



**CITY OF CORNING
CITY COUNCIL AGENDA
TUESDAY, APRIL 28, 2015
CITY COUNCIL CHAMBERS
794 THIRD STREET**

A. CALL TO ORDER: 6:30 p.m.

B. ROLL CALL:

Council:

**Darlene Dickison
Dave Linnet
Tony Cardenas
Willie Smith
Gary Strack**

Mayor:

C. PLEDGE OF ALLEGIANCE: Led by the City Manager.

D. INVOCATION: Led by Councilman Tony Cardenas.

Persons of no religious persuasion will not be expected in any manner to stand or to participate other than to remain quiet out of respect for those who do choose to participate.

E. PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, PRESENTATIONS:

1. **Proclamation – May 13, 2015, Tehama County Peace Officers’ Memorial Day.** Present to accept the Proclamation is Police Chief Don Atkins.
2. **Proclamation – May 2015, Older Americans Month.** Present to accept the Proclamation will be Elaine Benwell from the NVCSS and Corning Healthcare District Elder Services.

F. BUSINESS FROM THE FLOOR:

G. CONSENT AGENDA: It is recommended that items listed on the Consent Agenda be acted on simultaneously unless a Councilmember or members of the audience request separate discussion and/or action.

3. **Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.**
4. **Waive the reading and approve the Minutes of the April 14, 2015 City Council Meeting with any necessary corrections.**
5. **April 22, 2015 Claim Warrant - \$109,199.90.**
6. **April 22, 2015 Business License Report.**

H. ITEMS REMOVED FROM THE CONSENT AGENDA:

I. REGULAR AGENDA:

7. **Approve the position of Adolescent Diversion Program Coordinator as part of the Byrne Criminal Justice Innovation Implementation Plan.**

J. ITEMS PLACED ON THE AGENDA FROM THE FLOOR:

K. COMMUNICATIONS, CORRESPONDENCE AND INFORMATION:

L. REPORTS FROM MAYOR AND COUNCIL MEMBERS: City Councilmembers will report on attendance at conferences/meetings reimbursed at City expense (Requirement of Assembly Bill 1234).

Dickison:

Linnet:

Cardenas:

Smith:

Strack:

M. ADJOURNMENT!:

POSTED: FRIDAY, APRIL 24, 2015

PROCLAMATION
MAY 13, 2015
TEHAMA COUNTY PEACE OFFICERS'
MEMORIAL DAY

WHEREAS, of all the promises America offers, none is more precious or more elusive than the right to be free from crime and violence.

WHEREAS, many dedicated men and women have chosen Law Enforcement as a career and face extraordinary risk and danger daily in an effort to preserve our freedoms and security.

WHEREAS, in conjunction with the observance of National Peace Officer Week and California Peace Officers' Memorial Day, May 13, 2015 will be observed as Tehama County Peace Officers' Memorial Day in commemoration of those noble Officers who have tragically sacrificed their lives in the line of duty; and

WHEREAS this day of special observance provides all Citizens of Tehama County and the City of Corning the opportunity to appreciate the heroic men and women who have dedicated their lives to preserving public safety.

NOW, THEREFORE I, Gary R. Strack, as Mayor of the City of Corning do hereby proclaim, in conjunction with National Police Officer Week and California Peace Officers' Memorial Day, Wednesday, May 13, 2015 to be observed in the City of Corning as: TEHAMA COUNTY PEACE OFFICERS' MEMORIAL DAY.

I DO FURTHER PROCLAIM that the City Hall and Transportation Center flags will be flown at half-staff on this day in honor of all Peace Officers killed in the line of duty. This Proclamation will also be posted at the Corning Police Department for all to see.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Corning to be affixed this 28th day of April 2015.

Gary R. Strack, Mayor

Attest:

Lisa M. Linnet, City Clerk

PROCLAMATION
MAY 2015
“OLDER AMERICANS MONTH”

WHEREAS, the City of Corning has a thriving community of older Americans who deserve recognition for their contributions and sacrifices to ensure a better life for future generations; and

WHEREAS, the older Americans Act, having been in force by Presidential Proclamation since 1965 is celebrating its 50th Anniversary with the theme of “Get Into the Act”; and

WHEREAS, the health and well-being of our aging population is the primary concern of the Elder Services Program of Northern Valley Catholic Social Service, as sponsored by the Corning Healthcare District.

WHEREAS, we recognize the value of community engagement and service in helping older adults remain healthy and active while giving back to others; and

WHEREAS, we are committed to enriching the lives of seniors, helping them live longer, happier lives by:

- Promoting and engaging in activity, wellness, and social inclusion.
- Emphasizing home and community based services that support independent living.
- Ensuring community members of all ages benefit from the contributions and experience of older adults.

NOW, THEREFORE I, GARY R. STRACK, AS MAYOR OF THE CITY OF CORNING proclaim May 2015 as “OLDER AMERICANS MONTH” in the City of Corning. I urge every resident to take time this month to celebrate older adults and the people who serve and support them as empowered and vital individuals who greatly contribute to the community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Corning to be affixed this 28th day of April 2015.

Gary R. Strack, Mayor

ATTEST:

Lisa M. Linnet, City Clerk



**CITY OF CORNING
CITY COUNCIL MINUTES
TUESDAY, APRIL 14, 2015
CITY COUNCIL CHAMBERS
794 THIRD STREET**

A. CALL TO ORDER: 6:30 p.m.

B. ROLL CALL:

Council:

Darlene Dickison

Dave Linnet

Tony Cardenas

Willie Smith

Mayor:

Gary Strack

All members of the City Council were present.

C. PLEDGE OF ALLEGIANCE: Led by the City Manager.

D. INVOCATION: Led by Mayor Gary Strack.

Persons of no religious persuasion will not be expected in any manner to stand or to participate other than to remain quiet out of respect for those who do choose to participate.

Following the presentation of the invocation by Mayor Strack, Councilor Linnet moved add to the Agenda a Proclamation designating April 2015 as "Relay for Life Month in the City of Corning" and April 24, 2015 as "Paint Our Town Purple Day" in the City of Corning . Council Cardenas seconded the motion. **Ayes: Strack, Dickison, Linnet, Cardenas and Smith. Opposed/Abstain/Absent: None. Motion was approved by a 5-0 vote to add the Relay for Life Proclamation to the Agenda to follow Proclamation E-3.**

E. PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, PRESENTATIONS:

- 1. Proclamation – April 24, 2015 General Federation of Women’s Clubs Federation Day in the City of Corning.** Katherine Joseph, President of the Maywood Woman’s Club and members of the Corning Maywood Woman’s Club were present to accept the Proclamation on behalf of the Federation of Women’s Clubs.
- 2. Proclamation – April 2015 as Sexual Assault Awareness Month in the City of Corning.** Present to accept the Proclamation was Joe Hoffman, Volunteer and Member of the Board of Directors of the Butte, Glenn and Tehama County Rape Crisis Intervention and Prevention.
- 3. Proclamation – April 2015 as National Alcohol Awareness Month.** Denise Norwood, Tehama County Drug & Alcohol Division Supervisor and Drug & Alcohol Advisory Board Member Holly Wilson were present to accept the Proclamation.

Proclamation – April 2015 as Relay for Life Month and April 24, 2015 as “Paint Our Town Purple Day” in the City of Corning. Renee Blanchard was present to accept the Proclamation and announced that the Relay for Life Event this year will take place on the Corning High School track on Saturday, April 25th from 9 a.m. to 12 midnight and announced that the Luminari lap will take place at 9 p.m.

F. BUSINESS FROM THE FLOOR:

Gena Bowen asked if there would be a specific time during the meeting for input on Item 15 listed under the Regular Agenda; she was informed yes.

G. CONSENT AGENDA: It is recommended that items listed on the Consent Agenda be acted on simultaneously unless a Councilmember or members of the audience request separate discussion and/or action.

4. Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.
5. Waive the reading and approve the Minutes of the March 24, 2015 City Council Meeting with any necessary corrections.
6. April 8, 2015 Claim Warrant - \$392,281.68.
7. April 8, 2015 Business License Report.
8. March 2015 Wages and Salaries: \$359,916.96.
9. March 2015 Building Permit Valuation Report - \$285,189.45.
10. March 2015 Treasurer's Report.
11. March 2015 City of Corning Wastewater Operation Summary Report.
12. Approve Partial Payment Request No. 9 and No. 10 to Trent Construction in the combined amount of \$4,520 for the Corning Community Park, Phase 2 Project.

Councilor Dickison moved to approve Consent Agenda Items 4-12; Councilor Smith seconded the motion. **Ayes: Strack, Dickison, Linnet, Cardenas and Smith. Opposed/Abstain/Absent: None. Motion was approved by a 5-0 vote.**

H. ITEMS REMOVED FROM THE CONSENT AGENDA: None.

I. PUBLIC HEARINGS AND MEETINGS: None.

J. REGULAR AGENDA:

13. Authorize recruitment and hiring of a part-time Animal Shelter Care Technician.

Police Chief Don Atkins briefed the Council on this item explaining that prior to having a Caretaker the Animal Shelter was known as a "Kill Shelter". He explained that the City's Shelter has not euthanized a single dog since 2001 thanks to the efforts of previous Caretaker Debbie Eaglebarger who worked at the Shelter along with the extensive support from Second Chance Pet Rescue.

Councilor Dickison moved to: Approve the proposed Job Classification for a Part-time Animal Shelter Care Technician; authorize City Staff to recruit and hire a part-time Animal Shelter Care Technician; and approve the proposed pay scale (\$10.32 Step A through \$12.55 Step E) for this position and authorize appropriation of funds necessary to fund the position from the General Fund reserves not to exceed \$3,000 this fiscal year. If approved, this position will be included in the subsequent FY 2015-16 Budget. Councilor Smith seconded the motion. **Ayes: Strack, Dickison, Linnet, Cardenas and Smith. Opposed/Abstain/Absent: None. Motion was approved by a 5-0 vote**

14. Authorize submittal of a Cal-OES California Disaster Assistance Act Project Application and adopt the required associated Resolution 04-14-2015-01, A Designation of Applicant's Agent Resolution for Non-State Agencies.

City Manager John Brewer briefed the Council on this item explaining that Staff has been putting together an application for submittal to Cal OES (Office of Emergency Services) to recoup some of the expenses incurred during the December 2014 storm events. A component of the application requires the adoption of the "Designation of Applicant's Agent" Resolution which officially designates certain individuals as signatories for the application and associated documents. He further explained that when this first came to light Staff had estimated a possible reimbursement of \$10,803.84, however that amount has been reduced through the process as Staff has found that some expenses incurred do not qualify for reimbursement and some costs were overestimated.

Councilor Cardenas motioned to authorize Staff submittal of a California Disaster Assistance Act Program Project Application to recover some costs incurred during the December 2014 Storm Events; and to adopt the associated required Designation of Applicant's Agent Resolution 04-14-2015-01 for Non-State Agencies. Councilor Linnet seconded the motion. **Ayes: Strack, Dickison, Linnet, Cardenas and Smith. Opposed/Abstain/Absent: None. Motion was approved by a 5-0 vote**

15. Continuing Drought and City of Corning Water Conservation Program. (No action necessary, informational item only.)

City Manager John Brewer presented the associated Drought and City of Corning Water Conservation Program Staff Report for discussion.

Gena Bowen: Announced the various steps that she and her husband have taken, and plan to take, to initiate water savings. She then stated her concerns regarding the City's existing water conservation Ordinance and the possible inequities for creating a beginning baseline between those households currently conserving and those that aren't.

Diana Robertson: Stated that she and her husband oppose a blanket percentage reduction requirement stating as an example those that live in apartment complexes that don't have yards, etc., their reduction would entail reduction in laundry, use of dishwasher, etc., whereas those that utilize yard sprinkling, washing car would just have to eliminate those less necessary activities.

Delbert David: Spoke about the Tuscan Aquifer, the Division of Water Resources and some of the "draconian" regulations.

Dean Coffer: Stated that the State is allowing draws for bottle water unfettered, whereas we as citizens are being asked to conserve. He stated that he is concerned by the use of a formula which he agreed was draconian. He further stated that the water conservation Ordinance as it currently exists has the potential of hurting those on fixed incomes, aid, etc. that can't afford the penalties and it doesn't prevent abuse, especially by those that can afford to pay the penalties.

Mr. Brewer agreed that we need to come up with a conservation measure that is equitable, understandable and fair to all of our customers.

K. ITEMS PLACED ON THE AGENDA FROM THE FLOOR: None.

L. COMMUNICATIONS, CORRESPONDENCE AND INFORMATION: None.

M. REPORTS FROM MAYOR AND COUNCIL MEMBERS: City Councilmembers will report on attendance at conferences/meetings reimbursed at City expense (Requirement of Assembly Bill 1234).

Dickison: Reported on attendance at the LAFCo Meeting where among some of the discussion items they received an update on MSR's (Various Districts such as Cemetery District, Fire Districts, etc.) and selected a Logo. She announced that on April 16th the Community Action Agency Public Hearing would be held here in Corning at the Council Chambers.

Linnet: Reported he did not attend the recent JPA 1 Meeting due to the Easter Holiday. Reported on status of graffiti tagging within the City and thanked Jerry Lequia for his continued assistance.

Cardenas: Reported on the 3CORE Meeting here with Staff today and reported on the Chamber of Commerce meeting and upcoming Car Show to take place on May 1st and 2nd.

Smith: Thanked the City for changing locks, doors, etc. at the Senior Center. This Saturday the Senior Center is having a fundraiser from 10-1p.m. She stated that they will be holding a Spaghetti Dinner in Red Bluff to raise funds for the Tehama County Senior Nutrition Program, what they make off of this helps defer costs for those that can't afford this.

Strack: Spoke about concerns stated to him regarding some of the painting/murals on downtown buildings and the possibility of initiating a committee to review and possibly create standards relating to this.

N. ADJOURNMENT!: 7:38 p.m.

Lisa M. Linnet, City Clerk



MEMORANDUM

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: LORI SIMS
ACCOUNTING TECHNICIAN

DATE: April 22, 2015

SUBJECT: Cash Disbursement Detail Report for the
Tuesday April 28, 2015 Council Meeting

PROPOSED CASH DISBURSEMENTS FOR YOUR APPROVAL CONSIST OF THE FOLLOWING:

A.	Cash Disbursements	Ending 04-21-15	\$ 61,913.77
B.	Payroll Disbursements	Ending 04-13-15	\$ 40,028.38
C.	Cash Disbursements	Ending 04-22-15	\$ 7,257.75

GRAND TOTAL \$ 109,199.90

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information-Description
020175	04/09/15	EX000	EXOTIC CAR AUDIO OR	436.00	.00	436.00	A40644	VEH OP/MAINT-POLICE
020176	04/13/15	GRI09	GRINE, TYLER A.	45.00	.00	45.00	150413	MAT & SUPPLIES-REC
020177	04/13/15	QUI02	QUILL CORPORATION	153.13	.00	153.13	2925963	OFFICE SUPPLIES-
020178	04/13/15	CHI06	CHICO POWER EQUIPMENT	4643.74	.00	4643.74	36967	CLEANING CONTRACT-STR
020179	04/15/15	AIR00	AIRGAS USA, LLC	64.44	.00	64.44	992623859	MAT & SUPPLIES-FIRE
020180	04/15/15	ARA02	ARAMARK UNIFORM SERVICES	64.42	.00	64.42	3635338	MAT & SUPPLIES-BLD MAINT
				64.42	.00	64.42	3650203	MAT & SUPPLIES-BLD MAINT
				64.42	.00	64.42	3664515	MAT & SUPPLIES-BLD MAINT
				64.42	.00	64.42	3679158	MAT & SUPPLIES-BLD MAINT
				64.42	.00	64.42	3693504	MAT & SUPPLIES-BLD MAINT
			Check Total.....	322.10	.00	322.10		
020181	04/15/15	BAS01	BASIC LABORATORY, INC	126.00	.00	126.00	1503330	ProfServices Water Dept
020182	04/15/15	BEN01	BENBOW, W.B.	260.00	.00	260.00	329	TELEMETRY-WATER CIP
				2019.82	.00	2019.82	330	TELEMETRY-WATER CIP
			Check Total.....	2279.82	.00	2279.82		
020183	04/15/15	BIG02	BIG VALLEY SANITATION, IN	303.75	.00	303.75	17128	MAT & SUPPLIES-PARKS
020184	04/15/15	CAL35	CALIFORNIA BUILDING STAND	49.50	.00	49.50	15-0401	SB 1473-BLD & SAFETY
020185	04/15/15	CAR12	CARREL'S OFFICE MACHINES	17.00	.00	17.00	133417	MAT & SUPPLIES-LIBRARY
020186	04/15/15	CHE02	CHEM QUIP, INC.	420.20	.00	420.20	5357160	MAT & SUPPLIES-WTR
				743.80	.00	743.80	5358089	MAT & SUPPLIES-POOL
			Check Total.....	1164.00	.00	1164.00		
020187	04/15/15	ECH00	ECHOLON TRANSPORTATION GR	7198.27	.00	7198.27	15-501-2	PROF SVCS-PED TRANS GRANT
020188	04/15/15	FEA03	FEATHER RIVER HOSPITAL	206.30	.00	206.30	2014-0822	TRAINING/ED-
				206.30	.00	206.30	2014-0925	EMP PHYSICALS-PW ADMIN
				337.00	.00	337.00	2014-1110	PROF SVCS-DISPATCH
			Check Total.....	749.60	.00	749.60		
020189	04/15/15	FLE01	FLEMING BOOKBINDING CO.	85.49	.00	85.49	22390	BOOKS/PERIODICS-LIBRARY
020190	04/15/15	JW01	J.W. WOOD CO., INC.	3508.60	.00	3508.60	R412159	HYDRANT INSTALL-
020191	04/15/15	MUN02	MUNICIPAL CODE CORPORATIO	984.92	.00	984.92	00254379	PROF SVCS-

REPORT.: Apr 22 15 Wednesday
 RUN...: Apr 22 15 Time: 11:55
 Run By.: LORI

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 04-15 Bank Account.: 1020

PAGE: 002
 ID #: PY-DP
 CTL.: COR

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description	Payment Information
020192	04/15/15	MUN03	MUNNELL & SHERRILL, INC.	36.84	.00	36.84	131734	MAT & SUPPLIES-	
020193	04/15/15	NOR25	NORTHERN LIGHTS ENRGY, INC	34.67	.00	34.67	181680	VEH OP/MAINT-FIRE	
020194	04/15/15	SUB01	SUBURBAN PROPANE	453.20	.00	453.20	118986	PROPANE-AIRPORT	
020195	04/15/15	SWR01	SWRCE/AFRS	1632.00	.00	1632.00	SW0099313	Annual Permit WWTP	
				792.00	.00	792.00	SW0099323	Annual Permit WWTP	
			Check Total.....:	2424.00	.00	2424.00			
020196	04/15/15	TAS00	TASER INTERNATIONAL, INC.	2739.41	.00	2739.41	SI1395734	SAFETY ITEMS-POLICE	
020197	04/15/15	TRE00	TRENT CONSTRUCTION INC.	4520.00	.00	4520.00	15-0415	PROP 84 CONSTR PHASE 2-PA	
020198	04/15/15	USA01	USA BLUE BOOK	583.54	.00	583.54	608424	MAT & SUPPLIES-WTR	
				200.50	.00	200.50	610496	MAT & SUPPLIES-	
			Check Total.....:	784.04	.00	784.04			
020199	04/15/15	XER00	XEROX CORPORATION	6.63	.00	6.63	079062212	EQUIP MAINT-POLICE	
020200	04/17/15	O'R00	O'REILLY AUTO PARTS	110.71	.00	110.71	658019464	VEH OP/MAINT-POLICE	
020201	04/17/15	MIS02	MISHOE, AUSTIN	60.00	.00	60.00	150417	MAT & SUPPLIES-REC	
020202	04/20/15	ACC00	ACCESS INFORMATION MANAGE	135.05	.00	135.05	0951170	EQUIP MAINT-GEN CITY	
020203	04/20/15	ATT13	AT&T	740.09	.00	740.09	150411	COMMUNICATIONS-DISPATCH	
020204	04/20/15	BAS01	BASIC LABORATORY, INC	240.00	.00	240.00	1503349	ProfServices Water Dept	
				804.00	.00	804.00	1503404	ProfServices Water Dept	
			Check Total.....:	1044.00	.00	1044.00			
020205	04/20/15	COM01	COMPUTER LOGISTICS, INC	115.95	.00	115.95	64743	MAT & SUPPLIES-CITY ADMIN	
				144.87	.00	144.87	64877	OFFICE SUPPLIES-PW ADMIN	
			Check Total.....:	260.82	.00	260.82			
020206	04/20/15	COM06	COMCAST	26.91	.00	26.91	150409	COMMUNICATIONS-PW ADMIN	
020207	04/20/15	DEP03	DEPT OF TRANS/CAL TRANS	250.72	.00	250.72	SL150692	Equip.Maint. St&Trf Light	
020208	04/20/15	DEP12	DEPT OF JUSTICE	35.00	.00	35.00	094521	PROF SVCS-POLICE	
020209	04/20/15	GAL02	GALLS, AN ARAMARK COMPANY	122.53	.00	122.53	003359050	MAT & SUPPLIES-POLICE	
020210	04/20/15	JAC02	JACOBUS, BOB	58.28	.00	58.28	040915285	VEH/OP MAINT-	

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Description
020211	04/20/15	PGE01	PG&E	20082.83	.00	20082.83	150413	Electricity General City-
020212	04/20/15	PRO11	PROFORCE LAW ENFORCEMENT	66.02	.00	66.02	234833	SAFETY ITEMS-POLICE
020213	04/20/15	QQA06	QUALITY TELECOM CONSULTAN	3000.00	.00	3000.00	14326	MAT & SUPPLIES-PARKS
020214	04/20/15	QUI02	QUILL CORPORATION	351.67	.00	351.67	3437203	OFFICE SUPPLIES-
020215	04/20/15	TEH28	TEHAMA CO HEALTH AGENCY	270.84	.00	270.84	150414	HEALTH DEPT SVCS-
020216	04/20/15	UNI02	UNIFORMS, TUXEDOS & MORE	859.95	.00	859.95	136745	SAFETY ITEMS-POLICE
020217	04/21/15	BAS01	BASIC LABORATORY, INC	126.00	.00	126.00	1503569	ProfServices Water Dept
020218	04/21/15	CFS01	CPS HUMAN RESOURCE SVCS	731.50	.00	731.50	SOP39021	PROF SVCS-
020219	04/21/15	FER01	FERGUSON, MATTHEW	59.07	.00	59.07	150421	TRAINING/ED-POLICE
020220	04/21/15	GOL03	GSFM / WFM	58.53	.00	58.53	I-043758	WELL REPAIRS-WTR CAP IMPR
020221	04/21/15	LIN03	LISA LINNET	146.05	.00	146.05	201504/20	CONF/MTGS-ADMIN
020222	04/21/15	MUN03	MUNNELL & SHERRILL, INC.	187.05	.00	187.05	132664	MAT & SUPPLIES-

Cash Account Total.....: 61913.77
 Total Disbursements.....: 61913.77
 Cash Account Total.....: .00

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
6709	04/13/15	AME20	AMERICAN WEST BANK	7299.06	.00	7299.06	B50413	HSA DEDUCTIBLE
6710	04/13/15	BAN03	POLICE OFFICER ASSOC.	225.00	.00	225.00	B50413	POLICE OFFICER ASSOC
6711	04/13/15	CAL37	CALIFORNIA STATE DISBURSE	430.61	.00	430.61	B50413	WITHHOLDING ORDER
6712	04/13/15	EDD01	EMPLOYMENT DEVELOPMENT	3701.28	.00	3701.28	B50413	STATE INCOME TAX
				951.40	.00	951.40	1B50413	SDI
			Check Total.....:	4652.68	.00	4652.68		
6713	04/13/15	ICM01	ICMA RETIREMENT TRUST-457	487.87	.00	487.87	B50413	ICMA DEF. COMP
				62.50	.00	62.50	1B50413	ICMA DEF. COMP ER PD
			Check Total.....:	550.37	.00	550.37		
6714	04/13/15	PERS1	PUBLIC EMPLOYEES RETIRE	24192.00	.00	24192.00	B50413	PERS PAYROLL REMITTANCE
6715	04/13/15	PERS4	Cal Pers 457 Def. Comp	1170.24	.00	1170.24	B50413	PERS DEF. COMP.
				112.50	.00	112.50	1B50413	PERS DEF. COMP. ER P
			Check Total.....:	1282.74	.00	1282.74		
6716	04/13/15	VAL06	VALIC	1308.42	.00	1308.42	B50413	AIG VALIC P TAX
				87.50	.00	87.50	1B50413	AIG VALIC P TAX ER P
			Check Total.....:	1395.92	.00	1395.92		
			Cash Account Total.....:	40028.38	.00	40028.38		
			Total Disbursements.....:	40028.38	.00	40028.38		

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 04-15 Bank Account.: 1020

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
020223	04/22/15	AME06	AMERICAN RIVER COLLEGE	86.00	.00	86.00	150421	TRAINING/ED-POLICE
020224	04/22/15	AND04	ANDERSON, IAN MATTHEW	364.37	.00	364.37	150421	TRAINING/ED-POLICE
020225	04/22/15	CRM02	FERGUSON ENTERPRISES INC.	269.18	.00	269.18	1077736	MAT & SUPPLIES-POOL
020226	04/22/15	CON07	CONEXIS	40.00	.00	40.00	031508348	MEDICAL INS-COBRA
020227	04/22/15	ENT01	ENTENMANN-ROVIN CO.	234.54	.00	234.54	0707656IN	UNIFORM0/CLOTH-POLICE
020228	04/22/15	FMR01	FM RICHELIEU ENGINEERING	1760.00	.00	1760.00	4-20-2015	PROF SVCS-BLD & SAFETY
020229	04/22/15	HOL11	HOLIDAY INN EXPRESS & SUI	297.18	.00	297.18	2015-0429	CONF/MTGS-
020230	04/22/15	SEV00	SEVERN TRENT ENVIRONMENTA	3245.20	.00	3245.20	2078507	PROF SVCS-WWTP
020231	04/22/15	SWR01	SWRCB/AFRS	961.28	.00	961.28	LW1000676	REQ PERMITS STATE-WTR

Cash Account Total.....: 7257.75
 Total Disbursements.....: 7257.75

Date.: Apr 22, 2015
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CITY OF CORNING
NEW BUSINESSES FOR CITY COUNCIL

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List.: NEWB
Group: WTFMB

Business Name	Address	CITY/STATE/ZIP	Contact Name	Business Desc. #1	Business Start Date	Primary Teleph
DR. GREEN THUMB LAND	1237 FIFTH AVE	CORNING, CA 96021	SEGTAR	ROBERT LANDSCAPING, TREE TRIMMING, MOWING, WEED	04/14/15	(530)586-6550

**ITEM NO.: I-7
APPROVE THE POSITION OF
ADOLESCENT DIVERSION
PROGRAM COORDINATOR AS
PART OF BYRNE CRIMINAL
JUSTICE INNOVATION
IMPLEMENTATION PLAN**

APRIL 28, 2015

**TO: HONORABLE MAYOR AND COUNCIL MEMBERS
OF THE CITY OF CORNING**

FROM: JOHN L. BREWER, CITY MANAGER
DONALD R. ATKINS, POLICE CHIEF



SUMMARY:

On September 13, 2013 the City of Corning was awarded a Bureau of Justice Assistance (BJA) grant through the Byrne Criminal Justice Innovation Program (BCJI). Through the City's approved grant proposal, known as the *Everett Freeman Initiative*, the program is designed as a two-step process; the Planning Phase and the Implementation Phase.

The first phase of the grant was completed in September 2014 and the proposed second phase was submitted for approval. On December 5, 2014 confirmation was received that the City's Plan had been approved for implementation.

Part of the grant implementation plan includes funding an Adolescent Diversion Program for students of Corning Union High School District (CUHSD) and qualified students of Corning Union Elementary School District. A description of qualifications has been developed, defining the position of Adolescent Diversion Coordinator, which will be filled on a contractual basis. Staff is now seeking approval of this position and authorization to begin recruitment.

BACKGROUND:

Approval of the Everett Freeman Initiative made the City eligible to receive up to \$1 million in grant funds over a 36-month period. The grant has two project periods, an initial 15-month planning phase and an implementation phase. During the planning phase, the City has access to \$150,000 of the funds to fund the initial data analysis, problem assessment, and identification of evidence-based practices by our research partner, in addition to other planning activities. At the conclusion of the planning phase, the City was required to submit to BJA the project proposal for a thorough review. The City then receive BJA' s approval to advance to the implementation phase of the grant, access to the remainder of grant funds, and received approval to extend the project period to the full 36-month period.

Grant resources are to enhance the capacity of our community and effectively target and address significant crime issues through collaborative cross-sector approaches that help advance broader neighborhood development goals. This grant is being coordinated with the larger-funded Everett Freeman Promised Neighborhood Initiative, which is currently creating a continuum of solutions for the same target population.

The strategies detailed as part of the Implementation Plan were the result of working with and receiving input from multiple stakeholders including: a) community residents, b) businesses, c) City Staff, d) Paskenta Band of Nomlaki Indian Tribe, and e) other government, non-profit, and faith-based organizations.

One of the strategies detailed in the Implementation Plan was the establishment of an Adolescent Diversion Program to work with first-time offenders who attend Corning schools. The program will be administered by an Adolescent Diversion Program Coordinator who will coordinate the services provided to victims and offenders, as detailed in the attached qualifications for the position.

The proposed compensation for the position will be \$70,000.00 annually. The position will be a contracted position, to exist as long as there are grant funds available to pay for the position.

Financial:

The City's BCJI Grant in conjunction with Tehama County Sheriff's Department Edward Byrne Memorial Justice Assistance Grant (JAG) will fund the proposed Adolescent Diversion Program Coordinator position. The Sheriff's Department has committed \$40,000.00 per year for the next three years from its JAG funds to help offset the cost of the coordinator position. On March 25, 2015 the Sheriff's Department advised that the draft agreement for these funds had been submitted to Tehama County Counsel for review and approval. Once the documents are approved they will be forwarded to the City for review and approval.

RECOMMENDATION:

MAYOR AND COUNCIL APPROVE THE PROPOSED GRANT FUNDED ADOLESCENT DIVERSION PROGRAM COORDINATOR POSITION AND AUTHORIZE STAFF TO WORK WITH THE CITY ATTORNEY TO PREPARE AN EMPLOYMENT CONTRACT AND RECRUIT FOR THE POSITION.

Adolescent Diversion Program Coordinator

Position: Adolescent Diversion Program Coordinator

Department: Police

Basic Function:

The City of Corning will contract with an individual to coordinate the Adolescent Diversion Program (ADP). The Coordinator will oversee the disposition, counseling, and referral of all juveniles referred to the Program by the Juvenile Justice System and Schools. In addition to coordinating the case management services and collecting data for use in the program's evaluation, the Coordinator will be responsible for recruiting, training and coordinating the program volunteers.

Distinguishing Characteristics:

The Adolescent Diversion Program is a community based alternative program for first-time criminal offenders attending school within the Corning School Districts. This is a grant funded program made possible through the Byrne Criminal Justice Innovation Program.

Key Responsibilities:

- Maintain records of program services including: a) the names of clients served; b) information on what services are provided each client; c) information on the extent to which each client completes the program; and d) information on whether the client re-offends.
- Assist in the development of policy and procedures for volunteers, including updates as necessary.
- Recruit, select, train, and supervise program volunteers.
- Conduct interviews, determine and present the terms of the diversion agreement. Advise juveniles and their guardians of all requirements and consequences of the diversion process.
- Work with victim(s) of crime, determine and coordinate reconciliation/mediation meeting if appropriate. Coordinate restitution.
- Monitor diversion agreements to ensure that requirements are met by offender. Notify appropriate agencies and parties of successful completion or refer back to the juvenile justice system for non-compliance.
- Evaluate, assess and prepare written reports on cases.
- Maintain frequent contact with offenders, counseling agencies, class providers, guardians, community service agencies and other applicable sources in order to monitor progress of cases; maintain comprehensive log of contacts and information obtained in reference to cases.
- Develop and monitor community service projects/worksites to ensure conditions of diversion agreement are met.
- Develop and compile case data for grant reports and audits.
- Purchase equipment provided for by the grant.
- Perform other duties as required or assigned.

Knowledge, Skills and Abilities:

- Knowledge of the principles and guidelines pertaining to juvenile diversion.
- Knowledge of the principles and practices of casework management.
- Knowledge of basic interviewing, diagnostic and counseling techniques.
- Knowledge of community resources and agencies for client referral.
- Ability to assess client and community needs and problems.
- Ability to speak to groups and make oral presentations.

- Ability to assign and monitor the work of volunteers.
- Ability to set priorities and work independently.
- Ability to communicate effectively both orally and in writing.
- Ability to work in high stress environment and crisis situations.
- Ability to main and prepare statistical information.
- Ability to establish and maintain effective working relationships.
- Ability to physically perform the essential job functions.
- Ability to meet the traveling requirements of the position.

Recruiting Requirements:

- Associates Degree with major course-work in criminal justice, juvenile systems, social or behavioral sciences, or related field; and two or more years of experience in fields related to the position. Additional education or experience may substitute for the recruiting requirement.

Special Requirements:

- Possession of a valid California Driver's License and evidence of a safe driving record.
- Proof of the minimum automobile liability insurance coverage as required by the City of Corning.
- Bilingual oral and written language skills are desirable in order to serve the Spanish-speaking population.

The Adolescent Diversion Program Coordinator is a grant funded position.