



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

**AGENDA**  
**TUESDAY, MAY 27, 2014 – 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:**

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**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:** NONE.

**3. CONSENT CALENDAR:**

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

**3.1:** Approve the Minutes of the Regularly Scheduled Meeting on May 12, 2014 and the Special Meeting on May 15, 2014.

- 3.2: Approve the Warrants Register.
- 3.3: Approve the Treasurer’s Report for March and April.
- 3.4: Approval to Waive the Fees Pertaining to the Use of Rolland Starn Park for Hughson Youth Baseball for the 2014 Regular Season.

**4. UNFINISHED BUSINESS: NONE.**

**5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.**

**6. NEW BUSINESS:**

- 6.1: Consider the Use of Community Enhancement Funds to Assist the Hughson Fire Protection District with their Command Vehicle Project.

**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:**

<b>May 28</b>	▪ Graduation Ceremony – Billy Joe Dickens Continuation School
<b>May 29</b>	▪ Graduation Ceremony- Emilie J. Ross Middle School
<b>May 29</b>	▪ Masters Graduation Ceremony, CSU Stanislaus, Turlock
<b>May 30</b>	▪ Graduation Ceremony – Hughson High School
<b>June 9</b>	▪ City Council Regular Meeting, City Council Chambers, 7:00pm
<b>June 17</b>	▪ Planning Commission Meeting, City Council Chambers, 6:00pm
<b>June 21</b>	▪ Come See the World Event, LeBright Park, 12:00-5:00pm
<b>June 21</b>	▪ Concerts in the Park Event, Starn Park, 5:00-7:30 P.M.
<b>June 23</b>	▪ Economic Development Committee, City Council Chambers, 5:30pm
<b>June 23</b>	▪ City Council Regular Meeting, City Council Chambers, 7:00pm

**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:** May 23, 2014 **TIME:** 5:00pm  
**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.

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**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](http://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:** May 27, 2014  
**Subject:** Approval of the City Council Minutes  
**Presented By:** Dominique Spinale, Deputy City Clerk

**Approved By:** \_\_\_\_\_

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### **Staff Recommendation:**

Approve the Regular Meeting Minutes of May 12, 2014 and the Special Meeting Minutes of the May 15, 2014.

### **Background and Overview:**

The draft minutes of the May 12 and May 15, 2014 meetings are prepared for the Council's review.



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

**MINUTES  
MONDAY, MAY 12, 2014 – 7:00 P.M.**

**CALL TO ORDER:** Mayor Pro Tem Jeramy Young

**ROLL CALL:**

**Present:** Mayor Pro Tem Jeramy Young  
Councilmember Jill Silva  
Councilmember George Carr  
Councilmember Harold Hill

**Absent:** Mayor Matt Beekman

**Staff Present:** Raul L. Mendez, City Manager  
Daniel J. Schroeder, City Attorney  
Darin Gharat, Chief of Police Services  
Jaylen French, Community Development Director  
Jim Duval, Former Interim Community Development Director  
Dominique Spinale, Management Analyst/Deputy City Clerk  
Lisa Whiteside, Finance Manager  
Sam Rush, Public Works Superintendent

**FLAG SALUTE:** Mayor Pro Tem Jeramy Young

**INVOCATION:** Mayor Pro Tem Jeramy Young

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

**No Public Comments.**

**2. PRESENTATIONS:**

**2.1:** A Proclamation of the City Council of the City of Hughson Declaring May as Asthma Awareness Month.

**Deputy City Clerk Spinale proclaimed May as Asthma Awareness Month, presented the Proclamation to the City Council and advised that it will be mailed to the Asthma Awareness Coalition, as their representative was unable to attend the presentation.**

- 2.2:** A Proclamation of the City Council of the City of Hughson Declaring the week of May 18-24, 2014 Public Works Week, and a Certificate of Recognition to the Public Works Staff for eight years of no loss time injuries.

**Deputy City Clerk Spinale proclaimed May 18-24 as Public Works Week and presented a Certificate of Recognition to Public Works Superintendent Sam Rush, who received the Certificate on behalf of the City of Hughson's Public Works staff for eight years of no loss time injuries.**

- 2.3:** A Proclamation of the City Council of the City of Hughson Declaring May as Older Americans Month.

**Deputy City Clerk Spinale proclaimed May as Older Americans Month and presented the Proclamation to Eileene King and Lil Castigliano, representatives of the Stanislaus County Commission on Aging.**

### **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 Special Meeting Minutes of the April 28, 2014 State of the City Address.
- 3.2:** Approve the Warrants Register.
- 3.3:** Approve the Application to the Active Transportation Program (ATP) as a source of funding assistance for infrastructure improvements on Fox Road, near Billy Joe Dickens Continuation School, and bike lane improvements on Seventh Street and Hughson Avenue.

**HILL/SILVA 4-0 (BEEKMAN- Absent) motion passes to approve the Consent Calendar as presented.**

### **4. UNFINISHED BUSINESS:**

- 4.1:** Adopt Resolution No. 2014-14, Directing the Filing of the Annual Reports for Fiscal Year 2014-2015 for the Special Assessment Districts (Benefit Assessment Districts and Landscape and Lighting Districts) in the City of Hughson.

City Manager Mendez presented the Staff Report on this item and Garner Reynolds, Regulatory Affairs Manager with the City of Turlock was present to introduce himself to the Council and answer any questions the Council may have had.

**CARR/HILL 4-0 (BEEKMAN- Absent) motion passes to adopt Resolution No. 2014-14, Filing of the Annual Reports for Fiscal Year 2014-2015 for the Special Assessment Districts (Benefit Assessment Districts and Landscape and Lighting Districts) in the City of Hughson.**

**5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.**

**6. NEW BUSINESS:**

**6.1: Direct Staff to Open a 30 Day Application Period for Interested Citizens to Apply to the Parks and Recreation Commission.**

**Deputy City Clerk Spinale presented the Staff Report on this Item.**

**CARR/SILVA 4-0 (BEEKMAN- Absent) motion passes to Open a 30 Day Application Period for Interested Citizens to Apply to the Parks and Recreation Commission.**

**7. CORRESPONDENCE: NONE.**

**8. COMMENTS:**

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

**City Manager: City Manager Mendez welcomed Jaylen French as Community Development Director and provided updates on the Seventh Street Park Project, Duarte’s Friends Day Event, Citywide Clean-up Day, the Fire District’s BBQ, and the LOVE Hughson Event.**

**City Clerk:**

**Community Development Director:**

**Director of Finance:**

**Police Services:**

**City Attorney:**

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

**Councilmember CARR updated the Council on his attendance at the Turlock Mosquito Abatement District Meeting and the LOVE Hughson Event.**

**Councilmember SILVA updated the Council on her attendance at the Citywide Clean-up Event and the Relay for Life Event at the High School.**

**Councilmember HILL updated the Council on his attendance at the Citywide Clean-up Event and the Economic Development Action Committee (EDAC) meeting.**

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

**9. CLOSED SESSION TO DISCUSS THE FOLLOWING: NONE.**

**10. REPORT FROM CLOSED SESSION: NONE.**

**ADJOURNMENT:**

**CARR/SILVA motion passes to adjourn the meeting 7:36 P.M.**

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**MATT BEEKMAN, Mayor**

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**DOMINIQUE SPINALE, Deputy City Clerk**



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

**MINUTES  
THURSDAY, MAY 15, 2014 – 6:30 P.M.**

**CALL TO ORDER:** Mayor Pro Tem Jeramy Young

**ROLL CALL:**

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

**Absent:** Mayor Matt Beekman  
Councilmember Jill Silva

**Staff Present:** Raul Mendez, City Manager  
Daniel J. Schroeder, City Attorney  
Jaylen French, Community Development Director  
Dominique Spinale, Mgmt. Analyst/Deputy City Clerk

**FLAG SALUTE:** Mayor Pro Tem Jeramy Young

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

**No Public Comments.**

**2. UNFINISHED BUSINESS:**

**2.1:** Authorize the City Manager to Execute a Memorandum of Understanding with the Hughson Unified School District For the Purchase of Real Property Located at the Corner of 7<sup>th</sup> Street and Whitmore Avenue in the City of Hughson, Stanislaus County, California.

**City Manager Mendez presented this item to the Council.**

The Council deliberated on this item and discussed with Staff their questions and concerns regarding the school district's surplus property processes, the archeological survey currently being conducted on the property, the conceptual plan of the park that was created in 2010, and the maintenance and water costs associated with owning the property. The Council asked staff to research the on-going maintenance and costs for the City that would be incurred once purchased by the City.

Staff will continue to work on the estimated costs and advised the City Council that the conceptual park plan will need to be updated once the Parks and Recreation Commission is up and running again. The park land will need to become a passive park within three years of the grant funding being received by the City from the State.

CARR/HILL 3-0 (BEEKMAN/SILVA- Absent) motion passes Authorize the City Manager to Execute a Memorandum of Understanding with the Hughson Unified School District For the Purchase of Real Property Located at the Corner of 7<sup>th</sup> Street and Whitmore Avenue in the City of Hughson, Stanislaus County, California.

**ADJOURNMENT:**

CARR/YOUNG motion passes to adjourn the meeting at 6:57 P.M.

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**MATT BEEKMAN, Mayor**

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**DOMINIQUE SPINALE, Deputy City Clerk**



## CITY OF HUGHSON AGENDA ITEM NO. 3.2

### SECTION 3: CONSENT CALENDAR

**Meeting Date:** May 27, 2014  
**Subject:** Approval of Warrants Register  
**Enclosure:** Warrants Register  
**Presented By:** Lisa Whiteside, Finance Manager

**Approved By:** \_\_\_\_\_

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#### **Staff Recommendation:**

Approve the Warrants Register as presented.

#### **Background and Overview:**

The warrants register presented to the City Council is a listing of all expenditures paid from May 16 through May 22, 2014.

#### **Fiscal Impact:**

There are reductions in various funds for payment of expenses.

REPORT.: May 23 14 Friday  
 RUN....: May 23 14 Time: 17:25  
 Run By.: Lisa Whiteside

City of Hughson  
 Cash Disbursement Detail Report  
 Check Listing for 05-14 Bank Account.: 0100

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
45111	5/16/2014	EMP01	STATE OF CALIFORNIA	\$ 1,255.27	B40516	PAYROLL TAXES 5/15/14
45112	5/16/2014	HAR02	THE HARTFORD	\$ 492.16	B40516	DEFERRED COMPENSATION
45113	5/16/2014	STA23	CaPERS SUPPLEMENTAL INCO	\$ 295.00	B40516	DEFERRED COMPENSATION
45114	5/16/2014	UNI07	UNITED WAY OF STANISLAUS	\$ 2.00	B40516	UNITED WAY
45115	5/22/2014	ADK00	ADKINS ELECTRIC	\$ 265.00	207	ELECTRICAL WORK
45116	5/22/2014	AFL01	AFLAC	\$ 1,043.33	843649	AFLAC
45117	5/22/2014	AFN00	AFNI, INC	\$ 472.35	49592023	SPRINT BALANCE
45118	5/22/2014	ALL01	ALLIANCE TITLE	\$ 100.00	800	RETAIL LEASE TRAC SERVICE
45119	5/22/2014	ARR00	ARROWHEAD MOUNTAIN SPRING	\$ 26.45	14E002566	BOTTLED WATER
45120	5/22/2014	ATT01	AT&T	\$ 2,299.04	B40521	PHONE
45121	5/22/2014	AVA00	AVAYA, INC	\$ 92.57	273309298	PHONE CITY HALL
				\$ 72.22	273309322	PHONE / POLICE DEPT
			Check Total:	\$ 164.79		
45122	5/22/2014	BLU00	BLUE SHIELD	\$ 11,376.00	B40520	HEALTH PREMIUMS 6/14
45123	5/22/2014	BUD00	BUDGET TIRE	\$ 344.40	1-616	TIRES FOR PW11
45124	5/22/2014	ENV02	ENVIRONMENTAL SYSTEMS	\$ 1,788.93	26838	STREET SWEEPING
45125	5/22/2014	EXP00	EXPRESS PERSONNEL SERVICE	\$ 657.60	140515289	EXTRA HELP 5/4/14
45126	5/22/2014	FED02	FED EX	\$ 18.93	265706754	SHIPPING
45127	5/22/2014	FRE03	FRENCH, JAYLEN	\$ 49.00	B40520	LIVE SCAN REIMB
45128	5/22/2014	GEO01	GEOANALYTICAL LABORATORIE	\$ 55.00	A4D0103	WWTP TESTING
				\$ 200.00	A4D0803	WWTP TESTING
				\$ 532.50	A4D0814	LAB TESTING
				\$ 440.78	A4D0815	LAB TESTING
				\$ 55.00	A4D1502	WWTP TESTING
				\$ 30.00	A4D2201	LAB TESTING
				\$ 55.00	A4D2202	WWTP TESTING
				\$ 30.00	A4D2901	LAB TESTING
				\$ 55.00	A4D2902	WWTP TESTING
				\$ 30.00	A4E0603	LAB TESTING
				\$ 440.78	A4E1315	LAB TESTING
			Check Total:	\$ 1,924.06		
45129	5/22/2014	GOL07	GOLDEN BY PRODUCTS, INC	\$ 850.00	96422	TIRE PICKUP FOR CLEAN UP DAY 2014
45130	5/22/2014	GRA03	W.W. GRAINGER, INC.	\$ 3,627.29	943762023	AIR CONDITIONER
45131	5/22/2014	HDL00	HDL SOFTWARE, LLC	\$ 6,958.67	0022327IN	CONTRACT SVCS SALES TAX, AUDIT
45132	5/22/2014	HUG03	HUGHSON CHRONICLE	\$ 124.38	104499	LEGAL #8735 5TH ST PROJ

45133	5/22/2014 HUG11	HUGHSON FARM SUPPLY	\$	130.43	HFS010230	REPLACEMENT PARTS RIDING MOWER
			\$	33.98	HFS010664	REPLACE STARTER ROPE
			\$	112.99	HFS010772	PARTS & LABOR FOR EQUIP R EPAIR
		Check Total:		----- \$ 277.40		
45134	5/22/2014 LEG01	LEGAL SHIELD	\$	51.80	B40520	LEGAL SVCS
45135	5/22/2014 LUN02	LUNA, ESTEBAN	\$	285.00	B40520	REFUND HALL CANCELLATION 6/21/2014
45136	5/22/2014 MAI00	MAIN STREET DELI	\$	347.50	23A	CLEAN UP DAY EXPENSES
45137	5/22/2014 NEU01	NEUMILLER & BEARDSLEE	\$	1,200.00	262360	LEGAL SVCS 4/14
			\$	4,974.65	262361	LEGAL SVCS 4/14
		Check Total:	\$	----- 6,174.65		
45138	5/22/2014 OFF06	OFFICE TEAM	\$	739.20	40322688	EXTRA HELP OFFICE 5/2
			\$	591.36	40392774	EXTRA HELP 5/9/14
		Check Total:	\$	----- 1,330.56		
45139	5/22/2014 PAC05	PACIFIC PLAN REVIEW	\$	8,047.89	B40522	INSPECTIONS & PLAN REVIEW 4/14
45140	5/22/2014 REG00	REGIONAL GOVERNMENT SERVI	\$	2,167.09	4097	CONTRACT SVCS
45141	5/22/2014 RIC04	RICOH USA, INC	\$	1,402.41	92404189	COPY MACHINE LEASE
45142	5/22/2014 STA18	OFFICE OF THE CLERK RECOR	\$	2,295.25	B40520	NOTICE OF DETERMINATION/7 TH ST PARK PROJ
45143	5/22/2014 STA47	STANISLAUS COUNTY SHERIFF	\$	4,771.51	1314-241	VEHICLE CHARGES 3/14
45144	5/22/2014 TUR12	TURLOCK, CITY OF	\$	207.60	2014-23	CNG FUEL 4/14
45145	5/22/2014 UNI11	UNIVAR USA, INC	\$	512.79	SJ618181	SODIUM HYPOCHLORITE
		Cash Account Total:	\$	----- 62,006.10		
		Total Disbursements:	\$	----- 62,006.10 =====		



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

**Meeting Date:** May 27, 2014  
**Subject:** Approval of the Treasurer's Reports – March/April 2014  
**Presented By:** John Padilla, City Treasurer and Lisa Whiteside, Finance Manager

**Approved By:** \_\_\_\_\_

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### **Staff Recommendation:**

Review and approve the City of Hughson Treasurer's Reports for March and April 2014.

### **Summary:**

The City Treasurer is required to review the City's investment practices and approve the monthly Treasurer's report. Enclosed is the City of Hughson's Treasurer's Report for March and April 2014. As of April 2014, the City of Hughson's total cash and investment balance is \$9,946,207.06 and is in compliance with the City's investment policy. The City has sufficient cash flow to meet the City's expected expenditures for the next six months.

### **Background and Overview:**

After meeting with the Mayor and Hughson staff, it has been discussed that various improvements will be made to upcoming Treasurer Summaries and Reports. Some improvements include more thorough descriptions and analysis of City funds and investments, their sources of revenue, appropriate allocations, and potential applications. Using information gathered from past and present actions and reports, it is also the City Treasurer's intention to make projections based on the financial and investment goals and objectives of the City and its leadership, while remaining in compliance of the City's investment policy and the California Government Code Section 53601. Although the contents of this document do not demonstrate such changes and improvements yet, it is the goal of the City Treasurer to implement the aforementioned and other impending improvements to ensure the City's financial viability, records, and processes are presented in a clear, concise, and understandable manner to the City Council and City residents.

Enclosed is the City of Hughson Treasurer's Report for March and April 2014. 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 (\$524,208.05). 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 (\$528,788.23). 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 and CDBG Public Works Street Projects Fund:***

The Transportation Capital Project Fund currently reflects a negative balance of (\$329,358.89). The CDBG Public Works Street Project Fund currently reflects a negative balance of (\$73,467.93). The City currently has 4<sup>th</sup> Street project that is complete and awaiting reimbursement from CMAQ and CDBG funds.

***Fiscal Impact:***

As of April 2014, the total cash and investments balance for the City of Hughson is \$9,946,207.06. This compares to April 2013's total cash and investments balance of \$8,275,804.81, demonstrating a \$1,670,402.25 or a 16.79% increase.

**City of Hughson  
Treasurer's Report  
March 2014**

	MONEY MARKET	GENERAL	REDEVELOPMENT**	TOTAL
Bank Statement Totals	\$ 7,681,714.48	\$ 810,540.05	\$ 206,387.20	\$ 8,698,641.73
Adjustment-Direct Deposit Payroll	\$ -			\$ -
Outstanding Deposits +		\$ -	\$ -	\$ -
Outstanding Checks/transfers -	\$ 145,134.39	\$ (332,908.01)	\$ -	\$ (187,773.62)
<b>ADJUSTED TOTAL</b>	<b>\$ 7,826,848.87</b>	<b>\$ 477,632.04</b>	<b>\$ 206,387.20</b>	<b>\$ 8,510,868.11</b>
Investments: Various				\$ 1,012,500.07
Multi-Bank WWTP				\$ 1,414,329.76
Investments: L.A.I.F.		\$ 39,252.09	\$ 39,127.26	\$ 78,379.35

**TOTAL CASH & INVESTMENTS** **\$ 11,016,077.29**

<u>Books - All Funds</u>	<u>March 2013</u>	<u>March 2014</u>
2 Water/Sewer Deposit	27,553.35	35,569.81
8 Vehicle Abatement	6,885.08	14,571.30
11 Traffic Congestion Fund	126,611.92	86,255.92
13 Redevelopment - Debt Service	367,484.60	104,610.52
14 Redevelopment - Housing	797,305.40	0.00
15 Redevelopment - Capital Projects	-352,134.45	0.00
17 Federal Officer Grant	6,620.00	6,620.00
18 Public Safety Realignment	0.00	17,871.85
19 Asset Forfeiture	1,660.43	6,995.43
25 Gas Tax 2106	36,357.58	-1,844.45
30 Gas Tax 2107	2,523.37	15,078.47
31 Gas Tax 2105	65,900.60	-488.56
35 Gas Tax 2107.5	12,672.14	5,422.14
40 General Fund	85,076.41	819,993.91
401 General Fund Contingency Reserve	669,648.85	672,495.49
43 Trench Cut	0.00	75,465.40
48 Senior Community Center	1,449.95	12,305.52
49 IT Reserve	21,756.38	51,175.20
50 U.S.F. Resource Com. Center	3,988.41	-3,865.34
51 Self-Insurance	107,036.31	73,703.49
53 SLESF (Supplemental Law Enforceme	216,683.01	19,660.53
54 Park Project	345,882.25	441,543.30
60 Sewer O & M	27,359.96	1,970,889.64
61 Sewer Fixed Asset Replacement	1,279,192.33	2,219,700.39
66 WWTP Expansion 2008	4,086,521.42	1,265,151.25
70 Local Transportation	39,686.03	173,676.33
71 Transportation	-220,475.16	-376,376.05
100/200 LLD's and BAD's	62,487.98	71,606.47
80 Water O & M	149,393.68	200,954.28
82 Water Fixed Asset Replacement	65,788.54	471,776.34
88 PW CDBG Street Project	0.00	-73,467.93
80 Water Reserve-USDA GRANT	21,524.50	21,524.50
90 Garbage/Refuse	4,467.68	90,931.28
91 Misc. Grants	-36,898.02	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	157,183.82	158,288.57
96 HOME Program Grant (FTHB)	37,810.91	35,041.19
97 96-STBG-1013 Grant	15,958.86	134,966.78
98 HOME Rehabilitation Fund	-1,084.71	0.00
Developer Impact Fees ***	1,277,196.95	2,104,285.77
<b>TOTAL ALL FUNDS:</b>	<b>9,611,064.91</b>	<b>11,016,077.29</b>

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.

<b>Break Down of Impact Fees ***</b>		
10 Storm Drain	71,425.27	236,740.88
20 Community Enhancement	109,036.12	87,193.07
41 Public Facilities Development	1,661,026.89	1,567,110.32
42 Public Facilities Development-Streets	-941,363.33	-524,208.05
55 Parks DIF	157,366.18	335,907.89
62 Sewer Developer Impact Fees	881,981.73	930,329.89
81 Water Developer Impact Fees	-662,275.91	-528,788.23
<b>Break Down of Impact Fees ***</b>	<b>1,277,196.95</b>	<b>2,104,285.77</b>

John Padilla, Treasurer

Date

**City of Hughson  
Treasurer's Report  
April 2014**

	MONEY MARKET	GENERAL	REDEVELOPMENT**	TOTAL
Bank Statement Totals	\$ 6,356,259.87	\$ 989,772.82	\$ 206,383.54	\$ 7,552,416.23
Adjustment-Direct Deposit Payroll	\$ -			\$ -
Outstanding Deposits +			\$ -	\$ -
Outstanding Checks/transfers -	\$ 18,430.13	\$ (132,747.09)	\$ -	\$ (114,316.96)
<b>ADJUSTED TOTAL</b>	<b>\$ 6,374,690.00</b>	<b>\$ 857,025.73</b>	<b>\$ 206,383.54</b>	<b>\$ 7,438,099.27</b>
Investments: Various				\$ 1,013,209.43
Multi-Bank WWTP				\$ 1,416,519.01
Investments: L.A.I.F.		\$ 39,252.09	\$ 39,127.26	\$ 78,379.35
<b>TOTAL CASH &amp; INVESTMENTS</b>				<b>\$ 9,946,207.06</b>

<u>Books - All Funds</u>	<u>April 2013</u>	<u>April 2014</u>
2 Water/Sewer Deposit	30,518.85	34,597.12
8 Vehicle Abatement	20,452.23	14,571.30
11 Traffic Congestion Fund	127,265.85	92,646.46
13 Redevelopment - Debt Service	-17,574.77	36,349.86
17 Federal Officer Grant	6,620.00	6,620.00
18 Public Safety Realignment	0.00	17,871.85
19 Asset Forfeiture	1,660.43	6,995.43
25 Gas Tax 2106	10,832.47	-6,615.91
30 Gas Tax 2107	10,453.80	17,346.10
31 Gas Tax 2105	6,435.49	1,953.24
35 Gas Tax 2107.5	14,672.14	5,422.14
40 General Fund	365,030.62	841,009.67
401 General Fund Contingency Reserve	671,429.92	672,570.84
43 Trench Cut	0.00	75,465.40
48 Senior Community Center	7,927.14	11,603.55
49 IT Reserve	32,303.38	49,335.49
50 U.S.F. Resource Com. Center	2,551.07	-3,837.37
51 Self-Insurance	86,696.49	73,703.49
53 SLESF (Supplemental Law Enforceme	96,202.71	30,106.45
54 Park Project	376,404.66	441,592.77
60 Sewer O & M	896,251.19	1,923,082.25
61 Sewer Fixed Asset Replacement	1,735,517.69	2,219,949.10
66 WWTP Expansion 2008	1,409,222.76	197,822.68
70 Local Transportation	160,108.13	173,695.79
71 Transportation	-359,817.81	-329,358.89
100/200 LLD's and BAD's	9,544.77	61,864.78
80 Water O & M	86,680.97	204,764.26
82 Water Fixed Asset Replacement	254,715.80	471,829.20
88 PW CDBG Street Project	-1,155.00	-73,467.93
80 Water Reserve-USDA GRANT	21,524.50	21,524.50
90 Garbage/Refuse	61,448.83	128,212.10
92 98-EDBG-605 Small Bus. Loans	93,585.12	93,595.60
94 96-EDBG-438 Grant	403.43	403.43
95 94-STBG-799 Grant	156,904.11	158,420.34
96 HOME Program Grant (FTHB)	35,041.19	35,041.19
97 96-STBG-1013 Grant	128,790.34	135,218.83
Developer Impact Fees ***	1,737,156.31	2,104,301.95
<b>TOTAL ALL FUNDS:</b>	<b>8,275,804.81</b>	<b>9,946,207.06</b>
<b>Break Down of Impact Fees ***</b>		
10 Storm Drain	169,246.36	236,767.40
20 Community Enhancement	59,627.77	87,193.07
41 Public Facilities Development	1,612,807.64	1,566,955.87
42 Public Facilities Development-Streets	-655,477.33	-524,208.05
55 Parks DIF	222,010.46	335,947.76
62 Sewer Developer Impact Fees	928,771.81	930,434.13
81 Water Developer Impact Fees	-599,830.40	-528,788.23
<b>Break Down of Impact Fees ***</b>	<b>1,737,156.31</b>	<b>2,104,301.95</b>

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.

John Padilla, Treasurer

Date



## CITY OF HUGHSON AGENDA ITEM NO. 3.4

### SECTION 3: CONSENT CALENDAR

**Meeting Date:** May 27, 2014  
**Subject:** Approval to Waive the Fees Pertaining to the Use of Rolland Starn Park/Keith Crabtree Field for Hughson Youth Baseball/Softball for the 2014 Regular Season  
**Presented By:** Raul L. Mendez, City Manager  
**Approved By:** \_\_\_\_\_

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#### **Staff Recommendation:**

1. Waive the fees pertaining to the use of Rolland Starn Park/Keith Crabtree Field for Hughson Youth Baseball/Softball for the 2014 regular season.
2. Find that the waiver of the fees pertaining to the use of Rolland Starn Park/Keith Crabtree Field for Hughson Youth Baseball/Softball for the 2014 regular season is in the public interest.

#### **Background and Overview:**

The City Council previously adopted Resolution No. 2008-42 to establish the fee schedule for rental of use of Rolland Starn Park. This includes use of the baseball diamond named in memoriam after Keith Crabtree, a long standing member of the Hughson Parks and Recreation Commission. The fee for rental and use of Keith Crabtree Field by local nonprofit users is \$20 for three hours. The fee for use of the ball field lights is \$22 per hour. The fee schedule for Rolland Starn Park allows for the waiver of such fees through approval by the City Council and a finding that the request is in the public interest. Exclusive use of the ball fields have priority scheduling over other uses including public use on a first come first basis.

Historically, use of Rolland Starn Park has been predominantly by Hughson Youth Football and the Mexican American Baseball League. Other uses have been by the general public of the various amenities available (baseball field, large covered picnic area, small covered picnic area and uncovered picnic areas).

## Hughson Youth Baseball/Softball:

In preparation for the 2014 season, Hughson Youth Baseball/Softball inquired as to the use of Keith Crabtree Field. Hughson Youth Baseball Softball is a local nonprofit that has through its program teaches skills, mental and physical development, a respect for the rules of the game, and basic ideals of sportsmanship and fair play. Hughson Youth Baseball/Softball has a long standing history in the City of Hughson and through an arrangement with both Hughson Unified School District and the City of Hughson utilizes LeBright Fields annually through the baseball/softball season that runs from April to June. LeBright Fields is used at a reduced rate in exchange for a commitment by Hughson Youth Baseball/Softball making annual improvements to the baseball fields. The use of Keith Crabtree Fields will allow Hughson Youth Baseball/Softball to better accommodate the number of games planned for the season which have expanded over the years. Hughson Youth Baseball/Softball also anticipates using the lights at Keith Crabtree Fields a few times this season to showcase games at night—a unique experience for local youth.

Hughson Youth Baseball/Softball has requested a waiver for their inaugural use of Keith Crabtree Fields in exchange for improvements to the baseball diamond. Due to the timing, the improvements were made just prior to the start of this season under the direct supervision of the City Public Works Superintendent. Specifically improvements made and costs incurred by Hughson Youth Baseball/Softball were as follows:

Clay Purchased for Infield (Westcoast)	\$1,380.02
Labor for Clay Install	\$2,077.52
3 Base Pins (Welded and Inserted)	\$200.00
Girls Pitching Mound	\$50.00
20 Yards of Dirt	\$200.00
<b>Total of Improvements</b>	<b>\$2,527.52</b>

City staff has calculated the usage fee for Keith Crabtree Fields for Hughson Youth Baseball/Softball for the 2014 at \$580.00 based on the schedule provided. As indicated, improvement expenses exceed the rental fee revenue to be generated by nearly \$2,000. The waiver request is for the 2014 season only. If approved, City staff will work with Hughson Youth Baseball/Softball for the next season to either discuss a similar arrangement or to ask them to plan on the usage fee well in advance so that they are able to incorporate it into their league registration fees.

Keith Crabtree Field at Starn Park is maintained by the City through its annual park maintenance program. The partnership with Hughson Youth Baseball/Softball has made improvements to the baseball diamond above and beyond what it typically done with existing City resources. The improvements can be enjoyed by not only Hughson Youth Baseball/Softball but other park users. The improved condition of the baseball diamond should help generate additional revenue through expanded usage and also encourage long standing users to continue to utilize the field due to its improved condition.

**Fiscal Impact:**

The revenue that would be generated through the use of Keith Crabtree Field by Hughson Youth Baseball/Softball is approximately \$580.00 not including usage for lights. The improvements made by Hughson Youth Baseball/Softball exceed the value that would be generated.



## **CITY OF HUGHSON AGENDA ITEM NO. 6.1**

### **SECTION 6: NEW BUSINESS**

**Meeting Date:** May 27, 2014  
**Subject:** Consideration of the Use of Community Enhancement Funds to Assist the Hughson Fire Protection District with their Command Vehicle Project  
**Presented By:** Raul L. Mendez, City Manager

**Approved By:** \_\_\_\_\_

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#### **Staff Recommendation:**

Consider the use of Community Enhancement Funds to assist the Hughson Fire Protection District with their Command Vehicle Project.

#### **Background and Overview:**

Community Enhancement Funds are derived from development fees collected for the purpose of funding improvements and projects in the community for the benefit of City residents. Previously, the City Council approved using Community Enhancement Funds for the High School Sports Fields Project (\$35,618), to install lights on the bridge on Hatch Road (\$13,624), to repaint the water tower by the City corporation yard (\$32,056), to install wrought iron fencing at City Hall in order to provide a secure location for electric vehicles (\$1,996), for parking lot improvements at Starn Park (\$6,572), and for the repainting of City Hall/Senior Citizen Center (\$9,000). In preparation for Fiscal Year 2014-2015, City staff anticipates requesting funding in the amount of \$15,000 from the Community Enhancement Fund for further parking lot improvements at Starn Park and for banners and electrical improvements to Hughson Avenue for the holiday season.

#### **Hughson Fire Protection District Command Vehicle Project:**

During meetings of the 2+2 City of Hughson/Hughson Fire Protection District Committee this calendar year, a discussion ensued regarding local fire needs. In light of the recent fires this past fiscal year, Hughson Fire Protection District (Hughson Fire) has conducted an operations evaluation and identified improvement areas and additional equipment needs. Specifically, Hughson Fire has identified the need for additional staffing in the form of a Chief Officer position and training for all fire personnel—paid and volunteer. Hughson Fire was

established in 1915 and serves the Hughson area through mostly volunteer firefighters. Hughson Fire has only 2 full time paid positions (1 Fire Chief and 1 Captain/Training Officer) and 27 volunteers (4 Captains, 7 Engineers and 16 Firefighters). The Hughson Fire Protection District's Board of Directors, comprised of 5 members elected by the residents of the District, provides necessary oversight and policy direction.

In addition, Hughson Fire has identified several equipment needs as part of the recent operational review. Hughson Fire has taken affirmative steps to lease a new fire engine to replace an existing 1969 fire engine using existing resources. The new fire engine has been ordered and is scheduled to be in operation later this summer. In addition, due to the need to be able to establish a command center out in the field at fire incidents within the District's service area, Hughson Fire has taken steps to develop a financing plan for the purchase of a sports utility vehicle for this purpose. At their recent regular meeting, the Hughson Fire Board authorized staff to surplus a total of three vehicles (1969 Reserve Engine, 1984 Brush Unit and 2001 One Ton Pickup) in order to be able to fund a portion of the command vehicle. It is anticipated that the three vehicles will provide approximately \$20,000 in revenue. Hughson Fire staff was also directed to explore other funding options including reaching out to the City of Hughson.

The Hughson Fire Protection District Command Vehicle Project consists of the following components:

- 2014 Chevy Tahoe
- Rear Command Console
- MDC (Mobile Data Computer)
- Dual Radio Heads
- LED Light Package

Hughson Fire intends to take advantage of a State of California bid for the purchase. The cost breakdown is as follows:

2014 Chevy Tahoe (Folsom Lake Chevy, Folsom, CA)	32,233.68
Rear Command Console (Truck Vault)	2,574.40
Radio/MDC/Emergency Light Installation (Emergency Vehicle Installers, Tracy, CA)	10,465.08
Radio Accessories (Motorola)	2,950.00
Lettering/Striping (Hi Tech Fire Apparatus)	1,300.00
<b>Total Estimated Project Cost</b>	<b>\$49,523.16</b>

Based on the estimated project cost and the anticipated proceeds from Hughson Fire's sale of surplus vehicles, there is a funding gap of 29,523.16. The Hughson Fire Protection District is requesting funding assistance from the City of Hughson for this important project that will improve the District's ability to provide fire protection services to the Hughson area. If approved, Hughson Fire anticipates the Command Unit being in service by August 2014.

**Fiscal Impact:**

The Hughson Adopted Final Budget for Fiscal Year 2013-2014 did not include appropriations in the Community Enhancement Fund although did anticipate revenue in the amount of approximately \$35,000. If the City Council approves funding for the Hughson Fire Protection District's Command Vehicle Project, it can be either be processed in the current year through an adjustment at year end or included as part of the City's Fiscal Year 2014-2015 Preliminary Budget scheduled for City Council consideration on June 9, 2014. The Community Enhancement Fund is currently projected to have approximately \$90,000 at year end.