CITY OF CORNING
HOME OF THE QUEEN OLIVE

City of Corning

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THE CORNING FRIDAY NOTES

TO: MAYOR AND COUNCIL

FROM: CITY MANAGER JOHN L. BREWER, AICP JD

DATE: AUGUST 21, 2015

SCHEDULES:

John Brewer: Will be off work and out of the County on August 27th & 28th and on vacation September 10th – 20th, I will appoint an Acting City Manager prior to both absences.

Police Chief Atkins: Will be on vacation August 12th – 23rd, Sgt. Bassett will be the acting Police Chief during his absence.

General Fund Ad Hoc Committee:

They will meet again prior to the August 25th City Council meeting, the Agenda will be posted on the City's website.

CITY MANAGER:

Tribal Lands Expansion:

I received a call from Latisha Miller of the Nomlacki Band of Paskenta Indians on Wednesday. She advised that we should expect to receive a notice from the Bureau of Indian Affairs regarding their application to expand their tribal lands.

They are proposing to add 58.61 acres in the County to their tribal "trust lands". The property is located on the east side of Highway 99-W and south of Liberal Avenue. It's currently improved as a prune orchard. I asked what the tribe's plans were for the site. She said they had no plans for use other than the prune orchard at this time.

She also relayed that they're proposing to add the Rolling Hills Clinic property at 740 Solano Street to the tribal lands. We expressed our concerns regarding the sovereign lands issue and how that might affect our ability to regulate subsequent development. She agreed to schedule a meeting with the Mayor and I to further discuss these two proposed "tribal annexations".

HdL (Hinderliter de Llamas) Conference Call:

I'm expecting a conference call from Howard Longballa of HdL on Monday to discuss our 2nd Quarter 2015 Sales Tax data.

STAFF RETERMENTS/REPLACEMENT PLANS:

City Manager Position:

I've announced my plans to retire from public service on January 1, 2016. We are currently seeking applicants for that upcoming vacancy. We have published the Job Flyer on our website and on the *Western City* magazine website. An Ad is also to be printed in the September edition of the printed *Western City* Magazine. Applications will be accepted until 5 p.m. on September 25th.

BUILDING **824-7027** • PLANNING **824-7036** • CITY MANAGER **824-7034** • CITY CLERK **824-7033** • FINANCE **824-7020**
PUBLIC WORKS **824-7025** • POLICE DEPARTMENT **824-7000** • FIRE DEPARTMENT **824-7044**

"THE CITY OF CORNING IS AN AFFIRMATIVE ACTION-EQUAL OPPORTUNITY EMPLOYER"

Police Chief Position:

This position is open for Promotional Recruitment. Police Chief Don Atkins has announced his intent to retire on December 23rd, 2015. The application period closes at 5 p.m. on Friday, August 21st.

Senior Accounting Technician Position:

We're currently recruiting to replace Pala Cantrell, who's announced she will be leaving sometime this fall; between October and December. We will accept applications until 5 p.m. on August 28th.

Potential Building Official Recruitment/Replacement:

Mr. Hoofard has advised that he expects to retire in early 2016. I've asked him to give us about 6 months notice. When he does, we'll commence the recruitment for his replacement. Terry will not be easy to replace due to his experience and his varied skills. He's a former Building Contractor who's readily available to respond to construction questions, but can quickly change roles to assist the Public Works Crew, or to construct or inspect Public Works facilities. He's recently done work at the Theater and the Police Department Dispatch remodel, while also responding to building inspection needs and questions. Because of the variation of responsibilities, the Building Official-Public Works Inspector position is currently funded by a combination of General Fund (40%), Sewer (30%) and Water (30%) Funds.

In anticipation of Terry's retirement, I met with County Administrator Bill Goodwin and County Building Official John Stover on Friday August 14th. We discussed the possibility of entering into a contract with the County for Building and Plan Check services. Mr. Stover presented a preliminary plan that offered to have inspection and plan check services provided here three days a week. His plan does not include Code Enforcement or Floodplain Administration Services. After speaking with them and reviewing the historical budget information for the City's Building Department, I believe that a services contract would significantly reduce the "level of service" that we currently provide, while providing little General Fund savings.

Mr. Stover has shared that he's recently had trouble recruiting Building Inspectors, since the Butte College Building Inspection Technology Program is no longer offered. For that reason, when Mr. Hoofard retires, we'll first attempt to refill his "Building Official-Public Works Inspector" position. In the event that we have trouble identifying suitable candidates, we could "fall back" to a contract for Building services with the County Building Department.

<u>PUBLIC WORKS DEPARTMENT</u>:

Lennox Fields:

Corning Youth Soccer held their Opening Day event on Saturday August 15th. Soccer Board Member Tina Saavedra commented that the event went very well. She also informed the Public Works Department that Youth Soccer will not be practicing at Lennox Fields and will only be using the turf for scheduled games. She reported that the Board Members and Coaches are also concerned with the maturity of the turf.

The Corning Police Department expressed safety concerns related to the limited parking space along Houghton Avenue. Cars were parked along both sides of Houghton Avenue causing some parking congestion. This event was Opening Day and will draw more visitors than a normally scheduled game. I will continue to stay in touch with Mrs. Saavedra and the Corning Police Department for traffic monitoring.

Parks:

The Public Works Crew has noted an increase in vandalism in most of the City Parks. Irrigation sprinklers are being broken off and must be replaced. The various Parks do not operate on the same irrigation systems so the cost to replace a sprinkler head can vary from $17 to $30 each.

Clark Park Restrooms:

Public Works Director Dawn Grine and Assistant Director Steve Lindeman will be meeting with Building Official Terry Hoofard on Tuesday, August 25th to discuss options with regards to the existing structure.

Streetscape Project:

Public Works is currently seeking bids for the Streetscape Project. There will be a Pre-Bid Field Review with the City Engineer and interested Contractors on September 22nd and the Bid Opening is scheduled for 2:30 p.m. on September 30th.

Public Works Director Meetings:

Public Works Director Dawn Grine will be attending the following meetings:

- Tehama County Transportation Commission at 10 a.m. on August 31st. The Agenda and Minutes can be found at www.co.tehama.ca.us.
- Tehama County Drought Task Force at 3 p.m. on September 2nd. Ryan Teubert, Tehama County Flood Control and Water Conservation District will forward the Agenda by email to the attendees. Contact Dawn Grine at 530/824-7029 for more information.

POLICE DEPARTMENT:

Patrol:

In addition to responding to 183 calls for service, a total of 31 officer reports were taken and there were 92 officer-initiated incidents, including 54 traffic stops. Officers made 13 misdemeanor arrests and 2 felony arrests, and issued 29 citations of which 16 were misdemeanors, 8 were infractions, 4 were parking-related, and 1 was a unclassified during the period of August 12, 2015 through August 19, 2015.