



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

AGENDA
MONDAY, MARCH 26, 2012 – 7:00 P.M.

CALL TO ORDER: Mayor Ramon Bawanan

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

FLAG SALUTE:

INVOCATION:

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

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

2. PRESENTATIONS:

2.1: Update on Zumba Class/Promotoras.
(Alma Alcazar, Hughson Family Resource Center)

3. CONSENT CALENDAR:

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

- 3.1: Approval of the March 12, 2012 Regular City Council Minutes.
- 3.2: Approval of the Warrants for the Month(s) of March.
- 3.3: Approval of the Treasurers Report for February 2012.
- 3.4: Adoption of Resolution No. 2012-16, in recognition and support of the “Choose Civility” Initiative, encouraging others to participate in this campaign through activities that demonstrate to the public the importance of Civility.

4. UNFINISHED BUSINESS: None.

5. PUBLIC HEARINGS: None.

6. NEW BUSINESS:

- 6.1: Consideration of Resolution No. 2012-17, A Resolution of the City Council of the City of Hughson Adopting the 2011 Annual General Plan Progress Report, as well as the Annual Progress Report on Implementation of the Housing Element.
- 6.2: Consideration of Resolution No. 2012-18, a Resolution of the City, in its capacity as the Successor Agency to the City of Hughson Redevelopment Agency Remitting \$800,000 in Unencumbered Low and Moderate Income Housing Funds of the former Hughson Redevelopment Agency to the Stanislaus Auditor-Controller pursuant to California Health and Safety Code section 34177(d).
- 6.3: Consider Appointments to the Successor Agency Oversight Board.
- 6.4: Review and Discuss the Goals of the City Manager.

7. CORRESPONDENCE: None.

8. COMMENTS:

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

City Manager:

City Clerk:

Community Development Director:

Director of Finance:

Police Services:

City Attorney:

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

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

9. CLOSED SESSION: None.

10. REPORT FROM CLOSED SESSION: None.

ADJOURNMENT:

WAIVER WARNING

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

UPCOMING EVENTS:

March 26	▪ Economic Development Committee Meeting, City Hall, 5:30pm
March 26	▪ City Council Meeting, Council Chambers, 7:00pm
March 27	▪ Community Coffee with Assembly member Kristin Olsen, 6-7:00pm, Readers Hall, Hughson High School
April 14	▪ Hughson Arboretum & Gardens, Open Garden Event, 1:00-4:00pm
April 28	▪ Citywide Garage Sale Day, All Day, No Charge for Residents
April 28	▪ LOVE Hughson Event at Rolland Starn Park 9:00-12:00pm
April 28	▪ Children’s Health Festival 9-1:00pm, Downtown on 3rd Street
May 5	▪ Citywide Clean Up Day, Walker and Tully, 7:30am-2:30pm
May 12	▪ Annual Chicken BBQ, Hughson Fire, 4:00-8:00pm at the Station, 883-2863
June 18	▪ Local Community Blood Drive, United Methodist Church, 3:00-7:00pm

RULES FOR ADDRESSING CITY COUNCIL

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

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

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

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

AFFIDAVIT OF POSTING

DATE: March 23, 2012 **TIME:** 5:00pm
NAME: Dominique Spinale **TITLE:** Deputy City Clerk

Notice Regarding Non-English Speakers:

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

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

MINUTES
MONDAY, MARCH 12, 2012 – 7:00 P.M.

CALL TO ORDER: Mayor Ramon Bawan

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

Absent: Councilmember Jill Silva (excused)

Staff Present: Bryan Whitemyer, City Manager
 Dan Schroeder, City Attorney
 Darin Gharat, Chief of Police Services
 Thom Clark, Community Development Director
 Lisa Whiteside, Finance Manager
 Sam Rush, Public Works Superintendent

FLAG SALUTE: Mayor Ramon Bawan

INVOCATION: Mayor Ramon Bawan

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: Administer the Oath of Office to Planning Commissioner Julie Ann Strain.

City Manager Whitemyer Administered the Oath of Office to Julie Strain. Commissioner Strain was reappointed by the City Council to the Hughson Planning Commission at the February 27th meeting.

2.2: Financial Sustainability: Understanding the Cost of Annexation.
(PowerPoint)

Community Development Director Clark presented the PowerPoint presentation to the Council. The Council discussed the PowerPoint. No action was taken.

2.3: Developer Impact Fee Comparison. (PowerPoint)

Community Development Director Clark presented the PowerPoint presentation to the Council. The Council discussed the PowerPoint. No action was taken.

3. CONSENT CALENDAR:

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

3.1: Approval of the February 27, 2012 Regular City Council Minutes.

3.2: Approval of the Warrants for the Month(s) of February and March.

3.3: Approval of the Treasurers Report for December 2011 and January 2012.

3.4: Approval of Resolution No. 2012-14, waiving the fees for the City-Wide Yard Sale scheduled for April 28, 2012.

Consent Calendar Item 3.3 was pulled for discussion.

Beekman/Carr 4-0-0-1 (Silva-absent) motion passes to approve Items 3.1, 3.2, and 3.4 of the Consent Calendar.

Beekman/Carr 4-0-0-1 (Silva-absent) motion passes to approve Item 3.3 of the Consent Calendar.

4. UNFINISHED BUSINESS: None.

5. PUBLIC HEARINGS: None.

6. NEW BUSINESS:

6.1: Consider adoption of Resolution No. 2012-15, approving an alternate method of apportionment as the basis for determining the City's share of LAFCO operating expenses by substituting total revenue with assessed property value in the established formula.

City Manager Whitemyer presented this Item to the Council. Council deliberated on this item.

Carr/Young 4-0-0-1 (Silva-absent) motion passes to adopt Resolution No. 2012-15, approving an alternate method of apportionment as the basis for determining the City's share of LAFCO operating expenses by substituting total revenue with assessed property value in the established formula.

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)

Council members Carr, Silva, Young, and Beekman provided updates on their attendances at the Committees and Boards that each of them are seated on.

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

Mayor Bawanani provided an update on his attendance at the Committees and Boards that each of them are seated on.

9. CLOSED SESSION:

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

Two (2) potential cases

10. REPORT FROM CLOSED SESSION:

The Council returned from Closed Session. All members were presented except Councilmember Silva. No reportable action was taken.

ADJOURNMENT: This meeting adjourned at approximately 8:00pm.

RAMON BAWANAN, Mayor

DOMINIQUE SPINALE, Deputy City Clerk

REPORT.: Mar 22 12 Thursday
 RUN....: Mar 22 12 Time: 14:52
 Run By.: KATHY DAHLIN

City of Hughson
 Cash Disbursement Detail Report
 Check Listing for 03-12 Bank Account.: 0100

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

fw

Check Number	Check Date	Vendor Number	Name	Net Amount	-----Payment Information-----	
					Invoice #	Description
42080	3/20/2012	FIR06	FIRE2WIRE	\$ (35.00)	1790985u	Ck# 042080 Reversed
42174	3/9/2012	SYN01	SYNECTIC TECHNOLOGIES	\$ (6,495.30)	49852u	Ck# 042174 Reversed
42179	3/16/2012	AFL01	AFLAC	\$ 941.45	527710	AFLAC
42180	3/16/2012	ARR00	ARROWHEAD MOUNTAIN SPRING	\$ 24.03	02C002566	BOTTLED WATER
42181	3/16/2012	ATT01	AT&T	\$ 21.00	B20309	PHONE
42182	3/16/2012	BLU00	BLUE SHIELD	\$ 10,482.00	B20315	HEALTH PREM. 4/12
				\$ 591.00	C20315	COBRA PREMIUM D.PAUL 4/12
				\$ 948.00	D20315	PREMIUM S. MENDOZA 4/12
			Check Total:	\$ 12,021.00		
42183	3/16/2012	BLU03	BLUE SHIELD OF CALIFORNIA	\$ 108.20	B20315	MEDICAL PREM. D. MENDOZA 4/12
42184	3/16/2012	CAL40	CALIFORNIA WATER	\$ 900.00	B20315	TRAINING CLASS FOR COLLECTION LICENSE RON/TONY
42185	3/16/2012	CLA03	CLARK'S PEST CONTROL	\$ 102.00	12530157	PEST CONTROL
				\$ 57.00	12562519	PEST CONTROL
			Check Total:	\$ 159.00		
42186	3/16/2012	CLA05	CLARK, THOM	\$ 80.00	B20313	DAMAGE DEPOSIT 12/11/11
42187	3/16/2012	EMP01	STATE OF CALIFORNIA	\$ 1,336.29	B20316	PAYROLL TAXES
42188	3/16/2012	HAR02	THE HARTFORD	\$ 604.63	B20316	DEFERRED COMPENSATION
42189	3/16/2012	HUG11	HUGHSON FARM SUPPLY	\$ 32.65	0374461IN	PTO SWITCH FOR RIDING MOWER
				\$ 51.25	0376088IN	GREASE GUN
			Check Total:	\$ 83.90		
42190	3/16/2012	IKO02	IKON FINANCIAL SERVICES	\$ 1,337.04	86637908	COPIER LEASE
42191	3/16/2012	MCR01	MCR ENGINEERING, INC	\$ 7,050.00	9106	ENGINEER SVCS 2/12
42192	3/16/2012	MEN05	DARIO MENDOZA	\$ 80.92	B20315	MEDICAL REIMB.
42193	3/16/2012	NEU01	NEUMILLER & BEARDSLEE	\$ 1,200.00	247050	LEGAL SVCS - GENERAL 2/12
				\$ 6,490.94	247054	LEGAL SVCS - GENERAL 2/12
				\$ 120.00	247055	LEGAL SVCS PLANNING & BLD 2/12
				\$ 150.00	247056	LEGAL SVCS REDEVELOPMENT 2/12
			Check Total:	\$ 7,960.94		
42194	3/16/2012	OPE01	OPERATING ENGINEERS LOCAL	\$ 389.00	B20313	LOCAL UNION #3 DUES
42195	3/16/2012	PER01	P.E.R.S.	\$ 7,784.27	B20316	RETIREMENT
42196	3/16/2012	QUI03	QUICK N SAVE	\$ 185.56	1-0810	DIESEL
				\$ 77.82	1-1116	DIESEL
			Check Total:	\$ 263.38		

42197	3/16/2012	STA23	CitiStreet	\$	20.00	B20316	DEFERRED COMPENSATION
42198	3/16/2012	SYN02	SYNAGRO SOUTHWEST	\$	6,495.30	49852	SLUDGE REMOVAL
42199	3/16/2012	UNI07	UNITED WAY OF STANISLAUS	\$	9.00	B20316	UNITED WAY
42200	3/16/2012	UNI08	UNION BANK OF CALIFORNIA	\$	70,854.44	B20313	RDA TAX ALLOCATION FOR DEBT
42201	3/16/2012	USH00	US HEALTHWORKS MEDICAL	\$	94.00	2049188CA	PROFESSIONAL SVCS
42202	3/16/2012	\A004	AMARAL, CHRIS	\$	41.11	000B20301	MQ CUSTOMER REFUND FOR AMA0009
42203	3/16/2012	\B013	BAYLEY, MICHELE	\$	129.20	000B20301	MQ CUSTOMER REFUND FOR BAY0001
42204	3/16/2012	\B014	BERDION, RICHARD	\$	83.07	000B20301	MQ CUSTOMER REFUND FOR BER0007
42205	3/16/2012	\B015	BICKEL, NADRA	\$	39.30	000B20301	MQ CUSTOMER REFUND FOR BIC0002
42206	3/16/2012	\B016	BILLINGS, RON	\$	77.07	000B20301	MQ CUSTOMER REFUND FOR BIL0002
42207	3/16/2012	\C011	CARLYLE, RICK	\$	26.62	000B20301	MQ CUSTOMER REFUND FOR CAR0037
42208	3/16/2012	\C012	COLSTON, CHRIS	\$	34.10	000B20301	MQ CUSTOMER REFUND FOR COL0029
42209	3/16/2012	\C013	CONALE, JUAN & ALICIA	\$	293.64	000B20301	MQ CUSTOMER REFUND FOR CON0019
42210	3/16/2012	\D001	DELWORTH, JENIFER & SETH	\$	45.83	000B20301	MQ CUSTOMER REFUND FOR DEL0012
42211	3/16/2012	\E008	EXIT REALTY,	\$	62.79	000B20301	MQ CUSTOMER REFUND FOR EXI0001
42212	3/16/2012	\F008	FONG, REGINALD	\$	12.87	000B20301	MQ CUSTOMER REFUND FOR FON0003
42213	3/16/2012	\G006	GOMEZ, CHRISTOPHER & SONI	\$	85.34	000B20301	MQ CUSTOMER REFUND FOR GOM0006
42214	3/16/2012	\L002	LOESER, JENNIFER	\$	80.00	000B20301	MQ CUSTOMER REFUND FOR LOE0001
42215	3/16/2012	\O003	OLIVERA, CLARENCE	\$	72.76	000B20301	MQ CUSTOMER REFUND FOR OLI0007
42216	3/16/2012	\P008	PANTOJA, RAFAEL	\$	33.36	000B20301	MQ CUSTOMER REFUND FOR PAN0005
42217	3/16/2012	\R001	RUMBECK, LARRY LANDLORD'S	\$	58.13	000B20301	MQ CUSTOMER REFUND FOR RUM0002
42218	3/22/2012	ATT01	AT&T	\$	1,362.00	B20320	PHONE
42219	3/22/2012	AVA00	AVAYA, INC	\$	125.16	273171834	PHONE
				\$	135.66	273174880	PHONE
			Check Total:	\$	260.82		
42220	3/22/2012	BLU02	BLUE SHIELD OF CALIFORNIA	\$	110.00	B20316	HEALTH PREM. D.MENDOZA 4/12
42221	3/22/2012	BRE01	W.H. BRESHEARS	\$	797.16	222343	FUEL
42222	3/22/2012	CON14	CONDOR EARTH TECHNOLOGIES	\$	2,137.68	63436	WWTP GROUNDWATER MONITORING 2/12
42223	3/22/2012	ENV01	ENVIRONMENTAL MANAGEMENT	\$	10,066.78	916	CONSULINT SVCS WATER & WASTE
42224	3/22/2012	ENV02	ENVIRONMENTAL SYSTEMS	\$	1,788.93	26010	STREET SWEEPING 2/2012
				\$	1,788.93	26049	STREET SWEEPING 3/2012
			Check Total:	\$	3,577.86		
42225	3/22/2012	ERV00	E.R. VINE & SONS, INC.	\$	3,156.76	496058	RED DIESEL
42226	3/22/2012	EZN00	EZ NETWORK SOLUTIONS	\$	124.95	24493	EDIT WEB SITE
				\$	2,158.70	TS24557	IT SVCS 4/2012
			Check Total:	\$	2,283.65		
42227	3/22/2012	FED02	FED EX	\$	27.23	782443775	SHIPPING
42228	3/22/2012	FIR07	FIRST STREET FRAME	\$	75.18	50326	FRAMING RESOLUTION
42229	3/22/2012	MEL00	MELLO TRUCK REPAIR CO	\$	587.36	25683	REPAIR VACTOR TRUCK
42230	3/22/2012	MUN01	MUNIMETRIX	\$	495.00	B20321	CONVERSION OF PAPER FLOW LICENSE
				\$	1,878.00	C20321	IMAGE SOFTWARE SUPPORT
			Check Total:	\$	2,373.00		
42231	3/22/2012	PIT01	PITNEY BOWES	\$	507.00	7062855	POSTAGE MACHINE RENTAL
42232	3/22/2012	SHR02	SHRED-IT CENTRAL CA	\$	111.72	940012056	SHREDDING
42233	3/22/2012	STA01	STANISLAUS COUNTY	\$	49,473.27	B20320	COUNTY PUBLIC FACILITIES FEES

42234	3/22/2012	STA29	STANISLAUS COUNTY	\$	231.00	710332D	HAZARDOUS MATERIALS/GENERATOR FEE #35071
				\$	339.00	710425D	HAZARDOUS MATERIALS/GENERATOR FEE #35333
			Check Total:		----- \$ 570.00		
42235	3/22/2012	STA47	STANISLAUS COUNTY SHERIFF	\$	5,140.07	1112-248	VEHICLE CHARGES 2/12
42236	3/22/2012	SUN00	SUNRISE ENVIRONMENTAL SCI	\$	547.08	14969	GRAFFITI REMOVER
42237	3/22/2012	TID01	TURLOCK IRRIGATION DIST.	\$	171.34	B20320	2012 WATER CHARGE
42238	3/22/2012	TUR12	TURLOCK, CITY OF	\$	249.00	2012-33	CNG FUEL
42239	3/22/2012	UNI08	UNION BANK OF CALIFORNIA	\$	1,978.00	7745	RDA TAX ALLOCATION BOND ADM FEE
42240	3/22/2012	WIL12	WILBUR-ELLIS COMPANY	\$	(8.37)	5952524C	RETURN
				\$	34.74	6029002	RODENT CONTROL
			Check Total:		----- \$ 26.37		
			Cash Account Total:		----- \$ 198,852.01		
			Total Disbursements:		----- \$ 198,852.01		
					=====		



CITY OF HUGHSON AGENDA ITEM NO. 3.3

SECTION 3: CONSENT CALENDAR

Meeting Date: March 26, 2012
Subject: Treasurer's Report – February 2012
Presented By: Lisa Whiteside, Finance Manager

Approved By: _____

Enclosed you will find the City of Hughson Treasurer's Report for February 2012. After review and evaluation of the report, I have researched the following Fund's with a deficit balance. After discussion with other management staff personnel, I submit the following detailed explanation:

General Fund:

The General Fund currently reflects a negative balance of (\$31,988.11). City expenditures and revenues are currently performing as projected, and consistent with our fiscal plan. The current deficit is merely a cash flow condition, which will be resolved upon receipt of revenues.

Public Facilities Development Streets Fund:

The Public Facilities Development Streets Fund currently reflects a negative balance of (\$965,969.33). The deficit is a result of the Euclid Bridge Project, which was constructed in Fiscal Year 2006/2007, for approximately \$1.3 million. The project was completed in anticipation of funding from Developer Impact Fees collected from new development. Unfortunately, the housing market declined significantly and the new development never materialized. Once the economy strengthens and new building starts again, we can recognize additional developer impact fees and reduce the deficit more quickly.

Water Developer Impact Fee Fund:

The Water Developer Impact Fee Fund currently reflects a negative balance of (\$660,811.25). The City has submitted a claim for Well 8 project costs in the amount of \$26,000 for reimbursement. We expect to receive a check in this amount from the California Department of Public Health (CDPH) in the next few weeks. We have also submitted a reimbursement request to CDPH for approval of \$67,000 in change order costs. If the City receives both of these reimbursements totaling \$93,000 the new deficit

will be (\$567,811.25). After extensive review City staff discovered that the remaining deficit is attributable to settlement arrangements that were made in FY 2008/2009 and FY 2009/2010 for the Water Tank on Fox Road near Charles Street. During that period the City paid out \$650,000 in settlements.

This account will be in a deficit position until additional development occurs and developer impact fees are collected to cover those costs. The City has received the majority of the grant funds associated with the Well # 8 project. The \$93,000 in reimbursements is all that is left for the City to collect for Well #8 project costs.

Transportation Capital Project Fund:

The Transportation Capital Project Fund currently reflects a negative balance of (\$278,527.68). The City has submitted additional claims for reimbursement of our expenditures to the State of California. Additional entries may be necessary to cover the "Match" portion of expenditures. Staff is currently auditing this fund and will provide more detailed information on future reports.

Recommendation:

Staff recommends the City Council review and receives the enclosed City of Hughson Treasurer's Report for February 2012.

**City of Hughson
Treasurer's Report
FEBRUARY 2012**

	MONEY MARKET	GENERAL	REDEVELOPMENT**	TOTAL
Bank Statement Totals	\$ 5,622,436.02	\$ 808,582.39	\$ 206,385.46	\$ 6,637,403.87
Adjustment-Direct Deposit Payroll	\$ -			\$ -
Outstanding Deposits +	\$ 219.81	\$ 871.88	\$ -	\$ 1,091.69
Outstanding Checks/transfers -	\$ 13,962.81	\$ (202,504.07)	\$ -	\$ (188,541.26)
ADJUSTED TOTAL	\$ 5,636,618.64	\$ 606,950.20	\$ 206,385.46	\$ 6,449,954.30
Investments: Various				\$ 972,637.79
California Bank Trust				\$ 355,068.45
Multi-Bank WWTP				\$ 1,374,004.16
Investments: L.A.I.F.		\$ 39,062.80	\$ 38,938.59	\$ 78,001.39

TOTAL CASH & INVESTMENTS **\$ 9,229,666.09**

<u>Books - All Funds</u>	<u>February 2011</u>	<u>February 2012</u>
2 Water/Sewer Deposit	23,940.19	26,613.50
4 Sale of Vehicle	25,682.17	0.00
5 AB939 Source Reduction	16,587.53	0.00
7 Public Safety Augmentation	16,472.18	0.00
8 Vehicle Abatement	-28,686.30	5,106.00
11 Traffic Congestion Fund	77,858.59	118,342.76
13 Redevelopment - Debt Service	297,847.18	423,902.87
14 Redevelopment - Housing	759,401.76	815,442.69
15 Redevelopment - Capital Projects	-182,833.48	-339,421.87
17 Federal Officer Grant	6,620.00	6,620.00
19 Asset Forfeiture	1,662.82	1,660.43
25 Gas Tax 2106	55,562.15	44,358.08
30 Gas Tax 2107	32,460.11	17,630.66
31 Gas Tax 2105	100,398.31	89,759.55
35 Gas Tax 2107.5	9,654.07	12,672.14
40 General Fund	-10,295.85	-31,988.11
401 General Fund Contingency Reserve	667,274.09	669,391.78
48 Senior Community Center	-13,404.72	-468.35
49 IT Reserve	0.00	15,000.00
50 U.S.F. Resource Com. Center	16,147.76	5,326.54
51 Self-Insurance	101,542.90	104,644.52
52 CLEEP(California Law Enforcement E	201.07	0.00
53 SLESF (Supplemental Law Enforcem	157,134.92	217,824.75
54 Park Project	294,965.42	337,785.47
60 Sewer O & M	-472,272.58	323,137.93
61 Sewer Fixed Asset Replacement	719,299.57	1,167,492.27
66 WWTP Expansion 2008	2,715,419.87	3,425,455.29
70 Local Transportation	-35,510.97	39,686.03
71 Transportation	-520,522.78	-278,527.68
100/200 LLD's and BAD's	169,137.59	90,863.86
80 Water O & M	53,033.58	250,366.39
82 Water Fixed Asset Replacement	-40,357.69	19,418.04
80 Water Reserve-USDA GRANT	21,524.50	21,524.50
90 Garbage/Refuse	59,858.34	175,878.84
91 Misc. Grants	-133,751.45	-36,898.02
92 98-EDBG-605 Small Bus. Loans	93,462.15	93,585.12
94 96-EDBG-438 Grant	404.01	403.43
95 94-STBG-799 Grant	151,854.63	156,501.46
96 HOME Program Grant (FTHB)	37,762.07	37,810.91
97 96-STBG-1013 Grant	7,722.09	15,306.80
98 HOME Rehabilitation Fund	-1,084.71	-1,084.71
Developer Impact Fees ***	746,515.89	1,188,542.22
TOTAL ALL FUNDS:	5,998,686.98	9,229,666.09

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

<u>Break Down of Impact Fees ***</u>		
10 Storm Drain	5,385.79	54,541.27
20 Community Enhancement	79,595.40	104,336.26
41 Public Facilities Development	2,132,218.26	1,642,089.26
42 Public Facilities Development-Streets	-1,038,598.43	-965,969.33
55 Parks DIF	28,711.63	144,875.18
62 Sewer Developer Impact Fees	821,325.51	869,480.83
81 Water Developer Impact Fees	-1,282,122.27	-660,811.25
Break Down of Impact Fees ***	746,515.89	1,188,542.22

**Cash Held by Fiscal Agent-2006 Bond Issue

Lisa Whiteside, Treasurer

Date



CITY OF HUGHSON AGENDA ITEM NO. 3.4

SECTION 3: CONSENT CALENDAR

Meeting Date: March 26, 2012
Subject: Choose Civility Initiative
Presented By: Dominique Spinale, Management Analyst

Approved By: _____

RECOMMENDATION:

Staff recommends the adoption of Resolution No. 2012-16, in recognition and support of the "Choose Civility" Initiative, encouraging others to participate in this campaign through activities that demonstrate to the public the importance of Civility.

BACKGROUND AND OVERVIEW:

Tom Changnon, Stanislaus County Superintendent of Schools visited the City of Hughson and shared with the City Council the Choose Civility Initiative. Civility is a core value of a well functioning community and one of its defining components. Quality of life depends in great part on how community members treat each other.

This initiative promotes the importance of civility in a world becoming less civil and encourages community members to choose positive and respectful behaviors in their personal lives and work lives. The City Council requested that Staff bring forward a Resolution to be adopted in recognition and support of the Choose Civility Initiative.

CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2012-16

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON IN
RECOGNITION AND SUPPORT OF THE STANISLAUS COUNTY OFFICE OF
EDUCATION CHOOSE CIVILITY INITIATIVE**

WHEREAS, Civility is a core value of a well functioning community and one of its defining components; and

WHEREAS, the Civility level in a community underscores its general health and wellness, and quality of life depends in a great part on how community members treat each other; and

WHEREAS, concern for the common good and well-being of all citizens is one of the highest virtues of American Democracy; and

WHEREAS, two-thirds of the people believe that American society is uncivil; and seventy-two percent of Americans think the problem has increased worse in recent years; and

WHEREAS, the American people strongly believe that every citizen is responsible for improving such behavior; and

WHEREAS, in collaboration with organizations throughout the community the Stanislaus County Office of Education is implementing the "Choose Civility" Campaign to promote civil behavior;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hughson does hereby recognize and support the "Choose Civility" Initiative and encourages others to participate in this campaign through activities that demonstrate to the public the importance of Civility.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regularly scheduled meeting held on this 26th day of March 2012 by the following roll call votes:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

RAMON BAWANAN, Mayor

ATTEST:

DOMINIQUE SPINALE, Deputy City Clerk



CITY OF HUGHSON AGENDA ITEM NO. 6.1

SECTION 6: NEW BUSINESS

Meeting Date: March 26, 2012

Subject: Consideration of Resolution No. 2012-17, A Resolution of the City Council of the City of Hughson Adopting the 2011 Annual General Plan Progress Report, as well as the Annual Progress Report on Implementation of the Housing Element

Presented By: Thom Clark, Community Development Director

Approved By: _____

RECOMMENDATION:

Adopt Resolution No. 2012-17, A Resolution of the City Council of the City of Hughson Adopting the 2011 Annual General Plan Progress Report, as well as the Annual Progress Report on Implementation of the Housing Element

BACKGROUND AND OVERVIEW:

Pursuant to Government Code Section 65400, the Planning Commission must provide an annual report by April 1 of each year to the City Council, the Office of Planning and Research, and the Department of Housing and Community Development on the progress made toward implementing the General Plan goals and policies during the prior year's reporting period.

The Annual Progress Report must include all of the following: a) the status of the General Plan and progress in its implementation, b.) the progress in meeting its share of the regional housing needs and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing, the degree to which its approved general plan complies with the guidelines developed and adopted pursuant to Section 65040.2 as well as the date of the last revision to the general plan.

When reviewing annual General Plan progress the Planning Commission must also investigate and make recommendations to the City Council regarding reasonable and practical means for implementing the general plan or element of the general plan, so that it will serve as an effective guide for the orderly growth and development, preservation and conservation of open-space land and natural

resources, and the efficient expenditure of public funds relating to the subjects addressed in the general plan.

At its regularly scheduled meeting of March 20, 2012, the Hughson Planning Commission adopted Resolution No. PC 2012-03 (attached) approving the 2011 General Plan Progress Report, with no further recommendations to the City Council regarding reasonable and practical means for implementing the General Plan.

ANNUAL PROGRESS REPORT ON THE CITY OF HUGHSON GENERAL PLAN – 2011

INTRODUCTION

The City of Hughson's Planning Commission is required by Government Code Section 65400 to present an annual report to its legislative body (City Council), the Office of Planning and Research (OPR), and the Department of Housing and Community Development (H&CD) by April 1 of each year.

The purpose for the Annual Progress Report is to assess how the General Plan is being implemented in accordance with adopted goals, policies and implementation measures; identify any necessary adjustments or modifications to the General Plan as a means to improve local implementation; provide a clear correlation between land use decisions that have been made during the 12-month reporting period and the goals, policies and implementation measures contained in the General Plan; and to provide information regarding local agency progress in meeting its share of regional housing needs.

The Annual Report must include all of the following: a) the status of the plan and progress in its implementation, b.) the progress in meeting its share of the regional housing needs and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing, the degree to which its approved general plan complies with the guidelines developed and adopted pursuant to Section 65040.2 as well as, (c) the date of the last revision to the general plan.

Additionally, the Planning Commission must investigate and make recommendations to the City Council regarding reasonable and practical means for implementing the general plan or element of the general plan, so that it will serve as an effective guide for the orderly growth and development, preservation and conservation of open-space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the general plan.

GENERAL PLAN

Hughson's General Plan was adopted on December 12, 2005. The General Plan contains the seven State-required elements, which are land use, circulation, housing, conservation, open space, noise and safety. The Housing Element was adopted separately in 2004 and was updated and certified by H&CD in 2009. The State allows the combining of elements or the addition of new elements as long as the required seven elements are present in some fashion. Hughson's General Plan combines the required conservation and open space elements and adds a public services and facilities element. The Hughson General Plan therefore contains the following elements:

1. Land Use; 2. Circulation; 3. Conservation and Open Space; 4. Public Services and Facilities;
5. Safety; 6. Noise and; 7. Housing.

Local governments are required to keep their General Plans current and internally consistent. There is no specific requirement that a local government update its General Plan on a particular timeline, with the exception of the Housing Element, which is required to be updated every five years. Hughson's Housing Element was updated and certified by the State Housing and Community Development Department in 2009.

The following represents the progress the City has made toward implementing the goals and guiding policies of the General Plan during the reporting period. The list is organized to correspond with the elements of the Hughson General Plan.

1. LAND USE

Amendments

There were no amendments to the Land Use Element in 2011.

Progress

A. On March 28, 2011 the City Council adopted Resolution No. 2011-26, approving the Manley Parcel Map which divided a 4.08 acre parcel in the multifamily residential zoning district into two parcels consisting of 3.12 and .96 acres.

B. On July 25, 2011 the City Council adopted Resolution No. 2011-15, approving an application for HOME funding for a proposed 49 unit multifamily affordable housing complex.

C. On May 9, 2011 the City Council adopted Resolution No. 2011-36, approving a four year extension for the Starn Industrial Park vesting tentative subdivision map.

D. On September 12, 2011 the City Council held the first reading of Ordinance No. 2011-05 amending the Hughson Zoning Ordinance to reduce front yard setbacks and parking requirements in the Downtown Commercial Zone. The ordinance was subsequently adopted at the meeting of September 16, 2011.

E. On October 10, 2011 the City Council adopted Resolution No. 2011-72, adopting the City's General Plan Sphere of Influence as the 2050 Agricultural Preservation Plan.

2. **CIRCULATION**

Amendments

There were no amendments to the Circulation Element in 2011.

Progress

A. On January 10, 2011, the City Council adopted Resolution No. 2011-01, accepting the Locust Street Sidewalk Infill Project and authorizing staff to file a Notice of Completion with the County Recorder's Office.

3. **CONSERVATION AND OPEN SPACE**

Amendments

There were no amendments to the Conservation and Open Space Element in 2011.

Progress

A. On February 14, 2011 the City Council adopted Resolution No. 2011-09 accepting the Starn Park Playground Retrofit Project and authorizing staff to file a Notice of Completion with the County Recorder's Office.

B. On February 28, 2011 the City Council adopted Resolution No. 2011-17, approving a lease agreement with the Hughson Unified School District for the 7 acre parcel know as LeBright Fields. The term of the lease was for three years and it supplanted a series of one-year

leases for the property, which provides five baseball/softball fields for the non-profit Hughson Youth Baseball Association, as well as the general public.

C. On March 14, 2011 the City Council adopted Resolution No. 2011-20, accepting the Fontana Park Development Project Phase II and authorizing staff to file a Notice of Completion with the County Recorder's Office.

C. The City Council on September 12, 2011, accepted a Greenhouse Gas Emissions Inventory Report covering all city-owned properties. This was done pursuant to the requirements of AB 32 and SB 97. The report was produced in cooperation with the Great Valley Center.

4. **PUBLIC SERVICES AND FACILITIES**

Amendments

There were no amendments to the Public Services and Facilities Element in 2010.

Progress

A. On August 8, 2011 the City Council adopted Resolution No. 2011-64 approving the Memorandum of Understanding among the cities of Modesto, Turlock, Ceres, and Hughson for Integrated Regional Water Management Planning.

B. Also on August 8, 2011 the City Council adopted Resolution No. 2011-63, approving a contract with Synagro to beneficially reuse Class B Biosolids from the wastewater treatment plant.

C. On October 10, 2011 the City Council adopted Resolution No. 2011-73 accepting Well No. 8 improvements and authorizing staff to file a Notice of Completion with the County Recorder's Office.

5. **SAFETY**

Amendments

There were no amendments to the Safety Element in 2010.

Progress

There is nothing to report regarding progress on the Safety Element in 2010.

6. NOISE

Amendments

There were no amendments to the Noise Element in 2011.

Progress

There is nothing to report regarding progress on the Noise Element in 2011.

7. HOUSING

Amendments

There were no amendments to the Housing Element in 2011.

Progress

A. Pursuant to State law, the Stanislaus County Council of Governments is responsible for the development of the Regional Housing Needs Allocation (RHNA) throughout Stanislaus County. Hughson's RHNA for the years 2007 through 2015 is projected to be 282 housing units. Building permits issued for homes in the period from January 2007 and through January 2011 number 97. It is unlikely the city will see the construction of an additional 185 housing in the next four years.

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



**Table A2
2011 Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired
pursuant to GC Section 65583.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary



Table A2

**2011 Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported in Table A)**

	Single Family	2 - 4 Units	5+ Units	Second Unit	Mobile Homes	Total
No. of Units Permitted for Moderate						0
No. of Units Permitted for Above Moderate						0

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



Table B
Regional Housing Needs Allocation Progress
 Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		2007	2008	2009	2010	2011	2012	2013	2014	2015	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level	RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Extremely Low	Deed Restricted	33									0	32
	Non-deed restricted		1								1	
Very Low	Deed Restricted	33									0	33
	Non-deed restricted										0	
Low	Deed Restricted	46									0	46
	Non-deed restricted										0	
Moderate	Deed Restricted	54									0	51
	Non-deed restricted				3						3	
Above Moderate		116	27	16	5	11	34				93	23
Total RHNA by COG. Enter allocation number:		282										
Total Units ▶ ▶ ▶			28	16	8	11	34				97	
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶												185

Note: units serving extremely low-income households are included in the very low-income permitted unit totals.



**Table C
Program Implementation Status**

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.
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Name of Program	Objective	Timeframe	Status of Program Implementation
Program 1-1-1	The City staff will increase its coordination with California Department of Housing and Community Development (HCD) staff to apply for the funding that is made available through Proposition 1C. For example, in partnership with an interested non-profit developer, apply to the MHP program for the development of low-income housing. Finally, as affordable units are developed, apply for the Workforce Housing Rewards Program.	Apply for funding as it becomes available	Staff continues to search for interested developers to build and maintain affordable housing. In recent years, there has been interest from developers but because of land costs and the lack of sewer capacity, the projects were unable to be affordable. We have just completed an expansion and upgrade of our wastewater plant so that will no longer be a barrier. We partnered with a developer for a 49 unit farm labor project but our HOME application was unsuccessful.
Program 1-1-2	The City of Hughson will complete applications for grants, such as CDBG funds, HOME funds, and other federal and state funds.	Annually, subject to the application cycle	Over the past 6 years the City was successful in obtaining two separate three year grants through the HOME program. These funds are used for the First-Time Homebuyer and Owner-Occupied Rehabilitation Programs as a revolving loan program.
Program 1-2-1	The Redevelopment Agency will set aside 20 percent of the gross tax increment revenues received from the Redevelopment Area into a low-to-moderate income housing fund for affordable housing activities. These funds will be designated for low-to moderate income housing rehabilitation programs including financing, infrastructure improvements, land acquisitions, and construction.	Sunsetting.	Redevelopment Agencies have been demolished by the State of California. We don't know if current legislation will allow us to continue to keep the low to mod housing funds for future programs.
Program 1-3-1	Provide technical assistance to developers, nonprofit organizations, or other qualified private sector interests in the application and development of projects for federal and state financing.	Ongoing as projects are submitted to planning and building department	In 2011, the City worked with a developer proposing a 49 unit apartment complex on a joint application for a HOME grant but it was not funded. The City continues to work on ways to attract affordable housing developers.
Program 1-4-1	Continue to use HOME funds to assist at least 20 households with the first time homebuyer down payment.	Ongoing, as NOFAs are released	The City does not currently have an open HOME grant to provide down payment assistance. Budget cuts have taken our housing analyst.

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



Name of Program	Objective	Timeframe	Status of Program Implementation
Program 1-5-1	The City of Hughson currently has an inclusionary requirement in the Redevelopment Project area which covers a large portion of the City. During this planning period (2009-2014) the City will continue to explore the feasibility of an inclusionary zoning program city wide.	Explore inclusionary housing options by 2012	City staff continues to evaluate developing an inclusionary zoning program city-wide. The Redevelopment Project Area has disappeared with the State's dismantling of RDAs.
Program 1-6-1	The City will continue to research and seek out developers to build affordable multifamily housing in Hughson through the Low Income Housing Tax Credit (LIHTC) program	Annually	The City understands the LIHTC program and is continuing to research and locate low-income housing projects and plan for these programs. Program 1-2-1 discusses how the City worked with a developer on an affordable multifamily project.
Program 1-7-1	Offer deferrals or reductions in zone change fees for affordable multifamily projects, in order to have sufficient low cost land available to meet the City's low-and very low-income Regional Housing Needs Allocation	Immediately	The City will evaluate deferring or reducing zone change fees for affordable multifamily projects.
Program 1-7-2	<p>Transitional and supportive housing provides temporary housing, often with supportive services to formerly homeless persons for a period that is typically between six months and two years. The supportive services, such as job training rehabilitation, and counseling, help individuals gain life skills necessary for independent living.</p> <p>Currently, the City permits transitional housing by right in the High Density Residential (R-3) zoning district, and in the General Commercial (C-2) zoning district subject to a conditional use permit. Pursuant to Senate Bill 2, the City must explicitly allow both supportive and transitional housing types in all residential zones. The City currently defines transitional housing in the Zoning code, but will update it Zoning Code to include the definition of supportive housing as defined in the Health and Safety Code Sections 50675.2 and 50675.14. Both transitional and supportive housing types will be allowed as a permitted use subject to only the same restrictions on residential uses contained in the same type of structure.</p>	Immediately	<p>Due to staff shortages, the update to Hughson's Zoning Ordinance to address Program 1-7-2 has not been completed. Program 1-7-2 ensures the City of Hughson will be compliant with SB 2 and Health and Safety Code Sections 50675.2 and 50675.14.</p> <p>There are currently 14 full-time staff in the City.</p>
Program 1-7-3	Assembly Bill 2634 requires the quantification and analysis of existing and projected housing needs to extremely low-income households and requires Housing Elements to identify zoning to encourage and facilitate supportive	Immediately	Due to staff shortages, the update to Hughson's Zoning Ordinance to address Program 1-7-3 has not been completed. Program 1-7-3 ensures the City of Hughson will be compliant with AB 2634.

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



Name of Program	Objective	Timeframe	Status of Program Implementation
	<p>housing and single room occupancy units (SROs).</p> <p>Currently, single room occupancy units are included under the definition of “boarding and rooming houses”. To ensure zoning flexibility that allow for the development of SROs, the City will update its Zoning Code to allow for SROs in all zones where boarding and rooming houses are allowed. SROs will continue to be allowed with a conditional use permit in the Multiple Family Residential Zone (R-3) and in the General Commercial Zone (C-2). The conditions for these units will continue to be minimal and will only require review by the Planning Director.</p>		
Program 1-7-4	<p>The City will continue to provide a comprehensive listing of the current housing developments in the City which have units reserved for low-income, senior, and disabled households.</p>	Updated annually	<p>The list is available on request. Currently housing available within the city limits is run by the Stanislaus County Housing Authority. The need for a list of housing developments is ongoing and will be continued.</p>
Program 1-7-5	<p>State Law requires group residential facilities of six or fewer persons to be permitted in all residential zones. Currently Residential Care Homes with 6 or fewer persons are permitted with a conditional use permit.</p> <p>The City will revise the current regulations to meet state law requirements. The City will amend the Zoning Code to allow for Residential Care Homes by right in all residential zones and will allow larger group homes of 7 or more persons in the residential zones with a conditional use permit. Additionally, to further comply with SB 520, the City will amend the Zoning Code to define the definition of family as “One or more persons living together in a dwelling unit”.</p>	Immediately	<p>Due to staff shortages, the update to Hughson’s Zoning Ordinance to address Program 1-7-5 has not been addressed. Program 1-7-5 ensures the City of Hughson will be compliant with SB 520.</p>
Program 1-7-6	<p>Farmworker housing is defined in Sections 17021.5 and 17021.6 of the Health and Safety Code as any employee housing consisting of no more than 36 beds in a group quarters, or 12 units or spaces designed for use by a single family or household shall be deemed an agricultural land use designation. For the purpose of all local ordinances, employee housing shall not be deemed a use that implies that the employee housing is an activity that differs in any</p>	Immediately	<p>Due to staff shortages, no progress has been made on this program. The City will continue its efforts to implement this program.</p>

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



Name of Program	Objective	Timeframe	Status of Program Implementation
	<p>other way from an agricultural use. No conditional use permit, zoning variance, or other zoning clearance shall be required of this employee housing that is not required of any other agricultural activity in the same zone. The permitted occupancy in employee housing in an agricultural zone shall include agricultural employees who do not work on the property where the employee housing is located. To comply with Sections 17021.5 and 17021.6 of the Health and Safety Code the City will amend the Zoning Code to allow for farmworker housing in the R-1 zone by right.</p>		
Program 1-8-1	<p>Identify specific incentives, zoning actions, and reporting procedures that can be implemented to encourage and monitor the development of affordable and special needs housing opportunities. Identify the demographics and specific needs of the City's population. Determine the City's role for ensuring the construction of affordable housing projects and financing to developers.</p>	Immediately	<p>Due to staff shortages, no progress has been made on this program. The City will continue its efforts to implement this program.</p>
Program 1-8-2	<p>Continue to permit persons with disabilities of any age to locate in senior citizens independent living facilities that are funded with federal funds according to federal law.</p>	As these types of facilities become available.	<p>No senior independent living facilities that are federally funded are currently available in the City of Hughson. The City will continue to permit persons of any age to locate in senior citizen independent living facilities that are funded with federal funds according to federal law.</p>
Program 1-8-3	<p>Develop and formalize a general process that a person with disabilities will need to go through in order to make a reasonable accommodation request in order to accommodate the needs of persons with disabilities and stream line the permit review process. The City will provide information to individuals with disabilities regarding reasonable accommodation policies, practices, and procedures based on the guidelines from the California Housing and Community Development Department (HCD). This information will be available through postings and pamphlets at the City and on the City's website.</p>	Immediately	<p>Due to staff shortages, no progress has been made on this program. At this time, all persons applying for permits are treated equally with regard to the application process. The City will continue to have information available to those who need it.</p>
Program 1-8-1	<p>Identify specific incentives, zoning actions, and reporting procedures that can be implemented to encourage and monitor the development of affordable and special needs housing opportunities. Identify the demographics and</p>	Immediately	<p>Due to staff shortages, no progress has been made on this program. This is a continuing need and it is appropriate for the City to continue its efforts.</p>

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



Name of Program	Objective	Timeframe	Status of Program Implementation
	specific needs of the City's population. Determine the City's role for ensuring the construction of affordable housing projects and financing to developers.		
Program 1-9-1	Work with the Housing Authority of Stanislaus county and use all the influence the City has to obtain more Housing Choice Vouchers from the Housing Authority.	Ongoing, as funding becomes available	The City continues to work with the Stanislaus Housing Authority. No vouchers are currently available. However, used vouchers can become available in certain situations such as renters buying a home. The vouchers would be available to people on the waiting list.
Program 1-9-2	Continue to work with the Stanislaus Economic Development and Workforce Alliance (the "Alliance") to provide sufficient detail on employment growth and housing production to ensure affordability to a broad spectrum of City residents.	Ongoing	The City is currently working with the Alliance to track commercial and industrial development in Hughson. These demographics are made available on the City's website as well as in brochures to help attract developers of retail and affordable housing to Hughson.
Program 1-10-1	The City will continue to be responsible for implementing the State's energy conservation standards (e.g., Title 24 Energy Standards). This includes checking of building plans and other written documentation showing compliance and the inspection of construction to ensure that the dwelling units are constructed according to those plans. Applicants for building permits must show compliance with the state's energy conservation requirements at the time building plans are submitted.	Ongoing	The City requires projects to comply with energy conservation standards.
Program 1-10-2	The City will annually ensure that local building codes are consistent with state mandated or recommended green building standards.	Ongoing	The City implements state mandated green building standards.
Program 1-10-3	The City will continue to partner with PG&E to promote energy saving programs such as, the California Alternate Rates for Energy (CARE), the Relief for Energy Assistance through Community Help (REACH) and the Family Electric Rate Assistance (FERA).	Ongoing	The City will continue to coordinate with PG&E to promote energy saving programs.
Program 2-1-1	To preserve affordability, allow developers to "piggyback" or file concurrent applications (i.e., rezones, tentative tract maps, conditional use permits, variance requests, etc.) if consistent with applicable processing requirements.	Ongoing	The City allows filing of concurrent applications.

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



Name of Program	Objective	Timeframe	Status of Program Implementation
Program 2-1-2	To preserve affordability, provide incentives (i.e., density bonus units, fee reductions, fee deferral, fast-tracking, etc.) to developers of residential projects who agree to provide the specified percentage of units mandated by state law at a cost affordable to very low and/or low-income households.	Ongoing	The Hughson Zoning Ordinance includes a density bonus provision that provides incentives for the production of housing for very low-income and low-income households.
Program 2-2-1	The City will establish an annual review of the newly adopted citywide Design Guidelines (adopted July 2009) to ensure that they do not create a constraint to the development of multi-family housing in Hughson. The City will commit to amending the guidelines as appropriate to address or mitigate any identified constraints. The intent of the Design Guidelines is to ensure design compatibility with the existing neighborhoods and community and not to add a constraint to the development of multi-family housing in the community. The City will, on an annual basis, review and update as necessary its design review guidelines.	Bi-annually	The Guidelines we used in development of the 49 unit farm worker housing project mentioned above and were not an impediment to the project.
Program 2-3-1	To ensure that the development community (both nonprofit and for-profit) is aware of the housing programs, technical assistance, and funding available, the City will publish and make available, to developers, housing development agencies, and City Residents, the City's Housing Element and updates, Annual Action Plan, Annual Redevelopment Agency Report, and respective notices. Provide and annual funding application workshop for interested agencies and developers.	Annually	The Housing Element is available on the City of Hughson website. Public meetings involving annual reports are held every year before final submissions to the appropriate agencies.
Program 2-4-1	The City will continue to have sufficient capacity to meet the additional housing needs of the City of Hughson based on the construction of the 750,000 – gallon water storage.	Evaluate as part of each Housing Element update	The water tank was constructed primarily to insure proper fire flows. The installation of new Well #8 is complete and will help provide adequate water capacity. The well is also a treatment facility for removing arsenic from the water supply.
Program 2-5-1	The City will continue to determine the transportations needs of its citizens and services as necessary.	Annually	The City of Hughson works with START, the County's bus system that serves Hughson. The City will continue to evaluate the transportation needs of its citizens.
Program 2-5-2	Apply for funding, such as PTA grant, to aid in the development of a public transportation system for the City.	As funding is available.	No activity has occurred. The City will continue to its effort to implement this program.
Program 3-1-1	The City will provide information regarding vacant land to for-profit and nonprofit developers and other housing	Ongoing	The City updates the vacant land inventory for residential development as part of the Housing Element annual

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



Name of Program	Objective	Timeframe	Status of Program Implementation
	providers.		progress report.
Program 3-2-1	To ensure the development of housing that has, to the greatest extent possible, a support structure of shopping, services, and jobs within easy access, the City will encourage the development of well planned and designed projects that provides compatible residential, commercial, industrial, institutional, or public uses within a single project or neighborhood.	Ongoing	The General Plan Land Use Policies promotes commercial development integrated with residential neighborhoods with good access for pedestrians and bicyclists and industrial development that will provide jobs for the area.
Program 3-3-1	Monitor the amount of land zoned for both single-family and multifamily development and initiate zone changes as necessary to accommodate affordable housing.	Quarterly	The 2009 Housing Element provides an inventory of 97 acres of land zoned for single family development (R-1) land and 35 acres of land zoned for multiple family development (R-2 and R-3). There is sufficient inventory of residential land and no zone changes are needed.
Program 3-4-1	The City will continue to allow lot consolidation to combine small residential lots into one large lot to accommodate affordable housing production. Provide incentives such as fee waivers and fast tracked timing to developers who provide affordable housing. In addition, where opportunities exist, the City will allow lot consolidation in the low density residential (R-1) and medium density residential (R-2) zones.	Ongoing	The Hughson Zoning Ordinance does not have a lot size requirement in the R-2 and R-3 Zones which would impede consolidation of small residential lots. No lot consolidation projects have been proposed. The City will continue to provide affordability incentives to developers.
Program 3-5-1	Contact landowners within the Sphere of Influence that have land which is appropriate for residential zoning for possible annexation, in order to meet the very low-and low-income housing needs. Initiate annexation and zoning processes on suitable land.	Annually	Currently the City has sufficient vacant land for an affordable project, however should the need arise the City stands ready to initiate processes needed to facilitate an affordable project.
Program 3-6-1	Allow for second units to be constructed with minimal restrictions and in accordance with AB 1866.	As projects are processed through the Planning Department	Hughson's Zoning Ordinance allows for second units in the R-1 Zone provided lot size will accommodate it. The ordinance in effect during our previous Housing Element did not allow for this.
Program 4-1-1	Continue to seek funding for public facilities such as redevelopment agency financing, community facilitated loans and public works grants.	Annually	The City continues to seek infrastructure funding.
Program 4-2-1	Supply energy conservation awareness brochures in all public meeting places.	Ongoing, at all public	The City supplies energy conservation awareness brochures in all public meeting places.

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



Name of Program	Objective	Timeframe	Status of Program Implementation
Program 4-3-1	The City will provide technical and financial assistance to all eligible homeowners and residential property owners to rehabilitate existing dwelling units through grants or low interest loans. The City will also continue to apply for and aggressively market CDBG and other housing rehabilitation funds.	Annually, with HCD funding cycle or program income.	See discussion under Program 1-1-2 where the city is using HOME program grants to rehabilitate existing dwelling units. The City will continue to seek CDBG and other housing rehabilitation funds.
Program 4-4-1	Expand rehabilitation program eligibility to include rental properties. Look at annual report to see if this expansion was completed.	Sunsetting	The State has demolished our RDA, eliminating that source of funding for rental property rehabilitation. We currently have no other open rehab grant programs.
Program 5-1-1	Require that all recipients of locally administered housing assistance funds acknowledge their understanding of fair housing and affirm their commitment to the laws.	Ongoing	The City require recipients of locally administered housing assistance funds to acknowledge their understanding of fair housing
Program 5-1-2	Acquire and maintain fair housing materials, including all pertinent resource, posters, and information available through the Department of Fair Employment and Housing (DFEH) and Housing and Urban Development (HUD) to educate on a variety of fair housing issues. Develop informational flyers and brochures in Spanish and in English that highlight (1) disability provisions of both federal and state fair housing laws and (2) familial status discrimination to be distributed at all types of outreach events including health fairs and City-sponsored events. Distribute materials to public locations such as the library and senior center, multifamily housing, and City Hall.	Ongoing	Information on fair housing laws is available at City Hall. The City staff and recipients of locally administered housing assistance funds are informed about fair housing laws.
Program 5-1-3	Continue to refer all housing discrimination referrals to the City Principal Planner who will work with the complainant and refer complaints to the State Fair Employment and Housing Commission.	Ongoing	The City has protocols to deal with events due to housing discrimination.
Program 5-1-4	Conduct regular workshops on the fair housing laws, as they pertain to race, disability, family size, and income discrimination and protection, to educate property owners, managers, and real estate professionals.	Ongoing	No activity has occurred. The City will continue to its effort to conduct workshops on fair housing laws.
Program 6-1-1	The City will continue to support the Housing Authority of the County of Stanislaus to provide housing assistance to very low-, low-, and moderate-income households. The City will maintain membership in the Housing Authority to qualify City	Immediate and ongoing	The City is a member of the Stanislaus Housing and Support Services Collaborative and will continue to work with the Housing Authority.

2011 CITY OF HUGHSON HOUSING ELEMENT ANNUAL PROGRESS REPORT



Name of Program	Objective	Timeframe	Status of Program Implementation
	residents for the Housing Choice Voucher Program and other existing housing assistance programs administered by the Housing Authority. Provide information on the availability of Housing Authority programs to qualified residents.		
Program 6-2-1	Continue to establish cooperative agreements with a nonprofit housing organization as a support agency to the City.	Immediate and ongoing	The City will continue to work with and maintain agreements with nonprofit agencies.
Program 6-3-1	The City will cooperate with large employers and major commercial and industrial developers to identify and implement development that can balance employment in the City with the housing growth. Develop housing opportunities that are affordable to the incomes of jobs within the City. Consider the effects of new development as proposed. The City will coordinate annual workshop with employers, members of the housing community, and City officials to identify the City's housing and commercial needs.	Annually	No activity has occurred. The City strongly supports development that will create jobs to the community. The City will continue to identify the housing and commercial needs.
Program 6-4-1	Monitor the completion and implementation of the goals and policies set by the Housing Element. Continue to update and amend codes and policies as necessary.	Annually	The preparation of the Annual Progress Report helps the City monitor the policies of the Housing Element.

CITY OF HUGHSON
PLANNING COMMISSION
RESOLUTION NO. PC 2012-03

**A RESOLUTION OF THE HUGHSON PLANNING COMMISSION ADOPTING
THE 2011 GENERAL PLAN PROGRESS REPORT AS WELL AS THE
ANNUAL PROGRESS REPORT ON IMPLEMENTATION OF THE HOUSING
ELEMENT**

WHEREAS, the Hughson is required by Government Code Section 65400 to provide an Annual Progress Report on the General Plan for the preceding year; and

WHEREAS, the Progress Report must be transmitted to the City Council, the Office of Planning and Research, and the Department of Housing and Community Development; and

WHEREAS, the Annual Progress Report must include all of the following: a) the status of the General Plan and progress in its implementation, b.) the progress in meeting its share of the regional housing needs and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing, the degree to which its approved general plan complies with the guidelines developed and adopted pursuant to Section 65040.2 as well as the date of the last revision to the general plan; and

WHEREAS, the Planning Commission must also investigate and make recommendations to the City Council regarding reasonable and practical means for implementing the general plan or element of the general plan, so that it will serve as an effective guide for the orderly growth and development,

preservation and conservation of open-space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the general plan; and

WHEREAS, the Hughson Planning Commission has reviewed and approved the 2011 Annual Progress Report on the Hughson General Plan, as well as the Annual Progress Report on Implementation of the Housing Element and found them to be accurate and in compliance with the General Plan; and

NOW THEREFORE BE IT RESOLVED that the Hughson Planning Commission does hereby adopt the 2011 Annual Progress Report on the Hughson General Plan, as well as the Annual Progress Report on Implementation of the Housing Element;

PASSED AND ADOPTED by the Hughson Planning Commission at a regular meeting thereof held on March 20, 2012, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ALAN MCFADON, Chair

ATTEST:

THOM CLARK, Secretary

03/20/2012

CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2012-17

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON
APPROVING THE 2011 GENERAL PLAN PROGRESS REPORT AS WELL
AS THE ANNUAL PROGRESS REPORT ON IMPLEMENTATION OF THE
HOUSING ELEMENT**

WHEREAS, the Hughson Planning Commission is required by Government Code Section 65400 to provide an Annual Progress Report on the General Plan for the preceding year; and

WHEREAS, the Progress Report must be transmitted to the City Council, the Office of Planning and Research, and the Department of Housing and Community Development; and

WHEREAS, the Annual Progress Report must include all of the following: a) the status of the General Plan and progress in its implementation, b.) the progress in meeting its share of the regional housing needs and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing, the degree to which its approved general plan complies with the guidelines developed and adopted pursuant to Section 65040.2 as well as the date of the last revision to the general plan; and

WHEREAS, the Planning Commission must also investigate and make recommendations to the City Council regarding reasonable and practical means for implementing the general plan or element of the general plan, so that it will serve as an effective guide for the orderly growth and development, preservation and conservation of open-space land and natural resources, and

the efficient expenditure of public funds relating to the subjects addressed in the general plan; and

WHEREAS, the Hughson Planning Commission has reviewed and approved the 2011 Annual Progress Report on the Hughson General Plan, as well as the Annual Progress Report on Implementation of the Housing Element and found them to be accurate and in compliance with the General Plan; and

WHEREAS, The Planning Commission has subsequently forwarded the report to the Hughson City Council as required by law; and

NOW THEREFORE BE IT RESOLVED that the Hughson City Council does hereby approve the 2011 Annual Progress Report on the Hughson General Plan, as well as the Annual Progress Report on Implementation of the Housing Element;

PASSED AND ADOPTED by the Hughson City Council at a regular meeting thereof held on March 26, 2012, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

RAMON BAWANAN, Mayor

ATTEST:

DOMINIQUE SPINALE, Deputy City Clerk

03/26/2012



CITY OF HUGHSON AGENDA ITEM NO. 6.2

SECTION 6: NEW BUSINESS

Meeting Date: March 26, 2012

Subject: Consider adopting City of Hughson Resolution No. 2012-18, a Resolution of the City, in its capacity as the Successor Agency to the City of Hughson Redevelopment Agency Remitting \$800,000 in Unencumbered Low and Moderate Income Housing Funds of the former Hughson Redevelopment Agency to the Stanislaus Auditor-Controller pursuant to California Health and Safety Code section 34177(d).

Presented By: Bryan Whitemyer, City Manager

Approved By: _____

RECOMMENDATION:

Adopt a Resolution remitting \$800,000 in unencumbered Low and Moderate Income Housing Funds of the former Hughson Redevelopment Agency to the Stanislaus Auditor-Controller pursuant to California Health and Safety Code section 34177(d).

BACKGROUND AND OVERVIEW:

On December 29, 2011, the California Supreme Court upheld AB 1X26, which dissolved all of the redevelopment agencies in California effective February 1, 2012. The statutes governing dissolution are found in the California Health and Safety Code. Section 34177(d) states that successor agencies are required to:

“Remit unencumbered balances of redevelopment agency funds to the county auditor-controller for distribution to the taxing entities, including, but not limited to, the unencumbered balance of the Low and Moderate Income Housing Fund of a former redevelopment agency. In making the distribution, the county auditor-controller shall utilize the same methodology for allocation and distribution of property tax revenues provided in Section 34188.”

The City currently has \$800,000 in unencumbered funds in its Low and Moderate Income Housing fund. The Council had originally approved using these funds as partial funding for the low-income housing project called Hughson Family Apartments located on Fox Road near Euclid Avenue. This was a private development that was to be constructed using these redevelopment funds, federal tax credits, federal HOME funds, and developer contributions. Discussions took place to negotiate a formal legal binding Participation Agreement between the City and the developer. An agreement was never executed. Since the City does not have an executed agreement these funds cannot be considered encumbered.

According to AB 1x 26 the City is required to remit its unencumbered balances to the Auditor-Controller. The Auditor-Controller will than disburse these funds to the taxing entities in our taxing area. Some of the organizations that would receive these funds would be the Hughson Union School District, the Hughson Fire District, the County of Stanislaus and the City of Hughson.

FISCAL IMPACT:

The City anticipates that it will receive approximately 11.62% or \$92,956 of the \$800,000 that is remitted to the Auditor-Controller. These funds will be added to the General Fund and can be used for a variety of City services.

Below is a breakdown of the anticipated allocations based on figures provided by the County Auditor-Controller.

	Allocation Breakdown	Funds to Be Received
County General	0.2660625890	\$212,850.07
County Superintendent of Schools	0.0043700084	\$3,496.01
County Fire Service	0.0062596178	\$5,007.69
City of Hughson	0.1161953011	\$92,956.24
Hughson Fire Protection District	0.0320531878	\$25,642.55
Turlock Mosquito Abatement District	0.0125208978	\$10,016.72
Turlock Irrigation District	0.0130288204	\$10,423.06
Hughson Unified School District	0.4147711105	\$331,816.89
Yosemite Community College District	0.0781703835	\$62,536.31
County Schools Service Fund	0.0246835520	\$19,746.84
Schools - Equalization	0.0203163564	\$16,253.09
Schools - Tuition	0.0115681753	\$9,254.54
	1.0000000000	\$800,000.00

CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2012-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON, IN ITS CAPACITY AS THE SUCCESSOR AGENCY TO THE CITY OF HUGHSON REDEVELOPMENT AGENCY REMITTING \$800,000 IN UNENCUMBERED LOW AND MODERATE INCOME HOUSING FUNDS TO THE STANISLAUS COUNTY AUDITOR-CONTROLLER PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTION 34177(d).

WHEREAS, on December 29, 2011, the California Supreme Court upheld AB 1x26, which dissolved all of the redevelopment agencies in California effective February 1, 2012; and

WHEREAS, the statutes governing dissolution are found in the California Health and Safety Code; and

WHEREAS, pursuant to Health and Safety Code Section 34177(d), the City of Hughson as the successor agency to the former City of Hughson Redevelopment Agency is required to remit unencumbered balances of redevelopment agency funds to the county auditor-controller for distribution to the taxing entities, including, but not limited to, the unencumbered balance of the Low and Moderate Income Housing Fund of a former redevelopment agency; and

WHEREAS, the City currently has \$800,000 in unencumbered funds in its Low and Moderate Income Housing fund; and

WHEREAS, the City Council had approved using these funds as partial funding for the low-income housing project called Hughson Family Apartments located on Fox Road near Euclid Avenue; and

WHEREAS, this was a private development that was to be constructed using these redevelopment funds, federal tax credits, federal HOME funds, and developer contributions; and

WHEREAS, discussions took place to negotiate a formal legal binding Participation Agreement between the City and the developer; and

WHEREAS, an agreement was never executed and therefore these funds cannot be considered encumbered.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hughson acting in the capacity of the successor agency to the former City of Hughson Redevelopment Agency does hereby approve remittance of the \$800,000 in unencumbered Low and Moderate Income Housing Funds to the Stanislaus County Auditor-Controller pursuant to California Health and Safety Code section 34177(d).

PASSED AND ADOPTED by the City Council of the City of Hughson at its regularly scheduled meeting held on this 26th day of March 2012 by the following roll call votes:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

RAMON BAWANAN, Mayor

DOMINIQUE SPINALE, Deputy City Clerk



CITY OF HUGHSON AGENDA ITEM NO. 6.4

SECTION 6: NEW BUSINESS

Meeting Date: March 26, 2012
Subject: City Manager Goals for 2012
Presented By: Bryan Whitemyer, City Manager

Approved By: _____

RECOMMENDATION:

Review, discuss and approve the City Manager Goals for 2012.

BACKGROUND AND OVERVIEW:

In April 2011 the City Council approved the City of Hughson Goals and Objectives Matrix document. This document was developed with input from the Parks and Recreation Commission, Planning Commission, and City Council. Progress updates were provided to the City Council in August 2011 as well as in February 2012. Staff continues to monitor the progress made on these goals and objectives and will continue to provide periodic updates to the Council.

During the annual evaluation of the City Manager the Council requested that specific goals for the City Manager be established. The City Manager has reviewed the Goals and Objectives Matrix document and has developed a document entitled City Manager Goals. The City Manager had the opportunity to review this document with the Mayor and would like to present it to the full City Council for its review.

Attached you will find the City Manager Goals Document as well as the City of Hughson Goals and Objectives document.

City Manager Goals November 2011 to October 2012

#	WHAT	COMPLETION DATE	STATUS			COMMENTS
			DONE	ON TARGET	REV	
1	Continue review and organization effort of City records as well as adoptio of Attorney General Record Retention Progarm	On-going		X		
2	Develop complaint log system to track and monitor citizen complaints	Jun-12		X		
3	Develop draft Operations and Personnel Contingency Plans.	Sep-12		X		
4	Strengthen Neighborhood Watch efforts in Hughson by holding 2 meetings to recruit neighborhood watch captains	Jun-12		X		

City Manager Goals November 2011 to October 2012

#	WHAT	COMPLETION DATE	STATUS			COMMENTS
			DONE	ON TARGET	REV	
5	Install curb, gutter, sidewalks, and pavement improvements on Pine Street between Fourth Street and Seventh Street.	Sep-12		X		Request for bids should go out in April 2012.
6	Install curb, gutter, sidewalks, and pavement improvements on South 4th Street between Whitmore and South Fifth Street	Oct-12		X		
7	Install lighting at the intersections on Hatch Road at Tully Road, Seventh Street, and Euclid Avenue	Jul-12		X		
8	Paint the water tower by the corporation yard.	Jul-12		X		

City Manager Goals November 2011 to October 2012

#	WHAT	COMPLETION DATE	STATUS			COMMENTS
			DONE	ON TARGET	REV	
9	Complete review of Water and Sewer Rates and present possible adjustments to the City Council.	May-12		X		
10	Develop cost estimates for the needed Tully Road Improvements between Whitmore Avenue and Santa Fe.	Jun-12		X		
11	Develop short and long term water system improvement plan as required by California Department of Public Health (CDPH).	Apr-12		X		
12	Modify Draft Economic Development Strategic Plan (EDSP) to focus on Industrial, Commercial, and Agribusiness development	May-12		X		

City Manager Goals November 2011 to October 2012

#	WHAT	COMPLETION DATE	STATUS			COMMENTS
			DONE	ON TARGET	REV	
13	Support and assist with the planning of the Hughson Harvest Festival September 15-16, 2012	Sep-12		X		
14	Locate at least one tenant to occupy the Business Incubator site.	Oct-12		X		
15	Partner with the Alliance to hold 2 workshops for small businesses at the Business Incubator site.	Sep-12		X		
16	Audit all Funds that have negative balances and find out why they are negative and develop plan to make those funds whole.	Apr-12		X		

City Manager Goals November 2011 to October 2012

#	WHAT	COMPLETION DATE	STATUS			COMMENTS
			DONE	ON TARGET	REV	
17	Prepare FY 2012-2013 budget for Council Approval	Jun-12		X		
18	Negotiate new one year agreement with employee union.	Jun-12		X		
19	Receive an Unqualified financial statement review audit from the City auditors.	Feb-12	X			The FY 2010-2011 Audit was presented to and approved by the City Council at its February 14, 2012 meeting. The City received an Unqualified audit.
20	Market positive aspects of the City of Hughson community on the City's website	Jun-12		X		

City Manager Goals November 2011 to October 2012

#	WHAT	COMPLETION DATE	STATUS			COMMENTS
			DONE	ON TARGET	REV	
21	Continue to participate in on the Economic Development Action Committee	On-going				
22	Continue to serve on the Central San Joaquin Valley Risk Management Authority Board of Directors	On-going				
23						
24						

Goals and Objectives

Goal #1 - Land Use

Action Items:

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

Goals and Objectives

Goal #1 - Land Use

Action Items:

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

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

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

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

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

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

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

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

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

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
16	On-going	City Manager and Community Development Director	Make proactive efforts to attract a full-service grocery store to our community		X		8-22-11 - The Community Director has met with real estate professionals who have clients interested in a prospective parcel. In order to be prepared for these opportunities the CDD has proactively moved to modify the zoning requirements of our downtown area that help continue with the current look and feel of the existing buildings while also being flexible to allow infill development. The City Manager has also met with the property owner of the triangle at Hatch and Santa Fe.
17	On-going	Community Development Director	Review sign ordinances/code enforcement activities/and façade improvement program.		X		2-27-12 City staff reviewed the façade improvement program with the Economic Development Committee at its 1-23-12 meeting. The committee recommended that the loans for façade improvements be changed from a 4% loan to a no-interest loan. This will be presented to the City Council for its approval.
18	On-going	Community Development Director	Provide Information on Façade Improvement Program to businesses		X		
19	On-going	City Manager and Community Development Director	Explore painting the Water Tower and looking into cell towers to assist with the costs.		X		Staff has received bids for this work and is generating a proposal for council review at their April 25, 2011 meeting.. The plan is to use Community Enhancement funds for this project. 8-22-11 - Staff received bids for this project but due to the wide range in the cost estimates the City is going to rebid this project. Due to other projects this has not been completed yet. The goal is to get bids out in September 2011.2-27-12 the bids received for this project in 2011 varied so significantly that the City decided to rebid this project. The new bid package should be released in March/April 2012 with the painting taking place in Summer 2012.

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

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

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

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

Goals and Objectives

Goal #3 Transportation

Action Items:

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

Goals and Objectives

Goal #3 Transportation

Action Items:

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

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

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

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
1	On-Going	City Manager	The use of technology will be encouraged to engage citizens more actively in public issues and to improve inter-agency communication.		X		Staff will continue to look for ways to improve its website. Some minor modifications have been made already to the home page. Also the City has created a Facebook page that will enable better dissemination of information to those who are connected through Facebook. We will continue to modify and make improvements to this application as well. 8-22-11 - Some modifications to the web page have been made. Additionally, the City is in the process of adding the ability to pay their utility bill online. We hope to have this ready in September 2011. 2-27-12 The City has developed a new website that provides a more modern look as well as greater capabilities for modification and change. Utility bill pay online is now available. Facebook continues to be a useful tool and some community members have started to use it to notify the city of issues such as street lights being out.
2	On-Going	City Manager and Community Development Director	Support recreation activities to provide access for all residents.		X		In these tough financial times the City is looking at ways to partner with the School District to provide additional recreation activities. We are trying to assist the district with the development of sports fields and also an open gym basketball program. These ideas are still in the infant stages but we look forward to exploring them in more detail. 8-22-11 - The City and District have been able to work together to establish an open-gym basketball program. This program has been very well attended. The City is also in the process of partnering with the Hughson Family Resource Center to partner on a Zumba exercise program at the Senior Community Center. 2-27-12 - The City continues to partner with the school district for high school sports field project. The City has set aside \$25,000 for a well and continues to meet with the district to help move this project forward.
3	Jul-12	Community Development Director	Review existing services & consider appropriate fees for providing these services.		X		

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
4	Jul-12	City Manager and Community Development Director	Monitor the use of community enhancement fees.		X		Staff is preparing a proposal on this for the April 25, 2011 Council meeting. 8-22-11 - The Council did approve a spending plan for these funds. The improvements would include painting the water tower, a lighting improvement project on the bridges along Hatch, and funding for a well for sports fields at the High School .2-27-12 in 2012 the City intends to use portions of these funds to repaint the water tower, install lighting at the bridges at Euclid, 7th Street, and Tully Road.
5	On-Going	Community Development Director	Continue to provide for adequate treatment of wastewater by compliance with Federal and State regulations and adopt an allocation policy to ensure that future capacity is applied in a manner that is consistent with the General Plan.		X		The new wastewater treatment plant is scheduled to open in July 2011. 8-22-11 - The construction of the Waste Water Treatment Plant is winding down. There have been a couple of items that have caused the project to be extended but overall it is going well. Staff anticipates starting up the new plant in September 2011. 2-27-12 The wastewater treatment plant has been operational since September 2012 but construction of site improvements has been ongoing. Staff is presenting a notice of completion for the project for council's approval at the 2-27-12 council meeting.
6	On-Going	City Manager	Continue to monitor staffing and training levels to ensure that quality public services are provided.		X		We continue to look for opportunities for our staff members. Right now we are developing a cross training plan for our Public Works staff.
7	On-Going	City Manager	Explore grant opportunities, develop a tracking methodology and provide regular reporting to the City Council.		X		8-22-11 - The City has entered into an agreement with California Consulting for grant writing services. We have applied for a Safe Routes to School grant and have the goal of applying for 2 grants per month moving forward. 2-27-12 The City was awarded a \$100,000 grant for alternative fuel vehicles that will be used to purchase electric vehicles. Additional grant submittals are also underway.
8	On-Going	Police Chief	Continue Community Activities (i.e. Neighborhood Watch, Kids Safety Places)		X		2-27-12 The Police Chief and City Manager have been engaged in the Community Capacity Building effort that is seeking grant funds for Neighborhood Watch efforts. Staff has also met with community members interested in becoming Neighborhood Watch Captains. The City also plans to participate in the National Night Out event on August 7, 2012.
9	On-Going	City Manager	Assessment of current IT needs and development of inventories and incremental policies that take advantage of technology.		X		The City has obtain a new IT consultant that has analyzed our system and is in the process of making our IT systems and computers more efficient.

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

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

Goals and Objectives

Goal # 7 - Connectivity and Integration

Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
1	On-Going	City Manager	City of Hughson recognizes that it must work with other organizations, public and private, to ensure coordinated delivery of services.		X		Working with Alliance, School District, Fire District, Chamber. 8-22-11 - The City continues to strengthen its relationships with the Alliance, School District and Fire District. Examples include the establishment of a Business Incubator, open-gym basketball program, assisting in the start up of the Hughson Harvest Festival.
2			The City Council will review and establish a policy designed to monitor and possibly influence proposed State and Federal legislation.				
3	Jul-12	City Council/City Manager	Maintain and monitor the Complaint Log		X		8-22-11 - Efforts were made to move this log into a proprietary system. It didn't work out as planned so the City will be moving back to maintaining a list in excel. This will allow easier use for city staff. 2-27-12 - Staff continues to pride itself on the quick handling of citizen complaints. However, it has not yet developed a centralized system to log and monitor those complaints. Staff will look into leveraging technology to help track citizen requests.
4	On-Going	City Manager	2 + 2 School District/ City Committee		X		This committee continues to meet. Meeting scheduled for April 11, 2011. 8-22-11 - The City continues to meet regularly. Last met on August 8, 2011.
5	On-Going	City Manager	Keep lines of communication between management and staff		X		

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
6	On-Going	City Manager	Improve advertisement and awareness of community activities. (Get the word out to the community.)		X		Monthly Newsletter, City of Hughson Facebook Page, and web page

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

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

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
1	On-Going	City Council	The City Council pledges to monitor all public funds to ensure appropriate expenditures.		X		8-22-11 - The City held a very thorough budget review process to develop the FY 2011-12 Preliminary Budget. The Final Budget will be presented in September and the Auditors have completed their preliminary field review already. We anticipate having a completed audit by the end of the calendar year. 2-27-12 The City has made great strides in monitoring its finances. It received an unqualified financial audit for FY 10-11 and passed a balanced FY 11-12 budget. Staff continues to monitor revenues so that mid-year changes can be made if necessary.
2	On-Going	City Manager	The City will maximize all potential revenue sources.		X		This will be reviewed annually during the budget process
3	Jun-11	City Manager and Finance Director	The City Council periodically through the budget process, shall establish a minimum general fund balance reserve to ensure the continued implementation of their goals and to ensure the continued delivery of public services.		X		8-22-11 - This was completed during the preliminary budget process.
4	On-Going		Seek out funding opportunities for City, Schools, and Public Safety (Fire and Ambulance)		X		8-22-11 - Staff partnered with the School District and Hughson Family Resource Center to apply for Safe Routes to School Funding. Staff will continue to pursue grant opportunities.

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

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