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March 13, 2008

Department of Housing and Community Development  
Division of Housing Policy Development  
P.O. Box 952053  
Sacramento, CA 94252-2053

**RE: ANNUAL PROGRESS REPORTS – GENERAL PLAN AND HOUSING ELEMENT**

Pursuant to Section 65400 of the Government Code, enclosed please find the City of Hughson's *Annual Progress Report on the Implementation of the Housing Element and General Plan Update*.

On March 10, 2008, Hughson Planning Commission reviewed and recommended submission of said report to both the Department of Housing and Community Development and the Governor's Office of Planning and Research (attached is the accompanying resolution).

Sincerely,

A handwritten signature in cursive script that reads "Linda Cullum".

Linda Cullum  
Redevelopment & Housing Programs Analyst  
City of Hughson  
[lcullum@hughson.org](mailto:lcullum@hughson.org)

Enclosures (3)

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HUGHSON PLANNING COMMISSION

RESOLUTION NO. 08-02

A RESOLUTION OF THE HUGHSON PLANNING COMMISSION ADOPTING THE 2008 GENERAL PLAN PROGRESS REPORT AS WELL AS THE ANNUAL PROGRESS REPORT ON IMPLEMENTATION OF THE HOUSING ELEMENT AND RECOMMENDING TO THE CITY COUNCIL CERTAIN MODIFICATIONS TO THE GENERAL PLAN AS IMPLEMENTATION MEASURES FOR GENERAL PLAN CONSISTENCY

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

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

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

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

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

WHEREAS, the Hughson Planning Commission has reviewed and approved the 2008 Annual Progress Report on the Hughson General Plan, as well as the Annual Progress Report on Implementation of the Housing Element; and

WHEREAS, certain modifications to the General Plan are hereby recommended to the City Council as follows:

1. A recommendation to proceed, as funds are available, with a General Plan Amendment to the Land Use Element to address inconsistencies as identified in the 2008 Annual Progress Report on the Hughson General Plan; and

2. A recommendation to proceed, as funds are available, with a General Plan Amendment to the Housing Element to address the residential build-out scenario due to the current housing slump; and

NOW THEREFORE, BE IT RESOLVED that the Hughson Planning Commission does hereby adopt the 2008 Annual Progress Report on the Hughson General Plan, as well as the Annual Progress Report on Implementation of the Housing Element; and

NOW THEREFORE, BE IT FURTHER RESOLVED that the Hughson Planning Commission recommends to the City Council certain modifications to the General Plan as noted herein and more specifically in the Annual Progress Report.

PASSED AND ADOPTED by the Hughson Planning Commission at a regular meeting thereof held on February 19, 2008, by the following vote:

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AYES:

NOES:

ABSTENTIONS:

ABSENT:

  
\_\_\_\_\_  
MATT BEEKMAN, CHAIR

ATTEST:

  
\_\_\_\_\_  
THOM CLARK, PLANNING COMMISSION SECRETARY

# **ANNUAL PROGRESS REPORT ON THE CITY OF HUGHSON GENERAL PLAN 2008**

## **INTRODUCTION**

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

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

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

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

## **GENERAL PLAN**

Hughson's General Plan was adopted on December 12, 2005. The General Plan contains the seven State-required elements, which are land use, circulation, housing, conservation, open space, noise and safety. The Housing Element was adopted separately in 2004. The State allows the combining of elements or the addition of new elements as long as the required seven elements are present in some fashion. Hughson's General Plan contains the following elements:

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

Local governments are required to keep their General Plans current and internally consistent. There is no specific requirement that a local government update its General Plan on a particular timeline, with the exception of the Housing Element, which is required to be updated every five years. Hughson's Housing Element was updated and certified by the State Housing and Community Development Department in 2004. Since that time, the City of Hughson has been in the process of implementing the various programs in the adopted Housing Element and the General Plan.

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

### **1. LAND USE**

#### Amendments

There were no amendments to the Land Use Element in 2007.

#### Progress

A. The City of Hughson and Stanislaus County negotiated a Sphere of Influence (SOI) reduction agreement to the eastern boundary of the SOI, which stops the SOI at Geer Road. LAFCO approved the adjusted SOI in August, 2006. A General Plan Amendment is needed to formalize this boundary adjustment.

B. A multi-family project on Whitmore Avenue had their Use Permit from 2002 revoked for failure to adhere to the project conditions of approval. These two parcels, as well as four adjacent parcels, are surrounded on all sides by industrial lands. During the revocation process, it was noted by the Planning Commission that the high density residential land use designation of these parcels was inconsistent with responsible land use planning principles. A General Plan Amendment is needed to change the land use designation and zoning of these parcels to industrial.

C. The Hughson Unified School District owns two separate parcels with intended uses, as expressed by the District, which are inconsistent with the Land Use Element. One parcel, shown in the District's Facilities Master Plan as expansion of athletic fields, is designated as Parks/Open Space in the Land Use Element. Another group of parcels, on the corner of Whitmore Avenue and Seventh Street, has a Public Facilities land use designation. The District discovered after purchase of these parcels, that some of the group were within 150 feet of a railroad track and therefore ineligible for State construction funding. The District does not currently have plans to build a school on this site. A General Plan Amendment is needed to amend the designation of these parcels to something other than Public Facilities.

D. On May 10, 2007 LAFCO filed a Certificate of Completion for the Hatch and Santa Fe Annexation. This project enlarged the city limits of Hughson by 70.73 acres. The lands were pre-zoned for approximately 20 acres of commercial, 18.35 acres of medium density residential, and 21.8 acres of low density residential land use.

E. The City is currently working on complete re-writes of its Subdivision and Zoning Ordinances to bring them into conformance with the General Plan.

## 2. CIRCULATION

### Amendments

There were no amendments to the Circulation Element in 2007.

Progress

- A. On June 25, 2007 the Hughson City Council adopted Resolution 07-177. The resolution finalized the development and approval of a Streets Master Plan, Storm Drainage Master Plan, and Transportation Impact Analysis.
- B. Work is currently underway on a Non-Motorized Master Plan that will incorporate bicycle and pedestrian infrastructure into the transportation grid.

**3. CONSERVATION AND OPEN SPACE**

Amendments

There were not amendments to the Conservation and Open Space Element in 2007.

Progress

- A. The City has begun discussions with the City of Ceres (our nearest neighbor to the West), and the County of Stanislaus, to develop a three way agreement regarding agricultural buffer zones between the communities.
- B. The City took possession of an approximate 2 acre park site in the Fontana Ranch Subdivision in 2007.

**4. PUBLIC SERVICES AND FACILITIES**

Amendments

There were no amendments to the Public Services and Facilities Element in 2007.

Progress

- A. The City completed the construction of a 2,100 square foot building next to City Hall. The building houses all Development Services functions in the City, including the Planning and Building Division, Engineering Division, as well as Redevelopment Agency staff.

B. Several Master Plans were adopted in 2007 including the Sewer System, Wastewater Treatment Plant, Streets, Storm Drainage, and Water System Master Plans. These master plans will assist in the implementation of General Plan policies in their various areas.

C. The City is currently past the 50% design phase of a new wastewater treatment plan expansion.

D. The City brought a new 750,000 water storage tank on-line in 2007.

E. The City has entered into an agreement with the Turlock Irrigation District to participate in a preliminary design study for treatment of surface water. This planning work was on-going through 2007.

**5. SAFETY**

Amendments

There were no amendments to the Safety Element in 2007.

Progress

There is nothing to report regarding progress on the Safety Element in 2007.

**6. NOISE**

Amendments

There were no amendments to the Noise Element in 2007.

Progress

There is nothing to report regarding progress on the Noise Element in 2007.

**7. HOUSING**

Amendments

There were no amendments to the Housing Element in 2007.

Progress

A. Pursuant to State law, the Stanislaus County Local Formation Agency (LAFCO) is responsible for the development of the Regional Housing Needs Allocation (RHNA) throughout Stanislaus County. Hughson's RHNA number for 2007 was 412 housing units. The City actually issued building permits for 31 units in 2007, with only 3 in the second half of the year. The most current estimate of Hughson's 2008 RHNA requirements are 318 residential units, but this number has not been finalized by LAFCO as of the date of this report. We do know that the State has revised its estimate of housing units for Stanislaus County from the prior 35,239 to around 25,000.

B Mortgage foreclosures are at the highest rate in history throughout the State as well as within the City of Hughson. Residential assessed value decreased dramatically and coupled with poor lending practices (sub-prime loans) caused a general "housing slump" throughout California. Two approved residential subdivisions, Euclid South and Legacy (Euclid North), have decided not to proceed with construction of infrastructure until the housing market rebounds. The Feathers Glen subdivision has three model homes built but no homes sold. The Fontana Ranch subdivision has four model homes and eleven production homes built. Two of these have been sold. The Sterling Glen subdivision is experiencing similar issues with new home sales. Financial experts agree that the current housing market slump will continue for at least one to three more years. The projected housing build-out inside Hughson's SOI by 2015 will not occur because of these factors. A General Plan amendment is needed to analyze the long term affect the current housing slump will have on this build-out scenario.

C. Hughson's Housing Element has been certified by H&CD to be in compliance with State law. A detailed report on the Housing Element, using the format prescribed by H&CD, is included for your approval as a separate document.



**Annual Progress Report  
on Implementation of the Housing Element  
General Plan Report requirement pursuant to  
Section 65400 of the Government Code**

Government Code Section 65400(b)(1) mandates that all cities and counties submit to their legislative bodies an annual report on the status of the general plan and progress in its implementation (the "Progress Report"). Only charter cities are exempt from the requirement to prepare Progress Reports, pursuant to Government Code Section 65700. However, a charter city may have elected to include the annual progress report as one of its goals and objectives in their most recent element. A copy of this Progress Report must also be sent to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

Jurisdiction: **City of Hughson**

Address: 7012 Pine Street  
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**Reporting Period: January 1, 2007 to December 31, 2007**

**Submitted to:**  
**Department of Housing and Community Development**  
Division of Housing Policy Development  
P.O. Box 952053  
Sacramento, CA 94252-2053  
-and-  
**Governor's Office of Planning and Research**  
P.O. Box 3044  
Sacramento, CA 95812-3044





**Table B****Program Implementation Status**

| <b>PROGRAM</b>  | <b>TIMING</b>   | <b>PROGRESS</b>   |
|---|---|---|
| The City staff will increase its coordination with the State HCD staff to apply for the new funding which will be made available through Proposition 46. For example, in partnership with an interested non-profit developer, apply to the MHP program for the development of low-income housing. Finally, as affordable units are developed, apply for the Workforce Housing Rewards Program.  | Ongoing;<br>With the HCD application cycles, and with developer interest. | Continuing to search for interested developers to build and maintain a complex that will meet these requirements. Have had interest from different developers, but due to the lack of City sewer capacity no project has been proposed.   |
| The City of Hughson will complete applications for grants, such as CDBG funds, HOME funds, and other federal and state funds.   | Ongoing;<br>Subject to application cycles                                 | The City applied to the HOME Program in October of 2005 and was awarded a \$500,000 grant to be used for the First Time Homebuyer and Owner Occupied Rehabilitation Programs. The City is still striving to utilize the grant funds and the City Program Income funds.  |
| The Hughson Redevelopment Agency was established in 2002. The Redevelopment agency received its first Bond allocation in 2003 but has yet to establish a redevelopment agency budget. The Agency will set aside 20 percent of the gross tax increment revenues received from the Redevelopment Area into a low-to moderate-income housing fund for affordable housing activities including funds for low to moderate-income housing rehabilitation programs including financing, infrastructure improvements, land acquisition, and construction. The City projects that 2.5 million dollars in funds will be set aside for housing in the years between 2003 and 2008. | January 2005  | The City has developed a budget for its Redevelopment Agency. The agency is currently accumulating funds in the Low and moderate income housing fund and is hopeful a project is eminent. The agency has also set aside funds for an Owner Occupied Rehabilitation Program and the first rehabilitation with those funds has begun. |

| PROGRAM   | TIMING                  | PROGRESS  |
|---|-------------------------|---|
| <p>Prepare a feature within the City Newsletter outlining City participation and incentives, housing needs from the Housing Element, or other market source, state and federal funding for which the City is willing to apply and other pertinent information. Distribute the newsletter to local non-profit and for profit development groups, and regional agencies.</p>    | <p>Ongoing</p>          | <p>This is an ongoing project. The City is continually working on ways to attract developers of affordable housing projects.</p>  |
| <p>Continue to use HOME funds to assist at least 20 households with the first time homebuyer down payment.</p>  | <p>2006 and ongoing</p> | <p>In the past the homes values in Hughson were so high we had difficulties finding homes to qualify for this program, however due to the recent downturn in the housing market the homes in Hughson have become very attractive to First Time Home Buyers. We are in the process of funding some First Time Homebuyer loans and have accumulated a waiting list.</p> |
| <p>Consider the feasibility of an inclusionary zoning program for the development of affordable housing.</p>  | <p>July 2008</p>        | <p>The city is undergoing an education process of staff to better understand the ramifications of this program. Staff is actively attending trainings and working with other Cities who currently have inclusionary zoning to educate themselves.</p>   |
| <p>Research and seek out developers to build affordable multifamily housing through the Low Income Housing Tax Credit (LIHTC) program.</p>  | <p>January 2004</p>     | <p>The City has made contact with and has had several planning sessions with a developer; however due to the current lack of City sewer capacity the projects have not yet come to fruition.</p>  |
| <p>Identify specific incentives, zoning actions and reporting procedures that can be implemented to encourage and monitor the development of affordable and special needs housing opportunities. Identify demographic and specific needs of the City. Determine the City's role for ensuring the construction of affordable housing projects and financing to developers.</p> | <p>Ongoing</p>          | <p>On June 26<sup>th</sup> of 2006 the City Council adopted a policy to grant priority for Water and Waste Water Capacity allocations to proposed developments that include housing units affordable to lower-income households. In December of 2005 the City Council approved an update to the City's General Plan which included more acreage.</p>                  |

| Program   | Timing                | progress   |
|---|-----------------------|--|
| Offer deferrals or reductions in zone change fees for affordable multifamily projects, in order to have sufficient low cost land available to meet the City's low and very low income RHNA allocation.  | Immediately           | Once a developer is found and a project is determined the City intends to waive these fees in order to facilitate the City's ability to meet this numbers and help the developer progress with its project.  |
| In order to facilitate and encourage the provision of emergency shelters and transitional shelters, the City shall amend the current zoning code to specifically identify this type of shelter as allowable uses in the R-A, R-3, and R-2 with Administrative Approval. | Monitoring is Ongoing | The City has adopted ordinance 05-15 to establish a provision for emergency and transitional shelters.   |
| Seek out retailers to build commercial developments that will meet the needs of City residents and provide accessibility to low-income families that do not have the mobility to travel outside of the City limits for their basic needs.                               | Ongoing               | Fernandez Construction has completed phase II of a "strip mall" type shopping center on the corner of Tully and Whitmore here in Hughson. Several more projects have been proposed in the same area. The Hughson Redevelopment Agency is also working on a plan to revitalize the downtown area in order to help stimulate economic development. |
| Publish a comprehensive listing of housing developments in the City, which have units reserved for low-income, senior, and disabled households.   | Updated annually.     | Currently the only housing offered within the City of Hughson is through the Stanislaus County Housing Authority. They have several complexes throughout the City.   |
| Work with farm owners and central labor providers to determine the number of farmworkers who may need housing. The resulting report should address: permanent workers, seasonal resident workers, and migrant workers.  | updated annually      | (no progress)  |
| Contact homeless service providers to determine the number of displaced and homeless persons who are or have been residents of Hughson  | Ongoing               | City Staff continually works with Stanislaus Housing and Support Services in collaborative meetings to address the needs of not only Hughson but the County of Stanislaus to ensure the Homeless needs are met.  |

| Program   | Timing                               | Progress   |
|---|--------------------------------------|--|
| Use federal and state funds to provide new units of supportive housing for persons with disabilities.   | Ongoing                              | Funding has not become available.  |
| Continue to permit persons with disabilities of any age to locate in senior citizen independent living facilities that are funded with federal funds as according to federal law.   | As these facilities become available | No Facilities are currently available in the City of Hughson.  |
| Amend the City's current housing rehabilitation program guidelines to include a grant to very low-income disabled persons and senior citizens to improve accessibility and safety.  | Complete                             | The City has amended the Rehabilitation Program Guidelines to include this grant. Guidelines have been approved by HCD on March 1, 2007  |
| Regularly monitor the City's ordinances, codes, policies, and procedures to ensure that they comply with the "reasonable accommodation" for disabled provisions.  | Annually                             | At this time all codes comply  |
| Develop and formalize a general process that a person with disabilities will need to go through in order to make a reasonable accommodation request in order to accommodate the needs of persons with disabilities and streamline the permit review process. The City will provide this information to individuals with disabilities regarding reasonable accommodation policies, practices and procedures based on the guidelines from the California Housing and Community Development Department (HCD). This information will be available through postings and pamphlets at the City and on the City's website. | December 2004                        | Due to limited staffing the city has been unable progress along these lines. At this time all persons applying for permits are treated equally with regard to the application process. |
| Work with the Stanislaus Housing Authority and use all the influence the City has to obtain more Housing Choice Vouchers from the Housing Authority.  | Ongoing                              | Ongoing currently no vouchers are available.   |

| Program  | Timing    | progress  |
|--|-----------|---|
| Develop a program to monitor the extent of residential, commercial, and industrial development. Provide sufficient detail on employment growth and housing production. Monitor housing development costs on an annual basis to ensure affordability to a broad spectrum of City residents. Include information from the Multiple Listing Service to track housing development, sales, and listing costs. | Ongoing   | The City is currently working with the Stanislaus Workforce and Economic Development Alliance to track residential, commercial and industrial development in Hughson. These demographics are made available on the City's website as well as in brochures to help attract developers of retail and affordable housing to Hughson. |
| Arrange annual meetings with representatives of community development agencies to track regional development.  | July 2004 | No activity   |
| Encourage developers to build affordable housing by making the process more timely and convenient, such as allowing developers to piggyback applications.  | Ongoing   | No activity   |
| Offer rebates on capital facility development fees to developers of low and moderate-income housing.   | Ongoing   | No projects have been proposed  |
| Propose zoning and permit processing changes to further reduce housing costs and average permit processing time.   | July 2004 | The City updated its General Plan and EIR to include these changes. The city has also invested in permit processing software to streamline the permit processing time.  |
| Provide incentives (i.e., fee reduction, waivers, etc.) to developers who agree to allocate at least 15 percent of units constructed toward very low and low-income or senior citizen affordable units.  | Ongoing   | Staff is working on ways to creatively develop incentives to developers to fund affordable units.   |
| Publish the City's Housing Element and updates, Annual Action Plan, Annual Redevelopment Agency Report and respective notices. Provide an annual funding application workshop for interested agencies and developers.  | Ongoing   | The Housing Element is published on the City of Hughson website. Public Hearings with regard to all of these annual reports are held every year before submission to the appropriate agencies. Notices are published in the City newspaper and in the City Newsletter which is included with utility bills mailings.              |

| Program  | Timing                              | Progress  |
|--|-------------------------------------|---|
| Re-evaluate the City's water supply need and determine funding and expansion of the water supply.  | December of 2006                    | A 750,000 gal water storage tank has been constructed and is now online. The City's Water Facilities Master Plan includes the addition of two more tanks.                             |
| Request the expansion of nearby City and/or County public transportation to include the City of Hughson.   | Completed (monitoring future needs) | START the county's bus system has increased its trips to and from Hughson   |
| Apply for funding, such as a PTA grant, to aid the development of a public transportation system for the City.   | Third quarter 2004                  | (no activity)   |
| Develop a system or purchase a computer program that will track development on all vacant land in the City.  | Second quarter 2004                 | The City has purchased permit software that also has land tracking capabilities.  |
| Encourage the development of well planned and designed projects that provides for compatible residential, commercial, industrial, institutional, or public uses within a single project or neighborhood.   | ongoing                             | The City of Hughson's recently adopted General Plan includes areas in which a developer must submit a "Master Plan" before the land can be developed.                                 |
| Monitor the amount of land zoned for both single-family and multi-family developments and initiate zone changes as necessary to accommodate affordable housing.  | Quarterly                           | The city recently approved update to its General Plan and EIR. Includes such zoning changes. Also the City has recently annexed several acres part of which will include such zoning. |
| Institute a program of lot consolidation to combine small residential lots into one large lot to accommodate affordable housing production.  | ongoing                             | (no activity)   |
| Contact land owners within the Sphere of Influence, that have land which is appropriate for residential zoning for possible annexation to meet the very low and low-income housing needs. Initiate annexation and zoning processes on suitable land. | Quarterly                           | The City has annexed property and is soliciting developers.   |

| Program  | Timing   | progress   |
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| Establish code enforcement as a high priority. Apply for funding such as the Code Enforcement Grant Program and obtain adequate staff to implement an effective code enforcement program for the City. | December 2005                                      | The City has received funding from a Code Enforcement Grant. Purchases made with funds include: vehicles, equipment, computers, surveillance equipment, and more. This grant was closed in September 2006 and a close-out report was submitted to HCD. |
| Continue to seek funding for public facilities such as redevelopment agency financing, community facilities loans, and public works grants.  | Ongoing  | The Redevelopment Agency just completed a parks/open space project in the downtown area. This project is known as the Centennial Plaza and draws pedestrians to it every day.  |
| Continue to apply for CDBG and other funding and aggressively market housing rehabilitation funds.   | Ongoing  | The City is nearing the end of a HOME grant and together with the City's Program Income funds have helped to rehabilitate four homes.  |
| Provide technical assistance to potential purchasers, including non-profits, developers, and tenants, who convert homes into affordable properties.  | Annually, with HCD funding cycle or program income | (no activity)  |
| Expand rehabilitation program eligibility to include rental properties.  | ongoing  | Staff is in the process of recreating an overall housing program and is implementing new opportunities. As projects mature additional programs will be implemented. At this time staff can not implement this program until others mature.             |
| Review standards and codes for modification and rewrite to allow for second units to be constructed with minimal restrictions, in accordance with AB 1866.   | Ongoing  | City codes currently allow this.   |

| Program  | Timing                  | Progress   |
|--|-------------------------|--|
| <p>Acquire and maintain fair housing materials, including all pertinent resource, posters and information available through the Department of Fair Employment and Housing (DFEH) and Housing and Urban Development (HUD) to educate on a variety of fair housing issues. Develop information flyers and brochures that highlight (1) disability provisions of both federal and state fair housing laws and (2) familial status discrimination to be distributed at all types of outreach events including health fairs, and City sponsored events. Distribute materials to public locations such as the library and senior center, multifamily housing, and the City hall.</p> | ongoing                 | Ongoing  |
| <p>Continue to refer all housing discrimination referrals to the City Principal Planner who will work with the complainant and refer complaints to the State Fair Employment and Housing Commission.</p>   | Ongoing                 | Ongoing  |
| <p>Conduct regular workshops on the fair housing laws as they pertain to racial, disability, family size and income discrimination and protection, to educate property owners, managers, and real estate professionals.</p>  | Annually                | (no activity)  |
| <p>Maintain membership in the Housing Authority to qualify City residents for the Housing Choice Voucher program and other housing assistance programs administered by the Housing Authority. Provide information on the availability of Housing Authority programs to qualified residents.</p>  | Immediately and ongoing | Staff currently attends monthly "Stanislaus Housing & Support Services Collaborative" Meetings |
| <p>Establish cooperative agreements with a non-profit housing corporation as a support agency to the City.</p>   | Ongoing                 | Staff is a member of the "Stanislaus Housing & Support Services Collaborative"                 |

| Program  | Timing                     | Progress    |
|--|----------------------------|-------------|
| Coordinate annual workshop with employers, members of the housing community and City officials to identify the housing needs of Hughson.   | Annually, starting in 2004 | No activity |
| Monitor the completion and implementation of goals and policies set by the Housing Element. Continue to update, amend, and regulate housing and economic development, annexation, zoning, codes, and policies. | Annually, starting in 2004 | (on going)  |