

THE CORNING FRIDAY NOTES

TO: MAYOR AND COUNCIL
FROM: CITY MANAGER JOHN L. BREWER, AICP
DATE: AUGUST 7, 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 11th City Council meeting, the Agenda will be posted on the City's website.

CITY MANAGER:

SW Quadrant Water Line & Service Extension:

I spoke with Eric Rapport at the State Regional Water Quality Control Board last Friday. He told me that he had met with Pilot Travel Center Staff who had provided a preliminary schedule for the waterline extension that will serve the unincorporated properties with contaminated water wells. According to Eric, Pilot's Engineer, Broadbent, is now preparing the waterline and trenching plans and will present them for City and County review in September. They expect to have the plans and bid documents complete sometime in October and would like to select a Contractor and complete the project over the winter of 2015-2016. Of course trenching and installing waterlines through the winter can present some real challenges, especially if the strong "El Nino" pattern that many are forecasting occurs. I also see that City Engineer Ed Anderson has been recently corresponding with Pilot's Engineer (Broadbent) regarding our current waterline infrastructure and likely connection points.

Air Quality Advisory:

We received an "Air Quality Advisory" statement from the Tehama County Air Pollution Control District on August 6th. The statement is regarding the health effects of the thick wildland fire smoke. The advisory is attached.

Finance Department HVAC Unit:

We've been having trouble with an HVAC (Heating Ventilation and Air Conditioning Unit) in the Finance Department. You might have noticed the temporary fans that the ladies have been using through the hot days. The repairman has visited several times and tried various fixes. It now looks like we'll need to replace the unit, which I'm told is quite old. We'll utilize Building Maintenance funds for that purpose.

Retirements and Staff Replacements:

If you look on the online edition of *Western City* magazine under the job opportunities tab you'll see our online ad for City Manager. That ad was posted on Wednesday. We also have posted a flyer for the position on our webpage (www.corning.org).

Information regarding the promotional Police Chief replacement is now complete and posted at the Corning Police Department.

The Senior Accounting Technician position vacancy has similarly been posted on our webpage and an ad has been sent to the Corning Observer for publishing on Thursday, August 13th.

Though he's not yet notified us regarding his retirement date, we need to be gearing up for Terry Hoofard's replacement. Terry serves as the Building Official/Public Works Inspector. Because he has that title and works in both capacities, the position is funded through a combination of General Fund, Sewer and Water Funds. The job description affords us a lot of flexibility. When we need him to help with Public Works, he is available, but he's also on hand to perform building inspections, or to respond to questions regarding building code requirements. I've prepared a spreadsheet that quantifies the costs we've incurred over the last 5 years relative to the Building Department. Due to the General Fund/Sewer/Water funding split and the revenue the position generates (Building fees); the impact on our General fund is minimal, particularly in light of the efficient service that's provided.

For now, I'll continue working with County Administrator Bill Goodwin and Building Official John Stover to determine whether contracting for Building Inspection services with the Tehama County Building Department would be cost effective **and** provide adequate service for the citizens of Corning.

PUBLIC WORKS DEPARTMENT:

2015 CDBG Paving Project:

Contractor Stimpel-Wiebelhaus has informed the Public Works Department that Solano Street striping will be delayed until Tuesday, August 11th, and will continue through Friday, August 14th.

Lennox Fields:

Corning Youth Soccer is preparing for their upcoming Opening Day to be held on August 15th. The four corners of both soccer fields are marked and Youth Soccer will be chalking their own soccer playing field borderlines for events.

Streetscape Project:

The Director of Public Works and City Engineer have prepared the Contract Documents for the Downtown Solano Street Streetscape Project and a Staff Report will be presented at the August 11th City Council Meeting.

Ordinance No. 660; Water Use Regulations:

Ordinance No. 660; an Ordinance recently adopted by City Council took effect on July 9, 2015. This Ordinance can be read in its entirety on our City website at www.corning.org. It is listed on the website under "Public Information", CMC 660 – Stage 2 Drought Declaration.

All irrigation timers for City Parks are set to irrigate two days per week between the hours of 8 p.m. and 8 a.m. with the exception of Lennox Fields. Lennox Fields Soccer Park has been reduced from seven days a week to five days a week between the hours of 8 p.m. and 8 a.m. and is being closely monitored by the Public Works Department.

POLICE DEPARTMENT:

Patrol:

In addition to responding to 225 calls for service, a total of 36 officer reports were taken and there were 64 officer-initiated incidents. Officers made 7 felony arrest and 15 misdemeanor arrests, 27 traffic stops and issued 25 citations of which 1 was a felony, 16 were misdemeanors, 7 were infractions, and 1 parking, during the period of July 29, 2015 – August 5, 2015.