



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

AGENDA
MONDAY, MAY 22, 2023 – 6:00 P.M.

How to participate in, or observe the Meeting:

- In person in the City Council Chambers and submit public comment when invited during the meeting.
- Remotely via WebEx by using the link below:

Meeting Link:

<https://cityofhughson.my.webex.com/cityofhughson.my/j.php?MTID=m64f1ae7c57d6e831c1b8367b523cee40>

Meeting Number: 2550 617 1951

Meeting Password: T5bYxQARM72

(85299727 from phones and video systems)

- Observe only via YouTube live, by accessing this link:

https://www.youtube.com/channel/UC-PwkdIrkMmOJDzBSodu6A?view_as=subscriber

Should technology problems cause issues providing access to the meeting via WebEx and/or YouTube, the in-person meeting will proceed as scheduled.

- In addition, recorded City Council meetings are posted on the City's website the second business day following the meeting. Recorded videos can be accessed with the following link:

[Upcoming Meetings | Hughson CA](#)

CALL TO ORDER: Mayor George Carr

ROLL CALL: Mayor George Carr
Mayor Pro Tem Ramon Bawan
Councilmember Samuel Rush
Councilmember Randy Crooker
Councilmember Julie Ann Strain

FLAG SALUTE: Mayor George Carr

INVOCATION: Hughson Ministerial Association

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

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

2. PRESENTATIONS: NONE.

3. CONSENT CALENDAR:

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

3.1: Approve the Minutes of the Meeting of May 8, 2023.

3.2: Approve the Warrants Register.

3.3: Approve Partial Claim Settlement Authority in the Amount of \$6,915.82 – Leotta Gilbertson (Date of Loss 3/8/2023).

3.4: Approval to Install Electronic Gates at the Corporation Yard by Thompson Woolley Builders, at a Cost of \$72,400 with a 10% Contingency.

4. UNFINISHED BUSINESS:

4.1: Adopt Resolution No. 2023-28, Approving the Hughson City Council's 2023-2028 Strategic Priorities.

5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.

6. NEW BUSINESS: NONE.

7. CORRESPONDENCE: NONE.

8. COMMENTS:

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

City Manager: Update on Tully Road Sewer Intrusion.

City Clerk:

Director of Finance:

Community Development Director:

Police Services:

City Attorney:

Student Representative:

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

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

9. CLOSED SESSION TO DISCUSS THE FOLLOWING:

9.1: CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representative: Mayor George Carr
Unrepresented employee: City Manager

9.2: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2)
or (3) of subdivision (d) of Section 54956.9: One (1) case

ADJOURNMENT:

<u>AFFIDAVIT OF POSTING</u>	
Date: May 19, 2023	Time: 12:00 PM
Name: Ashton Gose	Title: Executive Assistant/City Clerk

UPCOMING EVENTS:

May 22	<ul style="list-style-type: none"> ▪ Tom McClintock Office Hours, City Council Chambers, 11:30 AM
May 22	<ul style="list-style-type: none"> ▪ Economic Development Committee Meeting, City Council Chambers, 4:30 PM
May 22	<ul style="list-style-type: none"> ▪ City Council Meeting, City Council Chambers/WebEx Videoconference/YouTube Live Stream, 6:00 PM
May 29	<ul style="list-style-type: none"> ▪ Memorial Day - City Hall Closed
May 29	<ul style="list-style-type: none"> ▪ Laying of the Wreath Veterans Memorial, Deputy Dennis Wallace Soccer Fields, 8:00 AM
June 7	<ul style="list-style-type: none"> ▪ City/Fire 2+2 Committee Meeting, Hughson Fire Protection District, 5:30 PM
June 12	<ul style="list-style-type: none"> ▪ City Council Meeting, City Council Chambers/WebEx Videoconference/YouTube Live Stream, 6:00 PM
June 13	<ul style="list-style-type: none"> ▪ Parks, Recreation and Entertainment Commission Meeting, City Council Chambers, 6:00 PM
June 20	<ul style="list-style-type: none"> ▪ Planning Commission Meeting, City Council Chambers, 6:00 PM
June 26	<ul style="list-style-type: none"> ▪ Economic Development Committee Meeting, City Council Chambers, 4:30 PM
June 26	<ul style="list-style-type: none"> ▪ City Council Meeting, City Council Chambers/WebEx Videoconference/YouTube Live Stream, 6:00 PM

General Information: The Hughson City Council meets in the Council Chambers on the second and fourth Mondays of each month at 6:00 p.m., unless otherwise noticed.

Council Agendas: The City Council agenda is now available for public review at the City’s website 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.

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.

WAIVER WARNING

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

**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.



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

Meeting Date: May 22, 2023
Subject: Approval of the City Council Minutes
Presented By: Ashton Gose, Executive Assistant/City Clerk
Approved By: Merry Mayhew
City Manager

Staff Recommendation:

Approve the Minutes of the Regular Meeting of May 8, 2023.

Background and Overview:

The draft minutes of the May 8, 2023 meeting are prepared for the Council's review.



**CITY OF HUGHSON
CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
7018 PINE STREET, HUGHSON, CA**

**MINUTES
MONDAY, MAY 8, 2023 – 6:00 P.M.**

CALL TO ORDER: Mayor George Carr

ROLL CALL:

Present: Mayor George Carr
Mayor Pro Tem Ramon Bawanan
Councilmember Samuel Rush
Councilmember Randy Crooker
Councilmember Julie Ann Strain

Staff Present: Merry Mayhew, City Manager
Ashton Gose, City Clerk
Eric Nims, City Attorney
Kim Weimer, Director of Finance and Admin. Services
Carla Jauregui, Community Development Director
Sarah Chavarin, Accounting Manager
Jose Vasquez, Public Works Superintendent
Neil Raya, Interim Utilities Superintendent
Sanjay Prasad, Deputy Sheriff

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

NONE.

2. PRESENTATIONS:

2.1: Proclaim May 21-27, 2023, as Public Works Week in the City of Hughson.

Mayor Carr proclaimed May 21-27, 2023 as Public Works Week.

- 2.2:** Opportunity Stanislaus Update – Dave White, Chief Executive Officer.

Opportunity Stanislaus CEO, Dave White provided an update on Opportunity Stanislaus.

3. CONSENT CALENDAR:

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

- 3.1:** Approve the Minutes of the Meeting of March 27, 2023.
- 3.3:** Approve the First Amendment to the Agreement with the Hughson Chamber of Commerce for Promotional Services.
- 3.4:** Adopt Resolution No. 2023-19, supporting the approval of the Fiscal Year 2023-2024 Community Development Block Grant (CDBG) Annual Action Plan (AAP).
- 3.5:** Adopt Resolution No. 2023-20, Approving Military Equipment Use Policy.
- 3.6:** **A.** Adopt Resolution No. 2023-21, Authorizing the City Manager to Execute All; Master Agreements, Program Supplement Agreements, Fund Exchange Agreements, and any Amendments thereto with the California Department of Transportation.
- 3.8:** Adopt Resolution 2023-24, Approving the Fiscal Year 2022-23 Mid-Year Budget Adjustments.
- 3.10:** Adopt Independent Auditing Services. Resolution No. 2023-25, Approving the First Amendment to the Professional Service Agreement with Moss, Levy & Hartzheim, LLP, for Independent Auditing Services.
- 3.12:** Approval of the Client Services and Fee Agreement with RecruitGigs, LLC., for Temporary Staffing Services.

Councilmember Crooker requested that item number 3.2 be pulled from the Consent Calendar for special consideration.

Councilmember Rush requested that item number 3.6 B, 3.7, 3.9, and 3.11 be pulled from the Consent Calendar for special consideration.

CARR/BAWANAN 5-0-0-0 motion passes to approve the Consent Calendar, excluding items 3.2, 3.6 B, 3.7, 3.9 AND 3.11, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

3.2: Approve the Warrants Register.

STRAIN/CROOKER 5-0-0-0 motion passes to approve item 3.2, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

3.6: B. Adopt Resolution No. 2023-22, Authorizing the City Manager to Sign Right-of-Way Certification in Connection with State and Federally Funded Projects.

STRAIN/CROOKER 5-0-0-0 motion passes to approve item 3.6 B, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

3.7: Adopt Resolution No. 2023-23, Authorizing the City Manager to Execute an Agreement with Carollo Engineers, Inc., for Professional Services Associated with a Sewer System Management Plan Update.

STRAIN/CROOKER 5-0-0-0 motion passes to approve item 3.6 B, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

3.9: Approve the Task Order for the Creation and Implementation of a City-Wide Fire Hydrant Flushing and Exercising Program by JSWWC Water & Wastewater Management Under Existing Contracted Consulting Services.

STRAIN/CROOKER 5-0-0-0 motion passes to approve item 3.6 B, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

3.11: Adopt Resolution No. 2023-26, Approving the Professional Services Agreement with Condor Earth Technologies, Inc. for Groundwater Monitoring and Reporting, Including Related Support Services for the Wastewater Treatment Plant and Authorizing the Task Order for the Preparation of a Salinity Study.

STRAIN/CROOKER 5-0-0-0 motion passes to approve item 3.6 B, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

4. UNFINISHED BUSINESS:

4.1: Adopt Resolution No. 2023-27, Approving a Professional Services Agreement with Bartle Wells Associates to Update the 2021 Capacity Fees Nexus Study.

Director Jauregui presented the staff report on this item.

Mayor Carr opened public comment at 6:33 PM.

Written comment was submitted for this item. The comment is attached to be kept on file as part of the official record of this City Council meeting.

Mayor Carr closed public comment at 6:36 PM.

CARR/CROOKER 5-0-0-0 motion passes to adopt Resolution No. 2023-27, Approving a Professional Services Agreement with Bartle Wells Associates to Update the 2021 Capacity Fees Nexus Study, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.

6. NEW BUSINESS:

6.1: Approval to Award the Lebright Electrical Panels and Backboard Improvements to Black Castle Construction at a Cost of \$15,038.80 with a 10% Contingency.

Superintendent Vasquez presented the report on this item.

Mayor Carr opened public comment at 6:43PM. There was no public comment. Mayor Carr closed public comment at 6:44PM.

BAWANAN/STRAIN 5-0-0-0 motion passes to approve table this item, and bring it back to the Council for approval within 30 days, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

7. CORRESPONDENCE:

7.1: Annual Air Toxics Report for 2022.

No action taken.

7.2: Broker Compensation Report 2022.

No action taken.

8. COMMENTS:

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

City Manager:

City Manager Mayhew provided an update on the Tully Road sewer intrusion. She also provided an update on Hughson has Heart, and the Household Hazardous Waste and Shred It Event. She thanked the Public Works Department for all of their hard work for the Fruit and Nut Festival. She attended Duarte Nursery Friends Day on May 5, 2023. She provided a reminder for the Memorial Day Laying of the Wreath.

City Clerk:

City Clerk Gose provided an update regarding Hughson has Heart.

Director of Finance and Administrative Services:

Director Weimer provided an update regarding the FY 2023/2024 Budget.

Community Development Director:

Director Jauregui thanked the Public Works Department for their continued hard work. She provided an update regarding development, construction projects, and new businesses within the City.

Police Services:

Deputy Prasad provided the City Council with the latest Crime Statistic Report.

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

Councilmember Crooker attended the Hughson Youth Baseball and Softball Opening Day Ceremony. He attended Turlock Government Night on April 5, 2023. He attended the Hughson Cares Spaghetti Dinner on April 22, 2023. He attended the Hughson Unified School District State of the District on April 25, 2023. He attended the Fruit and Nut Festival on April 29, 2023. He attended the Annual

City/School/Fire 2+2+2 Committee meeting on May 8, 2023. He thanked Hughson Police Services and City staff for their continued hard work.

Councilmember Rush attended a San Joaquin Valley Special City Selection Committee meeting on April 20, 2023.

Councilmember Strain attended the Hughson Youth Baseball and Softball Opening Day Ceremony. She attended Turlock Government Night on April 5, 2023. She attended the Hughson Cares Spaghetti Dinner on April 22, 2023. She attended the Fruit and Nut Festival on April 29-30, 2023. She attended the Annual City/School/Fire 2+2+2 Committee meeting on May 8, 2023. She thanked Hughson Police Services and City staff for their continued hard work.

Mayor Pro Tem Bawanani attended the Hughson Youth Baseball and Softball Opening Day Ceremony. He attended a Budget and Finance Subcommittee meeting on April 17, 2023. He attended the Hughson Unified School District State of the District on April 25, 2023. He attended the Fruit and Nut Festival on April 29-30, 2023. He attended the Household Hazardous Waste and Shred It Event on May 6, 2023. He attended the Annual City/School/Fire 2+2+2 Committee meeting on May 8, 2023. He thanked the Knights of Columbus for the Hughson Cares Spaghetti Dinner, and Hughson Police Services for their presence at the Fruit and Nut Festival. He thanked City staff for their continued hard work. He announced that he will be absent at the next regular City Council meeting on May 22, 2023.

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

Mayor Carr attended the Hughson Youth Baseball and Softball Opening Day Ceremony and threw the first pitch. He attended Hughson has Heart on April 22, 2023. He thanked all the volunteers and staff for all of the City events. He urged residents to read their monthly newsletter and provided a reminder regarding the Dump Day Voucher found in the monthly utility bills.

9. CLOSED SESSION TO DISCUSS THE FOLLOWING:

**9.1: CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Section 54956.9)
Name of case: Linda Abid-Cummings and City of Hughson v. CalPERS,
Superior Court of California, County of Sacramento Case No. 34-2022-
80003798**

No reportable action.

ADJOURNMENT:

CROOKER/BAWANANI 5-0-0 motion passes to adjourn the regular meeting of May 8, 2023, at 7:23 PM with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

APPROVED:

GEORGE CARR, Mayor

ATTEST:

ASHTON GOSE, Executive Assistant/City Clerk

May 8, 2023
Public Comment

Ashton Gose

From: Hughson CA <noreply@civicplus.com>
Sent: Monday, May 8, 2023 10:17 AM
To: Ashton Gose
Subject: Agenda Item 4.1 tonight's council meeting

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Name: John Raymond Beckman
Email: [REDACTED]

Message: Ms. Gose, would you please notify the City Council regarding this item that the BIA remains concerned about how the nexus study will be performed and we ask to be included in the process to avoid further complications. Please reply to my email address that you received this message and will inform the Council prior to or during the discussion of this item. Thank you. John Beckman, CEO, BIAGV



CITY COUNCIL AGENDA ITEM NO. 3.2

SECTION 3: CONSENT CALENDAR

Meeting Date: May 22, 2023
Subject: Approval of Warrants Register
Enclosure: Warrants Register
Presented By: Kim Weimer, Director of Finance

Approved By: *Merry Mayhew*

Staff Recommendation:

Approve the Warrants Register as presented.

Background and Overview:

The warrants register presented to the City Council is a listing of all expenditures paid from May 3, 2023, through May 16, 2023.

Fiscal Impact:

There are reductions in various funds for payment of expenses.



Hughson

Check Report

By Check Number

Date Range: 05/03/2023 - 05/16/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: Payable Bank-Payable Bank						
01603	Amazon Capital Services, Inc.	05/05/2023	Regular	0.00	173.02	56620
13Q4-VLX4-VX7C	Invoice	04/25/2023	Office Supplies - AUTHOIRZED PERSONNEL S...	0.00	14.01	
19QT-X6LJ-7CM7	Invoice	09/28/2022	Office Supplies - CHALK	0.00	37.77	
1KD9-T7WG-71M9	Invoice	04/28/2023	Office Supplies - AUTHORIZED PERSONNEL D...	0.00	17.25	
1QKD-66W7-6XN7	Invoice	04/28/2023	Office Supplies	0.00	103.99	
00064	AMERINE SYSTEMS, INC.	05/05/2023	Regular	0.00	23,850.00	56621
1044442	Invoice	03/23/2023	storm lift station pumps	0.00	23,850.00	
00104	AYERA TECHNOLOGIES INC.	05/05/2023	Regular	0.00	84.00	56622
459631	Invoice	05/01/2023	Ayera Tech Blanket P.O.	0.00	84.00	
01585	Bay City Equipment Industries Inc	05/05/2023	Regular	0.00	3,086.43	56623
W275532	Invoice	05/04/2023	Biannual generator maint. for april	0.00	1,400.19	
W275920	Invoice	05/04/2023	Biannual generator maint.	0.00	1,686.24	
01817	Black Castle Construction	05/05/2023	Regular	0.00	5,530.00	56624
0297	Invoice	05/04/2023	Christian school toilet rental	0.00	5,530.00	
00332	CONDOR EARTH TECHNOLOGIES	05/05/2023	Regular	0.00	456.75	56625
88960	Invoice	03/31/2023	OVTA mapping 2021-2023 phase 1	0.00	456.75	
00463	EXPRESS PERSONNEL SERVICE	05/05/2023	Regular	0.00	4,121.88	56626
28959830	Invoice	05/04/2023	Extra Help- PW	0.00	2,067.60	
28959830-1	Invoice	05/04/2023	22/23 Extra Help	0.00	2,054.28	
00464	EZ NETWORK SOLUTIONS	05/05/2023	Regular	0.00	6,167.49	56627
42505	Invoice	04/28/2023	IT SERVICES - MARCH	0.00	1,133.29	
TS42579	Invoice	05/01/2023	IT SERVICES - MAY	0.00	5,034.20	
00522	GEOANALYTICAL LABORATORIE	05/05/2023	Regular	0.00	40.00	56628
J3D2713	Invoice	05/04/2023	Wastewater sample	0.00	40.00	
00528	GILTON SOLID WASTE MANAGE	05/05/2023	Regular	0.00	1,895.07	56629
HUGHSS-081	Invoice	05/01/2023	STREET SWEEPING - April 2023	0.00	1,895.07	
01877	GLORIA BENNETT	05/05/2023	Regular	0.00	100.00	56630
INV0009011	Invoice	04/27/2023	PARK RENTAL REFUND	0.00	100.00	
01823	Iconix Waterworks (US) Inc.	05/05/2023	Regular	0.00	122.34	56631
U2316013290	Invoice	05/04/2023	water parts	0.00	122.34	
01069	Jared Steeley Water & Wastewater Management	05/05/2023	Regular	0.00	4,023.50	56632
9837	Invoice	05/01/2023	Balnknet PO Lab /service	0.00	4,023.50	
00682	KAISER FOUNDATION HEALTH	05/05/2023	Regular	0.00	7,117.82	56633
691534640949	Invoice	05/03/2023	MEDICAL SERVICES- JUNE	0.00	7,117.82	
01878	LISANDRO LOPEZ	05/05/2023	Regular	0.00	28.00	56634
INV0009012	Invoice	04/12/2023	2 HRS CLEAN-UP-BOTTLES, TRASH, WRAPPE...	0.00	28.00	
01875	LOZANO SMITH ATTORNEY AT LAW	05/05/2023	Regular	0.00	2,665.25	56635
2184670	Invoice	03/13/2023	LEGAL SERVICE RENDERED THRU FEB 2023	0.00	65.00	
2187018	Invoice	04/12/2023	LEGAL SERVICES RENDERED THRU MARCH 2...	0.00	2,600.25	
01748	Martin Marietta Materials, Inc	05/05/2023	Regular	0.00	87.81	56636
38610429	Invoice	05/03/2023	asphalt for mulberry and fox	0.00	87.81	

Check Report

Date Range: 05/03/2023 - 05/16/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
01277	MICHELL MUNOZ	05/05/2023	Regular	0.00	72.00	56637
INV0009031	Invoice	05/03/2023	Refund rest of deposit - video proof	0.00	72.00	
00611	Mid Valley Publications	05/05/2023	Regular	0.00	2,849.00	56638
340971	Invoice	05/04/2023	lebright work publications	0.00	2,849.00	
00775	MISSION UNIFORM SERVICE	05/05/2023	Regular	0.00	1,256.82	56639
519033238	Invoice	04/03/2023	Uniform Services (Blanket PO)	0.00	127.85	
519033239	Invoice	04/03/2023	Uniform Services (Blanket PO)	0.00	59.86	
519033240	Invoice	04/03/2023	Uniform Services (Blanket PO)	0.00	61.10	
519075624	Invoice	04/03/2023	Uniform Services (Blanket PO)	0.00	76.10	
519075625	Invoice	04/10/2023	Uniform Services (Blanket PO)	0.00	59.86	
519075626	Invoice	04/10/2023	Uniform Services (Blanket PO)	0.00	61.10	
519118579	Invoice	04/17/2023	Uniform Services (Blanket PO)	0.00	81.05	
519118580	Invoice	04/17/2023	Uniform Services (Blanket PO)	0.00	98.36	
519118581	Invoice	04/17/2023	Uniform Services (Blanket PO)	0.00	61.10	
519124015	Invoice	04/10/2023	Uniform Services (Blanket PO)	0.00	43.29	
519158640	Invoice	04/18/2023	Uniform Services (Blanket PO)	0.00	206.58	
519161143	Invoice	04/24/2023	Uniform Services (Blanket PO)	0.00	77.60	
519161144	Invoice	04/24/2023	Uniform Services (Blanket PO)	0.00	181.87	
519161146	Invoice	04/24/2023	Uniform Services (Blanket PO)	0.00	61.10	
00837	NORTHSTAR CHEMICAL	05/05/2023	Regular	0.00	9,154.44	56640
248982	Invoice	05/04/2023	Chlorine	0.00	3,938.06	
249908	Invoice	05/04/2023	chlorine	0.00	5,216.38	
00855	OPERATING ENGINEERS LOCAL	05/05/2023	Regular	0.00	330.00	56641
INV0009032	Invoice	05/04/2023	LOCAL UNION DUES #3	0.00	330.00	
00879	PG & E	05/05/2023	Regular	0.00	634.40	56642
INV0009010	Invoice	04/26/2023	UTILITIES	0.00	634.40	
01272	SARAH CHAVARIN	05/05/2023	Regular	0.00	105.05	56643
INV0009009	Invoice	04/26/2023	CANDY & CRAYONS FOR THE FRUIT AND NUT	0.00	105.05	
01853	Sloan Sakai Yeung & Wong LLP	05/05/2023	Regular	0.00	3,720.00	56644
51714	Invoice	03/31/2023	2023 STRATEGIC PLANNING	0.00	3,720.00	
01599	SMILE BUSINESS PRODUCTS, INC	05/05/2023	Regular	0.00	106.95	56645
1115744	Invoice	04/24/2023	COPIES	0.00	106.95	
01110	TESCO CONTROLS, INC	05/05/2023	Regular	0.00	2,400.00	56646
0079388-IN	Invoice	05/04/2023	ANNUAL CALIBRATIONS	0.00	2,400.00	
01264	VERIZON WIRELESS	05/05/2023	Regular	0.00	380.10	56647
9933336755	Invoice	04/24/2023	MIFI DEVICES/ CAMERAS - MARCH 25- APRIL...	0.00	152.04	
9933336756	Invoice	04/24/2023	MIFI DEVICES/ CAMERAS - MARCH 25 - APRIL..	0.00	228.06	
01206	WARDEN'S OFFICE	05/05/2023	Regular	0.00	162.03	56648
2096979-0	Invoice	04/28/2023	MISC OFFICE SUPPLIES	0.00	162.03	
00016	ABS PRESORT	05/16/2023	Regular	0.00	1,740.55	56656
131946	Invoice	05/12/2023	BILL PRINTING- MAY 2023	0.00	1,740.55	
01860	All About Building Inc.	05/16/2023	Regular	0.00	18,466.95	56657
INV0009052	Invoice	05/12/2023	Planning office improvement	0.00	18,466.95	
01603	Amazon Capital Services, Inc.	05/16/2023	Regular	0.00	22.23	56658
11H4-F7PK-1GCK	Invoice	05/03/2023	Office Supplies	0.00	22.23	
00109	BADGER METER, INC	05/16/2023	Regular	0.00	2,278.28	56659
80124834	Invoice	05/12/2023	METERS	0.00	2,278.28	
01260	CARLA JAUREGUI	05/16/2023	Regular	0.00	200.00	56660

Check Report

Date Range: 05/03/2023 - 05/16/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0009047	Invoice	05/09/2023	SJVSQP Annual MS4 - Phase I & II regional tra..	0.00	200.00	
00284	CHARTER COMMUNICATION	05/16/2023	Regular	0.00	259.38	56661
0013555050123	Invoice	05/12/2023	IP ADDRESS- PINE ST	0.00	259.38	
00305	CITY OF HUGHSON	05/16/2023	Regular	0.00	2,549.87	56662
INV0009046	Invoice	05/11/2023	LLDS & STARN PARK	0.00	2,549.87	
00310	CLARK'S PEST CONTROL	05/16/2023	Regular	0.00	206.00	56663
33282903	Invoice	05/12/2023	PEST CONTROL	0.00	129.00	
33283755	Invoice	05/12/2023	PEST CONTROL	0.00	77.00	
00332	CONDOR EARTH TECHNOLOGIES	05/16/2023	Regular	0.00	6,427.79	56664
89119	Invoice	04/30/2023	Blanket PO	0.00	6,427.79	
00462	EWING IRRIGATION PRODUCTS	05/16/2023	Regular	0.00	789.07	56665
19370384	Invoice	05/12/2023	irrigation parts	0.00	789.07	
00463	EXPRESS PERSONNEL SERVICE	05/16/2023	Regular	0.00	3,928.08	56666
28994713	Invoice	05/10/2023	Extra Help- PW	0.00	3,928.08	
00474	FERGUSON ENTERPRISES,INC	05/16/2023	Regular	0.00	237.33	56667
1754987	Invoice	05/04/2023	Blanket PO	0.00	237.33	
00498	FRANTZ WHOLESALE NURSERY	05/16/2023	Regular	0.00	86.30	56668
617488	Invoice	05/12/2023	tree for downtown landscape	0.00	86.30	
01612	GreatAmerica Financial Svcs.	05/16/2023	Regular	0.00	358.92	56669
33960362	Invoice	05/11/2023	LEASE	0.00	358.92	
00914	Harbans Singh ET AL	05/16/2023	Regular	0.00	248.63	56670
1018379	Invoice	05/12/2023	fuel for vactor truck	0.00	248.63	
00614	HUGHSON FARM SUPPLY	05/16/2023	Regular	0.00	2,227.25	56671
H452976	Invoice	05/12/2023	Blanket PO	0.00	47.45	
H453087	Invoice	05/12/2023	Blanket PO	0.00	44.23	
H453549	Invoice	05/12/2023	Blanket PO	0.00	107.31	
H454080	Invoice	05/12/2023	Blanket P.O. hughson farm supply	0.00	21.56	
H454406	Invoice	05/12/2023	Blanket PO	0.00	33.59	
H454528	Invoice	05/12/2023	Blanket P.O. hughson farm supply	0.00	198.70	
H454959	Invoice	05/12/2023	Blanket PO	0.00	5.56	
H455119	Invoice	05/12/2023	Blanket P.O. hughson farm supply	0.00	21.56	
H455189	Invoice	05/12/2023	Blanket P.O. hughson farm supply	0.00	74.41	
H455480	Invoice	05/12/2023	Blanket PO	0.00	12.93	
H456224	Invoice	05/12/2023	shop tools	0.00	821.42	
INV0009070	Invoice	05/12/2023	paint and supplies for park	0.00	458.82	
S112039-01	Invoice	05/12/2023	weed eater (echo)	0.00	379.71	
00627	HUGHSON NAPA AUTO & TRUCK	05/16/2023	Regular	0.00	902.06	56672
359377	Invoice	05/12/2023	Blanket PO Napa	0.00	10.97	
359503	Invoice	05/12/2023	WWTP Trailer air valve repair	0.00	94.32	
359506	Invoice	05/12/2023	Blanket PO Napa	0.00	42.90	
359576	Invoice	05/12/2023	Blanket PO Napa	0.00	50.99	
359708	Invoice	05/12/2023	Blanket PO Napa	0.00	6.47	
359847	Invoice	05/12/2023	Blanket PO	0.00	55.83	
360415	Invoice	05/12/2023	Blanket PO Napa	0.00	2.46	
360416	Invoice	05/12/2023	Blanket PO Napa	0.00	5.38	
360556	Invoice	05/12/2023	Blanket PO Napa	0.00	94.88	
360866	Invoice	05/12/2023	Blanket PO Napa	0.00	31.01	
361325	Invoice	05/12/2023	sockets for shop	0.00	506.85	
01583	Hunt & Sons, Inc.	05/16/2023	Regular	0.00	1,047.52	56673
69235	Invoice	05/12/2023	fuel	0.00	1,047.52	

Check Report

Date Range: 05/03/2023 - 05/16/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
01823	Iconix Waterworks (US) Inc.	05/16/2023	Regular	0.00	4,842.65	56674
U2316016867	Invoice	05/12/2023	Starn hydrant	0.00	4,842.65	
01831	Industrial Service Solutions, LLC	05/16/2023	Regular	0.00	4,654.52	56675
0048891	Invoice	05/12/2023	well8 bacck wash valve	0.00	4,654.52	
00824	NEUMILLER & BEARDSLEE	05/16/2023	Regular	0.00	10,367.12	56676
340907	Invoice	05/01/2023	LEGAL SERVICES	0.00	1,600.00	
340950	Invoice	05/01/2023	LEGAL SERVICES	0.00	825.00	
340951	Invoice	05/11/2023	LEGAL SERVICES	0.00	25.00	
340970	Invoice	05/01/2023	LEGAL SERVICES	0.00	7,917.12	
00837	NORTHSTAR CHEMICAL	05/16/2023	Regular	0.00	3,356.80	56677
251695	Invoice	05/12/2023	Cl2	0.00	388.20	
251699	Invoice	05/12/2023	Cl2	0.00	2,968.60	
01040	STANISLAUS COUNTY SHERIFF	05/16/2023	Regular	0.00	155,170.32	56678
2946	Invoice	04/13/2023	LAW ENFORCEMENT SERVICES- March 2023	0.00	155,170.32	
01093	SYNAGRO WEST, LLC	05/16/2023	Regular	0.00	8,897.56	56679
38146	Invoice	05/01/2023	Blanket PO Sludge waste	0.00	8,897.56	
01820	Thompson Woolley Builders, Inc	05/16/2023	Regular	0.00	16,905.00	56680
I-23-649	Invoice	05/08/2023	PO01183 - Entrance in new office at Senior ...	0.00	1,205.00	
I-23-650	Invoice	05/08/2023	Plan room bathroom - ADA toilet - new coun...	0.00	2,800.00	
I-23-651	Invoice	05/09/2023	Roof Replacement for Sewer Pump at Hatch...	0.00	12,900.00	
01206	WARDEN'S OFFICE	05/16/2023	Regular	0.00	588.93	56681
2097207-0	Invoice	05/08/2023	Ink	0.00	588.93	
01220	WESTURF INC.	05/16/2023	Regular	0.00	2,141.38	56682
INV0009065	Invoice	05/12/2023	xmark mower parts	0.00	486.80	
INV0009092	Invoice	05/12/2023	soil, bark and plants for lanscapes	0.00	1,654.58	

Bank Code Payable Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	108	56	0.00	329,620.64
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	108	56	0.00	329,620.64

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	108	56	0.00	329,620.64
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	108	56	0.00	329,620.64

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH/CONSOLIDATED CASH	5/2023	329,620.64
			329,620.64



Hughson

Refund Check Register

Refund Check Detail

UBPKT03135 - Refunds 01 UBPKT03133 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
12-1330-001	Woodhead, Esther J.	5/8/2023	56649	14.44			14.44	Deposit
13-0350-001	HALSETH, RONALD	5/8/2023	56650	16.95			16.95	Deposit
13-2050-001	Lundquist, Janette	5/8/2023	56651	110.66			110.66	Deposit
15-0100-004	Torres, Wendy	5/8/2023	56652	40.86			40.86	Deposit
17-0150-001	Avila, Francis A. Jr	5/8/2023	56653	138.91			138.91	Generated From Billing
18-0960-000	Homes, KB	5/8/2023	56654	31.58			31.58	Deposit
Total Refunds: 6			Total Refunded Amount:	353.40				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	353.40
Revenue Total:	353.40

General Ledger Distribution

Posting Date: 04/04/2023

	Account Number	Account Name	Posting Amount	IFT
Fund:	510 - WATER/SEWER DEPOSIT			
	510-10001	CLAIM ON CASH-WATER/SEWER DEPOSIT	-353.40	Yes
	510-11040	CUSTOMER CREDITS	353.40	
		510 Total:	0.00	
Fund:	999 - POOLED CASH/CONSOLIDATED CASH			
	999-10010	CASH IN BANK-MONEY MARKET	-353.40	
	999-20000	DUE TO OTHER FUNDS (POOLED CASH)	353.40	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	



Hughson

Refund Check Register

Refund Check Detail

UBPKT03166 - Refunds 01 UBPKT03161 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
15-3830-002	CARLOS, CHRISTA	5/8/2023	56655	79.44			79.44	Generated From Billing
Total Refunds: 1			Total Refunded Amount:	79.44				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	79.44
Revenue Total:	79.44

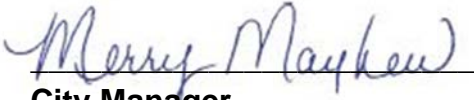
General Ledger Distribution

Posting Date: 05/03/2023

	Account Number	Account Name	Posting Amount	IFT
Fund:	510 - WATER/SEWER DEPOSIT			
	510-10001	CLAIM ON CASH-WATER/SEWER DEPOSIT	-79.44	Yes
	510-11040	CUSTOMER CREDITS	79.44	
		510 Total:	0.00	
Fund:	999 - POOLED CASH/CONSOLIDATED CASH			
	999-10010	CASH IN BANK-MONEY MARKET	-79.44	
	999-20000	DUE TO OTHER FUNDS (POOLED CASH)	79.44	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	



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

Meeting Date: May 22, 2023
Subject: Partial Claim Settlement Authority in the Amount of \$6,915.82
Enclosure: Initial Claim Form
Presented By: Ashton Gose, Executive Assistant/City Clerk
Approved By: 
City Manager

Staff Recommendation:

Approve Partial Claim Settlement Authority in the Amount of \$6,915.82 – Leotta Gilbertson (Date of Loss 3/8/2023).

Discussion:

In order for discussion to take place on this item, a member of the City Council would need to pull the item from the consent calendar for special consideration, and discussion must take place in a closed session.

City of Hughson
7018 Pine Street • PO Box 9
Hughson, CA 95326
209.883.4054 • Fax: 209.883.2638
agose@hughson.org



CLAIM FORM
Form B

CLAIM AGAINST CITY OF HUGHSON, CALIF

Claimant's Name: LEOTTA GILBERTSON (CHISUM)

SSN: [REDACTED] DOB: [REDACTED] Gender: Male Female

Claimant's Address: [REDACTED]

Date of Incident/Accident: 3-8-23

Date injuries, damages, or losses were discovered: 3-8-23

OWNER Location of incident/accident: 6524E. WHITMORE, HUGHSON APTS. # 6, 8, 10 AND # 5 MY HOME

What did entity or employee do to cause this loss, damage, or injury: PUBLIC WORKS, SEWER BACK UP, OVER FLOW
for additional details use another piece of paper or the back part of this form.

What are the names of the entity's employees who caused this injury, damage, or loss (if known)? UNKNOWN

What specific injuries, damages, or losses did claimant receive? RUINED CARPET, #5, 8, 10

RUINED BATHROOM FLOOR #5, #6, HOLES IN WALLS #5 #8 + #10
for additional details use another piece of paper or the back part of this form.

What amount of money is claimant seeking or, if the amount is more than \$10,000 which is the appropriate court of jurisdiction. Note: If Superior and Municipal Courts are consolidated, you must represent whether it is a "limited civil case" [see Government Code 910(f)]

SEE COIT CLEANING & RESTORATION INFO

How was this amount calculated (please itemize)? COIT CLEANING & RESTORATION

for additional details use another piece of paper or the back part of this form.
Date Signed: 4-11-23 Signature: Leotta Gilbertson (Chisum)

If signed by representative:
Representative's Name: _____ Telephone No.: _____
Address: _____
Relationship to Claimant: _____



CITY COUNCIL AGENDA ITEM NO. 3.4

SECTION 3: CONSENT CALENDAR

Meeting Date: May 22, 2023
Subject: Approval to Install Electronic Gates at the Corporation Yard by Thompson Woolley Builders, at a Cost of \$72,400 with a 10% Contingency
Enclosure: Thompson Woolley Builders Quote
Presented By: Jose Vasquez, Public Works Superintendent

Approved By: 
City Manager

Staff Recommendation:

Approve the installation of Electronic Gates at the Corporation Yard by Thompson Woolley Builders, at a cost of \$72,400 with a 10% contingency.

Background and Discussion:

At the July 27, 2020, City Council meeting the City Manager presented the City's expenditure plan for funds received by Stanislaus County as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Stanislaus County received \$96,085,924 of the \$150 billion in CARES Act CRF funds and at the Board of Supervisor's June 23, 2020, meeting, the Board approved executing subrecipient agreements with the nine Stanislaus County incorporated cities to provide financial assistance due to the Public Health Emergency Response to COVID-19. Hughson was allocated \$156,286. In the City's recommended expenditure plan, \$100,000 was allocated for upgrades to public facilities with automatic-opening doors, auto-opening gates, sensing faucets and toilets to assist in mitigating the spread of COVID-19.

The electronic gates for the Corporation Yard have been on the list of projects to complete and staff have recently received the estimates for the work. Bids were solicited via the standard bid process of advertising in the paper, on the bid boards and placement on the City's website with a deadline of April 27, 2023, by 2 pm. One bid was received by Thompson Woolly Builders in the amount of \$72,400.

Fiscal Impact:

This purchase was referenced in Resolution No. 2020-48, "Exhibit C, CARES Act Spending Plan", which was approved by the City Council on July 27, 2020.



CITY COUNCIL AGENDA ITEM NO. 4.1 SECTION 4: UNFINISHED BUSINESS

Meeting Date: May 22, 2023
Subject: Adopt Resolution No. 2023-28, Approving the Hughson City Council's 2023-2028 Strategic Priorities
Enclosure: Hughson City Council's Strategic Priorities
Presented By: Merry Mayhew, City Manager
Approved By: *Merry Mayhew*
City Manager

Staff Recommendation:

Adopt Resolution No. 2023-28, approving the Hughson City Council's 2023-2028 Strategic Priorities.

Background:

During Fiscal Year 2017-18 the Hughson City Council and staff undertook a comprehensive update of the Council's goals and objectives process. This included holding a public workshop to assist in determining the City's priorities, values, and vision for the community to help reset the City's goal-setting process. On February 13, 2018, the Hughson City Council approved updated vision and mission statements and a set of values that reflected the City's desire for the future of Hughson and indicate how the City will carry out its duties to achieve that future. The Council also adopted a list of goals and accompanying action steps to set forth the priority programs and projects the City expected to accomplish and how it would focus its resources.

Since 2018 the Council has reviewed a Goals Report in 2019, 2020, 2021, and 2023 to ensure the goals align with allocated resources during the annual budget process and to establish the City's priorities for the upcoming year. With the addition of two new members to the City Council staff believed that it was an opportune time to revisit the City's current vision, mission, values, goals, and most important priorities in order to ensure they reflect the intent of the current City Council and also to ensure

the City's limited resources are properly focused on the most critical needs and projects.

Discussion:

On January 23, 2023, the City Council approved the staff's recommendation to contract with Sloan Sakai Yeung & Wong LLP for Strategic Planning Services (Sloan Sakai). Brad Kilger with Sloan Sakai worked together with the City Manager to facilitate two strategic planning workshops held on March 9th and March 15th. The goal was to align City staff's efforts with the Hughson City Councils' strategic vision, mission, and goals and to create a plan for prioritizing and executing the actions associated with each goal.

The benefits to using a strategic plan process include:

- Providing clear guidance on the goals of the governing body to the City Manager.
- Creating a communication device for the Council, staff, and community members.
- Providing a framework for making budgetary decisions.
- Assisting in prioritizing programs and projects.
- Assisting in focusing the allocation of limited financial and staffing resources.
- Informing the community about City services, fundamental needs and financial capacity.
- Assisting in obtaining input from the community about the City's future.

The strategic planning process included the City Council role and staff role in Strategic Planning. The City Council is responsible for:

- Governance and policy setting by establishing programs and service delivery priorities.
- Ensuring staff are provided with sufficient resources to achieve its goals and strategies.
- Forging stronger, strategic relationships with community stakeholders.
- Maintaining a safe and vibrant community.
- Reviewing, assessing, and re-evaluating strategies and actions.

The City Manager and staff are responsible for:

- Implementing the strategic plan, its vision, mission, and goals.
- Developing and maintaining administrative processes.
- Implementing, maintaining, and assessing service delivery and service levels as set out by Council priorities.

The strategic planning process included a review of the 2022 calendar year's progress toward the current goals set by the City Council; a current environmental scan was reviewed to assist the City Council and staff in understanding internal and external factors that influence the City; a situational analysis was discussed during the workshop reviewing the strengths, weaknesses (challenges), opportunities, and threats (SWOT Analysis); and community feedback received in 2021 during the General Plan Update Process was reviewed, this feedback was received through surveys and in-person workshops.

The City Council then reviewed the City's current Vision, Mission, and Values.

Vision: *To preserve Hughson's unique spirit, heritage, and character, while creating an undeniably great place to be.*

Mission: *Improving Hughson every day through fiscal responsibility, customer focused service and an emphasis on creating and strengthening partnerships.*

Values: *Fiscal Responsibility*

Customer Focused

Partnership Building

Results Oriented

Open and Accessible

Public Safety

Innovative

The City Council discussed each of the Vision, Mission and Values and one change was made to the Values, by adding the value *Innovative*.

Further discussion by the City Council centered around a new set of Goals, Strategies, and Actions as outlined below.

Goal #1: Good Governance

Strategy #1: Model good governance and transparency (*continuous*)

Actions include modeling good governance and transparency at:

1. In all public meetings.
2. Continue to provide new Councilmember orientations.
3. Continue to maintain proper Fair Political Practices Commission (FPPC) reporting and AB1234 Ethics training and AB1825 Sexual Harassment training.
4. Increase public awareness around City projects and other civic matters.

5. Increase public awareness around City Council meetings and agenda items.

Strategy #2: Provide Adequate Resources for Efficient Government Services

Actions: *(short-term 2023-2025 and continuous)*

1. Conduct a staffing assessment.
2. Review opportunities to outsource services.
3. Provide employee development opportunities.

Goal #2: Economic Development

Strategy #1: Support resources for businesses *(continuous)*

Actions include continuing to provide support for businesses through:

1. Supporting the Hughson Chamber of Commerce;
2. Supporting Opportunity Stanislaus;
3. Supporting Small Business Development Center.

Strategy #2: Complete the General Plan Update and Housing Element Project
(short-term 2023-2025)

Strategy #3: Revitalize downtown Hughson *(short-term 2023-2025)*

Actions to create a nicer downtown environment. examples include shadow art, murals, and pedestrian crosswalks.

Strategy #4: Annexation of industrial-zoned land and provide infrastructure to promote industrial business – as part of the General Plan Update.
(short-term 2023 – 2025)

Strategy #5: Review business leases at the Incubation Center/Annex.
(Continuous)

Actions:

1. Review current leases to see if businesses can realistically move out of the Incubation Center to permanent downtown locations.
2. Advertise the Incubation Center opportunity.
3. Incentivize business opportunities within the City.

Goal #3: Maintain Infrastructure and leverage funds where opportunities exist

Strategy #1: Maintain streets and city-owned sidewalk infrastructure.

Actions:

1. Complete Measure L Annual Plan. *(short-term 2023 – 2025 and continuous)*
2. Maintenance of streets – potholes and annual street striping.
(continuous)

3. Continue work on the Whitmore Pedestrian Crossing (BNSF) Project. *(short-term 2023 – 2025)*
4. Review traffic calming measures in priority areas. *(continuous)*
5. Walker Lane CDBG Project. *(short-term 2023 – 2025)*
6. Tully Road CDBG Project. *(long-term)*
7. 7th Street CDBG Project. *(long-term)*
8. Replace ADA parking Project on 3rd Street. *(short-term 2023 – 2025)*
9. Create ADA parking on Hughson Avenue. *(long-term)*

Strategy #2: Maintain Stormwater Infrastructure

Actions

1. Finalize a Stormwater Trash Capture system. *(long-term)*
2. Tie in 2-3 dry wells to the stormwater system. *(long-term)*

Strategy #3: Maintain Wastewater Treatment Facility and sewer infrastructure

Actions:

1. Ensure that the technical backing and a Salt Ordinance are approved for wastewater. *(short-term 2023-2025)*
2. Proactively maintain WWTP facilities and sewer infrastructure and replace aging sewer infrastructure. *(continuous)*

Strategy #4: Maintain Water Infrastructure

Actions

1. TCP Treatment Project at Well 8 (backup well). *(short-term 2023 – 2025)*
2. State-required Drought Contingency Plan. *(long-term)*
3. Riverview Consolidation Project. *(long-term)*
4. Whitmore Water Consolidation Project. *(long-term)*
5. Proactively maintain water facilities and infrastructure and replace aging water infrastructure. *(continuous)*
6. Coordinate with Duarte Nursery for water connection. *(long-term)*

Strategy #5: Maintain Parks Infrastructure

Actions:

1. Complete installation of a restroom/concession stand and ADA Pathways. *(2023-2025 short-term)*
2. Pave Lebright parking lot, including tie-in to stormwater system *(2023-2025 short-term)*
3. Replace Lebright lighting with LED lights. *(long-term)*

Goal #4: Ensure Fiscal Health

Strategy #1: Continue to maintain a structurally sound budget ensuring spending is prioritized and resources are allocated in a way

that ensures the delivery of essential services and programs.
(*continuous*)

Actions:

1. Develop a city-wide Capital Improvement Plan. (*long-term*)
2. Develop Water, WWTF, Sewer, and Stormwater maintenance plan. (*long-term*)
3. Conduct a comprehensive review of the City's current fees for service for Council consideration. (*short-term 2023-2025*)
4. Deferred Maintenance Plan for capital assets and Vehicle Replacement Plan. (*short-term 2023-2025*)
5. Review Development Impact Fees. (*long-term, dependent on CIP*)
6. Continue to maintain a 33% Contingency Reserve Fund.
(*continuous*)

Strategy #2: Provide adequate staffing resources for efficient government operations. (*This strategy was a duplicate and is included in the Good Governance Goal.*)

Strategy #3: Provide efficient government operations using technology.
(*long-term*)

Actions

1. Public-facing permit system inclusive of state-mandated solar permitting system.
2. Review and update Code Enforcement regulations and Nuisance procedures.

Goal #5: Promote Quality of Life

Strategy #1: Strengthen Community Safety through crime prevention reduction activities. (*continuous*)

Actions:

1. Implement and enhance the use of technology (such as social media, cameras, and crime analytics to generate evidence-based intelligence) to enhance enforcement efforts.
2. Continue to work with Hughson Police Services to ensure they have the tools necessary for the provision of law enforcement services.

Strategy #2: Support the Hughson Volunteer Fire Protection District with its efforts to generate additional revenue to support the current and increasing level of service. (*continuous*)

Action:

1. Continue 2+2 City/Fire bi-monthly meetings.

Strategy #3: Strengthen Emergency Operations Preparedness.

(continuous)

Actions:

1. Ensure all employees are trained in the appropriate and required FEMA National Incident Management System (NIMS) level for their position.
2. Continue to partner with Stanislaus County and other cities on the Multi-Jurisdictional Hazard Mitigation Plan (every five years).

Strategy #4: Research and development for potential recreational activities.

(long-term)

Actions:

1. Survey of community to determine interest in recreational activities.
2. Research how other cities hold recreational activities and funding.
3. Develop programs, funding, and instructors.
4. Support family-friendly events in Hughson: *(continuous)*
 - a. Assist with the Hughson Chamber of Commerce's Fruit and Nut Festival and Christmas Parade.
 - b. Provide access for families to use City Low-speed vehicles to participate in the Fire District's Operation Santa and Light up the Town.
 - c. Assist a community facilitator with Hughson has Heart clean up.
 - d. Hold annual Trunk or Treat and National Night Out events for the community.

In addition to the strategic priorities that the City Council approves, the City staff has designated strategies as "short-term", which include actions that we anticipate will be accomplished over the next 12 to 24 months, "long-term", which we anticipate completion over a multi-year period and "continuous" as strategies that are either in motion currently or will be put in motion and continued over the long-term. As discussed in the Strategic Planning sessions, there are always more priorities to be accomplished than there are time and resources (funding and staffing) to accomplish them. Therefore, prioritization selection criteria will be determined from the following guidelines:

- ✓ The work is mandated by the State (or other agency); the City could be fined or face similar consequences if the work is not completed.
- ✓ The City is significantly committed financially to the project.
- ✓ The work protects the public health or safety of residents.
- ✓ The work will assist the City in achieving fiscal sustainability.
- ✓ The work will generate revenue, grants or other funding.

- ✓ The work will promote job creation or investment in the community.
- ✓ The work will prevent higher costs from deferred maintenance.

New projects will continue to be considered along with funding at City Council meetings.

Fiscal Impact:

The current recommendation to approve the City Council's 2023 – 2028 Strategic Priorities does not have a fiscal impact. As each project is brought to the City Council for approval, the resources (funding and staffing) needed to complete the project will be considered at that time.

**CITY COUNCIL
CITY OF HUGHSON
RESOLUTION NO. 2023-28**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON APPROVING
THE HUGHSON CITY COUNCIL'S 2023-2028 STRATEGIC PRIORITIES**

WHEREAS, on January 23, 2023, the Hughson City Council approved the Professional Service Agreement with Sloan Sakai Yeung & Wong LLP for Strategic Planning Services; and

WHEREAS, the strategic planning process included two strategic planning workshops held on March 9, 2023 and March 15, 2023, where the City Council and staff conducted a review of the 2022 calendar year's progress toward the current goals set by the City Council; a current environmental scan was reviewed to assist the City Council and staff in understanding internal and external factors that influence the City; a situational analysis was discussed during the workshop reviewing the strengths, weaknesses (challenges), opportunities, and threats (SWOT Analysis), and community feedback received in 2021 during the General Plan Update Process was reviewed, this feedback was received through surveys and in-person workshops; and

WHEREAS, further discussion by the City Council centered around a new set of Goals, Strategies, and Actions, listed in Attachment A.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hughson does hereby approve the 2023-2028 Strategic Priorities in Attachment A.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regularly scheduled meeting on this 22nd day of May 2023, by the following roll call vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVED:

GEORGE CARR, Mayor

ATTEST:

ASHTON GOSE, City Clerk

CITY OF HUGHSON

City Council Strategic Priorities

On May 22, 2023, the Hughson City Council adopted the City's Vision, Mission, Values, and Strategic Priorities, which outline organizational goals and objectives to be accomplished in 2023-2028.



Background:

In 2023, the City of Hughson held two Council workshops on March 9, and 15, led by consulting firm Sloan, Sakai Yeung & Wong and the City Manager, to discuss the topics of Governance, Fiscal Sustainability, and Strategic Priorities.

On March 9, the first workshop focused on roles in strategic planning, an Environmental Scan and Situational Analysis, and updating the City's current Vision and Mission Statement and Values.

On March 15, the second workshop was held with a focus on preparation and prioritization of the City's Goals, Strategies, and Actions.

The priority-setting discussion was grounded on the idea that it is important to keep the long-term view in focus while establishing what can be reasonably accomplished in the short term.

Vision

To preserve Hughson's unique spirit, heritage, and character, while creating an undeniably great place to be.

Mission

Improving Hughson every day through fiscal responsibility, customer focused service and an emphasis on creating and strengthening partnerships.

Values

Fiscal Responsibility

Customer Focused

Partnership Building

Results Oriented

Open and Accessible

Public Safety

Innovative

Five Strategic Priorities

Good Governance

Economic Development

Infrastructure

Ensure Fiscal Health

Promote Quality of Life

Governance

* 2023-2025 Short-term Priorities

Strategy #1

Model Good Governance and Transparency

- Transparency in all public meetings.
- Continue to provide new Council Member orientations.
- Continue to maintain proper Fair Political Practices Commission (FPPC) reporting, AB1234 Ethics Training and AB1825 Sexual Harassment Training.
- Increase public awareness around City projects and other civic matters.
- Increase public awareness around City Council meetings and agenda items.

Strategy #2

Provide Adequate Resources for Efficient Government Services*

- Conduct a staffing assessment.
- Review opportunities to outsource services.
- Provide employee development opportunities.

Economic Development

Strategy #1

Support Resources for Businesses through:

- Continuing to support the Hughson Chamber of Commerce.
- Continuing to support Opportunity Stanislaus.
- Continuing to support the Valley Sierra Small Business Development Center.

Strategy #2

Complete the General Plan Update and Housing Element Project*

Strategy #3

Revitalize Downtown Hughson*

Examples include:

- Shadow Art
- Murals
- Pedestrian crosswalks

Strategy #4

Annexation of Industrial Zoned Land*

Provide Infrastructure to Promote Industrial Business

(in combination with Strategy 2 General Plan Update)

Strategy #5

Review Business Leases at the Incubation Center (located in the City Hall Annex)

- Review business leases to determine if businesses can move to a permanent Hughson Avenue location.
- Advertise Incubation Center vacancies and opportunities.
- Incentivize business opportunities within the City.

Maintain Infrastructure and Leverage Funds

Strategy #1

Maintain Streets and City-owned Sidewalk Infrastructure

- Complete the Measure L Annual Plan. *
- Continued maintenance of streets (potholes and annual street striping).
- Complete the Whitmore Pedestrian Crossing Project in coordination with BNSF. *
- Review traffic calming measures in priority areas.
- Complete CDBG Projects
 - Walker Lane*
 - Tully Road
 - 7th Street
- Replace the ADA parking on 3rd Street. *
- Create ADA Parking on Hughson Avenue. *

Strategy #2

Maintain Stormwater Infrastructure

- Finalize a trash capture system.
- Tie in 2-3 dry wells to the stormwater system.

Strategy #3

Maintain Wastewater Treatment Facility and Sewer

- Proactively maintain Wastewater Treatment Plant facilities and sewer infrastructure, by replacing aging infrastructure, and maintaining infrastructure.
- Ensure technical backing for a Salt Ordinance is approved for wastewater. *

Strategy #4

Maintain Water Infrastructure

- TCP Treatment at Well 8 (City back-up well). *
- Drought Contingency Plan.
- Riverview Consolidation Project.
- Whitmore Consolidation Project.
- Proactively maintain water facilities and infrastructure and replacing aging infrastructure.
- Coordinate with Duarte Nursery for water connection.

Strategy #5

Maintain Parks Infrastructure

- Complete a restroom and concession stand project and ADA walkways at Lebright Fields. *
- Pave the Lebright Fields parking lot and install a tie in to the storm drain system. *
- Replace lighting at Lebright Fields with LED.

Ensure Fiscal Health

Strategy #1

Maintain a Structurally Sound Budget

- Develop a Capital Improvement Plan.
- Develop Water, Wastewater Treatment Plant, Sewer, and Stormwater maintenance plans.
- Conduct a comprehensive review of the City's fees for service, for City Council review. *
- Develop a Deferred Maintenance Plan, and Vehicle Replacement Plan. *
- Conduct a review of current Development Impact Fees and Capacity Fees.
- Continue to maintain a 33% Contingency Reserve.

Strategy #2

Provide Adequate Resources for Efficient Government Operations

- This strategy was a duplicate and is removed from the Ensure Fiscal Health Goal and listed under the Good Governance strategies.

Strategy #3

Provide Efficient Government Operations Using Technology

- Acquire a public-facing permit system including the state-mandated solar permitting system.
- Conduct a review and update of Code Enforcement regulations and nuisance procedures.

Promote Quality of Life

Strategy #1

Strengthen Community Safety Through Crime Prevention Reduction Activities

- Implement and enhance the use of technology. Using social media, cameras, and crime analytics to generate evidence-based intelligence.
- Continue to work with Hughson Police Services to ensure they have the tools necessary for the provision of law enforcement services.

Strategy #2

Support the Hughson Volunteer Fire Protection District with its Efforts to Generate Revenue to Support the Current and Increasing Level of Service

- Continue City/Fire 2+2 Committee bi-monthly meetings.

Strategy #3

Strengthen Emergency Operations Preparedness

- Ensure all employees are trained in the appropriate FEMA National Incident Management System (NIMS) level for their position. *
- Continue to partner with Stanislaus County and other cities on the Multi-Jurisdictional Hazard Mitigation Plan (every five (5) years).

Strategy #4

Research and Development for Potential Recreational Activities

- Conduct a Community Survey to determine interest in recreational activities.
- Research on how other cities hold recreational activities and funding sources.
- Develop programs, secure funding, and hire instructors.
- Continue to support family friendly events in Hughson:
 - Hughson Fruit and Nut Festival
 - Christmas Parade
 - Hughson has Heart
 - National Night Out
 - Trunk, or Tent and Treat
 - Operation Santa and Light Up the Town