



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

**AGENDA
MONDAY, JULY 10, 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=m08fb051655ea95b57f82f8259c60135b>

Meeting Number: 2551 883 9963

Meeting Password: raJ3yJJGs58

(72539554 from phones and video systems)

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

https://www.youtube.com/channel/UC-PwkdlrKoMmOJDzBSodu6A?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 Bawanan
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:

2.1: Recognition of Robert Delarm for Five Years of Service.

2.2: Proclaim August 1, 2023, as National Night Out.

2.3: Major Accident Investigation Team (M.A.I.T.) Cannabis Tax Fund Grant, Result of Proposition 64 – Deputy Corbin Alanis.

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 June 26, 2023.

3.2: Approve the Warrants Register.

3.3: Waive the Second Reading and Adopt Ordinance No. 2023-02, Amending Title 15 Building and Construction of the Hughson Municipal Code, and Adopting by Reference, the California Building

Standards, 2022 Edition, Title 24 of the California Code Regulations, with Amendments and Uniform Codes.

- 3.4:** Adopt Resolution No. 2023-33, Accepting the Starn Park Driveways Grading Improvements Project, and Authorizing the City Clerk to File a Notice of Completion.
- 3.5:** Adopt Resolution No. 2023-34, Accepting the Well 8 Driveway Grading Improvements Project and Authorizing the City Clerk to File a Notice of Completion.

4. UNFINISHED BUSINESS:

- 4.1:** Approval of the Senior Community Center Kitchen Remodel Project.

5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.

6. NEW BUSINESS:

- 6.1:** Approval to Contract with General Code to Provide Codification Services in the Amount of \$8,650.

7. CORRESPONDENCE: NONE.

8. COMMENTS:

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

City Manager:

City Clerk:

Director of Finance:

Community Development Director:

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:**9.1: CONFERENCE WITH LABOR NEGOTIATORS**

Agency designated representative: Mayor George Carr

Unrepresented employee: City Manager

ADJOURNMENT:

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.

UPCOMING EVENTS:

July 11	▪ Parks, Recreation and Entertainment Commission Meeting, City Council Chambers, 6:00 PM
July 18	▪ Planning Commission Meeting, City Council Chambers, 6:00 PM
July 24	▪ Economic Development Committee Meeting, City Council Chambers, 4:30 PM
July 24	▪ City Council Meeting, City Council Chambers/WebEx Videoconference/YouTube Live Stream, 6:00 PM
August 1	▪ National Night Out, City Wide Event
August 2	▪ City/Fire 2+2 Committee Meeting, Hughson Fire Station, 5:30 PM

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.

AFFIDAVIT OF POSTING

Date: July 7, 2023	Time: 3:00 PM
Name: Ashton Gose	Title: Executive Assistant/City Clerk

CITY OF HUGHSON

SERVICE AWARD FOR:

Robert Delarm

FOR YOUR OUTSTANDING SERVICE OF

5 YEARS



Awarded this 10th day of July 2023

George Carr, Mayor of the City of Hughson

== CITY OF HUGHSON ==

Proclamation

National Night Out August 1, 2023

WHEREAS, the National Association of Town Watch (NATW) sponsors a national community-building campaign on Tuesday, August 1, 2023 entitled “National Night Out”; and

WHEREAS, the National Night Out campaign provides an opportunity for neighbors in Hughson to join over 38 million neighbors across 16 thousand communities from all 50 states, U.S. territories and military bases worldwide; and

WHEREAS, National Night Out is an annual community-building campaign that promotes strong police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live and work; and

WHEREAS, neighbors in Hughson assist the local law enforcement agency through joint community-building efforts and support National Night Out 2023; and

WHEREAS, it is essential that all neighbors of Hughson come together with police and work together to build a safer, more caring community; and

NOW, THEREFORE BE IT PROCLAIMED that the Hughson City Council, do hereby call upon all neighbors of Hughson to join the City of Hughson, Hughson Police Services, the Hughson Volunteer Fire Protection District and National Association of Town Watch in support for National Night Out on Tuesday, August 1, 2023.

AND, BE IT FURTHER PROCLAIMED that the Hughson City Council hereby proclaim Tuesday, August 1, 2023 as “National Night Out” in the City of Hughson.

GEORGE CARR
MAYOR OF THE CITY OF HUGHSON
July 10, 2023





CANNABIS TAX FUND GRANT

PRESENTED BY
DEPUTY ALANIS



JEFF DIRKSE SHERIFF - CORONER

WHAT IS IT?

- The Cannabis Tax Fund Grant Program is a result of the passing of Proposition 64, which legalized the adult use of marijuana.
 - Money from taxes set aside for CHP to award grants to local govt. agencies and qualified non-profit organizations.
- The program aims to reduce impaired driving crashes, increase public awareness surrounding the dangers of impaired driving, ultimately making the CA roadways safer for us all

HOW DO WE USE IT?

- The Stanislaus County Sheriff's Department was awarded this grant in July of 2022.
- Funds pay for
 - DUI-D checkpoints
 - Saturation and directed enforcement patrols
 - Equipment to support those endeavors (ex. ***SPEED TRAILERS***).
- Grant education requirement on the dangers of impaired driving
 - Local government bodies and,
 - Businesses

STATISTICS (CA OFFICE OF TRAFFIC SAFETY)

In 2018, 42% of drivers killed who were tested were positive for legal/illegal drugs. That number has increased every year since then.

Over the course of 10-15 years, more Americans are on prescription meds (pain killers, sleep aids, anti-depressants, anti-anxiety, stimulants, muscle relaxers, etc)

Do not operate heavy machinery/ do not drive labels. Just because it's prescribed does not mean you are excused from a DUI charge

STATISTICS CONTINUED..

- 1/21/2023 PATTERSON CHECKPOINT
 - FIELD SOBRIETY TESTS-8
 - DUI ARREST-2
 - 14601 CVC-1
 - 12500(A) CVC-19
 - VEHICLES TOWED-17
 - NUMBER OF VEHICLES-406

STATISTICS (RECENT CHECKPOINTS/SATURATIONS)

- 3/17/2023 RIVERBANK CHECKPOINT
 - FIELD SOBRIETY TESTS-13
 - DUI ARREST-1
 - OTHER ARREST-3
 - 14601 CVC CITATIONS-2
 - 12500A CVC CITATIONS-7
 - VEHICLES TOWED-3
 - NUMBER OF VEHICLES-670

DUI/DUID CHECKPOINT FISCAL YEAR STATISTICS 2022

		DUI/DUID CHECKPOINT					
	RIVERBANK	PATTERSON	WATERFORD	RIVERBANK	PATTERSON	SALIDA	TOTALS
	2/25/2022	3/26/2022	4/15/2022	5/27/2022	6/24/2022	6/25/2022	
TOTAL TRAFFIC STOPS	29	45	28	40	37	3	182
SFST'S	13	7	6	6	7	1	40
DRE EVALS	0	0	0	0	0	0	0
DUI ARRESTS	4	2	0	1	0	0	7
DUID ARRESTS	0	2	0	0	0	0	2
DUI/DUID ARRESTS	0	0	0	0	0	0	0
OTHER ARRESTS	1	0	0	0	0	0	1
DUI/DUID DRIVERS UNDER 18	0	0	0	0	0	0	0
14601 CVC	0	2	1	2	7	0	12
12500a CVC	1	14	9	5	5	2	36
27315 CVC	0	0	0	0	0	0	0
OTHER CVC	5	4	3	6	1	0	19
VEHICLES TOWED	4	3	2	3	5	0	17
VEHICLES TOWED 30-DAY IMPOUND	0	0	0	0	0	0	0
<u>DUI CHECKPOINT</u>							
Number of vehicles	553	557	391	838	648	153	3140
Number of vehicles in secondary area	0	0	0	0	40	0	40

DUI/DUID SATURATION FISCAL YEAR STATISTICS 2022

	DUI/DUID SATURATION								
	3/4/2022	3/17/2022	3/18/2022	4/8/2022	4/9/2022	5/12/2022	5/28/2022	6/17/2022	TOTALS
TOTAL TRAFFIC STOPS	25	25	34	36	34	31	8	25	218
SFST'S	2	7	4	2	1	4	2	1	23
DRE EVALS	0	0	0	0	0	0	0	0	0
DUI ARRESTS	2	5	2	0	0	1	1	0	11
DUID ARRESTS	0	0	0	0	0	0	0	0	0
DUI/DUID ARRESTS	0	0	0	0	0	0	0	0	0
OTHER ARRESTS	1	1	0	0	0	0	1	1	4
DUI/DUID DRIVERS UNDER 18	0	0	0	0	0	0	0	0	0
14601 CVC	2	1	1	0	0	1	0	1	6
12500a CVC	2	1	1	4	0	3	1	2	14
27315 CVC	0	0	0	0	0	0	0	0	0
OTHER CVC	12	9	26	27	30	22	1	13	140
VEHICLES TOWED	0	2	4	0	0	3	2	1	12
VEHICLES TOWED 30-DAY IMPOUND	1	1	0	0	0	0	1	0	3

OTHER INFORMATION

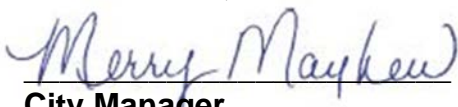
- 23221(a) CVC- Ingest alcohol/ MJ while driving.
- 23221(b) CVC- Ingest alcohol/ MJ as passenger in vehicle.
- Marijuana slows your reaction time and decision making.
 - You are 25%-35% at higher risk of crashing during the first 30 minutes after smoking.
- Mixing alcohol and marijuana is dangerous and increases these risks.

QUESTIONS?

- Stanislaus County Sheriff's Dept. Non-emergency dispatch:
 - (209) 552-2468
- Hughson Police Services
 - (209) 883-4052
- Emergency, dial 9-1-1



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

Meeting Date: July 10, 2023
Subject: Approval of the City Council Minutes
Presented By: Ashton Gose, Executive Assistant/City Clerk
Approved By: 
City Manager

Staff Recommendation:

Approve the Minutes of the Regular Meeting of June 26, 2023.

Background and Overview:

The draft minutes of the June 26, 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, JUNE 26, 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
Carla Jauregui, Community Development Director
Kim Weimer, Director of Finance
Jose Vasquez, Public Works Superintendent
Neil Raya, Interim Utilities Superintendent
Fidel Landeros, Chief of Police

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

Jean Henley provided comment regarding the Hughson Historical Society Annual Dinner.

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 June 12, 2023.
- 3.2:** Approve the Warrants Register.
- 3.3:** Approve to Extend a Contract Employee Agreement with Denise Schiefer to Provide Planning and Building Services.
- 3.4:** Adopt Resolution No. 2023-31, Setting the Appropriations Limit for Fiscal Year 2023-24.
- 3.5:** Adopt Resolution No. 2023-32, Approving the City of Hughson's Fiscal Year 2023-24 Preliminary Budget.
- 3.6:** Accept the Fiscal Year 2021-22 City of Hughson Audited Annual Financial Report.

CARR/BAWANAN 5-0-0-0 motion passes to approve the Consent Calendar as presented, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

4. UNFINISHED BUSINESS:

- 4.1:** Approval to Purchase a Commercial Stove for the Senior Community Center.

Superintendent Vasquez presented the staff report on this item.

Mayor Carr opened public comment at 6:13 PM. There was no public comment. Mayor Carr closed public comment at 6:13PM.

STRAIN/CROOKER 5-0-0-0 motion passes to approve to purchase a commercial stove for the Senior Community Center from Gradys, at a cost of \$8,940.02, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

- 4.2:** Authorize City Staff to Re-release Bid Documents for the Walker Lane Improvement Project.

Director Jauregui presented the staff report on this item.

Mayor Carr opened public comment at 6:21 PM. There was no public comment.
Mayor Carr closed public comment at 6:21 PM.

STRAIN/BAWANAN 5-0-0-0 motion passes to authorize City Staff to re-release bid documents for the Walker Lane Improvement Project, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

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

- 5.1:** Introduce and Waive the First Reading of Ordinance No. 2023-02, Amending the Hughson Municipal Code Pertaining to Title 15 Building Code Regulations.

Director Jauregui presented the staff report on this item.

Mayor Carr opened the Public Hearing at 6:23 PM. There was no public comment.
Mayor Carr closed the Public Hearing at 6:23 PM.

CROOKER/STRAIN 5-0-0-0 motion passes to introduce and waive the first reading of Ordinance No. 2023-02, amending Title 15 Building and Construction of the Hughson Municipal Code, and adopting by reference, the California Building Standards, 2022 Edition, Title 24 of the California Code of Regulations, with amendments and other uniform codes, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

6. **NEW BUSINESS:**

- 6.1:** Approval to Award the City Council Chamber Awning Replacement Project to Pacific Canvas Co. at a Cost of \$5,757.13

Superintendent Vasquez presented the staff report on this item.

Mayor Carr opened public comment at 6:26 PM. There was no public comment.
Mayor Carr closed public comment at 6:26 PM.

STRAIN/CROOKER 5-0-0-0 motion passes to approve the award and installation of the City Council Chamber Awning Replacement Project to Pacific Canvas Co. at a cost of \$5,757.13, with the following roll call vote:

BAWANAN	RUSH	STRAIN	CROOKER	CARR
AYE	AYE	AYE	AYE	AYE

7. CORRESPONDENCE: NONE.

8. COMMENTS:

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

City Manager:

City Manager Mayhew provided a reminder that City Hall will be closed July 3-4, 2023.

City Clerk:

City Clerk Gose provided a reminder regarding the 2023 National Night Out event.

Community Development Director:

Director Jauregui thanked the City Public Works staff for continuing to provide outstanding service to the City.

Police Services:

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

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

Councilmember Crooker attended an Economic Development Committee meeting on June 26, 2023.

Councilmember Strain thanked the staff and the community for supporting her through a trying time.

Mayor Pro Tem Bawanan attended a Budget and Finance Subcommittee meeting on June 19, 2023. He thanked staff and the Hughson Police Services for their continued hard work.

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

Mayor Carr attended a StanCOG and StanRTA meeting in June. He thanked staff for their continued hard work.

9. CLOSED SESSION TO DISCUSS THE FOLLOWING: NONE.

ADJOURNMENT:

STRAIN/BAWANAN 5-0-0-0 motion passes to adjourn the regular meeting of June 26, 2023, at 6:42 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



CITY COUNCIL AGENDA ITEM NO. 3.2

SECTION 3: CONSENT CALENDAR

Meeting Date: July 10, 2023
Subject: Approval of Warrants Register
Enclosure: Warrants Register
Presented By: Kim Weimer, Director of Finance
Approved By: Merry Mayhew
City Manager

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 June 23, 2023, through July 6, 2023.

Fiscal Impact:

There are reductions in various funds for payment of expenses.



Hughson

Check Report

By Check Number

Date Range: 06/23/2023 - 07/06/2023

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.	06/26/2023	Regular	0.00	248.10	56820
19TC-MHT9-D3XY	Invoice	06/22/2023	Tools	0.00	248.10	
00153	BNSF RAILWAY COMPANY	06/26/2023	Regular	0.00	1,980.64	56821
90250121	Invoice	06/21/2023	engineering support project at Whitmore	0.00	1,980.64	
00284	CHARTER COMMUNICATION	06/26/2023	Regular	0.00	97.77	56822
0054047061023	Invoice	06/21/2023	IP ADDRESS- 1ST	0.00	97.77	
00310	CLARK'S PEST CONTROL	06/26/2023	Regular	0.00	206.00	56823
33446808	Invoice	06/21/2023	PEST CONTROL	0.00	129.00	
33447659	Invoice	06/21/2023	PEST CONTROL	0.00	77.00	
00332	CONDOR EARTH TECHNOLOGIES	06/26/2023	Regular	0.00	1,540.13	56824
89132	Invoice	06/21/2023	FY 22-24 MS4 Storm Water Support	0.00	1,540.13	
00463	EXPRESS PERSONNEL SERVICE	06/26/2023	Regular	0.00	3,117.60	56825
29205968	Invoice	06/22/2023	Extra Help- PW	0.00	3,117.60	
00652	INTL. INST. MUNI. CLERKS	06/26/2023	Regular	0.00	185.00	56826
INV0009323	Invoice	06/22/2023	Membership Application	0.00	185.00	
00755	MCR ENGINEERING, INC	06/26/2023	Regular	0.00	1,620.00	56827
18346	Invoice	06/21/2023	General service/parkwood inspection/lebr...	0.00	1,620.00	
01886	Mercedes Wallace	06/26/2023	Regular	0.00	500.00	56828
INV0009318	Invoice	06/21/2023	Damage Deposit	0.00	500.00	
00837	NORTHSTAR CHEMICAL	06/26/2023	Regular	0.00	2,785.92	56829
255156	Invoice	06/22/2023	chlorine	0.00	2,785.92	
00884	PITNEY BOWES	06/26/2023	Regular	0.00	500.00	56830
INV0009324	Invoice	06/22/2023	POSTAGE	0.00	500.00	
00901	PREFERRED ALLIANCE, INC.	06/26/2023	Regular	0.00	96.16	56831
0187061-IN	Invoice	06/21/2023	Monthly rate per participant	0.00	96.16	
00906	PROVOST & PRITCHARD CONSU	06/26/2023	Regular	0.00	2,590.00	56832
99043	Invoice	06/21/2023	TCP Treatment Design - Feb. 2023	0.00	2,380.00	
99881	Invoice	06/21/2023	TCP Treatment Design	0.00	210.00	
01885	RecruitGigs	06/26/2023	Regular	0.00	2,652.00	56833
66523	Invoice	06/22/2023	Extra Help - PW	0.00	816.00	
66582	Invoice	06/21/2023	Extra Help - PW	0.00	1,836.00	
01033	STANISLAUS COUNTY	06/26/2023	Regular	0.00	91,734.16	56834
R22-566010	Invoice	06/21/2023	3rd qtr operational cost	0.00	10,867.00	
R22-566017	Invoice	06/21/2023	22-23 Debt service pay off	0.00	70,000.16	
R22-566020	Invoice	06/21/2023	4th qtr operational cost	0.00	10,867.00	
01820	Thompson Woolley Builders, Inc	06/26/2023	Regular	0.00	26,992.00	56835
I-23-662	Invoice	06/22/2023	New plan room - additional work	0.00	3,100.00	
I-23-665	Invoice	06/22/2023	Gates for the Corp Yard	0.00	23,892.00	
01149	TURLOCK IRRIGATION DIST.	06/26/2023	Regular	0.00	36,397.89	56836
INV0009319	Invoice	06/21/2023	ELECTRIC	0.00	36,397.89	
01206	WARDEN'S OFFICE	06/26/2023	Regular	0.00	254.61	56837

Check Report

Date Range: 06/23/2023 - 07/06/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
2099051-1	Invoice	06/22/2023	MISC OFFICE SUPPLIES	0.00	45.09	
2099094-0	Invoice	06/21/2023	MISC OFFICE SUPPLIES	0.00	14.63	
2099213-0	Invoice	06/21/2023	MISC OFFICE SUPPLIES	0.00	194.89	
01224	WILBUR-ELLIS COMPANY	06/26/2023	Regular	0.00	620.28	56838
15822574	Invoice	06/22/2023	Chemicals	0.00	620.28	
01225	WILLDAN ENGINEERING	06/26/2023	Regular	0.00	26,253.14	56839
00622753	Invoice	06/23/2023	Whitmore sidewalk improvements throu...	0.00	3,031.75	
00623703	Invoice	06/23/2023	Tully/Whitmore sewer improvement thro...	0.00	3,256.00	
00623978	Invoice	06/23/2023	Whitmore sidewalk improvement through...	0.00	5,662.13	
00624410	Invoice	06/23/2023	Tully/Whitmore sewer improvement thro...	0.00	326.00	
00625191	Invoice	06/23/2023	Whitmore sidewalk improvement through...	0.00	13,977.26	
00886	PIZZA FACTORY	06/26/2023	Regular	0.00	29.13	56840
INV0009326	Invoice	06/26/2023	EDC Meeting Food	0.00	29.13	
01603	Amazon Capital Services, Inc.	06/29/2023	Regular	0.00	1,469.90	56853
14C6-PM33-634R	Invoice	06/28/2023	photo cells (street lights)	0.00	239.96	
17NJ-N7L0-6GPD	Invoice	06/28/2023	water pump	0.00	258.90	
1C3C-9GNX-L6HF	Invoice	06/28/2023	dewalt saw/battery/plumbing supplies	0.00	399.50	
1FTN-6KXK-14JD	Invoice	06/28/2023	dog waste signs	0.00	30.73	
1LQ6-TD6Y-39RX	Invoice	06/28/2023	dewalt saw/battery/plumbing supplies	0.00	222.18	
1VPF-46XF-4DGR	Invoice	06/28/2023	spray boom	0.00	318.63	
01585	Bay City Equipment Industries Inc	06/29/2023	Regular	0.00	2,167.08	56854
W278503	Invoice	06/28/2023	Gen set PM	0.00	2,167.08	
00179	BUSINESS RADIO LICENSING	06/29/2023	Regular	0.00	115.00	56855
0005844443	Invoice	06/28/2023	FCC license renewal	0.00	115.00	
00288	CHOICE LIGHTING SUPPLY	06/29/2023	Regular	0.00	654.61	56856
346245	Invoice	06/28/2023	lighting supplies	0.00	654.61	
00462	EWING IRRIGATION PRODUCTS	06/29/2023	Regular	0.00	1,425.20	56857
19671003	Invoice	06/28/2023	irrigation supplies	0.00	1,017.68	
19794465	Invoice	06/28/2023	irrigation valve	0.00	157.86	
19811032	Invoice	06/28/2023	tree posts euclid	0.00	249.66	
00498	FRANTZ WHOLESALE NURSERY	06/29/2023	Regular	0.00	370.23	56858
620289	Invoice	06/28/2023	trees for euclid Lld	0.00	370.23	
01821	Gail Bowman	06/29/2023	Regular	0.00	200.00	56859
INV0009327	Invoice	06/28/2023	DAMAGE DEPOSIT	0.00	200.00	
00513	GARTON TRACTOR	06/29/2023	Regular	0.00	281.70	56860
W0259906	Invoice	06/28/2023	Tractor repair	0.00	281.70	
00914	Harbans Singh ET AL	06/29/2023	Regular	0.00	381.49	56861
1016201	Invoice	06/28/2023	diesel fuel	0.00	51.47	
1016226	Invoice	06/28/2023	diesel fuel	0.00	250.01	
1017550	Invoice	06/28/2023	diesel for lift truck	0.00	80.01	
00594	HINDERLITER, dELLAMAS &	06/29/2023	Regular	0.00	823.13	56862
SIN028961	Invoice	06/28/2023	Contract services - sales tax (April-June 20...	0.00	823.13	
01823	Iconix Waterworks (US) Inc.	06/29/2023	Regular	0.00	2,982.21	56863
U2316025433	Invoice	06/28/2023	Storage tank valve	0.00	2,982.21	
00668	JIMENEZ TRUCK AND TIRE RE	06/29/2023	Regular	0.00	200.00	56864
061923-3	Invoice	06/28/2023	vactor repair	0.00	200.00	
01888	Lorena Barbosa	06/29/2023	Regular	0.00	464.00	56865
INV0009329	Invoice	06/28/2023	Damage deposit - 1 hr cleaning due to glitt...	0.00	464.00	

Check Report

Date Range: 06/23/2023 - 07/06/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
01748	Martin Marietta Materials, Inc	06/29/2023	Regular	0.00	102.92	56866
38868438	Invoice	06/28/2023	asphalt for narcisco	0.00	102.92	
00872	PAPE MACHINERY	06/29/2023	Regular	0.00	172.49	56867
14556984	Invoice	06/28/2023	switch for back hoe	0.00	172.49	
00902	PRICE FORD	06/29/2023	Regular	0.00	574.55	56868
24414	Invoice	06/28/2023	steering wheel for pw21	0.00	253.85	
77556	Invoice	06/28/2023	Replacement key	0.00	320.70	
00972	SAFE-T-LITE	06/29/2023	Regular	0.00	96.42	56869
380134	Invoice	06/28/2023	street sign parts	0.00	96.42	
01887	Stefani Lovejoy	06/29/2023	Regular	0.00	200.00	56870
INV0009328	Invoice	06/28/2023	Damage deposit	0.00	200.00	
01820	Thompson Woolley Builders, Inc	06/29/2023	Regular	0.00	16,943.75	56871
I-23-666	Invoice	06/28/2023	Senior Center Improvements	0.00	16,943.75	
01192	VISION SERVICE PLAN	06/29/2023	Regular	0.00	499.09	56872
818190221	Invoice	06/28/2023	MEDICAL INSURANCE WITHHELD- JULY 20...	0.00	499.09	
01420	CALIFORNIA STATE DISBURSEMENT UNIT	06/30/2023	Regular	0.00	40.12	56873
INV0009366	Invoice	06/30/2023	INCOME WITHHOLDING FOR CHILD SUPP...	0.00	40.12	
00496	FRANCHISE TAX BOARD	06/30/2023	Regular	0.00	178.00	56874
INV0009367	Invoice	06/30/2023	INCOME WITHHOLDING GARNISHMENT	0.00	178.00	

Bank Code Payable Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	65	43	0.00	230,742.42
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
	65	43	0.00	230,742.42

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	65	43	0.00	230,742.42
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
	65	43	0.00	230,742.42

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH/CONSOLIDATED CASH	6/2023	230,742.42
			230,742.42



Hughson

Refund Check Register

Refund Check Detail

UBPKT03196 - Refunds 01 UBPKT03191 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
11-1920-002	Gagnier, Cheri	6/28/2023	56841	1.61			1.61	Generated From Billing
12-0890-003	Whitehouse, Andrew	6/28/2023	56842	179.45			179.45	Deposit
13-1600-004	LLC., Goldfever Properties,	6/28/2023	56843	154.77			154.77	Generated From Billing
13-1650-003	HOUSE, RICK & JEANETTE	6/28/2023	56844	129.71			129.71	Deposit
15-0100-004	Torres, Wendy	6/28/2023	56845	140.00			140.00	Deposit
15-1040-006	Brazil, Mike	6/28/2023	56846	23.20			23.20	Deposit
15-1140-001	JOHNSTON, DOLLY	6/28/2023	56847	24.45			24.45	Deposit
15-3510-002	LLC, Redwood Holdings	6/28/2023	56848	172.26			172.26	Deposit
16-1130-001	Gaxiola, Sarah	6/28/2023	56849	103.25			103.25	Deposit
16-1280-003	HERROZ, MARIZA & RAUL	6/28/2023	56850	95.19			95.19	Deposit
16-2825-004	Alves, Michael & Ashlee	6/28/2023	56851	175.19			175.19	Generated From Billing
17-0050-000	Heffner, Aaron	6/28/2023	56852	135.93			135.93	Generated From Billing
Total Refunds: 12				Total Refunded Amount:	1,335.01			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	1335.01
Revenue Total:	1335.01

General Ledger Distribution

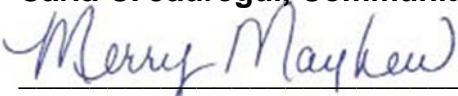
Posting Date: 06/28/2023

Account Number	Account Name	Posting Amount	IFT
Fund: 510 - WATER/SEWER DEPOSIT			
510-10001	CLAIM ON CASH-WATER/SEWER DEPOSIT	-1,335.01	Yes
510-11040	CUSTOMER CREDITS	1,335.01	
510 Total:		0.00	
Fund: 999 - POOLED CASH/CONSOLIDATED CASH			
999-10010	CASH IN BANK-MONEY MARKET	-1,335.01	
999-20000	DUE TO OTHER FUNDS (POOLED CASH)	1,335.01	Yes
999 Total:		0.00	
Distribution Total:		0.00	



CITY COUNCIL AGENDA ITEM NO. 3.3

SECTION 3: CONSENT CALENDAR

Meeting Date: July 10, 2023
Subject: Waive the Second Reading and Adopt Ordinance No. 2023-02, Amending the Hughson Municipal Code Pertaining to Title 15 Building Code Regulations
Presented By: Carla C. Jauregui, Community Development Director
Approved By: 
City Manager

Recommendation:

Waive the second reading and adopt Ordinance No. 2023-02, amending Title 15 Building and Construction of the Hughson Municipal Code, and adopting by reference, the California Building Standards, 2022 Edition, Title 24 of the California Code of Regulations, with amendments and other uniform codes.

Background & Overview:

In January of this year, the Council adopted Ordinance 2023-01 amending Title 15 Building and Construction of the Hughson Municipal Code. The model codes update every three years to improve and adjust to the newest materials, methods of construction, and technological advances in the industry. The California Building Standards Commission's adoption of the 2022 California Building Code (CBC) comes after a comprehensive multi-state agency and stakeholder update of the 2019 California Building Code.

Health and Safety Code Section 18941.5 mandates that the Building Standards contained in the 2022 CBC shall be effective 180 days after publication by the California Building Standards Commission.

Discussion:

Since the adoption of the ordinance, staff have discovered some grammatical and technical errors that require amendment prior to publication in the municipal code.

The edits are as follows:

15.04.030(D) reads, in part, "...is hereby adopted as the city of Hughson electric code." The underlined word "electric" will be changed to "electrical".

15.04.030(M) reads, in part, "...the Uniform Housing Code, 1997 Edition ~~Conference of Building Officials~~ (Title 25 of the California Code of Regulations pursuant to Sections 17958, 17958.5, 17958.7, 17958.9 and 17959 of the California Health and Safety Code), published by the International Conference of Building Officials, and subsequent additions..." The wording "Conference of Building Officials" has been moved as shown with strike-through and underline, as appears to be the intent.

15.04.037(A)(2) changes the height of fences from six feet to seven feet, but the millimeters in parentheses were not changed. Millimeters has been changed to 2,134 so that the sentence now reads: "Fences not over seven feet (2,134 mm) high."

The last paragraph of 15.04.043 reads, in part, "The building official may extend the time for action ~~by~~ for a period not exceeding 180 days ..." The word "by," has been deleted as shown.

Fiscal Impact:

There are no fiscal impacts with the adoption of this ordinance and code amendment.

**CITY OF HUGHSON
CITY COUNCIL
ORDINANCE NO 2023-02**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUGHSON
AMENDING THE HUGHSON MUNICIPAL CODE PERTAINING TO TITLE 15
BUILDING CODE REGULATIONS**

WHEREAS, the City Council of the City of Hughson wishes to provide the highest level of building safety measures possible to its citizens; and

WHEREAS, Section 17922 of the California Health & Safety Code establishes Title 24 of the California Code of Regulations, also referred to as the California Building Code (“CBC”), as the Statewide Uniform Building Code; and

WHEREAS, the City Council of the City of Hughson desires to update Title 15 of the Hughson Municipal Code in order conform to the State of California’s newly updated 2022 CBC as required by law.

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

Section 1: That Title 15, Building and Construction of the City of Hughson Municipal Code be amended as stated in Attachment “A”, attached hereto, and made a part hereof by this reference.

Section 2: Purpose and Authority: The purpose of this Ordinance is to adopt by reference the 2022 edition of the California Building Standards Code, Title 24, Parts 1, 2, 2.5, 3, 4, 5, 6, 8, 9, 10, 11, & 12 of the California Code of Regulations, subject to the definitions, clarifications, and the amendments set forth in this Ordinance. The purpose of this Ordinance is also to provide minimum requirements and standards for the protection of the public safety, health, property and welfare of the City of Hughson. This Ordinance is adopted under the authority of Government Code Subsection 50022.2 and Health and Safety Code Section 18941.5.

Section 3: Intent: This ordinance is not intended to impose, and shall not be construed or given effect in a manner that imposes, upon the city or any officer or employee thereof, a mandatory duty of care toward persons and property within or without the city so as to provide a basis of civil liability for damages, except as otherwise imposed by law.

Section 4: Affect: If any provision of this ordinance or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. The city council hereby declares that it would have adopted this ordinance irrespective of the validity of any particular portion thereof.

Section 5: Effective Date and Publication: This Ordinance shall become effective 30 days 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 the regular meeting of the City Council of the City of Hughson held on January 23, 2023, and by a vote of the Council members present, further reading was waived.

On motion of councilperson_____, seconded by councilperson _____, the second reading of the foregoing ordinance was waived, and this ordinance was duly passed by the City Council of the Hughson City Council at a regular meeting thereof held on ____, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

GEORGE CARR, Mayor

ATTEST:

Ashton Gose, City Clerk

Attachment “A”

Article I. General

15.04.010 Purpose.

The purpose of this title is to provide for the administration and enforcement of the California Code of Regulations Title 24 codes, the technical codes, and other approved codes adopted by the city of Hughson as part of this title. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.011 Scope.

The provisions of this title shall serve as the administrative, organizational and enforcement rules and regulations for the California Code of Regulations Title 24 which regulate site preparation and construction, alteration, moving, demolition, repair, use and occupancy of buildings, structures and building service equipment within the city. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.012 Compliance with title provisions required.

It shall be unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy or maintain any building or structure in the city, or cause or permit or suffer the same to be done, in violation of this title or in violation of any of the provisions of the codes adopted hereunder. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.013 Cross-references to technical code.

The provisions of this chapter and the Title 24 codes contain cross-references to the provisions of the international codes, the uniform codes or other approved codes promulgated by industry authorities in order to facilitate reference and comparison to those provisions. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.014 Application to the city.

The name “city of Hughson” is inserted in any and all blank spaces provided in the California Building Code for the name of the city adopting such code, and wherever the word “city” as “jurisdiction” appears in the code or is otherwise used, it shall mean and refer to the city of Hughson. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.015 Unsafe buildings, structures and equipment.

Buildings, structures and equipment that are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress, inadequate light and ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed unsafe. A vacant structure that is not secured against entry shall be deemed unsafe.

All such unsafe buildings, structures or equipment are hereby declared to be public nuisances and shall be abated by repair, rehabilitation, demolition or removal in accordance with the authorities and procedures set forth in Chapter [1.17](#) HMC. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

Article II. Organization and Enforcement

15.04.020 Powers and duties of building official.

A. The building official is hereby authorized and directed to enforce all the provisions of this code. For such purposes, the building official shall have the powers of a law enforcement officer.

B. The building official shall have the power to render interpretations of this code and to adopt and enforce rules and supplemental administrative regulations to clarify the application of its provisions. Such interpretations, rules and regulations shall be in conformance with the intent and purpose of this code.

C. The city hereby delegates the enforcement of building standards relating to fire and panic safety and other regulations of the State Fire Marshal as they relate to Group R, Division 3 dwellings, as described in Section 310.1 of Part 2 of the California Building Standards Code, to the chief building official of the city, or his or her authorized representative.

D. In accordance with prescribed procedures and with the approval of the appointing authority, the building official may appoint such number of technical officers and inspectors and other employees as shall be authorized from time to time. The building official may deputize such inspectors or employees as may be necessary to carry out the functions of the code enforcement agency.

E. Whenever any work is being done contrary to the provisions of this code, or other pertinent laws or ordinances implemented through the enforcement of this code, the building official may order the work stopped by notice in writing served on any persons engaged in the doing or causing of such work to be done, and any such persons shall forthwith stop such work until authorized by the building official to proceed with the work.

F. The building official has the authority and powers necessary to determine whether a violation of the code exists and the authority to take appropriate action to gain compliance with the provisions of this code and applicable state codes. These powers include the power to issue administrative citations, notice and orders, correction notices, stop work orders and civil

penalties and administrative fines authorized under Chapter [1.17](#) HMC. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.021 Right of entry.

When it is necessary to make an inspection to enforce the provisions of this code, or when the building official has reasonable cause to believe that there exists in a building or upon a premises a condition that is contrary to or in violation of this code that makes the building or premises unsafe, dangerous or hazardous, the building official may enter the building or premises at reasonable times to inspect or to perform the duties imposed by this code; provided, that if such building or premises be occupied that credentials be presented to the occupant and entry requested. If such building or premises be unoccupied, the building official shall first make a reasonable effort to locate the owner or other person having charge or control of the building or premises and request entry. If entry is refused, the building official shall have recourse to the remedies provided by law to secure entry. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.022 Occupancy violations.

Whenever any building or structure or equipment therein regulated by this code is being used contrary to the provisions of this code, the building official may order such use discontinued and the structure, or portion thereof, vacated by notice served on any person causing such use to be continued. Such person shall discontinue the use within the time prescribed by the building official after receipt of such notice to make the structure, or portion thereof, comply with the requirements of this code. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.023 Liability.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or its parent jurisdiction be held as assuming any such liability by reason of the inspections authorized by this code or any permits or certificates issued under this code. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.024 Modifications.

When there are practical difficulties involved in carrying out the provisions of this code, the building official may grant modifications for individual cases. The building official shall first find that a special individual reason makes the strict letter of this code impractical, and that the modification is in conformance with the intent and purpose of this code and that such modification does not lessen any fire-protection requirements or any degree of structural integrity. The details of any action granting modifications shall be recorded and entered in the files of the code enforcement agency. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.025 Alternate materials, alternate design, and methods of construction.

The provisions of this code are not intended to prevent the use of any material, alternate design or method of construction not specifically prescribed by this code, provided any alternate has been approved and its use authorized by the building official.

The building official may approve any such alternate, provided the building official finds that the proposed design is satisfactory and complies with the provisions of this code and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code in suitability, strength, effectiveness, fire resistance, durability, safety and sanitation.

The building official shall require that sufficient evidence or proof be submitted to substantiate any claims that may be made regarding its use. The details of any action granting approval of an alternate shall be recorded and entered in the files of the code enforcement agency. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.026 Tests.

Whenever there is insufficient evidence of compliance with any of the provisions of this code or evidence that any material or construction does not conform to the requirements of this code, the building official may require tests as proof of compliance to be made at no expense to this jurisdiction.

Test methods shall be as specified by this code or by other recognized test standards. If there are no recognized and accepted test methods for the proposed alternate, the building official shall determine test procedures.

All tests shall be made by an approved agency. Reports of such tests shall be retained by the building official for the period required for the retention of public records. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.027 Cooperation of other officials and officers.

The building official may request, and shall receive, the assistance and cooperation of other officials of this jurisdiction so far as is required in the discharge of the duties required by this code or other pertinent law or ordinance. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.028 Violation – Penalties.

Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, enlarges, alters, repairs, moves, improves, removes, converts, demolishes, equips, uses, occupies or maintains any building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties prescribed under Chapter

[1.17](#) HMC which are in addition to all other legal remedies, civil or criminal, which may be pursued by the city. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

Article III. Codes Adopted

15.04.030 Title 24 codes adopted.

A. Adoption of Part 1 – ~~2013~~ **2022** California Building Standards Administrative Code. In book form, as published by the International Code Council as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson building standards administrative code. A copy of said code is on file in the office of the building official of the city.

B. Adoption of Part 2 – ~~2013~~ **2022** California Building Code. In book form, in two volumes as published by the International Code Council, *together with Appendices Chapter G – Flood-Resistant Construction, Chapter H – Signs, Chapter I – Patio Covers, Chapter J – Grading, Chapter K – Central Valley Flood Protection Plan, and Chapter P – Emergency Housing, and subsequent additions and editions thereto* as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson building code. A copy of said code is on file in the office of the building official of the city.

C. Adoption of Part 2.5 – ~~2013~~ **2022** California Residential Code. In book form, as amended in this title and including *all* the following appendices *with the exception of Appendix AL-Permit Fees, and subsequent additions and editions thereto* thereto: ~~Appendix H – Patio Covers; Appendix J – Existing Building,~~ as published by the International Code Council as adopted and amended by the California Building Standards Commission is hereby adopted as the city of Hughson residential code. A copy of said code is on file in the office of the building official of the city.

D. Adoption of Part 3 – ~~2013~~ **2022** California Electrical Code *including appendices*. In book form, as published by the National Fire Protection Association as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson electrical code. A copy of said code is on file in the office of the building official of the city.

E. Adoption of Part 4 – ~~2013~~ **2022** California Mechanical Code. In book form as amended in this title and including *all* following appendices ~~thereto: Appendix Chapter 1 – Administration with amendments; Appendix A – UMC Standard – Nos. 2 2, 6 2, and 6 5; Appendix B,~~ as published by the International Association of Plumbing and Mechanical Officials as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson mechanical code. A copy of said code is on file in the office of the building official of the city.

F. Adoption of Part 5 – ~~2013~~ **2022** California Plumbing Code. In book form as amended in this title and including *all* the following appendices ~~thereto: Appendix Chapter 1 – Administration with amendments; Appendix A; Appendix B; Appendix D; Appendix G; Appendix I; Appendix K,~~ as published by the International Association of Plumbing and Mechanical Officials as adopted and amended by the California Building Standards Commission, is hereby adopted as

the city of Hughson plumbing code. A copy of said code is on file in the office of the building official of the city.

G. Adoption of Part 6 – ~~2013~~ **2022** California Energy Code. In book form, as published by the International Code Council as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson energy code. A copy of said code is on file in the office of the building official of the city.

H. Adoption of Part 8 – ~~2013~~ **2022** California Historical Code. In book form, as amended by the Hughson Fire Protection District, and as published by the International Code Council as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson historical code. A copy of said code is on file in the office of the building official of the city.

I. Adoption of Part 9 – ~~2013~~ **2022** California Fire Code. In book form, as amended by the Hughson Fire Protection District and as published by the International Code Council as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson fire code. A copy of said code is on file in the office of the building official of the city.

J. Adoption of Part 10 – ~~2013~~ **2022** California Existing Building Code. In book form, as published by the International Code Council as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson's existing building code. A copy of said code is on file in the office of the building official of the city.

K. Adoption of Part 11 – ~~2013~~ **2022** California Green Standards Code and the Tier 1 Provisions of Appendix A4. In book form, as published by the International Code Council as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson green standards code. A copy of said code is on file in the office of the building official of the city.

L. Adoption of Part 12 – ~~2013~~ **2022** California Referenced Standards Code. In book form, as published by the International Code Council as adopted and amended by the California Building Standards Commission, is hereby adopted as the city of Hughson referenced standards code. A copy of said code is on file in the office of the chief building official of the city. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

M. Adoption of Uniform Housing Code 1997 Edition.

For the purpose of prescribing regulations governing the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area and maintenance of all buildings and structures within the City, the Uniform Housing Code, 1997 Edition Officials (Title 25 of the California Code of Regulations pursuant to Sections 17958, 17958.5, 17958.7, 17958.9 and 17959 of the California Health and Safety Code), published by the International Conference of Building, and subsequent additions and editions thereto, one copy of which is on file in the office of the City Clerk for public record and inspection, is hereby adopted by reference and made part of this chapter as

though set forth in this chapter in full, subject, however, to the amendments, additions and deletions set forth in this chapter, and said Code shall be known as the Housing Code of the City of Hughson.

N. Adoption of the Uniform Code for the Abatement of Dangerous Buildings 1997 Edition.
For the purpose of prescribing regulations governing the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area and maintenance of all buildings and structures within the City, the Uniform Code for Abatement of Dangerous Buildings, 1997 Edition, published by the International Conference of Building Officials, and subsequent additions and editions thereto, one copy of which is on file in the office of the City Clerk for public record and inspection, is hereby adopted by reference and made a part of this chapter as though set forth in this chapter in full, subject, however, to the amendments, additions and deletions set forth in this chapter, and said Code shall be known as the Dangerous Buildings Code for the City of Hughson.

Article IV. Permits

15.04.035 Permits required.

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.036 Annual permit.

In lieu of an individual permit for each alternation to an already approved electrical, gas, mechanical or plumbing installation, the building official is authorized to issue an annual permit upon application therefor to any person, firm or corporation regularly employing one or more qualified tradespersons in the building, structure or on the premises owned or operated by the applicant for the permit.

The person to whom an annual permit is issued shall keep a detailed record of alterations made under such annual permit. The building official shall have access to such records at all times or such records shall be filed with the building official as designated. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.037 Work exempt from permit.

Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

A. Building.

1. One-story detached accessory buildings used as tool and storage sheds, playhouses, and similar uses, provided the floor area does not exceed 120 square feet (11.15 m2).
2. Fences not over ~~six~~ seven feet (2,134mm) high.

3. Oil derricks.

4. Retaining walls that are not over four feet (1,219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or III-A liquids.

5. Water tanks are supported directly upon grade if the capacity does not exceed 5,000 gallons (18,927 L) and the ratio of height to diameter or width does not exceed 2:1.

6. Sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade and not over any basement or story below and are not part of an accessible route.

7. Painting, papering, tiling, carpeting, cabinets, countertops and similar finish work.

8. Temporary motion picture, television and theater stage sets and scenery.

9. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches deep, do not exceed 5,000 gallons (18,927 L) and are installed entirely above ground.

10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.

11. Swings or other playground equipment accessory to detached one- and two-family dwellings.

12. Window awnings supported by an exterior wall that do not project more than 54 inches (1,372 mm) from the exterior wall and do not require additional support of Group R-3 and U occupancies.

13. Non-fixed and moveable fixtures, cases, racks, counters and partitions not over five feet nine inches (1,753 mm) in height.

B. Electrical.

1. Repairs and Maintenance. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

2. Radio and Television Transmitting Stations. The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but do apply to equipment and wiring for a power supply and the installation of towers and antennas.

3. Temporary Testing Systems. A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

C. Gas.

1. Portable heating appliance.

2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

D. Mechanical.

1. Portable heating appliance.

2. Portable ventilation equipment.

3. Portable cooling equipment.

4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code.

5. Replacement of any part that does not alter its approval or make it unsafe.

6. Portable evaporative cooler.

7. Self-contained refrigeration system containing 10 pounds (five kg) or less of refrigerant and actuated by motors of one horsepower (746 W) or less.

E. Plumbing.

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with the new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.

2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.036)

15.04.038 Emergency repairs.

Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working day to the building official. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.037)

15.04.039 Repairs.

Application or notice to the building official is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a

structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.038)

15.04.040 Public service agencies.

A permit shall not be required for the installation, alteration or repair of generation, transmission, distribution or metering or other related equipment that is under the ownership and control of public service agencies by established right. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.039)

15.04.041 Application for permit.

To obtain a permit, the applicant shall first file an application in writing on a form furnished by the department of building safety for that purpose. Every such application shall:

- A. Identify and describe the work to be covered by the permit for which application is made.
- B. Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.
- C. Indicate the use or occupancy for which the proposed work is intended.
- D. Be accompanied by plans, diagrams, computations and specifications and other data as required in this chapter.
- E. State the valuation of the proposed work.
- F. Be signed by the applicant, or the applicant's authorized agent.
- G. Give such other data and information as may be required by the building official. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.040)

15.04.042 Action on application.

The building official shall examine or cause to be examined applications for permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the required pertinent laws, the building official shall reject such application in writing, stating the reason(s) for rejection. If the building official is satisfied that the proposed work conforms to the requirements of this code and laws and ordinances applicable thereto, the building official shall issue a permit as soon as practicable. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.041)

15.04.043 Time limitation and expiration.

A. Permit Application. An application for which no permit is issued within ~~180 days~~ **12 months** following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official is authorized to extend the time for action by the applicant for a period not to exceed 180 days upon request by the applicant. A second extension not exceeding 180 days may be granted by the building official under the following conditions:

1. The applicant submits a written request for such extension showing justifiable cause;

2. There have been no changes to any of the governing codes under which the plans were originally submitted since the original date of application;
3. An administrative fee as established must be paid at the time the second extension is granted.

No further application extensions will be granted after a second extension.

B. Permit. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site for such permit is suspended or abandoned for a period of 180 days after the time the work is commenced.

The building official may re-activate a permit which has become invalid (either expired or inactive), upon written request by the permit holder, under the following conditions:

1. The suspension or abandonment of work has not exceeded one year;
2. There have been no changes to any of the governing codes under which the permit was originally issued during the time since the permit became invalid;
3. An administrative fee as established must be paid at the time an extension is granted.

The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each.

Any permit holder with an unexpired permit may submit a written request for an extension of the time within which work may commence under that permit. The building official may extend the time for action for a period not exceeding 180 days if the request demonstrates circumstances are beyond the control of the permit holder. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.042)

15.04.044 Validity.

The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any provisions of this code or of any other ordinance of the jurisdiction. Permits presuming to give the authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the building official from requiring the correction of errors in the construction documents and other data. The building official is also authorized to prevent occupancy or use of a structure where in violation of this code or of any other ordinance of this jurisdiction. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.043)

15.04.045 Suspension or revocation.

The building official is authorized to suspend or revoke a permit issued under the provisions of this code whenever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or regulation or any of the provisions of

this code. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.044)

15.04.046 Placement of permit.

The building permit or copy shall be kept on the site of the work until the completion of the project. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007. Formerly 15.04.045)

Article V. Construction Documents

15.04.050 Submittal documents.

Construction documents, statement of special inspections and other data shall be submitted in one or more sets with each permit application. The construction documents shall be prepared by a registered design professional. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

Exception: The building official may waive the submission of plans, calculations, construction inspection requirements and other data if it is found that the nature of the work applied for is such that reviewing of plans is not necessary to obtain compliance with this code. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.051 Information on construction documents.

Construction documents shall be dimensioned and drawn upon suitable material. Electronic media documents are permitted to be submitted when approved by the building official. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the building official.

The construction documents shall show in sufficient detail the location, construction, size and character of all portions of the means of egress in compliance with the provisions of this code. In other than occupancies in Group R-2, R-3, and 1-1, the construction documents shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces.

Construction documents for all buildings shall describe the exterior wall envelope in sufficient detail to determine compliance with this code. The construction documents shall provide details of the wall envelope as required, including flashing, intersections with dissimilar materials, corners, end detail, control joints, intersections at roofs, eaves or parapets, means of drainage, water-resistive membrane and details around openings.

The construction documents shall include manufacturer's installation instructions and provide supporting documentation that the proposed penetration and opening details described in the construction documents maintain the weather resistance of the exterior wall envelope. The supporting documentation shall fully describe the exterior wall system which was tested, where applicable, as well as the test procedure used. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.052 Site plan.

The construction documents submitted with the application for permit shall be accompanied by a site plan showing to scale the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades and the proposed finished grades and, as applicable, flood hazard areas, floodways, and design flood elevations; and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The building official is authorized to waive or modify the requirements for a site plan when the application for a permit is for alteration or repair or when otherwise unwarranted. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.053 Phased approval.

The building official is authorized to issue a permit for the construction of foundations or any other part of a building or structure before the construction documents for the whole building or structure have been submitted; provided, that adequate information and detailed statements have been filed complying with pertinent requirements of this code; and provided, that all fees as specified in the resolution adopted pursuant to HMC 15.04.065 are paid in full. The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the building operation and without assurance that a permit for the entire structure will be granted. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.054 Design professional in responsible charge.

When it is required that documents be prepared by a registered design professional, the building official shall be authorized to require the owner to engage and designate on the building permit application a registered design professional who shall act as the registered design professional in responsible charge. If the circumstances require, the owner may designate a registered design professional in responsible charge who shall perform all of the duties required of the registered design professional in responsible charge. The building official shall be notified in writing by the owner if the registered design professional in responsible charge is changed or is unable to continue to perform the duties.

The registered design professional in responsible charge shall be responsible for reviewing and coordinating all submittal documents prepared by others, including deferred submittal items, for compatibility with the design of the building.

When structural observation is required by CBC Chapter 17, the statement of special inspections shall name the individuals or firms who are to perform structural observation and describe the stages of construction at which structural observation is to occur. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.055 Deferred submittals.

For the purposes of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the building official within a specified period.

Deferral of any submittal items shall have prior approval of the building official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the building official.

Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and that they have been found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until their design and submittal documents have been approved by the building official. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.056 Amended construction documents.

Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amended set of construction documents. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.057 Retention of construction documents.

One set of approved construction documents shall be retained by the building official for a period of not less than 180 days from the date of completion of the permitted work, or as required by state or local laws. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

Article VI. Temporary Structures and Uses

15.04.060 General.

The building official is authorized to issue a permit for temporary structures and temporary uses. Such permit shall be limited as to time of service but shall not be permitted for more than 180 days. The building official is authorized to grant extensions for demonstrated causes.

Temporary structures and uses shall conform to the structural strength, fire safety, means of egress, accessibility, light, ventilation and sanitary requirements of this code as necessary to ensure public health, safety and general welfare.

The building official is authorized to give permission to temporarily supply and use power in part of an electrical installation before such installation has been fully completed and the final certificate of completion has been issued. The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in the California Electrical Code.

The building official is authorized to terminate such permit for temporary structure or use and to order the temporary structure or use to be discontinued. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

Article VII. Fees

15.04.065 Fees established by city council resolution.

All fees required pursuant to Title 24 shall be paid in the amount established set forth in the schedule of fees established by resolution of the city council. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

Article VIII. Inspections

15.04.070 General.

Construction or work for which a permit is required shall be subject to inspection by the building official and all such construction or work shall remain accessible and exposed for inspection purposes until approved. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of this code or of other ordinances of the jurisdiction shall not be valid. It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the building official nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.071 Preliminary inspection.

Before issuing a permit, the building official is authorized to examine or cause to be examined buildings, structures and sites for which an application has been filed. A survey of the lot may be required by the building official to verify that the structure is located in accordance with the approved plans. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.072 Required inspections.

The building official, upon notification, shall make the inspections set forth in the following subsections:

A. Foundation and Footing Inspection. Footings and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C 94, the concrete need not be on the job.

B. Concrete Slab and Under-Floor Inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

C. Lowest Floor Elevation. In floor hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction, the elevation certification required in CBC Section 1612.5 shall be submitted to the building official.

D. Frame Inspection. Framing inspections shall be made after the roof deck or sheathing, all framing, fire blocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved.

E. Lath or Gypsum Board Inspection. Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, are in place, but before any plastering is applied or before gypsum board joints and fasteners are taped and finished.

Exception: Gypsum board that is not part of a fire-resistance-rated assembly or shear assembly.

F. Fire-Resistant Penetrations. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.

G. Energy Efficiency Inspections. Inspections shall be made to determine compliance with the California Energy Code and shall include, but not be limited to, inspections for: envelope insulation R and U values, fenestration U value, duct system R value, and HVAC and water-heating equipment efficiency.

H. CalGreen Tier 1 Inspections. Inspections shall be made to determine compliance with the California Green Building Standards Code and shall include both mandatory measures, as well as the Tier 1 measures of Appendix A4.

I. Other Inspections. In addition to the inspections specified above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws that are enforced by the department of building safety.

J. Special Inspections. For special inspections, see CBC Chapter 17.

K. Final Inspection. The final inspection shall be made after all work required by the building permit is completed and all other specific requirements of the project are approved. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.073 Inspection agencies.

The building official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.074 Inspection requests.

It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. The building official may require that every request for inspection be filed at least one working day before such inspection is desired. Such request may be in writing or by telephone at the option of the building official. It shall be the duty of the permit holder to provide access to and means for inspection of such work that are required by this code. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

15.04.075 Approval required.

Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official, upon notification, shall make the requested inspections and shall either indicate that portion of the construction is satisfactory as completed, or shall notify the permit holder or his or her agent wherein the same fails to comply with this code. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the building official. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)

Article IX. Certificate of Occupancy**15.04.080 General.**

A. Use and Occupancy. No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made, until the building official has issued a certificate of occupancy therefor as provided herein. U occupancies shall be exempt from the requirements of this section.

B. Certificate Issued. After the building official inspects the building or structure and finds no violations of the provisions of this code or other laws that are enforced by the department of building safety, the building official shall issue a certificate of occupancy that shall contain the following:

1. The building permit number.
2. The address of the building.
3. The name and address of the owner.
4. A description of that portion of the building for which the certificate is issued.
5. A statement that the described portion of the building has been inspected for compliance with the requirements of this code for the group and division of occupancy and the use for which the proposed occupancy is classified.
6. The name of the building official.
7. The edition of the code under which the permit was issued.
8. Any special stipulations and conditions of the building permit.

C. Temporary Certificate. The building official is authorized to issue a temporary certificate of occupancy before the completion of the entire work covered by the permit; provided, that such portion or portions shall be occupied safely. The building official shall set a time period during which the temporary certificate of occupancy is valid.

D. Revocation. The building official is authorized to, in writing, suspend or revoke a certificate of occupancy or completion issued under the provisions of this code whenever the certificate is issued in error, or on the basis of incorrect information supplied, or when it is determined that the

building or structure or portion thereof is in violation of any ordinance or regulation or any of the provisions of this code. (Ord. 13-04(B) § 1, 2014; Ord. 11-03 § 1, 2011; Ord. 07-08 § 1, 2007)



CITY COUNCIL AGENDA ITEM NO. 3.4

SECTION 3: CONSENT CALENDAR

Meeting Date: July 10, 2023
Subject: Adopt Resolution No. 2023-33, Accepting the Starn Park Driveways Grading Improvements Project, and Authorizing the City Clerk to File a Notice of Completion
Enclosure: Notice of Completion
Presented By: Carla C. Jauregui, Community Development Director
Approved: Merry Mayken
City Manager

Staff Recommendation:

Adopt Resolution No. 2023-33, accepting the Starn Park Driveways Grading Improvements Project and authorizing the City Clerk to file a Notice of Completion (NOC).

Background:

At its regularly scheduled meeting of November 14, 2022, the Hughson City Council awarded a contract for the Starn Park Driveway Grading Improvements Project to low bidder Dirt Dynasty, Inc., in the amount of \$42,000.00. The City Council authorized a 10% construction contingency and a 10% set-aside for construction testing and inspection.

Discussion:

The project consisted of corrections being made to the slope and grading of the existing driveways to mitigate potential damage to property in the future.

Project construction commenced in March 2023 and was completed on March 30, 2023. If approved by the Hughson City Council, the City Clerk will file a Notice of Completion with the Stanislaus County Clerk-Recorder.

Fiscal Impact:

The project construction cost was \$42,000. Monies in the amount of \$46,200 were budgeted in the Fiscal Year 2022-2023 City of Hughson General Fund Budget. There were no change orders associated with this project.

Filing Requested By:

City of Hughson
Attn: Ashton Gose, City Clerk
PO Box 9
Hughson, CA. 95326

Phone: (209) 883-4054

When Filed Mail To:

Same as above

SPACE ABOVE THIS LINE FOR RECORDS USE ONLY

NOTICE OF COMPLETION
CITY OF HUGHSON
Starn Park Driveway Grading Improvements Project

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the City of Hughson, is OWNER or Agent of the OWNER of the interest or estate stated below in the property hereinafter described. The property on which said work of improvement was completed is in the City of Hughson, County of Stanislaus, State of California, and is described as follows:

Starn Park Driveway Grading Improvements Project

Located within the city limits of Hughson, within the property defined as Rolland C. Starn Memorial Park 1914 Tully Road, Hughson.

The scope of work included the following:

Grading improvements to two driveways.

Dirt Dynasty, Inc. completed the work on this project on March 30, 2023.

Date

Merry Mayhew, City Manager of the City of Hughson

Verification for **NON-INDIVIDUAL** owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the **City Manager** of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

Date and Place

Merry Mayhew, City Manager of the City of Hughson

SUBSCRIBED AND SWORN TO before me on _____

Ashton Gose, City Clerk

**CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2023-33**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON ACCEPTING
THE STARN PARK DRIVEWAY GRADING IMPROVEMENT PROJECT AND
AUTHORIZING THE CITY CLERK TO FILE A NOTICE OF COMPLETION**

WHEREAS, at its regularly scheduled meeting of November 14, 2022, the Hughson City Council awarded a contract for the Starn Park Driveway Grading Improvements Project to low bidder Dirt Dynasty, Inc., in the amount of \$42,000.00 and the City Council authorized a 10% construction contingency; and

WHEREAS, the Starn Park Driveway Grading Improvement Project consisted of corrections being made to the slope and grading of the existing driveways to mitigate potential damage to property in the future; and

WHEREAS, the work performed by Dirt Dynasty, Inc. has been inspected and found to be complete and in compliance with the scope and specifications of the project.

NOW THEREFORE BE IT RESOLVED that the Hughson City Council hereby accepts the Starn Park Driveway Grading Improvement Project and authorizes the City Clerk to File a Notice of Completion with the Stanislaus County Clerk-Recorder.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regular meeting held on this 10th day of July 2023 by the following roll call votes:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

APPROVED:

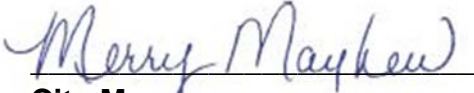
GEORGE CARR, Mayor

ASHTON GOSE, City Clerk



CITY COUNCIL AGENDA ITEM NO. 3.5

SECTION 3: CONSENT CALENDAR

Meeting Date: July 10, 2023
Subject: Adopt Resolution No. 2023-34, Accepting the Well 8 Driveway Grading Improvements Project and Authorizing the City Clerk to File a Notice of Completion
Enclosure: Notice of Completion
Presented By: Carla C. Jauregui, Community Development Director
Approved: 
City Manager

Staff Recommendation:

Adopt Resolution No. 2023-34, accepting the Well 8 Driveway Grading Improvements Project and authorizing the City Clerk to file a Notice of Completion (NOC).

Background:

At its regularly scheduled meeting on September 12, 2022, the Hughson City Council awarded a contract for the Well 8 driveway grading improvements project to low bidder Dirt Dynasty, Inc., in the amount of \$33,740.00. The City Council authorized a 10% construction contingency and a 10% set-aside for construction testing and inspection.

Discussion:

The project consisted of corrections being made to the grading to match the existing grading and conform to the existing curb, gutter, and sidewalk.

Project construction commenced in March 2023 and was completed on March 30, 2023. If approved by the Hughson City Council, the City Clerk will file a Notice of Completion with the Stanislaus County Clerk-Recorder.

Fiscal Impact:

The project construction cost was \$34,386.03. Funds in the amount of \$40,488 were budgeted in the City of Hughson Fiscal Year 2022-2023 Water Fixed Asset Replacement Fund (Fund 255) Budget.

During construction, there was a change order due to work that needed to take place to remove the reinforced concrete footing that was not identified in the plans or scope. It was significant in size, about 18-24 inches thick with steel reinforcement bars. This effort cost \$2,455.82 and was paid from the 10% contingency budget.

Filing Requested By:

City of Hughson
Attn: Ashton Gose, City Clerk
PO Box 9
Hughson, CA. 95326

Phone: (209) 883-4054

When Filed Mail To:

Same as above

SPACE ABOVE THIS LINE FOR RECORDS USE ONLY

NOTICE OF COMPLETION
CITY OF HUGHSON
Well 8 Driveway Grading Improvements Project

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the City of Hughson, is OWNER or Agent of the OWNER of the interest or estate stated below in the property hereinafter described. The property on which said work of improvement was completed is in the City of Hughson, County of Stanislaus, State of California, and is described as follows:

Well 8 Driveway Grading Improvements Project

Located within the city limits of Hughson, within the property defined as Well No. 8, 1600 Faith Drive, Hughson.

The scope of work included the following:

Grading of one driveway.

Dirt Dynasty Inc., completed the work on this project on March 30, 2023.

Date

Merry Mayhew, City Manager of the City of Hughson

Verification for **NON-INDIVIDUAL** owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the **City Manager** of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

Date and Place

Merry Mayhew, City Manager of the City of Hughson

SUBSCRIBED AND SWORN TO before me on _____

Ashton Gose, City Clerk

**CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2023-34**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON ACCEPTING
THE WELL 8 DRIVEWAY GRADING IMPROVEMENT PROJECT AND AUTHORIZING
THE CITY CLERK TO FILE A NOTICE OF COMPLETION**

WHEREAS, at its regularly scheduled meeting of September 12, 2022, the Hughson City Council awarded a contract for the Well 8 driveway grading improvements project to low bidder Dirt Dynasty, Inc., in the amount of \$33,740.00. The City Council authorized a 10% construction contingency and a 10% set-aside for construction testing and inspection; and

WHEREAS, the Well 8 Grading Improvement Project consisted of corrections being made to the grading of the driveway to match the existing grading and conform to the existing curb, gutter, and sidewalk; and

WHEREAS, the work performed by Dirt Dynasty, Inc. has been inspected and found to be complete and in compliance with the scope and specifications of the project.

NOW THEREFORE BE IT RESOLVED that the Hughson City Council hereby accepts the Well 8 Driveway Grading Improvement Project and authorizes the City Clerk to File a Notice of Completion with the Stanislaus County Clerk-Recorder.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regular meeting held on this 10th day of July 2023 by the following roll call votes:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

APPROVED:

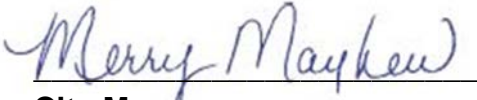
GEORGE CARR, Mayor

ASHTON GOSE, City Clerk



CITY COUNCIL AGENDA ITEM NO. 4.1

SECTION 4: UNFINISHED BUSINESS

Meeting Date: July 10, 2023
Subject: Approval of the Senior Community Center Kitchen Remodel Project and Contract with Thompson/Woolley in the Amount of \$78,100 with a 10% Contingency
Enclosures: Project Scope
Thompson/Woolley Proposal
Presented By: Jose Vasquez, Public Works Superintendent
Approved By: 
City Manager

Staff Recommendations:

1. Approve the Senior Community Center Kitchen Remodel Project.
2. Approve the Construction Contract with Thompson/Woolley for an amount not to exceed \$78,100 with a 10% contingency.
3. Authorize the City Manager to execute the contract inclusive of edits by the City Attorney.

Background and Discussion:

On June 27, 2022, the Hughson City Council adopted Resolution No. 2022-31, "Exhibit A, ARPA Projects Listing" which included upgrades to the Senior Community Center (SCC) including the kitchen remodel.

A scope of work was posted on May 31, 2023, that included demolishing existing and installing new wall and floor cabinets and quartz countertops with splash guards. The existing stainless-steel countertop in the center of the kitchen will be reused on the new cabinet. In addition, a commercial-grade stainless steel handwashing sink and faucets will be installed. Outlets will be changed to ground fault types as the building code requires and the kitchen will be re-painted. The scope of work was posted in the Modesto Plan Room, Hughson Chronicle and on the City website.

Bids were due on June 22, 2023, and two proposals were received, and the lowest responsible bidder was Thompson/Woolley at \$78,100.

Thompson/Woolley - \$78,100

Black Castle Construction - \$83,051

Fiscal Impact:

The Senior Center remodel was referenced in Resolution No. 2022-31, "Exhibit A, ARPA Projects Listing", which was approved by the City Council on June 27, 2022.

If this item is approved, Finance will increase Fiscal Year 2023/24 budget appropriations in Fund 380 (ARPA Fund) in the amount of \$78,100 and any contingency funds that may be needed for this kitchen remodel project.

Project Description:

The City of Hughson is looking to remodel the commercial kitchen area in the Senior Center Located at 2307 4th St. Hughson, CA 95326. New kitchen equipment is not part of this scope. Description of work involved below:

Project Scope:

- 1) The contractor shall remove all wall and floor cabinetry along with all countertops located within the kitchen area. The counter located just outside the large kitchen pass-through will also be demolished. The roll-up pass-through doors are to remain where they are.
- 2) The contractor shall measure all cabinets before demolition so they can be replaced, in kind, with new cabinets and counter tops.
- 3) The contractor shall remove the refrigerator and take it into the City Hall main break room. The stove will be moved out to the patio area and the City will be responsible for disposing of the stove from there.
- 4) The center workstation shall also be removed, but the stainless-steel countertop shall be saved and reused on the new cabinet base in that area.
- 5) The stove hood and sink area shall stay as-is. The sink will need to be pulled away from the wall to paint behind and change faucet.
- 6) The contractor shall provide and install a new stainless steel hand washing sink and mixing valve type faucet.
- 7) The contractor shall provide and install a new main sink commercial grade faucet.
- 8) The contractor shall add a 90-degree shut-off valve on the water sub-out to the left of the current refrigerator. This will need to accommodate a future ice machine.
- 9) The contractor shall replace the shut-off valves at the main sink and hand washing sink while the water is off to do the ice machine valve. All new valves shall be ¼ turn type.
- 10) The contractor shall change all outlets to ground fault type as required by code.
- 11) The contractor shall remove the tile kick plate as needed and replace it on the new cabinets, including the new center work area cabinet, with the same kind and color tile after installation.
- 12) The contractor shall provide and install all new cabinets. They will be commercial grade, white laminate style. The only cabinet that will require door locks is the cabinet in the main hall by the large pass through. All those cabinet doors need to be keyed alike.
- 13) The contractor shall provide and install new quartz countertops in the same configuration as removed during the demo phase of this project. 6-inch splash guards around all counters next to walls. All perimeter edges are to be square shaped, double thickness with rounded edges top and bottom. Caulk as required by code. Color of counter tops shall be discussed after award of contract.
- 14) The contractor shall make all needed repairs to the kitchen walls for painting preparation.
- 15) The contractor shall repaint the entire kitchen, including any damage to the pass-through areas in the main hall. Color shall match the main hall walls in gloss. Minimum 2 coats.
- 16) The contractor shall be responsible to provide all materials, labor and equipment needed to complete this scope.
- 17) The contractor understands that all "on-site" labor will be done at prevailing wage rates. The quote must reflect the most recent prevailing wage determination or as amended from time to time:
<https://www.dir.ca.gov/oprl/dprevwagedetermination.htm>
- 18) The contractor shall be responsible for the proper disposal of any project waste.
- 19) The contractor shall be responsible for the protection of any materials or equipment left on site during non-working hours.
- 20) The contractor shall be responsible for any required building permits and inspections. Permit fees will be waived by the City.

- 21) The contractor is responsible for any required USA surveys. Any damage, as a result of not getting a survey, will be the contractor's sole responsibility.
- 22) The contractor shall provide their DIR number, proof of insurance and W-9 per City requirements.
- 23) According to contracting law, the contractor shall provide payment and performance bonds on work totaling \$25k or more.
- 24) There will be a mandatory bid walk at 10:00 on June 12th. Meet at the City Hall entrance located at 7018 Pine St. Hughson.
- 25) Bids will be due on June 22nd at 2:00 p.m. Any bids received after 2:00 will be deemed non-responsive and will not be considered. Turn bids in either by email or hard copy dropped off at the lobby of City Hall. Email address: wnewlin@hughson.org
- 26) If you have any questions, please contact Bill Newlin at 209-617-7850 or Jose Vasquez at 209-505-3049.

1. The winning bidder will be required to sign the City of Hughson's standard construction contract. The standard contract form is located at the City of Hughson website. WWW.HUGHSON.ORG
2. If a traffic control plan is being asked for, the TCCP can be simple and straightforward.
3. Temporary closure to prevent public access at the end of the day is required.
4. Any permits required are to be applied for by the contractor at no cost.
5. If required, construction staking is the responsibility of the contractor to ensure that location and elevations of new items of construction satisfy the construction plans and/or site conditions.
6. See City contract form for insurance and indemnity requirements.

Required Contractor's License(s): Under Public Contract Code section 3300 and Business and Professions Code section 7028.15(e), the City of Hughson requires that the contractor possess a valid contractor's license, covering this type of work, at the time that the contract is awarded. Failure to possess the specified license will render the bid non-responsive and will bar the award of the contract to any bidder not possessing such license at the time of the award.

Required Contractor and Subcontractor DIR Registration: The City of Hughson will accept bids only from bidders that (along with all subcontractors listed) are currently registered and qualified to perform public work pursuant to Labor Code section 1725.5; provided, however, that if a bidder is a joint venture (Business & Professions Code § 7029.1) then City of Hughson may accept a non-complying bid provided that the bidder and all listed subcontractors are registered at the time the contract is awarded. Please provide a State issued Department of Industrial Relations (DIR) registration number with the bid proposal. Information on registration with the DIR is available at: <https://efiling.dir.ca.gov/PWCR>. This is a separate requirement from the Contractors State License Board licensing requirement.

Substitution of Securities: In accordance with Public Contract Code section 22300, substitution of eligible and equivalent securities for any moneys withheld to ensure performance under the contract for the work to be performed will be permitted at the request and expense of the successful bidder. Such equivalent securities must be deposited with City of Hughson or with a state or federally chartered bank as the escrow agent who will then pay such moneys to the contractor. Upon satisfactory completion of the contract, the securities will be returned to the contractor. Securities eligible for investment include those listed in Government Code section 16430, bank or savings and loan certificates of deposit, interest bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed to by the contractor and City of Hughson. The contractor will be the beneficial owner of any securities used to secure its performance. Any escrow agreement will be substantially similar to the form set forth in Public Contract Code section 22300.

Labor Code Compliance: Any contract entered into pursuant to this Notice will incorporate the applicable provisions of the California Labor Code.

Prevailing Wage Laws: The successful bidder must comply with all prevailing wage laws applicable to the project, and related requirements contained in the contract documents. Copies of the general prevailing rates of per diem wages for each craft, classification, or type of worker needed to execute the contract, as determined by Director of the State of California Department of Industrial Relations, are on file at the City of Hughson, and may be obtained from the DIR website: <http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm>. Upon request, City of Hughson will make available copies to any interested party. Also, the successful bidder must post the applicable prevailing wage rates at the work site.

Payroll Records and Prevailing Wage Monitoring: This project is subject to prevailing wage compliance monitoring and enforcement by the Department of Industrial Relations. (Labor Code § 1771.4.). Each contractor and subcontractor must keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by the contractor or subcontractor in connection with the public work. These records must be certified and made available for inspection at all reasonable hours at the principal place of the contractor as required by Labor Code section 1776. In the case of state-funded public works projects, certified payroll reports must be provided to City of Hughson on a weekly basis.

Reservation of Rights: The City Board reserves the right to reject any or all bids, waive any irregularities in the bids, and to make an award or any rejection in what it alone considers to be in the best interest of the City.

Bid Protest Procedure: Any bid protest must be in writing and received by City at 7018 Pine Street, Hughson California, before 5:00 p.m. no later than two working days following bid posting of the informal bids received by the cutoff date and must strictly comply with the requirements set forth in this Bid Protest Procedure.

1. **General.** Only a bidder who has actually submitted a responsive bid proposal is eligible to submit a bid protest against another bidder. Subcontractors are not eligible to submit bid protests. A bidder may not rely on the bid protest submitted by another bidder but must timely pursue its own protest.
2. **Protest Contents.** The bid protest must contain a complete statement of the basis for the protest and all supporting documentation. Material submitted after the Bid Protest Deadline will not be considered. The protest must refer to the specific portion or portions of the Bid Form, Contract Documents, or bidding documents upon which the protest is based. The protest must include the name, address, email address, and telephone number of the person representing the protesting bidder if different from the protesting bidder.
3. **Copy to Protested Bidder.** A copy of the protest and all supporting documents must be concurrently transmitted by fax or by email, by or before the Bid Protest Deadline, to the protested bidder and any other bidder who has a reasonable prospect of receiving an award depending upon the outcome of the protest.
4. **Response to Protest.** The protested bidder may submit a written response to the protest, provided the response is received by City before 5:00 p.m., within two working days after the Bid Protest Deadline or after actual receipt of the bid protest, whichever is sooner (the "Response Deadline"). The response must include all supporting documentation. Material submitted after the Response Deadline will not be considered. The response must include the name, address, email address, and telephone number of the person representing the protested bidder if different from the protested bidder.
5. **Copy to Protesting Bidder.** A copy of the response and all supporting documents must be concurrently transmitted by fax or by email, by or before the Response Deadline, to the protesting bidder and any other bidder who has a reasonable prospect of receiving an award depending upon the outcome of the protest.

6. City's Decision. The scope of the bid protest considered by the City shall be limited to the issues set forth in the bid protest timely filed pursuant to this Policy. The City may take any action on the bid protest that is authorized by law, including adoption of City staff's recommended determination of the bid protest, adoption of a determination different from that recommended by City staff, or the rejection of all bids without deciding the bid protest. The decision of the City on a bid protest shall be the final administrative action on the protest and shall exhaust the protesting bidder's administrative remedies.

Exclusive Remedy. The procedure and time limits set forth in this Bid Protest Procedure are mandatory and are the bidder's sole and exclusive remedy in the event of bid protest. A bidder's failure to comply with these procedures will constitute a waiver of any right to further pursue a bid protest, including filing a Government Code Claim or initiation of legal proceedings.

8. Right to Award. The City Council reserves the right to award the Contract to the bidder it has determined to be the responsible bidder submitting the lowest responsive bid, and to issue a notice to proceed with the Work notwithstanding any pending or continuing challenge to its determination.

9. Rejection of All Bids. The filing of a bid protest shall not preclude the City from rejecting all bids. Rejecting all bids shall render a protest moot and terminate all protest proceedings.

Thompson Woolley Builders

654 N Yosemite Ave
Oakdale, CA 95361
(209) 844-7710



Estimate

ADDRESS

City of Hughson
7018 Pine Street
Hughson, CA 95326

ESTIMATE

DATE

P-23-484
06/22/2023

DESCRIPTION	AMOUNT
Senior center kitchen remodel - Includes all labor and materials to complete the work outlined in the project scope provide by the City of Hughson.	78,100.00
Includes prevailing wage rates DIR # PW-LR-1000942150	
TOTAL	\$78,100.00

Accepted By

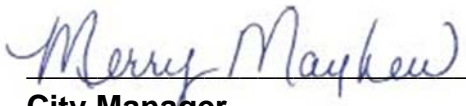
Accepted Date

Thompson Woolley Builders, Inc. is fully licensed, bonded, and insured.



CITY COUNCIL AGENDA ITEM NO. 6.1

SECTION 6: NEW BUSINESS

Meeting Date: July 10, 2023
Subject: Approval to Contract with General Code to Provide Codification Services in the Amount of \$8,650
Enclosure: General Code Proposal and Project Summary
Presented By: Ashton Gose, Executive Assistant/City Clerk
Approved By: 
City Manager

Staff Recommendation:

Approval to contract with General Code to provide codification services in the amount of \$8,650 and authorize the City Manager to execute the agreement for service.

Discussion:

The City of Hughson's Municipal Code (HMC) was originally codified in September 2002, by Code Publishing Co. (a General Code Company) and has been supplemented in abundance over the years, but it has not undergone any comprehensive review. As a result, staff have found that the HMC contains inconsistencies, errors, and outdated information, which could potentially affect the Code's enforceability and alignment with relevant state statutes.

A comprehensive codification solution for the HMC is an editorial and legal analysis. This analysis will provide recommendations for keeping the HMC clear, reliable, and enforceable, by identifying outdated information, errors and inconsistencies.

Some more detailed aspects of the analysis will include:

- Identification of duplications, conflicts, and inconsistencies between or within various sections of the HMC.
- Identification of duplications, conflicts, and inconsistencies with California statutes.
- Any practical recommendations to make our legislation more enforceable.
- Suggestions regarding fines, fees, and penalties.

- Suggestions on ways to modernize your legislation.

Once the analysis is complete, staff will review and ultimately make the final decisions on any changes that are deemed necessary. Staff, in coordination with the City Attorney, will prioritize the issues to be reviewed and work on a few at a time. Changes will be brought before the City Council for adoption and be incorporated into the HMC through routine supplementation.

Fiscal Impact:

If this project is approved, the City Clerk Professional Services budget will be adjusted, and increased in the Fiscal Year 2023-2024 Final Budget for a one-time cost. The eventual cost of incorporating any changes to the HMC will vary according to the number of revisions and volume of legislation that is adopted by the City Council. Typically, the City Clerk Professional Services account is budgeted for the cost of up to five (5) codified ordinance adoptions per fiscal year.



Proposal for Codification Services

PREPARED FOR:

City of Hughson, California

PREPARED BY:

EMILY WOOD

CODIFICATION ACCOUNT MANAGER

ewood@generalcode.com

800.836.8834

DATE:

June 1, 2023

(Valid for six months)

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Investment Details and Options	6

Executive Summary

A thorough review of your request has given us a better understanding of your unique needs and helped us determine ways that we can partner with you to make the City of Hughson's Code a more useful and effective resource for your community. The executive summary below serves as an overview for building a collaborative codification solution that can help the City achieve its goals.

Situation Analysis

The City of Hughson's Code was originally codified years ago and has been supplemented many times, but it has not undergone any comprehensive review. As a result, the Code may contain inconsistencies, errors and outdated information that could potentially affect the Code's enforceability and alignment with relevant state statutes.

It is our understanding that the City would like General Code® to perform a comprehensive review of your Code. This process would ensure that legislation is up-to-date and is in line with state statutes and the current needs of your constituents.

Our Solution

Our comprehensive codification solution for Hughson includes:

- > **An Editorial and Legal Analysis**
Our project team will do a thorough review and analysis of your Code and recommendations for keeping your Code clear, reliable and enforceable.
- > **Ongoing Code Maintenance**
Once the Editorial and Legal Analysis is complete, *General Code* will work with the City to implement changes to your Code.

Solution Benefits

An Editorial and Legal Analysis from *General Code* will:

1. Identify any outdated information, errors, and inconsistencies in your Code
2. Help you keep Hughson's Code enforceable

Hughson's Investment

The price of *General Code*'s recommended solution will be \$8,650.

A detailed breakdown of the investment and available options can be found in the Investment Details and Options section on page 4.

The General Code Recommended Solution and Process

Provide an Editorial and Legal Analysis

We will prepare an Editorial and Legal Analysis for your review. Our staff of editors and attorneys is in contact with hundreds of communities and will provide you with the benefit of their experience, including information you can use to determine how your legislation can be revised and improved. Your project team will do a thorough review and analysis of your legislation and provide specific recommendations and input for improvement. The Analysis will be compiled into a workbook with an easy-to-use checklist format. City officials, including the City Attorney, will have the final decision-making authority for the resolution of any and all issues.

The Editorial and Legal Analysis will include the following:

- > Identification of duplications, conflicts and inconsistencies between or within various sections of the Code
- > Identification of duplications, conflicts and inconsistencies with California statutes
- > Any practical recommendations to make your legislation more enforceable
- > Suggestions regarding fines, fees and penalties
- > Suggestions on ways to modernize your legislation

Your Responsibilities

The City will review the Editorial and Legal Analysis and make the final decisions on any changes that are deemed necessary. All final decisions regarding the sufficiency of the legislation which is to be codified, and any changes to be made to said legislation, shall be the province of the City officials and the City Attorney.

Implement Code Updates

After the City officials and the City Attorney have reviewed the Editorial and Legal Analysis, *General Code* will work with the City to implement changes to your Code. Some municipalities prioritize the issues to be reviewed and work on a few at a time, adopting changes as decisions are made and then incorporating them into the Code through routine supplementation. Other municipalities prefer to review the entire Analysis and incorporate all the changes in one comprehensive Code supplement and then readopt the Code. The eventual cost of incorporating any changes to your Code will vary according to the number of revisions and the volume of legislation that is adopted. Before proceeding with supplementation, we can provide an estimate upon request.

Project Materials

Source Materials

General Code will use the following source materials for the codification project:

- > A copy of the City's Code as updated to Ordinance No. 22-01

Project Scope

This proposal and the scope of this project consider only the legislation submitted for review as listed above. The processing, review, and inclusion of any materials not submitted are outside the project scope as proposed and therefore may be subject to additional charges.

Investment Details and Options

City of Hughson, Standalone Editorial Analysis, June 1, 2023

Editorial and Legal Analysis Project Price

\$8,650

Services and deliverables included with the codification project:

- > Editorial and Legal Analysis
- > A digital copy of the analysis

Payment Schedule

- > 50% of the project price will be invoiced within 30 days of authorization.
- > 50% of the project price will be invoiced upon delivery of the Editorial and Legal Analysis to the City.

Performance Schedule

(reflects business days excluding legal holidays)

- > Editorial Analysis will be delivered within approximately 145 days from receipt of authorization.

The City of Hughson, California, hereby agrees to the procedures outlined above, and to *General Code's* Codification Terms and Conditions, which are available at <http://www.generalcode.com/terms-and-conditions-documents/>.

City of Hughson, Stanislaus County, California

By: _____ Witnessed by: _____
Title: _____ Title: _____
Date: _____ Date: _____

GENERAL CODE, LLC

By: _____ Witnessed by: _____
Title: _____ Title: _____
Date: _____ Date: _____

This document serves both as a proposal and as an agreement. To accept this proposal and delegate authority to *General Code* to administer the codification project, complete the form above, including authorized signatures. A signed copy of this agreement will be mailed back to Hughson for its records.

Scan and email the completed form to contracts@generalcode.com. You may also return it by mail to *General Code*, 781 Elmgrove Road, Rochester, NY 14624.

A Member of the ICC Family of Solutions

