



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

AGENDA
MONDAY, AUGUST 13, 2018 – 7:00 P.M.

CALL TO ORDER: Mayor Jeramy Young

ROLL CALL: Mayor Jeramy Young
Mayor Pro Tem George Carr
Councilmember Harold Hill
Councilmember Mark Fontana
Councilmember Ramon Bawanan

FLAG SALUTE: Mayor Jeramy Young

INVOCATION: Hughson Ministerial Association

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.**

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:** Recognition of Jaylen French, Community Development Director, for his Excellent Service to the City of Hughson.

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 Regular Meeting of July 23, 2018.
- 3.2:** Approve the Warrants Register.
- 3.3:** Adopt Resolution No. 2018-36, Amending the Classification Plan with Updated Job Descriptions for the Community Development Director and Director of Finance and Administrative Services Positions.
- 3.4:** Adopt Resolution No. 2018-37, Taking a Position of Opposition to the Bureau of Cannabis Control's Proposed Regulation - 2018.

4. UNFINISHED BUSINESS: NONE.**5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.****6. NEW BUSINESS:**

- 6.1:** Authorize City Staff to Reject All Bids for the Well No. 7 Replacement Project and Direct Staff to Solicit Bids for Revised Bid Documents.

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.

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:

August 14	▪ Parks, Recreation & Entertainment Commission Meeting, City Hall Chambers, 6:00 P.M.
August 17	▪ Hughson Farmer's Market, Downtown Hughson, Charles St, 6-8:30 P.M.
August 18	▪ Hughson Historical Society 18 th Annual Appreciation Dinner, Hughes Hall at St. Anthony's Church, 6:00 P.M.
August 20	▪ 2 nd Annual Deputy Dennis Wallace Memorial Golf Tournament, Oakdale Country Club, 10:00 A.M.
August 21	▪ Planning Commission, City Hall Chambers, 6:00 P.M.
August 24	▪ Hughson Farmer's Market, Downtown Hughson, Charles St, 6-8:30 P.M.
August 27	▪ Economic Development Committee, City Hall Chambers, 5:30 P.M.
August 27	▪ City Council Meeting, City Hall Chambers, 7:00 P.M.
August 31	▪ Hughson Farmer's Market, Downtown Hughson, Charles St, 6-8:30 P.M.
September 3	▪ Labor Day Holiday

AFFIDAVIT OF POSTING

DATE: August 9, 2018 **TIME:** 5:00 pm
NAME: Lisa Whiteside **TITLE:** Finance Manager

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.

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: August 13, 2018
Subject: Approval of the City Council Minutes
Presented By: Lisa Whiteside, Deputy City Clerk

A handwritten signature in blue ink, appearing to be "Lisa Whiteside", is written over a horizontal line.

Approved By: _____

Staff Recommendation:

Approve the Minutes of the Regular Meeting of July 23, 2018

Background and Overview:

The draft minutes of the July 23, 2018 meeting are prepared for the Council's review.



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

**MINUTES
MONDAY, JULY 23, 2018 – 7:00 P.M.**

CALL TO ORDER: Mayor Jeramy Young

ROLL CALL:

Present: Mayor Jeramy Young
Councilmember Harold Hill
Councilmember Mark Fontana
Mayor Pro Tem George Carr
Councilmember Ramon Bawan

Absent:

Staff Present: Raul L. Mendez, City Manager
Daniel J. Schroeder, City Attorney
Jaylen French, Community Development Director
Larry Seymour, Chief of Police Services
Lisa Whiteside, Finance Manager
Sam Rush, Public Works Superintendent
Jaime Velazquez, Utilities Superintendent

FLAG SALUTE: Mayor Jeramy Young

INVOCATION: Mayor Jeramy Young

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

Michael Mitchell gave an update on Turlock Mosquito Abatement District.

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 Regular Meeting of July 9, 2018.
- 3.2: Approve the Warrants Register.
- 3.3: Adopt Resolution No. 2018-33, Approving the 208-2019 Subrecipient Agreement for Community Development Block Grant (CDBG) Entitlement Funds with Stanislaus County.

Mayor Young/Carr 5-0-0-0 motion passes to approve the Consent Calendar as presented.

4. UNFINISHED BUSINESS:

- 4.1: Discuss and Provide Direction on Fireworks Regulations within the City Limits of Hughson

The City Attorney presented this item. After a lengthy discussion, the Council provided necessary direction to staff pertaining for safe and sane fireworks. The City Attorney will bring this item back to the City Council in the next few months for consideration and approval.

5. PUBLIC HEARING TO CONSIDER THE FOLLOWING:

- 5.1: Approval of Resolution No. 2018-34, Confirming Diagrams, Assessments and Reports and Levying Assessments for Fiscal Year 2018-2019 for All Landscape and Lighting Districts and Benefit Assessment Districts within the City of Hughson.

The Community Development Director French presented the staff report on this item. Rick Clark, Harris and Associates, was also present to answer questions and provide clarification regarding the annual assessments.

HILL/CARR 5-0-0-0 motion passes to approve Resolution No. 2018-34, Confirming Diagrams, Assessments and Reports and Levying Assessments for Fiscal Year 2018-2019 for All Landscape and Lighting Districts and Benefit Assessment Districts within the City of Hughson.

6. NEW BUSINESS:

- 6.1:** Adopt Resolution No. 2018-35, Establishing the Annual Special Tax for the City of Hughson Province Place Community Facilities District, 2017 for Fiscal Year 2018-2019.

The Community Development Director French presented the staff report on this item.

YOUNG/FONTANA 5-0-0-0 motion passes to approve Resolution No. 2018-35, Approving Resolution No. 2018-35, Establishing the Annual Special Tax for the City of Hughson Province Place Community Facilities District, 2017 for Fiscal Year 2018-2019.

7. CORRESPONDENCE: NONE.**8. COMMENTS:**

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

City Manager:

City Manager Mendez reminded the Council that the Hughson Lions Club Charter Dinner is scheduled July 28, 2018 and National Night Out will be August 7, 2018.

Community Development Director:

Director French updated the Council on the Dairy Farmers of America (DFA) plans to idle production at its Hughson Plant.

Director French updated the Council on two interns scheduled to start working on the City's Geographic information System, the downtown revitalization planning effort and the 2nd Street Sidewalk Infill Project.

Police Services:

Chief Larry Seymour provided the City Council with the latest Crime Statistic Report.

City Attorney: None.

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

Councilmember Bawanani stated that he attended the Stanislaus County Fair and that he received an email from an Eagle Scout looking for a project.

Councilmember Bawanan updated the Council on the Employee Appreciation BBQ scheduled for July 30, 2018.

Councilmember Hill attended the EDC meeting July 23, 2018.

Councilmember Fontana attended the Downtown Revitalization Plan Workshop.

Mayor Pro Tem Carr attended the Stanislaus County Fair.

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

Mayor Young attended the Mayors meeting July 11, 2018 and the StanCOG Policy Board meeting July 18, 2018. He also attended the EDC meeting July 23, 2018.

9. CLOSED SESSION TO DISCUSS THE FOLLOWING: NONE.

10. REPORT FROM CLOSED SESSION: NONE.

ADJOURNMENT:

Young/Hill 5-0-0-0 motion passes to adjourn the meeting at 8:40 P.M.

JERAMY YOUNG, Mayor

LISA WHITESIDE, Finance Manager



CITY OF HUGHSON AGENDA ITEM NO. 3.2

SECTION 3: CONSENT CALENDAR

Meeting Date: August 13, 2018
Subject: Approval of Warrants Register
Enclosure: Warrants Register
Presented By: Shannon Esenwein, Director of Finance/Admin Services

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Approved By: _____

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 July 18, 2018 through August 9, 2018.

Fiscal Impact:

There are reductions in various funds for payment of expenses.



Hughson

SE Check Report

By Check Number

Date Range: 07/18/2018 - 08/09/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: Payable Bank-Payable Bank						
00016	ABS PRESORT	07/20/2018	Regular	0.00	1,039.78	50652
114885	Invoice	06/30/2018	CCR 2017 REPORT	0.00	1,039.78	
00114	BARCO PRODUCTS	07/20/2018	Regular	0.00	9,987.53	50653
QBP00087682-001	Invoice	06/30/2018	park furniture/ recycle plastic grant	0.00	9,987.53	
00196	CALAVERAS MATERIALS, INC.	07/20/2018	Regular	0.00	298.84	50654
1912035	Invoice	06/30/2018	ASPHALT NEEDED FOR STREET POTHoles	0.00	298.84	
00209	CALIFORNIA CONTRACTORS SU	07/20/2018	Regular	0.00	263.02	50655
TT91711	Invoice	06/30/2018	SAFETY MATERIAL NEEDED FOR PARKS	0.00	263.02	
00332	CONDOR EARTH TECHNOLOGIES	07/20/2018	Regular	0.00	1,180.00	50656
77690	Invoice	06/30/2018	PROFESSIONAL SERVICES FOR WWTP	0.00	1,180.00	
00381	DARKHORSE OUTHOUSE SERVICE	07/20/2018	Regular	0.00	250.00	50657
805	Invoice	06/30/2018	City Clean-Up Day	0.00	250.00	
00406	DEPT. OF CONSERVATION	07/20/2018	Regular	0.00	292.65	50658
INV0000429	Invoice	06/30/2018	SMIP FEES- APRIL- JUNE 2018	0.00	292.65	
00459	ESENWEIN, SHANNON	07/20/2018	Regular	0.00	19.99	50659
INV0000454	Invoice	06/29/2018	GAS TO/FROM CSJVRMA BOARD MEETING	0.00	19.99	
00463	EXPRESS PERSONNEL SERVICE	07/20/2018	Regular	0.00	285.69	50660
20805127	Invoice	06/30/2018	EXTRA HELP- FINANCE DEPT	0.00	285.69	
00464	EZ NETWORK SOLUTIONS	07/20/2018	Regular	0.00	467.03	50661
34990	Invoice	06/30/2018	IT SERVICES	0.00	467.03	
00474	FERGUSON ENTERPRISES,INC	07/20/2018	Regular	0.00	1,181.02	50662
6075407	Invoice	06/30/2018	MATERIALS FOR MENS BATHROOM AT STA...	0.00	1,181.02	
00528	GILTON SOLID WASTE MANAGE	07/20/2018	Regular	0.00	1,803.75	50663
HUGHSS-23	Invoice	06/30/2018	STREET SWEEPING	0.00	1,803.75	
00611	Mid Valley Publications	07/20/2018	Regular	0.00	310.69	50664
111245	Invoice	06/30/2018	LEGAL #4486	0.00	137.42	
111246	Invoice	06/30/2018	LEGAL #4481	0.00	173.27	
00614	HUGHSON FARM SUPPLY	07/20/2018	Regular	0.00	2,998.86	50665
H253541	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	77.26	
H254602	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	117.08	
H254955	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	0.87	
H255454	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	123.17	
H255618	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	8.50	
H255694	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	133.73	
H255835	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	54.03	
H256282	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	1,005.13	
H256317	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	21.86	
H257029	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	15.08	
H257030	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	26.89	
H257034	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	3.55	
H257433	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	13.14	
H257823	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	12.92	
H25783	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	33.07	
H257975	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	6.44	

Check Report

SE Date Range: 07/18/2018 - 08/09/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
H257995	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	194.07	
H258157	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	32.10	
H258331	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	9.91	
H258568	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	309.59	
H258753	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	12.04	
H258877	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	24.54	
H258889	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	50.72	
H259508/H259506	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	31.41	
H259878	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	104.99	
H260656	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	52.12	
H260700	Invoice	06/30/2018	REPAIR TO RIDING LAWN MOWER	0.00	451.61	
H261108	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	28.68	
H261412	Invoice	06/30/2018	MISC SUPPLIES FOR WWTP	0.00	34.67	
H261685	Invoice	06/30/2018	MISC SUPPLIES FOR PW	0.00	9.69	
00623	HUGHSON TIRE		07/20/2018 Regular	0.00	50.00	50666
INV0000449	Invoice	06/30/2018	REPAIR OF TRACTOR TIRE	0.00	50.00	
00638	INDUSTRIAL ELECTRICAL CO		07/20/2018 Regular	0.00	15,021.81	50667
PI-012917	Invoice	06/30/2018	WELL #6 VFD SERVICE	0.00	15,021.81	
01352	MEL'S HEAT AND AIR INC		07/20/2018 Regular	0.00	9,557.00	50668
4295	Invoice	06/30/2018	NEW AC UNIT FOR SHERIFF'S OFFICE	0.00	9,557.00	
00824	NEUMILLER & BEARDSLEE		07/20/2018 Regular	0.00	8,928.34	50669
292661	Invoice	06/30/2018	LEGAL SERVICES	0.00	1,600.00	
293342	Invoice	06/30/2018	LEGAL SERVICES	0.00	7,328.34	
00889	PLATT		07/20/2018 Regular	0.00	190.32	50670
p876985	Invoice	06/30/2018	material needed to repair sign at Chevron	0.00	71.66	
p886872	Invoice	06/30/2018	material needed to repair sign at Chevron	0.00	118.66	
00901	PREFERRED ALLIANCE, INC.		07/20/2018 Regular	0.00	138.71	50671
0141093-IN	Invoice	06/30/2018	pre-employment drug test	0.00	138.71	
01355	PROCLEAN SUPPLY		07/20/2018 Regular	0.00	2,630.73	50672
508137	Invoice	06/30/2018	REPLACE DAMAGE IN MENS BATHROOM- ST...	0.00	2,630.73	
00914	QUICK N SAVE		07/20/2018 Regular	0.00	63.25	50673
1016131	Invoice	06/30/2018	FUEL	0.00	63.25	
01271	RAUL MENDEZ		07/20/2018 Regular	0.00	372.56	50674
INV0000453	Invoice	06/30/2018	REIMBURSEMENTS	0.00	372.56	
00931	RAY A. MORGAN COMPANY		07/20/2018 Regular	0.00	494.01	50675
2109078	Invoice	06/30/2018	LEASE	0.00	494.01	
00972	SAFE-T-LITE		07/20/2018 Regular	0.00	574.83	50676
343563	Invoice	06/30/2018	MATERIALS FOR ROADS DEPT SUPPLIES	0.00	548.94	
347277	Invoice	06/30/2018	REPLACEMENT SIGN FOR EUCLID RD	0.00	25.89	
00983	SAUNDERS A/C & HEATING		07/20/2018 Regular	0.00	1,713.25	50677
A7171	Invoice	06/30/2018	REPAIR AC UNIT 3 ON COMMUNITY SENIOR ...	0.00	791.00	
A7180	Invoice	06/30/2018	REPAIR AND TESTING OF AC UNIT 4 SHERIFF ...	0.00	427.25	
A8192	Invoice	06/30/2018	SERVICE AND REPAIR WWTP AC	0.00	495.00	
01008	SHORE CHEMICAL COMPANY		07/20/2018 Regular	0.00	1,392.23	50678
51647	Invoice	06/30/2018	CHLORINE	0.00	1,392.23	
01093	SYNAGRO WEST, LLC		07/20/2018 Regular	0.00	7,514.35	50679
30-104917	Invoice	06/30/2018	SLUDGE REMOVAL	0.00	7,514.35	
01115	THE HOME DEPOT CRC		07/20/2018 Regular	0.00	1,549.22	50680
7013038	Invoice	06/30/2018	TOOLS TO OUTFIT NEW WATER UTILITIES TR...	0.00	1,549.22	

Check Report

SE Date Range: 07/18/2018 - 08/09/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
01149	TURLOCK IRRIGATION DIST.	07/20/2018	Regular	0.00	136.24	50681
INV0000459	Invoice	06/30/2018	ELECTRIC	0.00	136.24	
01162	UNITED WAY OF STANISLAUS	07/20/2018	Regular	0.00	1,187.00	50682
INV0000442	Invoice	07/16/2018	United Way Contribution-EE	0.00	1,187.00	
01354	VIRIDIANA CAMARGO	07/20/2018	Regular	0.00	175.00	50683
INV0000452	Invoice	06/30/2018	SENIOR CENTER REFUND DEPOSIT	0.00	175.00	
01225	WILLDAN ENGINEERING	07/20/2018	Regular	0.00	3,712.83	50684
00326833	Invoice	06/30/2018	ENGINEERING SERVICES	0.00	1,855.00	
00326835	Invoice	06/30/2018	WHITMORE SIDEWALK	0.00	283.50	
00326836	Invoice	06/30/2018	SECOND STREET SIDEWALK	0.00	1,574.33	
00627	HUGHSON NAPA AUTO & TRUCK	07/20/2018	Regular	0.00	50.64	50685
223938	Invoice	03/21/2018	Small material for vehicle maintenance and ...	0.00	23.82	
223955-	Credit Memo	03/21/2018	Small material for vehicle maintenance and ...	0.00	-48.30	
226580	Credit Memo	04/26/2018	Small material for vehicle maintenance and ...	0.00	-58.25	
226840	Invoice	04/30/2018	Small material for vehicle maintenance and ...	0.00	7.54	
226891	Invoice	06/19/2018	Small material for vehicle maintenance and ...	0.00	4.63	
227011	Invoice	06/19/2018	Small material for vehicle maintenance and ...	0.00	3.76	
227103	Invoice	06/19/2018	Small material for vehicle maintenance and ...	0.00	51.11	
228477	Invoice	06/19/2018	Small material for vehicle maintenance and ...	0.00	37.75	
228658	Invoice	06/19/2018	Small material for vehicle maintenance and ...	0.00	20.49	
230493	Invoice	06/19/2018	Small material for vehicle maintenance and ...	0.00	6.62	
230500	Credit Memo	06/19/2018	Small material for vehicle maintenance and ...	0.00	-31.70	
230677	Invoice	06/21/2018	Small material for vehicle maintenance and ...	0.00	9.37	
231085	Invoice	06/27/2018	Small material for vehicle maintenance and ...	0.00	10.33	
231220	Invoice	06/29/2018	Small material for vehicle maintenance and ...	0.00	13.47	
01260	CARLA JAUREGUI	07/20/2018	Regular	0.00	19.88	50686
INV0000473	Invoice	07/20/2018	REFRESHMENTS FOR CPAT WORKSHOP	0.00	19.88	
00284	CHARTER COMMUNICATION	07/20/2018	Regular	0.00	78.01	50687
0054047070118	Invoice	07/20/2018	IP ADDRESS- 1ST	0.00	78.01	
01359	GIUSEPPE CASTIGLIONE	07/20/2018	Regular	0.00	100.00	50688
INV0000472	Invoice	07/20/2018	ADMIN CITE APPEAL REFUND	0.00	100.00	
00537	GOMEZ, ALYSIA	07/20/2018	Regular	0.00	678.19	50689
INV0000474	Invoice	07/20/2018	SOCIAL SECURITY TAX WITHHELD- REFUND	0.00	678.19	
00513	GARTON TRACTOR	07/23/2018	Regular	0.00	16,543.50	50690
INV0000477	Invoice	07/20/2018	RTV	0.00	16,543.50	
00035	AGAVE AZUL	07/25/2018	Regular	0.00	27.98	50691
184005	Invoice	07/23/2018	FOOD FOR EDC	0.00	27.98	
01149	TURLOCK IRRIGATION DIST.	07/25/2018	Regular	0.00	31.29	50692
INV0000481	Invoice	06/30/2018	ELECTRIC- PROVINCE PLACE	0.00	31.29	
00627	HUGHSON NAPA AUTO & TRUCK	07/25/2018	Regular	0.00	89.87	50702
228509	Invoice	06/30/2018	Small material for vehicle maintenance and ...	0.00	52.22	
230499	Invoice	06/23/2018	Small material for vehicle maintenance and ...	0.00	37.65	
00611	Mid Valley Publications	07/25/2018	Regular	0.00	125.48	50703
111294	Invoice	06/30/2018	LEGAL	0.00	125.48	
00775	MISSION UNIFORM SERVICE	07/25/2018	Regular	0.00	12.73	50704
507622966-	Invoice	06/30/2018	UNIFORMS	0.00	12.73	
00824	NEUMILLER & BEARDSLEE	07/25/2018	Regular	0.00	5,763.13	50705
293435	Invoice	06/30/2018	Legal Services	0.00	1,600.00	
293965	Invoice	06/30/2018	Legal Services	0.00	4,163.13	

Check Report

SE Date Range: 07/18/2018 - 08/09/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
00863 INV0000484	PACIFIC PLAN REVIEW Invoice	07/25/2018 06/30/2018	Regular ADMIN/INSPECTION SERVICE- JUNE	0.00 0.00	4,814.98 4,814.98	50706
00902 68017	PRICE FORD Invoice	07/25/2018 06/30/2018	Regular PLUG- OIL DRAIN	0.00 0.00	6.70 6.70	50707
01360 776	SHORELINE ENVIRONMENTAL ENGINEERING Invoice	07/25/2018 06/30/2018	Regular 2017 CONSUMER CONF. REPORT	0.00 0.00	2,310.00 2,310.00	50708
01226 S1854241.001	WILLE ELECTRIC Invoice	07/25/2018 06/30/2018	Regular PHOTO CONTROL/ ELECTRICAL TAPE	0.00 0.00	73.05 73.05	50709
00480 46	FINELINE STRIPING Invoice	07/30/2018 07/26/2018	Regular Road striping	0.00 0.00	34,995.00 34,995.00	50712
00016 114921	ABS PRESORT Invoice	08/03/2018 07/31/2018	Regular BILL PRINTING- MAY	0.00 0.00	901.53 901.53	50713
00032 375914	AFLAC Invoice	08/03/2018 07/26/2018	Regular AFLAC	0.00 0.00	822.46 822.46	50714
00049 INV0000493	ALLIED ADMINISTRATORS Invoice	08/03/2018 07/26/2018	Regular DELTA DENTAL	0.00 0.00	1,825.40 1,825.40	50715
01353 INV0000470	ANA NUÑO Invoice	08/03/2018 07/09/2018	Regular SENIOR CENTER DEPOSIT REFUND	0.00 0.00	210.00 210.00	50716
01361 INV0000485	ANITA SABALA Invoice	08/03/2018 07/26/2018	Regular PARK REFUND- CANCELLATION	0.00 0.00	135.00 135.00	50717
00305 INV0000487	CITY OF HUGHSON Invoice	08/03/2018 07/31/2018	Regular LLDS & STARN PARK	0.00 0.00	1,467.79 1,467.79	50718
00310 2235128 22374977	CLARK'S PEST CONTROL Invoice Invoice	08/03/2018 07/26/2018 07/16/2018	Regular PEST CONTROL PEST CONTROL	0.00 0.00 0.00	175.00 110.00 65.00	50719
00324 60608 60747	CODE PUBLISHING COMPANY Invoice Invoice	08/03/2018 07/20/2018 07/26/2018	Regular MUNICIPAL CODE- ANNUAL WEB FEES- 2018... MUNICIPAL CODE- WEB UPDATES	0.00 0.00 0.00	879.15 300.00 579.15	50720
00364 RMA-2019-0018	CSJVRMA Invoice	08/03/2018 07/20/2018	Regular 2018/2019 1ST QTR DEPOSITS	0.00 0.00	83,307.00 83,307.00	50721
00464 35116 35152 TS35051	EZ NETWORK SOLUTIONS Invoice Invoice Invoice	08/03/2018 07/26/2018 07/26/2018 07/26/2018	Regular REPLACEMENTS/UPGRADES IT SERVICES IT SERVICES	0.00 0.00 0.00 0.00	5,608.29 1,937.11 467.03 3,204.15	50722
00546 426427946	GRANITE TELECOMMUNICATION Invoice	08/03/2018 07/26/2018	Regular PHONES	0.00 0.00	1,349.96 1,349.96	50723
00631 INV0000468	ICMA Invoice	08/03/2018 07/20/2018	Regular MEMBERSHIP RENEWAL	0.00 0.00	1,170.74 1,170.74	50724
00682 INV0000467	KAISER FOUNDATION HEALTH Invoice	08/03/2018 07/20/2018	Regular MEDICAL SERVICES- AUGUST	0.00 0.00	5,040.40 5,040.40	50725
00720 INV0000492	LEGAL SHIELD Invoice	08/03/2018 07/26/2018	Regular LEGAL SERVICES	0.00 0.00	25.90 25.90	50726
01363 INV0000494	MARIA NEGRETE Invoice	08/03/2018 07/26/2018	Regular SENIOR DEPOSIT REFUND- CANCELLATION	0.00 0.00	235.00 235.00	50727
00611 111362	Mid Valley Publications Invoice	08/03/2018 07/09/2018	Regular LEGAL	0.00 0.00	250.95 119.50	50728

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SE Date Range: 07/18/2018 - 08/09/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
111373	Invoice	07/10/2018	LEGAL	0.00	131.45	
00855	OPERATING ENGINEERS LOCAL	08/03/2018	Regular	0.00	364.00	50729
INV0000491	Invoice	07/26/2018	LOCAL UNION DUES #3	0.00	364.00	
00884	PITNEY BOWES	08/03/2018	Regular	0.00	500.00	50730
INV0000488	Invoice	08/09/2018	POSTAGE	0.00	500.00	
01271	RAUL MENDEZ	08/03/2018	Regular	0.00	1,050.00	50731
INV0000486	Invoice	07/26/2018	REIMBURSEMENT- LOCC ANNUAL CONF. CIT...	0.00	1,050.00	
01008	SHORE CHEMICAL COMPANY	08/03/2018	Regular	0.00	1,485.05	50732
51858	Invoice	07/30/2018	chemicals	0.00	1,485.05	
01009	SHRED-IT USA LLC	08/03/2018	Regular	0.00	149.73	50733
8125129690	Invoice	07/26/2018	Shredding	0.00	149.73	
01049	STANISLAUS COUNTY	08/03/2018	Regular	0.00	3,953.36	50734
FY 18-19 HUGHS...	Invoice	07/01/2018	LAFCO ANNUAL FEES	0.00	3,953.36	
01040	STANISLAUS COUNTY SHERIFF	08/03/2018	Regular	0.00	5,000.00	50735
1819-HPS	Invoice	07/26/2018	FY 18-19 SDEA	0.00	5,000.00	
01090	SUTTER HEALTH PLUS	08/03/2018	Regular	0.00	10,657.56	50736
648306	Invoice	07/02/2018	MEDICAL INSURANCE- AUGUST	0.00	10,657.56	
01169	UNUM LIFE INSURANCE CO.	08/03/2018	Regular	0.00	1,500.24	50737
INV0000475	Invoice	08/01/2018	LIFE INSURANCE WITHHOLDING	0.00	1,500.24	
01192	VISION SERVICE PLAN	08/03/2018	Regular	0.00	996.37	50738
INV0000489	Invoice	07/26/2018	MEDICAL INSURANCE WITHHELD- JUNE	0.00	996.37	
01206	WARDEN'S OFFICE	08/03/2018	Regular	0.00	547.39	50739
1970696-0	Invoice	07/26/2018	Ink for Printers	0.00	168.26	
1970697-0	Invoice	07/26/2018	MISC OFFICE SUPPLIES	0.00	304.14	
1971536-0	Invoice	07/26/2018	MISC OFFICE SUPPLIES	0.00	62.06	
1971691-0	Invoice	07/26/2018	OFFICE SUPPLIES	0.00	12.93	
01216	WEST TURLOCK SUBBASIN GRO	08/03/2018	Regular	0.00	11,444.85	50740
2018-GSP6	Invoice	07/26/2018	GRANT COST SHARING CONTRIBUTION	0.00	1,444.85	
2019-8	Invoice	07/26/2018	2019 MEMBERSHIP	0.00	10,000.00	
01257	1ST SECURITY & SOUND INC	08/09/2018	Regular	0.00	154.85	50741
INV0000520	Invoice	08/01/2018	Security- Quarterly payment	0.00	154.85	
00094	AT&T MOBILITY	08/09/2018	Regular	0.00	206.59	50742
287249079959x0...	Invoice	07/19/2018	PHONES	0.00	206.59	
00104	AYERA TECHNOLOGIES INC.	08/09/2018	Regular	0.00	168.00	50743
120334	Invoice	08/01/2018	Internet	0.00	168.00	
00123	BAY ALARM CO	08/09/2018	Regular	0.00	180.96	50744
15267186	Invoice	08/06/2018	MONITORING OF ALARMS	0.00	180.96	
00284	CHARTER COMMUNICATION	08/09/2018	Regular	0.00	215.36	50745
0013555072218	Invoice	08/03/2018	IP ADDRESS- PINE ST	0.00	215.36	
01364	CHRISTIAN AGUILAR	08/09/2018	Regular	0.00	100.00	50746
INV0000524	Invoice	08/03/2018	PARK DEPOSIT REFUND	0.00	100.00	
00332	CONDOR EARTH TECHNOLOGIES	08/09/2018	Regular	0.00	123.87	50747
77784	Invoice	06/30/2018	PROFESSIONAL SERVICES FOR MS4	0.00	123.87	
00346	CORBIN WILLITS SYSTEM	08/09/2018	Regular	0.00	571.40	50748
000B807151	Invoice	07/31/2018	ENHANCEMENT & SERVICE FEE	0.00	571.40	
00365	CSMFO	08/09/2018	Regular	0.00	40.00	50749

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SE Date Range: 07/18/2018 - 08/09/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
182224	Invoice	08/02/2018	CENTRAL VALLEY CHAPTER MEETING	0.00	15.00	
INV0000528	Invoice	08/03/2018	WEBINAR FEES	0.00	25.00	
00464	EZ NETWORK SOLUTIONS	08/09/2018	Regular	0.00	3,136.20	50750
TS35232	Invoice	08/03/2018	IT SERVICES	0.00	3,136.20	
00527	GIBBS MAINTENANCE CO	08/09/2018	Regular	0.00	884.00	50751
2748	Invoice	07/31/2018	Janitorial services for Community Center	0.00	884.00	
00544	GRAND FLOW	08/09/2018	Regular	0.00	535.81	50752
144257	Invoice	07/30/2018	BLUE NOTICES- TYLER SYSTEM	0.00	535.81	
00546	GRANITE TELECOMMUNICATION	08/09/2018	Regular	0.00	1,368.24	50753
429297243	Invoice	08/01/2018	PHONES	0.00	1,368.24	
00609	HUGHSON ACE HARDWARE &	08/09/2018	Regular	0.00	502.79	50754
H262010	Invoice	07/20/2018	Parts Water	0.00	12.04	
H262181	Invoice	07/20/2018	Misc materials	0.00	4.95	
H262386	Invoice	07/20/2018	Misc materials	0.00	71.14	
H262720	Invoice	07/20/2018	Parts Water	0.00	8.62	
H263115	Invoice	07/20/2018	Misc materials	0.00	25.19	
H264139	Invoice	07/23/2018	Parts Water	0.00	6.78	
H264150	Invoice	07/23/2018	Misc materials	0.00	215.74	
H264655	Invoice	08/27/2018	Parts Water	0.00	126.04	
H264691	Invoice	07/27/2018	Parts Water	0.00	7.49	
H265046	Invoice	07/31/2018	Misc materials	0.00	24.80	
00627	HUGHSON NAPA AUTO & TRUCK	08/09/2018	Regular	0.00	163.98	50755
231426	Invoice	07/16/2018	Autoparts	0.00	40.97	
232104	Invoice	07/16/2018	Autoparts	0.00	37.75	
232118	Invoice	07/16/2018	Autoparts	0.00	5.17	
232642	Invoice	07/20/2018	Autoparts	0.00	182.48	
232890	Invoice	07/24/2018	Autoparts	0.00	15.39	
232971	Invoice	07/25/2018	Autoparts	0.00	64.70	
233591	Credit Memo	08/02/2018	Autoparts	0.00	-182.48	
00682	KAISER FOUNDATION HEALTH	08/09/2018	Regular	0.00	7,928.40	50756
INV0000527	Invoice	08/01/2018	MEDICAL SERVICES- SEPT	0.00	7,928.40	
01365	LUZ SANDRA DIAZ	08/09/2018	Regular	0.00	210.00	50757
INV0000525	Invoice	08/03/2018	SENIOR CENTER DEPOSIT REFUND	0.00	210.00	
01362	MAYRA OCHOA	08/09/2018	Regular	0.00	150.00	50758
INV0000490	Invoice	07/24/2018	PARK DEPOSIT REFUND	0.00	150.00	
00755	MCR ENGINEERING, INC	08/09/2018	Regular	0.00	1,500.00	50759
13515	Invoice	06/30/2018	WELL 7 REPLACEMENT	0.00	1,500.00	
01358	MEGAN TYNDA	08/09/2018	Regular	0.00	135.00	50760
INV0000469	Invoice	07/06/2018	PARK REFUND- CANCELLATION	0.00	135.00	
00775	MISSION UNIFORM SERVICE	08/09/2018	Regular	0.00	849.45	50761
507728133	Invoice	07/20/2018	Uniform service	0.00	63.63	
507728134	Invoice	07/20/2018	Uniform service	0.00	184.57	
507728135	Invoice	07/20/2018	Uniform service	0.00	30.00	
507748678	Invoice	07/18/2018	Uniform service	0.00	29.50	
507767615	Invoice	07/20/2018	Uniform service	0.00	44.95	
507767616	Invoice	07/20/2018	Uniform service	0.00	53.93	
507767617	Invoice	07/20/2018	Uniform service	0.00	30.00	
507769030	Invoice	07/25/2018	Uniform service	0.00	29.50	
507819650	Invoice	07/18/2018	Uniform service	0.00	64.07	
507819651	Invoice	07/18/2018	Uniform service	0.00	41.63	
507819652	Invoice	07/18/2018	Uniform service	0.00	30.00	
507856594	Invoice	07/18/2018	Uniform service	0.00	98.00	

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SE Date Range: 07/18/2018 - 08/09/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
507874809	Invoice	07/25/2018	Uniform service	0.00	64.07	
507874810	Invoice	08/06/2018	Uniform service	0.00	55.60	
507874811	Invoice	07/25/2018	Uniform service	0.00	30.00	
00837	NORTHSTAR CHEMICAL		08/09/2018 Regular	0.00	1,799.04	50762
126834	Invoice	07/26/2018	Chemicals	0.00	234.66	
126835	Invoice	07/26/2018	Chemicals	0.00	1,564.38	
00879	PG & E		08/09/2018 Regular	0.00	158.10	50763
INV0000521	Invoice	08/03/2018	UTILITIES	0.00	158.10	
00914	QUICK N SAVE		08/09/2018 Regular	0.00	217.71	50764
1013238	Invoice	07/20/2018	Diesel	0.00	112.00	
1014615	Invoice	07/30/2018	Diesel	0.00	31.94	
1015079	Invoice	07/31/2018	Diesel	0.00	19.52	
1015081	Invoice	07/31/2018	Diesel	0.00	19.57	
1019836	Invoice	07/20/2018	Diesel	0.00	34.68	
01271	RAUL MENDEZ		08/09/2018 Regular	0.00	291.45	50765
INV0000530	Invoice	08/06/2018	reimbursement- National night out Signs & ...	0.00	291.45	
00931	RAY A. MORGAN COMPANY		08/09/2018 Regular	0.00	664.80	50766
23075884	Invoice	08/06/2018	LEASE	0.00	664.80	
00983	SAUNDERS A/C & HEATING		08/09/2018 Regular	0.00	9,882.00	50767
18094.02	Invoice	07/30/2018	INSTALL LENNOX/PACKAGE HEAT PUMP AT...	0.00	9,882.00	
01049	STANISLAUS COUNTY		08/09/2018 Regular	0.00	83,601.59	50768
INV0000522	Invoice	06/30/2018	MONTHLY COURT FEE CHARGES	0.00	500.00	
INV0000523	Invoice	06/30/2018	STANISLAUS PUBLIC FACILITIES FEES	0.00	83,101.59	
01033	STANISLAUS COUNTY		08/09/2018 Regular	0.00	9,030.00	50769
R18-474037	Invoice	07/20/2018	2018-2019 1ST QTR	0.00	9,030.00	
01040	STANISLAUS COUNTY SHERIFF		08/09/2018 Regular	0.00	103,095.97	50770
1718-267	Invoice	06/30/2018	LAW ENFORCEMENT SERVICES- JAN	0.00	103,095.97	
01069	STEELEY, JARED WATER & WA		08/09/2018 Regular	0.00	6,490.00	50771
7269	Invoice	07/20/2018	CONSULTING SERVICES- JUNE	0.00	2,900.50	
7307	Invoice	08/01/2018	CONSULTING SERVICES-JULY	0.00	3,589.50	
01093	SYNAGRO WEST, LLC		08/09/2018 Regular	0.00	3,480.26	50772
30-104959	Invoice	07/31/2018	Sludge Disposal	0.00	3,480.26	
01149	TURLOCK IRRIGATION DIST.		08/09/2018 Regular	0.00	36,438.39	50773
INV0000529	Invoice	08/06/2018	ELECTRIC	0.00	36,438.39	
01152	TYLER TECHNOLOGIES		08/09/2018 Regular	0.00	468.75	50774
025-231276	Invoice	08/03/2018	SOFTWARE	0.00	468.75	
01162	UNITED WAY OF STANISLAUS		08/09/2018 Regular	0.00	29.00	50775
INV0000512	Invoice	07/31/2018	United Way Contribution-EE	0.00	29.00	
01264	VERIZON WIRLESS		08/09/2018 Regular	0.00	228.06	50776
9811594189	Invoice	07/24/2018	MIFI DEVICES/ CAMERAS	0.00	228.06	
00168	W.H. BRESHEARS		08/09/2018 Regular	0.00	1,633.10	50777
308351	Invoice	07/20/2018	Fuel	0.00	1,633.10	
01225	WILLDAN ENGINEERING		08/09/2018 Regular	0.00	600.00	50778
00327091	Invoice	07/20/2018	ENGINEERING SERVICES	0.00	600.00	
00862	P.E.R.S.		08/01/2018 Bank Draft	0.00	16.00	DFT0000173
INV0000434	Invoice	07/16/2018	CalPERS Survivor	0.00	16.00	
00862	P.E.R.S.		07/31/2018 Bank Draft	0.00	2,447.40	DFT0000184

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SE Date Range: 07/18/2018 - 08/09/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0000502	Invoice	07/31/2018	Classic CalPERS	0.00	2,447.40	
00862	P.E.R.S.	07/31/2018	Bank Draft	0.00	3,735.98	DFT0000185
INV0000503	Invoice	07/31/2018	CalPER ER	0.00	3,735.98	
00862	P.E.R.S.	08/01/2018	Bank Draft	0.00	16.00	DFT0000186
INV0000504	Invoice	07/31/2018	CalPERS Survivor	0.00	16.00	
00571	THE HARTFORD	07/31/2018	Bank Draft	0.00	337.21	DFT0000187
INV0000505	Invoice	07/31/2018	Def Comp	0.00	337.21	
00226	CalPERS SUPPLEMENTAL INCO	07/31/2018	Bank Draft	0.00	695.00	DFT0000188
INV0000507	Invoice	07/31/2018	CalPer Def Comp	0.00	695.00	
00862	P.E.R.S.	07/31/2018	Bank Draft	0.00	685.56	DFT0000189
INV0000509	Invoice	07/31/2018	PERRA EE	0.00	685.56	
00862	P.E.R.S.	07/31/2018	Bank Draft	0.00	750.48	DFT0000190
INV0000510	Invoice	07/31/2018	PEPRA-ER	0.00	750.48	
01067	STATE OF CALIFORNIA	07/31/2018	Bank Draft	0.00	1,017.08	DFT0000191
INV0000514	Invoice	07/31/2018	State Income Tax	0.00	1,017.08	
00645	INTERNAL REVENUE SERVICE	07/31/2018	Bank Draft	0.00	1,288.84	DFT0000192
INV0000515	Invoice	07/31/2018	Medicare	0.00	1,288.84	
00645	INTERNAL REVENUE SERVICE	07/31/2018	Bank Draft	0.00	173.60	DFT0000193
INV0000516	Invoice	07/31/2018	SS-Social Security	0.00	173.60	
01067	STATE OF CALIFORNIA	07/31/2018	Bank Draft	0.00	91.30	DFT0000194
INV0000517	Invoice	07/31/2018	SUI	0.00	91.30	
00645	INTERNAL REVENUE SERVICE	07/31/2018	Bank Draft	0.00	3,574.04	DFT0000195
INV0000518	Invoice	07/31/2018	Federal Income Tax	0.00	3,574.04	
01067	STATE OF CALIFORNIA	07/31/2018	Bank Draft	0.00	368.54	DFT0000196
INV0000519	Invoice	07/31/2018	Payroll SDI	0.00	368.54	

Bank Code Payable Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	214	116	0.00	559,787.20
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	14	14	0.00	15,197.03
EFT's	0	0	0.00	0.00
	228	130	0.00	574,984.23

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	214	116	0.00	559,787.20
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	14	14	0.00	15,197.03
EFT's	0	0	0.00	0.00
	228	130	0.00	574,984.23

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH/CONSOLIDATED CASH	7/2018	156,665.99
999	POOLED CASH/CONSOLIDATED CASH	8/2018	418,318.24
			574,984.23



CITY OF HUGHSON AGENDA ITEM NO. 3.3

SECTION 3: CONSENT CALENDAR

Meeting Date: August 13, 2018
Subject: Approval to Adopt Resolution No. 2018-36, Amending the Classification Plan with Updated Job Descriptions for the Community Development Director and Director of Finance and Administrative Services Positions
Presented By: Raul L. Mendez, City Manager

A handwritten signature in blue ink, appearing to be "Raul L. Mendez", is written over a horizontal line.

Approved By: _____

Staff Recommendation:

Adopt Resolution No. 2018-36, amending the Classification Plan with updated job descriptions for the Community Development Director and Director of Finance and Administrative Services positions.

Background and Overview:

The Community Development Director job description was last revised on October 11, 2010. The job descriptions for the Director of Finance and Director of Administrative Services were last revised on March 22, 2004 and February 28, 2005, respectively.

Since the hiring of the current City Manager in June of 2013, organizational changes have been implemented to create better structure, oversight and support for all departments. The Community Development Department includes the functional areas of planning, building, public works, utilities, code enforcement and parks and recreation. The Finance and Administrative Department includes the functional areas of finance and administrative services.

Discussion:

In October of 2010, the Hughson City Council created the Community Development Director position (Resolution No. 2010-62). At that time, it was determined that the position would have oversight over the traditional Planning and Building and Parks and Recreation Departments and the job description was approved accordingly consolidating those functions. Additionally, the position was also authorized to receive assignment pay for added responsibility over the Public Works Department.

At that time, the Director of Public Works/City Engineer position was eliminated but the Director of Public Works and Director of Parks and Recreation positions were kept on the books where they have remained since that time.

In the recently adopted Fiscal Year 2018-2019 Preliminary Budget, the assignment pay was eliminated and the salary for the Community Development Director was adjusted (over a two-year period) to be at a suitable level based on a full salary/compensation study which was conducted earlier this year. It is appropriate to modify the job description accordingly at this time. In addition, the Director of Public Works and Director of Parks and Recreation positions are recommended to be formally eliminated as part of this action. This change will clarify the duties and responsibilities of the Community Development Director which will assist City staff during the upcoming recruitment process for the when it is vacated on August 24, 2018 by the current incumbent. It is expected that this position will be filled later this fall.

In March of 2004 and February of 2005, the Hughson City Council adopted the current job descriptions for the Director of Finance (Resolution No. 2004-35) and Director of Administrative Services (Resolution 2005-24). Due to budgetary reasons, in 2010 and 2011, both positions were changed into part-time following the separation of service from the incumbents during that time. As the City's fiscal position and economic conditions began to improve, the City moved away from the part-time model and implemented a plan that included a full-time Finance Director position in Fiscal Year 2015-2016. Initially focused on the duties and responsibilities contained in the Director of Finance job description, in recent years, the incumbent has provided greater support to the City Manager in the areas of personnel, risk management, agenda management and clerking and information technology.

During the Fiscal Year 2017-2018 Preliminary Budget, the consolidation of the finance and administrative services into one department was formally approved as was the Finance and Administrative Services Director position. Assignment pay was also established until the salary could be adjusted accordingly following the recently completed salary/compensation study and was incorporated into the approved budget for the current fiscal year. It is appropriate to modify the job description accordingly to complete this consolidation. Thus, the Finance and Administrative Services position replaces the Finance Director and Administrative Service Director positions.

Fiscal Impact:

There are no recommended changes to salary and benefits for these positions as they have been previously approved by the City Council to be adjusted in Fiscal Years 2018-2019 and 2019-2020. If approved, City staff will bring back an item to make amendments to the Publicly Available Salary Schedule to reflect these changes.

CITY COUNCIL
CITY OF HUGHSON
RESOLUTION NO. 2018-36

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON AMENDING
THE CLASSIFICATION PLAN WITH AN UPDATED JOB DESCRIPTIONS FOR THE
COMMUNITY DEVELOPMENT DIRECTOR AND DIRECTOR OF FINANCE AND
ADMINISTRATIVE SERVICES POSITIONS**

WHEREAS, the Hughson City Council has adopted a Classification Plan for all positions; and

WHEREAS, City staff desires to continue to create greater structural hierarchy in the organizational chart and realize other related benefits; and

WHEREAS, an evaluation of the job description for the existing Community Development Director and Director of Finance and Administrative Services positions resulted in modifications of essential functions and qualifications; and

WHEREAS, City staff desires to more accurately reflect the duties of the Community Development Director and Director of Finance and Administrative Services positions; and

WHEREAS, City staff desires to clean its staffing plan for its Designated Management Employees and thus eliminate the positions of Director of Public Works, Director of Parks and Recreation, Director of Finance and Director of Administrative Services.

WHEREAS, the City of Hughson has determined that the Salary Range Schedule for Designated Management Employees will remain unchanged; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hughson amends the Classification Plan for City of Hughson Employees with updated job descriptions for the Community Development Director and Director of Finance and Administrative Services positions.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regularly scheduled meeting on this 13th day of August 2018 by the following roll call vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

JERAMY YOUNG, Mayor

ATTEST:

LISA WHITESIDE, Finance Manager

CITY OF HUGHSON

COMMUNITY DEVELOPMENT DIRECTOR

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION:

Under administrative direction, plans, organizes, manages and provides administrative direction and oversight for all functions and activities of the Community Development Department. This includes planning, zoning, code enforcement, building administration and regulations, building and safety code compliance, streets, street lights, sidewalk and park maintenance, equipment and vehicle maintenance and procurement, storm drainage, water production and distribution, sewer collection, wastewater treatment, parks and facilities, recreation and parks requirements, buildings and grounds, environmental services, housing, and economic and community development. Also, coordinates activities with other City officials, departments, outside agencies, organizations, and the public; manages the design and review of all engineering and building functions within the City and coordinates activities with the contract City Engineer and Building Inspector. Lastly, provides highly responsible and complex professional assistance and support to the City Manager, Planning Commission, Parks, Recreation and Entertainment Commission and City Council, and its committees, in areas of expertise and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

The **Community Development Director** is part of the department head level class which oversees all functions and operations of the traditional Planning, Building, Public Works, Utilities and Parks and Recreation Departments and is responsible for administering parks, public works, utilities, housing, economic and community development programs and projects. This classification is distinguished from the next higher classification of City Manager in that the latter has overall responsibility for administering all City operations.

SUPERVISION RECEIVED/EXERCISED:

Receives administrative direction from the City Manager. The work provides for a wide variety of independent decision-making, with legal and general policy and regulatory guidelines. Exercises general direction and supervision over management, supervisory, profession, technical consultants and administrative support staff through subordinate levels of supervision.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Confers with developers, land owners, engineers, architects, a variety of agencies and the general public in acquiring information and coordinating planning, development and zoning matters; provide information, advice and assistance regarding City development requirements and policies.
- Directs, manages, and coordinates the planning and zoning, building regulation, environmental services, parks and recreation, buildings and grounds, housing, and CDBG programs.
- Accepts full responsibility for all public works and utilities activities and services, including the management of street, sidewalk and park maintenance, equipment and vehicle maintenance and procurement, storm drainage, water production and distribution, sewer collection, wastewater treatment, parks and facilities; coordinates activities with other City officials, departments, outside agencies, and the public.
- Coordinates activities with the City Engineer and other consultants; reviews a variety of plans; develops and implements the departments' capital improvement program and budget; directs the preparation of plans, specifications, cost estimates and contract documents; oversees the administration of contracts; visits construction sites to ensure conformance of construction to plans or to identify design elements; and reviews and approves all payments and billings for contract services.
- Manages the development and implementation of departmental goals, objectives, policies, and priorities for each assigned service area; establishes, in accordance with City policy, appropriate service and staffing levels; allocates resources accordingly.
- Represents the department to other departments, elected officials and outside agencies; explains and justifies department programs, policies and activities; negotiates and resolves sensitive and complex issues.
- Plans, directs and develops the department's work plan; assigns work activities and responsibilities to appropriate department personnel; reviews and evaluates organizational effectiveness and productivity; identifies and resolves problems and/or issues.
- Prepares, develops, and implements short and long-range plans for community improvements, develops financial strategies for implementing community improvement and secures participation and input from property owners, service providers and other stakeholders.
- Manages and participates in the development and administration of the department budget; directs the forecast of additional funds needed for staffing, equipment, materials and supplies; monitors and approves expenditures; directs the preparation of and implementation of adjustments as necessary.
- Coordinates departmental activities with those of other departments and outside

agencies and organizations, provides staff assistance and acts in an advisory manner to the City Manager and City Council; prepares and presents staff reports and related correspondence.

- Participates on a variety of boards and commissions; attends and participates in professional group meetings; stays abreast of current trends and innovations in the field of community development; provides administrative and staff support to the Planning Commission, Parks, Recreation and Entertainment Commission and other boards and commissions as assigned.
- Monitors the condition of the City's infrastructure, including streets, sidewalks, curbs, gutters, buildings, traffic control, parks, trees, storm drains, water facilities, sewer collection, wastewater treatment plant, and other related facilities and equipment for maintenance, repair and replacement.
- Performs required duties under the City's disaster response plan.
- Prepares bid packages for public works, parks, and other facility projects and manages through completion.
- Selects, trains, motivates and evaluates department personnel. Provides and/or coordinates staff trainings for employees to enhance productivity or correct deficiencies including implementing disciplinary procedures if appropriate.
- Directs the preparation and administration of the City's General Plan and makes recommendation for amendments or modification when appropriate.
- Directs departmental services to provide effective and efficient service to customers.
- Attends and participates in professional and community meetings; stays current on issues relative to the fields of planning, building, code enforcement, public works, utilities and parks and recreation and relative service delivery responsibilities; responds to and resolves sensitive and complex community and organizational inquiries, issues and complaints.
- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, developers, property and business owners, consultants and contractors, City management and staff and the public.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions.

Position requires prolonged sitting, standing, walking, kneeling, squatting and stooping in the performance of daily activities. The position also requires repetitive hand movement and fine coordination of preparing reports using a computer keyboard. Additionally, the position requires both near and far vision in reading written reports and work-related documents. Specific vision ability by this job includes close vision, color vision, peripheral vision and depth perception and ability to adjust focus. Acute hearing is required when providing phone and personal service. The employee must frequently lift and/or move up to ten pounds and occasionally lift and/or move up to 25 pounds.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

QUALIFICATIONS: *(The following are minimal qualifications necessary for entry into the classification.)*

Education and/or Experience:

Any combination of education and experience that has provided the knowledge, skills and ability necessary for the Community Development Director. A typical way of obtaining the required qualifications is to possess the equivalent of five years of broad and extensive professional experience in Planning and Community Development, Public Works or related service delivery operations, including at least three years in a responsible management capacity. Equivalency to a bachelor's degree in public administration, land use planning, civil engineering, or a related field is required. A master's degree is highly desirable.

License/Certificate:

Possession of, or the ability to obtain, a valid class C California driver's license.

KNOWLEDGE/ABILITIES/SKILLS: *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

Knowledge of:

Modern management practices, principles and techniques of organization and operation; advanced planning and zoning practices, principles and techniques as applied in California; principles, practices and techniques of engineering, including the planning, design, construction, contract management and inspection of municipal public works; economic development best practices and strategies; principles and practices of program and budget development, administration and evaluation; principles and practices of street and parks maintenance, equipment maintenance, storm drainage system maintenance, water system maintenance, wastewater treatment plant maintenance, facilities maintenance, capital projects, and public utilities; and

applicable federal, state and local laws, codes and regulations.

Ability to:

Plan, direct, manage and coordinate the work of the department and its staff and consultants; read and interpret plans, maps, sketches, drawings, specifications and technical manuals; develop and administer sound departmental goals, objectives, policies and methods for evaluating achievement and performance levels; develop, present and administer a sound budget; facilitate group participation and consensus building; plan, organize, train, evaluate and direct work of assigned staff; interpret, explain and apply applicable laws, codes and regulations; read, interpret and record data accurately; organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines and direction; analyze a complex issue, and develop and implement an appropriate response; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Skill to:

Operate an office computer and a variety of word processing and software applications.

CITY OF HUGHSON

DIRECTOR OF FINANCE AND ADMINISTRATIVE SERVICES

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DEFINITION:

Under administrative direction, plans, manages, oversees, and directs the operations and services of the Finance/Administrative Services Department, which includes budgeting, general accounting, auditing, cash management, payroll processing, utility billing, business licenses, personnel, risk management, agenda management and clerking and information technology; coordinates activities with other City officials, departments, outside agencies, organizations, and the public; provides responsible and complex staff support to the City Council and City Manager; performs other related duties as required.

DISTINGUISHING CHARACTERISTICS:

The **Director of Finance and Administrative Services** is the department head level class which oversees all functions and operations of the traditional Finance and Administrative Services Department and is responsible for originating, carrying out, reviewing, interpreting and coordinating policies in the administration of a diversified accounting, investment and information services operation, human resources and risk management program, and oversight of all agenda management, city clerking functions and information technology. This classification is distinguished from the next higher classification of City Manager in that the latter has overall responsibility for administering the City's operations.

SUPERVISION RECEIVED/EXERCISED:

Receives administrative direction from the City Manager. Exercises direct and indirect supervision over professional, technical and office support personnel.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Accepts full responsibility for all Finance and Administrative Services Department activities and services, including activities associated with budgeting, general accounting, auditing, payroll processing, utility billing, business licenses, personnel, risk management, agenda management, clerking and information technology; coordinates the City's investment portfolio as needed with the City Treasurer; coordinates activities with other City officials, departments, outside agencies, organizations and the public.

- Plans, develops and implements departmental goals, objectives, policies and procedures; reviews and evaluates work methods and procedures for improving organizational performance, enhancing services and meeting goals; ensures that goals are achieved.
- Plans, directs and coordinates the Department's work plan; assigns work activities and responsibilities to appropriate department personnel; reviews and evaluates work methods and procedures; identifies and resolves problems and/or issues.
- Directs and manages the purchase of supplies, materials and equipment for the City.
- Maintains the City's insurance and safety programs; manages all claims filed against the City for liability and worker's compensation.
- Reviews, recommends, and approves all purchases for the Department in accordance with purchasing policies and procedures.
- Serves as a resource for department personnel, City staff and other organizations; coordinates pertinent information, resources and work teams necessary to support a positive and productive environment.
- Oversees the selection, training and evaluation programs for all Finance and Administrative Services personnel; provides or coordinates staff training; identifies and resolves staff deficiencies; fulfills discipline procedures; reviews the work of department personnel to ensure compliance with applicable federal, state and local laws, codes and regulations; interprets and enforces a variety of laws, codes, ordinances, regulations and standards.
- Directs and participates in all financial management and information system activities; manages and coordinates the City's investment portfolio, administers debt financing programs and secures tax-exempt and other types of financing; reviews, evaluates and recommends improvements to administrative and financial internal control systems and procedures; directs and participates in the preparation of a specific studies, fiscal and budgetary analyses and projections.
- Serves as liaison with federal, state, regional, county, city and special district agencies; provides responsible and complex staff support to the City Council, City Manager and Department managers; develops recommendations for policies, laws, ordinances, resolutions and programs related to Finance and Administrative Services activities.
- Prepares, manages and administers the development of the citywide and Finance and Administrative Services budget; prepares forecasts of necessary funds for staffing, materials and supplies; presents, justifies and defends programs, operations and activities; monitors and approves expenditures; discusses and resolves budget issues with appropriate staff; implements adjustments as necessary; plan, organize and develop the City's annual operating and capital improvement budgets.

- Serves as a financial resource for department personnel, City staff, other organizations and the public; coordinates pertinent information, resources and work teams necessary to support a positive and productive environment.
- Serves as a member of the City's management team; provides information and recommendations regarding operations; assists with City decision-making.
- Attends and participates in professional and community meetings; stays current on issues relative to the field of finance and administrative services; responds to and resolves sensitive and complex community and organizational inquiries, issues and complaints; establishes and maintains a customer service orientation within the Department.
- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, City management and staff and the public.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in preparing statistical reports and data using a computer keyboard. Additionally, the position requires near and far vision in reading correspondence, statistical data and using a computer. Acute hearing is required when providing phone and personal service. The need to lift, drag and push files, paper and documents weighing up to 25 pounds also is required.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

QUALIFICATIONS: *(The following are minimal qualifications necessary for entry into the classification.)*

Education and/or Experience:

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a **Director of Finance and Administrative Services**. A typical way of obtaining the required qualifications is to possess the equivalent of five years of broad and extensive experience in financial or business management, including at least three years in an administrative or supervisory capacity, and a bachelor's degree in accounting, business administration, finance, public administration or related field.

License/Certificate:

Possession of, or the ability to obtain, a valid class C California driver's license.

KNOWLEDGE/ABILITIES/SKILLS: *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

Knowledge of:

Modern principles, practices and techniques of finance and information system administration, organization and operation; principles and practices of general, fund, cost and governmental accounting; principles and practices of auditing and financial control; principles and practices of budget administration; methods and techniques of supervision, training and motivation; applicable federal, state and local laws, codes and regulations, including those related to municipal financing, utility billing; methods and techniques of scheduling work assignments; modern principles and practices of risk management and safety; agenda management and clerking best practices, standard office procedures, practices and equipment; modern office practices, methods and equipment, including a computer and applicable software; methods and techniques for record keeping and report preparation and writing; proper English, spelling and grammar; occupational hazards and standard safety practices.

Ability to:

Plan, direct, manage and coordinate the work of the Finance and Administrative Services Department; develop and administer sound departmental goals, objectives, policies and methods for evaluating achievement and performance levels; analyze complex financial and information system issues, make adjustments to standard operating procedures as necessary to improve organizational effectiveness; facilitate group participation and consensus building; attend evening meetings as required; prepare clear, concise and complete financial statements, reports and written materials; plan, organize, train, evaluate and direct work of assigned staff; interpret, explain and apply applicable laws, codes and regulations; read, interpret and record data accurately; organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; analyze a complex issue, and develop and implement an appropriate response; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Skill to:

Operate an office computer and a variety of word processing and software applications, including a variety of complex financial and accounting programs.



CITY OF HUGHSON AGENDA ITEM NO. 3.4

SECTION 3: CONSENT CALENDAR

Meeting Date: August 13, 2018
Subject: Approval of Position Opposing the Bureau of Cannabis Control's Proposed Regulation – July 2018
Presented By: Raul L. Mendez, City Manager
Approved By: _____

Staff Recommendations:

1. Adopt Resolution No. 2018-37, taking a position of opposition to the Bureau of Cannabis Control's Proposed Regulation – July 2018
2. Authorize the Mayor to sign and send a letter of opposition to the Bureau of Cannabis Control.

Background:

On July 30, 2018, the City of Hughson received an electronic request from the League of California Cities requesting it take a position in opposition the Bureau of Cannabis Control's Proposed Regulation – July 2018. Current law allows local jurisdictions to prohibit deliveries of cannabis into it city limits. The Bureau of Cannabis Control is proposing to remove that ability and allow cannabis deliveries to any city across the State of California.

City Legislative Program

On March 24, 2014, the Hughson City Council adopted Resolution No. 2014-10, establishing the City of Hughson's Legislative Program. The Legislative Program contains General Principles (Home Rule, Annexation, Right of Way and Unfunded Mandates) and focuses on key policy areas: Environmental/Utilities and Public Works/Transportations/Telecommunications. The Legislative Program is intended to be a fluid document that is revisited periodically to enable the City Council and staff to react and respond when appropriate to legislative issues as they arise throughout the year in a timely manner. The document is made available to State and Federal elected representatives so that they are made aware of the issues that are important to Hughson and can advocate on those issues on the City's behalf. The City of Hughson's Legislative Program document is attached for reference.

Historically, the City of Hughson has conducted legislative advocacy through its work by designated members of the City Council with organizations such as the League of California Cities (LOCC) and the California Local Agency Formation Commission (CALAFCO). Due to limited staffing resources, this model has served the City of Hughson well. Occasionally, the City of Hughson is asked to consider taking positions of support or opposition on Federal and State legislation and such requests are handled on a case-by-case basis by the Hughson City Council through its regular or special meetings.

Under the current model, the City Manager and staff conduct the initial review of legislative requests. If determined to be consistent with the City's Legislative Program, they are further researched and then discussed with the Mayor and Mayor Pro Tem prior to bringing forward for consideration by the full City Council. Matters not brought forward due to a higher level of urgency are shared with the City Council in a quarterly legislative report by the City Manager after consulting with the Mayor and Mayor Pro Tem on the appropriate action. This approach ensures that staffing resources are utilized wisely to only conduct extensive work and analysis on those legislative matters consistent with the adopted Hughson Legislative Program. Moreover, it ensures that the City responds in a timely manner when appropriate.

Discussion

Existing law, constructed by both the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA) and Proposition 64, states that local jurisdictions have the ability to adopt and enforce local ordinances to regulate cannabis businesses. Existing law also states that a local jurisdiction shall not prevent the delivery of cannabis or cannabis products on public roads by a licensee acting in compliance with local and existing law.

The Proposed Regulations ("BCC Proposed Regs."), issued by the Bureau of Cannabis Control (BCC), would remove local jurisdictions' authority to decide if cannabis deliveries should be allowed in their communities.

On July 24, 2017, the Hughson City Council adopted three ordinances that amended the Hughson Municipal Code to explicitly prohibit the sale and growing of marijuana in the City limits of Hughson except what was minimally allowed by State law—indoor cultivation of up to 6 marijuana plants per private residence with an administrative permit. The transportation of marijuana within the City of limits of Hughson was also strictly prohibited. Further, on January 22, 2018, the Hughson City Council established a position, by policy, in opposition to any and all commercial cannabis activity in the City sphere of influence or within a ½ mile of the sphere of influence, including, applications for permits under the Stanislaus County Ordinance

Fiscal Impact:

The Bureau of Cannabis Control's Proposed Regulation would conflict with the Hughson Municipal Code. If adopted, there may be a significant fiscal impact to

the City in the form of the need for additional resources to manage activity within its limits. These impacts are unknown at this time and will need to be reassessed if this new regulation is put in place.

CITY COUNCIL
CITY OF HUGHSON
RESOLUTION NO. 2018-37

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON
OPPOSING THE BUREAU OF CANNABIS CONTROL'S PROPOSED
REGULATION – JULY 2018**

WHEREAS, in November 2016, California voters passed the California Proposition 64, Marijuana Legalization by a vote of 57.13% in support to 42.87% in opposition; and

WHEREAS, in the City of Hughson of the 2,715 ballots cast in Hughson for the Proposition 64 initiative, 1,086 (40.0%) were in support and 1,554 (57.23%) in opposition; and

WHEREAS, Proposition 64 made it legal for individuals to use and grow marijuana for personal use; and

WHEREAS, Proposition 64 requires that businesses involved in growing or selling of marijuana must acquire a State license to sell marijuana for recreational use as well as any local government approval; and

WHEREAS, Proposition 64 authorized counties and cities to limit or prohibit the sale and growth of marijuana within their jurisdictions; and

WHEREAS, on July 24, 2017, the Hughson City Council adopted three ordinances that amended the Hughson Municipal Code to explicitly prohibit the sale and growing of marijuana in the City limits of Hughson except what was minimally allowed by State law—indoor cultivation of up to 6 marijuana plants per private residence with an administrative permit; the transportation of marijuana within the City of limits of Hughson was also strictly prohibited; and

WHEREAS, on January 22, 2018, the Hughson City Council established a position, by policy, in opposition to any and all commercial cannabis activity in the City sphere of influence or within a ½ mile of the sphere of influence, including, applications for permits under the Stanislaus County Ordinance; and

WHEREAS, the Bureau of Cannabis Control's Proposed Regulations – July 2018, include two proposed changes that are in fundamental conflict with both the language and intent of Proposition 64 and will undermine the City's ability to effectively regular cannabis at the local level:

- Section 5416(d), would drastically preempt local control and regulatory authority by authorizing cannabis delivery anywhere in the state regardless of conflicting local regulations or bans, and

- Sections 5001(c) (11) and 5002(c) (28) would undermine the ability of local agencies to ensure community standards are met by reducing from 60 to 10 days the period to verify if a licensee has obtained necessary local approvals.

THEREFORE, BE IT RESOLVED, that the City Council of the City of Hughson does hereby adopt Resolution No. 2018-37 opposing the Bureau of Cannabis Control's Proposed Regulations – July 2018 and authorizes the Mayor to sign and send a letter of opposition to the Bureau of Cannabis Control.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regular meeting held on this 13th day of August, 2018 by the following roll call votes:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

JERAMY YOUNG, Mayor

ATTEST:

LISA WHITESIDE, Finance Manager



August 13, 2018

RE: Bureau of Cannabis Control Proposed Regulations – July 2018
Notice of Opposition

Dear Chief Ajax:

The City of Hughson appreciates the opportunity to comment on the proposed regulations released in July 2018, which seek to codify the emergency regulations implemented in December 2017.

The City/Town of Hughson strongly objects to two proposed changes that are in fundamental conflict with both the language and intent of Proposition 64 and will undermine our ability to effectively regulate cannabis at the local level:

- Section 5416(d), would drastically preempt local control and regulatory authority by authorizing cannabis delivery anywhere in the state regardless of conflicting local regulations or bans, and
- Sections 5001(c) (11) and 5002(c) (28) would undermine the ability of local agencies to ensure community standards are met by reducing from 60 to 10 days the period to verify if a licensee has obtained necessary local approvals.

The City of Hughson believes the two proposed regulations go beyond the BCC's regulatory authority and instead create a new cannabis policy outside of the legislative process. California's voters were assured that "64 preserves local control"¹ and these regulations chip away at the very foundation of local control by allowing cannabis deliveries to every jurisdiction in California.

On July 24, 2017, the Hughson City Council adopted three ordinances that amended the Hughson Municipal Code to explicitly prohibit the sale and growing of marijuana in the City limits of Hughson except what was minimally allowed by State law—indoor cultivation of up to 6 marijuana plants per private residence with an administrative permit. The transportation of marijuana within the City of limits of Hughson was also strictly prohibited.

For these reasons, the City/Town of Hughson respectfully opposes these regulations until such time as they are amended to address the concerns listed above. We look forward to continued opportunities to comment on specific regulatory proposals.

Regards,

Jeremy Young
Mayor

cc: Honorable Tom Berryhill, California Senate
Honorable Heath Flora, California Assembly

¹ (Ballot Pamp., General Elec. (November 8, 2016) rebuttal to Argument against Prop. 64, p. 99.)



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July 27, 2018

Lori Ajax, Chief
Bureau of Cannabis Control
P.O. Box 419106
Rancho Cordova, CA 95741
Submitted via Email: bcc.comments@dca.ca.gov

RE: Bureau of Cannabis Control Proposed Regulations – July 2018

Dear Chief Ajax,

The League of California Cities[®] appreciates the opportunity to comment on the proposed regulations released in July 2018 that seek to formally adopt the emergency regulations implemented in December 2017.

We have carefully reviewed the packet of over 130 pages of regulations and concur that many of the provisions represent helpful clarifying changes that further the implementation of the law. However, we strongly object to two proposed changes that we view are in fundamental conflict with both the language and intent of Proposition 64 and will undermine a city's ability to effectively regulate cannabis at the local level:

- Section 5416(d), would drastically preempt local control and regulatory authority by authorizing cannabis delivery anywhere in the state regardless of conflicting local regulations or bans, and
- Sections 5001(c) (11) and 5002(c) (28) would undermine the ability of local agencies to ensure community standards are met by reducing from 60 to 10 days the period to verify if a licensee has obtained necessary local approvals.

In furtherance of our mission to preserve local authority, the League has outlined our serious concerns with these proposed regulations. A detailed explanation of our reasoning on each of our issues are as follows:

§5416(d). Removal of Limitations on Cannabis Deliveries:

Section 5416(d) is extremely troubling. This section subverts the intent of the voters who approved Proposition 64 by removing local governments' ability to prohibit cannabis deliveries within its jurisdiction.

Proposition 64's purpose and intent provisions expressly recognize the value of local control in regulating commercial cannabis activity. In brief, it provides that "[i]t is the intent of the People in enacting this Act to ... [a]llow local governments to ban nonmedical marijuana businesses ..."¹ Thus, under existing law — as articulated in Proposition 64 and, now, MAUCRSA—local governments can adopt and enforce local ordinances to ban or regulate *all* commercial cannabis activity, including deliveries, within their borders. Section 5416(d), as proposed, fundamentally alters this pillar of Proposition 64 by implying that cannabis deliveries are allowed in violation of local ordinances.

Further, an influx of unapproved local cannabis deliveries will decrease transparency of cannabis operations and increase public safety obligations and costs for local law enforcement agencies.

¹ (Initiative Measure (Prop. 64), §3(d), approved Nov. 8, 2016, eff. Nov. 9, 2016)

That section 5416(d) contradicts existing law is illustrated further by the failure of Sen. Ricardo Lara's SB 1302, which would have similarly preempted a local government from adopting or enforcing an ordinance that would ban cannabis deliveries within its jurisdiction. Not only did SB 1302 fail to attain the required two-thirds vote required by Proposition 64 for the enactment of amendments, it failed to pass out of its house of origin.

Because section 5416(d) goes beyond the statutory provisions of Proposition 64² and MAUCRSA, adoption of 5416(d) would exceed the Bureau of Cannabis Control's (BCC) regulatory authority. California Business and Professions Code section 26013 limits the regulatory authority of the BCC to enacting rules and regulations that are "consistent with the purposes and intent of [Proposition 64]." By allowing deliveries in every jurisdiction in California, the BCC is fundamentally changing Proposition 64, not simply clarifying existing law. For these reasons, section 5416(d) should be removed from the regulations.

§5001(c) (11). Unrealistic Timelines for Adequate Local Government Review

Both sections 5001(c) (11) and 5002(c) (28) create a 10-day "shot clock" for cities to respond to the BCC's inquiry of the validity of a license before that license is otherwise deemed valid. This 10 day "shot clock" does not afford cities sufficient time to review license applications and respond to the BCC. This rushed timeline would favor those who may intend to skirt local requirements rather than comply with them, and undermine a fundamental pillar of Proposition 64 that ensures local jurisdictions can regulate cannabis in their communities.

Under Business and Professions Code Section 26055(g)(2)(D), if an applicant fails to provide evidence of local compliance, cities have **60 days** to provide notification of compliance or noncompliance with local

² Below is a list of the numerous ways the proponents of Proposition 64, the ballot analysis of Proposition 64 written by the State Legislative Analyst, and existing law that explicitly grants local regulatory authority for cannabis and cannabis businesses, including deliveries, that these regulations will subvert:

- "For example, cities and counties could require nonmedical marijuana businesses to obtain local license and restrict where they could be located. Cities and counties could also completely ban marijuana-related businesses. However, they could not ban the transportation of marijuana through their jurisdictions." (Ballot Pamp., General Elec. (November 8, 2016) analysis of Prop. 64 by the Legislative Analyst, p. 93.)
- "64 preserves local control." (Ballot Pamp., General Elec. (November 8, 2016) rebuttal to Argument against Prop. 64, p. 99.)
- §2(E). "The Adult Use of Marijuana Act sets up a comprehensive system governing marijuana businesses at the state level and safeguards local control, allowing local governments to regulate marijuana-related activities, to subject marijuana businesses to zoning and permitting requirements, and ban marijuana businesses..." (Ballot Pamp., General Elec. (November 8, 2016) proposed text of Prop. 64, p. 179.)
- §3(d). "Allow local governments to ban nonmedical marijuana businesses as set forth in this act." (Ballot Pamp., General Elec. (November 8, 2016) proposed text of Prop. 64, p. 179.)
- Cal Bus & Prof Code §26001(k) "'Commercial marijuana activity' includes the cultivation, possession, manufacture, distribution, processing, storing, laboratory testing, labeling, transportation, distribution, delivery or sale of marijuana and marijuana products as provided in this division."
- Cal Bus & Prof Code §26055(d) "Licensing authorities shall not approve an application for a state license under this division if approval of the state license will violate the provisions of any local ordinance or regulation adopted in accordance with Section 26200."
- Cal Bus & Prof Code §26090(e) "A local jurisdiction shall not prevent delivery of marijuana or marijuana products on public roads by a licensee acting in compliance with this division and local law as adopted under Section 26200."
- Cal Bus & Prof Code §26200(a)(1) "This division shall not be interpreted to supersede or limit the authority of a local jurisdiction to adopt and enforce local ordinances to regulate businesses licensed under this division, including, but not limited to, local zoning and land use requirements, business license requirements, and requirements related to reducing exposure to secondhand

ordinances or regulations before a license application is deemed in compliance. With limited resources and the difficulty detecting fraud, it is unreasonable to think that cities will be able to properly verify licenses within 10 days. Such a change could allow applicants to send multiple purported local licenses to the BCC, knowing that a city may not have the time and resources to check each license's validity before the 10-day verification period ends. If upholding public safety and public health is "the #1 priority of the regulators that determine who qualifies for a marijuana business license,"³ then these regulations must be changed. It is also notable that the BCC faces no such similar restriction on the timeline for their own reviews of applications to perform appropriate due diligence; why then impose such a different standard for local government?

Ensuring that a local jurisdiction has approved either a temporary or annual license is key to promoting public safety⁴ and should not be reduced to an over-the-counter approval process. For these reasons, these proposed regulations must be amended from a 10-day to a 60-day period in both sections 5001(c)(11) and 5002(c)(28), in order to both reflect current law and ensure cities an appropriate amount of time to verify whether local licenses are indeed valid.

Additional Comments:

The League believes the two proposed regulations commented upon above go beyond the BCC's regulatory authority and instead create a new cannabis policy outside of the legislative process. California's voters were assured that "64 preserves local control"⁵ and these regulations chip away at the very foundation of local control by allowing cannabis deliveries to every jurisdiction in California.

For these reasons, we respectfully oppose these regulations until such time as they are amended to address the concerns listed above. We look forward to continued opportunities to comment on specific regulatory proposals. If you have any questions, please feel free to contact me at (916) 658-8252.

Sincerely,



Charles W.R. Harvey
Legislative Representative

³ (Ballot Pamp., General Elec. (November 8, 2016) rebuttal to Argument against Prop. 64, p. 99.)

⁴ Below is a list of several ways the proponents and intent language of Proposition 64 and existing law explicitly outline the need for local licensing approval provisions to ensure public safety:

- "64 makes the protection of public health and safety the #1 priority of the regulators that determine who qualifies for a marijuana business license."
(Ballot Pamp., General Elec. (November 8, 2016) rebuttal to Argument against Prop. 64, p. 99.)
- §3(c). "Allow local governments to enforce state laws and regulations for nonmedical marijuana businesses and enact additional local requirements for nonmedical marijuana businesses, but not require that they do so for a nonmedical marijuana business to be issued a state license and be legal under state law."
(Ballot Pamp., General Elec. (November 8, 2016) proposed text of Prop. 64, p. 179.)
- Cal Bus & Prof Code §26055(d) "Licensing authorities shall not approve an application for a state license under this division if approval of the state license will violate the provisions of any local ordinance or regulation adopted in accordance with Section 26200."

⁵ (Ballot Pamp., General Elec. (November 8, 2016) rebuttal to Argument against Prop. 64, p. 99.)

ACTION ALERT!

Bureau of Cannabis Control Proposed Regulations Local Jurisdictions and Forced Allowance of Cannabis Deliveries OPPOSE

BACKGROUND:

Existing law, constructed by both the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA) and Proposition 64, states that local jurisdictions have the ability to adopt and enforce local ordinances to regulate cannabis businesses. Existing law also states that a local jurisdiction shall not prevent the delivery of cannabis or cannabis products on public roads by a licensee acting in compliance with local and existing law.

The Proposed Regulations (“BCC Proposed Regs.”), issued by the Bureau of Cannabis Control (BCC), would remove local jurisdictions’ authority to decide if cannabis deliveries should be allowed in their communities.

WHAT DO THESE PROPOSED REGULATIONS DO?

Section 5416(d), would drastically preempt local control and regulatory authority by authorizing cannabis delivery anywhere in the state regardless of conflicting local regulations or bans. These regulations go against the intent of voters who passed Proposition 64, by removing a local jurisdiction’s ability to allow or ban cannabis deliveries.

Consequently, these regulations will remove a critical part of the local enforcement model of cannabis legalization and open up all communities to having cannabis delivered to their front doors.

Sections 5001(c) (11) and 5002(c) (28) would undermine the ability of local agencies to ensure community standards are met by reducing from 60 to 10 days the period to verify if a licensee has obtained necessary local approvals.

The BCC Proposed Regs. also create a 10-day shot clock for cities to respond to the BCC’s inquiry of the validity of either an annual or temporary cannabis license. Cities need more time to review license applications before they are deemed valid. Ensuring that a local jurisdiction has approved of either a temporary or annual license is key to promoting public safety and should not be reduced to an over-the-counter approval process.

ACTION:

The Bureau of Cannabis Control needs to hear from cities. **Please send your CITY LETTERS in OPPOSITION to the BCC Proposed Regs. as soon as possible.**

The written comment period for the BCC Proposed Regs. closes at **5pm on August 27, 2018.**

For email comment letters, send to: BCC.comments@dca.ca.gov

Address letters to:
Lori Ajax, Chief
Bureau of Cannabis Control
P.O. Box 419106
Rancho Cordova, CA 95741

In addition, there are three public hearings scheduled for persons wishing to make oral comments:

1. Tuesday August 7, 2018, 10 a.m. to 12:00 p.m.
Hilton Oakland Airport, One Hegenberger Road, Oakland, CA 94621
2. Tuesday August 14, 2018, 10 a.m. to 12:00 p.m.

Millennium Biltmore Hotel, 506 South Grand Avenue, Los Angeles, CA 90071

3. Monday August 27, 2018, 10 a.m. to 12:00 p.m.
Tsakopoulos Library Galleria, 828 I Street, Sacramento, CA 95814

TALKING POINTS:

- The BCC Proposed Regs. removes the ability for local jurisdictions to decide what is appropriate for their communities by removing their authority to ban deliveries.
- The BCC Proposed Regs. will remove a critical part of the local enforcement model of cannabis legalization and open up all communities to having cannabis delivered to their front doors. This is contrary to the framework understood by the voters when approving Prop. 64.
- An influx of cannabis deliveries would require an increase in public safety costs for enforcement to ensure the safety of the public.
- For cities who have authorized cannabis businesses, but not deliveries, the delivery provision in these regulations would undercut the viability of legal brick and mortar businesses in those cities.
- As California's experiment with legalizing cannabis unfolds, the City/Town of _____ opted to not allow sales and distribution within its jurisdiction while we observe the experience in other jurisdictions. The BCC Proposed Regs. will eliminate our statutory right to do that.
- The BCC Proposed Regs. are an overreach by the BCC. Forcing cities to allow delivery of cannabis is not a clarification of existing law; it is an unjustified expansion of existing law.
- The City/Town of _____ believes the BCC Proposed Regs are a vast over-expansion of the BCC's authority and feel it is inappropriate to create such a policy through the regulatory process.
- SB 1302 by Senator Lara also tried to preempt local authority over cannabis deliveries. The failure of this bill to pass out of its first house indicates that there is little appetite in the legislature and from local governments for this level of preemption.
- By establishing a 10-day shot clock, these regulations create an unrealistic timeline for adequate local government review of cannabis licenses.
- If the BCC faces no such similar restriction on the timeline for their own reviews of applications to perform appropriate due diligence; why then impose such a different standard for local government?



CITY OF HUGHSON AGENDA ITEM NO. 6.1

SECTION 6: NEW BUSINESS

Meeting Date: August 13, 2018
Subject: Approval to Authorize City Staff to Reject All Bids for the Well No. 7 Replacement Project and Direct Staff to Solicit Bids for Revised Bid Documents
Presented By: Jaylen French, Community Development Director

A handwritten signature in blue ink, appearing to be "Jaylen French", is written over a horizontal line.

Approved By: _____

Staff Recommendation:

Authorize City staff to reject all bids for the Well No. 7 Replacement Project and direct staff to solicit bids for revised bid documents.

Background:

The Well No. 7 Replacement Project includes the construction of a new water well site (Hughson Well No. 9), which will include a water treatment system, a 1.0-million-gallon concrete storage/blending tank, as well as the re-drilling of Well No. 5 in a new location on the same parcel (to be called Hughson Well No. 10) and new water distribution pipeline to connect the well sites.

On May 29, 2018, the Hughson City Council authorized staff to release bid documents for the subject project. On July 25, 2018, the City held a bid opening for the first phase of the larger project—well drilling—in which three (3) bids were received. After the City's subsequent review, it was determined that the apparent low bidder did not provide a 'responsible' bid because a response to Addendum No. 2, which was released on July 16, 2018, was not included in the bid package. City staff, in coordination, with the City's water engineer, evaluated the circumstances and have decided due to bid irregularities and adjustments to the scope of work to recommend that the project is re-bid. This item seeks City Council approval to reject all bids and direct staff to solicit bids for the revised bid documents for the first phase of the project.

Discussion:

An engineer's cost estimate has been prepared and approved for the full project of \$8,327,753, inclusive of contingency (20%) and Design, Environmental and Inspection (15%).

Should the item be approved, to avoid delays and the rainy season, City staff expects the documents to be released on August 14, 2018.

Upon authorization, City staff will release the bid documents, accept bids and award to the lowest responsible bidder after evaluation of the bid to ensure accuracy, completion and that it meets all City and other requirements. Subsequently, City staff will coordinate with the selected contractor to initiate the work. It is expected that work will begin in the late-Fall or early-Winter 2018. The construction work should take approximately 1 month to complete.

Fiscal Impact:

The City received funding through the California Safe Drinking Water State Revolving Fund (SDWSRF) in the amount of \$8,327,753. The City Council approved a funding agreement with the State of California, which provides up to \$5 million in grant with the remainder available in the form of a loan at 0% interest over 30 years. In July 2015, the City of Hughson adopted a water rate increase to be able to finance the debt service associated the project.

The City of Hughson's Fiscal Year 2017-2018 Budget, adopted by the City Council on September 25, 2017 and mid-year budget adjustment, adopted April 23, 2018 includes the full project cost. The engineer's estimate for this phase of the project is: \$1,104,000.00. The City has currently spent down \$195,219.00 of the grant in design, engineering and environmental work.