



City of Corning

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THE CORNING FRIDAY NOTES

TO: MAYOR AND COUNCIL
FROM: KRISTINA MILLER, CITY MANAGER
DATE: October 12, 2018

CITY MANAGER:

Recruitments:

Due to the upcoming retirement of Police Department Secretary Laura Calkins, the City is recruiting for the position. Mrs. Calkins' official retirement date is in late December 2018. Thank you Laura, for your dedication and commitment to the City. There are big shoes to fill. Enjoy your retirement!

The City is also conducting an internal recruitment to fill an open Equipment Operator position as a result of the retirement of Lee Blaylock. The City is simultaneously recruiting to fill a Maintenance Worker/Meter Reader position in anticipation of the vacancy created from the internal recruitment of an Equipment Operator. Congratulations Lee!

Sales Tax:

I reviewed sales tax and transactions and use (Measure A) tax reports for the 2nd quarter of 2018 with HdL on October 9th. The State of California is experiencing glitches with its new software system making it difficult or impossible for businesses to file their taxes online. As a result, there is approximately \$5,000 in missing payments from Q1 2018 and approximately \$39,000 from Q2 2018. Assuming those sales tax receipts come in as predicted, Q2 2018 sales tax revenue is anticipated to be \$739,600, which is \$72,314 more than what was received in Q2 2017.

Transactions and Use Tax (Measure A) revenue is similarly affected by the missing payments.

Transient Occupancy Tax (TOT) Audit:

To my knowledge the City has never audited TOT receipts received. There have been a few recent events that brought light to the need or rather best management practice to audit TOT receipts. I will be meeting with Hinderliter de Lamas (HdL) on October 16th regarding a potential contract for said services. The City does not have the capacity within its existing staff to perform this work.

Rotary 'State of the City' Presentation:

I will be giving a 'State of the City' presentation to Rotary on October 18th.

City Managers' and County Administrator's Meeting:

On October 18th the County Administrator, Red Bluff City Manager, and the Tehama County Superintendent of Schools and I will be meeting. We meet regularly to collaborate on projects, receive advice, and update each other on what is happening within our respective jurisdictions.

Paskenta Band of Nomlaki Indians (Tribe) Marketing Interviews:

The Tribe is hiring a Media Engagement Specialist to help promote the programs within the Promise Neighborhood Initiative and provide marketing services to the City and School Districts at no cost. I agreed to sit on the interview panel to evaluate the candidates on October 18th and 19th. There will also be a Promise Neighborhood Grant Governing Board meeting on October 19th.

PUBLIC WORKS DEPARTMENT:

Senior Center:

The metal roofing material was delivered early and has been installed. The Contractor, Cleanrite-Buildrite, will be installing the drywall early next week and is currently in the process of having the flooring material approved by City Staff.

Tree Trimming Contract:

Public Works Staff is in the process of marking the trees to be pruned and the Contractor has proposed to start pruning on October 15th.

Community Event/Street Impact:

Corning High School Homecoming:

- ❖ The Homecoming Parade will be Friday October 12, 2018. The parade will commence at the corner of Third and Solano and end at Toomes and Solano. Solano Street will be closed from 3:00 p.m. to 4:30 p.m. For judging of the floats 1st Street will also be closed from North Street to the parking lot on the north side of the football stadium starting at approximately 1:00 p.m. until the floats are moved to the parade staging area. The floats will line up along Marin Street and the parade will begin at 3:00 p.m.

Road Closures:

As part of the Stonefox Subdivision – Phase 2 Project, the Contractor will be installing new underground utilities within Carona Avenue. The installation of these utilities will result in a full road closure of Carona Avenue between the intersections of McDonald Court and Oren Avenue. The work and road closure are tentatively scheduled to begin Monday, October 15th and should be completed by Friday. The notification memo has been sent to Emergency Personnel and all Departments.

POLICE DEPARTMENT:

Patrol:

In addition to responding to 201 calls for service, a total of 36 officer reports were taken and there were 100 officer-initiated incidents, including 52 traffic stops. Officers made 15 misdemeanor and 3 felony arrests. Officers issued 24 citations, of which; 17 were misdemeanors, and 7 were infractions during the period of October 3, 2018 through October 10, 2018.

Personnel:

The Department is continuing to accept applications for Police Dispatcher/Clerk and Police Administrative Secretary.

Training:

Officers continue to participate in POST Portal Training and Lexipol Daily Training Bulletins. Other Officer Field Training and Dispatcher Training is continuing.

Community:

The Department has several members who will be participating in the upcoming **Tehama Tough Mud Run** on Saturday, October 13, 2018. The Registration for this event can be found at ROLLINGHILLSCASINO.COM or TEHAMASO.ORG/TEHAMA-COUNTY-PAL.

Police Activities League:

The Department wishes to extend their sympathy to Coach Luis Hernandez and family.

"If you could only sense how important you are to the lives of those you meet; how important you can be to the people you may never even dream of. There is something of yourself that you leave at every meeting with another person." – Fred Rogers

FIRE DEPARTMENT:**Call Volume:**

The Corning Volunteer Fire Department responded to 31 incidents last week. These consisted of: 23 medical aids, 3 fires, and 5 public assists.

Orland and Capay Fire Departments were dispatched to 15 calls for service last week. These consisted of 7 medical aids, 1 fire, 6 traffic collisions and 1 public service.

Events:

- The Corning Volunteer Fire Department had their monthly business meeting with 25 members present; and
- The Department hosted a Benefit/Olive Festival Pancake Breakfast Saturday, October 6th. The Breakfast was very well attended by Volunteers and the Community.

The fire ban in the City of Corning is still in effect!