



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

**AGENDA**  
**MONDAY, JUNE 10, 2019 – 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 Bawan

**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: Proclaim June 2019 as National Post-Traumatic Stress Awareness Month and June 27, 2019 as National Post-Traumatic Stress Awareness Day
- 2.2: Recognition of Ian Kerr (Primary) and Carson Hatch (Alternate) for their Service as City Council Student Representatives 2018-2019.
- 2.3: Update on the Turlock Mosquito Abatement District.

**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 May 28, 2019.
- 3.2: Approve the Minutes of the Special Meeting of June 3, 2019.
- 3.3: Approve the Warrants Register.
- 3.4: Waive the Second Reading and Adopt Ordinance No. 2019-04, Amending Hughson Municipal Code Title Chapter 3.28 – Informal Bidding.
- 3.5: Adopt Resolution No. 2019-15, Authorizing the City Manager and Community Development Director to Execute Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements and/or Fund Transfer Agreements for Federal and/or State Funded Transportation Projects.

**4. UNFINISHED BUSINESS:**

- 4.1: Consideration to Accept Recommendations for Changes to the Recreational Vehicle Parking Rules in the Hughson Municipal Code.

**5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.****6. NEW BUSINESS: NONE.****7. CORRESPONDENCE: NONE.****8. COMMENTS:**

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

**City Manager:**

**City Clerk:**

**Community Development Director:**

**Director of Finance and Administrative Services:**

**Police Services:**

**City Attorney:**

**Student Representative:**

**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:**

<b>June 11</b>	<ul style="list-style-type: none"> <li>▪ Parks, Recreation and Entertainment Commission Meeting, City Council Chambers, 6:00 P.M.</li> </ul>
<b>June 12</b>	<ul style="list-style-type: none"> <li>▪ City/Fire 2+2 Committee Meeting, Hughson Fire Protection District, 5:30 P.M.</li> </ul>
<b>June 18</b>	<ul style="list-style-type: none"> <li>▪ Planning Commission Meeting, City Council Chambers, 6:00 P.M.</li> </ul>
<b>June 24</b>	<ul style="list-style-type: none"> <li>▪ Economic Development Committee Meeting, City Hall Chambers, 5:30 P.M.</li> </ul>
<b>June 24</b>	<ul style="list-style-type: none"> <li>▪ City Council Meeting, City Council Chambers, 7:00 P.M.</li> </ul>

**AFFIDAVIT OF POSTING**

**DATE:** June 7, 2019 **TIME:** 9:00 am  
**NAME:** Ashton Gose **TITLE:** Deputy City Clerk

**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](http://www.hughson.org) and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday, prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

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



**PROCLAMATION**  
**JUNE 2019 AS NATIONAL POST-TRAUMATIC STRESS**  
**AWARENESS MONTH AND JUNE 27, 2019, AS NATIONAL**  
**POST-TRAUMATIC STRESS AWARENESS DAY**

*WHEREAS, our Service members risk their lives to protect our freedom, and their families who collaterally sacrifice, deserve every possible resource to ensure their lasting physical, mental, and emotional well-being; and as more than 2,770,000 of our Troops have deployed overseas since September 11, 2001, they have sustained high rates of operational deployments and are at high risk of experiencing combat stress which can lead to post-traumatic stress (PTS); and,*

*WHEREAS, the Veterans Affairs (VA) reports that approximately 20%, 12%, and 30% of Service members and Veterans that served in Operation Iraqi Freedom (OIF) or Operation Enduring Freedom (OEF), Persian Gulf War, and the Vietnam War, respectively, have had PTS in a given year, but many combat stress injuries remain unreported, undiagnosed, and untreated due to a lack of awareness and because of the persistent stigma associated with mental health conditions which significantly increases the risk of anxiety, depression, suicide, homelessness, and drug- and alcohol-related problems and deaths by suicide; and*

*WHEREAS, PTS can result from any number of stressors other than combat, including battery, bombings, bullying, car accidents, child abuse, confinement, plane crashes, rape, sexual assault, torture, train wrecks, or natural disasters, and these affects at least 8,000,000 adults annually; and*

*WHEREAS, both government and non-governmental organizations (NGOs) have made significant advances in the identification, prevention, diagnosis, and treatment of PTS, but there are still many challenges that remain because increased understanding of PTS can help eliminate the stigma attached to this mental health issue so additional efforts are needed, including examination of how PTS is discussed, and recognition that PTS is a common injury that is treatable, and that for most people, PTS is a form of adversity which we have the human ability to choose our response (response-ability) that we can learn from and utilize to catapult us to post-traumatic stress growth (PTSG).*

*NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hughson does hereby unanimously proclaim June 2019, National Post-Traumatic Stress Awareness Month, and June 27, 2019 as National Post-Traumatic Stress Awareness Day, to help raise public awareness, reduce the associated stigma, and to help ensure that those individuals suffering from the invisible wounds of war promptly receive proper treatment.*

*Presented on this 10th day of June 2019*

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**Jeremy Young, Mayor**



## CITY COUNCIL AGENDA ITEM NO. 3.1 SECTION 3: CONSENT CALENDAR

**Meeting Date:** June 10, 2019  
**Subject:** Approval of the City Council Minutes  
**Presented By:** Ashton Gose, Deputy City Clerk

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

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### **Staff Recommendation:**

Approve the Minutes of the Regular Meeting of May 28, 2019.

### **Background and Overview:**

The draft minutes of the May 28, 2019 meeting are prepared for the Council's review.



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

**MINUTES  
TUESDAY, MAY 28, 2019 – 7:00 P.M.**

**CALL TO ORDER:** Mayor Jeramy Young

**ROLL CALL:**

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

Absent: Councilmember Ramon Bawanan

Staff Present: Raul L. Mendez, City Manager  
Daniel Schroeder, City Attorney  
Larry Seymour, Hughson Police Chief  
Ashton Gose, Deputy City Clerk  
Merry Mayhew, Director of Finance and Admin Services  
Lea Simvoulakis, Community Development Director  
Sam Rush, Public Work Superintendent  
Lisa Whiteside, Finance Manager

**FLAG SALUTE:** Mayor Jeramy Young

**INVOCATION:** Mayor Jeramy Young

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

NONE.

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 May 13, 2019.

3.2: Approve the Warrants Register.

3.3: Consideration to Accept the Quarterly City of Hughson Legislative Report.

**YOUNG/HILL 5-0-0-0 motion passes to approve the Consent Calendar as presented.**

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

5.1: Approval to Introduce and Waive the First Reading of the Ordinance No. 2019-04, Amending Hughson Municipal Code Title Chapter 3.28 – Informal Bidding.

**City Attorney Schroeder presented the staff report on this item.**

**Mayor Young opened public comment at 7:06 P.M. There was no public comment. Mayor Young closed public comment at 7:06 P.M.**

**HILL/BAWANAN 5-0-0-0 motion passes to introduce and waive the first reading of Ordinance No. 2019-04, Amending Hughson Municipal Code Title Chapter 3.28 – Informal Bidding.**

**6. NEW BUSINESS: NONE.****7. CORRESPONDENCE: NONE.****8. COMMENTS:**

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

**City Manager:**

City Manager Mendez provided a reminder regarding upcoming events, including the Annual Joint City/School 2+2 Committee Meeting being held on June 10, 2019 and the City/Fire 2+2 Committee Meeting being held on June 12, 2019. He informed the City Council that the last meeting for the City Council Student Representatives will be on June

10, 2019. He also provided some clarification on a malware security alert the City recently received from IT Services.

**Director of Community Development:**

Director Simvoulakis provided an update on the Lebright Fields Community Workshop that was held on May 23, 2019, and provided a reminder that the final workshop is scheduled for June 4, 2019.

**Police Services:**

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

**City Attorney:**

City Attorney Schroeder introduced Allison Finkes, his summer intern, who will be working for Neumiller and Beardslee.

**Student Representative:**

Student Representative Kerr informed the City Council that every senior student from Hughson High School graduated with a diploma. He also informed the Council that Hughson High School Baseball and Softball both made it to playoffs, that Varsity Boys Golf made it to sections, and that the Academic Decathlon Team won the National competition.

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

**Councilmember Bawan** attended many Chamber of Commerce meetings regarding the Hughson Fruit and Nut Festival. He also attended the Hughson Fruit and Nut Festival Sponsor Dinner on April 25, 2019. He attended the Lebright Fields Community Workshop on May 23, 2019. He recently met with City Manager Mendez and Director Simvoulakis to discuss the background on the United Samaritan Foundation. He completed his AB1825 Sexual Harassment Training. He attended the Academics Alive event put on by Hughson High School and presented several scholarships on behalf of the Chamber of Commerce. He also provided a reminder that a Hughson Fruit and Nut Festival Recap Meeting will be held on June 6, 2019.

**Councilmember Hill** attended the Lebright Fields Community Workshop on May 23, 2019.

**Councilmember Fontana** attended the Lebright Fields Community Workshop on May 23, 2019.

**Mayor Pro Tem Carr** attended the Lebright Fields Community Workshop on May 23, 2019, and an Economic Development Committee Meeting on May 28, 2019.

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

**Mayor Young attended the Grand Opening of Ten Pin Fun Center. He also attended a StanCOG Strategic Planning Work Group regarding Measure L Funding on May 23, 2019.**

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

**ADJOURNMENT:**

**YOUNG/HILL 5-0-0-0 motion passes to adjourn the meeting at 7:31 P.M.**

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**JERAMY YOUNG, Mayor**

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**ASHTON GOSE, Deputy City Clerk**



## CITY COUNCIL AGENDA ITEM NO. 3.2 SECTION 3: CONSENT CALENDAR

**Meeting Date:** June 10, 2019  
**Subject:** Approval of the City Council Minutes  
**Presented By:** Ashton Gose, Deputy City Clerk

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

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### **Staff Recommendation:**

Approve the Minutes of the Special Meeting of June 3, 2019.

### **Background and Overview:**

The draft minutes of the June 3, 2019 meeting are prepared for the Council's review.



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

**MINUTES  
MONDAY, JUNE 3, 2019 – 12:30 P.M.**

**CALL TO ORDER:** Mayor Jeramy Young

**ROLL CALL:**

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

Absent: Councilmember Mark Fontana

Staff Present: Raul L. Mendez, City Manager  
Ashton Gose, Deputy City Clerk  
Merry Mayhew, Director of Finance and Admin Services  
Lea Simvoulakis, Community Development Director  
Jaime Velazquez, Utilities Superintendent  
Lisa Whiteside, Finance Manager

**FLAG SALUTE:** NONE.

**INVOCATION:** NONE.

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

NONE.

**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 a Road Closure and Allow Live Music on a Public Street for the Hughson Free Will Baptist Church Block Party.

**YOUNG/HILL 4-0-0-1 motion passes to approve the Consent Calendar as presented.**

4. **UNFINISHED BUSINESS: NONE.**

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

6. **NEW BUSINESS: NONE.**

7. **CORRESPONDENCE: NONE.**

8. **COMMENTS:**

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

#### **City Manager:**

City Manager Mendez provided a reminder to the City Council that the Annual Joint City/School 2+2 Committee Meeting on June 10, 2019 (5:30pm) will be held at Hughson Unified School District's new location at Emilie J. Ross Middle School.

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:**

**YOUNG/CARR 4-0-0-1 motion passes to adjourn the meeting at 12:34 P.M**

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**JERAMY YOUNG, Mayor**

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**ASHTON GOSE, Deputy City Clerk**



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

**Meeting Date:** June 10, 2019  
**Subject:** Approval of Warrants Register  
**Enclosure:** Warrants Register  
**Presented By:** Lisa Whiteside, Finance Manager

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

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

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### **Staff Recommendation:**

Approve the Warrants Register as presented.

### **Background and Overview:**

The warrants register presented to the City Council is a listing of all expenditures paid from May 24, 2019 through June 6, 2019.

### **Fiscal Impact:**

There are reductions in various funds for payment of expenses.



Hughson

# Check Report

By Check Number

Date Range: 05/24/2019 - 06/06/2019

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
01458 <u>INVO002046</u>	Hamilton's Diner Invoice	05/28/2019	05/28/2019 EDC food	Regular	0.00 0.00	91.93 91.93	51678
01464 <u>INVO002077</u>	Dinella Hutsell Invoice	06/03/2019	06/03/2019 Notary Grant Deeds	Regular	0.00 0.00	15.00 15.00	51679
01080 <u>INVO002076</u>	SUBWAY Invoice	06/03/2019	06/03/2019 Budget and Finance meeting	Regular	0.00 0.00	79.98 79.98	51680

**Bank Code Payable Bank Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	3	0.00	186.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>3</b>	<b>3</b>	<b>0.00</b>	<b>186.91</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	3	0.00	186.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>3</b>	<b>3</b>	<b>0.00</b>	<b>186.91</b>

### Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH/CONSOLIDATED CASH	5/2019	91.93
999	POOLED CASH/CONSOLIDATED CASH	6/2019	94.98
			<b>186.91</b>



Hughson

# Refund Check Register

## Refund Check Detail

UBPKT00513 - 2019-5-14 UB refund sc

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
10-0230-001	HARP, STEVE	6/5/2019	51681	15.31			15.31	Deposit
10-3340-002	MUSIRITMO INC	6/5/2019	51682	56.96			56.96	Deposit
11-1340-001	RUSSO, R J	6/5/2019	51683	110.79			110.79	Deposit
11-1760-004	BAYLEY, DALE & MICHELE	6/5/2019	51684	9.12			9.12	Deposit
11-1980-002	MARTIN, PAULA	6/5/2019	51685	86.32			86.32	Deposit
12-0700-001	CARTER, DOROTHY LUCILLE	6/5/2019	51686	46.92			46.92	Deposit
12-0830-003	BEEKMAN, SARAH	6/5/2019	51687	13.50			13.50	Deposit
12-1400-001	SCHMIDT, GARY C	6/5/2019	51688	21.10			21.10	Deposit
13-0160-004	CAMACHO, DENISE	6/5/2019	51689	6.98			6.98	Deposit
13-0250-004	SWEET PROPERTIES	6/5/2019	51690	54.32			54.32	Deposit
13-2210-006	WILLDEN, CHRISTINE	6/5/2019	51691	126.87			126.87	Deposit
13-3400-001	MARTIN, ALLEN & PAULA	6/5/2019	51692	56.53			56.53	Deposit
13-3831-001	CLARKS SEPTIC	6/5/2019	51693	4.41			4.41	Deposit
14-0680-001	MONROE, ISHAMA	6/5/2019	51694	55.30			55.30	Deposit
14-1280-002	MCDONALD, JOSH/CHRISTINE	6/5/2019	51695	6.07			6.07	Deposit
14-1723-001	MILLER, ADAM & JENNIFER	6/5/2019	51696	184.53			184.53	Deposit
14-1790-002	FISHER, HALLIE & BRET	6/5/2019	51697	34.84			34.84	Deposit
14-1880-001	VARGAS, GABRIEL & HECTOR	6/5/2019	51698	82.72			82.72	Deposit
14-2100-002	HANEY, LINDA	6/5/2019	51699	42.56			42.56	Deposit
14-2560-001	COUTO, GEORGE & CARLA	6/5/2019	51700	18.27			18.27	Deposit
14-3300-002	GILGES, ARACELI & ANTONIO	6/5/2019	51701	132.54			132.54	Deposit
14-3370-002	NUNES, HESTON	6/5/2019	51702	129.76			129.76	Deposit
15-1000-001	FREEBERG, MARTIN & ASHLIE	6/5/2019	51703	139.90			139.90	Deposit
15-1270-003	FRY, JAMES & LEANN	6/5/2019	51704	139.90			139.90	Deposit
15-1490-003	LEEDOM, KRISTINE & RYAN	6/5/2019	51705	113.66			113.66	Deposit
15-2330-001	CURRY, MIKE	6/5/2019	51706	21.16			21.16	Deposit
15-2522-001	MERRIAM, JOSHUA & LAURA	6/5/2019	51707	400.00			400.00	Deposit
15-2920-003	KNIGHT, RONDA & DANIEL	6/5/2019	51708	181.22			181.22	Deposit
15-3650-001	HARRIS, CHARLES & SHANNAN	6/5/2019	51709	200.00			200.00	Deposit
16-0140-002	JOHNSON, MONIQUE	6/5/2019	51710	14.72			14.72	Deposit
16-0630-001	LEWIS, ERIC & ROBIN	6/5/2019	51711	110.12			110.12	Deposit
16-1480-001	HENDRIX, JENNY	6/5/2019	51712	90.61			90.61	Deposit
16-1780-002	MARTIN, CHRIS & KIM	6/5/2019	51713	162.22			162.22	Deposit
16-2030-001	MADISON, RAYMOND & ROBIN	6/5/2019	51714	180.29			180.29	Deposit
<b>Total Refunds: 34</b>				<b>Total Refunded Amount:</b>			<b>3,049.52</b>	

# Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	3049.52
<b>Revenue Total:</b>	<b>3049.52</b>

# General Ledger Distribution

Posting Date: 06/06/2019

Account Number	Account Name	Posting Amount	IFT
<b>Fund: 510 - WATER/SEWER DEPOSIT</b>			
510-10001	CLAIM ON CASH-WATER/SEWER DEPOSIT	-3,049.52	Yes
510-11040	CUSTOMER CREDITS	3,049.52	
	<b>510 Total:</b>	<b>0.00</b>	
<b>Fund: 999 - POOLED CASH/CONSOLIDATED CASH</b>			
999-10010	CASH IN BANK-MONEY MARKET	-3,049.52	
999-20000	DUE TO OTHER FUNDS (POOLED CASH)	3,049.52	Yes
	<b>999 Total:</b>	<b>0.00</b>	
	<b>Distribution Total:</b>	<b>0.00</b>	



## CITY COUNCIL AGENDA ITEM NO. 3.4 SECTION 3: CONSENT CALENDAR

**Meeting Date:** June 10, 2019  
**Subject:** Approval to Waive the Second Reading and Adopt Ordinance No. 2019-04, Amending Hughson Municipal Code Title Chapter 3.28 – Informal Bidding  
**Presented By:** Raul L. Mendez, City Manager  
Daniel J. Schroeder, City Attorney

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

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

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### Staff Recommendation:

Waive the second reading and adopt Ordinance No. 2019 – 04, amending Chapter 3.28 of the Hughson Municipal Code – Informal Bidding.

### Background and Overview:

The City of Hughson has adopted the California Uniform Public Construction Cost Accounting Act which allows the City to utilize informal bidding procedures when contracting for certain types of work.

Under the Act, a “Public project” means:

- Construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased, or operated facility; or
- Painting or repainting of any publicly owned, leased, or operated facility; or
- In the case of a publicly owned utility system, shall include only the construction, erection, improvement or repair of dams, reservoirs, power plants, and electrical transmission lines of 230,000 volts and higher.

“Public project” does not include maintenance work which for purposes of this section includes all of the following:

- Routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated facility for its intended purposes; or
- Minor repainting; or

- Resurfacing of streets and highways at less than one inch; or
- Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems; or
- Work performed to keep, operate, and maintain publicly owned water, power, or waste disposal systems, including but not limited to, dams, reservoirs, powerplants, and electrical transmission lines of 230,000 volts and higher.

On January 1, 2019, Assembly Bill 2249 (2017-2018) became effective and amends the provisions of the Act to increase the dollar thresholds required for informal bidding. It is appropriate for the City of Hughson to amend its ordinance to account for these changes for consistency purposes. Because the dollar thresholds identified in the Act are subject to change from time to time, the City desires to refer to the relevant sections of the Act, rather than identifying a specific amount, to ensure that Chapter 3.28 automatically incorporates any future increases, or decreases, to the dollar thresholds identified in the Act. This section of the Hughson Municipal Code was last revised by the Hughson City Council on March 20, 2014.

The following table summarizes the changes:

<b>When Bids Are Required</b>	<b>Current Hughson Municipal Code</b>	<b>Revised Hughson Municipal Code</b>
No Bids Required	Projects of \$45,000 or less may be performed by: the employees of the public agency; by force account; negotiated contract; or purchase order.	Work with a cost less than the amount specified in Section 22032 (a), may be performed by city employees by force account, by negotiated contract, or by purchase order.
Informal Bids	Contracts for work valued at \$175,000 or less may be awarded through the Act's informal bidding procedures.	Any work with a cost that does not exceed the amount specified in Section 22032 (b), may be let to contract by informal bidding procedures.
Formal Bids	Contracts for work valued at more than \$175,000 must be awarded through the Act's formal bidding procedures.	Any work with a cost that exceeds the amount specified in Section 22032 (b), must be awarded through the Act's formal bidding procedures.

Note: Per Section 22032, 2019 thresholds are \$60,000 and \$200,000.

On May 28, 2019, the Hughson City Council waived the first reading of the proposed ordinance and held a public hearing. The City Council had an opportunity to ask questions and seek clarification from City staff regarding the ordinance and its elements.

**Fiscal Impact:**

There is no fiscal impact associated with this ordinance amendment. City projects following the informal bidding procedures per the Act are historically programmed in the annual budget process or brought to the Council individually for formal consideration.

**HUGHSON CITY COUNCIL  
ORDINANCE NO 2019-04  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUGHSON  
AMENDING THE HUGHSON MUNICIPAL CODE TITLE 3, REVENUE AND  
FINANCE, CHAPTERS 3.28.010, 3.28.020, 3.28.030, 3.28.040, 3.28.050, 3.28.060, 3.28.090,  
3.28.100**

WHEREAS, the City Council of the City of Hughson voluntarily elected to become a participating agency under the Uniform Public Construction Cost Accounting Act (the “Act”) and has codified the informal bidding provisions of the Act in Chapter 3.28 of the City of Hughson Municipal Code; and

WHEREAS, Assembly Bill 2249 (2017-2018) (“AB 2249”) became effective January 1, 2019 and amends the provisions of the Act to increase the dollar thresholds required for informal bidding; and

WHEREAS, the City of Hughson desires to continue to take advantage of the benefits resulting from the increased thresholds of the Act by amending Chapter 3.28 to incorporate the changes made by AB 2249; and

WHEREAS, because the dollar thresholds identified in the Act are subject to change from time to time, the City of Hughson desires to refer to the relevant sections of the Act, rather than identifying a specific amount, to ensure that Chapter 3.28 automatically incorporates any future increases, or decreases, to the dollar thresholds identified in the Act.

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF HUGHSON DOES ORDAIN AS FOLLOWS:

**Section 1. Chapter 3.28.010 is amended in full to read as follows:**

**“3.28.010 Application.**

Contracts for Work in the amounts specified in Section 22032 shall be governed by the Act and this chapter.”

**Section 2. Chapter 3.28.020 is amended in full to read as follows:**

**“3.28.020 Definitions.**

For purposes of this chapter, the terms below are defined as follows:

- A. “Act” means the Uniform Public Construction Cost Accounting Act, Division 2, Part 3, Chapter 2 of the Public Contract Code, Section 22000 et seq.
- B. “Facility” means any plant, building, structure, ground facility, utility system, real property, streets and highways, or other public work improvement.

- C. "Maintenance work" includes, but is not limited to, all of the following:
1. Routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated Facility for its intended purposes.
  2. Minor repainting.
  3. Resurfacing of streets and highways at less than one inch.
  4. Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems.
  5. Work performed to keep, operate, and maintain publicly owned water, power, or waste disposal systems, including but not limited to, dams, reservoirs, powerplants, and electrical transmission lines of 230,000 volts and higher.
- D. "Public project" means any of the following:
1. Construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased, or operated Facility.
  2. Painting or repainting of any publicly owned, leased, or operated Facility.
  3. In the case of a publicly owned utility system, Public project shall include only the construction, erection, improvement, or repair of dams, reservoirs, powerplants, and electrical transmission lines of 230,000 volts or higher.
  4. Work that is not Maintenance work.
- E. "Section" shall refer to the most current version of the California Public Contract Code as may be amended from time to time.
- F. "Work" means either a Public project or Maintenance work as defined above."

**Section 3. Chapter 3.28.030 is amended in full to read as follows:**

**"3.28.030 Force Account.**

Work with a cost less than the amount specified in Section 22032(a), may be performed by city employees by force account, by negotiated contract, or by purchase order."

**Section 4. Chapter 3.28.040 is amended in full to read as follows:**

**“3.28.040 Informal bidding threshold.**

Any Work with a cost that does not exceed the amount specified in Section 22032(b) may be let to contract by informal procedures set forth in this chapter.”

**Section 5. Chapter 3.28.050 is amended in full to read as follows:**

**“3.28.050 Contractor’s list.**

A list of qualified contractors for Work subject to this chapter, identified according to categories of work, shall be annually developed and maintained pursuant to the requirements set forth in Section 22034 by the City of Hughson public works department in accordance with the minimum criteria determined from time to time by the Commission.”

**Section 6. Chapter 3.28.060 is amended in full to read as follows:**

**“3.28.060 Notice inviting informal bids.**

Where Work subject to the provisions of this chapter is to be performed and the Work does not meet the criteria set forth in HMC 3.28.030, or informal bidding is desired, a notice inviting informal bids shall be mailed, faxed, or emailed by the city to all contractors for the category of work to be bid, as shown on the contractor’s list, and to all appropriate construction trade journals as specified by the Commission. Additional contractors and/or construction trade journals may be notified at the city’s discretion. If there is no contractor’s list for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals specified by the Commission. If the product or service required to be performed is, in the discretion of the city’s director of public works, determined to be proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.”

**Section 7. Chapter 3.28.090 is amended in full to read as follows:**

**“3.28.090 Bids received in excess of informal bidding threshold.**

If all bids received are in excess of the amount specified in Section 22032(b), the city council may, by passage of a resolution by a four-fifths vote, award the contract up to the amount specified in Section 22034(d), or less, to the lowest responsible bidder, if the city council determines that the cost estimate was reasonable.”

**Section 8. Chapter 3.28.100 is amended to read as follows:**

**“3.28.100 Award of contracts.**

Except as specified under HMC 3.28.090, dealing with bids in excess of the amount specified in Section 22032(b), the city’s director responsible for public works is authorized to award or enter into contracts pursuant to the provisions of this chapter. If informal bidding has been solicited, the city’s director responsible for public works shall award the contract to the lowest responsible bidder. If two or more bids are the same and the lowest, the city’s director responsible for public works may accept the one he or she chooses.”

**Section 9.** This ordinance is not intended to and shall not be construed or given effect in a manner that imposes upon the city or any officer or employee thereof a mandatory duty of care toward persons and property within or without the city so as to provide a basis of civil liability for damages, except as otherwise imposed by law.

**Section 10.** If any provision of this ordinance or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. The city council hereby declares that it would have adopted this ordinance irrespective of the validity of any particular portion thereof.

**Section 11.** This ordinance shall become effective thirty (30) days after its final passage.

**Section 12.** Within fifteen (15) days after its final passage, the City Clerk shall cause this ordinance to be posted in full accordance with Section 36933 of the Government Code.

The foregoing ordinance was introduced, and the title thereof read at the regular meeting of the City Council of the City of Hughson held on May 28, 2019, and by a vote of the council members present, further reading was waived.

On motion of councilperson \_\_\_\_\_, seconded by councilperson \_\_\_\_\_, the foregoing ordinance was duly passed by the City Council of the Hughson City Council at a regular meeting thereof held on June 10, 2019, by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTENTIONS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

\_\_\_\_\_  
JERAMY YOUNG, Mayor

ATTEST:

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ASHTON GOSE  
Deputy City Clerk



## CITY COUNCIL AGENDA ITEM NO. 3.5 SECTION 3: CONSENT CALENDAR

**Meeting Date:** June 10, 2019  
**Subject:** Approval to Adopt Resolution No. 2019-15, Authorizing the City Manager and Community Development Director To Execute Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements and/or Fund Transfer Agreements for Federal and/or State Funded Transportation Projects  
**Presented By:** Lea C. Simvoulakis, Community Development Director

A handwritten signature in blue ink, appearing to be "Lea C. Simvoulakis", is written over a horizontal line.

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

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### **Staff Recommendation:**

Adopt Resolution No. 2019-15 authorizing the City Manager and Community Development Director to execute Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements and/or Fund Transfer Agreements for Federal and/or State funded transportation projects.

### **Background and Overview:**

When the City receives federal or state funding for transportation projects from the California Department of Transportation (Caltrans), the City will often enter into an agreement with Caltrans on the designated project to ensure the funding and completion of the project. Caltrans has contacted the City advising that the current Program Supplement Agreement for the Whitmore Avenue project has expired. Caltrans has requested that a resolution be adopted by the City Council authorizing members of Staff to execute and authorize these agreements when necessary. The City would like both the City Manager and the Community Development Director to become authorized agents to execute such agreements when needed. Adoption of this Resolution will allow this to occur.

### **Fiscal Impact:**

In order to receive any federal and/or state funding for transportation project, Caltrans requires that a resolution be passed that clearly identifies the representative(s) who are authorized to sign on the Agency's behalf. Should this agreement not be on file for a project, any reimbursable funds will be delayed or withheld. This would have a negative

impact on current and future transportation projects. The passage of this resolution would avoid any negative fiscal impacts.

**CITY OF HUGHSON**  
**CITY COUNCIL**  
**RESOLUTION NO. 2019-15**

**A RESOLUTION OF THE HUGHSON CITY COUNCIL AUTHORIZING THE CITY  
MANAGER AND COMMUNITY DEVELOPMENT DIRECTOR TO EXECUTE  
MASTER AGREEMENTS, PROGRAM SUPPLEMENTAL AGREEMENTS, FUND  
EXCHANGE AGREEMENTS AND/OR FUND TRANSFER AGREEMENTS FOR  
FEDERAL AND/OR STATE FUNDED TRANSPORTATION PROJECTS**

**WHEREAS**, the City of Hughson is eligible to receive Federal and/or state funding for certain transportation projects; and,

**WHEREAS**, Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements and/or Fund Transfer Agreements need to be executed with the California Department of Transportation before such funds could be claimed; and;

**WHEREAS**, the City of Hughson desires to delegate the City Manager and Community Development Director the authority to execute all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements and/or any amendments thereto with the California Department of Transportation; and,

**NOW THEREFORE, BE IT RESOLVED** that the City Council does hereby delegate to the City Manager and Community Development Director authority to execute all Master Agreements, Program Supplemental agreements, Fund Exchange Agreements, Fund Transfer Agreements and/or any amendments for Federal and/or state funded transportation projects.

**PASSED AND ADOPTED** by the Hughson City Council at a regular meeting thereof held on June 10, 2019 by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

\_\_\_\_\_  
**JERAMY YOUNG, Mayor**

**ATTEST:**

\_\_\_\_\_  
**ASHTON GOSE, Deputy City Clerk**



## **CITY COUNCIL AGENDA ITEM NO. 4.1**

### **SECTION 4: UNFINISHED BUSINESS**

**Meeting Date:** June 10, 2019  
**Subject:** Consideration to Accept Recommendations for Changes to the Recreational Vehicle Parking Rules in the Hughson Municipal Code  
**Presented By:** Lea C. Simvoulakis, Community Development Director

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

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#### **Staff Recommendation:**

Accept recommended changes to the Recreational Vehicle Parking Rules in the Hughson Municipal Code.

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

At the January 28, 2019 City Council meeting, City staff provided Council with the current rules and regulations related to the storage and parking of Recreational Vehicles (RVs) on private property and on public streets. This discussion arose after a member of the community requested that the City Council re-evaluate the rules and regulations related to the storage of RVs and other similar uses at the January 14, 2019 meeting. Prior to this meeting, the Code Enforcement Officer received several complaints about RVs being parked on City streets and on private property. Community concerns ranged from RVs being parked in the side setback areas without being shielded from public view, RVs encroaching into the public-right-of-way, and RVs being parked on the City street and moved only a few feet to comply with the 72-hour parking requirement. Similar complaints were raised by a member of the community during the November 13, 2018 City Council meeting.

Staff has returned to the City Council to recommend changes to the Hughson Municipal Code that will address the various concerns posed by the community. Should Council accept these recommendations, or request revised recommendations, staff will then present Code changes to Council for formal consideration as an ordinance amendment with the required noticing and hearing to encourage public input.

#### **Discussion:**

Currently, Title 10, the Vehicle and Traffic Code, allows RVs, motor homes, travel trailers, fifth wheels trailers, trailers with boats and houseboats, to be parked on the public street for a period of 72 hours within any period of seven consecutive days. Title 17, the Zoning Code, allows one RV or similar type vehicle to be stored on private property. Other regulations related to temporary habitation of RVs exist in the Code, but Titles 10 and 17 are silent regarding specific storage criteria on private property.

### 1. The 72-hour Rule

Hughson Municipal Code (HMC) Section 10.32.300 Recreation Vehicles identifies that the unrestricted parking of recreational vehicles on public streets leads to their unlawful occupation as dwelling units, congests traffic, and constitutes a hazard to the public safety in that recreation vehicles restrict visibility. For this reason, this section identifies a limited time period of 72 hours within a period of seven consecutive days that RVs and similar-type vehicles can be parked on any public street, alley or highway.

#### Recommendation:

Staff does not recommend changing this code section. This rule is consistent with the California Vehicle Code and municipalities throughout the state abide but this rule.

As a recommendation, staff could create a permit that allows residents an exception to this rule for up to a certain amount of days if they know they will have visiting guests or will need to store their RV on the street longer than 72. Staff believes the limit of seven days is appropriate but could extend this limit to 10 days if the Council wishes. The addition of a permit issued by the City will give property owners assurance that they will not be cited for a code violation, and it will provide neighbors with notice that a specific RV will be parked on the street for a specified period of time.

### 2. Number of Vehicles

Section 17.03.52.D of the HMC identifies that one mobile home, camper, motor home or trailer may be stored on a property.

#### Recommendation:

Staff does not recommend changing the number of allowed vehicles. Staff recommends expanding the restriction to include boats, boat trailers, jet skis, jet ski trailers, and utility trailers.

### 3. Temporary Use for RVs in Residential Zones

Section 17.03.52.G outlines specific regulations for the temporary use of RVs in residential zones. This code section only provides rules and regulations relating to the storage of RVs on a single lot when the RV is being used for a period of time when there is construction on the lot and living in the main dwelling unit is not

possible due to the construction project. In this section, there are locational requirements for placement of the RV in the yard (must not be in the setback areas) and vehicle placement to minimize visibility from the public-right-of-way or adjacent properties.

Recommendation:

Staff does not recommend changing any part of this code section.

4. Storage location of RVs on Private Property not for Temporary Use

The Hughson Municipal Code does not regulate where an RV can be stored on private property. Based on the common complaints related to this topic, staff recommends that rules related to storage location, shielding requirements, and type of storage surface be added to the Zoning Ordinance.

Recommendation: Front Setback

Staff recommends that RVs be required to park outside the front setback area. The front setback in the R-1 and R-2 Zoning Districts is 20 feet. This means that an RV cannot be parked in the driveway of a home in the R-1 and R-2 residential districts unless the driveway is longer than 20 feet. This restriction will ensure that RVs do not create any visibility issues for adjacent neighbors. This also prevents RVs from encroaching into the public right of way.

Recommendation: Rear and Side Setback

Staff recommends that RVs be allowed to park in the rear and side setback areas of a property as long as it is shielded by a solid, opaque, screening fence or wall that is at least six feet in height. Vegetation that provides full screening from the ground to a minimum height of six feet is acceptable. All fencing will have to abide by the setback requirements of the Zoning District the property is located in. The side setback requirement in the R-1 Zoning District is eight feet, and five feet in the R-2 Zoning District. If it is a corner lot in either district the setback is 15 feet.

5. Grandfathering Clause

Council requested that staff explore a “grandfathering clause” for RVs that are currently parked on private property.

Recommendation:

Staff explored this concept and felt that determining standards to use for grandfathering certain RVs over others was too vague and difficult to enforce. The ability to park an RV on private property prior to the proposed zoning changes wasn't done through a documentation process. No permit was issued “allowing” property owners to park an RV on private property and no documentation was made identifying the date a homeowner started storing an RV on private property. Therefore, there is no real standard to start the grandfathering process from. For these reasons, staff does not recommend a grandfathering clause.

However, Council could request that staff establish a registration process to register current RVs on private property. This process would require owners who currently park their RVs on private property to register their vehicles with the City by a certain date. Those owners that comply with the registration process by a certain date could be “grandfathered”, and those that don’t will not be “grandfathered”. However, this puts the onus on the property owner to register their vehicle with the City. Council will need to direct staff as to whether they support a charge for this service since it will take staff time and resources to establish this registration process and maintain the records moving forward.

#### 6. Unimproved Surface

Staff was asked to explore what type of surfaces and RV could be parked on. Section 17.03.060.B.C prohibits parking any vehicle on unimproved surfaces. An unimproved surfaces is defined as “unpaved areas, earthen or bare lots, lawns, landscaping, parks, parkways, gardens and similar types of surfaces”. Staff was asked to further define paved surfaces.

#### Recommendation:

Staff recommends defining paving as “concrete, asphalt, paving stones or other impervious surface approved by the Community Development Director”.

#### **Fiscal Impact:**

There is no immediate fiscal impact associated with this discussion item. RV parking requirements within the City limits are currently enforced by the part-time Code Enforcement Officer on a complaint-driven basis. Depending on the level of revisions made to the Hughson Municipal Code there may be a need to allocate additional staffing resources for enforcement.