



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

**AGENDA**  
**MONDAY, SEPTEMBER 24, 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:**

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

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

**2. PRESENTATIONS:** None.

**3. CONSENT CALENDAR:**

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

**3.1:** Approval of the September 10, 2012 Regular City Council Minutes.

**3.2:** Approval of the Warrants.

**3.3:** Approval of the Treasurer's Report for July 2012.

**3.4:** Approve and waive the second reading and adoption of Ordinance No. 2012-01, an Ordinance of the City Council of the City of Hughson Amending the Development Agreement By and Between the City of Hughson and Andrew F. Fontana, George Harcrow, and HFR Partners, LLC Relating to the Development Known as Fontana Ranch Estates North.

**3.5:** Approve Resolution No. 2012-44, accepting completion of the Water Tank Paint Project and authorizing the City Clerk to File a Notice of Completion.

**4. UNFINISHED BUSINESS:**

**4.1:** Review and Approve the Goals and Objectives Update.

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

**6. NEW BUSINESS:**

**6.1:** Approve the Annual Report of AB1600 Fees for Fiscal Year Ending 2012.

**7. CORRESPONDENCE:     None.**

**8. COMMENTS:**

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

**City Manager:**

**City Clerk:**

**Community Development Director:**

**Director of Finance:**

**Police Services:**

**City Attorney:**

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

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

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

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

**ADJOURNMENT:**

**WAIVER WARNING**

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

September 29	▪ LOVE HUGHSON –Starn Park, 9am, visit: <a href="http://www.lovehughson.com">www.lovehughson.com</a>
October 8	▪ City Council Meeting, Council Chambers, 7:00pm
October 13	▪ Hughson Family Resource Center’s “Harvest of Promise” Awards Dinner, St. Anthony’s Church, 6-9:30pm
October 16	▪ Planning Commission Meeting, Council Chambers, 6:00pm
October 22	▪ City Council Meeting, Council Chambers, 7:00pm

**RULES FOR ADDRESSING CITY COUNCIL**

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

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

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

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

**AFFIDAVIT OF POSTING**

**DATE:** September 21, 2012 **TIME:** 6:00pm  
**NAME:** Dominique Spinale **TITLE:** Deputy City Clerk

**Notice Regarding Non-English Speakers:**

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

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

**Council Agendas:** The City Council agenda is now available for public review at the City's website at [www.hughson.org](http://www.hughson.org) and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday, prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

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





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

**MINUTES**  
**MONDAY, SEPTEMBER 10, 2012 – 7:00 P.M.**

**CALL TO ORDER:** Mayor Ramon Bawan

**ROLL CALL:**

Present: Mayor Ramon Bawan  
Mayor Pro Tem Matt Beekman  
Councilmember Jill Silva  
Councilmember George Carr

Absent: Councilmember Jeramy Young

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

**FLAG SALUTE:** Mayor Ramon Bawan

**INVOCATION:** Hughson Ministerial Association

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

No Public Comments.

**2. PRESENTATIONS:** None.

**3. CONSENT CALENDAR:**

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

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

3.2: Approval of the Warrants.

**Beekman/Carr 4-0-0-1 (Young-Absent) motion passes to approve the Consent Calendar.**

**4. UNFINISHED BUSINESS: None.**

**5. PUBLIC HEARING TO CONSIDER THE FOLLOWING:**

5.1: Introduction and waiving of the first reading of Ordinance No. 2012-01, an Ordinance of the City Council of the City of Hughson Amending the Development Agreement By and Between the City of Hughson and Andrew F. Fontana, George Harcrow, and HFR Partners, LLC Relating to the Development Known as Fontana Ranch Estates North.

**Attorney Schroeder asked for a short recess while Staff confirmed if Mayor Bawanan and Councilmember Carr have conflicts of interests, as both may live within 500 feet of the park area being discussed.**

**Mayor Bawanan reconvened the meeting when Staff returned. Councilmember Carr excused himself from the meeting, announcing that he had a conflict of interest as his residence was located within 500 feet of the park area.**

**Staff confirmed that Mayor Bawanan did not have a conflict of interest.**

**Director Clark presented this Item to Council. He explained that the development of this park will increase the maintenance staff time and costs. Director Clark also discussed some possible security issues this park may create and advised the Council that the park is not in the City's best interests at this time.**

**HFR Partners, LLC., agreed to buy the property back from the City and has split the area into two separate lots for housing. A site plan was included in the staff report for Council to review.**

**The Council deliberated on this item. Mayor Bawanan opened the public hearing at 7:25pm.**

**Ms. Martha Vasquez a resident of Hughson shared her concerns with the Council about the City needing more parks. She asked the Council to not give the land back to the Developer.**

**Mr. Ed Hobaugh of HFR Partners, LLC., explained to the Council the background and history of the Development Agreement and the parks that were built in the Fontana Ranch subdivisions.**

**No other comments were made and Mayor Bawanan closed the public hearing at 7:31pm.**

**City Manager Whitemyer discussed this item with the Council and provided additional information in support of this item.**

**Councilmember Silva and Mayor Pro Tem Beekman spoke in support of this item.**

**Silva/Beekman 3-0-1-1 (Carr-Abstained/Young-Absent) motion passes to Introduce and waive the first reading of Ordinance No. 2012-01, Amending the Development Agreement By and Between the City of Hughson and Andrew F. Fontana, George Harcrow, and HFR Partners, LLC Relating to the Development Known as Fontana Ranch Estates North.**

**Councilmember Carr returned to his seat for the remainder of the meeting.**

- 5.2: Adoption of Resolution No. 2012-41, Approving the Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2011-2012 for the Stanislaus County Community Development Block Grant (CDBG) Consortium.

**Director Clark presented a PowerPoint presentation to the Council.**

**Mayor Bawanan opened the Public Hearing at 7:42pm and with no comments made, Mayor Bawanan closed the hearing at 7:42pm.**

**Silva/Carr 4-0-0-1 (Young-Absent) motion passes to adopt Resolution No. 2012-41, Approving the Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2011-2012 for the Stanislaus County Community Development Block Grant (CDBG) Consortium.**

- 5.3: Adoption of Resolution No. 2012-42, rescinding Resolution No. 2010-36 and adopting an Amended Conflict of Interest Code for Designated Positions.

**City Manager Whitemyer discussed this item with the Council. Attorney Schroeder recommended adding the RDA Successor Agency Oversight Board to the Conflict of Interest Code. Staff will revise the Item to include it.**

**Mayor Bawanan opened the Public Hearing at 7:45pm and with no comments made, Mayor Bawanan closed the hearing at 7:45pm.**



**Silva/Carr 4-0-0-1 (Young-Absent) motion passes to adopt Resolution No. 2012-42, rescinding Resolution No. 2010-36 and adopting the Amended Conflict of Interest Code for Designated Positions as amended.**

**6. NEW BUSINESS:**

**6.1:** Consider Resolution No. 2012-43, A Resolution of the City Council of the City of Hughson Adopting Commercial Design Guidelines.

**Director Clark provided a PowerPoint presentation on this Item.**

**Beekman/Silva 4-0-0-1 (Young-Absent) motion passes to adopt Resolution No. 2012-43, Adopting Commercial Design Guidelines.**

**7. CORRESPONDENCE:** None.

**8. COMMENTS:**

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

**City Manager:** Provided an update of the Water Tower Painting, reminded Council about the Harvest Festival, and advised Council he will provide an update on the Goals and Objectives at the next meeting.

**City Clerk:**

**Community Development Director:**

**Director of Finance:**

**Police Services:**

**City Attorney:**

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

**Councilmember Carr reminded Council that the Children’s Health Festival that will be at the Harvest Festival.**

**Mayor Pro Tem Beekman updated the Council on his attendance at the Chamber of Commerce meeting and that he was appointed to the awards committee on Cal LAFCo.**

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

**Mayor Bawan** said that the City looks great and he thanked the Staff for their work. He updated the Council on the next Mayor's Meeting, and that he and Mayor Pro Tem Beekman will be at the Harvest Festival together, as they will be judging the vendor booths.

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

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

**ADJOURNMENT:**               Mayor Bawan adjourned the meeting at 8:00pm.

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**RAMON BAWANAN, Mayor**

\_\_\_\_\_  
**DOMINIQUE SPINALE, Deputy City Clerk**

REPORT.: Sep 21 12 Friday  
 RUN....: Sep 21 12 Time: 12:38  
 Run By.: KATHY DAHLIN

City of Hughson  
 Cash Disbursement Detail Report  
 Check Listing for 09-12 Bank Account.: 0100

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

Check Number	Check Date	Vendor Number	Name	Net Amount	-----Payment Information-----	
					Invoice #	Description
42852	9/11/2012	ALL05	ALLIED ADMINISTRATORS	\$ 2,237.08	B20910	DELTA DENTAL 10/12
42853	9/11/2012	ATT03	AT&T	\$ 20.62	B20911	PHONE
42854	9/11/2012	BRE01	W.H. BRESHEARS	\$ 1,006.78	227013	FUEL
42855	9/11/2012	CHA11	CHAVEZ, GILARDO	\$ 210.00	B20910	REFUND DAMAGE & KEY DEPOSIT 7/30/12
42856	9/11/2012	CIT18	CITY NATIONAL BANK	\$ 251,099.22	B20911	INSTALLMENT AGREEMENT
42857	9/11/2012	CLA03	CLARK'S PEST CONTROL	\$ 102.00	13181415	PEST CONTROL
				\$ 57.00	13212328	PEST CONTROL
			Check Total:	\$ 159.00		
42858	9/11/2012	ENV02	ENVIRONMENTAL SYSTEMS	\$ 1,788.93	26201	STREET SWEEPING 8/12
42859	9/11/2012	GIB00	GIBBS MAINTENANCE CO	\$ 685.00	13542	JANITOR SVCS 8/12
42860	9/11/2012	GRO01	FERGUSON ENTERISES, INC 1	\$ 472.72	828041	FITTINGS
				\$ 296.36	D029047	FITTINGS
			Check Total:	\$ 769.08		
42861	9/11/2012	HUG11	HUGHSON FARM SUPPLY	\$ 103.26	0399348IN	FLUSHING
				\$ 41.50	0409844IN	FITTINGS
			Check Total:	\$ 144.76		
42862	9/11/2012	HUG28	HUGHSON TIRE	\$ 640.00	2917-19	TIRES FOR BACKHOE
42863	9/11/2012	HUG34	VALLEY PARTS WAREHOUSE, I	\$ 9.42	67616	DRAIN VALVE
42864	9/11/2012	LEG01	LEGAL SHIELD	\$ 51.80	B20910	LEGAL SVCS
42865	9/11/2012	MAD14	MADRIGAL, LUIS	\$ 210.00	B20910	REFUND DAMAGE & KEY DEPOSIT 8/18/12
42866	9/11/2012	MED01	MEDINA, GRACIELA	\$ 210.00	B20910	REFUND DAMAGE & KEY DEPOSIT 8/13/12
42867	9/11/2012	MOD16	MODESTO COLOR	\$ 128.84	M82796	RED MARKING PAINT
42868	9/11/2012	NAT08	NATIONAL METER & AUTOMATI	\$ 2,431.13	S10389401	WATER METERS
42869	9/11/2012	OPE01	OPERATING ENGINEERS LOCAL	\$ 389.00	B20910	LOCAL UNION #3 DUES
42870	9/11/2012	UNI11	UNIVAR USA, INC	\$ 471.45	SJ509008	SODIUM HYPOCHLORITE
42871	9/11/2012	UNU01	UNUM LIFE INSURANCE CO.	\$ 628.53	B20911	LIFE INSURANCE WITHHOLDING
42872	9/11/2012	USA02	USA MOBILITY	\$ 11.63	V0190776I	PAGER SVC
42873	9/17/2012	\A006	AYALA, ANTONIO	\$ 80.00	000B20701	MQ CUSTOMER REFUND FOR AYA0001
42874	9/17/2012	\C005	CHAVEZ, ABEL	\$ 80.00	000B20701	MQ CUSTOMER REFUND FOR CHA0020
42875	9/17/2012	\E009	ESTRADA, RUTH	\$ 172.04	000B20701	MQ CUSTOMER REFUND FOR EST0007
42876	9/17/2012	\I001	INMAN, ROGER & ERIN	\$ 11.48	000B20701	MQ CUSTOMER REFUND FOR INM0002
42877	9/17/2012	\S004	SARMAS, VALINE	\$ 42.92	000B20701	MQ CUSTOMER REFUND FOR SAR0004
42878	9/17/2012	\W004	WATTS, KELLY & JANE	\$ 16.96	000B20701	MQ CUSTOMER REFUND FOR WAT0003
42879	9/17/2012	\W007	WILLIAMS, LAVON	\$ 20.08	000B20701	MQ CUSTOMER REFUND FOR WIL0023
42880	9/17/2012	\Z005	ZAMAYOA, KARLA	\$ 80.00	000B20701	MQ CUSTOMER REFUND FOR ZAM0001
42881	9/18/2012	EMP01	STATE OF CALIFORNIA	\$ 1,240.92	B20918	PAYROLL TAXES
42882	9/18/2012	HAR02	THE HARTFORD	\$ 604.13	B20918	DEFERRED COMPENSATION
42883	9/18/2012	PER01	P.E.R.S.	\$ 8,072.92	B20918	RETIREMENT
42884	9/18/2012	SIG02	SIGNTECH	\$ 5,735.00	110354	WATER TANK LOGO
42885	9/18/2012	SPI00	SPINALE, DOMINIQUE	\$ 77.16	B20918	REIMB FOR COSTCO SUPPLIES
42886	9/18/2012	STA23	CitiStreet	\$ 20.00	B20918	DEFERRED COMPENSATION

42887	9/18/2012	UNI07	UNITED WAY OF STANISLAUS	\$	9.00	B20918	UNITED WAY
42888	9/18/2012	UNI08	UNION BANK OF CALIFORNIA	\$	130,854.34	B20918	HUGHSON REDEVELOPMENT TAX ALLOCATION BONDS OF 2006
42889	9/18/2012	SPI00	SPINALE, DOMINIQUE	\$	52.00	C20918	REIMB FOR CLERK RECORDER FILING FEE
42890	9/21/2012	ABS00	ABS PRESORT	\$	583.17	83643	STATEMENTS SEPTEMBER
42891	9/21/2012	AFL01	AFLAC	\$	941.45	130537	AFLAC
42892	9/21/2012	ARR00	ARROWHEAD MOUNTAIN SPRING	\$	12.86	21002566	BOTTLED WATER
42893	9/21/2012	AVA00	AVAYA, INC	\$	125.16	273210150	PHONE
42894	9/21/2012	BLU00	BLUE SHIELD	\$	10,352.00	B20920	HEALTH PREMIUMS 10/12
				\$	948.00	C20920	HEALTH PREMIUMS 10/12
			Check Total:	\$	11,300.00		
42895	9/21/2012	BLU02	BLUE SHIELD OF CALIFORNIA	\$	116.00	B20920	HEALTH PREM 10/12
42896	9/21/2012	BLU03	BLUE SHIELD OF CALIFORNIA	\$	108.20	B20920	HEALTH PREM 10/12
42897	9/21/2012	BUD00	BUDGET TIRE	\$	193.28	566	TIRES
42898	9/21/2012	CAR08	CAROLLO ENGINEERS	\$	4,936.80	123644	WWTP UPGRADES & EXP PROJ
42899	9/21/2012	ENV03	ENVIRONMENTAL SCIENCE ASS	\$	2,348.12	99460	PLANNING SVCS JULY/AUG 2012
42900	9/21/2012	EXP00	EXPRESS PERSONNEL SERVICE	\$	432.00	113641922	EXTRA HELP 8/5/12
				\$	324.00	113959886	EXTRA HELP 8/12/12
				\$	432.00	114512593	EXTRA HELP 8/26
				\$	540.00	114809734	EXTRA HELP 9/2/12
			Check Total:	\$	1,728.00		
42901	9/21/2012	EZN00	EZ NETWORK SOLUTIONS	\$	612.67	25248	REPLACEMENT COMPUTER
42902	9/21/2012	FAR03	FARMERS BROTHERS COFFEE	\$	54.57	57154642	COFFEE
42903	9/21/2012	FGL00	FGL ENVIRONMENTAL	\$	100.00	236080A	WELL WATER MONITORING
				\$	23.00	236339A	WELL WATER MONITORING
				\$	392.75	236510A	WELL WATER MONITORING
				\$	392.75	236512A	WELL WATER MONITORING
				\$	160.00	236513A	WELL WATER MONITORING
				\$	228.00	236515A	WELL WATER MONITORING
				\$	156.00	236693A	WWTP TESTING
				\$	1,646.00	236695A	WELL WATER MONITORING
				\$	392.75	236863A	WELL WATER MONITORING
				\$	392.75	236864A	WELL WATER MONITORING
				\$	150.00	236990A	WWTP TESTING
				\$	392.75	236994A	WELL WATER MONITORING
				\$	23.00	237029A	WELL WATER MONITORING
				\$	100.00	237041A	WELL WATER MONITORING
				\$	58.00	237201A	WWTP TESTING
				\$	100.00	237202A	WELL WATER MONITORING
				\$	72.00	237414A	WWTP TESTING
				\$	46.00	237804A	WELL WATER MONITORING
				\$	100.00	237954A	WELL WATER MONITORING
			Check Total:	\$	4,925.75		
42904	9/21/2012	HUG08	CITY OF HUGHSON	\$	4,632.25	B20920	LLD WATER SERVICE
42905	9/21/2012	HUG11	HUGHSON FARM SUPPLY	\$	32.19	0410571IN	SAW
				\$	84.97	0411065IN	PART FOR WELL
				\$	16.92	0411375IN	PIPE FITTINGS
				\$	36.43	0411860IN	REPAIR ON PUMP
			Check Total:	\$	170.51		

42906	9/21/2012	HUG28	HUGHSON TIRE	\$	20.00	2917-20	TIRE REPAIR
42906	9/21/2012	HUG28	HUGHSON TIRE	\$	10.00	2917-22	TIRE REPAIR
			Check Total:		-----		
				\$	30.00		
42907	9/21/2012	HUG33	HUGHSON SHELL	\$	117.67	997	DIESEL
				\$	232.35	1015	DIESEL
				\$	160.51	5964	DIESEL
			Check Total:		-----		
				\$	510.53		
42908	9/21/2012	KIM00	KIMBALL MIDWEST	\$	198.70	2594429	SUPPLIES
42909	9/21/2012	MCR01	MCR ENGINEERING, INC	\$	15,710.00	9283	ENGINEERING SVCS 8/12
42910	9/21/2012	MOD04	CITY OF MODESTO	\$	133.83	R12620121	PLANNIG SERVICE PAUL LIU
42911	9/21/2012	PAC05	PACIFIC PLAN REVIEW	\$	5,066.50	B20920	INSPECION AND PLANNG SVCS
42912	9/21/2012	PIT01	PITNEY BOWES	\$	507.00	62855SP12	POSTAGE MACHINE RENTAL
42913	9/21/2012	RIC04	RICOH USA, INC	\$	1,885.11	87672530	COPIER LEASE
42914	9/21/2012	SAF01	SAFETLITE	\$	100.43	2090283	SUPPLIES
42915	9/21/2012	SAN05	SAN JOAQUIN VALLEY	\$	240.00	N93436	12/13 ANNUAL PERMITS #N40
42916	9/21/2012	SHO02	SHORE CHEMICAL COMPANY	\$	1,064.13	34949	FERRIC CHLORIDE FOR WELL #8
42917	9/21/2012	STA42	STANISLAUS COUNTY	\$	1,191.00	R12272492	2012-2013 2ND QTR. DEBT SVCS
42918	9/21/2012	STA47	STANISLAUS COUNTY SHERIFF	\$	13,124.51	1213037	SLESF-EXTRA PATROL & RECORDS MGMT 7/12
42919	9/21/2012	SYN02	SYNAGRO SOUTHWEST	\$	1,964.36	30-100563	SLUDGE REMOVAL
42920	9/21/2012	USA01	USA BLUE BOOK	\$	119.02	763381	WATER TESTING SUPPLIES
42921	9/21/2012	WAR00	WARDEN'S OFFICE	\$	246.17	1760656-0	OFFICE SUPPLIES
42922	9/21/2012	WIL05	WILLE ELECTRIC	\$	745.64	S14717001	REPLACMENT WIRE
42923	9/21/2012	WIL12	WILBUR-ELLIS COMPANY	\$	93.95	6572082	GROUND SQUIRREL BAIT
			Cash Account Total:		-----		
				\$	486,190.89		
			Total Disbursements:		-----		
				\$	486,190.89		
					=====		



## CITY OF HUGHSON AGENDA ITEM NO. 3.3

### SECTION 3: CONSENT CALENDAR

**Meeting Date:** September 24, 2012  
**Presented By:** Lisa Whiteside, Finance Manager  
**Subject:** Treasurer's Report – July 2012

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

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Enclosed you will find the City of Hughson Treasurer's Report for July 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:

#### **Misc. Grants:**

The Energy Efficiency Conservation Block Grant or EECBG grant work is complete. We have applied for reimbursement from the California Energy Commission.

#### **Public Facilities Development Streets Fund:**

The Public Facilities Development Streets Fund currently reflects a negative balance of (\$723,835.33). 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 (\$535,212.38). The City has received the final claim for Well #8 in June.

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.

**Transportation Capital Project Fund:**

The Transportation Capital Project Fund currently reflects a negative balance of (\$223,190.65). 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.

**Recommendation:**

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

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


	<b>MONEY MARKET</b>	<b>GENERAL</b>	<b>REDEVELOPMENT**</b>	<b>TOTAL</b>
Bank Statement Totals	\$ 4,931,213.90	\$ 933,774.10	\$ 206,385.52	\$ 6,071,373.52
Adjustment-Direct Deposit Payroll	\$ -			\$ -
Outstanding Deposits +	\$ -	\$ -	\$ -	\$ -
Outstanding Checks/transfers -	\$ (19,258.69)	\$ (11,732.32)	\$ -	\$ (30,991.01)
<b>ADJUSTED TOTAL</b>	<b>\$ 4,911,955.21</b>	<b>\$ 922,041.78</b>	<b>\$ 206,385.52</b>	<b>\$ 6,040,382.51</b>
Investments: Various				\$ 983,316.55
California Bank Trust				\$ 355,068.45
Multi-Bank WWTP				\$ 1,388,731.74
Investments: L.A.I.F.		\$ 39,134.25	\$ 39,009.81	\$ 78,144.06
<b>TOTAL CASH &amp; INVESTMENTS</b>				<b>\$ 8,845,643.31</b>

<b>Books - All Funds</b>	<b>July 2011</b>	<b>July 2012</b>
2 Water/Sewer Deposit	26,432.31	27,669.09
4 Sale of Vehicle	0.00	0.00
5 AB939 Source Reduction	0.00	0.00
7 Public Safety Augmentation	0.00	0.00
8 Vehicle Abatement	3.45	5,510.17
11 Traffic Congestion Fund	72,306.68	150,328.96
13 Redevelopment - Debt Service	344,131.85	7,961.11
14 Redevelopment - Housing	804,582.80	0.00
15 Redevelopment - Capital Projects	-283,740.43	0.00
17 Federal Officer Grant	6,620.00	6,620.00
19 Asset Forfeiture	1,660.43	1,660.43
25 Gas Tax 2106	51,722.70	30,104.90
30 Gas Tax 2107	24,039.97	9,675.06
31 Gas Tax 2105	113,804.80	45,022.22
35 Gas Tax 2107.5	10,672.14	12,672.14
40 General Fund	118,228.66	386,779.92
401 General Fund Contingency Reserve	668,179.90	670,260.40
48 Senior Community Center	-1,258.74	2,858.82
49 IT Reserve	0.00	28,393.50
50 U.S.F. Resource Com. Center	6,811.54	5,143.29
51 Self-Insurance	107,847.09	107,036.31
52 CLEEP(California Law Enforcement E	0.00	0.00
53 SLESF (Supplemental Law Enforceme	184,504.12	222,551.91
54 Park Project	317,275.65	366,223.14
60 Sewer O & M	-325,036.43	320,573.44
61 Sewer Fixed Asset Replacement	942,731.47	440,906.42
66 WWTP Expansion 2008	3,468,804.34	3,916,990.12
70 Local Transportation	39,686.03	127,578.37
71 Transportation	-288,073.54	-223,190.65
100/200 LLD's and BAD's	149,881.84	67,041.54
80 Water O & M	98,411.33	224,289.28
82 Water Fixed Asset Replacement	-43,377.10	112,184.83
88 PW CDBG Street Project	0.00	9,340.00
80 Water Reserve-USDA GRANT	21,524.50	21,524.50
90 Garbage/Refuse	25,099.08	-66,389.70
91 Misc. Grants	-36,898.02	-135,297.45
92 98-EDBG-605 Small Bus. Loans	93,585.12	93,585.12
94 96-EDBG-438 Grant	403.43	403.43
95 94-STBG-799 Grant	154,313.52	158,242.18
96 HOME Program Grant (FTHB)	37,810.91	36,586.86
97 96-STBG-1013 Grant	10,503.29	18,402.24
98 HOME Rehabilitation Fund	-1,084.71	-2,084.71
Developer Impact Fees ***	675,096.22	1,638,486.12
<b>TOTAL ALL FUNDS:</b>	<b>7,597,206.20</b>	<b>8,845,643.31</b>

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

<b>Break Down of Impact Fees ***</b>		
10 Storm Drain	12,331.27	127,763.29
20 Community Enhancement	90,793.35	112,859.53
41 Public Facilities Development	2,131,657.46	1,551,157.94
42 Public Facilities Development-Streets	-1,027,484.33	-723,835.33
55 Parks DIF	113,554.04	193,015.21
62 Sewer Developer Impact Fees	855,796.83	912,737.86
81 Water Developer Impact Fees	-1,501,552.40	-535,212.38
<b>Break Down of Impact Fees ***</b>	<b>675,096.22</b>	<b>1,638,486.12</b>

\*\*Cash Held by Fiscal Agent-2006 Bond Issue

  
Lisa Whiteside, Treasurer

9-19-12  
Date





## **CITY OF HUGHSON AGENDA ITEM NO. 3.4**

### **SECTION 3: CONSENT CALENDAR**

**Meeting Date:** September 24, 2012

**Subject:** An Ordinance of the City Council of the City of Hughson Amending the Development Agreement By and Between the City of Hughson and Andrew F. Fontana, George Harcrow, and HFR Partners, LLC Relating to the Development Known as Fontana Ranch Estates North

**Presented By:** Thom Clark, Community Development Director

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

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#### **RECOMMENDATION:**

Staff recommends waiving the second reading and adopting Ordinance No. 2012-01, An Ordinance of the City Council of the City of Hughson Amending the Development Agreement by and Between the City of Hughson and Andrew F. Fontana, George Harcrow, and HFR Partners, LLC Relating to the Development Known as Fontana Ranch Estates North.

#### **BACKGROUND:**

Staff provided a presentation and held a public hearing on the amendment to the Development Agreement at the previous City Council meeting held on September 10. In order for the Ordinance to be adopted, the Council must act on it a second time, by waiving the second reading and adopting the Ordinance.

**CITY OF HUGHSON  
CITY COUNCIL  
ORDINANCE NO. 2012-01**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
HUGHSON AMENDING THE DEVELOPMENT AGREEMENT BY  
AND BETWEEN THE CITY OF HUGHSON AND ANDREW F.  
FONTANA, GEORGE HARCROW, AND HFR PARTERS, LLC  
RELATING TO THE DEVELOPMENT KNOW AS FONTANA  
RANCH ESTATES NORTH**

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**WHEREAS**, the City and other signatories to the above named Development Agreement desire to delete the language in the Development Agreement found in Section 3.G. and labeled *Lot "A" Park* and amend the park fee credits in Attachment "E" of that document; and

**WHEREAS**, the intent of this deletion of Section 3.G. is to reverse the original action of land dedication and passive park development at the site; and

**WHEREAS**, the City Council finds that:

1. Another park in this particular area is not needed because there is an existing park approximately four blocks to the south and another planned park secured by other Development Agreements approximately four blocks to the north;
2. The southern part of town has no City parks and a community-wide consensus building identified this area as needing a park;
3. Elimination of this planned park will benefit the City's Water System;
4. Elimination of this planned park will increase security to six residential homes planned to be built abutting the site;
5. Elimination of this planned park will reduce future park maintenance activities;
6. Elimination of this planned park will have other positive fiscal impacts with collection of unanticipated Developer Impact Fees;
7. It is in the best interest of the City and its overall park system to eliminate this planned park and use the scarce park funding in areas with an identified need and;

**WHEREAS**, the City will sell the park site back to the developer for \$56,000 and developer will split the park site into two residential lots complying with Municipal Code Title 17, Zoning Code and;

**WHEREAS**, the estimated cost of development of the park is \$54,626. This amount combined with the \$56,000 property acquisition funds noted above will offset the \$111, 496 park credits in the Development Agreement and;

**WHEREAS**, all park credits shown on Attachment "E" of the Development Agreement shall be eliminated and;

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

**Section 1** Section 3.G of the Development Agreement is hereby deleted.

**Section 2** Attachment "E" of the Development Agreement is hereby amended to delete park related credits.

**Section 3** Effective Date: This Ordinance shall become effective thirty (30) days from and after its final passage and adoption, provided it is published in a newspaper of general circulation at least fifteen (15) days prior to its effective date.

The foregoing Ordinance was introduced and the title thereof read at the regular meeting of the City Council of the City of Hughson held on September 10, 2012, and by a unanimous vote of the Council members present, further reading was waived.

On motion of Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, the foregoing Ordinance was passed by the City Council of the City of Hughson at a regular meeting held on September 24, 2012, by the following votes:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVED:

\_\_\_\_\_  
RAMON BAWANAN, Mayor

ATTEST:

\_\_\_\_\_  
DOMINIQUE SPINALE, Deputy City Clerk



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

**Meeting Date:** September 24, 2012  
**Presented By:** Thom Clark, Community Development Director  
**Subject:** Consideration of Resolution No. 2012-44, A Resolution of the City Council of the City of Hughson Accepting the Water Tank Paint Project and Authorizing the City Clerk to File a Notice of Completion

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

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### **Background:**

At its regularly scheduled meeting of May 12, 2012 the City Council awarded a contract for the Water Tank Paint Project to low bidder Gold Star painting contractors.

### **Discussion:**

The project is complete. The next step is to file a Notice of Completion with the Stanislaus County Clerk-Recorder.

### **Fiscal Impact:**

The low bid was for \$29,960. No contingency funds were used for the project. Monies were budgeted in this fiscal year from the Community Enhancement account.

### **Staff Recommendation:**

Adopt Resolution No. 2012-44, A Resolution of the City Council of the City of Hughson Accepting the Water Tank Paint Project and Authorizing the City Clerk to File a Notice of Completion.

**CITY OF HUGHSON**  
**CITY COUNCIL**  
**RESOLUTION NO. 2012-44**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON  
ACCEPTING THE WATER TANK PAINT PROJECT AND AUTHORIZING THE  
CITY CLERK TO FILE A NOTICE OF COMPLETION**

**WHEREAS**, in April 2011 the City Council approved designating \$30,000 in Community Enhancement Funds to rehab and repaint the elevated Water Tank near the City corporation yard.

**WHEREAS**, at its regularly scheduled meeting of May 12, 2012 the Hughson City Council awarded a contract for the Water Tank Paint Project in the amount of \$29,960 to low bidder Gold Star; and

**WHEREAS**, the work has been inspected and found to be complete; and

**NOW THEREFORE BE IT RESOLVED** that the Hughson City Council hereby accept the Water Tank Paint Project and authorize the City Clerk to File a Notice of Completion with the County Clerk-Recorder.

**PASSED AND ADOPTED** by the City Council of the City of Hughson at its regular meeting held on this 24th day of September, 2012 by the following roll call votes: ( )

AYES:

NOES:

ABSTENTIONS:

ABSENT:

\_\_\_\_\_  
RAMON BAWANAN, Mayor

\_\_\_\_\_  
DOMINIQUE SPINALE, Deputy City Clerk



## **CITY OF HUGHSON AGENDA ITEM NO. 4.1**

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

**Meeting Date:** September 24, 2012  
**Subject:** City of Hughson Goals and Objectives  
**Desired Action:** Review, Amend if Necessary, and Approve City of Hughson Goals and Objectives

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

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#### **Summary:**

In November 2010, the City Council requested that a workshop be held so that the City could discuss the development of appropriate goals and objectives.

The first meeting was held on December 11, 2010 and was attended by members of the City Council, Planning Commission, and Parks and Recreation Commission. Staff facilitated the meeting and together the Council and Commissioners developed a list of the City's strengths, weaknesses, opportunities, and threats. Notes from this meeting were compiled and the list that was created was shared with the all City employees.

On January 19, 2011, the entire City work force gathered to review the list and provide input. Based on their input other items were added to the list.

On January 29, 2011, a second meeting with members of the City Council, Planning Commission, and Parks and Recreation Commission was held. Staff presented a draft Goals and Objectives Matrix that incorporated the items from the list generated at the December 11, 2010 meeting as well as the items from the January 19, 2011 meeting with City staff.

Through a very interactive process the group fine tuned the list and created a Goals and Objectives program that was divided up into eight (8) core areas: 1) Land Use, 2) Economic Development, 3) Transportation, 4) Public Safety, 5) Public Services, 6) Public Facilities, 7) Connectivity and Integration, and 8) Revenue Generation. The next step was to identify "Who" was going to be responsible for accomplishing these goals and "When" were they going to be realized. Attached to this document you will find the Goals and Objectives matrix.

This document is intended to be a guide for staff and the Council to help the City focus and track its progress on the listed goals. This is a guide that will need to be changed over time. This document was reviewed by the City Council on April 11, 2011, August 22, 2011 and again on February 27, 2012.

Staff is bringing this forward to the City Council to review the activities that have taken place between February 2012 and September 2012.

**Recommendation:**

Staff recommends that the City Council review, amend if necessary and approve the City of Hughson Goals and Objectives Matrix.

Attachments:

Goals and Objectives Matrix

GOALS & OBJECTIVES UPDATE  
**September 24, 2012**



# 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		9-24-12 - The General Plan Progress Report is being prepared and will be sent to the Housing and Community Development Department.
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. 9-24-12- Staff presented formal Commercial Design Guidelines to the City Council which were approved on 9-10-12. Currently, city staff is working with a developer for a proposed project downtown as a result of the recent zoning and parking amendments.

# 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. 9-24-12 - Staff has developed an Ag Preservation Policy that will be presented to the Planning Commission in November 2012.
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. 9-24-12 - Pine Street curb, gutter, sidewalk and pavement improvements are currently underconstruction. The project should be completed in two weeks. Funds are still available for the South 4th Street curb, gutter, and sidewalk improvements and construction will take place in Spring 2013. Staff will present the 5th Street design to the Planning Commission in November 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. 9-24-12 - The City continues to partner with the Alliance and will be coordinating classes for local businesses in
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. 9-24-12 City staff continues to monitor legislative changes and is filing updated Recognized Obligational Payment
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. 9-24-12 - A Developer Impact Fee Comparison was presented to the City Council on 3-12-12.
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.9-2412 - Staff has drafted an ag preservation policy that is being reviewed by the City Attorney. It is anticipated that this will go before the Planning Commission in November 2012. The City Council has also adopted urban growth boundaries to assist in this effort.
8			The City will work to establish a method for business attraction and business retention.				9-24-12 - Staff developed zoning, set-back, and parking amendments that provide more options for downtown development. These ammendments were approved by the City Council. Staff created a Shop Local utility bill insert listing Hughson businesses.

**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. 9-24-12 - The City Manager continues to work with the Chamber of Commerce to assist with the Hughson Harvest Festival. This event helps bring hundreds of people into our community.
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. 9-24-12 - Staff created a Hughson Chamber of Commerce website. Work still needs to be done to create a page listing vacant and available commercial

**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.9-24-12 - The City Manager through his involvement in the Hughson Chamber of Commerce has developed relationships with several property owners that own land surrounding the City.
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.
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.

# Goals and Objectives

## Goal #2 - Economic Development

### Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
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		9-24-12 - The Façade Improvement Program has been placed on the City's website.
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		9-24-12 - The Water Tower Paint Project has been completed using \$29,960 in Community Enhancement Funds. The Notice of Completion is on the City Council agenda for September 24, 2012.
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.

## Goals and Objectives

### Goal #2 - Economic Development

#### Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
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. 9-24-12 City staff and members of the Council participated in the planning and coordination of the 2012 Harvest Festival.
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. 9-24-12 - The Community Development Director is the Board Chair of the Arboretum. He has spent considerable time helping the Arboretum continue to move forward and build on its past successes.
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. 9-24-12 - A Farmers Market has been held at the Harvest Festival the last 2 years (2011,2012).



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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
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 <a href="http://www.score556.org/">http://www.score556.org/</a> . 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. 9-24-12At its meeting of 9/18/12 the Planning Commission began review of a draft Hughson Street Design Manual for Living Streets. The document meets all State requirements for the Complete Streets program required for all jurisdictions upon the next Transportation Element update of their General Plan. The Manual address the design of streets for all modes of transportation.
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. 9-24-12 - on 9/25/11 an ordinance was adopted amending the parking requirements in the Downtown Commercial Zone to allow parcels to develop without on-site parking.

# 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. 9-24-12 Stanislaus County continues to work with the railroad. Progress is very slow and it is looking like constructon on the Hatch Road and Santa Fe signalization improvement project wont begin until Spring 2013 at the earliest.

# 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. 9-24-12 Chief Gharat continues to look for ways to provide adequate operational activities while being conscientious of the fiscal impacts to the City. He has also begun submitting activity reports to show how law enforcement activities are benefitting the community.
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. 9-24-12 The Fire District/City Committee continues to meet periodically. It is time to schedule another meeting.

# 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. 9-24-12 - The City has developed a City of Hughson Facebook page that it is using to announce events and other important information. Most recently it was used to remind residents to conserve water especially during the extreme heat periods. This page has 240
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		Recent analyses of park development costs in new subdivisions has shown that the Park Development Development Impact Fee is not substantial enough to allow the construction of a fully developed park. This fee needs to be increased prior to any future annexations.

# 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.9-24-12- The water tower has been painted with two city logos and the husky paw. The lights are in at the bridges at Euclid, 7th Street, and Tully Road. Community enhancement fees are also being utilized to help with the High School Sports Fields improvements. The water connection for this project is currently underway and should be completed in the next few days. Additionally, vines will be planted along the block walls at Starn Park to eliminate space for graffiti vandals. This work should be completed either fall 2012 or spring 2013.

# Goals and Objectives

## Goal #5 - Public Services

### Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
5	On-Going	Community Development Director	Continue to provide for adequate treatment of wastewater by compliance with Federal and State regulations and adopt an allocation policy to ensure that future capacity is applied in a manner that is consistent with the General Plan.		X		The 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. 9-24-12 - The Waste Water Treatment plant has been completed for several months now. A few minor warranty issues are being finalized but the plant has performed extremely well. There is plenty of sewer capacity for future growth but water system improvements are necessary before that additional capacity can be utilized.
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. 9-24-12 - The City Manager and Community Development Director continue to encourage public works staff to gain additional certifications. Recently a few members of the public works department took their Water Distribution certificate exams. The additional training and certifications help City crews gain greater knowledge and improved abilities to maintain and operate the City water system.
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. 9-24-12 -

# Goals and Objectives

## Goal #5 - Public Services

### Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
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. 9-24-12 - The National Night Out event held on August 7, 2012 was a huge success. There were five neighborhood parties and the Police Chief and City Manager had the opportunity to visit all of them. The food and company was excellent. We look forward to National Night Out 2013 that takes place on Tuesday, August 6, 2013.
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. 9-24-12 The City Manager continues to work with its IT consultant EZ Networks to identify needed improvements to the City's overall network. The City is in the process of replacing an aging network server that will improve its ability to store information and the growing email traffic. A second phase of server upgrades will be needed in the not to distant future but that will coincide with the City's purchase of a new Finance Software system. It is anticipated that this will take place in FY 2013/14 or 2014/15.



# Goals and Objectives

## Goal #6 - Public Facilities

### Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
1	On-going	City Manager	Consider shared facilities, where appropriate, with other public and private entities.		X		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 Exercise program at the Senior Community Center. 9-24-12 - The Zumba Exercise program continues to be a tremendous success. Classess are held Monday, Wednesday, and Friday at 8am in the Community Senior Center. Also the City has partnered with the School District to develop the new High School Sports Fields that should be completed and ready for use in Spring 2013.
2	On-going	Community Development Director	The City will develop a method to prioritize replacing existing infrastructure in accordance with the Master Plans adopted in accordance with the General Plan through the development and implementation of a Capital Improvement Plan.		X		9-24-12 - The Community Development Director continues to review the Capital Improvement needs of the City. Planned projects include the installation of curb, gutter and sidewalks on South Fourth Street and improvements to Tully Road between Whitmore and Santa Fe. The 4th Street work will take place in Spring 2013 while the work for Tully road that includes water, sewer, storm drain, and roadway improvements is anticipated in FY 2014/2015. The main obstacle for the Tully Road project is funding. As soon as we get the funding we will move forward on this project as it is one of the most notable deficiencies in town.
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. 9-24-12 - The City continues to strive to build relationships with its neighborhood partners. City staff is involved with the Chamber of Commerce, Hughson Harvest Festival, Arboretum, Hughson Family Resource Center.
2			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. 9-24-12 - City staff continues to use a paper complaint form system to receive and monitor complaints. These paper forms are routed to the appropriate party and when handled are signed and returned to the City Manager. In the future the City would like to convert this to a more electronic format that enables the City to better track the trends of the complaints. It appears that the highest frequency of complaints is simply notifying the city of a street light that has burnt out.

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
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. 9-24-12 - The City continues to meet on a quarterly basis with the School District. These meetings continue to be very productive. The last meeting was held in July 2012 and the next meeting will be held in October 2013.

## Goals and Objectives

### Goal #7 - Connectivity and Integration

#### Action Items:

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
5	On-Going	City Manager	Keep lines of communication between management and staff		X		
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 9-24-12 The City web page has been completely revised and it allows more flexibility to post information about upcoming events. The City's facebook page has been developed and is proving to also be a valuable communication tool.
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		9-24-12 - The City currently partners with the City of Modesto for on-call planning services. The City has also reached out on occasion to discuss water and wastewater issues with other jurisdictions in the county. The Community Development Director has also worked on the countywide collaborative effort of developing the Integrated Regional Water Management Plan (IRWMP). This effort will help our region compete for future water grants.
9	On-Going	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		9-24-12 The City of Hughson has a wonderful community full of individuals willing to volunteer. The City worked diligently to facilitate the efforts of those willing to volunteer. For example, the City has help with the planning and coordination of LOVE Hughson events as well as volunteer efforts tied to the City Wide Clean up Day.

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

#	WHEN	WHO	WHAT	STATUS			COMMENTS
				DONE	ON TARGET	REV	
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. 9-24-12 - The City website redesign has been completed.
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 Allocat

### 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. 9-24-12 - The City closed out the FY 11/12 year with revenues exceeding expenditures. The preliminary work for the FY 11/12 audit has been completed. The City Auditor will be presenting its reports to the City in Winter 2012.
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 Allocat

#### 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		9/10/12 The City Council authorized selling the 1/2 acre Fontana North passive park back to the developer in exchange for approximately \$112,000 which can now be used for other park needs
8	On-Going	City Manager	Try to find other revenue streams and work with other agencies for assistance		X		



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

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

**Meeting Date:** September 24, 2012  
**Presented By:** Margaret Souza, Director of Finance  
**Subject:** Annual Report of AB1600 Fees for Fiscal Year Ending 2012.  
**Enclosures:** Schedule of Revenues and Expenditures

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

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#### **Summary:**

Government Code Section 66006 requires local agencies to submit an annual report detailing the status of development impact fees. The annual report must be made available to the public and presented to the public agency (City Council) within 180 days of the close of a fiscal year.

Staff recommends that the City Council review and approve the attached AB1600 Annual Report for the year ended June 30, 2012.

#### **Background:**

In 1978, following the passage of Proposition 13, many cities began charging fees on new development to fund public improvements and services such as streets, park facilities, sewers and storm drains. These fees are commonly known as development impact fees. In order to ensure that these fees were spent in a timely manner and on projects for which they were being collected, the State Legislature passed a bill known as AB1600 (Mitigation Fee Act). This bill applies to developer fees which were increased or imposed on or after January 1, 1989. AB1600 enacts Sections 66000-66008 of the Government Code which generally contain four requirements:

1. A local jurisdiction must follow the process set forth in the bill and make certain determinations regarding the purpose and use of the fees, and establish a "nexus" or connection between a development project or class of project and the public improvement.
2. The fee revenue must be segregated from the general fund in order to avoid commingling of public improvement fees and the general fund.
3. If a local jurisdiction has had possession of a developer fee for five or more years and has not committed that money to a project or spent that money,



then it must make findings describing the continuing need for that money. In addition, an annual report must be made of fees collected, interest earned, projects on which fees were expended, and any transfers for loans from the fee account. This report is to be reviewed by the local agency assessing the fees.

4. If a local jurisdiction cannot make the findings required under paragraph three (3), the City must refund the fees collected.

**Discussion:**

The City of Hughson development fees covered by AB1600, and documented in the attached report, include the following:

- Storm Drain Fund
- Community Enhancement Fund
- Facility Development Fund
- Public Facility Streets Fund
- Park In Lieu Fund
- Parks Development Fund
- Sewer Capital Improvement Fund
- Water Capital Improvement Fund

Staff examined each of the funds for the impact fees listed above to determine if any development fees remain unexpended five years or more after receipt and are subject to refund. Based on our analysis, no refunds are due. Unexpended fund balances represent fees collected for respective Council approved projects which will be financed and implemented when financially feasible or practical.

**Recommendation:**

Staff recommends that the City Council review and approve the attached AB1600 Annual Report for the year ended June 30, 2012.

**City of Hughson**  
**For the Year Ending June 30, 2012**  
**Summary**  
**Report of Sources and Uses of**  
**Development Impact Fees**

Fee Type	Fund #	Beginning	Revenues				Expenditures			Ending
		Balance 7/1/2011	ARRA Grant	Fees	Interest	Transfer In	Reim Prop/TID	Project	Transfer Out	Balance 6/30/2012
Storm Drain Fund	10	25,084		109,746	58		24,008			110,880
Community Enhancement Fund	20	86,761		39,312	264			15,301		111,036
Facility Development Fund	41	2,174,998		118,950	5,630		594,414		172,406	1,532,758
Public Facility Streets	42	(1,009,891)		159,939	0	135,508	33,997			(748,441) (1)
Park In Lieu Fund	54	309,301		55,848	1,051		0			366,200
Parks Development Fund	55	102,886		84,370	459		0			187,715
Sewer Capital Improvement Fund	62	843,605		1,885	100,341		33,151			912,680
Water Capital Improvement Fund	81	(1,536,718)	936,114	127,395	0		27,163	46,247		(546,619) (2)
<b>Totals</b>		<b>996,026</b>	<b>936,114</b>	<b>697,445</b>	<b>107,803</b>	<b>135,508</b>	<b>712,733</b>	<b>61,548</b>	<b>172,406</b>	<b>1,926,209</b>

(1) The public facilities development streets fund has a negative balance of \$748,441 due to the fact that the Euclid Bridge was built back in 2006 and 2007 for more than \$1.3 million. This bridge was built with future developer impact fees, but shortly after, new home building plummeted. As a result of recent home construction impact fees to reduce that deficit.

(2) The Water Developer Impact Fee began the year with a negative balance of \$1,153,718. The City was waiting the Claims Reimbursement to be remitted by the State. In addition, there was a payment exceeding \$600,00 for legal settlement - Water Tank. The deficit has been reduced to \$546,619.

**City of Hughson**  
**For the Year Ending June 30, 2013**  
**BUDGET PROJECTIONS**  
**Report of Sources and Uses of Impact Fees**

Fee Type	Fund #	Beginning Balance 7/1/2012	Revenues	Expenditures	Ending Balance 6/30/2013
Storm Drain Fund	10	110,880	62,008	0	172,888
Community Enhancement Fund	20	111,036	22,376	66,000	67,412
Facility Development Fund	41	1,532,758	75,100	0	1,607,858
Public Facility Streets	42	(748,441)	90,222	0	(658,219)
Park In Lieu Fund	54	366,200	45,002	0	411,202
Parks Development Fund	55	187,715	59,174	0	246,889
Sewer Capital Improvement Fund	62	912,680	1,500	0	914,180
Water Capital Improvement Fund	81	(546,619)	83,666	20,000	(482,953)
<b>Totals</b>		<b>1,926,209</b>	<b>439,048</b>	<b>86,000</b>	<b>2,279,257</b>

Revenue - \$11,500 projected to be Interest, balance is Developer Fees

Expenses - \$86,000 Projects

**PENDING PROJECTS**

<b>Storm Drain Fund</b>	10	Storm Drain Basin at 7th and Whitmore
<b>Community Enhancement Fund</b>	20	Various small projects
<b>Facility Development Fund</b>	41	City Hall and Corporation Yard
<b>Park In Lieu Fund</b>	54	7th & Whitmore Park
<b>Parks Development Fund</b>	55	Euclid Park and 7th & Whitmore Park
<b>Sewer Capital Improvement Fund</b>	62	Whitmore Ave and Industrial Lift Station Improvement