judgment Law, Code of Civil Procedure Sections 680.010 et seq.

Chapter 6.16 ANIMAL CONTROL

6.16.010 Animal Restraint.

A. No owner of any animal, wild or domestic, except the domestic cat, shall permit or suffer the animal to:

1. Be off a leash or to be restrained by a leash which is more than eight feet in length, except that an animal need not be on a leash while it is on the premises of its owner nor while on other private property with consent of that owner or lessee or tenant.

2. Enter upon private property without consent of the owner, lessee and/or tenant of the private property;

3. Habitually make loud noises;

4. Act in such other manner so as to constitute a public nuisance.

B. Nothing in this section shall prohibit the use of animals on school property for teaching, for the blind and/or other disabilities, or for other school purposes when permitted by school officials, or require a person to keep any animal in his possession on a leash if, at the time, the animal is restrained in a vehicle or cage.

6.16.020 Loud Noises-Prohibited Acts-Defined.

Keeping or maintaining, or permitting to be kept or maintained, upon any premises owned, occupied, or controlled by any person, any animal which, by any frequent or long continued noise, shall cause annoyance or discomfort to two or more reasonable persons of normal sensitiveness who reside in separate residences (including apartments and condominiums). However, the animal services authorized staff may proceed on the basis of a complaint of only one person if circumstances are determined to exist whereby a noise disturbance caused by an animal affects only one individual. Any noise, such as howling, yelping, whining, barking or otherwise, that is audible

continuously for ten minutes or intermittently for thirty minutes shall be prima facie evidence of such annoyance or discomfort.

Chapter 6.20 DOGS

6.20.010 License–Required.

A. Any person owning or having custody of any dog four months or older shall pay an annual license fee. The license fee for dogs shall be established by the board of supervisors and set forth in chapter 6.50. The increased fees collected by the SASA for unaltered dogs, less administrative costs, shall be used to pay for vouchers to support spay/neuter programs.

B. Any owner of any unaltered dog who meets any of the following criteria shall pay a reduced unaltered annual license fee as set forth in the fee schedule in chapter 6.50:

1. An owner who owns or operates an actual livestock working ranch or livestock farming operation of more than two acres; or

2. An owner who registers and participates in an American Kennel Club (AKC), United Kennel Club (UKC), or other state or nationally recognized organization and is a member of a parent club or organization for the purposes of showing, training, agility trials, or hunting and provides documentation to SASA of such membership and participation in the above animal activities.

C. If the owner fails to obtain and/or renew the dog license required in this title, upon the expiration of the thirty days after the day upon which the dog is four months old, or within thirty days after the day upon which the dog, if over the age of four months, is first acquired or brought into the city by a resident, SASA shall impose a late penalty on the owner of the dog. This late fee shall not be waived by SASA upon the transfer or abandonment of the dog by the non-compliant owner. This late penalty shall be imposed in addition to any other applicable civil or criminal penalties and all penalties shall be placed in the Stanislaus County Alternative to Euthanasia (SCATE) Program to be used for spaying or neutering of cats and dogs.

D. If the penalty mentioned in subdivision C of this section is not paid, and the owner fails to obtain the license required under subdivision A of this section within fifteen days from the date when SASA first notified the dog owner of the imposition of the penalty mentioned in subdivision C, the continuing violation of the license requirement of this section becomes an additional infraction and may be prosecuted as such.

6.20.015 License fees. (repealed, see revised 6.20.010)

6.20.020 License–Tags.

The licensing authority shall issue, upon proper application and payment of license fees, a serially numbered license tag stamped with the name of the county and the year of issuance. The owner shall provide a dog with a suitable collar or other device to which the license tag shall be attached. The animal services executive director shall keep an endorsed copy of the application or other records sufficient to establish the identity of the owner.

6.20.030 License–Rabies Vaccination Certificate Required.

Each application for a dog license shall be on a form furnished by the licensing authority. An application for a license shall not be accepted unless a valid certificate of rabies vaccination by a licensed veterinarian covering the license period accompanies the application.

6.20.040 Exemptions–Guide Dogs, Signal Dogs and Service Dogs.

Guide dogs, signal dogs, and service dogs as defined in sections 6.08.140, 6.08.150 and 6.08.160 of this title, with current rabies vaccinations, shall be licensed without charges upon submission of signed assistance dog applications and affidavits.

6.20.050 Exemption–Licensed Under Another Jurisdiction.

A dog brought into the county which has been licensed in another county or city within the state shall not be subject to licensing provisions of this chapter for so long as the license would be current and valid at its place of issuance or for one year, whichever is the lesser period.

6.20.060 Exemption–Medical Treatment.

Dogs brought into the county for the exclusive purpose of receiving medical care and in the custody of a licensed veterinarian need not be licensed.

6.20.070 Exemption—Government Ownership.

Dogs owned by the county, a city or other public agency shall be licensed without charge.

6.20.080 Exemption-Temporary Residence.

This chapter shall not apply to any dog in the custody or care of a non-resident of the city, or temporarily therein, for a period not exceeding thirty days.

Chapter 6.24 KENNELS

6.24.010 Kennel License–Required.

A kennel is defined in section 6.08.080. No person shall, without first obtaining a kennel license, keep, conduct or operate any dog kennel, cat kennel, pet shop, zoo, animal

rental establishment, riding academy, livery stable, boarding stable, pony ride, livestock auction or market, rodeo, pet show, animal exhibition, or any other use of animals for a commercial or noncommercial purpose. No kennel license shall be required for an animal show or a use of animals, which is sponsored and controlled by an organization, which under the discretion of the animal services executive director has proper rules and procedures to prevent the abuse of animals.

6.24.020 Kennel License—In lieu of individual licenses.

In lieu of securing the license required by chapter 6.20 for each of the dogs in a kennel, a person owning or operating a kennel may obtain a kennel license covering all dogs in the kennel. A kennel owner and/or operator shall adhere to provisions of sections 6.36.050 and 6.36.060 regarding vaccination for rabies. Dogs owned or controlled by the kennel operator and/or owner, which are allowed outside the confines of the kennel, shall be individually licensed as required by chapter 6.20.

6.24.030 License—Application form.

Each application for a kennel license or other animal establishment license shall be upon a form furnished by the licensing authority.

6.24.040 License—Posting.

All licenses issued under this chapter shall be kept posted in a conspicuous place on the premises.

6.24.050 License—Operating requirements.

Upon filing an application for an original, or a renewal kennel or animal establishment license, the licensing authority shall issue such license, only after certification by the animal services executive director that:

A. The keeping of animals, or the conduct or operation of business for which the license is requested and at the place set forth in the application will not violate any statute, law or any regulation adopted pursuant to section 6.04.030;

B. The conduct or operation of the activity will not endanger the health, peace or safety of the community;

C. The premises where animals are to be kept are clean and sanitary and that animals will not be subjected to suffering, cruelty or abuse;

D. The applicant has not had a similar license revoked within one year prior to the application.

6.24.060 License—Suspension or Revocation.

The licensing authority may revoke or suspend any license issued under this chapter upon recommendation of an animal services authorized staff, or County health officer, if it is found that the licensee, his agent or employee has been convicted of any offense involving a violation of Sections 596, 597, 597.1, 598 and 599 of the Penal Code, or other applicable law, or is in violation of ordinance of this code, or this title or of any regulation adopted pursuant to section 6.04.030.

Chapter 6.28 DANGEROUS ANIMALS

6.28.010 Investigation.

Whenever an animal suspected of being potentially dangerous or vicious is reported, the animal services executive director shall investigate the circumstances; and if he or she finds that the animal shows a propensity to attack, bite, scratch, or harass people or other animals without provocation, he or she shall notify the owner, stating all the facts and circumstances. He or she may under state law refer the matter to Animal Court, section 6.12.030 D. Animal Court may order that the animal be immediately seized or kept within a substantial enclosure, securely leashed or otherwise controlled. If the owner cannot provide restraint, the animal shall be temporarily impounded at the expense of the owner. At any time after seven days' impoundment for such purpose, the animal services executive director may, in his or her discretion, apply the provisions of Chapter 6.32.

6.28.020 Impoundment Authorized.

If upon receiving written notification the owner fails to restrain or control a potentially dangerous or vicious animal, as ordered, the owner is in violation of this Title. The animal services executive director is empowered to seize and impound or destroy the animal.

6.28.030 Licensing of Potentially Dangerous Non-domesticated and Domesticated Animals.

A. No person shall possess any animal not commonly kept or raised in the city as a domesticated animal and which is or may be, in the opinion of the animal services executive director, dangerous to the health and safety of any person, without first obtaining a license for the possession of the animal.

B. If the possession of the animal does not violate any federal or state law or zoning ordinance, a dangerous animal license may be issued.

C. Each application for a dangerous animal license shall be upon a form furnished by the licensing authority.

D. All licenses issued under this chapter shall be kept posted in a conspicuous place on the premises where the animal resides.

E. Upon filing an application for an original, or a renewal of a dangerous animal license, the licensing authority shall issue such license, only after certification by the animal services executive director that:

1. The keeping of a dangerous animal for which the license is requested, and at the place set forth in the application, will not violate any law or regulation;
2. The keeping of the dangerous animal will not endanger the health, peace, or safety of the community;
3. The premises where the dangerous animal or animals are to be kept are clean and sanitary and that the animals will not be subjected to suffering, cruelty, or abuse; and
4. The applicant has not had a similar license revoked within one year prior to the application.

F. Any license issued for a dangerous animal may be subject to such additional conditions as may be required by the animal services executive director.

G. A license shall not be issued, or if issued, shall be revoked, where, in the opinion of the animal services executive director, the possession of the dangerous animal will endanger the health and safety of one or more persons.

H. In the event that a license is denied or revoked, the owner shall, within the time designated and under the conditions required by the animal services executive director, dispose of the unlicensed animal.

Chapter 6.32 IMPOUNDMENT

6.32.010 Authorized.

Any animal that law enforcement or an animal services officer has reasonable cause to believe is engaged in activities, or existing in a condition, prohibited by this title, shall be impounded.

6.32.020 Notice–Required.

Except as otherwise provided in this chapter, no animal impounded shall be disposed of until and after notice is given by SASA to the owner of the impounded animal, if he is known.

6.32.030 Notice–Form.

The notice to the owner shall be in writing and shall contain a description of the animal impounded and the date and place of impoundment and the license tag number, if available.

6.32.040 Notice–Service.

Notice to the owner may be served by delivering a copy to the owner of the animal personally, or by sending a copy by mail to the address provided on the application for license, or if the animal is unlicensed, then to the owner's place of residence or last known address.

6.32.050 Notice–Completion of Service.

Service of notice by mail is deemed complete on the day after such mailing.

6.32.060 Duration–Unlicensed Animal.

If an impounded animal bears identification or has a license tag and the owner is unknown, the animal shall be held for seven days.

6.32.070 Duration–Licensed Dog.

All impounded dogs found wearing a current license tag or bearing identification shall, unless sooner redeemed, be kept in the animal shelter for a period of not less than seven days after notification.

6.32.080 Duration–Unlicensed Dog. (repealed-combined with 6.32.100.)

6.32.090 Duration–Livestock.

Any impounded animal, which is a kind referred to in Section 17003 of the Food and Agricultural Code (bovine animal, horse, mule or burro) shall be kept in the animal shelter for at least fourteen days, unless it is redeemed within that period. If the animal is a bovine animal and is not redeemed, the State Bureau of Livestock Identification shall be notified. The animal shall be sheltered at the direction of the Bureau of Livestock Identification for disposition by that office.

6.32.100 Duration–Animals.

Any impounded animal shall, unless sooner redeemed, be kept in the animal shelter for at least four days, unless the animal was seized pursuant to an illegal activity. In those cases where an animal is seized pursuant to an illegal activity, and where no owner is known or identified, or animal services authorized staff shall dispose of the animal as required by law. In those cases where an animal is seized pursuant to an illegal activity, and where the owner is known or identified, the animal shall be disposed of as required by law.

6.32.110 Voluntary Surrender.

Any animal that is voluntarily surrendered to or deposited with the animal shelter, or an animal services officer, by the owner, shall immediately thereafter become the property of SASA for the purposes of sections 6.32.140 and 6.32.150. The owner shall pay an owner surrender fee.

A fee shall be paid by the owner of any animal that is voluntarily surrendered to or deposited with the animal shelter, if that owner's primary residence is not located within a jurisdiction served by SASA.

6.32.120 Disposition of Injured Animal.

A veterinarian who receives an injured animal under the provisions of Section 597(f) of the Penal Code shall promptly notify the executive director of animal services of his disposition of such animal, and if the animal is given care and treatment, the waiting period before destruction of the animal shall be the same as the duration of impoundment provided by this chapter.

6.32.130 Owner Redemption.

The owner or person entitled to custody or control of any impounded animal may, at any time before the sale or adoption or disposition of the animal, redeem such animal upon complying with the conditions and paying the fees established by ordinance of the board of supervisors.

6.32.140 Disposal Authorized.

Except as otherwise provided in this chapter, an impounded animal that is not redeemed within the specific holding period shall be considered to be abandoned by its owner and shall become the property of SASA. Such animal may be sold, adopted, euthanized or otherwise disposed of as authorized by resolution of the board of SASA.

6.32.150 Sale of Animal.

Except as otherwise provided in this chapter, an impounded animal that is not redeemed within the applicable holding period specified in this chapter, or an animal voluntarily surrendered to SASA, or an animal that has been impounded for quarantine or is known to have bitten a human or to have demonstrated potentially dangerous or vicious propensities, at the discretion of the animal services executive director, may be sold or adopted for its fair market value as determined by the animal services executive director; and, upon reasonable conditions as the animal services executive director finds appropriate, may be euthanized. When an animal is sold/adopted, the receipt issued by SASA shall be valid title to the purchaser.

6.32.160 Diseased or Injured Animal.

Notwithstanding any provisions of this chapter, an impounded animal, which is determined by the health officer or a veterinarian to constitute a health or safety hazard,

shall be euthanized or otherwise disposed of without delay by animal services authorized staff or the veterinarian. An impounded animal, which is determined by a veterinarian, to be suffering extreme pain due to disease or injury, and there is no reasonable probability that the animal will recover from its disease or injury, may be euthanized without delay by animal services authorized staff or the veterinarian.

6.32.170 Adopted Dogs and Cats—Microchipping Required.

All dogs and cats adopted from the animal shelter shall be implanted, prior to the animal leaving the animal shelter, with a microchip provided by SASA. The microchip identification number shall be maintained on file at the animal shelter for identification purposes.

6.32.180 Reclaimed Dogs and Cats—Microchipping required.

Any dog or cat impounded under authority of this chapter, which has no current license or any other visible means of permanent identification shall be, upon identification and reclaim by its owner, implanted with a microchip provided by SASA.

In addition, any dog or cat that has been identified by SASA as a “bite dog” or “bite cat” (a dog or cat which has previously bit a person or another animal) will be implanted with a microchip provided by SASA, regardless of whether the dog or cat has been licensed or not.

The cost of the microchip and the service to implant the microchip is to be determined by ordinance of the board of supervisors, and shall be paid by the animal’s owner before the animal’s release. The microchip’s identification number shall be maintained on file at the animal shelter for identification purposes.

6.32.190 Fine for Impounded Non-spayed or Unneutered Dog.

The owner of a non-spayed or unneutered dog that is impounded by SASA shall be fined as set forth in chapter 6.50. These fines are for unaltered impounded dogs only, and are not in lieu of any fines or impound fees imposed by SASA.

An animal services officer, humane officer, police officer, peace officer or any agency authorized to enforce the Penal Code, may write citations with a civil penalty stated in an amount corresponding to the violation as provided above. The fines shall be paid to SASA and shall be collected at SASA. Any funds collected under this section shall be expended for the purpose of humane education, programs for low cost spaying and neutering of dogs, and any additional costs incurred by SASA or animal shelter in the administration of requirements of this section. The ordinance codified in this section was adopted pursuant to Section 30804.7 of the Food and Agricultural Code.

Chapter 6.36 RABIES CONTROL

6.36.010 Quarantine.

A. The animal services executive director shall assure that all animals in the following categories are isolated or quarantined at the place and under the conditions prescribed by the county health officer and pertinent state laws and regulations:

1. Known rabid animals;
2. Suspected rabid animals;
3. Animals that have bitten or otherwise exposed a human to rabies;
4. Animals of a species subject to rabies, which have been bitten by a known rabid or suspected rabid animal or have come in close contact with a rabid or suspected rabid animal.

B. The owner of a quarantined animal shall pay a fee as set forth in the fee schedule under section 6.50.010 for the animal services costs in providing and insuring that the animal is properly quarantined. If the person fails or refuses to obey the lawful order for isolation or quarantine of an animal for rabies observations by the county health officer, any animal services staff may impound the animal for such quarantine at additional expense to the owner at the rate as established in the fee schedule. The person may also be found guilty of a misdemeanor.

6.36.020 Carcass Delivery.

Upon the death of any rabid animal, clinically suspected rabid animal, or animal which has bitten or otherwise exposed a human to rabies, the animal services executive director shall obtain and turn over to the health officer the carcass of such animal or an adequate specimen thereof.

6.36.030 Epidemic-Declaration.

The county health officer may determine and declare that a rabies epidemic or other unusually dangerous health situation exists among dogs or other animals in the county, or in any part thereof. Upon making such a declaration, the health officer shall prepare and promulgate, with the approval of the board of supervisors, such rules and regulations as may be necessary for the control of persons and animals within the area where the dangerous conditions exist.

6.36.040 Epidemic-Rules enforcement.

It shall be the duty of the animal services executive director to comply with all directives of the county health officer in the enforcement of the rules and regulations. The rules and regulations, when adopted, shall become and thereafter be a part of this chapter.

6.36.050 Vaccination–Required.

Every dog shall have a medically current vaccination with an anti-rabies vaccine approved by the California Department of Public Health. The vaccination shall be administered by a veterinarian or as provided through county recognized clinics, and a certificate of vaccination shall be issued to the owner. The certificate of rabies vaccination which accompanies the license application shall be valid if in compliance with the following immunization schedule:

A. Primary Immunization. Primary immunization shall be defined as the initial inoculation of an approved canine rabies vaccine administered to young dogs between the ages of four to twelve months.

B. Revaccination Intervals. The interval for revaccination of dogs administered primary immunization between the ages of four to twelve months will be twelve months. The interval for primary or revaccination of dogs administered rabies vaccine over the age of twelve months shall be at least once every three years.

6.36.060 Vaccination–Exemption.

Notwithstanding the provisions of section 6.36.050, no dog need be vaccinated for rabies where a licensed veterinarian has certified that the vaccination would endanger the dog's health. The certificate must bear the date of issuance and must be renewed each year.

6.36.070 Vaccination–Public clinic.

The animal services executive director shall establish public dog vaccination clinics at least once each calendar year. The charge for the rabies vaccination at such clinics shall not exceed the actual cost involved.

6.36.080 Animal Bite Report.

A. Any person, or parent or guardian of such person, or an owner of an animal, bitten or scratched by an animal of a species subject to rabies shall immediately report such incident to the County health officer or the animal services executive director. Additionally the owner or other person having custody or control of any animal, who bites a human, shall immediately notify the county health officer or the animal services executive director of such bite, giving the name and address of the person bitten, if known.

B. Willfully concealing the location or ownership of the an animal subject to rabies, that has bitten or otherwise exposed a person to rabies, with intent to prevent the quarantine or isolation of that animal by the county health officer may be found guilty of a misdemeanor.

6.36.090 Animal Bite–Medical Report.

Every veterinarian and every person providing professional medical treatment for animal bite by an animal of a species subject to rabies shall immediately notify the health department whenever rabies is suspected.

Chapter 6.40 UNLAWFUL USE OF ANIMALS

6.40.010 Games prohibited. (repealed)

Chapter 6.44 DEAD OR ABANDONED ANIMALS

6.44.010 Abandonment Unlawful.

It is unlawful for any person to abandon any animal whether dead or alive.

6.44.020 Dead Animal Disposal.

The owner of a dead animal shall provide, within a reasonable time period, for the burial, incineration in a manner approved by SASA or other disposition of the carcass in a safe and sanitary manner. The owner may request SASA to dispose of the animal at a fee fixed by ordinance by the board of supervisors. The animal services executive director shall be responsible for disposal of all dead animals whose ownership cannot be established.

6.44.030 Disposition of Stray Cats

A. It shall be unlawful for any person who contains a stray cat found at large on their property, to abandon the cat. Such act of abandonment is a violation of this code and will constitute an infraction.

For the purposes of this section only the following definitions shall apply:

1. "Contains" shall mean traps, corners, confines or in some manner restricts the cat's freedom from continuing to roam.
2. "Stray cat" means a cat that is running loose and at large with no owner present, and/or a cat that is trespassing on another's property.
3. "Abandon" means once the cat is contained, the person transports the cat to a location that is not within close proximity to where the cat was originally contained and releases the cat to freely roam.

B. Upon containing a stray cat, the person shall treat the cat humanely and:

1. As soon as possible shall release the cat or return the cat to the owner, if known; or
2. If the owner is not known, then not later than the next business day, shall transport the cat to the animal shelter and provide the date, time and location of when and where the cat was contained upon surrendering the cat to SASA.

C. It is recommended, but not required, that a person who sets a trap take all reasonable measures to notify neighbors of the trap(s) being set, and/or attempt to locate the owner of the contained cat before transporting the cat to the animal shelter.

Chapter 6.48 VIOLATION-PENALTY

6.48.010 Infractions.

Any person violating any provision of chapters 6.04 through 6.32, chapter 6.36, sections 6.36.050 and 6.36.060, chapter 6.44 and/or chapter 6.54 is guilty of an infraction and upon conviction thereof is punishable as set forth in section 1.36.020; provided, however, the maximum fine shall not exceed three hundred dollars.

6.48.020 Misdemeanors.

Any person violating section 6.36.010 and/or section 6.36.080 of chapter 6.36, is guilty of a misdemeanor and upon conviction thereof is punishable as set forth in section 1.36.010.

6.48.030 Each day a separate offense.

Every person violating any provision of this title shall be deemed guilty of a separate offense for each day, or portion thereof, during which such violation continues.

Chapter 6.50 ANIMAL SERVICE FEES

6.50.010 County of Stanislaus Animal Services Fees Schedule.

The animal services fees and fines referred to and applied in this title and its chapters, except as otherwise stated in title, are set forth in the current Stanislaus County animal services fee schedule, which is periodically reviewed and amended by ordinance.

6.50.020 Animal court fines and fees.

Violations of this title and its chapters, except as otherwise stated in this title, will have the animal court fines and fees applied as set forth in the current Stanislaus County services fee schedule, which is periodically reviewed and amended by ordinance.

Chapter 6.54 BREEDING AND TRANSFERRING OF DOGS AND CATS, AND LICENSING OF CATS

6.54.010 Purpose of Regulations.

The board of supervisors finds and declares that there exists a pet overpopulation problem in the county of Stanislaus that has resulted in a threat to public safety and health, inhumane treatment of animals, mass euthanasia of dogs and cats at the local animal shelters and escalating costs for animal care and control. The board of supervisors further finds that uncontrolled breeding is a contributing cause to this problem. The board of supervisors further finds that part of the solution is for all dogs four months or older to be licensed and spayed or neutered, unless the owners purchase the appropriate licenses/permits for the privilege of maintaining the animal intact and allowing it to breed. The board of supervisors also finds that an increase in the license fee for unaltered dogs will encourage dog owners to spay/neuter their dog(s) in order to qualify for the lower altered dog license fee. Further, the board of supervisors finds that regulating the breeding and transfer of dogs and cats will help alleviate the county's pet overpopulation problem.

6.54.020 Animal Ownership. (moved to Section 6.08.100)

6.54.030 Litter Permit.

A. No person shall cause or allow any dog or cat owned, harbored or kept within the county of Stanislaus to breed without first obtaining a litter permit. The term "litter permit" means a written authorization, issued annually by the animal services executive director or his or her designee, giving its lawful holder permission to breed a dog or a cat.

B. Each litter permit shall be valid for one year from the date of issuance, and may be renewed annually before its expiration date. Each applicant for a litter permit shall pay an annual fee as prescribed by the board of supervisors and set forth in the fee schedule section of this title.

C. SASA shall administer an animal litter permit program to allow the breeding of unaltered dogs and cats consistent with criteria and according to procedures established by the animal services executive director. Under no circumstances shall such a litter permit be issued to a person who has been convicted of animal cruelty or neglect.

D. In addition to the criteria and procedures established by the animal services executive director, litter permits shall contain the following terms and conditions:

1. The owner of an unaltered female dog or cat shall not allow the whelping of more than one litter per animal in any household within the permit year. Notwithstanding this provision, the animal services executive director or his or her

designee is hereby authorized, upon application of a permittee, to allow on a one-time basis the whelping of up to two dog or cat litters per breeding animal within any domestic household within a permit year, if the permittee established, according to regulations promulgated by the animal services executive director, including a veterinarian verification of health status that such breeding is required due to the health of the animal. In the event that a permittee is forced to euthanize a litter of dogs or cats, the animal services executive director or his or her designee may authorize the whelping of one additional litter of dogs or cats within the same permit year by the permittee;

2. No offspring may be sold, adopted, bartered, or otherwise transferred, whether for compensation or otherwise, until it has reached the age of at least seven weeks and the offspring have received its first immunizations against common diseases;

3. Any holder of a litter permit who advertises to the public the availability of any dog or cat for sale, adoption, or transfer, whether for compensation or otherwise, must prominently display the litter permit number in any such advertisement. Further, the litter permit holder must provide the permit number to any person who purchases, adopts or receives any animal from the permit holder and include the permit number on any receipt of sale or transfer document;

4. Commercial establishments selling locally bred dogs or cats shall prominently display the litter permit number(s) of the breeder(s) whose dogs and cats are sold in such establishments and any other pertinent information required by the animal services executive director or his or her designee;

5. Any litter permit holder selling or otherwise transferring a dog or cat, whether for compensation or otherwise, shall maintain records for a period of three years containing the name, address, and telephone number of the animal's new owner on a SASA's approved form;

6. Any litter permit holder or commercial establishment which sells or otherwise transfers a dog or cat, whether for compensation or otherwise, shall provide to the new animal owner written information regarding the license and permit requirements of the county of Stanislaus applicable to such animal; and

7. Any litter permit holder shall have his/her dog or cat licensed and microchipped with SASA as set forth in this title.

E. The following animals are exempt from the litter permit requirements:

1. Dogs documented as having been appropriately trained and actively used by law enforcement agencies for law enforcement and rescue activities;

2. Dogs documented as guide, signal, or service dogs pursuant to Section 365.5(d), (e) and (f) and successor sections of the Penal Code;

3. Dogs and cats under the care of governmental animal control agencies; animal rescue organizations which have demonstrated to SASA that they have implemented an ongoing spay/neuter plan, as well as an adoption plan; or humane societies or societies for the prevention of cruelty to animals, if such societies are incorporated under the provisions of Section 10400 of the Corporations Code and the Nonprofit Public Benefit Corporation law in Part 2 of the Corporations Code, beginning at Section 5110, and successor sections; and

4. Dogs documented as enrolled in a guide, signal or service dog breeding program administered by a person licensed under Chapter 9.5 (commencing with Section 7200) Division 3 of the Business and Professions Code.

6.54.040 Litter Permit Penalties.

A. Any cat or dog owner found by SASA to be in violation of the litter permit provisions of this section may correct the violation(s) by obtaining the necessary permit(s) mentioned in this section, no later than thirty days from the date when SASA had first notified (issued a written citation to) the owner of the violation(s). Should the owner fail to correct the violation(s) in the manner described above, SASA shall impose a five hundred dollar penalty on the dog or cat owner. Written notice of this penalty shall be served by SASA on the dog or cat owner by mail. The penalty shall not be waived by SASA upon the transfer or abandonment of the dog or cat by the non-compliant owner. This penalty shall be imposed in addition to any other applicable civil or criminal penalties.

If the penalty mentioned in this section is not paid and the owner does not comply with the identification laws established by ordinance, spay or neuter his/her dog(s) or cat(s) or obtain the litter permit(s) within twenty (20) days from the mailing date, when SASA first notified the owner of the imposition of a penalty, the continuing violation of the litter permit requirement of this section becomes an additional infraction and may be prosecuted as such.

B. Any litter permit issued pursuant to Section 6.54.030 may be revoked if the animal services executive director or his or her designee has reasonable cause to believe any of the following to be true:

1. The permit holder has violated any county ordinances relating to the keeping, care or use of any animal;

2. The permit holder is in violation of any state health or safety law or regulation regarding animal care or control;

3. The permit holder has failed to comply with any condition or requirement of the permit or has failed to pay any fee imposed under this code;

4. The permit holder refused to allow inspection, upon forty-eight hours written notice, of any animal covered by the permit or the premises on which the animal is kept; or

5. The permit holder has transferred, sold or otherwise disposed of the animal for which the permit was originally issued.

C. If, after inspection, the animal services executive director or his or her designee concludes that it is probable that one or more of the above grounds for revocation has occurred; he or she shall cause written notice thereof to be transmitted by mail to the address of the litter permit holder. The notice shall specify the grounds of possible revocation of the litter permit and shall specify a date and time for an informal hearing to be held before the animal services executive director or his or her designee. The date shall be not set less than six days after the date the notice is mailed. After the informal hearing, the animal services executive may modify the terms of the litter permit or revoke the litter permit.

D. The litter permit holder may appeal the decision of the animal services executive director or his or her designee to the Animal Court if the permit holder gives written notice of such appeal within five business days of the date of the animal services executive director's written decision.

E. Failure to comply with any of the requirements mentioned in Sections 6.08.100, 6.20.010, 6.54.030, 6.54.040, and 6.54.050 of this chapter is an infraction punishable by a one hundred dollar fine for the first occurrence, two hundred dollars for the second occurrence and three hundred dollars for each subsequent occurrence.

6.54.050 Sale, Adoption and Other Transfers of Dogs and Cats.

A. Any person who offers or provides, whether for compensation or otherwise, any dog or cat for sale or other type of transfer, shall disclose to the transferee information regarding the dog license and permit requirements of the county of Stanislaus applicable to the transferred animal.

B. No person shall present any unaltered dog or cat under six months of age for sale, barter, exchange, or adoption, whether for compensation or otherwise, in any public place, without first obtaining a litter permit pursuant to Hughson Municipal Code 6.54.030. The term public place shall include, but not be limited to, streets, highways, sidewalks, parks, carnivals, shopping malls, flea markets, boardwalks, and areas in front of commercial establishments. This prohibition shall not apply to:

1. Government agencies; non-profit animal rescue organizations exempt from taxation under Internal Revenue Code Section 501(c)(3); or humane societies or societies for the prevention of cruelty to animals if such societies are incorporated under the provisions of Section 10400 of the Corporations Code and the Nonprofit Public Benefit Corporation Law in Part 2 of the California Corporations Code, beginning at Section 5110;

2. Show dogs or show cats; or

3. Permitted pet stores which sell or otherwise transfer dogs or cats, whether for compensation or otherwise, within the store.

C. No person shall give away any dog or cat as a prize or as an inducement to enter into any contest, lottery, drawing, game or competition.

D. No person shall give away any dog or cat as an inducement to enter a place of business, or to enter into a business arrangement.

E. No person shall sell, barter, exchange or offer for adoption, whether for compensation or otherwise, any dog or cat to any minor under the age of eighteen years without the written permission of one of the minor's parents or legal guardians.

F. Commercial establishments selling dogs and cats which were not bred within the county of Stanislaus shall prominently display the name and address of the breeder(s) of such dogs and cats and any other pertinent information required by the animal services executive director or his or her designee.

G. Failure to display the litter permit number or include it in any advertisement for sale, adoption or other transfer of dogs and cats is an infraction punishable by a one hundred dollar fine for the first occurrence, two hundred dollars for the second occurrence and three hundred dollars for each subsequent occurrence. Each day a violation occurs is a separate violation.

H. Possession of a valid permit under this chapter does not entitle the litter permit holder to engage in an activity which is otherwise prohibited by law.

6.54.060 Licensing. (moved to 6.20.010)

6.54.070 Licensing of Cats.

A cat owner may voluntarily obtain a license for their cat. If the cat owner voluntarily purchases a cat license, then the cat owner shall be eligible to receive a voucher for the spay/neuter identification program operated by SASA.

Section 3 Severability: If any provision of this Ordinance or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. The City Council hereby declares that it would have adopted this Ordinance irrespective of the validity of any particular portion thereof.

Section 4 No Mandatory Duty: This ordinance is not intended to and shall not be construed or given effect in a manner that imposes upon the city or any officer or employee thereof a mandatory duty of care toward persons and property within or without the city so as to provide a basis of civil liability for damages, except as otherwise imposed by law.

Section 5 Effective Date: This ordinance of the City of Hughson shall be effective thirty (30) days from and after the date of its passage and adoption.

Section 6 Publication: Within 15 days after its final passage, the City Clerk shall cause this Ordinance to be published, and the ordinance posted in full, in accordance with California Government Code section 36933.

The foregoing Ordinance was introduced and the title thereof read at the regular meeting of the City Council of the City of Hughson held on August 26, 2013 and by a unanimous vote of the council members present, further reading was waived.

On motion of Councilperson _____, seconded by Councilperson _____, the forgoing ordinance was duly passed by the City Council of the City of Hughson at a regular meeting thereof held on _____, 2013 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

MATT BEEKMAN, Mayor

ATTEST:

DOMINIQUE SPINALE, Deputy City Clerk

I hereby certify that the foregoing Ordinance No. 2013-04 was introduced before the City Council of the City of Hughson at a regular meeting thereof the 26th day of August, 2013, and adopted by the City Council of the City of Hughson this _____ day of _____, 2013 by the following roll call vote: (_____)

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

Dominique Spinale, Deputy City Clerk

A certified copy of the full text of the adopted ordinance has been posted at the office of the City Clerk and is available for public inspection.

Dated: _____

Dominique Spinale, Deputy City Clerk



CITY OF HUGHSON AGENDA ITEM NO. 3.5

SECTION 3: CONSENT CALENDAR

Meeting Date: September 9, 2013
Subject: Approval of a Commercial Account Right of Entry Agreement between the City of Hughson and Charter Communications and Authorization for the City Manager to Execute the Agreement.
Presented By: Dominique Spinale, Management Analyst
Approved By: _____

Staff Recommendation:

Approve a Commercial Account Right of Entry Agreement between the City of Hughson and Charter Communications and authorize the City Manager to execute the agreement.

Background and Overview:

The Stanislaus County Sheriff's Department provides law enforcement services to the City of Hughson and has a sub-station located in the same building as City Hall. The Sheriff's Department is currently replacing their Wide Area Network connections with new technology. Since their sub-station is located in the City's building, Charter Communications requires the City's permission to enter the property and replace the connections and has sent a Commercial Account Right of Entry Agreement.

Staff asked the City Attorney to review the agreement and Charter Communications has accepted the revisions provided by the City Attorney. The scope of the project, courtesy of both the Sheriff's IT Department and Charter Communications, is as follows:

Comcast will be providing the Sheriff's Department sub-station with a 20 MB link to each location. Fiber will be ran aerial two poles to mid span and hung over to the building. Once it is on top of the building they will follow existing communication lines entry into the building. Upon entry into the building, they will run fiber to desired location from attic. No underground work will be performed at this location.

The City of Hughson is serviced by Charter Cable, so Comcast Communications must sub-contract with Charter to complete the project. All of the connections for utilities enter into the City side of the building, and since the City owns the property, Charter requires the City to sign the agreement to complete this upgrade.

Fiscal Impact:

There are no fiscal impacts to the City of Hughson in regards to this project.



COMMERCIAL ACCOUNT RIGHT OF ENTRY AGREEMENT

This Right of Entry Agreement (the "Agreement") is made effective as of 6/7/2013, by and between The City of Hughson, a Municipal Corporation ("Property Owner") with premises located at 7018 Pine St, Hughson, CA 95326 ("Premises") and Charter Communications Properties LLC, ("Charter" or "Charter Business") with corporate offices located at 12405 Powerscourt Drive, St. Louis, MO 63131, Attn: CB Corporate Contracts Management (ROE).

THE PARTIES AGREE AS FOLLOWS:

- CONSTRUCTION AUTHORIZATION.** Property Owner hereby authorizes Charter to install, maintain and operate the wiring, cables, conduits, equipment and/or facilities (collectively, "Equipment") on the Premises necessary for Charter to provide its communications services (the "Services"). Property Owner recognizes Charter's right to have exclusive control over any Charter installed Equipment. Property Owner has represented to Charter that Property Owner is the legal owner of the Premises, and that no other person has any rights in the Premises that conflict with Charter's rights under this Agreement. Property Owner will not attach to or use, and will not knowingly allow anyone else to attach to or use Charter's Equipment for any purpose without Charter's prior written consent, which Charter may withhold in its sole discretion. In the event the Property Owner is not signing this Agreement, then the person signing this Agreement on behalf of Property Owner represents that he/she is Property Owner's authorized agent and has full authority to bind Property Owner to the terms and conditions of this Agreement. If requested by Owner, Charter shall provide a proposed route for installation of Equipment.
- RESPONSIBILITY TO CONTACT PUBLIC UTILITIES.** As may be required by law, Charter or its contractors will contact and coordinate with local agencies to physically mark the location of all public utility lines (including, but not limited to, water, electric, phone and sewer lines) that are located in areas in which Charter intends to install the Equipment. Charter shall be responsible for any damage to public utility lines that are located along the routes or in the location in which Charter installs any Equipment, to the extent such damage arises from Charter's installation activities.
- RESPONSIBILITY TO MARK PRIVATE UNDERGROUND LINES.** If Property Owner has private underground lines at the Premises that could impact Charter's installation of Equipment, including, but not limited to, sprinklers, sprinkler heads, drains, cables, pipes and wires (collectively "Impacted Private Lines") then both parties shall, in advance of any underground construction performed by Charter, work together, to the best of their abilities, to research the existence of all Impacted Private Lines (hereinafter "Joint Effort"). In order to facilitate the Joint Effort, Property Owner provides below its authorized representative (with contact information) regarding these Joint Efforts.

Name: _____ Address: _____ Phone: _____

After the Joint Effort the following shall take place: 1) Charter will make a determination on the need to locate and mark Impacted Private Lines and 2) If deemed by Charter necessary to do so, Property Owner will locate (including verification of) and clearly mark all Impacted Private Lines to the extent required by Charter and State of California utility locate laws. Property Owner will hold harmless, defend and indemnify Charter from and against any and all losses, damages, claim, demand, liability, legal proceeding or similar action arising from or with respect to unmarked Impacted Private Lines located on the Premises. In the event that Charter damages any clearly marked Impacted Private Lines that are located along the routes or in the location in which Charter installs any Equipment then Charter shall, within thirty (30) days of written notice from Property Owner describing the scope and extent of such damage(s), commence to repair said damage(s) to Property Owner's reasonable satisfaction, to the extent such damages arises from Charter's installation activities. Charter will hold harmless, defend and indemnify Property Owner, from and against claims, losses, demands, expenses, (including, without limitation, reasonable attorney's fees), liability, fees, expenses, fines, and costs arising from (a) The negligent acts or negligent omissions of Charter or Charters employees, agents, representatives, contractors or subcontractor's on or about the Premises, or (b) any accident, injury, or damage, howsoever caused to any person or property occurring on or about the Premises during Charters use and to the extent caused by Charter's installation, maintenance and operation of Equipment installed on the Premises caused, , except to the extent caused by the negligent acts or omissions of the City.

- INSURANCE.** Charter shall maintain in full force throughout the term hereof workers' compensation insurance as required by state statute, and commercial general liability insurance of \$2,000,000 per occurrence including bodily injury and property damage combined and \$2,000,000 annual general aggregate.

CHARTER:

Charter Communications Properties LLC

By: Charter Communications, Inc., its Manager

By: _____
(Signature)

Printed Name: _____

Title: _____

Date: _____

PROPERTY OWNER:

City of Hughson, a Municipal Corporation

By: _____
(Signature)

Printed Name: _____

Title: _____

Date: _____



CITY OF HUGHSON AGENDA ITEM NO. 4:1

SECTION 4: UNFINISHED BUSINESS

Meeting Date: September 9, 2013
Subject: Discussion and Approval of the Revised City of Hughson Goals and Objectives
Enclosure: City of Hughson Goals and Objectives Matrix
Presented By: Raul L. Mendez, City Manager

Approved By: _____

Staff Recommendation:

Discuss and approve the Revised City of Hughson Goals and Objectives.

Background:

On July 27, 2013, a City of Hughson Goals and Objectives Workshop was held involving the City Council, Planning Commission, Parks and Recreation Commission, City staff (including the Hughson Police Chief) and other local leaders to revisit current priorities and make modifications based on progress, accomplishments and new areas of focus.

City staff took the most recent version of the Goals and Objectives matrix that is maintained and refreshed as needed and facilitated a discussion to revisit and refocus the goals and objectives listed. By narrowing the focus, City staff could be more effective in pursuing City directives and initiatives. This strategic effort originated from a session held back in November 2010, where the City Council requested that a model be developed to help guide the City's efforts in various key public policy areas.

On December 11, 2010, a meeting was held of City leaders and staff to begin the development of a list of the City's strengths, weaknesses, opportunities, and threats (a SWOT analysis). Notes from this meeting were compiled and the list that was created was shared with all City employees. On January 19, 2011, the entire City work force gathered to review the list and provide input.

On January 29, 2011, a second meeting was held and City staff presented a draft Goals and Objectives Matrix that incorporated the items from the list generated at the December 11, 2010 meeting as well as the items from the meeting with City staff.

Through a very interactive process, the group fine tuned the list and created a Goals and Objectives program that was divided up into eight core areas: 1) Land Use, 2) Economic Development, 3) Transportation, 4) Public Safety, 5) Public Services, 6) Public Facilities, 7) Connectivity and Integration, and 8) Revenue Generation.

This matrix document serves as a dashboard for staff and the Council to help the City focus and track its progress on the listed goals. This is a fluid document that is updated over time as needed. This document was reviewed by the City Council on April 11, 2011, August 22, 2011, February 27, 2012, September 24, 2012 and most recently during the City of Hughson Goals and Objectives Workshop.

Revisiting and Refocusing the City's Goals and Objectives

During the recent City's Goals and Objectives workshop, the group spent considerable time reviewing the existing matrix, consolidating priorities, removing items that were complete or nor longer applicable, and creating new areas of focus. Discussions ensued within each of the eight core areas, City staff reported on progress, and City leaders highlighted elements that were still critical moving forward.

Generally speaking, City leaders and staff recognized that this was an opportune time to refocus given that the fiscal condition of the organization was in better shape than prior years which provided opportunity to make significant progress in key areas in a measured approach. Signs of economic recovery also supported the notion that City forces could be more effective than in the past in moving forward on local initiatives and efforts. The group discussed continuing to utilize existing and new partnerships to make advance in certain areas

The complete City of Hughson Goals and Objectives Matrix is provided as an enclosure for reference and has been updated accordingly. In summary, some of the main discussion points from the workshop were as follows:

- This City should develop Mission and Vision statements to guide the organization.
- Public safety efforts should continue to be strengthened through partnerships with the Stanislaus County Sheriff's Department and the Hughson Fire Protection District.
- Economic Development is still a priority and efforts should continue to attract and retain businesses and strengthen the local economy.
- Creating a business friendly local environment will be an emphasis.
- The City should revisit fee structures regularly to ensure that they are properly covering the cost of providing public services.
- Development of recreational facilities and program opportunities should continue to be supported through partnerships and external funding.
- Operational efficiencies should continue to be explored to ensure that the City resources are being effectively leveraged.
- The City will continue to meet its regulatory requirements as a municipality.

- Efforts should continue to adequately support and maintain City infrastructure (water system, waste water treatment facilities, roads, etc.).
- Civic participation and open government access should be promoted and efforts should be further developed.
- City will be fiscally responsible and provide adequate financial reporting to ensure that residents are well informed.

Fiscal Impact:

There are no significant fiscal impacts associated with this item. Costs associated with initiatives and efforts consistent with the revised City of Hughson's Goals and Objectives will be considered on a case by case basis and as brought forward to the City Council for consideration.

GOALS & OBJECTIVES UPDATE
September 9, 2013

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 zoning with downtown focus/emphasis and revitalization.		X		Staff was directed to complete work in the upcoming months.
2	On-going	Community Development Director	The General Plan will be the primary public policy guiding land use decisions.		X		This is an annual report that is sent to H&CD and OPR prior to April. The General Plan is updated per State requirements (Government Code 65300).
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 adopted Design Expectations of the City.		X		Commercial Design Guidelines approved by City Council on 9-10-12. City staff is working to identify a proposed project downtown as a result of the recent zoning and parking amendments. City staff will continue educating development community on guidelines for R3 zones.

Goals and Objectives

Goal #1 - Land Use

Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
4	On-going	Community Development Director	Look at Development Impact Fees for Ag Mitigation		X		The City Council adopted the Farmland Preservation Program on January 28, 2013. The program requires preservation, through easements, of prime farmland at a 2:1 ratio for every acre converted to urban use. City staff to research associated measurement tools to gauge effectiveness.
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		Pine Street, South 4th Street, 5th Street and Fox Road curb, gutter, sidewalk and pavement improvements are substantially complete. The City Council adopted the City of Hughson Design Manual for Living Streets on May 13, 2013.
6	On-going	City Manager and Community Development Director	Seek Funding for Parkland and Pool		X		The City Council authorized selling the 1/2 acre Fontana North passive park back to the developer in exchange for approximately \$112,000 which can now be used for other park needs. Strong interest in developing a park in the south part of town. Undeveloped school property seems to be an opportunity to site a future joint use parks facility.

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 Program 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		The City has entered into an MOU with the Alliance to assist with the promoting the Hughson Business Incubator Center housed at in the City Hall Annex Building (current tenants: Hughson Chamber of Commerce and Hughson Chronicle). The City is considering expanding the partnership with the Alliance to bring a Small Business Development Center consultant to the Business Incubator Center a few hours each month to market Hughson business assistance programs and provide other resources/trainings to local businesses.
2	On-going	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		A Developer Impact Fee Comparison was presented to the City Council on March 12, 2012. As economic recovery continues may need to revisit fee structure.
3	On-going	Community Development Director and Finance Manager	Review how Hughson fees, licenses, utilities and other charges compare with other cities.		X		In August 2013, the City Council authorized a professional services agreement with Bartle Wells and Associates for an updated water rate study.

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
4		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 Economic Development Committee will be regularly review this document and make recommendations for any updates and modifications.
5			The City will promote expansion of other economic sectors which are compatible with agriculture.		Part of EDSP		
6			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.				The City Council adopted the Farmland Preservation Program on January 28, 2013. The program requires preservation, through easements, of prime farmland at a 2:1 ratio for every acre converted to urban use.
7			The City will work to establish a method for business attraction and business retention.				Staff developed zoning, set-back, and parking amendments that provide more options for downtown development. These amendments were approved by the City Council. Staff created a Shop Local utility bill insert listing Hughson businesses. Revision of document pending.

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
8			The City will consider business incentives for businesses which promote community goals.		Part of EDSP		Through the work of the Hughson Economic Development Committee, an expanded business assistance program will be considered along with necessary technical support for implementation.
9			Develop a Branding Program for the City.				Consider "Small Community with a Big Heart". Promote the city.
10			Develop plan to attract more people to visit and shop in Hughson				The City Manager continues to work with the Chamber of Commerce to assist with the Hughson Harvest Festival. This event helps bring hundreds of people into our community.
11			Create a business newsletter to generate interest in Hughson.				The Hughson Chamber of Commerce is considering developing this informational flyer that shares positive information on the City and community.
12	On-going	City Manager	Market positive aspects of City and community on the City's website.		X		City website is functional and being used as an outreach tool for the community. City staff will continue to make information available that is of value to residents and local businesses.
13	On-going	City Manager	Meet with the property owners of land surrounding City to discuss growth.		X		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.

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
14	On-going	City Manager	Reach out to and work with businesses in the City's Sphere of Influence		X		The City is very involved in the Hughson Chamber of Commerce. City will meet with local businesses as able to better understand their local needs.
15	On-going	City Manager and Community Development Director	Make proactive efforts to attract a full-service grocery store to our community		X		The City will continue to support local small grocery stores already in place. It will support interests to bring a full-service grocery store to the area. In order to be prepared for these opportunities, the City has proactively moved to modify the zoning requirements of the downtown area that help continue with the current look and feel of the existing buildings while also being flexible to allow infill development. This goal will be emphasize in conversations with the development community.
16	On-going	Community Development Director	Review sign ordinances and code enforcement activities.		X		City staff continues to evaluate existing ordinances and segments of the municipal code to support sustainability of local businesses.

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
17	On-going	City Manager	Develop Business Incubator with Agribusiness emphasis.		X		The City has entered into an MOU with the Alliance to assist in this effort. Tenant lease agreements and other logistics are in place. The City has restored the Economic Development Committee. The Hughson Chamber of Commerce and Hughson Chronicle have located to the Business Incubator. City staff is looking to expand its business assistance program and develop marketing materials to promote opportunities to business sector.
18	On-going	City Manager and Community Development Director	Support efforts to revive Hughson Harvest		X		City staff and members of the Council participating in the planning and coordination of the 2013 Harvest Festival. City has responsibility over waste management and police services during the two-day event.
19	On-going	City Manager and Community Development Director	Develop materials and proactively market the Arboretum and other local attractions to the public.		X		City staff will need to work with the Arboretum Board of Directors and other organizations to gather the necessary information for this effort. Further development contingent upon funding.
20	On-going	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. A Farmers Market is held at the Hughson Harvest Festival.
21	On-going	City Manager and Community Development Director	Encourage Industrial growth in incorporated cities and not in the County		X		City has established an urban growth boundary. In addition, have passed resolution opposing any new development in unincorporated area surrounding City limits.

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 Hughson transit services. The City Council adopted the City of Hughson Design Manual for Living Streets on May 13, 2013. Emphasis needs to be placed on non-motorized modes of transportation. Creative uses of City alley ways are to be explored.
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	On-going	City Manager and Community Development Director	Access all available funds for the purpose of maintaining and improving existing streets.		X		Partner with StanCOG and other jurisdictions to acquire funds for street projects. 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. Staff has been very involved with the disbursement of Local Transportation Funds through StanCOG. The City Council adopted a utility trench cut fee and established a special street fund (effective April 25) for the monies collected. City should remain engaged in discussion regarding a 1/2 cent sales tax measure for transportation.
4	On-going	Community Development Director	Plan for future public parking in the downtown area to encourage business activity.		X		An ordinance was adopted amending the parking requirements in the Downtown Commercial Zone to allow parcels to develop without on-site parking.
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		Hughson has participated in the Regional Transportation Impact Fee meetings with the cities and county to discuss an equitable transportation impact fee. City also worked with StanCOG staff acquire additional CMAQ funds. Stanislaus County signalization and intersection improvements at Hatch Road and Santa Fe are anticipated to begin construction in summer of 2014.

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		The City is in the process of renewing its contract with Stanislaus County for Law Enforcement Services. Focus of which is to minimize costs while still providing adequate policing services to the community. The Police Chief has also begun submitting activity reports to show how law enforcement activities are benefitting the community. Community policing model being emphasized and mechanism for reporting of incidents to citizens being explored.
2	On-going	City Manager and Police Chief	Further develop partnership with the school district regarding the school resource officer and cost sharing.		X		City will develop terms and conditions from Memorandum of Understanding for cost sharing. To be discussed at the next 2+2 City/School Committee meeting.
3	On-going	City Manager and Police Chief	Continue Community Activities (i.e. Neighborhood Watch, Kids Safety Places)		X		The Police Chief and City Manager have been engaged in the HFRC 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. The City continues to support National Night Out event that takes place on first Tuesday in August.
4	On-going	City Manager	2+2 Fire District/City Committee.		X		The Fire District/City Committee met and had a very productive session to discuss future coordination and partnership opportunities (Fire District centennial celebration, development activity, capital and operational needs, community outreach, etc.).

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 provide more efficient public services.		X		Utility bill pay online is now available. SeeClickFix 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, nuisance issues, graffiti, etc. Promote effective use of reverse 911 application.
2	On-going	City Manager and Community Development Director	Support recreation activities to provide access for all residents.		X		The City will work with local partners and groups in support of providing local recreational options for youth and adults. The City continues to partner with the school district for the high school sports field project. Phase I (completed) includes addition of three new soccer fields and one new softball field. Well No. 6 will deliver and provide a non-potable water system at the high school sports fields. Phase II (pending upon funding availability) will include lighted parking lot, restrooms and snack bar, PAR fitness course and additional field development.
3	On-going	Community Development Director	Review existing services & consider appropriate fees for providing these services.		X		City fee structures will be evaluated as needed to ensure sufficient to cover cost of services provided under legal authority. The City Council recently amended Title 16 Subdivisions in the Municipal Code to require formation of a Community Facilities District to provide funding for City services that are not being funded through other sources (use for subdivision infrastructure bonds prohibited).
4	On-going	City Manager and Community Development Director	Monitor the use of community enhancement fees.		X		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. The water tower paint project is complete, the anti-graffiti vines at Starn Park have been planted, some funds were used for the high school turf irrigation project, and city hall has been repainted.

Goals and Objectives

Goal #5 - Public Services

Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
5	On-going	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 capacity is applied in a manner that is consistent with the General Plan.		X		The wastewater treatment plant has been operational since September 2012 but construction of site improvements has been ongoing. There adequate sewer capacity for future growth but water system improvements are necessary before that additional capacity can be utilized.
6	On-going	Community Development Director	Continue to support efforts for the planning and development of an Integrated Regional Water Management Plan (IRWMP) for the mutual benefit of Hughson, Modesto, Turlock and Ceres.		X		City by mutual cost-sharing agreement with other parties hired consultant (RMC Water and Environmental) to prepare an Integrated Regional Water Management Plan (IRWMP) for the East Stanislaus IRWM region.
7	On-going	City Manager	Expand existing water conservation program and policies to incorporate education emphasis.		X		Explore model implemented in other areas (Fresno, Merced, Clovis) regarding water conservation measures including education of water needs of various trees, shrubs, gardens, etc. Gather information from CSU and UC farm advisors and make available for reference.
8	On-going	City Manager	Continue to monitor staffing and training levels to ensure that quality public services are provided.		X		Continue to look for opportunities for staff members. The City Manager and Community Development Director continue to encourage public works staff to gain additional certifications. The additional training and certifications help City crews gain greater knowledge and improved abilities to maintain and operate the City water system. Cross training is also continue amongst the administrative staff.

Goals and Objectives

Goal #6 - Public Facilities

Action Items:

#	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		The City is part of the JPA with the County and other cities for the provision of Animal Services. The City, through the JPA, is contributing to the debt service for the next Animal Services Facility. The City has converted the Annex Building to the Business Incubator Center. There are also possible partnership opportunities with the School District (open gym basketball program at the Ross Gymnasium, High School Sports Fields). The City has worked with the Hughson Family Resource Center to start a Zumba Exercise program at the Senior Community Center.
2	On-going	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		Continue review of the capital improvement needs of the City. Planned projects include the installation of curb, gutter and sidewalks on a variety of segments in the City. The work for Tully Road that includes water, sewer, storm drain, and roadway improvements is anticipated in Fiscal Year 2014/2015 once funding is secured. This years' budget also includes funds for overlays on south 4th, south 5th, and Fox Road from Charles to 2nd. A modified non-potable water system is scheduled for completion this year as well.
3	On-going	Community Development Director	Consider including in future park developments, the inclusion of features that reflect our agricultural heritage.		X		Such standards are in place and subject to negotiation. Interest in assisting in further developing a school farm component as an educational component to local youth. Support of local FFA, 4H and other agricultural activities (County Fair) should continue to be a local emphasis.
4	On-going	Community Development Director	Emphasize Surface Water Monitoring Procedures		X		Institute measures to monitor, protect, and enhance the water quality of city water sources in a manner pursuant and consistent with the Federal Clean Water Act.

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 and cost-effective delivery of services.		X		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. The City continues to strive to build relationships with its neighborhood partners. City staff is involved with the Chamber of Commerce, Hughson Harvest Festival, Arboretum, Hughson Family Resource Center.
2	On-going	City Manager	The City Council will review and establish a policy designed to monitor and possibly influence proposed State and Federal legislation.		X		In 2011, the City Council began review of draft City of Hughson Legislative Program. City Manager revisiting development of advocacy program and most effective method of implementation.
3	On-going	City Council/City Manager	Maintain and monitor the Complaint Log.		X		SeeClickFix is an application that is currently being used to manage this process. City Manager evaluating effectiveness of tool and process. Development of a customer services/satisfaction survey under consideration along with reporting mechanism and evaluation for Council and public.
4	On-going	City Manager	2 + 2 School District/ City Committee.		X		The City continues to meet on a quarterly basis with the School District. These meetings continue to be very productive for effective planning, coordination and communication. Will continue to partner for grant applications and to develop joint-use facilities.
5	On-going	City Manager	Maintain open communication with staff and encourage sharing of innovative ideas and process improvement suggestions.		X		Promote open door policy and culture for the organization (internal and external). Keep staff properly informed on organizational policies and procedures. Foster sharing and development of ideas amongst staff that may lead to efficiencies.

Goals and Objectives

Goal #7 - Connectivity and Integration

Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
6	On-going	City Manager	Look for additional opportunities to partner with other cities.		X		The City currently partners with the City of Modesto for on-call planning services. The City has also reached out on occasion to discuss water and wastewater issues with other jurisdictions in the county. Continue partnership with City of Modesto Planning and utilizing their services with the development of a Climate Action Plan. Identify additional efforts to partner with other cities.
7	On-going	City Manager	Expand plan to best utilize the volunteerism that exists in the community. Work with partner agencies, non-profits and local organizations to continue to promote a spirit of cooperation and civic participation.		X		The City works diligently to facilitate the efforts of those willing to volunteer. For example, the City has helped with the planning and coordination of LOVE Hughson events as well as volunteer efforts tied to the City Wide Clean up Day. Other local and grassroots efforts will be supported to strengthen the sense of community pride.
8	On-going	City Manager	Assessment of current IT needs and development of inventories and incremental policies that take advantage of technology.		X		The City Manager continues to work with its IT consultant EZ Networks to identify needed improvements to the City's overall network. The City is in the process of replacing an aging network server that will improve its ability to store information and the growing email traffic. A second phase of server upgrades will be needed in the not to distant future but that will coincide with the City's purchase of a new Finance Software system. It is anticipated that this will take place in FY 2013/14 or 2014/15.
9	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		City will maximize use of email, website, facebook, local media and other technology to expand public outreach efforts and more effectively engage residents on City Hall happenings and community events. Improvements to the Council Chambers are in the planning stages (audio/video equipment) and web stream capabilities and enhanced agenda management tools will encourage open and transparent government and record.

Goals and Objectives

Goal #8 - Revenue Generation and 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		The City institutes a thorough budget review process. Preliminary Budget adopted in May/June and Final Budget presented once the Auditors have completed their preliminary work. City staff monitors revenues so that mid-year changes can be made if necessary. Financial reporting process being evaluated for improvements to increase transparency.
2	On-going	City Manager	Explore grant opportunities, develop a tracking methodology and provide regular reporting to the City Council.		X		City Manager in the process of developing an internal grant writing program utilizing existing staff and assistance from local colleges/intern. Rather than rely on a consulting firm for grant writing looking to develop expertise in-house.
3	On-Going	City Manager	The City will maximize all potential revenue sources (including funding for City, Schools and Public Safety).		X		This will be reviewed ongoing and annually during the budget process. As opportunities arise for additional generation (grants, partnerships, etc.) evaluation will be conducted and brought to the Council for consideration as appropriate.
4	On-Going	City Manager	Continue working with other agencies to try to acquire funding for City projects		X		City has partnered with other cities to better leverage CMAQ and RSTP funds for local projects. Efforts with other cities should continue in addition to working with County, State, Federal and other agencies and organizations.
5	On-Going	City Manager	Benchmark other agencies to identify additional revenue streams for local projects and needs.		X		City will continue to exchange and solicit information from other agencies (government, private, non-profit, etc. to identify creative funding strategies).
6	On-Going	City Manager	Strengthen fiscal condition of City's Benefit Assessment Districts and Landscaping and Lighting Districts.		X		City will evaluate and make modifications to current assessment districts (BADs/LLDs). Pursue creation of citywide CFD to provide these services and others that would meet local need.



CITY OF HUGHSON AGENDA ITEM NO. 5.1

SECTION 5: PUBLIC HEARING

Meeting Date: September 9, 2013
Subject: Public Hearing to Consider Approving the Consolidated Annual Performance Evaluation Report (CAPER) Fiscal Year 2012-2013 for the Community Development Block Grant (CDBG) Consortium through Adoption of Resolution No. 2013-28
Presented By: Dominique Spinale, Management Analyst

Approved By: _____

Staff Recommendation:

Hold the public hearing to receive public comments on the Fiscal Year 2012-2013 Consolidated Annual Performance Evaluation Report (CAPER), close the 15 day public input and comment period, and approve the CAPER by adopting Resolution No. 2013-28.

Background and Overview:

The Stanislaus County Department of Planning and Community Development is currently in the process of public review of the Fiscal Year 2012-2013 Draft CAPER. The County is required to ask all participating cities (Ceres, Newman, Patterson, Hughson, Oakdale, and Waterford) to present the Draft CAPER for review, open a period for public comments, and then hold a public hearing prior to Council approval.

City staff presented the Draft CAPER to the City Council on August 12, opened a 15 day public comment period that closed August 30, and set a public hearing on the CAPER for September 9. The public hearing was advertised in the Hughson Chronicle 15 days prior to the hearing. City staff did not receive any comments from the public on this year's CAPER.

The Board of Supervisors (BOS) is also in the process of adopting the CAPER. The County's public review period is set to close on September 17. The BOS has also scheduled a public hearing for this item for September 17, 2013 to consider its adoption.

Upon Council's adoption of the CAPER, City staff will forward the adopted resolution to Stanislaus County to be included in their public presentation and to be submitted to the State of California.

Fiscal Impact:

The City of Hughson received \$125,727 from the CDBG program for Fiscal Year 2012-2013. These funds were utilized to complete the Pine Street Project (Pine Street from 4th to 7th Street) and the 4th Street Project (4th Street from Whitmore Avenue to 5th Street).

**CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2013-28**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON APPROVING
THE CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
(CAPER) FOR FISCAL YEAR 2012-2013 FOR THE STANISLAUS COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSORTIUM**

WHEREAS, the Stanislaus County Community Development Block Grant (CDBG) Consortium which includes the cities of Hughson, Oakdale, Newman, Patterson, Ceres, Waterford, and the unincorporated areas of Stanislaus County have received and expended CDBG funds from the U.S. Department of Housing and Urban Development (HUD) for Fiscal Year 2012-2013; and

WHEREAS, the Stanislaus County CDBG Program Consortium is required by HUD to prepare a Consolidated Annual Performance and Evaluation Report (CAPER) to document progress made in accomplishing goals set forth in the Consolidated Plan and Action Plan; and

WHEREAS, the CAPER was made available for a 15-day public review period which began on August 27 to allow the public the opportunity to review and provide comments prior to the final public hearing to be held on September 17, 2013 by the Stanislaus County Board of Supervisors to consider adoption of the CAPER for FY 2012-2013.

NOW THEREFORE BE IT RESOLVED that the Hughson City Council:

1. Approves the Consolidated Annual Performance and Evaluation Report prepared for the Stanislaus County Community Development Block Grant (CDBG) Consortium; and
2. Recommends to the Stanislaus County Board of Supervisors the adoption of the Consolidated Annual Performance and Evaluation Report for Fiscal Year 2012-2013.

PASSED AND ADOPTED by the City Council of the City of Hughson at a regular meeting held on September 9, 2013, by the following roll call vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

MATT BEEKMAN, Mayor

DOMINIQUE SPINALE, Deputy City Clerk

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Planning and Community Development *AF*

BOARD AGENDA # *D-1

Urgent

Routine

AGENDA DATE August 27, 2013

CEO Concurs with Recommendation YES NO
(Information Attached)

4/5 Vote Required YES NO

SUBJECT:

Approval to Authorize the Release of the Fiscal Year 2012-2013 Draft Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) Programs for Public Review to End on September 17, 2013 and Set a Public Hearing September 17, 2013

STAFF RECOMMENDATIONS:

1. Authorize the release of the Fiscal Year 2012-2013 Draft Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) Programs.
2. Set a public hearing on September 17, 2013 at 6:35 p.m. to consider adoption of the Fiscal Year 2012-2013 Draft Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) Programs.

FISCAL IMPACT:

General administration costs for the preparation and distribution of the Consolidated Annual Performance Evaluation Report are paid for by the Planning - Special Revenue Grants budget. There is no fiscal impact to the County General Fund. The Stanislaus Urban County received an allocation of \$2,171,669 in Fiscal Year 2012-2013 for Community Development Block Grant and Emergency Solutions Grant activities.

BOARD ACTION AS FOLLOWS:

DISCUSSION

Stanislaus County, along with the cities of Ceres, Hughson, Newman, Oakdale, Patterson, and Waterford, form what is known as the Stanislaus County Community Development Block Grant (CDBG) Urban County (hereafter referred to as the “Stanislaus Urban County”). Whenever a jurisdiction participates in the CDBG or Emergency Solution Grant (ESG) Programs, a Consolidated Annual Performance Evaluation Report (CAPER) must be prepared after the end of each fiscal year and made available for a minimum fifteen-day public review period and submitted to the U.S. Department of Housing and Urban Development (HUD). As part of the CAPER citizen participation process, Federal regulations require a public hearing be held to solicit comments relative to the CAPER.

The CAPER consists of a number of discussion points which describe the outcomes of the CDBG and ESG Programs from the previous fiscal year. These discussion items include the activities and accomplishments, during Fiscal Year 2012-2013, of the jurisdictions participating in the Stanislaus Urban County, as well as a summary of accomplishments for the non-profit agencies that were awarded public services grants from both the CDBG and ESG Programs. The CAPER includes an assessment of the three-year objectives of the Stanislaus Urban County’s 2012-2015 Consolidated Plan (CP) and the activities for Fiscal Year 2012-2013. Attachment “1” consists of the Stanislaus Urban County’s Fiscal Year 2012-2013 Draft CAPER prepared for public review.

The Stanislaus Urban County received \$2,171,669 in Fiscal Year 2012-2013 for CDBG and ESG activities. The chart below includes the distribution of the allocations. All funds were allocated to specific projects and/or activities. Any unspent funds have been carried forward to Fiscal Year 2013-2014. The CAPER assesses the progress of each Stanislaus Urban County jurisdiction in their implementation of projects and programs listed and described in the CP.

<i>Jurisdiction / Program</i>	<i>Distribution</i>
Stanislaus County	\$667,145
City of Ceres	\$187,213
City of Hughson	\$125,727
City of Newman	\$145,786
City of Oakdale	\$169,165
City of Patterson	\$178,247
City of Waterford	\$137,180
Public Service Grants	\$197,274
Economic Development	\$140,000
Fair Housing Program	\$ 25,000
CDBG Subtotal	\$1,972,737
ESG Program	\$ 198,932
Stanislaus Urban County Allocation Total	\$ 2,171,669

Approval to Authorize the Release of the Fiscal Year 2012-2013 Draft Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) Programs for Public Review to End on September 17, 2013 and Set a Public Hearing for September 17, 2013

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The following is a summary of CDBG funded activities undertaken by individual jurisdictions as well as county-wide activities/programs undertaken during Fiscal Year 2012-2013, which have been reported in the CAPER:

Stanislaus County

Parklawn Sewer Infrastructure Project

In Fiscal Year 2012-2013 Stanislaus County completed the construction of Phase 1 of the Parklawn Sewer Infrastructure project which consisted of the installation of the sewer "backbone" along Church Lane, Parklawn Avenue, Midway Avenue, Nelson Way, and Morgan Road. This first phase was funded completely with CDBG funds. Construction began in February 2013 and was completed June 2013. Approximately 7,000 linear feet of sewer main and 103,408 square feet of pavement were installed as part of this first phase of the project.

During Fiscal Year 2012-2013, Stanislaus County Planning and Public Works staff worked together, along with other County departments, to pursue additional funding from the California State Water Board's Clean Water State Revolving Fund (CWSRF) Program to fund the construction of the remaining phases of the Parklawn Sewer Project. The application was submitted by the Department of Public Works in August of 2013. If Stanislaus County is successful in obtaining CWSRF funds for the Parklawn Sewer Project, CDBG funds will be available for construction of other County infrastructure projects such as the Airport Sewer Project or the Empire Storm Drain Infrastructure Project.

Airport Sewer Infrastructure Projects:

Planning, engineering and design of the Airport Sewer Infrastructure project was completed in Fiscal Year 2012-2013. In order to extend sewer services into the unincorporated area of the Airport Neighborhood, approval via an advisory Measure M vote of City of Modesto residents is required. During Fiscal Year 2012-2013, Stanislaus County worked with the City of Modesto to place the Measure M vote on the ballot for November of 2013. If the Measure M vote results in the approval of extension of sewer service to the Airport Neighborhood, the project will be ready for construction pending available funding. A potential source of funding may be CWSRF, if Stanislaus County is successful in obtaining funds for the Parklawn Project.

Empire Infrastructure Project Phase 1B

The Department of Public Works began engineering design of the Phase 1B of the Empire Storm Drain Project in Fiscal Year 2012-2013, and will be completed in Fiscal Year 2013-2014. Engineering design work for Phases 2 and 3 of this project will also be conducted by County Public Works during Fiscal Year 2013-2014. During Fiscal Year 2012-2013 the Modesto Irrigation District (MID) completed the environmental certification and construction of the drainage outfall portion of the project to which the storm drain project will be connected to. This was an essential component that needed completion before moving forward with any further construction. The Departments of Planning and Public Works are currently working

Approval to Authorize the Release of the Fiscal Year 2012-2013 Draft Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) Programs for Public Review to End on September 17, 2013 and Set a Public Hearing for September 17, 2013

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on seeking funding sources to finance the construction of the remaining phases of the Empire Storm Drain Infrastructure Project. This may include grants, loans, or a combination of both.

City of Ceres

Infill Infrastructure Project

The City of Ceres completed construction of the Fiscal Year 2011-2012 Downtown Infrastructure Project in Fiscal Year 2012-2013. The project consisted of the following: replacement of 1,609 square feet of curb and gutter, 11,075 square feet of sidewalk, 15,990 square feet of new paving, and installation of 21 ADA ramps. These improvements were conducted within several CDBG eligible neighborhood areas including Magnolia Street, El Camino Avenue, 10th Street, Holly Circle and Don Pedro Road. As a result of the project, the public is now able to walk safely along these streets.

Infill Infrastructure Project – Caswell Tract/Sequoia Village

The City of Ceres conducted engineering and design for its Infill Infrastructure Project – Caswell Tract/Sequoia Village during Fiscal Year 2012-2013. The project is scheduled to go out to bid in August 2013. Construction is scheduled to begin in September 2013 with construction being completed in the fall. Project improvements will consist of infill installation of curb, gutter, sidewalks, ADA accessible curb cuts, storm drain improvements, and pavement overlay. These improvements will be conducted along Thomas Avenue, Sixth Street, Caswell Avenue, Sequoia Street, and Evans Road.

City of Hughson

Pine Street Infrastructure Project

The City of Hughson completed the Pine Street Infrastructure Project during Fiscal Year 2012-2013. The project is bounded by 4th Street to the west and 7th Street to the east. The project was funded by a combination of State Regional Surface Transportation program and CDBG funds. Construction included the installation of approximately 1,508 linear feet of curb and gutter, 9,533 square feet of sidewalk and driveways, installation of 11 ADA ramps, and 20,165 square feet of pavement overlay. As a result of this project, children now have a safe route to school and people have the ability to safely walk along Pine Street.

Fourth Street Infrastructure Project

The City of Hughson also began construction on the Fourth Street Infrastructure Project during Fiscal Year 2012-2013, and will complete construction in Fiscal Year 2013-2014. The City of Hughson funded this project with a combination of Congestion Mitigation and Air Quality Improvement (CMAQ) Program funds and CDBG funds. This project is bounded by Whitmore Avenue to the north, and 5th Street to the east. The project scope consists of the installation of approximately 1,100 linear feet of curb, installation of approximately 15,000 square feet of pavement connecting existing pavement to new curb & gutter, replacement of curb and pedestrian ADA ramps, and installation 30,000 square feet of AC overlay.

City of Newman

Tulare Street Infrastructure Project

The City of Newman completed construction of the Tulare Street Infrastructure project in Fiscal Year 2012-2013. The project was constructed along Tulare Street and bounded by S and R Streets. The project consisted of the replacement of 363 linear feet of curbs and gutters, removal of five trees and stumps, replacement of four alley approaches. As a result of the project, the public will be able to safely walk along Tulare Street.

The City of Newman will continue work on Tulare Street in Fiscal Year 2013-2014. The project will include Tulare Street from P Street to T Street. The improvements will include installation of curb, gutter, sidewalk, storm drain and incidental street repavement.

Pioneer Park Project

The City of Newman completed construction of the Pioneer Park project in Fiscal Year 2012-2013. The project included installation of an irrigation system and safety improvements to meet applicable safety standards. Construction consisted of the following; removal of a 140 square foot wooden structure, installation of an irrigation controller with applicable concrete pad, waterproof enclosure and electrical work, 91 linear feet of hand rails, 150 square feet of pavement repair and 8,000 square feet of slurry seal along park pathways.

City of Oakdale

Davitt Avenue Infrastructure Project – Phase I

This project was originally planned to be leveraged with redevelopment and CDBG funds. However, due to the loss of redevelopment, the project was scaled back and construction was delayed. Due to higher than anticipated project costs, the City of Oakdale was forced to split Phase I into two parts. Part one of Phase I was conducted along Davitt Avenue between G and J Streets and was completed in Fiscal Year 2012-2013. The completed portion of the project included the replacement of 1,166 linear feet of 8-inch water piping, 1,214 linear feet of 8-inch sewer line and 43,087 square feet of pavement reinforcement. The second part of Phase I will be completed by the end of summer 2013.

City of Patterson

Fourth Street Infrastructure Project

The City of Patterson completed engineering and design of the Fourth Street Infrastructure Project during Fiscal Year 2012-2013. The project is scheduled to be released for bid in September of 2013 and construction to begin fall 2013. The project will consist of the replacement of a water main line and installation of curb, gutter, storm drain, sidewalks, and street repaving. This project is bounded by E Street to the north and Sperry Avenue to the south, and is part of the greater Downtown Infrastructure Improvements Project.

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City of Waterford

C and Covey Street Project

The City of Waterford completed construction of the C and Covey Street Infrastructure project in September of 2012. The project was constructed along C Street and Covey Street, between Welch Street and Tim Bell Road. The project consisted of replacing 14,500 square feet of pavement with 19,935 square feet of new pavement, replacing of 633 linear feet of sanitary sewer lines with 808 linear feet of new sewer lines, and the installation of 1,204 linear feet of curb and gutter. As a result of this project, children now have a safe route to school and people have the ability to safely walk along C and Covey Streets.

La Gallina Avenue Infrastructure Project

The City of Waterford began preliminary design work on the La Gallina Avenue Infrastructure project. City staff is currently working with the utility company on the relocation of utility poles located within the City right-of-way. The City will begin engineering work as soon as a plan to relocate the poles is complete. Engineering and design is expected to be completed in the fall of 2013 with construction of the first phase following in late fall 2013.

Economic Development Program

This program provided small grants to businesses located within the City of Waterford's commercial blight areas. Each business applicant provided a business plan and proposed budget to the City of Waterford, which went through thorough underwriting reviews. During the 2012-2013 Fiscal Year, four businesses were provided grant funding to allow for business improvements and expansion. As a result of the Economic Development funding, each business is required to hire at least one new employee to fulfill the public benefit requirement of CDBG funds.

Fair Housing Program

Stanislaus County, on behalf of the Stanislaus Urban County, contracted with Project Sentinel to provide fair housing services that enabled and empowered members of the community to have open and informed housing opportunities and to overcome housing discrimination. The main objective of the agency is to raise the level of awareness of fair housing rights and responsibilities among home seekers, owners, managers, and the general public, as well as to enforce fair housing laws via investigation claims of housing discrimination.

Specific fair housing activity accomplishments are identified in the Summary of CDBG Program Accomplishments section of the CAPER.

Economic Development Program

Stanislaus County developed an economic development program which was included as part of the Fiscal Year 2012-2013 CDBG Annual Action Plan (AAP) approved by the Board of Supervisors on April 17, 2012. The plan proposed to create a partnership between Stanislaus County and the Alliance Worknet that would result in a job creation program.

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While the program was developed in accordance with guidance provided by HUD, the Stanislaus Urban County's local HUD representative does not believe the program qualifies as an eligible activity. The program was subsequently put on hold throughout Fiscal Year 2012-2013 due to discussions with HUD regarding the eligibility of proposed activities. None of the allocated funds for the Economic Development program have been spent and staff is continuing to work with HUD staff to adapt the program to include eligible activities that will ensure business growth and job creation throughout the Stanislaus Urban County.

Neighborhood Stabilization Program (NSP)

During Fiscal Year 2012-2013, the Stanislaus Urban County acquired a total of 14 foreclosed homes through the NSP and sold 10 NSP homes to first time homebuyers. NSP buyers were provided Down Payment Assistance (DPA) to purchase the NSP homes using HOME Investment Partnerships Program (HOME) or CalHome Program funds. The rehabilitation of NSP homes has had an economic benefit to local workers, material suppliers, and small business owners. During Fiscal Year 2012-2013 over 50 local workers worked on Neighborhood Stabilization Program home rehabilitation activities.

Community Development Block Grant-Recovery (CDBG-R)

The Stanislaus Urban County CDBG-R Program's initial goal was to retrofit a minimum of 20 NSP housing units with solar systems and other related energy efficiency improvements. Four NSP units were retrofitted with solar photovoltaic systems during Fiscal Year 2012-2013. To date a total of 27 NSP housing units have been retrofitted with weatherization and solar improvements.

Public Service Programs

During Fiscal Year 2012-2013, 23 CDBG and ESG public service programs were funded to assist low and very low income individuals and households with essential services. Those programs were:

CDBG Programs

- **American Red Cross, Emergency Services** - Through their Emergency Services program, the American Red Cross provided emergency shelter, food, and clothing to 148 unduplicated individuals, made up of 41 households, who had suffered a sudden loss of their residence due to an unforeseen emergency such as fire.
- **Center for Human Services, Ceres Partnership for Healthy Children Utility Assistance** - Throughout Fiscal Year 2012 - 2013, the Ceres Partnership for Healthy Children (overseen by the Center for Human Services) provided utility assistance, financial education, and case management services to 232 individuals, made up of 54 households, in the Ceres area. Of those served, 35 were female heads of households, 7 were seniors, and 25 were disabled. An average of \$189 per family was provided in

emergency utility assistance to families who had utility disconnect notices. Each household that participates receives case management (with resource and referral services) and is required to participate in three financial management education courses.

- **Center for Human Services, Westside Family Resource Center** - The Center for Human Service's Westside Family Resource Center provided case management to 118 low-income households (371 unduplicated individuals) throughout Fiscal Year 2012 - 2013. Of those served, 73 households received financial assistance with their utility arrears. Many households were assisted with employment searches and resume development. Other services provided included crisis intervention, health insurance enrollment, translation of forms and financial education.
- **Children's Crisis Center, Cricket's House** - The Children's Crisis Center's Cricket's House facility served 62 individuals, made up of 18 families, who were homeless, at-risk of homelessness, financially burdened, or victims of domestic violence. Children received shelter during the day, and at night as needed, while parents were assisted by case managers with seeking and obtaining employment, medical care, counseling, other social services, or housing. Children received mental and medical screenings on-site by a qualified medical practitioner. Case managers worked with parents throughout the year to resolve identified barriers to self-sufficiency.
- **Children's Crisis Center, Guardian House** - Throughout the Fiscal Year 2012 - 2013 , the Children's Crisis Center's Guardian House provided 71 individuals in high risk families with children emergency shelter, case management, respite child care, and resource and referral services. A total of 23 families struggling with homelessness, addiction, financial stability, or domestic violence were served through the program this year. Each child received mental and medical screening on-site and case manager worked with parents to discuss solutions to any medical or health related issues that were identified.
- **Children's Crisis Center, Nutrition and Meal Program** - Throughout Fiscal Year 2012 - 2013, the Children's Crisis Center's Nutrition and Meal Program provided a total of 44,319 meals to 128 high risk disadvantaged individuals (made up of 39 families) who had suffered abuse, domestic violence, or homelessness. These individuals benefited from well balanced meals which included all the essential food groups (fruit, vegetables, protein, carbohydrates, and dairy).
- **Habitat for Humanity, Housing Counseling Program** - Habitat for Humanity is a HUD certified housing counseling provider. Throughout Fiscal Year 2012 - 2013, they provided housing counseling classes to 292 unduplicated low income individuals, made up of 100 households. The program also offers financial case management services to households whose budgets and credit ratings are not ready for home ownership. Case managers work with families to create and implement a finance action plan to get to the place where they can purchase their first home.

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- **Healthy Aging, Young at Heart Program** - Throughout Fiscal Year 2012 - 2013, Healthy Aging's Young at Heart program provided heart strength training and fall prevention classes to 301 seniors in the communities of Ceres, Oakdale, Grayson/Westley, Newman, Patterson, and Waterford. In all, over 6,000 fall prevention resource guides were distributed to seniors throughout the county. In October the agency participated in the 10th annual Healthy Aging & Fall Prevention Summit and provided transportation to and from the Summit to 46 seniors from the west-side of the county, including Newman, Patterson and Westley/Grayson.
- **Howard Training Center, Senior Meals Program** - Throughout Fiscal Year 2012-2013, the Howard Training Center's Senior Meals program served 911 unduplicated seniors a total of 31,732 meals in the communities of Oakdale, Newman, Hughson, Patterson, Ceres, Waterford, and Westley/Grayson. In addition to a nutritious meal, the congregate sites also offer activities such as games, arts and crafts for seniors to engage in. Home bound seniors are able to receive meals delivered to their homes when they are not able to go to the congregate sites. Nutrition education on how to reduce sodium intake was also provided to seniors who received meals.
- **Second Harvest Food Bank, Food Assistance Program** – Throughout Fiscal Year 2012 - 2013, Second Harvest's Emergency Food Assistance Program provided 671,966 pounds of groceries to 7,003 unduplicated individuals suffering from food insecurity. The food provided was valued at \$1,108,740. The Second Harvest Food Bank leverages CDBG funds with other grant funding and donations to provide a network of 22 public service providers with access to bulk food at a discounted price per pound.
- **Second Harvest Food Bank, Food 4 Thought Program** - Throughout Fiscal Year 2012 - 2013 , Second Harvest's Food 4 Thought program provided 97,367 pounds of supplemental groceries, valued over \$270,558, to 358 low-income children attending elementary schools in the unincorporated communities of Airport and Empire. These children, already attending after-school tutoring programs, are educated about healthy eating while receiving a bag of nutritious groceries to take home every week. This food helps low income families, suffering from food insecurity, ensure their children are properly fed before and after school.
- **The Salvation Army, Health Clinic** - The Salvation Army's Health Clinic began serving clients from their Berberian Transitional Shelter in the Fall of 2012. They hired a Health Clinic Coordinator in December and are now working toward ramping up the program to full capacity. The Health Clinic currently only serves homeless individuals who are staying at the Transitional Shelter but will expand to all Emergency and Transitional clients within the next Fiscal Year. Health Clinic services include general medical, vision, and dental. Throughout Fiscal Year 2012 - 2013 the Health Clinic provided 15 homeless individuals enrolled in the Transitional Living program with health care services. They currently have a wait list of 365 homeless individuals.

- **United Samaritans Foundation, Daily Bread Mobile Lunch Program (Ceres/Keyes Truck)** - The United Samaritans Foundation's Daily Bread Mobile Lunch Truck provided a total of 84,763 lunches to 468 unduplicated individuals throughout Fiscal Year 2012 - 2013. Of those served 28 were homeless, 11 were female heads of households, 59 were elderly, 76 were persons with disabilities, and 25 were veterans. Every Friday the lunch truck also provides an extra bag of food containing items such as eggs, potatoes, bread, fresh vegetables, fresh fruits, and milk. Throughout Fiscal Year 2012 - 2013 the lunch truck gave out 6,635 grocery bags to food insecure individuals.
- **United Samaritans Foundation, Daily Bread Mobile Lunch Program (Hughson Truck)** - The United Samaritans Foundation Mobile Lunch Truck (Hughson) provided 76,949 lunches to 365 unduplicated individuals throughout Fiscal Year 2012 - 2013. Of those served, 8 were female heads of household, 7 were homeless, 31 were elderly, 45 were disabled, and 4 were veterans
- **Westside Food Pantry, Emergency Food Program** - Throughout Fiscal Year 2012 - 2013, the Westside Food Pantry provided 76,608 meals to 8,512 food insecure residents of the communities of Patterson, Westley, and Grayson. Each child of the families served receives an age appropriate book with their groceries. Because of the emergency food provided by the pantry, these individuals and families are able to provide meals for a period of three days (three meals a day).

ESG Programs

- **Children's Crisis Center (CCC), Homeless Prevention and Rapid Re-Housing Program** - This project provided rental assistance and housing stabilization and relocation services to 7 homeless individuals and 43 individuals at-risk of losing their housing. All participants met with Case Managers monthly to reassess eligibility, assess housing barriers, develop a Housing Plan, determine the level of rental assistance needed, provide life skills training, connect participants to potential employers, and track family progress towards goals outlined in their Housing Plan.
- **Children's Crisis Center (CCC), Marsha's Protective Infant/Toddler Project** - This project provided shelter and specialized care to 79 low-income high-risk infants and toddlers, made up of 25 households, living in Newman, Crows Landing, Ceres, Patterson, Waterford, Salida, and the unincorporated areas of Modesto. Each infant and toddler's physical, emotional, therapeutic, and nutritional needs were attended to by qualified, caring staff, trained in early childhood development, crisis management and emergency intervention. Case Management staff provided families with crisis counseling, resource identification, referral services, and parent education. Out of the 79 individuals served through this program, 65 participants were members of a single parent female head household. Seven of the 25 households came from the Redwood Family Center, a clean and sober facility that assists women with re-uniting with their children.

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- **Community Housing and Shelter Services (CHSS), Homeless Prevention and Rapid Re-Housing Program** - This project provided rental assistance and housing stabilization and relocation services to 6 homeless individuals and 21 individuals at-risk of losing their housing. All participants met with Case Managers to assess housing barriers, develop a Housing Plan, determine the level of rental assistance needed, provide life skills training, connect participants to needed resources, and provide life skills training. Of those served six were connected to employment, two were disabled, two were victims of domestic violence, and eight were female heads of household.
- **Family Promise of Greater Modesto, Shelter Services for Homeless Families** - Family Promise of Greater Modesto provided case management to 270 individuals and provided shelter to 86, from 24 homeless families. Shelter and meals are provided by a network of multi-denominational churches. Participants received food, overnight accommodations, case management, and access to a Day Center which included showers and laundry facilities, phone and internet access and transportation to and from the shelter location. Weekly group meetings provided participants crucial life skills training to assist them in moving out of homelessness.
- **Salvation Army, Berberian Transitional Living Facility** - The Berberian Transitional Living Facility assisted 87 homeless individuals, made up of 73 males and 14 females, throughout Fiscal Year 2012-2013, beginning the process of transitioning individuals from homelessness to permanent housing. In addition to housing accommodations, which includes 40 available beds (20 for Veterans Affairs (VA) clients and 20 for non-VA clients) for up to 24 months, the program provided clients three meals a day, extensive case management, needs assessment, including follow-up services led by a dedicated case manager; job readiness instruction; life skills training, including personal budgeting, landlord/tenant relations and household management; assistance with legal issues; HIV/AIDS testing and counseling; medical screening; assistance accessing government benefits; assistance accessing permanent housing; substance abuse recovery supports and transportation assistance. Of the total 87 individuals served, 51 were veterans, 6 were elderly, 87 were chronically homeless, 6 were persons with disabilities, and 2 were connected to employment.
- **Salvation Army, Berberian Emergency Shelter Facility** - The Salvation Army provided emergency shelter between the months of November to March to 701 homeless adults, made up of 536 males and 165 women. 131 of the individuals served were between the age of 18-24, 72 were veterans, 64 were elderly, 432 were identified as chronically homeless, 146 had severe mental illness, and 208 were disabled.
- **We Care, Emergency Cold Weather Shelter** - Throughout Fiscal Year 2012 - 2013 the We Care Program (WCP) provided emergency shelter during the coldest months of the winter to 184 chronically homeless men over the age of 18. The WCP's Cold Weather Shelter operated from November 18, 2012 to April 16, 2013; seven days a week from 6:30 p.m. to 8:00 a.m. Volunteers provided participants nutritious meals each evening.

Out of the total 184 individuals served, 14 were veterans, 9 were elderly, and 41 were persons with disabilities.

- **We Care, *Rapid Re-Housing Program*** - Throughout Fiscal Year 2012 - 2013 the We Care Program (WCP) successfully rehoused nine homeless individuals. Participants received rental assistance and deposit assistance in conjunction with intensive case management, housing search and placements services, resource and referral services, and financial management planning. Out of the total 9 individuals served, 1 was a veteran, 1 was elderly, and 3 had disabilities.

Monitoring

Stanislaus County Planning and Community Development staff follows a HUD approved monitoring plan. As part of its monitoring plan, staff conducts program and project monitoring of all program types on a quarterly basis to ensure statutory and regulatory requirements are met by the sub-recipients (sub-recipients include Urban County City members, along with the locally funded non-profits), and that information submitted to the County is accurate and complete.

Agreements are executed with all sub-recipients which clearly state the project scope of work, performance measurement standards, reporting requirements, draw-down requirements, and all applicable federal requirements. The monitoring process consists of on-site field visits, desk audits, open communication and assistance to sub-recipients to create an acceptable data collection and reporting system.

Partnerships

The Consolidated Plan (CP) outlines the need for jurisdictions and other agencies to form partnerships to achieve the communities' objectives. Homeless services, workforce development and neighborhood revitalization strategies are issues that have been identified in the CP. The CAPER discusses the progress of the programs and partnerships that have been formed to respond to those issues which are presented below:

- The cities of Modesto, Turlock, the non-profit We Care, the faith-based community, the business communities, the Salvation Army, and Stanislaus Urban County participated in programs that helped further address the housing needs of the homeless population.
- Since 2006, the Homeless Management Information System (HMIS) Sub-committee made up of homeless service providers and jurisdictions, who are members of the Stanislaus County Housing and Support Services Collaborative (SCHSSC), have been working to improve the data collected in Stanislaus County's HMIS system. This system functions to provide a central location, accessible by service agencies, for data regarding the services received by the homeless population, including emergency shelter, transitional housing, permanent supportive housing, rental assistance, and case management services. The system information helps to ensure that homeless

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needs are being met; while at the same time making sure that duplication of efforts does not take place throughout the time frame of their assistance. This system requires technical assistance for system expansion and maintenance provided by the Housing Authority of the County of Stanislaus (HACS) on behalf of the SCHSSC. The HACS is the lead support agency for this collaborative and receives support from Stanislaus County staff to maintain data provided by participating ESG recipients.

Public Review

As part of the public review of the Draft CAPER which is required to be a minimum of fifteen days, Stanislaus County staff conducts a series of public meetings during the months of August and September in Ceres, Hughson, Newman, Oakdale, Patterson, Waterford, and throughout the unincorporated areas of Stanislaus County to solicit input from the public regarding implemented activities and projects. Some of these public meetings are conducted as part of regularly scheduled Municipal Advisory Council (MAC) meetings and may occur prior to the official Draft CAPER being released as part of this agenda item. The location and times of all meetings have been advertised in both English and Spanish to the general public in the newspaper and the information is listed in the Draft CAPER.

Any comments received during the authorized public review period and the public meetings discussed above, will be incorporated as part of the final document. The final CAPER will be presented to the Board of Supervisors during the proposed September 17, 2013 public hearing for formal approval. Once approved, the CAPER will be submitted to HUD to meet program regulatory requirements.

POLICY ISSUES:

Stanislaus County, as lead agency for the Stanislaus Urban County, adheres to guidelines that help ensure successful implementation of the activities and programs listed in the Stanislaus Urban County's CP. The Draft CAPER, the fifteen day review period, the public meetings, and the subsequent public hearing are consistent with established HUD policy. Successful implementation of the Stanislaus Urban County's CP, as reflected in the Draft CAPER, furthers the Board's priorities of promoting A Safe Community, A Healthy Community, A Well-Planned Infrastructure System and Effective Partnerships by providing needed public infrastructure and services to the community. Additionally, the programs are consistent with the General Plan Housing Elements of all respective Stanislaus Urban County members.

STAFFING IMPACT:

The implementation of the Federal CDBG and ESG Programs used existing Planning and Community Development Department staff and there are no additional staffing impacts associated with the programs.

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ATTACHMENTS:

1. Fiscal Year 2012-2013 Draft Consolidated Annual Performance Evaluation Report (CAPER)

FISCAL YEAR 2012-2013

**CONSOLIDATED ANNUAL
PERFORMANCE EVALUATION
REPORT
(CAPER)**



Stanislaus Urban County
CDBG • HOME • NSP • ESG



Prepared By:
STANISLAUS COUNTY
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
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SEPTEMBER 2013

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First Program Year 2012-2013 Consolidated Annual Performance Evaluation Report

GENERAL

Executive Summary

Stanislaus County, recognized as an eligible Urban County by the U.S. Department of Housing and Urban Development (HUD), annually receives Community Development Block Grant (CDBG) funds and Emergency Solutions Grant (ESG) funds. In 2002, Stanislaus County formed the Stanislaus County Community Development Block Grant Consortium, which now includes Stanislaus County unincorporated communities and the Cities of Ceres, Hughson, Newman, Oakdale, Patterson, and Waterford, collectively hereafter referred to as the "Stanislaus Urban County". The City of Hughson, which joined in Fiscal Year 2011-2012, is the newest member of the Urban County.

As an application for these funds, HUD requires Stanislaus County to prepare and submit either a three or five-year Consolidated Plan (CP) and Annual Action Plans. Stanislaus County is also required to annually prepare the Consolidated Annual Performance and Evaluation Report (CAPER) to report the progress made in accomplishing the goals set forth in the CP and Annual Action Plan (AAP) for the CDBG and the ESG Programs. This CAPER is for Fiscal Year 2012-2013, beginning July 1, 2012, and ending June 30, 2013.

In Fiscal Year 2012-2013, the Stanislaus Urban County continued its focus on effectively administering and implementing CDBG and ESG programs as well as the more recent funded programs which include the Neighborhood Stabilization Program (NSP), and Community Development Block Grant – Recovery (CDBG-R) programs.

The Fiscal Year 2012-2013 grant allocation amounts for each respective entitlement program were:

CDBG	\$ 1,972,737
ESG	\$ 198,932
Total	\$ 2,171,669

The Stanislaus Urban County members are also members in the City of Turlock/Stanislaus County HOME Investment Partnerships Program (HOME) Consortium (hereafter referred to as the "HOME Consortium"). The Fiscal Year 2012-2013 HOME allocation amount for the Urban County members was \$696,183.

As the lead agency, the City of Turlock administers the HOME program for the Stanislaus Urban County and reports comprehensive HOME activity for the partnering jurisdictions in the HOME Consortium CAPER. The HOME Consortium CAPER may be accessed by contacting the City of Turlock's Housing Program Services Division. Although the City of Turlock is responsible for reporting HOME activity to HUD, this document includes some of Stanislaus Urban County members' HOME housing activity accomplishments.

CDBG, ESG, and HOME funds are designed to primarily serve the low-income community as defined by the Area Median Income (AMI) limits for Stanislaus County, determined by the U.S. Department of Housing and Urban Development (HUD). The AMI's are broken down into the following categories (2012-2013 AMI limits):

Median Income	Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
\$62,000	Extremely Low (30%)	\$13,050	\$14,900	\$16,750	\$18,600	\$20,100	\$21,600	\$23,100	\$24,600
	Very Low (50%)	\$21,700	\$24,800	\$27,900	\$31,000	\$33,500	\$36,000	\$38,450	\$40,950
	Low (80%)	\$34,750	\$39,700	\$44,650	\$49,600	\$53,600	\$57,550	\$61,550	\$65,500

The above listed funding sources assisted the Stanislaus Urban County in helping to bring about change by addressing challenges within our community including but not limited to stabilizing the troubled housing market through acquisition, rehabilitation, down payment assistance, energy efficiency improvements, homeless prevention, and rapid re-housing opportunities, as well as essential public services for the low-income community.

These programs have also had an impact on the local workforce and economy as they have created job opportunities for those in the construction, solar, real estate, and social service industries.

Specific Fiscal Year 2012-2013 projects and their accomplishments are identified in the respective program sections (CDBG and ESG) of this document.

The format of this document is designed after a HUD document template that includes a series of questions in relation to specific funding programs (CDBG, ESG, and HOME). Responses to those questions are provided directly below each question.

PERFORMANCE & EXPERIENCE

Consolidated Plan Progress Summary

- 1. Assessment of the one-year goals and objectives:**
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.**
 - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.**

A summary of the accomplishments per jurisdiction for the Stanislaus Urban County is contained in the Community Development Summary section of this CAPER. The referenced section includes a breakdown of grant funds spent on grant activities.

- 2. Describe the manner in which the recipient would change its program as a result of its experiences.**

As a result of its experiences over the last eight (8) fiscal years, Stanislaus County staff has moved towards an infrastructure timeline that provides a timeliness framework for our Stanislaus Urban County members to follow. This timeline helps

outline a process that will ensure timely use of funds and increase project efficiency. Without this in place, CDBG funded infrastructure projects may not be prioritized to meet the CDBG timeliness deadline every fiscal year.

In 2011, the State of California lawmakers approved legislation that abolished redevelopment agencies as a means to remedy its budget troubles. Redevelopment was a valuable tool that localities across California used in combination with CDBG and HOME funds to further their affordable housing and community development goals, and also allowed localities to meet the HOME and CDBG match obligation requirements for housing related programs. With the elimination of Redevelopment, Stanislaus Urban County members have been further constrained in accomplishing the revitalization, economic development, and community development needs of low-income communities and neighborhoods.

Experiences with HUD's most recent programs such as Neighborhood Stabilization Program (NSP), Homeless Prevention and Rapid Re-housing (HPRP) and Community Development Block Grant – Recovery (CDBG-R) brought new and exciting opportunities for Stanislaus Urban County communities. Stanislaus County staff sets and follows firm timelines for program administration and implementation that allow for timely expenditure of funds and project completion.

3. Affirmatively Furthering Fair Housing:
a. Provide a summary of impediments to fair housing choice.

The prevalent impediments to fair housing choice identified within the 2012 Analysis of Impediments to Fair Housing (AI) included high foreclosure rates, high unemployment rates, and distressed economic circumstances within our County. According to market figures released by financial information company CoreLogic Inc., as of May 2013, the foreclosure rate in Stanislaus County was down to 1.33 percent from 3.24 percent compared to May 2012. The foreclosure rate in Stanislaus County was lower than the national foreclosure rate, which was 2.61 percent. The 90 day mortgage delinquency rate also decreased from 8.09 percent in May 2012 to 4.68 percent in May 2013. The unemployment rate for Stanislaus County in June 2013 was 12.7%, according to the California Employment Development Department. This was an improvement compared to a rate of 15.5% in June of 2012.

Although not exclusively correlated, economic trends go hand in hand with housing and employment trends. Thus, the unemployment and foreclosure figures noted above speak to the improving economic conditions in Stanislaus County which in turn have an effect on individual's access to quality affordable housing.

Although housing affordability levels improved during the past several years, in 2013, the housing market has shown signs of improvement and as a result home prices have begun to rise. According to TheBusinessJournal.com, homes in California, including the Central Valley, were less affordable in the second quarter of 2013 compared to the same quarter the year before. Therefore, the need for affordable housing programs, both rental and ownership, persists.

There has been progress in decreasing the number of barriers in affordable housing over the past several years in Stanislaus County. The barriers identified in the most recent 2012 AI included a lack of new multi-family housing construction for very-low income households, a lack of incentives for the construction of secondary units in a few Urban County jurisdictions, and continued struggling housing market with high rates of foreclosure.

b. Identify actions taken to overcome effects of impediments identified.

The Stanislaus Urban County members have continued to provide and/or acquire funding to continue the provision of affordable housing programs and/or projects such as Housing Rehabilitation Programs (HRP) and Down Payment Assistance (DPA) programs.

Funding from Neighborhood Stabilization Program (NSP), Community Development Block Grant-Recovery (CDBG-R), and Homeless Prevention and Rapid Re-Housing (HPRP) have provided the Stanislaus Urban County new resources for the provision of additional affordable housing opportunities for low and moderate income families and individuals. Without these programs, many of those assisted would otherwise not have been able to realize homeownership, maintain affordable housing, and/or become housed after being homeless. These programs are positively impacting the lives of those served and are directly contributing toward healthier and more stable communities.

Successor Housing Agency

Stanislaus County and Stanislaus Urban County members have undertaken the dissolution process of their former redevelopment agencies. All seven (7) Stanislaus Urban County members have decided to designate themselves as the Successor Housing Agency and have established their respective Successor Housing Agencies (SHA).

Multi-Family Housing Development

To address the need for multi-family affordable housing, the City of Oakdale completed the construction of a fifty unit multi-family affordable housing project for extremely low, very low, and low-income seniors. The project cost was \$11.9 million and was financed through a variety of sources including Redevelopment Agency Housing Set-Aside, HOME Investment Partnerships Program, and low-income housing tax credits.

The cities of Newman and Patterson, have also completed multi-family affordable housing projects in recent years. These projects continue to provide affordable housing opportunities for low income families and are currently at full capacity.

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

FUNDING

One of the biggest challenges in meeting the needs of the underserved is the lack of sufficient funding for services provided by local governments, non-profits and other agencies. Service providers faced with this challenge are expected to provide more and more services with the same, if not smaller, budgets every year. Many non-profits and agencies struggle to operate and provide services in the face of limited funding. In fact, public service funding is over-subscribed each year. Most recently, the California Supreme Court's decision to eliminate Redevelopment via ABx1 26 (Redevelopment Agency Dissolution Act) has greatly reduced available local funding source match opportunities for both HOME and CDBG. Without this source of funding, the longevity of programs such as HOME may become limited as they have programmatic match requirements.

INDEPENDENT DECISION-MAKING

Each jurisdiction makes their funding decisions independently. This may not have the benefit of having a wider perspective of the surrounding communities, or the planning area. However, each Stanislaus Urban County member is remote and separate from the other. In all cases, each jurisdiction opts to conduct infrastructure construction/rehabilitation that is specific in nature and does not negatively impact its Stanislaus Urban County partners.

INFORMATION SHARING

Some non-profits and community organizations are not familiar with the HUD grant process or other funding resources that may be available to them. As a result, many organizations and non-profits have not used HUD funds and other types of financial assistance. Stanislaus County staff and those agencies familiar with the HUD process share information with others. The Continuum of Care (CoC) disseminates information effectively on a monthly basis throughout Stanislaus County.

TECHNICAL ASSISTANCE

Technical assistance is provided at every opportunity. Stanislaus County staff responds to inquiries made by community organizations with both answers and suggestions relative to the inquiry. Educational and support materials are provided upon request, either via access at our local office, or via the internet.

PARTNERSHIPS

More ways need to be identified in order to encourage public and private partnerships and joint ventures between non-profit and profit housing developers. Partnerships offer more of a variety of services than individual agencies acting on their own and at times at a more affordable cost.

AFFORDABLE HOUSING

There is a limited number of non-profit and for profit developers of affordable housing in Stanislaus County. Additional incentives for affordable housing in order to attract more development require consideration (please refer to the current Analysis of Impediments available at the following location: <http://www.stancounty.com/planning/cdbg/archive/Other/Analysis-impediments-2012-2013.pdf>)

Leveraging

5. Leveraging Resources

a. Identify progress in obtaining "other" public and private resources to address needs.

The Stanislaus Urban County members make continued efforts to further affordable housing by offering a first time homebuyer DPA and housing rehabilitation programs. These programs have proven to be effective tools for leveraging other public resources to address affordable housing needs within the Stanislaus Urban County member service areas. Leveraging includes the following sources:

CALHOME FUNDS – Down Payment Assistance (DPA)

In Fiscal Year 2011-2012 the County was awarded a CalHome grant, through the California Department of Housing and Community Development, in the amount of

\$1,000,000. This funding was awarded and became available in March 2011 and was incorporated into the existing DPA Program. Stanislaus County continues to leverage HUD funds with CalHome funds to provide DPA to first time homebuyers.

CALHOME FUNDS – Housing Rehabilitation

In Fiscal Year 2008-2009 the County was awarded a CalHome grant, through the State of California Department of Housing and Community Development, in the amount of \$750,000. This funding was awarded and became available in May 2009 and was incorporated into the existing Housing Rehabilitation Programs. Stanislaus County continues to leverage HUD funds with CalHome funds to provide housing rehabilitation assistance.

PUBLIC FACILITY FEES

Stanislaus County partners with the Stanislaus Urban County cities and/or affordable housing developers to develop affordable housing projects by deferring the collection of Public Facilities Fees. If affordability agreements are violated, payment is due immediately and enforced via the utilization of recorded deeds of trust and promissory notes.

CALIFORNIA WATER RESOURCES CONTROL BOARD

In Fiscal Year 2011-2012, Stanislaus County was able to secure two grant awards by the State of California Water Resources Board (WRB), for a combined total of \$744,559, to fund the planning, engineering, specifications and design work for shelf ready plans of the sanitary sewer infrastructure improvements for much needed sewer infrastructure improvement projects in the Airport and Parklawn Neighborhoods of Modesto. Design and engineering work for both of these projects was approved on October 2, 2012 by the Stanislaus County Board of Supervisors.

Stanislaus County is currently seeking additional funds from the State of California's Clean Water State Revolving Fund (CWSRF) that will provide funds to complete construction of the remaining phases of the Parklawn Sewer Infrastructure Project. Stanislaus County completed the first phase of this project during Fiscal Year 2012-2013 using CDBG funds. The first phase consisted of the installation of the sewer "backbone" along Church Lane, Parklawn Avenue, Midway Avenue, Nelson Way, and Morgan Road. Approximately 7,000 linear feet of sewer main were installed as part of this phase of the project.

NEIGHBORHOOD STABILIZATION PROGRAM 1

In Fiscal Year 2007-2008, the Stanislaus Urban County was allocated a total of \$9,744,482 million, under the Housing and Economic Recovery Act (HERA) of 2008, for the purchase of foreclosed or abandoned homes to rehabilitate, redevelop, and resell to first time home buyers with incomes up to 120% of the Area Median Income (AMI). The Stanislaus Urban County has expended 99.9% of its NSP1 original grant funds and has generated program income through the sale of NSP acquired and rehabilitated homes to first time home buyers. In Fiscal Year 2012-2013, the Stanislaus Urban County generated \$273,360.00 of program income through NSP1. The program income was generated through the sale of program homes. To date, the NSP1 program has generated \$3,718,895 of program income. The Stanislaus Urban County expended \$354,857.53 of program income in Fiscal Year 2012-2013. To date, \$3,714,655 of program income has been expended on NSP activities. The program income was utilized for the purchase of additional foreclosed or abandoned homes to rehabilitate, redevelop, and resell to first time home buyers with incomes up to 120% of the Area Median Income (AMI).

NEIGHBORHOOD STABILIZATION PROGRAM 3 (NSP3)

In Fiscal Year 2011-2012, the Stanislaus Urban County was allocated a total of \$4,175,947 under the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010, for the purchase of foreclosed or abandoned homes to rehabilitate, redevelop, and resell to first time home buyers with incomes up to 120% of the Area Median Income (AMI). NSP3 funds are being used in 23 different target areas. The objective of the NSP is to mitigate the negative effects of high foreclosure rates. The program design takes foreclosed, vacant homes that are deteriorating due to neglect, and in turn rehabilitates the homes utilizing local workers and material suppliers. The homes are then resold to qualified first time homebuyers. The program benefits the local economy by providing work for local workers, the first time homebuyer by providing the opportunity to buy an affordable, move in ready home, and the neighborhood by installing motivated homeowners into previously vacant homes to help stabilize the community. In Fiscal Year 2012-2013, the Stanislaus Urban County acquired 13 bank owned units. Eleven of those units and two units acquired in the previous fiscal year were rehabilitated using NSP3 funds. Nine of the rehabilitated homes were sold to first time homebuyers in Fiscal Year 2012-2013.

b. How Federal resources from HUD leveraged other public and private resources.

Collectively, these resources assist the Stanislaus Urban County in addressing its affordable housing needs and to provide services to the most vulnerable of our community.

Most Stanislaus Urban County members were able to complete public infrastructure projects by leveraging CDBG funds with local, remaining, redevelopment and state eligible funds. Without the combination of multiple funding sources many projects could not be implemented. The elimination of redevelopment has forced jurisdictions to re-strategize the implementation of infrastructure projects which may include carrying out smaller scale projects as well as conducting projects in several phases in the coming fiscal years.

Federal resources also leveraged other state and local resources in the provision of affordable housing programs such as DPA, housing rehabilitation, homeless prevention, and rapid re-housing. Without the availability of these funds, individuals may not have been able to purchase their first home, maintain a decent living environment, or keep a roof over their head.

c. How matching requirements were satisfied.

Under the Emergency Solutions Grant (ESG) Program, fifty percent (50%) of the costs related to the project are reimbursed as the remainders of the costs are paid by non-ESG match funding sources (i.e. - local unrestricted donations). In this manner, the sub-recipient in turn commits their dollar-to-dollar match by paying the remainder of the expenses from non-ESG sources. Stanislaus County staff reviews quarterly ESG statistical tables, narratives, Request for Funds forms, and budget printouts which identify the total funds used/requested by each grantee during that reporting period. Stanislaus County staff verifies and cross-references the information on the quarterly budget activity reports. Monitoring visits are also scheduled quarterly by Stanislaus County staff for each grantee to ensure

appropriate expenditure of funds. As part of the ESG monitoring process, invoices and accompanying receipts were reviewed for reimbursement eligibility.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Stanislaus County staff conducts program and project monitoring on a quarterly basis to ensure statutory and regulatory requirements are met and that information submitted to the County is accurate and complete.

Agreements are executed with all sub-recipients which clearly state the project scope of work, performance measurement standards, reporting requirements, draw-down requirements, and all applicable federal requirements. The monitoring process consists of on-site field visits, desk audits, open communication and assistance to sub-recipients to create an acceptable data collection and reporting system.

Specifically, the objective of the County's monitoring program is to:

- Ensure that sub-recipient implements its program and its individual activities, as described in the application and the sub-recipient Agreement.
- Ensure that sub-recipient conducts its activities in a timely manner, and in accordance with the schedule included in the Agreement.
- Ensure that sub-recipient charges costs to the project, which are eligible under applicable laws and CDBG regulations, and reasonable in light of the services or products delivered.
- Ensure that sub-recipient conducts activities with adequate control over program and financial performance, and reasonable in light of the services or products delivered.
- Ensure that sub-recipient has continuing capacity to carry out the approved project, as well as other grants for which it may apply.
- Identify potential problem areas and assist the sub-recipient with applicable laws and regulations compliance.
- Assist sub-recipients in resolving compliance problems through discussion, negotiation, and the provision of technical assistance and training.
- Provide adequate follow-up measures to ensure that performance and compliance deficiencies are corrected and not repeated.
- Comply with the federal monitoring requirements of 24 CFR 570.501(b) and 24 CFR 85.40.
- Determine if any conflicts of interest exist in the operation of the CDBG program per 24 CFR 570.611.
- Ensure that required records are maintained to demonstrate compliance with applicable regulations.
- Verify that the outputs and outcomes are realized in a timely manner.
- Track grantee's progress in fulfilling its goals and objectives set forth in The CP measured with established guidelines to assure that the program remains on task. Additionally, with data collected by the grantee during monitoring visits is entered into the IDIS system; this program is capable of presenting the data to defend its progression towards accomplishment of its goals and objectives set forth in The CP. On a semi-annual basis this information is compiled and compared with the goals and objectives in The CP. If this information reflects the accomplishments set forth in The CP, the programs will proceed as planned. If this information falls short of the goals set forth, appropriate adjustments will be made and notification sent to the respective sub-recipients to be made aware of their need to meet

certain milestones and timeliness requirements to ensure receipt of expected funds for their respective programs. The coordinated monitoring process has been established to verify and confirm that grant funds have been used in an eligible and appropriate manner for each and every program funded with CDBG, HOME, and ESG funds.

- Under the Emergency Solutions Grant (ESG) Program, Stanislaus County staff reviews quarterly ESG statistical tables, narratives, Request for Funds forms and budget printouts, which identify the total funds used/requested by each grantee during that reporting period. Stanislaus County staff verifies and cross-references the information on the quarterly budget activity reports. Monitoring visits are also scheduled quarterly by Stanislaus County staff for each grantee to ensure appropriate expenditure of funds. As part of the ESG monitoring process invoices and accompanying receipts were reviewed for reimbursement eligibility. Once eligibility was confirmed, fifty percent (50%) of the costs related to the project are reimbursed, as the remainder of the costs is paid by a non-ESG match funding sources (i.e. - local unrestricted donations).

In this manner, the sub-recipient in turn commits their dollar-to-dollar match by paying the remainder of the expenses from non-Federal sources. In Fiscal Year 2011-2012, ESG recipients utilized approximately \$1,012,049 dollars in matching funds, or almost nine (9) times the amount of grant funds awarded, from other public and/or private sources to ensure successful programs. Half of the match funds came from non-federal funding sources.

Citizen Participation

- 1. Provide a summary of citizen comments.**
- 2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan (CP). For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.**

(This section will be updated following adoption of the CAPER to incorporate all comments received.)

In order to elicit public participation in the preparation of the Draft CAPER, public notices were published defining the process and how persons, agencies and interested groups could participate. The County posted announcements regarding the CDBG program and the Draft CAPER on the County's Planning and Community Development internet homepage, which facilitated the receipt of citizen input online. A series of public meetings were held in July and August 2013 to discuss the Draft CAPER process and solicit citizen participation. These include:

Stanislaus Urban County

<u>JURISDICTION</u>	<u>DATE</u>	<u>LOCATION</u>	<u>ADDRESS</u>
Stanislaus	8/5/13	<u>10:00a</u> <u>m</u> & <u>6:00pm</u>	County Admin. Building Tenth Street Place Basement Training Room 1010 10 th St., Modesto
Ceres	8/6/13	<u>4:00pm</u>	Ceres Community Center Chambers 2701 4 th St., Ceres
Hughson	8/6/13	<u>5:30pm</u>	Hughson City Council Chambers 7018 Pine St., Hughson
Patterson	8/5/13	<u>6:00pm</u>	Patterson City Hall 1 Plaza, Patterson
Newman	8/6/13	<u>5:00pm</u>	Newman Council Chambers 1200 Main St., Newman
Oakdale	8/14/13	<u>4:00pm</u>	Community Development Dept. Conference Room 455 S. Fifth Ave, Oakdale
Waterford	8/1/13	<u>5:30pm</u>	Council Chambers 101 E St., Waterford
<u>MUNICIPAL ADVISORY COUNCILS</u>			
Hickman	8/1/13	<u>7:00pm</u>	Hickman Charter School Office 13306 4 th St., Hickman
South Modesto	8/8/13	<u>6:00pm</u>	Stanislaus County Ag Center 3800 Cornucopia Way., Modesto
Empire	8/12/13	<u>7:00pm</u>	Empire Community Center 18 S. Abbie, Empire
Keyes	8/15/13	<u>7:00pm</u>	Keyes Sub-station 5463 7 th St., Keyes
Salida	7/23/13	<u>7:00pm</u>	Salida Library Community Room 4835 Sisk Rd., Salida
Denair	8/6/13	<u>7:00pm</u>	Denair Leadership Center 3460 Lester Rd. Denair

The Stanislaus Urban County will follow its citizen participation plan by releasing the Draft CAPER on August 27, 2013 with a review period ending on September 17, 2013 (exceeding the minimum requirement of 15 days). An English and Spanish public hearing notice will be published in The Modesto Bee on September 1, 2013 announcing the release of the Draft CAPER and opening of the public comment period (meeting the 15 day requirement).

Also, the Draft CAPER will be made available on August 27, 2013 for public review and input, via the internet, on the County's Planning and Community Development website and copies of the Draft CAPER will also be made available for review at the Planning Departments of all the Stanislaus Urban County participants and the Stanislaus County Main Library. The Draft CAPER has also been taken to the city councils of all the respective Stanislaus Urban County participants for review and opening of their public review period. A final public hearing to consider approval of the CAPER will be held September 17, 2013 before the Stanislaus County Board of Supervisors.

As part of the approval process, the County's Board of Supervisors considers any oral and written public comments. A summary of responses to public comments on the review of the Draft CAPER is located in the section entitled "Summary of Citizen Comments" below.

SUMMARY OF CITIZEN COMMENTS

Stanislaus County

Stanislaus County held a morning and evening community meeting on August 5, 2013 regarding the Draft CAPER. One resident attended the meeting with questions

Stanislaus Urban County

regarding fair housing activities. The resident was directed to the Urban County's fair housing advocate, Project Sentinel.

City of Newman

A community meeting was held on August, 6, 2013. No comments were received.

City of Patterson

A community meeting was held on August 5, 2013. No comments were received.

City of Waterford

A community meeting was held on August 1, 2013. No comments were received.

City of Ceres

A community meeting was held on August 6, 2013. Several residents of the Ceres and Parklawn communities were in attendance. Staff addressed questions relating to the CDBG public service process as well as the Parklawn Sewer Infrastructure Project.

City of Oakdale

A community meeting was held on August 14, 2013. No comments were received.

City of Hughson

A community meeting was held on August 6, 2013. Questions were addressed related to eligible project areas and identification and qualification of additional eligible areas.

Town of Hickman

A community meeting was held on August 1, 2013. Municipal Advisory Committee members in attendance provided comments related to the need for storm drain and sidewalk improvements in the Hickman area.

Town of Empire

A community meeting scheduled for August 12, 2013 was cancelled by Municipal Advisory Committee. Staff will attend the meeting scheduled in September.

South Modesto

A community meeting was held on August 8, 2013. Municipal Advisory Committee members in attendance requested that a list of public service providers, who serve the South Modesto area, be provided to the MAC.

Town of Keyes

A community meeting was scheduled for August 15, 2013. Staff was unable to attend and will make arrangements to attend the September meeting.

Town of Denair

A community meeting was held on August 6, 2013. Denair residents were appreciative of the information provided and were satisfied with the accomplishments achieved in Fiscal Year 2012-2013.

Town of Salida

A community meeting was held on July 23, 2013. Questions were asked related to the specific locations of NSP homes and affordable housing units. The public also had questions about funds used for the NSP program and how much the County is getting on its return.

Stanislaus County- Final Public Hearing

A public hearing is scheduled for September 17, 2013. Comments Pending.

(save area for pending comments)

Other Comments (written/via internet)

No comments received.

(save area for pending comments)

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

One of the strategies of the CP is to take actions to overcome any gaps that may exist in the institutional structures and enhance coordination within Stanislaus County network of public service providers as well as other public agencies that deliver essential public and social services.

For instance, during the program's monitoring reviews, agency-to-agency referrals are reviewed to verify that participants receiving services do not experience any gaps as they strive to reach their goal of independence from the need of public services within the community. Thus, the development of the Stanislaus Homeless Management Information System (HMIS) also has the potential to actively refer consumers of homeless services in a way that greatly reduces, if not eliminates, the needs of those transitioning from the streets towards permanent housing. Formal approval for agency-to-agency referral information via the HMIS system has been approved through the Coc's HMIS/ESG Sub-committee.

There is considerable work going on in Stanislaus County to bring together governmental agencies, non-profit service providers, and consumers of services to identify where there are gaps and how they can be best filled. Stanislaus County is actively involved throughout the year with different service networks in the community. One of these is the Stanislaus Housing and Support Services Collaborative (SHSSC) (CoC), a very strong network of County-wide service providers, through which any identified institutional gaps may be addressed. Another network is the Stanislaus County Mental Health Services Act (MHSA) collaborative whose purpose is to expand and develop innovative, integrated services for children, adults and older adults. California's voters passed MHSA in November 2004.

One of the major issues seen in the community is not a lack of agencies but a lack of prioritizing by the agencies. Many agencies tend not to look at long-term funding due to either lack of staff or capacity. Building the capacity of local non-profits has also become an important issue for the Stanislaus Urban County and other entitlement cities. The Stanislaus Urban County also has an excellent working relationship with both the cities of Turlock and Modesto, which are separate CDBG

entitlement jurisdictions, to strategically prioritize projects and programs more efficiently and effectively for the region. The Stanislaus Urban County is able to: a) effectively strategize to fill in institutional gaps; b) continue to work and build cooperatively and collaboratively; c) provide technical assistance to the non-profit community; and, d) provided seed funds via the public service cycle to expand their capacity to provide a greater variety of housing related services for the population they directly serve.

Monitoring

1. Describe how and the frequency with which you monitored your activities.

A coordinated monitoring process has been established to verify and confirm that grant funds have been used in an eligible and appropriate manner for each of the following programs:

STANISLAUS URBAN COUNTY INFRASTRUCTURE PROJECTS

Stanislaus County staff reviews quarterly project progress reports, Request for Funds reports and budget printouts, which identify the total funds used by all jurisdictions during a given month. Stanislaus County staff verifies and cross-references the information on the monthly budget activity reports. Monitoring visits are also held quarterly by Stanislaus County staff for each jurisdiction to track expenditure of funds as well as to ensure compliance with applicable federal requirements such as labor standards enforcement (i.e. certified payroll and worker interviews), Section 3 requirements and any other applicable federal requirements. Section 3 is a provisionary requirement of the Housing and Urban Development (HUD) Act of 1968 that is intended to ensure that when a public project utilizing HUD funds has a contracting opportunity, and if the awarded contractor requires additional workers or sub-contractors, the awarded contractor must give preference to qualified low- and very low-income persons or businesses residing in the project site's community for hiring consideration.

STANISLAUS URBAN COUNTY PUBLIC SERVICE GRANT PROGRAM

Stanislaus County staff reviews quarterly CDBG statistical data, narratives, Requests for Funds forms and budget printouts which identify the total funds used/requested by each grantee during that reporting period. Stanislaus County staff verifies and cross-references the information on the quarterly budget activity reports and data tables. Quarterly monitoring visits are also scheduled by Stanislaus County program staff for each grantee to ensure appropriate expenditure of funds. Non-profits that reach a certain performance threshold become eligible for bi-annual monitoring reviews in place of the quarterly visits.

STANISLAUS URBAN COUNTY EMERGENCY SOLUTIONS GRANT PROGRAM

Under the Emergency Solutions Grant (ESG) Program, Stanislaus County staff reviews quarterly ESG statistical tables, narratives, Request for Funds forms and budget printouts, which identify the total funds used/requested by each grantee during that reporting period. Stanislaus County staff verifies and cross-references the information on the quarterly budget activity reports. Monitoring visits are also scheduled quarterly by Stanislaus County staff for each grantee to ensure appropriate expenditure of funds. As part of the ESG monitoring process invoices

and accompanying receipts were reviewed for reimbursement eligibility. Once eligibility was confirmed, fifty percent (50%) of the costs related to the project are reimbursed, as the remainder of the costs is paid by non-ESG match funding sources (i.e. - local unrestricted donations). In this manner, the sub-recipient in turn ensures that dollar to dollar matching requirements are satisfied by paying the remainder of the expenses from non-ESG sources.

HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)

Stanislaus County staff meets with the HOME Consortium every other month to track activity and expenditure progress. The HOME Consortium collaboratively works to ensure timeliness deadlines are met. Improvements to the HOME Program have been implemented over the past two fiscal years as the Consortium continuously works together to administer the program more effectively and as the City of Turlock has requested technical assistance from HUD to improve their policies and procedures to undertake the various housing activities.

The Housing Authority of the County of Stanislaus (HACS) administers the Housing Rehabilitation Program on behalf of the County, which is funded by HOME, and CalHome. The HACS provides quarterly reports to Stanislaus County program staff during monitoring. Progress on current loans and funding availability are provided, as well as any other issues that may arise from projects.

There are monitoring procedures tailored to the above-mentioned programs. Stanislaus County staff is continually working on improving program oversight by attending training on compliance topics, keeping up to date with amendments to regulations and/or Office of Management and Budget (OMB) circulars, and developing written procedures and forms.

2. Describe the results of your monitoring including any improvements.

The monitoring process in place has proven to be effective. Conducting monitoring visits quarterly allows Stanislaus County staff to be informed of the programs and projects' activity and status. It also allows for sub-recipients to be on track with timeliness requirements and deadlines. In the event of a shortfall in any of the projects/programs, Stanislaus County staff provides technical assistance as needed. The process also allows for an open line of communication among Stanislaus Urban County staff throughout the year.

Self-Evaluation

3. Self-Evaluation

a. Describe the effect programs have in solving neighborhood and community problems.

All CDBG, HOME, and ESG funded programs contribute to the improvement of neighborhoods & communities and address community problems. CDBG, HOME, and ESG funded programs and projects address the objective of benefiting low and moderate income persons. Without the assistance, many individuals and families would be deprived of valuable services that address some of their basic needs. As a result, these services provide them with a safer and more suitable living environment. The improved living environment via the provision of public services, infrastructure improvements in low income neighborhoods, and housing programs have the potential to provide improved educational and economic opportunities that

in the long term, may lead to improving the lives of individuals and the community as a whole.

As the lead agency, Stanislaus County staff supports Stanislaus Urban County members on their path towards the goals identified by the community during the CP process. Those goals included infrastructure improvements, public services, and affordable housing programs considered the most important for the community as a whole. With that framework in mind, the Stanislaus Urban County and the public service review panel (made up of representatives throughout the Stanislaus Urban County) assures that the CP priorities become a reality for the community.

b. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.

The Stanislaus Urban County provides decent affordable housing through partnerships with local non-profits such as Habitat for Humanity and government agencies such as the HACS. Examples of these projects include a combination of sweat-equity programs through Habitat for Humanity to provide first time home buyers their first home. HACS partners with the Stanislaus Urban County to provide a rent-to-own homeownership program along with various rehabilitation programs to improve existing income eligible homeowners a suitable living environment free from health and safety concerns within their home.

The door to economic opportunities is opened to eligible participants through the Stanislaus Urban County's Workforce Development and Technology Training Program. These programs provide basic computer training including; troubleshooting, windows, internet and email basics, and intermediate skills in Microsoft Office applications. Without these basic computer skills many low and moderate income persons would not be prepared for jobs as they become available to the community to earn a livable wage for their family.

c. Indicate any activities falling behind schedule.

In general, all activities on an annual timeline are on schedule. Activities that span more than one fiscal year may fall behind schedule for reasons out of Stanislaus Urban County staff's control such as staffing reductions, general fund limitations, or third party delays (i.e. utility companies' delays). Infrastructure projects can experience periodic delays due to weather conditions beyond the control of Stanislaus Urban County staff. If this occurs it will be reflected in the respective project's summary section of this CAPER.

Some of the goals identified within the Neighborhood Revitalization Strategy Area plan are a little behind schedule. Throughout Fiscal Year 2012-2013 staff worked with organizations and residents within the Airport and Parklawn neighborhoods to determine the best course of action in terms of neighborhood improvement. A number of organizations have expressed interest in becoming a designated Community Based Development Organization (CBDO) for the Parklawn and Airport neighborhoods and County staff will continue to work with these organizations to determine the best course of action, whether that be in the form of public services or the development of a CBDO.

Stanislaus County developed an economic development program which was included as part of the Fiscal Year 2012-2013 CDBG Annual Action Plan (AAP) approved by

the Board of Supervisors on April 17, 2012. The plan proposed to create a partnership between Stanislaus County and the Alliance Worknet that would result in a job creation program. While the program was developed in accordance with guidance provided by HUD, the Stanislaus Urban County's local HUD representative does not believe the program qualifies as an eligible activity. The program was subsequently put on hold throughout Fiscal Year 2012-2013 due to discussions with HUD regarding the eligibility of proposed activities. None of the allocated funds for the Economic Development program have been spent and staff is continuing to work with HUD staff to adapt the program to include eligible activities that will ensure business growth and job creation throughout the Stanislaus Urban County.

All Recovery Act programs (NSP, CDBG-R, and HPRP) are currently on schedule to meet proposed timelines and objectives.

d. Describe how activities and strategies made an impact on identified needs.

The Stanislaus Urban County allocates approximately 10% of its annual allocation for public service grants; this funding was made available to non-profit organizations to provide services to low income individuals. In Fiscal Year 2012-2013, a total of seventeen (17) public service programs were awarded \$197,274 and eight (8) homeless service programs were awarded \$184,013 in Fiscal Year 2012-2013 ESG funds and \$54,012 in Second Allocation Fiscal Year 2011-2012 funds. Over 20,600 individuals received a form of service through the funded organizations. Services ranged from meals and shelter for low income children to emergency food assistance programs. The services provided through the funded programs positively impact the lives of the individuals served. Without the assistance to non-profit service providers, low income individuals may not otherwise have access to the services.

Activities of this nature, combined with fair housing, workforce development, and various infrastructure projects that serve extremely low to low-income individuals within the community, have a potential to improve the living conditions of the underprivileged.

e. Identify indicators that would best describe the results.

The CAPER provides an overview for how the Urban County has met the goals identified within the Consolidated Plan within an annual timeframe. The goals set within the Consolidated Plan for Fiscal Year 2012-2015 include a variety of indicators, depending on the program. These indicators include the following:

- **Housing Programs** – Number of affordable homes purchased or rehabbed
- **Down Payment Assistance** – Number of low-income persons assisted with becoming first-time homeowners
- **Infrastructure** – The number of low-income persons whose neighborhoods are improved through the construction of infrastructure such as sewer, water connections, curb, gutter, sidewalk, lighting, or storm drain.
- **Public Services** – Number of low to moderate income persons who receive needed public services such as emergency food, counseling, education, shelter, or connections to needed services.

- **Homeless Services** – Number of homeless persons provided with shelter, services, or housing.
 - **Homeless Prevention Services** – Number of extremely low-income persons who are at-risk of losing their housing that receive rental assistance to prevent them from becoming homeless.
- f. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.**

Generally, the only negative impact the community faces annually in its goal to fulfill their strategy and overall vision is the shortage of funding to consistently improve and progress worthwhile programs within the community. With continued State cutbacks to essential services in recent years and substantial cuts to CDBG funds, it has become more challenging on an annual basis to bridge the “need” gap.

The elimination of redevelopment in California posed a challenge to all Stanislaus Urban County participants’ ability to carry out important projects and community development programs. In the year 2011, the California Supreme Court’s decision to eliminate Redevelopment via ABx1 26 (Redevelopment Agency Dissolution Act), greatly reduced available local funding source match opportunities for both HOME and CDBG. Without this source of funding, the longevity of programs such as HOME may become limited as they have programmatic match requirements.

County staff has also encountered barriers in attempting to fulfill the goals set forth within the Neighborhood Revitalization Strategy Area (NRSA) Plan.

Within the two designated NRSAs it has been difficult to qualify any organization as a CBDO. Although existing organizations are dedicated to improving the Airport and Parklawn areas and have strong community ties, they also lack the capacity for meeting the requirements of a CBDO.

Five Year Consolidated Plan Objectives Assessed

The Stanislaus County CP was adopted by the Board of Supervisors, on April 17, 2012. As part of the CP there were several goals and housing objectives outlined for Fiscal Years 2012-2014 by the Stanislaus Urban County. The following are the objectives and assessments of accomplishments listed by participating members of Stanislaus Urban County:

STANISLAUS COUNTY OBJECTIVES

INFRASTRUCTURE: To address the need for infrastructure improvements in low-income neighborhoods and communities.

Analysis and Actions

Empire Infrastructure Project:

The Empire Storm Drain Infrastructure Project is a multi-phased project which consists of installation of a storm drain system. The construction phase of the Empire Infrastructure Project, Phase IA, began in Fiscal Year 2009-2010 and was completed in Fiscal Year 2011-2012. The project consisted of the installation of a storm-water management system in the area bounded by: E St. to the west, Hwy.

Stanislaus Urban County

132 (Yosemite Blvd.) to the South, I St. and G St. to the East, and Center Ave. to the North. The underground work, including the installation of the storm-water collection lines and a horizontal drain system were completed in Fiscal Year 2009-2010. Construction of the topside improvements including grinding and re-grading of roads, installation of catch basins, pouring of the concrete curb and gutter, forming of ADA accessible ramps and installation of signage and striping was completed Fiscal Year 2011-2012.

The Empire Infrastructure Project Phase 1A has directly benefited 69 properties (approximately 242 individuals) and indirectly benefited the entire community of Empire by improving road conditions and eliminated flooding concerns within the target neighborhood. The project has eliminated many of the problems caused by inadequate drainage of storm water including traffic problems and health concerns caused by standing water.

Engineering design of the Phase 1B of this project began in Fiscal Year 2012-2013 and will be completed in Fiscal Year 2013-2014. The river outfall rehabilitation portion of the project has been completed by Modesto Irrigation District (MID), which the storm drain project will be connecting to.

Parklawn Infrastructure Project

Phase 1 of the Parklawn Sewer Infrastructure project was completed in Fiscal Year 2012-2013 which includes the “backbone” infrastructure needed to serve the entire Parklawn community. Four phases of the project were initially envisioned based upon constructability and financing using CDBG funds. However, during Fiscal Year 2012-2013, aside from the construction of Phase 1, Stanislaus County also worked on seeking additional financing for the remainder of the project through the California State Water Resources Control Board’s Clean Water State Revolving Fund (CWSRF). Stanislaus County submitted the application for funding in early August 2013 and is awaiting a response from the State Water Board.

Airport Infrastructure Projects:

Planning, engineering and design of the Airport Sewer Infrastructure project was completed in Fiscal Year 2012-2013. Construction of the project requires an advisory Measure M vote of the public which will be on the ballot in November of 2013. If Measure M vote results in the approval of extension of sewer service to the Airport Neighborhood, Stanislaus County will seek funding for construction of the project (potentially CWSRF funds).

ECONOMIC DEVELOPMENT/WORKFORCE DEVELOPMENT: To encourage economic development activities to create and retain jobs.
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Analysis and Actions

Economic Development Pilot Program – Stanislaus County developed an economic development program which was included as part of the Fiscal Year 2012-2013 CDBG Annual Action Plan (AAP) approved by the Board of Supervisors on April 17, 2012. The plan proposed to create a partnership between Stanislaus County and the Alliance Worknet that would result in a job creation program. While the program was developed in accordance with guidance provided by HUD, the Stanislaus Urban County’s local HUD representative does not believe the program qualifies as an eligible activity. The program was subsequently put on hold throughout Fiscal Year 2012-2013 due to discussions with HUD regarding the eligibility of proposed

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activities. None of the allocated funds for the Economic Development program have been spent and staff is continuing to work with HUD staff to adapt the program to include eligible activities that will ensure business growth and job creation throughout the Stanislaus Urban County.

Agencies providing case management services, funded through CDBG Public Services and ESG grants, were able to connect 60 clients to employment throughout the 2012-2013 Fiscal Year.

The Stanislaus Urban County has also contributed to the maintenance of a strong local economy through the Neighborhood Stabilization Program. Through this program, 14 homes, (all of which were foreclosed and vacant), were acquired and have been rehabilitated or are in the process of being rehabilitated in Fiscal Year 2012-2013. Since the start of the program, 104 previously vacant and foreclosed properties have been acquired by the Stanislaus Urban County. All of these units have been or will be rehabilitated by local workers with materials obtained through local suppliers. In addition to the standard rehabilitation work completed on these units, a minimum of 20 of the homes will have Solar Photovoltaic systems installed along with retrofitting work for energy efficiency through the utilization of Recovery Act funding (currently 19 homes have solar units). This innovative program provided an opportunity for dislocated workers referred from the Alliance Worknet to obtain hands on training in the "green" occupations of solar panel installation and home weatherization. This program benefits the local economy by reducing blight, assisting first time home buyers in the purchase of their first home, and by providing economic benefit to local workers, material suppliers, and small businesses. Nine (9) workers gained full-time employment upon completion of this program.

AFFORDABLE HOUSING: To increase and maintain the supply of affordable housing.

Analysis and Actions

One of the Stanislaus Urban County's prominent partners in affordable housing development is the Housing Authority of the County of Stanislaus (HACS), the largest property manager in Stanislaus County. In Fiscal Year 2012-2013, the HACS continued to partner with Stanislaus County in the operation of the housing rehabilitation program. In Fiscal Year 2012-2013, Stanislaus County funded a total of eight (8) owner occupied housing rehabilitation projects.

Stanislaus County also funds a Down Payment Assistance (DPA) Program for first time homebuyers. The program provides up to \$50,000 to qualified low-income households to purchase a home in County unincorporated communities. Further partnerships with cities within the County via programs such as Public Facility Fee deferrals also allow the increase in supply of affordable housing.

Neighborhood Stabilization Program (NSP) funds have further allowed members of the Stanislaus Urban County to increase the supply of affordable housing. In Fiscal Year 2012-2013, Stanislaus Urban County in partnership with the HACS, acquired 14 foreclosed properties within NSP target areas. All of these homes have undergone or will undergo rehabilitation of some sort. Stanislaus Urban County-wide, a total of 10 NSP homes were re-sold in Fiscal Year 2012-2013 to low and moderate income households. To date, a total of 104 foreclosed units have been acquired via the NSP Program and 76 of those have been purchased by local first time home buyers. Fifteen (15) properties were being rented to households with incomes below 50 percent of area median income. The rental of these units is managed by the HACS.

Stanislaus Urban County

One unit was in escrow to sell to a first time homebuyer and thirteen (13) properties were in the process of being rehabilitated.

Community Development Block Grant – Recovery (CDBG-R) funds further enabled the Stanislaus Urban County to maintain affordable housing as these funds were utilized for solar system and weatherization improvements on NSP housing units. These improvements are provided to NSP homebuyers as a 20 year amortized loan, and households reduce/offset their related energy costs and foster energy independence.

Stanislaus County continues to partner with Habitat for Humanity whenever possible for the provision of affordable housing within unincorporated areas of the County. During Fiscal Year 2011-2012 Habitat for Humanity completed work on two HOME funded projects (one demo/rebuild) and one NSP funded project (demo/rebuild).

<p>PUBLIC SERVICES: To provide activities, programs, and essential social services to low-income seniors, youth, and special needs populations.</p>
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Senior Services: Analysis and Actions

The Stanislaus Urban County has been able to achieve progress through the CDBG Public Service Grant program. Several grants have been awarded throughout multiple Fiscal Years, dating back to 2002 to service providers such as the Healthy Aging Association, the Howard Training Center and Catholic Charities, which offer services countywide. These services include, but are not limited to, senior meals, fall prevention, and transportation services. In Fiscal Year 2012-2013, two (2) out of 17 CDBG public service programs offered programs that targeted the senior community throughout the Stanislaus Urban County. A total of 2,663 seniors were served by the Public Service and Emergency Solutions programs funded by the Urban County during Fiscal Year 2012-2013.

Youth Programs: Analysis and Actions

The Stanislaus Urban County has been able to achieve progress through the CDBG Public Service Grant program. Several grants have been awarded throughout multiple Fiscal Years, dating back to 2002 to youth programs such provided by the Children’s Crisis Center and the Center for Human Services. These services include, but are not limited to providing health screenings, case management for the family, domestic violence prevention, and homeless prevention. In Fiscal Year 2012-2013, 6 out of 17 CDBG public service programs offered services that targeted youth and their families throughout the Stanislaus Urban County. Of 8 ESG programs, 3 offered programs that targeted families with at-risk infants, toddlers, and youth.

Special Needs Populations: Analysis and Actions (Non-homeless Special Needs)

Through CDBG Public Service funds the Howard Training Center provided meals to 911 low-income seniors. The Howard Training Center offers a variety of programs for disabled adults. One such program is the Senior Meals program, which provides employment for adults with disabilities. In addition, 1849 low to moderate income Urban County residents with disabilities received public services funded with CDBG and ESG grant funds.

Analysis and Actions (Homeless and Special Needs)

During Fiscal Year 2012-2013, the Stanislaus Urban County utilized both CDBG Public Services funds and ESG funds to offer Stanislaus Urban County residents overnight emergency winter shelter for the months of December-March at We Care and the

Salvation Army. The shelters provided a safe and clean environment, provided meals, and referrals for social services. The Salvation Army and Family Promise both received ESG funding for their transitional shelters, which provided longer term shelter in conjunction with case management to homeless adults and homeless families who are committed to moving towards self-sufficiency and permanent housing. Both transitional programs provide homeless individuals and families with a place where they can learn skills, gain income, and receive assistance that will enable them to transition from homelessness to obtaining and remaining in permanent housing with case management and skills training. The Children's Crisis Center also received funding to provide respite day-time, and nighttime shelter when needed, to homeless children and children who at-risk of becoming homeless. In addition to respite care, the Children's Crisis Center also provides case management to the parents of children who are in their care, and work to assist each family in becoming self-sufficient and stably housed.

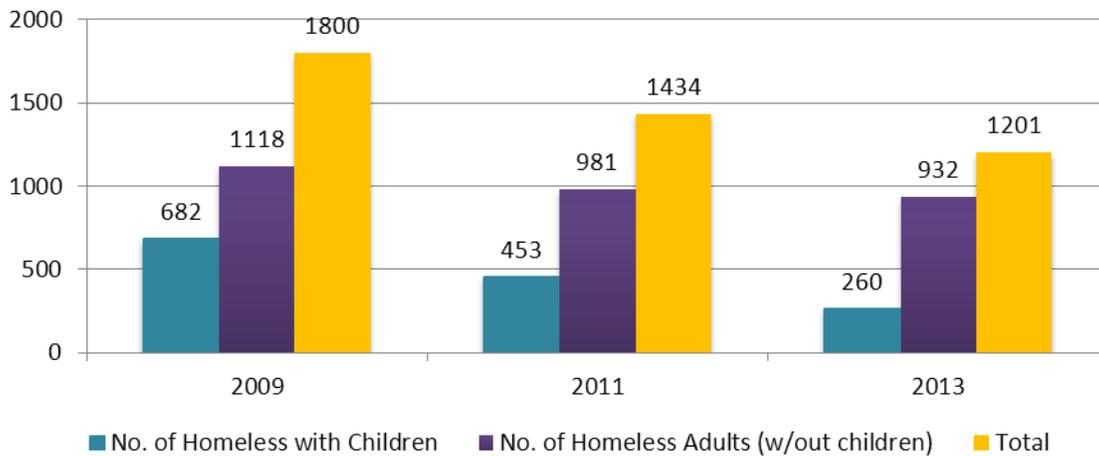
In addition to emergency or transitional shelter, the Children's Crisis Center, We Care, and the Community Housing and Shelter Services provided case management services in conjunction with rental and utility assistance which assist clients in obtaining and maintaining permanent housing. Throughout the Fiscal Year 2011-2012, agencies providing case management services, funded through CDBG Public Services and ESG grants, prevented 64 clients from becoming homeless and provided rapid re-housing services to 22 clients.

Homeless Management Information System (HMIS) Project: This software system allows homeless service providers to enter basic information about persons receiving homeless services throughout the County. Ultimately, the system will allow the Stanislaus County CoC to track patterns of individuals and households into and out of homelessness. However, getting to this point will require a great deal of work on the system itself, and on data entry. Data input for the Stanislaus County CoC began during the Fiscal Year 2005-2006 for all Stanislaus Urban County ESG Grantees, and HACS Homeless Related Programs (CoC awarded grants such as Shelter Plus Care). In 2008, the City of Modesto ESG grantees began participating in HMIS data entry and continue to do so, making it a more comprehensive homeless data collection system. During the Fiscal Year 2011-2012, extensive efforts were made by the HPRP Sub-committee and Stanislaus Housing and Support Services Collaborative to upgrade the system to allow for increased capacity to meet ESG reporting and monitoring requirements. The HMIS Administrator continually works to improve the HMIS software for both homeless service providers and grant administrators. As part of this effort, the HMIS Administrator provides trainings (both in groups and one-one-one) to HMIS users. Throughout Fiscal Year 2012-2013 ESG funded the training and employment of a part-time HMIS data entry assistant who has been entering client data for ESG recipients as well as for shelters who do not receive federal funds. This data entry assistance allows the CoC and ESG grant administrators to work with a more complete set of homeless service provider data which will ultimately inform decisions on how future homeless funding should be targeted.

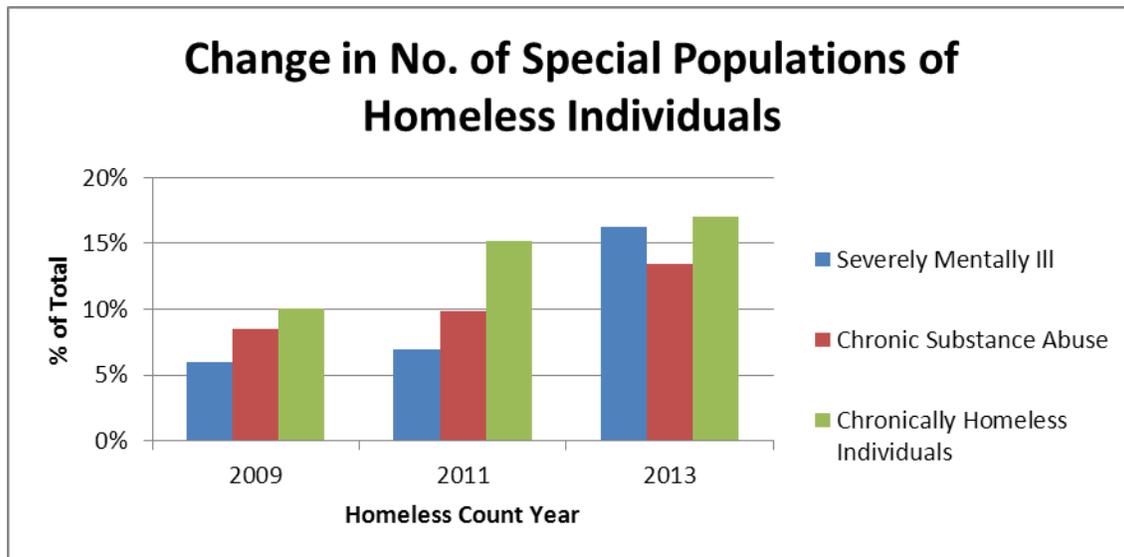
The Stanislaus Housing and Supportive Services Collaborative (Stanislaus CoC) collectively developed a 10 Year Plan to End Long-Term Homelessness, which was adopted by the Board of Supervisors on June 26, 2007. This Plan, also adopted by the cities of Modesto, Ceres, Hughson, Newman, Oakdale, Patterson, and Waterford, is scheduled to reach completion by Fiscal Year 2014-2015. The CoC continues to make progress toward the ultimate goal of reducing the homeless population through a combination of efforts including emergency shelters, case management, supportive

services, permanent supportive housing, rental assistance and transitional housing programs. As shown in the chart below, the 2013 Homeless count showed a 20% decrease in the total number of homeless persons from 2009 to 2011 and a 16% decrease from 2011 to 2013. A total of 12% of the individuals included in the 2013 homeless count were children under the age of 18. Throughout Fiscal Year 2012-2013, ten new permanent housing beds for chronically homeless persons were developed, making a total of 166 permanent supportive housing beds in Stanislaus County. As shown in the chart below the number of chronically homeless individuals, homeless individuals with severe mental illness and chronic substance abuse (both sheltered and unsheltered) increased steadily from the 2009 to 2011 homeless count and from the 2011 to 2013 homeless count. This is due partly to the increase in rapid re-housing programs and permanent supportive housing beds but also due to the reclassification of a number of CoC program participants from “chronically homeless” to “homeless”.

Homeless Count Comparison



Change in No. of Special Populations of Homeless Individuals



CITY OF CERES OBJECTIVES

INFRASTRUCTURE: To address the need for infrastructure improvements in low-income neighborhoods and communities.

Analysis and Actions

During this fiscal year the City of Ceres completed the Downtown Infrastructure Project. This project consisted of infill improvements including installation of curb, gutter, storm drain and sidewalks including ADA accessible ramps in the downtown residential area (specific street sections and project scope details outlined in the Summary of CDBG Program Accomplishments City of Ceres Section of this document).

Engineering and design was completed for the In-Fill Infrastructure – Caswell Tract / Sequoia Village project. The project is scheduled to go out for the construction bid in August of 2013. The project consists of installation of curb, gutter, sidewalks, ADA accessible curb cuts, storm drain improvements, and pavement overlay. The project will be completed in the fall of 2013.

AFFORDABLE HOUSING: To increase and maintain the supply of affordable housing.

Analysis and Actions

DPA Program: The City of Ceres provided first time homebuyers approximately 20% of the purchase price of a home. In Fiscal Year 2012-2013, the City of Ceres provided DPA to two (2) first time home buyers.

Due to the State of California's elimination of Redevelopment Agencies, the City of Ceres no longer has the capacity to fund a housing programs coordinator position. This has impacted the City of Ceres' ability to assist residents from Ceres with housing programs assistance.

CITY OF HUGHSON OBJECTIVES

INFRASTRUCTURE: To address the need for infrastructure improvements in low-income neighborhoods and communities.

Analysis and Actions

During this fiscal year the City of Hughson completed the Pine Street Infrastructure Project. The project consisted of engineering and design work and the installation of curb, gutter, storm drain, sidewalks, and ADA curb cuts as needed.

Engineering and design was completed for the 4th Street Infrastructure project and began construction in June of 2013. The project consists of the installation of curb gutter, storm drain, sidewalks, and ADA curb cuts as needed. The project will be completed towards the end of summer 2013.

AFFORDABLE HOUSING: To increase and maintain the supply of affordable housing.

Analysis and Actions

The City of Hughson does not offer housing programs as it no longer has staff capacity to operate housing programs.

CITY OF NEWMAN OBJECTIVES

INFRASTRUCTURE: To address the need for infrastructure improvements in low-income neighborhoods and communities.

Analysis and Actions

In Fiscal Year 2012-2013, the City began construction on the Tulare Infrastructure Project. The project was initiated in Fiscal Year 2011-2012; however the city needed to carry over funds to Fiscal Year 2012-2013 to complete the project. The project was completed in June of 2013. The project consisted of the installation of curb, gutter, sidewalks, and incidental street repaving.

The City of Newman completed construction of the Pioneer Park Project in July of 2013. The project included the installation of an irrigation system and safety improvements to meet applicable safety standards.

AFFORDABLE HOUSING: To increase and maintain the supply of affordable housing.

Analysis and Actions

DPA Program: The City of Newman provided first time homebuyers approximately 20% of the purchase price of a home.

CITY OF OAKDALE OBJECTIVES

INFRASTRUCTURE: To address the need for infrastructure improvements in low-income neighborhoods and communities.

Analysis and Actions

In Fiscal-Year 2012-2013 The City of Oakdale began construction on Phase I the Davitt Street Improvement Project. The project will be completed in two (2) phases and includes asphalt rehabilitation, water main and service replacement, sewer main and service replacement, storm drain improvements, concrete repair, and new ADA pedestrian ramps. Due to higher project costs than anticipated, Oakdale has had to split Phase I into two parts over two fiscal years. The second part of Phase I will be completed by the end of summer 2013 and utilize Fiscal Year 2013-2014 funds.

AFFORDABLE HOUSING: To increase and maintain the supply of affordable housing.

Analysis and Actions

DPA Program: The City of Oakdale provides Down Payment Assistance with a maximum of \$50,000 to first time homebuyers. In Fiscal Year 2012-2013, the City of Oakdale provided DPA to two first time home buyers.

In Fiscal Year 2012-2013, the City of Oakdale completed the construction of the Heritage Oaks senior housing complex, a fifty (50) unit senior affordable housing project. This housing complex continues to operate at full capacity.

CITY OF PATTERSON OBJECTIVES

INFRASTRUCTURE: To address the need for infrastructure improvements in low-income neighborhoods and communities.

Analysis and Actions

In Fiscal Year 2012-2013 the City of Patterson completed engineering and design for the 4th Street Infrastructure Project. The project will consist of the replacement of the water main, installation of curb, gutter, storm drain, sidewalks and street repaving. The project is scheduled to go out to bid in September of 2013 with construction commencing beginning in fall 2013.

AFFORDABLE HOUSING: To increase and maintain the supply of affordable housing.

Analysis and Actions

DPA Program: The City of Patterson provides DPA Program with HOME funds. The program provides a maximum of \$50,000 to first time homebuyers. The City provided two (2) DPA loans in Fiscal Year 2012-2013.

The City of Patterson also administers a housing rehabilitation program. In Fiscal Year 2012-2013, the City of Patterson was able to assist one (1) low income household with a rehabilitation loan to assist with health and safety related repairs.

CITY OF WATERFORD OBJECTIVES

INFRASTRUCTURE: To address the need for infrastructure improvements in low-income neighborhoods and communities.

Analysis and Actions

In Fiscal Year 2012-2013 the City of Waterford completed construction of the C & Covey Street Infrastructure Project. Construction was completed in September of 2012. The project included the installation of curb, gutter, storm drain, sidewalk, sewer repairs, and street repaving.

The city has also completed engineering and design for the La Gallina Avenue Infrastructure project. Construction of the project will be phased over the next two fiscal years (2013-2014 and 2014-2015). The project is for the installation of curb, gutter, and sidewalks.

Waterford also launched their Economic Development program, which utilizes CDBG Economic Development funds to assist business expansion within city commercial blight areas.

Per Census 2010 data, the City of Waterford continues to lack Census eligible block group areas to conduct LMA based projects. In Fiscal Year 2011-2012, Stanislaus County developed a survey tool to assist in carrying out LMA based infrastructure projects. This survey tool was used to determine eligibility of the C & Covey Street Infrastructure Project, as well as the La Gallina Avenue Infrastructure Project. Any future infrastructure projects will require a survey of the project area to determine LMA eligibility.

AFFORDABLE HOUSING: To increase and maintain the supply of affordable housing.

Analysis and Actions

DPA Program: In Fiscal Year 2012-2013, the City of Waterford provided DPA to two (2) first time home buyers.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

The Health Services Agency of Stanislaus County is the lead agency for Stanislaus County in the identification, documentation and prevention of lead poisoning. The Childhood Lead Poisoning Prevention Program of Stanislaus County, administered through the Health Services Agency, becomes involved with childhood lead-based poisoning when notification of an elevated screening blood level is received either from the laboratory or physician. If the blood level is 10ug/dL (micrograms per deciliter), notification is made to the family. Once a child meets the case definition, an environmental investigation is performed by a Registered Environmental Health Specialist to determine, if possible, the source of lead exposure. The Stanislaus County Health Services Agency in partnership with the Department of Environmental Resources conducts the investigation of residences where children with elevated levels of lead reside.

Within the Stanislaus Urban County jurisdiction, there were four cases of childhood lead-based poisoning investigated by Stanislaus County in Fiscal Year 2012-2013. The cause of the lead exposure was connected to the housing unit in 3 of these cases. In these cases, the Housing Rehabilitation Program information was given to the household. The cause of the poisoning in the remaining case was not determined.

During the Fiscal Year 2012-2013, the Stanislaus Urban County partnered with the Childhood Lead Poisoning Prevention Program to distribute information in the unincorporated areas and the participating jurisdictions. If the source of lead exposure is related to the residential physical environment (e.g. peeling paint that indicates the presence of lead) then the Housing Rehabilitation Program may participate in source eradication.

The lead-based paint regulation that became effective April 22, 2010 added a requirement that requires contractors bidding on rehabilitation of homes built prior to 1978 provide documentation of EPA Lead Renovation and Repair and Painting certification. During the implementation of local housing rehabilitation programs, appropriate steps are taken when the presence of lead-based paint is detected. Steps include full encapsulation, complete abatement (removal), painting or spot-repair (as per HUD-sponsored abatement course protocol). These actions are part of the overall strategy of the CP and will continue in funded housing activities.

HOUSING

Housing Actions

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Most participating Stanislaus Urban County jurisdictions have continued to provide and/or acquire funding to continue the provision of affordable housing programs and/or projects such as housing rehabilitation programs, Down Payment Assistance (DPA) programs, and public facility fee deferrals. The elimination of Redevelopment Agencies by the State of California impacted the ability of smaller jurisdictions to maintain housing positions. The Cities of Ceres and Hughson currently do not have staff on hand to administer housing assistance programs. This may change in the future if resources to support these positions become available.

Funding from Neighborhood Stabilization Program (NSP), Community Development Block Grant-Recovery (CDBG-R), and Emergency Solutions Grant (ESG) have provided the Stanislaus Urban County new resources for the provision of additional affordable housing opportunities for low and moderate income families and individuals. These programs made it possible to assist families and individuals most affected by the national and local economic crisis experienced in recent years, and stabilize neighborhoods and overall conditions.

Progress of Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.

During this reporting period, Stanislaus Urban County's affordable housing programs were able to assist families in acquiring their first home or enable a family/individual to maintain their affordable home, through the assistance of rehabilitation grants or low interest deferred loans, or loans with payments.

2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

All families assisted under the various Stanislaus Urban County first time homebuyer DPA programs meet the Section 215 definitions of affordable housing. All related program goals were met.

Available Resources/Use of Funds

The following are the actions taken during Fiscal Year 2012-2013 in the area of affordable housing:

NEIGHBORHOOD STABILIZATION PROGRAM (NSP)

In an effort to maximize the overabundance of vacant single-family properties as a potential resource for affordable housing for moderate, low and very-low income households, The Stanislaus Urban County has been participating in the Neighborhood Stabilization Program (NSP). NSP connects first time homebuyers to DPA and affordable single family homes within the Stanislaus Urban County cities and unincorporated areas of the county. Stanislaus Urban County was awarded a total of \$9,744,482 million, under the Housing and Economic Recovery Act (HERA) of 2008, for the purchase of foreclosed or abandoned homes to rehabilitate, redevelop, and resell to first time home buyers with incomes up to 120% of the Area Median Income (AMI). At the end of Fiscal Year 2012-2013, the Stanislaus Urban County had drawn \$9,735,321.58 of NSP funds, or approximately 99.9% of the grant. In addition, the Stanislaus Urban County has drawn \$3,714,655.25 of PI for a combined amount of \$13,449,976.83. In Fiscal Year 2011-2012, the Stanislaus Urban County was awarded a total of \$4,175,947 under the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010 to expand its Neighborhood Stabilization Program. Stanislaus Urban County drew \$1,993,387.22 of these funds during Fiscal Year 2012-2013.

During Fiscal Year 2012-2013, the Stanislaus Urban County acquired 14 additional homes through the NSP program. Stanislaus Urban County-wide, 10 first time homebuyers purchased NSP homes in Fiscal Year 2012-2013. The rehabilitation of NSP homes has had an economic benefit to local workers, material suppliers, and small business owners. As of June 30, 2013 a total of 104 NSP homes have been acquired by Stanislaus Urban County members and 76 of those homes have been sold to first time homebuyers.

The Stanislaus Urban County has expended more of its grant than the national average for NSP grantees, and plans to meet the objectives of households and persons benefiting from the program. At the conclusion of this fiscal year, the Stanislaus Urban County had served approximately 90% of the number of households that had been projected in the program plan.

The rehabilitation of NSP homes has had an economic benefit to local workers, material suppliers, and small business owners. The NSP program created or expanded the jobs of approximately 150 local workers of different construction trades. These trades included, but were not limited to: general contractors, HVAC technicians, flooring installers, glazing installers, plumbers, painters, and landscapers. NSP rehabilitation processes included weatherizing homes and installing energy efficient appliances to decrease the energy use of NSP units.

COMMUNITY DEVELOPMENT BLOCK GRANT – RECOVERY (CDBG-R)

The Stanislaus Urban County was awarded \$669,134 in Community Development Block Grant-Recovery Program funding under the American Recovery and Reinvestment Act (ARRA) of 2009. Following the intent of the Recovery Act, the Stanislaus Urban County designed a program utilizing CDBG-R funds to modernize and improve energy efficiency and expand educational opportunities within the housing industry. These services are being provided in the form of rehabilitation or retrofitting of NSP acquired units with solar systems and other related energy efficiency improvements. These improvements will help those impacted by the economic downturn by reducing their energy costs and foster energy independence for first time home buyers.

The Stanislaus Urban County CDBG-R Program's initial goal was to retrofit a minimum of twenty (20) Neighborhood Stabilization Program (NSP) housing units with solar systems and other related energy efficiency improvements. To date a total of twenty-seven (27) NSP housing units have been retrofitted with weatherization and solar improvements. Four (4) units were completed during Fiscal Year 2012-2013.

EMERGENCY SOLUTIONS GRANT

The Stanislaus Urban County was awarded \$61,338 in the second allocation of Fiscal Year 2011-2012 ESG funds and \$198,932 in Fiscal Year 2012-2013 ESG program funds. Of those funds \$38,500 was utilized to stabilize housing for 64 individuals who were at-risk of becoming homeless and \$27,184 was utilized to re-house 22 homeless persons. All funds include the cost of case management which is provided in conjunction with rental assistance.

DOWN PAYMENT ASSISTANCE (DPA) PROGRAM

Stanislaus County provides a DPA Program for first time home-buyers which provides assistance of up to \$50,000. The County utilizes HOME and CalHome funds to finance assistance to eligible buyers in the form of low interest silent second loans. During the Fiscal Year 2012-2013, nine DPA loans were funded to qualifying households. The program is designed for low-income households to purchase a home in County unincorporated communities.

The City of Oakdale funds a DPA Program for income eligible households. The City provides up to \$50,000 in assistance to first time homebuyers for homes in the City of Oakdale. This program was able to assist three families during Fiscal Year 2012-2013.

The City of Newman funds a DPA Program for income eligible households. The City provides up to \$40,000 in assistance to first time homebuyers for homes in the City of Newman. The City of Newman did not provide any DPA loans in Fiscal Year 2012-2013.

The City of Patterson funds a DPA Program for income eligible households. The City provides up to \$50,000 in assistance to first time homebuyers for homes in the City of Patterson. The City of Patterson did not provide any DPA loans in Fiscal Year 2012-2013.

The City of Ceres funds a DPA Program for income eligible households. The City of Ceres provided DPA to two (2) homebuyers during Fiscal Year 2012-2013.

The City of Waterford funds a DPA Program for income eligible households. The City of Waterford provided DPA to two (2) homebuyers during Fiscal Year 2012-2013.

HOUSING REHABILITATION PROGRAM

Several Stanislaus Urban County members fund their own Housing Rehabilitation Program. This program is available to homeowners who need assistance with the costs of repairing emergency health and safety issues into their homes. Repairs and improvements may include but are not limited to items such as handicap ramps, restroom grab bars, plumbing repairs, new roofs, and HVAC repairs. The amount of

assistance varies depending on the health and safety repairs needed. In cases where the cost to rehabilitate the home exceeds 75% of the value of the home, a rebuild of the home is recommended.

This program only assists owner-occupied housing units and is available to residents of Stanislaus Urban County communities that have an active program (Stanislaus Unincorporated Areas, Waterford, and Patterson). This fiscal year, a total of nine (9) households, Stanislaus Urban County-wide were approved for assistance to conduct health and safety home repairs through this program.

MULTI-FAMILY HOUSING DEVELOPMENT

Since 2005 Stanislaus Urban County members have completed three high density affordable housing projects for seniors. They are located within the Cities of Newman, Oakdale, and Patterson. In addition to these developments, the Stanislaus Urban County also acquired a multi-family unit in the City of Waterford. The multi family unit will be replaced with a multi-family senior housing complex through the Neighborhood Stabilization Program and City of Waterford HOME funds. These units will be leased to low income seniors. The management of this complex will be conducted by the HACS. The project will begin construction in the fall 2013 and is scheduled to be completed by spring 2014. The Urban County also acquired a 3 acre vacant lot in the City of Oakdale through the NSP. The Urban County and the City of Oakdale are considering various options for development of this site.

Efforts to Address "Worst-case" Housing Needs

3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

In efforts to address "worst-case" housing needs and housing needs of persons with disabilities, the Stanislaus Urban County partners with organizations such as the HACS and Disability Resource Agency for Independent Living (DRAIL). Project Sentinel, the County's Fair Housing service provider, and DRAIL, a non-profit who assist individuals with disabilities in obtaining needed assistive technology and housing accessibility, work closely with one another through client referral to ensure individuals with disabilities are not suffering from discrimination related to housing. In addition, Catholic Charities Senior Assisted Transportation program and the Howard Training Center's Senior Meals program provide food delivery services and transportation services to home bound seniors and persons with disabilities who would otherwise be unable to access services. Throughout the Fiscal Year 2012-2013, 1,849 individuals with disabilities received food assistance, shelter, housing or case management services through agencies that received CDBG Public Services or ESG funds from Stanislaus County.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

The Stanislaus Urban County actively partners with the CoC in all activities related to improving public housing and resident initiatives. From time to time, the Stanislaus Urban County also partners with the HACS via the use of Urban County HUD funds for projects that improve public housing.

The HACS is the largest landlord of multi-family and single household public housing units for the lower income population of Stanislaus County. The HACS is committed to provide decent affordable housing to its residents and in doing so; the HACS keeps public housing units in favorable conditions so that its residents have a safe and healthy living environment. During Fiscal Year 2012-2013, the HACS had conducted the following public housing modernization projects:

1. Replaced outdated appliances with Energy Star rated appliances in 16 units in the City of Newman and 432 units in the City of Modesto.
2. Replaced HVAC units with newer energy efficient models at 37 units in Modesto. Included installing set back programmable t-stats and duct testing/sealing.
3. Comprehensive rehab of 18 units at our Holly Circle development in Ceres. Work included installation of dual pane windows, abatement of ACM's and replacement of flooring throughout the units, gutted kitchen and bathrooms, new electrical service panels and installation of energy efficient lighting throughout, hard wired interconnected smoke/CO detectors, new water saving plumbing fixtures, painting inside and out with low VOC paints.
4. Major repairs/updates to site parking lots and sidewalks to address ADA issues, site drainage and general condition of the parking surfaces at 12 Public Housing development sites in Modesto.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

The changed economic circumstances confronting the Stanislaus Urban County, especially those affecting homeownership and rental housing markets, must be viewed as potential threats to fair housing choice.

In response to the foreclosure crisis in the Northern San Joaquin Valley, there have been local efforts to address the crisis. In partnership with local, state, federal, and private entities the County and some Stanislaus Urban County cities have been involved in the efforts to assist homeowners that are in foreclosure and/or at risk of foreclosure. Stanislaus County staff regularly attends Northern California Housing Counseling Network meetings to learn about the resources available to people facing foreclosure. This allows Stanislaus County staff to provide information and referrals to individuals seeking assistance of this sort.

1. Assessment of Relationship of HOME Funds to Goals and Objectives **a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.**

Stanislaus Urban County participating jurisdictions are members in the City of Turlock/Stanislaus County HOME Consortium. As the lead agency, the City of Turlock administers the HOME program and reports the partnering jurisdictions' activities in the HOME Consortium's CAPER.

ADDRESSING HOMELESSNESS

1. Identify actions taken to prevent homelessness.

Throughout this Fiscal Year, Stanislaus Urban County implemented the Emergency Solutions Grant program, as amended by the HEARTH Act, which combines previously eligible Emergency Shelter Grant activities with Homeless Prevention and Rapid Re-Housing activities. This Fiscal Year the Community Housing and Shelter Services Agency (CHSS), the Children's Crisis Center, and We Care of Turlock all received second allocation Fiscal Year 2011-2012 funding and Fiscal Year 2012-2013 ESG funding to provide homeless prevention and rapid re-housing services. These funds are targeted to homeless individuals and families or individuals and families at-risk of losing their housing and provide a combination of intensive case management and rental assistance with the ultimate goal of securing clients in permanent housing..

Overall, these programs provided rental assistance and case management to 64 individuals throughout the county. Each of these homeless prevention programs connects clients to case managers who work with each household to develop a goal oriented housing action plan, which centers on identifying and connecting clients with any needed services such as TANF, Food Stamps, Veteran's Benefits, budgeting, job training, employment opportunities, etc.

In addition to rental assistance, the Center for Human Services provided utility assistance payments, case management, and resource and referral services to 603 unduplicated individuals residing in the communities of Patterson, Newman, and Ceres. This emergency assistance allowed households struggling with the decision to either pay rent or utilities, to stabilize their housing situations and remain in their current housing.

The Children's Crisis Center's Marsha's, Guardian and Cricket's House facilities utilized ESG and CDBG Public Service funds to operate a daycare and shelter facility for infants, toddlers and children at-risk of homelessness. The facility provided parents case management services, allowing them to find and maintain jobs, housing and other necessary services. Throughout Fiscal Year 2012-2013, the Guardian House shelter facility served 71 adults and youth, the Cricket's House shelter facility served 62 children and adults, and Marsha's house served 79 infants and toddlers who were either homeless or were at-risk of homelessness.

The Stanislaus Urban County partnered with five homeless service providers through the Emergency Solutions Grant Program. A more detailed description of what each ESG funded program accomplished is provided under ESG Program Performance section of this document.

Additionally, Stanislaus Urban County staff worked closely with the ESG/HMIS/SHP Sub-committee of the CoC, made up of representatives from the City of Modesto, Stanislaus County, the Housing Authority, and homeless service providers, to improve the Homeless Management Information System (HMIS) and to begin the process of developing of a coordinated intake and assessment process which will ultimately be implemented CoC wide. Through ESG funds, the county provided funding to the CoC to assist with HMIS data entry. This effort allowed client data from non-HUD funded homeless service providers to enter into HMIS, which will allow the CoC's homeless data collection to act as a much more valuable tool for tracking individuals patterns into and out of homelessness. Overall, the sub-

committee made great strides toward improving data quality and the consistency of the intake process for shelter, homeless prevention, and rapid re-housing activities.

2. Identify actions to help homeless persons make the transition to permanent housing and independent living.

The Stanislaus Urban County partnered with CHSS, We Care, and the Children's Crisis Center in efforts to help homeless persons and families make a transition to permanent housing and independent living. With the use of ESG grant funds, both the chronically homeless populations and temporarily homeless households were provided the opportunity to be placed into permanent housing. While enrolled in the program, case managers work with each household to set goals and work on a housing action plan in order to identify and connect with any needed services such as Temporary Assistance for Needy Families (TANF), Food Stamps, Veteran's Benefits, future employment opportunities, etc. All three agencies were experienced in providing Rapid Re-Housing services through their participation in the Recovery Act program Homeless Prevention and Rapid Re-Housing Program (HPRP) which ran from September 2009 to August 2012. Through HPRP, 256 homeless persons in Stanislaus County, made up of 102 households, received Rapid Re-housing assistance.

The Salvation Army, the Children's Crisis Center, Family Promise, and We Care also utilized ESG funds to provide emergency and transitional shelter to homeless individuals and households. Clients that show progress and motivation toward self-sufficiency receive extended case management in conjunction with Rapid Re-Housing assistance funds to assist in the placement of job and permanent housing placement.

3. Identify new Federal resources obtained from Homeless SuperNOFA.

The following chart indicates the resources acquired through the Stanislaus Housing and Support Services Collaborative (also referred to as the Continuum of Care) through from the Homeless SuperNOFA to assist those individuals/families directly suffering from homelessness along with those in jeopardy of becoming homeless.

Turlock/Modesto/Stanislaus CoC - 505		
Berberian Transitional Housing Program	SHPR	\$101,905
Homes for Homeless	SHPR	\$90,011
Miller Point	S+CR	\$97,129
Families in Transition	SHPR	\$69,643
Halo 4 (9)	SHPR	\$164,716
Halo 7 (14)	SHPR	\$92,025
Halo Apartments (5)	SHPR	\$230,043
Halo Homes (3)	SHPR	\$199,962
Halo Housing (1)	SHPR	\$124,154
Pathways	SHPR	\$78,976
Pathways-Support Services Only	SHPR	\$43,241
Permanent Housing #1	SHPR	\$95,850
Shelter Plus Care 1-4,6 & 7	S+CR	\$981,287
Shelter Plus Care 5 (MP)	S+CR	\$142,300
Stanislaus HMIS Renewal	HMIS	\$84,795
Turning Point Affordable Housing Project	SHPR	\$103,793
Turning Point Supportive Housing Program	SHPR	\$166,083
Total :		\$2,865,913

SHP: Supporting Housing Program
SHPR: Supporting Housing Program Renewal
S+CR: Shelter Plus Care Renewal
HMIS: Homeless Management Information System

4. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).

As described above, the Stanislaus Urban County partnered with the We Care Program, the Children’s Crisis Center’s Marsha’s House, Family Promise and the Salvation Army’s Transitional Living Facility to address emergency and transitional housing needs of homeless individuals and families. A number of these clients subsequently received rapid re-housing assistance and became stably housed.

The Homeless Management Information System (HMIS) Sub-committee, of the CoC, has worked diligently throughout the Fiscal Year to improve the data quality of the current HMIS system. Commitments have been made for non-HUD funded homeless service providers to enter into HMIS, which will allow the CoC’s homeless data collection to act as a much more valuable tool for tracking individuals patterns into and out of homelessness. Improving data quality will allow funding to be prioritized based on trends of homeless populations within Stanislaus County.

5. Assessment of Relationship of ESG Funds to Goals and Objectives
a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the CP.

Needs, goals, and specific objectives established in the CP include: Education and Outreach, Partnerships, Prevention and Supportive Services, and Vocational and Employment Training. The following is a summary of activity in each area:

EDUCATION AND OUTREACH

In order to better serve the homeless population outreach is required by service providers. Most agencies that deal with the homeless population are non-profits and community groups. The Stanislaus Urban County awarded grants to non-profit homeless service providers that among other services, provided education and outreach to the general public, homeless population, and public agencies. Services to be provided by awarded agencies are announced in the Annual Action Plan which is shared with multiple stakeholders at Municipal Advisory Committees, local homeless action committees as well as at city public review meetings for comment and input. In addition, as funding and time/staffing capacity allows the County publishes a public services pamphlet every year highlighting the services available through our ESG funded programs.

PARTNERSHIPS

The Stanislaus Urban County is involved with collaboration service providers, community groups, and partnerships throughout the County. By creating and

retaining partnerships, the Stanislaus Urban County has been better able to provide services to communities and agencies.

The County and other local jurisdictions coordinate with local service providers in the area to improve homeless services by communicating upcoming events and available services at a number of local collaborative meetings; including the Stanislaus County Housing and Supportive Services Collaborative (SHSSC), the Ceres Collaborative and the Turlock Collaborative. By allowing a regular open forum for networking, providers and administrators of ESG funds are able to identify homeless service gaps and to discuss solutions to homeless service issues in the area.

Stanislaus County staff continually collaborates with the City of Modesto and the City of Turlock staff on the ESG & CDBG Public Services application process, as well as on common data collection and reporting forms. The HMIS/ESG Sub-committee also provides a forum to communicate issues and identify shared solutions regarding the implementation of the County, and the City of Modesto's ESG programs.

On a regional level, Stanislaus Urban County staff attends quarterly Northern California/Central Valley Homeless Roundtable meetings where issues of the implementation, state and federal regulations and strategic planning for homeless programs are shared and discussed.

PREVENTION AND SUPPORTIVE SERVICES

The Stanislaus Urban County awarded ESG grants to several service providers such as Community Housing and Shelter Services (CHSS) and Children's Crisis Center, both of which provide prevention and supportive services. The agencies provided services such as case management, housing search and placement services, employment training and placement, financial planning, resource and referral services, and mental health referrals. With experience in providing homeless prevention services through the Homeless Prevention and Rapid Re-Housing Program (HPRP), these agencies have made great improvements in their outreach, intake & resource & referral processes to help persons at risk of becoming homeless and who were homeless to find and maintain permanent housing.

Homeless prevention activities are provided by various non-profits within the community. These non-profits accept referrals from publicly funded institutions that would otherwise have to release very-low income individuals onto the streets, with nowhere to reside upon release. Several non-profits who participate in the Housing Collaborative, such as the Center for Human Services, regularly attend P.A.C.T. meetings to assist those leaving incarceration in their quest to find stable housing.

VOCATIONAL & EMPLOYMENT TRAINING

The Stanislaus Urban County's CDBG-R funds were used to fund a program to improve energy efficiency and expand educational opportunities within the housing industry. These services were provided in the form of rehabilitation or retrofitting of Neighborhood Stabilization Program (NSP) acquired units with solar systems and other related energy efficiency improvements. These improvements have helped NSP buyers by reducing their energy costs and foster energy independence.

The Stanislaus Urban County's CDBG-R program had a goal of retrofitting a minimum of 20 Neighborhood Stabilization Program (NSP) housing units with solar systems

and other related energy efficiency improvements. To date a total of 27 NSP housing units have been retrofitted with weatherization and solar system improvements.

b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.

The Stanislaus Urban County participating jurisdictions are members of the CoC (also known as the Housing and Support Services Collaborative of Stanislaus County). At the local level, this collaborative provides the most comprehensive analysis of the homeless population and service availability in Stanislaus County. This collaborative is comprised of the HACS, Community Housing and Shelter Services, Behavioral Health and Recovery Services, Center for Human Services, We Care, Children's Crisis Center, the City of Turlock, the City of Modesto, faith-based organizations, and over a dozen service providers.

One purpose of the CoC Collaborative is to fund projects that assist homeless persons in self-sufficiency and permanent housing. Funds may be allocated through a competitive process and used for the Supportive Housing Program (SHP) and Shelter Plus Care.

The CoC System consists of three components. They are:

- 1) Emergency shelter/assessment effort which provides immediate shelter and can identify an individual's needs; or,
- 2) Offering transitional housing and necessary social services. Such services include substance abuse treatment, short-term mental health services, independent living skills, job training; or,
- 3) Providing permanent supportive housing arrangements. ESG funded projects are related to the CoC System as they provided emergency shelter while working on identifying needs of the homeless (We Care Program), offered transitional housing and necessary social services (Redwood Family Center), and provided permanent supportive housing arrangements (Community Housing & Shelter Services – Homeless Prevention Program).

6. Matching Resources

a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.

Under the Emergency Solutions Grant (ESG) Program, match funding is required to be provided for all ESG grant amounts paid out. The following is a breakdown of the match funding by type provided for ESG activities funded during the 2010, 2011, and 2012 Fiscal Years:

11f. Match Source

	FY 2010	FY 2011	FY 2012
Other Non-ESG HUD Funds	32,840	48,129	42,871
Other Federal Funds	10,450	35,000	44,140
State Government	16,464	24,057	27,563
Local Government	0	14,245	0
Private Funds	49,710	50,914	84,358
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	109,464	172,345	198,932

7. State Method of Distribution

- a. **States must describe their method of distribution and how it rated and selected its local government agencies and private non-profit organizations acting as sub recipients.**

Not Applicable.

ESG PROGRAM PERFORMANCE

8. Activity and Beneficiary Data

- A. Completion of attached Emergency Solutions Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.**

The HEARTH Act, which took effect mid-Fiscal Year 2011-2012, eliminated the current program caps and replaced them with a 60% maximum (or Hold Harmless Need "HHN" maximum) of grant funds to be spent on shelter and street outreach activities. A total of 7.5% of the total grant amount is set aside for Administration costs and approximately 8% is set aside for HMIS. The remaining grant funds will be split 50/50 between shelter activities and Homeless Prevention and Rapid Re-Housing activities. This is an increase in HPRP activities by approximately 10% from Fiscal Year 2012-2013.

ESG Program Eligibility

To be eligible for ESG assistance, an ESG project must serve extremely low income households. These income categories are defined as those at or below 30% of the area median income.

Area Median Income (AMI) Levels:

Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low (30%)	\$12,400	\$14,150	\$15,900	\$17,650	\$19,100	\$20,500	\$21,900	\$23,300

Source: HUD November 2012

The following costs are listed as eligible under the ESG Program's interim rule:

STREET OUTREACH AND EMERGENCY SHELTER ACTIVITIES

(Up to 60% of FISCAL YEAR 2012-2013 ESG allocation)

- **Street Outreach** – Essential Services assisting *unsheltered* homeless persons to meet emergency needs including:
 - Engagement
 - Case Management
 - Emergency Health Services (*if otherwise unavailable to the client*)
 - Emergency Mental Health Care (*if otherwise unavailable to the client*)
 - Transportation (*to and from another eligible Street Outreach service for both staff and clients, includes public transportation costs*)
 - Services for Special Populations (*homeless youth, victim services, persons living with HIV/AIDS provided the services are one of those listed above*)

- **Emergency Shelter**– Funds for facilities providing overnight shelter to homeless families and individuals including:
 - **Operational Costs**
 - **Renovation of Buildings used as emergency shelters for homeless**
 - **Assistance Required under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA)**
 - **Essential Services**
 - Case Management
 - Child Care
 - Education Services
 - Employment Assistance and Job Skills Training
 - Outpatient Health Services
 - Legal Services
 - Life Skills Training
 - Mental Health Services (*if otherwise unavailable to the client*)
 - Substance Abuse Treatment Services (*if otherwise unavailable to the client*)
 - Transportation (*for client to and from medical care, employment, child care, or other eligible essential services, includes public transportation costs, or for staff for client home visits, for facility vehicle leasing costs when used specifically for transporting clients to and from medical care, employment, child care, or other eligible essential services*)
 - Services for Special Populations (*homeless youth, victim services, persons living with HIV/AIDS provided the services are one of those listed above*)

HOMELESS PREVENTION AND RAPID RE-HOUSING ACTIVITIES (No Cap)

- **Homeless Prevention** – Services that provide housing relocation and stabilization and short- and/or medium-term rental assistance necessary to prevent an individual or family who fits under the “at-risk of homelessness” definition from becoming homeless; including:
 -
 - **Housing Relocation and Stabilization Services**
 - Financial Assistance Costs (*includes rental application fees, security deposits, last month's rent, utility deposits, utility payments, moving costs, services costs*)

- Housing Search and Placement (*staff time spent assisting clients in locating, obtaining and retaining housing*)
 - Housing Stability Case Management (*Staff time spent assessing, arranging, coordinating, and monitoring the client's progress towards achieving housing stability*)
 - Mediation (*between the client and landlord*)
 - Legal Services (*necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely result in the program participant losing the permanent housing in which the program participant currently resides*)
 - Credit Repair (*cannot be used to pay down client debt*)
 - Short-term Rental Assistance (*up to 3 months*)
 - Medium-term Rental Assistance (*4 – 24 months*)
 - Payment of Rental Arrears (*one-time payment for up to 6 months of rental arrears, including any applicable late fees*)
- **Rapid Re-Housing** – Services that provide housing relocation and stabilization and short- and/or medium-term rental assistance necessary to move an individual or family who fits under the “homeless” definition into permanent housing; including
- Housing Relocation and Stabilization Services
 - Financial Assistance Costs (*includes rental application fees, security deposits, last month's rent, utility deposits, utility payments, moving costs, services costs*)
 - Housing Search and Placement (*staff time spent assisting clients in locating, obtaining and retaining housing*)
 - Housing Stability Case Management (*Staff time spent assessing, arranging, coordinating, and monitoring the client's progress towards achieving housing stability*)
 - Mediation (*between the client and landlord*)
 - Legal Services (*necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely result in the program participant losing the permanent housing in which the program participant currently resides*)
 - Credit Repair (*cannot be used to pay down client debt*)
 - Short-term Rental Assistance (*up to 3 months*)
 - Medium-term Rental Assistance (*4 – 24 months*)
 - Payment of Rental Arrears (*one-time payment for up to 6 months of rental arrears, including any applicable late fees*)
- **Homeless Management Information Systems (HMIS)** – Participation in HMIS is required. HMIS eligible expenses include:
- Administering
 - Monitoring
 - Reporting
 - Training
 - Technical Support
 - Participation Fees/Software

➤ **Administration (Up to 7.5% of total ESG allocation)**

During the Fiscal Year 2012-2013, Stanislaus Urban County's ESG funds included \$61,338 in second allocation 11-12 Fiscal Year funds (subject to the revised Emergency Solutions Grant regulations) and \$198,932 in Fiscal Year 2012-2013 Emergency Solutions Grant funds.

Funds were set aside to allow non-profits and service providers to apply through a competitive process for ESG grants. Funds must be utilized to assist eligible Stanislaus Urban County residents within the framework of HUD approved ESG activities. Grant applications were made available in a CDBG/ESG Technical Workshop, which was held on November 16, 2012. Applications received were reviewed and scored by a committee consisting of four (4) representatives from the Stanislaus Urban County (from four of five participating cities), a representative from the County's CEO office, and a representative from the County's Behavioral Health and Recovery Services office and County's Planning and Community Development. The top scoring applications were then presented to the County Board of Supervisors for final approval.

A total of eight (8) programs, including three (3) emergency homeless shelter facilities, two (2) transitional shelter facilities, and three (3) homeless prevention and rapid re-housing assistance providers, received funds during the Fiscal Year to provide ESG services throughout the County. Fiscal Year 2012-2013 ESG recipients utilized approximately \$199,000 in matching funds from other public and/or private sources to ensure successful programs. Out of the total 1,369 individuals served by the eight (8) programs funded with ESG funding during the Fiscal Year 2012-2013 the following were served within each Stanislaus Urban County area:

Ceres	53
Newman	8
Oakdale	22
Patterson	15
Waterford	14
Salida	6
Empire	10
Hughson	10
Denair	4
South Modesto	779
Other unincorporated areas	448
Total	1,369

The following is a summary of ESG program grantees, including their grant funds awarded and expended, their HUD issued IDIS activity number, and a brief description of what they accomplished throughout the 2011-2012 Fiscal Year:

STANISLAUS COUNTY
ESG Administration

Activity 435

Second Allocation FY 11-12 Grant Funds Awarded	\$7,326
Second Allocation FY 11-12 Grant Funds Expended	\$7,326

Activity 468

FY 12-13 Grant Funds Awarded	\$14,919
FY 12-13 Grant Funds Expended	\$5,534

ESG funds were used to pay for administration costs for Stanislaus County staff involved with the program. This includes, but is not limited to time that is devoted to the coordination and administration of the ESG program, preparation for implementation of the revised Emergency Solutions Grant program, and Homeless Management Information System (HMIS).

CHILDREN’S CRISIS CENTER

Homeless Prevention and Rapid Re-Housing for Families

Activity 434/466

Second Allocation FY 11-12 Grant Funds Awarded	\$9,058
Second Allocation FY 11-12 Grant Funds Expended	\$9,058

Activity 469/467

FY 12-13 Grant Funds Awarded	\$32,254
FY 12-13 Grant Funds Expended	\$32,254

Marsha’s Protective Infant/Toddler Project

Activity 432

Second Allocation FY 11-12 Grant Funds Awarded	\$8,000
Second Allocation FY 11-12 Grant Funds Expended	\$8,000

Activity 470

FY 12-13 Grant Funds Awarded	\$20,000
FY 12-13 Grant Funds Expended	\$20,000

This project provided shelter and specialized care to 79 low-income high-risk infants and toddlers living in the unincorporated areas of Modesto. Each infant and toddler’s physical, emotional, therapeutic, and nutritional needs were attended to by qualified, caring staff, trained in early childhood development, crisis management and emergency intervention. Case Management staff provided families with crisis counseling, resource identification, referral services, and parent education. Out of the 79 individuals served through this program, 65 participants were members of a single parent female head household. Two (2) households were provided housing stabilization and relocation services and were entered into the Homeless Prevention and Rapid Re-housing Program.

COMMUNITY HOUSING AND SHELTER SERVICES

Homeless Prevention Program

Activity 434/466

Second Allocation FY 11-12 Grant Funds Awarded	\$5,605
Second Allocation FY 11-12 Grant Funds Expended	\$5,605

Activity 469/467

<i>FY 12-13 Grant Funds Awarded</i>	<i>\$4,400</i>
<i>FY 12-13 Grant Funds Expended</i>	<i>\$1,031</i>

This program provided rental assistance to 68 households, made up of 78 individuals who were at-risk of homelessness and 119 homeless individuals who were re-housed. Each participating household receives case management in combination with short-term rental assistance. Of the 197 individuals served throughout the 2011-2012 Fiscal Year, 31 were victims of domestic violence, 54 were connected to employment, 26 were disabled, and 6 were 62 or over. The Community Housing and Shelter Services will continue to draw down their remaining funds throughout the first quarter of Fiscal Year 2012-2013.

FAMILY PROMISE OF GREATER MODESTO

Shelter Services for Homeless Families

Activity 432

<i>Second Allocation FY 11-12 Grant Funds Awarded</i>	<i>\$1,348</i>
<i>Second Allocation FY 11-12 Grant Funds Expended</i>	<i>\$1,348</i>

Activity 470

<i>FY 12-13 Grant Funds Awarded</i>	<i>\$16,375</i>
<i>FY 12-13 Grant Funds Expended</i>	<i>\$16,375</i>

Family Promise of Greater Modesto provided transitional shelter to 14 homeless families, made up of 66 individuals, with the support of a network of multi-denominational churches. Participants received food, overnight accommodations, case management, and access to a Day Center which included showers and laundry facilities, phone and internet access and transportation to and from the shelter location. Weekly group meetings provided participants crucial Life Skills training to assist them in moving out of homelessness. Out of the 14 families served, 8 successfully found permanent housing.

SALVATION ARMY

Berberian Transitional Living Facility

Activity 432

<i>Second Allocation FY 11-12 Grant Funds Awarded</i>	<i>\$6,000</i>
<i>Second Allocation FY 11-12 Grant Funds Expended</i>	<i>\$6,000</i>

Activity 470

<i>FY 12-13 Grant Funds Awarded</i>	<i>\$14,000</i>
<i>FY 12-13 Grant Funds Expended</i>	<i>\$14,000</i>

The Berberian Transitional Living Facility assisted 70 homeless individuals throughout the 2011-2012 Fiscal Year, beginning the process of transitioning individuals from homelessness to permanent housing. In addition to housing accommodations, which includes 40 available beds (20 for VA and 20 for non-VA) for up to 24 months, to program provided clients three meals a day, extensive case management, needs assessment, including follow-up services led by a dedicated case manager; job readiness instruction; life skills training, including personal budgeting, landlord/tenant relations and household management; assistance with legal issues;

Stanislaus Urban County

HIV/AIDS testing and counseling; medical screening; assistance accessing government benefits; assistance accessing permanent housing; substance abuse recover supports and transportation assistance. Approximately 60% of all participants in the transitional shelter originally stayed in the Salvation Army's emergency shelter. Of the total 70 individuals served, 56 were veterans, 30 were chronic substance abusers, 4 were victims of domestic violence, 22 were persons with disabilities, and 9 had severe mental illness. This program began operating in Fiscal Year 2010-2011 and has an overall program goal to permanently re-house 70% of all of participants upon completion of the 24 month long program.

Emergency Shelter

Activity 432

Second Allocation FY 11-12 Grant Funds Awarded \$9,000
Second Allocation FY 11-12 Grant Funds Expended \$9,000

Activity 470

FY 12-13 Grant Funds Awarded \$38,000
FY 12-13 Grant Funds Expended \$38,000

The Salvation Army provided emergency shelter between the months of November to March to 701 homeless adults, made up of 536 males and 165 women. 131 of the individuals served were between the age of 18-24, 72 were veterans, 64 were elderly, 432 were identified as chronically homeless, 146 had severe mental illness, and 208 were disabled.

WE CARE

Emergency Cold Weather Shelter

Activity 432

Second Allocation FY 11-12 Grant Funds Awarded \$7,000
Second Allocation FY 11-12 Grant Funds Expended \$7,000

Activity 470

FY 12-13 Grant Funds Awarded \$38,000
FY 12-13 Grant Funds Expended \$38,000

Throughout the 2011-2012 Fiscal Year, the We Care Program (WCP) program provided emergency shelter during the coldest months of the winter to 138 chronically homeless men over the age of 18. The WCP's Cold Weather Shelter operated from December 1, 2011 to March 31, 2012; seven days a week from 6:30 p.m. to 8:00 a.m. Volunteers provided participants nutritious meals each evening. Out of the total 138 individuals served, 8 were elderly, 51 were persons with disabilities, and 1 was successfully re-housed through the HPRP program.

Rapid Re-Housing Program

Activity 466

Second Allocation FY 11-12 Grant Funds Awarded \$8,000
Second Allocation FY 11-12 Grant Funds Expended \$8,000

Activity 467

FY 12-13 Grant Funds Awarded \$8,000

The following chart shows the breakdown of how ESG funds were spent in terms of eligible activities:

FY 2012-2013 ESG FUNDS

Organization Name	Program/Project	Shelter Services	Rapid Re-Housing	Homeless Prevention	HMIS	Total
Children's Crisis Center	Marsha's House & HPRP Program	\$20,000	\$6,873	\$25,156		\$52,029
Community Housing and Shelter Services	Homeless Prevention Program		\$320	\$711	\$12,839	\$13,870
Family Promise	Shelter for Homeless Families	\$16,375				\$16,375
Salvation Army	Berberian Emergency & Transitional Living Facilities	\$35,984				\$35,984
We Care Program	Emergency Winter Shelter & Rapid Re-Housing Program	\$38,000	\$8,000			\$46,000
Stanislaus County	Administration					\$10,903
Total		\$110,359 (30%)	\$15,193 (10%)	\$25,867 (30%)	\$12,839	\$175,161

The following charts show a breakdown of individuals served with ESG funds throughout the 2012-2013 Fiscal Year by family status, activity type, gender, age, and special populations

PERSONS SERVED (CR-65)**Homelessness Prevention Activities**

Number of Persons in Households	Total
Adults	27
Children	37
Don't Know/Refused	0
Missing Information	0
Total	64

Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	17
Children	5
Don't Know/Refused	0
Missing Information	0
Total	22

Shelter Services

Number of Persons in Households	Total
Adults	1,038
Children	98
Don't Know/Refused	1
Missing Information	0
Total	1,137

Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	1,083
Children	139
Don't Know/Refused	1
Missing Information	0
Total	1,223

Gender—All Activities

	Total
Male	894
Female	329
Transgendered	0
Unknown	0
Total	1,223

Age—All Activities

	Total
Under 18	139
18-24	201
Over 24	882
Don't Know/Refused	1
Missing Information	0
Total	1,223

Special Populations Served—All Activities *(Number of Persons in Households)*

Subpopulation	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters	Total
Veterans	137	0	0	137
Victims of Domestic Violence	8	5	2	1
Elderly	80	0	0	80
HIV/AIDS	0	0	0	0
Chronically Homeless	526	0	7	519
Persons with Disabilities:				
Severely Mentally Ill	147	146	1	0
Chronic Substance Abuse	10	0	0	10
Other Disability	263	2	2	259
	870	2	Total (Unduplicated if possible)	863

The following chart shows the number of beds available for shelter facilities who utilized ESG grant funds, the number of beds that were actually provided throughout Fiscal Year 2012-2013, and the percentage of ESG facility bed utilization rates.

ASSISTANCE PROVIDED (CR-70)**Shelter Utilization**

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	47,120
Total Number of bed-nights provided	41,101
Capacity Utilization	87.23%

The following tables provide a comparison of ESG funding by activity type and by match funding type over the last three (3) Fiscal Years:

EXPENDITURES (CR-75)**ESG Expenditures for Homelessness Prevention**

	Dollar Amount of Expenditures in Program Year		
	FY 2010	FY 2011	FY 2012
Expenditures for Rental Assistance	0	10,966	21,966
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	770	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	897	3,901
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	32,839	40,563	0
Subtotal Homelessness Prevention	32,839	53,196	25,867

ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	FY 2010	FY 2011	FY 2012
Expenditures for Rental Assistance	0	7,827	7,143
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	2,660	3,760
Expenditures for Housing Relocation & Stabilization Services - Services	0	1,504	4,290
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	0	11,991	15,193

ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	FY 2010	FY 2011	FY 2012
Essential Services	32,839	46,363	93,859
Operations	12,169	38,439	16,500
Renovation	26,144	9,577	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	71,152	94,379	110,359

Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	FY 2010	FY 2011	FY 2012
HMIS	0	0	12,839
Administration	5,473	12,779	5,534
Street Outreach	0	0	0

Total ESG Grant Funds

Total ESG Funds Expended	FY 2010	FY 2011	FY 2012
451,601	109,464	172,345	169,792

ESG Match Sources *(Activities only, no Admin)*

	FY 2010	FY 2011	FY 2012
Other Non-ESG HUD Funds	32,840	48,129	42,871
Other Federal Funds	10,450	35,000	15,000
State Government	16,464	24,057	27,563
Local Government	0	14,245	0
Private Funds	49,710	50,914	84,358
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	109,464	172,345	169,792

Total

Total Amount of Funds Expended on ESG Activities	FY 2009	FY 2010	FY 2011
903,202	218,928	344,690	339,584

Homeless Discharge Coordination

- a. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.

Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Representatives from Behavioral Health and Recovery Services (BHRS) and the Community Services Agency (CSA) regularly attend the monthly CoC Housing Collaborative meetings and are active participants in program planning for homeless fund utilization throughout Stanislaus County. The Health Services Agency (HAS) has been contacted in regard to recent and upcoming health care reform legislation, some of which encourages incorporating rental assistance and case management into discharge planning. Because Stanislaus County does not have a public hospital, private hospitals will ultimately need to be consulted in the future as to which health care reform measures they will be implementing. On October 1, 2011 California passed a corrections realignment plan, which shifts responsibility from the state to counties for the custody, treatment, and supervision of individuals convicted of specified nonviolent, non-serious, non-sex crimes. In anticipation for the huge impact this will have on Stanislaus County in terms of discharging persons released from County jails into homelessness the CoC has collaborated with Stanislaus County Sheriff's and Probation Departments to discuss what services are available for recently discharged parolees.

COMMUNITY DEVELOPMENT

- 1. Assessment of Relationship of CDBG Funds to Goals and Objectives**
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the CP, particularly the highest priority activities.**

The priorities identified in the CP are public infrastructure, economic development, affordable housing and public services.

In many neighborhoods and communities of the planning area, public infrastructure is minimal or non-existent, causing this to be a high priority need. Infrastructure such as sewer, water, curb, gutter, sidewalk, and storm drainage are typical development standards in newer neighborhoods, but are non-existent in older neighborhoods. The cities of Ceres, Hughson, Newman, Oakdale, Patterson, Waterford, as well as Stanislaus County utilized CDBG funds for infrastructure improvement related projects. As a result of these improvements, residents of the surrounding project area enjoy an improved quality of life.

Stanislaus County developed an economic development program which was included as part of the Fiscal Year 2012-2013 CDBG Annual Action Plan (AAP) approved by the Board of Supervisors on April 17, 2012. The plan proposed to create a partnership between Stanislaus County and the Alliance Worknet that would result in a job creation program. While the program was developed in accordance with guidance provided by HUD, the Stanislaus Urban County's local HUD representative does not believe the program qualifies as an eligible activity. The program was subsequently put on hold throughout Fiscal Year 2012-2013 due to discussions with HUD regarding the eligibility of proposed activities. None of the allocated funds for the Economic Development program have been spent and staff is continuing to work with HUD staff to adapt the program to include eligible activities that will ensure business growth and job creation throughout the Stanislaus Urban County.

Through the Public Services Program, the Stanislaus Urban County sets aside approximately 10% of its annual CDBG allocation for programs that provide services to low to moderate-income families or individuals. In Fiscal Year 2012-2013, a total of seventeen (17) public service programs were awarded \$197,274. Over 19,000 individuals received a form of service through the funded agencies. Funded services ranged from meal and shelter for low-income children to emergency food assistance programs. The services provided through the funded programs positively impact the lives of the individuals served.

b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.

Most activity during the first year (this CP is a three year plan) of the CP cycle has met or exceeded the goals set by the community and Stanislaus County staff within the Stanislaus Urban County Entitlement area. The funds used to provide affordable housing, however, were non-CDBG funds. The funding sources used to further the Stanislaus Urban County's affordable housing goals included but were not limited to HOME, CalHome, and NSP. In Fiscal Year 2012-2013 the Stanislaus Urban County members provided a total of 25 low income households with assistance through its affordable housing programs such as housing rehabilitation and down payment assistance.

c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

All Entitlement funds utilized in projects and programs served those of extremely low, low, or moderate-income. In particular, CDBG Public Service Program funds served over 40,000 persons within these income groups received assistance through the Stanislaus Urban County Public Services Program.

2. Changes in Program Objectives

a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

Stanislaus County is in the process of revising its economic development program included in the Fiscal Year 2012-2013 Annual Action Plan (AAP). Although the program was initially approved by HUD via the approval of the 2012-2013 AAP, HUD notified Stanislaus County during the fiscal year that the program did not qualify as an economic development program. Therefore, the program has been on hold throughout the 2012-2013 Fiscal Year due to discussions with HUD regarding the eligibility of identified activities. Stanislaus County is continuing to work with HUD staff to adapt the program to include eligible activities that will ensure business growth and job creation throughout the Urban County.

3. Assessment of Efforts in Carrying Out Planned Actions

a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.

The Stanislaus Urban County actively pursues state and federal funding sources for all programs that are offered as well as offering incentives for public service

programs to provide local leverage to help sustain their program as demand for services grow. During the past four Fiscal Years Stanislaus County staff was successful in securing \$2,350,000 in CalHome funds to use in combination with HOME and local redevelopment funds. Stanislaus County staff was also successful in securing \$1,000,000 in Prop 84 Planning Incentive Grant funds to complete a Stanislaus County Regional Sustainability Toolkit, in collaboration with the County and all nine (9) incorporated cities. The grant funds will allow all jurisdictions within the County to collaboratively develop planning documents that layout greenhouse gas reduction strategies and create a nexus with the Neighborhood Revitalization Strategy Area (RS) in the Airport Neighborhood (reference Fiscal Year 2012-2013 Annual Action Plan for additional information: <http://www.stancounty.com/planning/cdbg/archive/Other/Neighborhood-revitalization-2012-2017.pdf>).

b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.

All certification requests submitted to Stanislaus County staff for consideration and acknowledgement that their program is consistent with the CP were reviewed and compared with the CP document and reviewed again by a second Stanislaus County staff person for consensus. To date all requests for certifications have met consistency standards and have been approved by the Stanislaus Urban County.

Stanislaus Urban County staff meet and exceed all public noticing requirements and also attend many community meetings (that include but are not limited to the following: Housing & Support Services Collaborative, various Municipal Advisory Committee meetings, community meetings throughout Stanislaus Urban County jurisdictions, City Council meetings, Board of Supervisor meetings, Services to Older Adults Advisory Council (STO AAC) meetings, Mental Health Services Act (MHSA) Stakeholder Committee meetings, and other various community meetings) throughout Stanislaus Urban County to assure that Stanislaus Urban County staff does not hinder implementation of the CP and stays in touch with the needs of the target population. Also, noticing is provided in Spanish and Spanish interpretation services are provided upon request.

Summary of CDBG Program Accomplishments

A summary of the accomplishments by jurisdiction for the Stanislaus Urban County is contained in this section of the CAPER. All projects included in the 2012-2013 Annual Action Plan were scheduled for implementation during that fiscal year. However, there were some projects (e.g. extensive infrastructure) that require funding from multiple years in order to complete. Preliminary work was begun in the year that the projects were initially funded.

STANISLAUS COUNTY

Planning and Project Administration

Activity # 437

\$304,715 Funds Budgeted
\$268,104.91 Funds Expended*

CDBG funds were used to pay for administration costs for Stanislaus County staff involved with the program. Time that is devoted to the implementation or project planning by the jurisdictions and public agencies on behalf of the CDBG program are

Stanislaus Urban County

eligible for reimbursement. Remaining funds will be rolled over into Stanislaus County's Fiscal Year 2013-2014 infrastructure project(s).

* Unexpended funds will be allocated to a County infrastructure project.

Fair Housing Program

Activity # 439

\$25,000 Funds Budgeted
\$25,000 Funds Expended

Stanislaus County contracted with Project Sentinel to provide fair housing services that enabled and empowered members of the community to have open and informed housing opportunities and to overcome housing discrimination. This is accomplished by in-depth conciliation/mediation, and when necessary, litigation. The main objective of the agency is to raise the level of awareness of fair housing rights and responsibilities among home seekers, owners, managers, and the general public.

During the fiscal year, Project Sentinel provided information and referral services to 330 individuals, made up of 115 households. The agency's fair housing consultation and investigation services assisted 105 unduplicated Stanislaus County residents during the 2012-2013 funding year. Services provided for these cases included testing, canvassing, statistical analysis, witness interviews and counseling. Of the twenty-five (25) cases that were opened, twenty (20) were handicap/disability related; four (4) were income source related; and one (1) was related to family status. Fifty-five (55) tenant-landlord cases were successfully counseled and educated in fair housing and/or reached conciliatory agreements. The Fair Housing hotline received a total of 117 tenant-landlord and fair housing calls during the year. In addition, twenty-nine (29) Fair Housing presentations were conducted to client groups or other agencies. Tester training and recruitment was conducted throughout the year as needed. Also, throughout the year, the agency attended and participated in numerous community activities, meetings, and presentations where educational materials, fair housing literature, agency flyers, or business cards were distributed to the attendees or left at sites for public display. Out of the total 330 individuals served by Project Sentinel's Fair Housing services during the Fiscal Year 2012-2013 the following were served within each Urban County area:

Ceres	72
Newman	21
Oakdale	45
Patterson	64
Waterford	19
Salida	27
Empire	6
Keyes	10
South Modesto	2
Hickman	2
Other unincorporated areas	60
Total	105

Empire Infrastructure Project – Phase 1B, 2, 3

Activity # 385

\$362,430 Funds Budgeted
\$41,263.96 Funds Expended

Stanislaus Urban County

With the completion of Empire Phase 1A Storm Drainage Infrastructure project in Fiscal Year 2010-2011, the County considered the possibility of conducting future phases, which will require attachment to a Modesto Irrigation District (MID) Storm Drainage Outfall located adjacent to the Town of Empire off of Santa Fe Road.

In Fiscal Year 2012-2013 MID completed the environmental certification and construction of the drainage outfall. The Stanislaus County Department of Public Works is currently conducting engineering and design for Phase 1B of the project and will subsequently conduct engineering design for the remaining phases 2 and 3 of the project.

Stanislaus County is currently in the beginning stages of the California Environmental Quality Act (CEQA) and National Environmental Protection Act (NEPA) process for the remaining phases of the Empire Storm Drain project. Stanislaus County is also seeking additional funding sources for construction of the remaining phases of the project. One of the conditions that will determine the undertaking of future project phases will be the formation of a Community Services District. A vote to determine if the community is willing to approve an assessment for the ongoing operations and maintenance of the storm drainage improvements will take place before moving forward with construction of any of the remaining phases.

Parklawn Sewer Infrastructure Project

Activity #438

\$0 Funds Budgeted
\$1,080,658.61 Funds Expended (previous years funds)

In October of 2012, the Stanislaus County Board of Supervisors (BOS) approved and adopted the plans and specifications for the Parklawn Neighborhood Sewer Improvements and allowed Public Works staff to move forward with the bid opening. Four phases of the project were envisioned based upon constructability and funding. Phase I construction began in January of 2013 and was completed in June of 2013. Construction of the sewer system backbone was completed which included 5,005 linear feet of 8-inch sewer pipe, 1,883 linear feet of 6-inch sewer pipe, 8,468 linear feet of CCTV pipeline inspection, and 103,408 square feet of pavement.

During Fiscal Year 2012-2013, Stanislaus County Planning and Public Works staff worked together, along with other County departments, to pursue additional funding from the California State Water Board's Clean Water State Revolving Fund (CWSRF) Program to fund the construction of the remaining phases of the Parklawn Sewer Project. The application was submitted by the Department of Public Works in August of 2013. If Stanislaus County is successful in obtaining CWSRF funds for the Parklawn Sewer Project, CDBG funds will be available for construction of other County infrastructure projects such as the Airport Sewer Project or the Empire Storm Drain Infrastructure Project.

Stanislaus County Economic Development Program

Activity #440

\$140,000 Funds Budgeted
\$0 Funds Expended

The Economic Development program, included in the Fiscal Year 2012-2013 Annual Action Plan, involved working with the Alliance WorkNet to place low-income Urban County residents in positions at for-profit businesses that had a desire to expand but lacked the means to do so. Participating businesses would train the interns for a period of up to three (3) months in length and would have their salaries covered by CDBG funds in exchange for a commitment to permanently hire the intern upon successful completion of the program. While the program was developed in

accordance with guidance provided by HUD, the Stanislaus Urban County's local HUD representative does not believe the program qualifies as an eligible activity. The program was subsequently put on hold throughout Fiscal Year 2012-2013 due to discussions with HUD regarding the eligibility of proposed activities. None of the allocated funds for the Economic Development program have been spent and staff is continuing to work with HUD staff to adapt the program to include eligible activities that will ensure business growth and job creation throughout the Stanislaus Urban County.

CITY OF CERES

Project Administration

Activity #441

\$14,792 Funds Budgeted
\$220.54 Funds Expended*

This expenditure includes costs associated with general management, oversight, and coordination of the CDBG program. City staff track the time spent for project administration and submits to Stanislaus County staff for verification and processing. Due to City budgetary cuts and restraints, a majority of staff related activity was undertaken by partnering Stanislaus County staff. Remaining funds will be rolled over into Ceres' Fiscal Year 2013-2014 infrastructure project(s).

* Unexpended funds will be allocated to a City of Ceres infrastructure project.

2011-2012 Infill Infrastructure Project

Activity #391

\$0 Funds Budgeted
\$352,633.60 Funds Expended (previous years funds)

The City of Ceres completed construction of the 2011-2012 Downtown Infrastructure Project in Fiscal Year 2012-2013. The project required funds from both Fiscal Year 2011-2012 and Fiscal Year 2012-2013. The project boundaries included Magnolia Street, El Camino Avenue, 10th Street, Holly Circle, and Don Pedro Road. The project consisted of the following: Replacement of 1,609 square feet of curb and gutter, 11,075 square feet of sidewalk, 15,990 square feet of new paving, and installation of 21 ADA ramps. As a result of the project, the public is now able to walk safely along these streets.



Photos reflect before and after work in downtown residential streets lacking curb, gutter, storm drain, sidewalks, and ADA ramps in Ceres.

FY 2012-2013 Infill Infrastructure Project – Caswell Tract/Sequoia Village

Activity #472

\$70,270.27 Funds Budgeted
\$ 8,513.96 Funds Expended

Due to the previous year's project (Fiscal Year 2011-2012 Infill Infrastructure Project) requiring two years of allocations, The City of Ceres pushed this project back one year. The City conducted engineering and design for its Infill Infrastructure Project – Caswell Tract/Sequoia Village during this fiscal year. The project is scheduled to go out to bid in August of 2013. Construction is scheduled to begin in September 2013.

CITY OF HUGHSON
Project Administration

Activity #442

\$14,792 Funds Budgeted
\$11,225.27 Funds Expended*

This expenditure includes costs associated with general management, oversight, and coordination of the CDBG program. City staff track the time spent for project administration and submits to Stanislaus County staff for verification and processing.

* Unexpended funds will be allocated to a City of Hughson infrastructure project.

Pine Street Infrastructure Project

Activity #394

\$0 Funds Budgeted
\$87,240 Funds Expended (Previous years funds)

The City of Hughson completed the Pine Street Infrastructure Project in October 2012. The project is bounded by 4th Street to the west and 7th Street to the east. The

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project was funded by a combination of State Regional Surface Transportation program and CDBG funds. Construction included the installation of approximately 1,508 linear feet of curb and gutter, 9,533 square feet of sidewalk and driveways, installation of 11 ADA ramps, and 20,165 square feet of pavement overlay. As a result of this project, children now have a safe route to school and people have the ability to safely walk along Pine Street.



Photos reflect Pine Street Infrastructure Project improvements at the intersection of Pine and 6th Streets facing east.

Fourth Street Infrastructure Project

Activity #395

\$93,061 Funds Budgeted
\$ 0 Funds Expended

The City of Hughson began construction on the Fourth Street Infrastructure Project during fiscal year 2012-2013. This project is being funded with a combination of Congestion Mitigation and Air Quality Improvement (CMAQ) Program funds and CDBG funds. CMAQ funds funded the initial stages of the project, therefore no CDBG funds were expended in Fiscal Year 2012-2013. The project will be completed by the end of summer 2013. The project is bounded by Whitmore Avenue to the north, and 5th Street to the east. The project scope consists of the installation of approximately 1,100 linear feet of curb, install approximately 15,000 of pavement connecting existing pavement to new curb & gutter, replace curb and pedestrian ADA ramp, and install 30,000 square feet of AC overlay. The project is bounded by Whitmore Avenue to the north, and 5th Street to the east.



Photos reflect the need for infrastructure improvements along 4th Street and construction of the improvements.

CITY OF NEWMAN

Project Administration

Activity # 444

\$14,792 Funds Budgeted
\$10,750.16 Funds Expended*

This expenditure includes costs associated with general management, oversight, and coordination of the CDBG program. City staff track the time spent for project administration and submits to Stanislaus County CDBG staff for verification and processing. Remaining funds will be rolled over into Newman's Fiscal Year 2013-2014 infrastructure project(s).

* Unexpended funds will be allocated to a City of Newman infrastructure project.

Tulare Street Infrastructure Project

Activity # 397

\$90,994 Funds Budgeted
\$103,375.66 Funds Expended (FY 2012-2013 allocation plus previous year's funds)

The City of Newman completed construction of the Tulare Street Infrastructure project. The project was completed in June of 2013. The project was constructed along Tulare Street and bounded by S and R Streets. The project consisted of the following; replacement of 363 linear feet of curbs and gutters, removal of five trees and stumps, replacement of four alley approaches. As a result of the project, the public will be able to safely walk along Tulare Street.

The City of Newman will continue work on Tulare Street. The project will include Tulare Street from P Street to T Street. The improvements will include curb, gutter, sidewalk, storm drain and incidental street repavement.



Photos reflect improvements along Tulare Street.

Pioneer Park Project
\$33,000 Funds Budgeted
\$283.00 Funds Expended

Activity # 445

The City of Newman recently completed construction of the Pioneer Park project. The project included installation of an irrigation system and safety improvements to meet applicable safety standards. Construction consisted of the following; Removal of a 140 square foot wooden structure, installation of an irrigation controller with applicable concrete pad, waterproof enclosure and electrical work, 91 linear feet of hand rails, 150 square feet of pavement repair and 8,000 square feet of slurry seal along park pathways. Stanislaus County is waiting for final project invoices to be submitted by the City of Newman to reflect final project expenditures.

CITY OF OAKDALE
Project Administration

Activity #447

\$14,792 Funds Budgeted
\$14,792 Funds Expended

This expenditure includes costs associated with general management, oversight, and coordination of the CDBG program. City staff track the time spent for project administration and submits to Stanislaus County staff for verification and processing.

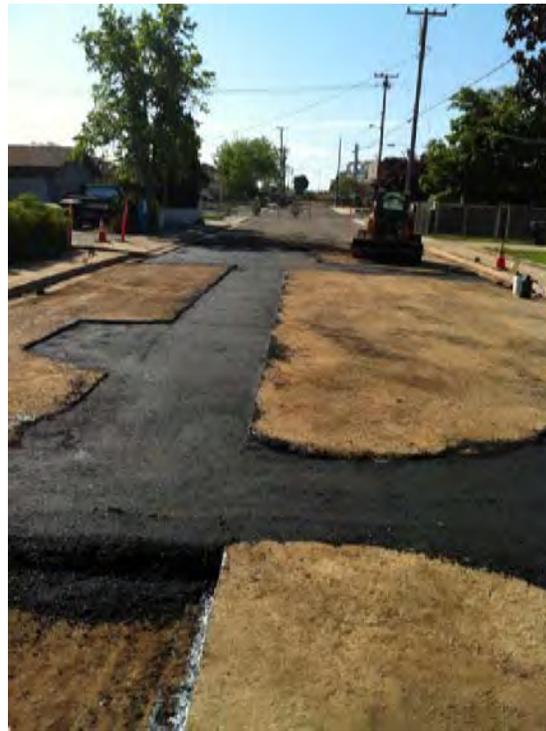
Davitt Avenue Infrastructure Project – Phase I

Activity # 344

\$154,373 Funds Budgeted
\$304,779.86 Funds Expended (FY 2012-2013 allocation plus previous year's funds)

This project was originally planned to be leveraged with redevelopment and CDBG funds. However, due to the loss of redevelopment, the project was scaled back and construction was delayed. The project was split into two construction phases

combining funds from four fiscal years (Phase I: Fiscal Years 2011-2012 and 2012-2013; Phase II Fiscal Years 2013-2014 and 2014-2015). Due to higher project costs than anticipated, the City of Oakdale was forced to split Phase I into two parts utilizing funds from three fiscal years. Part one of Phase I has been completed utilizing all Fiscal Year 2011-2012 and Fiscal Year 2012-2013 funds. The completed portion of the project included the following items; removal of 437 linear feet of curbs and gutters, removal of 472 linear feet of existing piping, 1,166 linear feet of 8-inch water piping, 1,214 linear feet of 8 inch sewer line and 43,087 square feet of pavement reinforcement. The second part of Phase I will be completed by the end of summer 2013 and will utilize all Fiscal Year 2013-2014 funds. As a result of having to split Phase I into two parts, the original plan to utilize funds from four fiscal years may need to be extended depending on costs for Phase II and future allocations. Phase I includes Davitt Avenue between G and J Streets.



Photos reflect Davitt Avenue underground project improvements and repavement work.

CITY OF PATTERSON

Project Administration

Activity #448

\$14,792 Funds Budgeted
\$14,732 Funds Expended

This expenditure includes costs associated with general management, oversight, and coordination of the CDBG program. City staff track the time spent for project administration and submits to Stanislaus County staff for verification and processing.

Fourth Street Infrastructure Project

Activity #402

\$163,455 Funds Budgeted
\$76,896.37 Funds Expended

The City of Patterson completed engineering and design of the Fourth Street Infrastructure Project. The project is scheduled to be released for bid in September of 2013 and construction to begin fall 2013. The project will consist of the replacement of water main line and installation of curb, gutter, storm drain, sidewalks, and street repaving. This project is bounded by E Street to the north and Sperry Avenue to the south, and is part of the greater Downtown Infrastructure Improvements Project.

CITY OF WATERFORD

Project Administration

Activity #449

\$8,721.86 Funds Budgeted

\$8,193.47 Funds Expended

This expenditure includes costs associated with general management, oversight, and coordination of the CDBG program. City staff track the time spent for project administration and submits to Stanislaus County CDBG staff for verification and processing. Remaining funds will be rolled over into one of Waterford's infrastructure projects.

C and Covey Street Project

Activity # 405

\$6070.14 Funds Budgeted

\$256,070.14 Funds Expended (FY 2012-2013 allocation plus previous years funds)

The City of Waterford completed construction of the C and Covey Street Infrastructure project in September of 2012. The project was constructed along C Street, which curves into Covey Street, between Welch Street and Tim Bell Road. The construction consisted of replacing of 14,500 square feet of pavement with 19,935 square feet of new pavement, replacing of 633 linear feet of sanitary sewer lines with 808 linear feet of new sewer lines, and the installation of 1,204 linear feet of curb and gutter as well as other various improvements to the infrastructure. As a result of this project, children now have a safe route to school and people have the ability to safely walk along C and Covey Streets.



Photos reflect before and after the infrastructure improvements along Covey Street

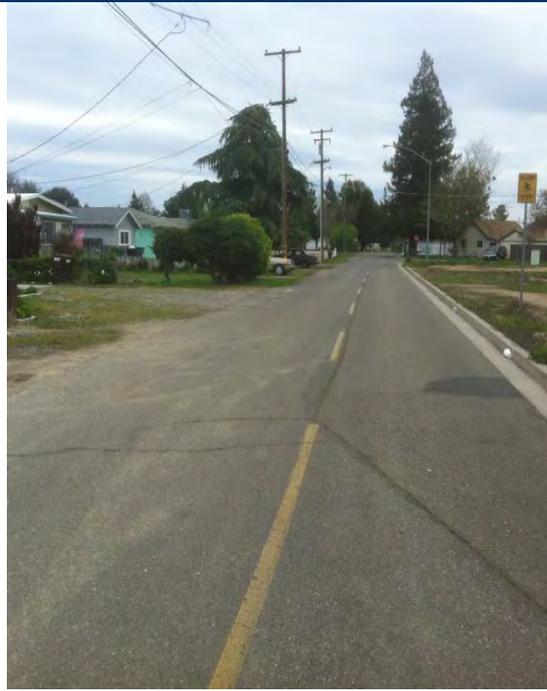
La Gallina Avenue Infrastructure Project

Activity # 436

\$244,034.64 Funds Budgeted

\$19,460 Funds Expended

The City of Waterford began preliminary design work on the La Gallina Avenue Infrastructure project. City staff is currently working with a utility company on the relocation of utility poles within the City right-of-way. The City will begin engineering work as soon as a plan to relocate the poles is complete. Engineering and design will be completed in early fall 2013 with construction following in late fall 2013.



Photos reflect before infrastructure improvements along La Gallina Avenue

Economic Development Program

Activity #450

\$75,000 Funds Budgeted
\$25,500 Funds Expended

This program provided small grants to businesses located within the city of Waterford’s City Council adopted commercial blight areas. Each business applicant provided a business plan and proposed budget to the City of Waterford, which went through thorough underwriting reviews. During Fiscal Year 2012-2013, four businesses were provided grant funding to allow for business improvements and expansion. As a result of the Economic Development funding, each business is required to hire at least one new employee to fulfill the public benefit requirement of CDBG funds.

PUBLIC SERVICE GRANTEES

The Stanislaus Urban County set-aside \$197,274, or approximately 10% of its CDBG Entitlement funds, for the Public Service Grant Program. Under the program, Stanislaus Urban County public service grants are awarded to non-profit organizations that provide new or expanded services to eligible Stanislaus Urban County area residents. The activities funded must be targeted for one of the following CDBG national objectives: directly benefit low income individuals; elimination of blighting conditions; or, response to economic distress and dislocation. During Fiscal Year 2012-2013, the Stanislaus Urban County provided funding to ten (10) non-profit service providers for 15 different programs. Non-profits and service providers applied for the grants through a competitive process, with a maximum grant amount award of \$20,000. Grant applications were made available in a CDBG/ESG Technical Workshop, which was held on November 16, 2011. Applications received were reviewed and scored by a committee consisting of five representatives from the Urban County (from five of six participating cities), a representative from the county’s CEO office, and a representative from the County’s Behavioral Health and Recovery Services Agency/Stanislaus Housing and Support

Stanislaus Urban County

Services Collaborative. The recommendation for funding was approved by the Board of Supervisors on April 17, 2012 at a public hearing. Out of the total 19,237 individuals served by the ten agencies funded with CDBG Public Services during Fiscal Year 2012-2013, the following were served within each Stanislaus Urban County area:

Ceres	2,233
Hughson	119
Newman	309
Oakdale	1,743
Patterson	10,131
Waterford	569
Salida	48
Empire	281
South Modesto	477
Keyes	653
Denair	58
La Grange	6
Knight's Ferry	4
Hickman	277
Other unincorporated areas	2,329
Total	19,237

The following is a summary of CDBG Public Service program grantees, including their grant funds awarded and expended, their HUD issued IDIS activity number, and a brief description of what they accomplished throughout the Fiscal Year 2012-2013:

AMERICAN RED CROSS

Emergency Services

Activity #451

\$10,000 Funds Awarded
\$10,000 Funds Expended

Through their Emergency Services program, the American Red Cross provided emergency shelter, food, and clothing to 148 unduplicated individuals, made up of 41 households, who had suffered a sudden loss of their residence due to an unforeseen emergency such as fire.

CENTER FOR HUMAN SERVICES

Ceres Partnership for Healthy Children Utility Assistance

Activity #452

\$12,250 Funds Awarded
\$12,246.92 Funds Expended*

Throughout Fiscal Year 2012-2013, the Ceres Partnership for Healthy Children (overseen by the Center for Human Services) provided utility assistance, financial education, and case management services to 232 individuals, made up of 54 households, in the Ceres area. Of those served, 35 were female heads of households, 7 were seniors, and 25 were disabled. An average of \$189 per family was provided in emergency utility assistance to families who had utility disconnect notices. Each household that participates receives case management (with resource and referral

services) and is required to participate in three (3) financial management education courses.

* Unexpended funds will be allocated to a County infrastructure project.

CENTER FOR HUMAN SERVICES

Westside Family Resource Center

Activity #453

\$12,250 Funds Awarded
\$10,172.32 Funds Expended*

The Center for Human Service's Westside Family Resource Center provided case management to 118 low-income households (371 unduplicated individuals) throughout the Fiscal Year 2012-2013. Of those served, 73 households received financial assistance with their utility arrears. Many households were assisted with employment searches and resume development. Other services provided included crisis intervention, health insurance enrollment, translation of forms and financial education.

* Unexpended funds will be allocated to a County infrastructure project.

CHILDREN'S CRISIS CENTER

Cricket's House

Activity #454

\$18,000 Funds Awarded
\$18,000 Funds Expended

The Children's Crisis Center's Cricket's House facility served 62 individuals, made up of 18 families, who were homeless, at-risk of homelessness, financially burdened, or victims of domestic violence. Children received shelter during the day, and at night as needed, while parents were assisted by case managers with seeking and obtaining employment, medical care, counseling, other social services, or housing. Children received mental and medical screenings on-site by a qualified medical practitioner. Case managers worked with parents throughout the year to resolve identified barriers to self-sufficiency.

CHILDREN'S CRISIS CENTER

Guardian House

Activity #455

\$16,000 Funds Awarded
\$16,000 Funds Expended

Throughout Fiscal Year 2012-2013, the Children's Crisis Center's Guardian House provided 71 individuals in high risk families with children emergency shelter, case management, respite child care, and resource and referral services. A total of 23 families struggling with homelessness, addiction, financial stability, or domestic violence were served through the program this year. Each child received mental and medical screening on-site and case managers worked with parents to discuss solutions to any medical or health related issues that were identified.

CHILDREN'S CRISIS CENTER

Nutrition and Meal Program

Activity #456

\$16,000 *Funds Awarded*
\$16,000 *Funds Expended*

Throughout Fiscal Year 2012-2013, the Children's Crisis Center's Nutrition and Meal Program provided a total of 44,319 meals to 128 high risk disadvantaged individuals (made up of 39 families) who had suffered abuse, domestic violence, or homelessness. These individuals benefited from well balanced meals which included all the essential food groups (fruit, vegetables, protein, carbohydrates, and dairy).

HABITAT FOR HUMANITY

Housing Counseling Program

Activity #457

\$7,886 *Funds Awarded*
\$7,886 *Funds Expended*

Habitat for Humanity is a HUD certified housing counseling provider. Throughout Fiscal Year 2012-2013, they provided housing counseling classes to 292 unduplicated low income individuals, made up of 100 households. The program also offers financial case management services to households whose budgets and credit ratings are not ready for home ownership. Case managers work with families to create and implement a finance action plan to get to the place where they can purchase their first home.

HEALTHY AGING

Young at Heart Program

Activity #458

\$12,250 *Amount Awarded*
\$12,250 *Amount Expended*

Throughout Fiscal Year 2012-2013, Healthy Aging's Young at Heart program provided heart strength training and fall prevention classes to 301 seniors in the communities of Ceres, Oakdale, Grayson/Westley, Newman, Patterson, and Waterford. In all, over 6,000 fall prevention resource guides were distributed to seniors throughout the county. In October the agency participated in the 10th annual Healthy Aging & Fall Prevention Summit and provided transportation to and from the Summit to 46 seniors from the Westside of the County, including residents from Newman, Patterson and Westley/Grayson.

HOWARD TRAINING CENTER

Senior Meals Program

Activity #459

\$18,000 *Amount Awarded*
\$18,000 *Amount Expended*

Throughout Fiscal Year 2012-2013, the Howard Training Center's Senior Meals program served 911 unduplicated seniors a total of 31,732 meals in the communities of Oakdale, Newman, Hughson, Patterson, Ceres, Waterford, and Westley/Grayson. In addition to a nutritious meal, the congregate sites also offer activities such as games, arts and crafts for seniors to engage in. Home bound seniors are able to receive

meals delivered to their homes when they are not able to go to the congregated sites. Nutrition education on how to reduce sodium intake was also provided to seniors who received meals.

SECOND HARVEST FOOD BANK

Food Assistance Program

Activity #460

\$12,250 Amount Awarded
\$12,250 Amount Expended

Throughout Fiscal Year 2012-2013, Second Harvest's Emergency Food Assistance Program provided 671,966 pounds of groceries to 7,003 unduplicated individuals suffering from food insecurity. The food provided was valued at \$1,108,740. The Second Harvest Food Bank leverages CDBG funds with other grant funding and donations to provide a network of 22 public service providers with access to bulk food at a discounted price per pound.

SECOND HARVEST FOOD BANK

Food 4 Thought Program

Activity #461

\$12,250 Amount Awarded
\$12,250 Amount Expended

Throughout Fiscal Year 2012-2013, Second Harvest's Food 4 Thought program provided 97,367 pounds of supplemental groceries, valued over \$270,558, to 358 low-income children attending elementary schools in the unincorporated communities of Airport and Empire. These children, already attending after-school tutoring programs, are educated about healthy eating while receiving a bag of nutritious groceries to take home every week. This food helps low income families, suffering from food insecurity, ensure their children are properly fed before and after school.

THE SALVATION ARMY

Health Clinic

Activity #462

\$12,250 Amount Awarded
\$12,250 Amount Expended

The Salvation Army's Health Clinic began serving clients from their Berberian Transitional Shelter in the fall of 2012. They hired a Health Clinic Coordinator in December and are now working toward ramping the program up to full capacity. The Health Clinic currently only serves homeless individuals who are staying at the Transitional Shelter but will expand to all Emergency and Transitional clients within the next Fiscal Year. Health Clinic services include general medical, vision, and dental. Throughout the Fiscal Year 2012-2013 the Health Clinic provided 15 homeless individuals enrolled in the Transitional Living program with health care services. They currently have a wait list of 365 homeless individuals.

UNITED SAMARITANS FOUNDATION

Daily Bread Mobile Lunch Program (Ceres/Keyes Truck)

Activity #463

\$12,250 Amount Awarded
\$12,250 Amount Expended

The United Samaritans Foundation's Daily Bread Mobile Lunch Truck provided a total of 84,763 lunches to 468 unduplicated individuals throughout Fiscal Year 2012-2013. Of those served 28 were homeless, 11 were female heads of households, 59 were elderly, 76 were persons with disabilities, and 25 were veterans. Every Friday the lunch truck also provides an extra bag of food containing items such as eggs, potatoes, bread, fresh vegetables, fresh fruits, and milk. Throughout Fiscal Year 2012-2013 the lunch truck gave out 6,635 grocery bags to food insecure individuals.

UNITED SAMARITANS FOUNDATION

Daily Bread Mobile Lunch Program (Hughson Truck)

Activity #464

\$14,000 *Amount Awarded*
\$14,000 *Amount Expended*

The United Samaritans Foundation Mobile Lunch Truck (Hughson) provided 76,949 lunches to 365 unduplicated individuals throughout Fiscal Year 2012-2013. Of those served, 8 were female heads of household, 7 were homeless, 31 were elderly, 45 were disabled, and 4 were veterans.

WESTSIDE FOOD PANTRY

Emergency Food Program

Activity #465

\$11,638 *Amount Awarded*
\$11,638 *Amount Expended*

Throughout Fiscal Year 2012-2013, the Westside Food Pantry provided 76,608 meals to 8,512 food insecure residents of the communities of Patterson, Westley, and Grayson. Each child of the families served receives an age appropriate book with their groceries. Because of the emergency food provided by the pantry, these individuals and families are able to provide meals for a period of three days (three meals a day).

- 4. For Funds Not Used for National Objectives**
 - a. Indicate how use of CDBG funds did not meet national objectives.**
 - b. Indicate how did not comply with overall benefit certification.**

All CDBG funds utilized by the Stanislaus Urban County met the national objectives primarily servicing individuals/households of low or moderate incomes.

- 5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property**
 - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.**

The Stanislaus Urban County includes regulatory language in all of its program documents addressing the anti-displacement and relocation laws. Per program guidelines, Stanislaus Urban County members will not provide assistance through any of its programs if the assistance will cause the displacement of a family or individual.

- 6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons**

Not applicable.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit

All CDBG activities fell within limited clientele or low and moderate area benefit.

8. Program income received

- a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.**

The Stanislaus Urban County membership also received a total of \$273,360 of NSP1 program income.

In Fiscal Year 2012-2013, the Stanislaus Urban County also received \$25,513 of CDBG-R in revolving loan funds for reuse in the same activity.

HOUSING REHABILITATION

9. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.**

Nine households were assisted by Stanislaus Urban County members via their respective Housing Rehabilitation Program (not all Stanislaus Urban County members operate a housing rehabilitation program). These households received assistance addressing health and safety related home repairs.

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

To reduce the number of persons living under poverty level, Stanislaus County has continued its partnership with the Stanislaus Housing and Support Services collaborative in support of activities such as “point in time counts” as well as assists with application of Super NOFA funding opportunities to offset the outstanding need for homeless shelter and services within the community. As well as, provide a portion of CDBG and ESG funding to various non-profits that have a proven track record of assisting the homeless on their path towards toward work and full time housing.

Coordination Efforts

1. Include any CAPER information that was not covered by narratives in any other section.

The Stanislaus Urban County recognizes it cannot work alone in achieving the goals outlined in the CP. Therefore the Stanislaus Urban County is a member of and participates with various collaborative throughout the County. Stanislaus Urban County participates in the following in order to better serve and coordinate the needs of the community:

TURLOCK COMMUNITY COLLABORATIVE

Stanislaus County is a member of the Turlock Community Collaborative. This collaborative was begun initially to deal with homeless issues facing Turlock. A group of concerned community members, faith-based groups, and government agencies formed the collaborative to effectively deal with current and future issues concerning the homeless and the community.

HOUSING AND SUPPORTIVE SERVICES

Stanislaus Urban County jurisdictions are members of the Housing and Supportive Services Collaborative, which is the governing body of the Continuum of Care plan for the area. The Collaborative consists of homeless and public service providers, the Sheriff's Department, affordable housing developers, government agencies, and community advocates. This collaborative has developed a homeless and consumer survey that is distributed by member agencies on an annual basis. The information is then collected and shared among the agencies for efficient service delivery, as well as for purposes of resource identification and development. During Fiscal Year 2012-2013 Stanislaus County staff has played a key role in improving the functionality of the countywide Homeless Management Information System (HMIS) that was implemented in October 2004. The Planning Department, Behavioral Health and Recovery Services Agency (BHRS), and HACS have worked throughout the fiscal year to ensure the operation of a Homeless Management Information System (HMIS) for the Collaborative in order to meet HUD's mandate that all ESG program participants are part of, and actively enter the pertinent universal data elements into the Homeless Management Information System (HMIS). In addition to the monthly Collaborative meetings, Stanislaus County staff serves on several subcommittees of the Collaborative such as the Homeless Management Information System (HMIS), Grant Review, and the ESG Sub-committee.

HOUSING AUTHORITY OF THE COUNTY OF STANISLAUS (HACS)

The Housing Authority of the County of Stanislaus and Stanislaus County have a strong relationship and continue to work towards furthering decent, safe, and affordable housing throughout the County. The County funds several programs such as the Housing Rehabilitation Program and Emergency Sewer Lateral Connection program that HACS administers. HACS also serves on several housing and community development related committees for the County.

Appendix - A –

A. Neighborhood Revitalization Strategy Areas (NRSA)

**NEIGHBORHOOD REVITALIZATION STRATEGY AREAS (NRSA)
SUMMARY OF FISCAL YEAR 2012-2013 NRSA ACCOMPLISHMENTS
AIRPORT AND PARKLAWN NEIGHBORHOODS**

Stanislaus County identified the following Fiscal Year 2012-2013 annual benchmarks for the Airport and Parklawn Neighborhood Revitalization Strategy Areas (NRSA). The following is an assessment of the annual benchmarks and accomplishments, by category as follows:

Affordable Housing Production/Retention: Major Rehabilitation and/or Unit Replacement

Goal: 4 units – Below 50% AMI

FY 2012-2013

Accomplishments: 1 unit demolition/rebuild in Airport Neighborhood.
Acquired 1 NSP unit in Airport Neighborhood for demo/rebuild.
Acquired two NSP vacant lots in Parklawn Neighborhood, planned for unit rebuild.

Challenges: Housing Rehabilitation Program staff turnover.

Action Plan: Continue marketing Housing Rehabilitation Program.
Continue to Partner with non-profit housing developers such as Habitat for Humanity, STANCO, and Housing Authority of the County of Stanislaus.

Job Creation/Economic Development

Goal: Create 4 jobs – 51% below 80% AMI

FY 2012-2013

Accomplishments: None

Challenges: Stanislaus County developed an economic development program which was included as part of the Fiscal Year 2012-2013 CDBG Annual Action Plan (AAP) approved by the Board of Supervisors on April 17, 2012. The plan proposed to create a partnership between Stanislaus County and the Alliance Worknet that would result in a job creation program. While the program was developed in accordance with guidance provided by HUD, the Stanislaus Urban County's local HUD representative does not believe the program

qualifies as an eligible activity. The program was subsequently put on hold throughout Fiscal Year 2012-2013 due to discussions with HUD regarding the eligibility of proposed activities. None of the allocated funds for the Economic Development program have been spent and staff is continuing to work with HUD staff to adapt the program to include eligible activities that will ensure business growth and job creation throughout the Stanislaus Urban County.

Action Plan: Continue to work with HUD to implement an economic development program that suits Stanislaus County's needs and meets HUD program parameters.

Infrastructure

Goal: Complete planning, engineering, and design for Airport and Parklawn the sewer infrastructure projects.

FY 2012-2013

Accomplishments: Planning, engineering, and design for both Airport and Parklawn sewer projects were completed in October 2012. Stanislaus County is ahead of schedule on this item as it completed the following activities which had been scheduled for Fiscal Year 2013-2014:

Stanislaus County awarded the construction contract of Phase I of the Parklawn Sewer Infrastructure Project on December 4, 2012. Construction began in February 2013 and was completed June 2013. Phase I was completely funded with CDBG funds.

Stanislaus County has submitted an application for funding to the State of California Water Resources Control Board's Clean Water State Revolving Fund (CWSRF) to entirely fund the construction of the remaining phases of the project. This may be a potential 100% forgivable loan.

Challenges: Lack of advisory Measure M vote approval by City of Modesto residents for extension of sewer service the Airport Neighborhood.

Lack of funding to fully construct Airport and Parklawn projects.

Action Plan: Advisory Measure M vote has been placed on the November 2013 ballot.

If successful with the Parklawn Sewer Infrastructure CWSRF loan application, Stanislaus County may pursue funding for the Airport Sewer Infrastructure Project.

Public Services

Goal: Secure a non-profit to provide for the development of a Community Based Development Organization (CBDO).

FY 2012-2013

Accomplishments: Throughout Fiscal Year 2012-2013, County staff conducted outreach to existing organizations within the Airport and Parklawn Neighborhoods to discuss the process of becoming a CBDO and the opportunities for activities if designated a CBDO. County staff also consulted with HUD staff to gain a more comprehensive understanding of what is required to qualify an organization as a CBDO.

Challenges: County staff encountered barriers in attempting to fulfill the goal of designating an organization within the Airport and Parklawn Neighborhoods to become a CBDO. Although existing organizations are dedicated to improving the Airport and Parklawn areas and have strong community ties, they also currently lack the capacity for meeting the requirements of a CBDO.

Action Plan: Due to the complexity of identifying and certifying a CBDO, Goal 2.4 of the NRSA (which is to enhance existing, and introduce new, public services that will allow the Airport and Parklawn Neighborhoods to realize the dream of a stable environment) will continue to be addressed in Fiscal Year 2013-2014

by providing CDBG funds to Public service providers who serve the Airport neighborhood:

Orville Wright Elementary (\$10,000) – *Airport Neighborhood Healthy Start FRC*: This Family Resource Center provides supportive services for low-income at-risk children/youth and their families in the unincorporated portions of the Airport Neighborhood. Case managers work with Orville Wright Elementary School students and their families to provide access and referrals to needed resources revolving around issues such as crisis intervention, job and education training, food insecurity, access to transportation, crime prevention, health insurance enrollment assistance, or mental health services.

Parent Resource Center (\$10,000) - *Airport Neighborhood Partnership*: Parent Resource Center's (PRC) Airport Neighborhood Partnership (ANP) brings much needed family focused services to one of Modesto's most impoverished and socioeconomically challenged areas. PRC brings 18 years of expertise in providing intensive case management, parent education and supportive services to their collaborative site shared between PRC, Orville Wright Elementary School and Wright Start-Healthy Start. The CDBG funds requested will provide resources to facilitate a parent education group, intensive case management services and onsite childcare while parents attend parent education groups. The parent education provided uses a research based, nurturing, positive parenting curriculum.

No non-profit serving the Parklawn area applied for Fiscal Year 2013-2014 CDBG Public Service Funds. However county staff has been coordinating with the Parklawn United Neighbors (PUN) Association and are currently working together to develop a plan for public service activities that can be conducted in the

Parklawn Neighborhood for Fiscal Year 2014-2015.

County staff will continue to work with agencies serving the Airport and Parklawn Neighborhoods to: (1) create a plan of action for their communities; (2) determine if that plan of action fits within the eligible CBDO activities; and (3) if appropriate, assist the neighborhood organizations in building their capacity with the objective of qualifying them as CBDO's.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that on September 17, 2013 at 6:35 P.M. or as soon thereafter as the matter may be heard, the Stanislaus County Board of Supervisors will meet in the Basement Chambers, Lower Level, 1010 10th St., Modesto, CA, to consider the adoption of:

1. The Consolidated Annual Performance and Evaluation Report (CAPER) relating to the FY 2012-2013, \$1,972,737 Community Development Block Grant and \$198,932 Emergency Solutions Grant funds; and

NOTICE IS FURTHER GIVEN that at the said time and place, interested persons will be given the opportunity to be heard. Interested persons may also submit written comments to Stanislaus County regarding the program to Juan Gonzalez of the Stanislaus County Department of Planning and Community Development at the above-referenced address. Any materials submitted to the Board for consideration (i.e. photos, petitions, etc.) will be retained by the County.

If you have any questions, please call Juan Gonzalez of the Planning and Community Development Department at (209) 525-6330 between the hours of 8:30 a.m. and 4:30 p.m. or visit the offices at 1010 10th Street, Suite 3400, Modesto, CA.

BY ORDER OF THE BOARD OF SUPERVISORS

DATED: August 27, 2013

ATTEST: CHRISTINE FERRARO TALLMAN
Clerk of the Board of Supervisors
of the County of Stanislaus,
State of California.

BY: _____
Deputy Clerk

AVISO DE AUDICION PÚBLICA

SE DA AVISO POR ESTE MEDIO que el día 17 de septiembre del 2013 a las 6:35 p.m., o lo más temprano de allí en adelante en que se escuche el asunto, la mesa directiva del Condado de Stanislaus se reunirá en el despacho de juntas públicas en el 1010 10th Street, Modesto, CA para considerar la adopción de:

1. El Plan Consolidado de Evaluación y Rendimiento Anual (CAPER por sus siglas en Ingles) relacionado a los fondos del año fiscal 2012-2013 de la cantidad de \$1,972,737 bajo el programa de Subsidios Globales para el Desarrollo Comunitario (CDBG) y el programa de Subsidios para Refugios de Emergencia de la cantidad de \$108,932 (ESG).

SE DA AVISO MAS ALLA que a la dicha hora y lugar, se le dará la oportunidad de ser escuchadas a las personas interesadas. Las personas interesadas tendrán la oportunidad de someter comentarios en escrito referente al programa a Juan Gonzalez del Departamento de Planning & Community Development del Condado de Stanislaus al (209) 525-6330 entre las horas de 8:30 am y 4:30 p.m. o visite las oficinas en el 1010 10th Street, Suite 3400, Modesto, CA. Materiales sometidos a la mesa directiva del Condado de Stanislaus (por ejemplo: fotos, peticiones, etc.) serán retenidos por el Condado.

POR LA ORDEN DEL CONSEJO

FECHA: 27 de agosto del 2013

ATTEST: CHRISTINE FERRARO TALLMAN
Clerk of the Board of Supervisors
of the County of Stanislaus,
State of California.

BY: _____
Deputy Clerk



CITY OF HUGHSON AGENDA ITEM NO. 6:1

SECTION 6: NEW BUSINESS

Meeting Date: September 9, 2013
Subject: Discussion and Consideration of Expanded Business Assistance Programs and Technical Support for Implementation
Enclosures: Business Incentive Program Brochures from the Cities of Modesto, Turlock and Waterford
Presented By: Raul L. Mendez, City Manager
Approved By: _____

Staff Recommendation:

Discuss and consider the expansion of the Hughson business assistance programs and technical support for implementation.

Background:

Existing Hughson Business Assistance Programs

The City of Hughson has developed a variety of programs designed to support its economic development priorities and assist with local business attraction and retention strategies. Examples of such programs include the following:

- Small Business Incubator Center – designed to accelerate the successful development of entrepreneurial companies through an array of business support resources and services, developed and orchestrated by incubator management and offered both in the incubator and through its network of contacts. Services include printer/fax, phone service, computer station, Internet/Wi-Fi, web page and close proximity to City Hall and the business district. Current tenants of the Hughson Small Business Incubator Center include the Hughson Chamber of Commerce and Mid Valley Publications/Hughson Chronicle and there are currently four vacant offices available for lease.
- Façade Improvement Loan Program – established to stimulate investment in downtown defined as boundaries coterminous with the Hughson Avenue Commercial Improvement Zone. The intent is to produce visible changes

on the facades of commercial building in downtown Hughson. The available loan amount is the lesser of \$10,000 per project or 50% of total project (4% interest). Design approval is required and the application process includes the submission of project drawings, budget, and bid proposals.

- CDBG Economic Development Revolving Loan Program – purpose is to create jobs and serve as gap financing for development projects. Funds may be used to finance working capital/lines of credit, inventory purchase, equipment acquisition, real property acquisition, construction and rehabilitation and furniture/fixtures. The program standards include the following: (1) 1 job for \$35,000 of CDBG funds; (2) must demonstrate financial gap hindrance; (3) appropriate terms and conditions; (4) greater than 51% of jobs in Targeted Income Group; and (5) meets local business and credit needs and CDBG underwriting criteria.
- Small Business Development Center (through Alliance) – The Alliance Small Business Development Center (SBDC) is a member of the University of California Merced Regional SBDC Network in cooperation with the U.S. Small Business Administration (SBA). The mission is to assist entrepreneurs and business owners through free business counseling and research and low-cost training.
 - Whether a start-up business or an established company, provides planning, counseling and resources in all areas of operating a business.
 - Expert help is available through one-on-one sessions, workshops and seminars, extensive website resources, and professional research support.
- Stanislaus County Enterprise Zone 40 (through Alliance) – The Enterprise Zone Program offers five State tax credits that assist in reducing the cost of hiring new employees and investing in production/office equipment for businesses that operate within its boundaries. The credits applicable to the program apply during the life of the Stanislaus County Enterprise Zone, from November 16, 2005 to November 15, 2020. While there have been subsequent expansions of the Zone with varied inception dates, all designations will have the November 15, 2020 expiration date. The current Enterprise Zone Program is undergoing changes based on recently enacted State legislation.

As the economy begins its slow recovery from the recent recession, considerable discussion has occurred among local municipalities regarding business assistance programs that can result in job creation and retention and sales tax generation for local governments. Business assistance/incentive programs continue to be implemented locally which can be benchmarked and customized accordingly to fit the local business climate and need.

Hughson Economic Development Committee

The expansion of the City of Hughson's business assistance programs has been the subject of discussion at recent regular meetings of the Hughson Economic Development Committee. City staff was directed to gather information from the successful implementation of programs in Stanislaus County including those in the cities of Turlock, Modesto and Waterford. Examples of which included cash incentives for businesses locating to downtown cores, reimbursement of business fees for new or expanding businesses, and loans and grants to assist with structural improvements to business locales.

At its August 26, 2013 regular meeting, the Hughson Economic Development Committee discussed in concept the creation of an expanded business assistance program that would designate funds to be used as an incentive to attract businesses downtown to locate in vacant storefronts or into other industrial/commercial areas within the City limits.

For implementation, obtaining additional technical support from the Stanislaus Economic Development and Workforce Alliance Small Business Development Center was also discussed. In its research, City staff discovered that the technical role of the Alliance was a contributing factor to successful implementation of local business incentive programs acting as a conduit to the private sector. As a result, City staff proposed amending the current Memorandum of Understanding with the Alliance to make available SBDC staff in Hughson and at the Hughson Business Incubator Center on a limited monthly basis to work local and prospective businesses and provide resources, training and support. The Alliance would also assist the City with developing, promoting, and marketing its complete Hughson business assistance portfolio.

The following programs were discussed as options for implementation as part of a possible pilot program. The general parameters were as follows:

Downtown Incentive Program

Purpose: (1) attract business to downtown Hughson, (2) occupy vacant commercial/industrial property in downtown core, (3) foster sustainability through business plan development.

Incentive: \$1,000 for general business use.

Recommended Funding Source: \$10,000 from the General Fund.

Criteria: (1) locate to vacant commercial/industrial building, (2) develop a business plan, (3) participation in pre-development meeting, (4) enter into lease agreement, (5) provide minor recordkeeping (in the initial year).

New Business Fee Assistance Program

Purpose: (1) attract business to Hughson, (2) occupy vacant commercial/industrial property, (3) foster sustainability through business plan development.

Incentive: Up to \$2,000 of reimbursement for City fees associated with establishment of business such as license, permits, plan check, water, mechanical, electrical, etc. Does not cover cost of tenant improvements, under new construction, county, fire or school impact fees or any entitlement fees required. A look at recent businesses established in the City of Hughson revealed that such fees ranged from approximately \$500 to \$4,000 and on average approximately \$1,600.

Recommended Funding Source: \$20,000 from the General Fund.

Criteria: (1) locate to vacant commercial/industrial building, (2) develop a business plan, (3) participation in pre-development meeting, (4) enter into lease agreement, (5) provide minor recordkeeping (in the initial year).

Existing or New Business Assistance Program

Purpose: (1) attract business to Hughson, (2) retain business in Hughson (3) occupy vacant commercial/industrial property, (4) promote sustainability through business plan development, (5) promote certain business types in Hughson.

Incentive: Assistance from \$1,000 to \$30,000 for general business use, operating capital, rehabilitation of building, business fee reimbursement, etc.

Recommended Funding Source: \$30,000 from the General Fund.

Criteria: (1) locate to vacant commercial/industrial building, (2) develop a business plan, (3) participation in pre-development meeting, (4) enter into lease agreement, (5) provide minor recordkeeping (in the initial year), (6) create or retain jobs.

The Hughson Economic Development Committee reviewed the proposed programs and discussed having something in place with enough flexibility to incentivize entrepreneurs and assist businesses based on their specific needs. Additionally, although it was understood that program criteria would be necessary, the Committee wanted to ensure that the requirements did not dissuade existing and new business owners from participating. Evaluation of the programs once implemented was discussed and it was determined that a six month review would occur to ensure effectiveness and to make modifications necessary for successful utilization. The Hughson Economic Development Committee would have a role in the review of applications under the program guidelines and make a recommendation for funding to the City Council for formal approval based on the merits of the application and business plan, job creation/retention potential, business need and innovation and other considering factors.

City staff was directed to package a proposed expansion of the business assistance programs for discussion and consideration by the full City Council at the next available meeting to ensure that implementation would occur in a timely manner. If support for such expansion was attained, City staff would proceed to develop the specific parameters for the program(s) to be brought back for formal consideration at a future meeting.

The creation and retention of jobs through the expansion of the City's business assistance programs contributes to local fiscal stability through economic growth to help meet the demand for public services. There is a multiplier effect of greater income in the community when more people are working. Additionally, there is clearly a general public benefit associated with less vacant store fronts and the correlation to minimizing nuisances and blight. Occupying vacant business locales also has a positive impact to existing businesses by increasing foot traffic and bringing potential customers to the area.

Fiscal Impact:

The expanded business assistance programs are proposed to be funded from the General Fund at an amount not to exceed \$30,000 for the initial pilot and up to \$1,200 for additional technical support from the Alliance. City staff will revisit the funding allocation during the formal consideration of the specific program parameters and again as part of the mid-year process to determine if a technical budget adjustment is necessary at that time.

*“Together we
can strengthen
economic
development
and build a
sustainable
community.”*

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**Visit our website for more
information and local
assistance:**

- Business Incentive Programs
- Local Business Resources
- State Assistance Resources
- Start a Business
- Small Business Loans
- Modesto Business Listings
- Commercial Brokers
- State Disability Access Laws
- Stanislaus County Economic
Development and Workforce
Alliance
- California Central Valley
Economic Development
Corporation
- Small Business Development
Center
- Alliance WorkNet

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*Economic
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Incentive Program*

Visit us online at:
www.choosemodesto.com

City of Modesto
Community & Economic Development
1010 Tenth Street, Suite 3300
Modesto, CA 95354
(209) 571-5566

INCENTIVE LEVELS

The City of Modesto Economic Development Incentive Program focuses on bringing job-creating businesses to Modesto.

*This equates to a stronger economy where your business can **prosper**.*

The Incentive Program is based on the following criteria:

- *Overall impact*
- *Number of jobs created*
- *Location of facility*
- *Impact to City services*

Regardless of what business you're in, there's an incentive for you!

Bronze

The Bronze incentive level provides:

- Streamlined plan review through the City's Development Center
- Capital Facility, Water Connection and Wastewater Capacity Fee Deferral Program
- Capital Facilities Fees credits
- Business assistance, information and advocacy

Gold

The Gold level provides:

- All services offered in the Bronze level
- Plus expedited plan review – the first plan review letter will be issued within 15 days of submittal.

Platinum

The Platinum level provides:

- All services offered in the Gold level
- Plus consideration for Capital Facilities Fees (Impact) credits and offsets.

Nurturing Tomorrow's Economy...Today!

Program Summary and Goals

The goal of this program is for new businesses to open or existing businesses to expand within vacant store fronts and create additional jobs in our community. The program provides for reimbursement of all fees associated with establishment of a business such as: capital facility fees, occupancy and fire inspections, zoning certificates, building inspection, grading and encroachment permits. It is important to note that the program does not cover the cost of tenant improvements, under new construction, county or school impact fees or any entitlement fees required.

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City of Turlock

Economic Development and Housing Manager
156 S. Broadway, Suite 230
Turlock, CA 95380-5454

Phone: (209) 668-5542 Ext. 2227
Fax: (209) 668-5668
E-mail: mpitt@turlock.ca.us

City of Turlock
Economic Development
Program

PARTNERSHIP
INCENTIVES
PROGRAM



(209) 668-5542 Ext. 2227

Eligibility Requirements

Participants must agree to participate in the following 4-step process:

1. *Development of a Business Plan with input from the Alliance utilizing the free services available at the Turlock Chamber of Commerce Office.*
2. *Identification of an appropriately zoned location (City staff is available to pre-screen sites for applicants).*
3. *Participation and interaction at a Pre-development meeting.*
4. *Enter into agreement to participate in minor recordkeeping to provide feedback on a quarterly basis for at least one year.*



EFFECTIVE TIME PERIOD AND COST COMPONENTS

The program was adopted by the Turlock City Council and began assisting businesses in January 1, 2011. The program is funded through June 30, 2013.

EXISTING BUSINESS ASSISTANCE PROGRAMS

Enterprise Zone—State program that provides direct state income tax credits for equipment purchases, hiring, and business investment within specific areas.

Entrepreneur Center—located at 300 E. Main, with city funding assistance provides a Turlock presence for Stanislaus Alliance Business Assistance.

Small Business Development Center and Business Resource Center—located in Modesto, provides extensive business counseling as well as research and market analysis.



Employee Recruitment, Hiring, Placement, Training Services through Alliance Worknet.

Fee Deferral Program—

Adopted program provides for fee deferral for up to 20 years.

Free Pre-Development Meeting—A collective meeting with all City Departments to provide meaningful feedback and assistance in order to get your business open or expanded. This service is provided for any commercial or industrial space, building or land. This valuable service is provided free of charge.

Business Ombudsman— Staff Liaison is available to answer questions and provide assistance in getting through the permitted process.



City of Turlock Economic Development Program

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Economic Development and Housing Manager
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Partnership Incentives Program

The goal of this program is for new businesses to open or existing businesses to expand within vacant store fronts and create additional jobs in our community. The program provides a one-time payment of \$1,000 to help new businesses as business owners see fit.

Applicant Information

Business Name: _____

Business Address: _____
Street Address *Suite #*

Business Owner Name: _____

Contact Phone: () _____ Email address: _____

Participation in the Program

The Partnership Incentive Program requires the Business owner to participate or provide the following:

Development of a Business Plan with input from the Alliance/SBDC representative that serves Turlock and currently located in the Turlock Chamber of Commerce office.

Business Plan Developed?

Yes No

Identification of an appropriately zoned location within the city limits of Turlock. City Development Services staff are available to pre-screen potential sites for applicants.

Site selected?

Yes No

Participation and interaction at a City of Turlock Pre-Development meeting. This service is provided at no cost.

Pre Development meeting?

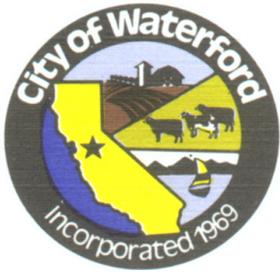
Yes No

Agree to participate in minor recordkeeping to provide feedback to city staff with regard to general sales, staffing and business trend information on a quarterly basis.

Agree to participate? (Please initial) _____

Yes No

Check presented By: _____ Check Received By: _____
(Please sign)



City of Waterford

Small Business Assistance Program

Existing and new businesses! Start-ups and entrepreneurs! Do you need some capital to expand operations and create jobs?!? The City of Waterford is offering small business assistance to assist you in your efforts. No loans are involved!

The Small Business Assistance Program (“Program”) is designed to stimulate economic growth and create jobs that will improve the living conditions of residents in the community. The Program provides affordable, non-conventional financing to eligible businesses and development projects who will in turn be required to produce a sufficient number of net new jobs, or in the case of business retention, retain existing jobs.

Summary Details:

- Assistance between \$2,500 and \$35,000.
- Must create new jobs with assistance funds.
- Existing, start-up and new businesses to Waterford are eligible for the assistance
- Common eligible expenses include: operating capital, rehabilitation of building, etc.
- Refundable \$100 application fee; waived for existing businesses.
- Read Small Business Assistance Guidelines, submit preliminary application and if invited to continue, pay application fee and submit detailed business information for consideration by staff and the loan committee for approval.

How do I get the funds?

1. Submit a pre-application detailing job creation and business plan for using the funds.
2. The City will review the pre-application, and may request additional information including:
 - a. Prior 3 years of tax returns
 - b. Prior 3 years of balance sheets and cash flow statements
 - c. A cash flow spreadsheet showing revenues and expenses out 1-3 years
 - d. Resumes/management histories of persons involved
3. Schedule an appointment for free business counseling with the Small Business Development Center.
4. If the funding assistance is supported by the City, it will be taken for approval by the City of Waterford’s Community Development & Housing Loan Committee. A site visit may be considered by the City prior to the Committee meeting.
5. If approved, the City will coordinate the required environmental documentation approval.
6. An authorizing document will be executed with the applicant, and once approved the project can proceed. Funds will be primarily reimbursement-based upon receipt of evidence of the new job creation becoming effective.
7. Funding approval should be available within 30 days, and reimbursements paid within 2 weeks of submittal.

Questions?

Contact City Hall – 101 E Street; (209) 874-2328; togden@cityofwaterford.org.