



**CITY OF CORNING  
CITY COUNCIL AGENDA  
TUESDAY, JUNE 12, 2012  
CITY COUNCIL CHAMBERS  
794 THIRD STREET**

**A. CALL TO ORDER: 7:30 p.m.**

**B. ROLL CALL:**

**Council:**

**Toni Parkins  
John Leach  
Darlene Dickison  
Dave Linnet  
Gary Strack**

**Mayor:**

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

**D. INVOCATION: Led by Mayor 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.

**E. PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, PRESENTATIONS:**

- 1. Police Chief Don Atkins introduces new Police Officer Heather Vance and Police Dispatcher Jennifer Goodwin.**
- 2. Presentation of Business and Employer of the Month Awards by Councilman Dave Linnet:**

**BUSINESS OF THE MONTH:**

**Phil's Automotive  
Owners Earl and Rose Peterson**

**EMPLOYER OF THE MONTH:**

**Les Schwab Tire Center  
Assistant Manager Chris Hoag**

**F. BUSINESS FROM THE FLOOR: If there is anyone in the audience wishing to speak on items not already set on the Agenda, please come to the podium, and briefly identify the matter you wish to have placed on the Agenda. The Council will then determine if such matter will be placed on the Agenda for this meeting, scheduled for a subsequent meeting, or recommend other appropriate action. If the matter is placed on tonight's Agenda, you will have the opportunity later in the meeting to return to the podium to discuss the issue. The law prohibits the Council from taking formal action on the issue, however, unless it is placed on the Agenda for a later meeting so that interested members of the public will have a chance to appear and speak on the subject.**

**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 requests 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. June 6, 2012 Claim Warrant - \$229,414.07.**
- 5. June 6, 2012 Business License Report.**
- 6. May 2012 Wages and Salaries - \$440,204.15.**
- 7. May 2012 Building Permit Valuation Report - \$139,645.**
- 8. May 2012 Treasurer's Report.**
- 9. City of Corning Wastewater Operations Summary Report – May 2012.**

10. Approve Resolution No. 06-12-2012-01 Calling for the Municipal Election and requesting that it be consolidated with the November 2012 Statewide Election.
11. Approve Resolution No. 06-12-2012-02 Adopting the City's Conflict of Interest Code with no changes.

H. ITEMS REMOVED FROM THE CONSENT AGENDA:

I. PUBLIC HEARINGS AND MEETINGS:

J. REGULAR AGENDA:

12. Introduction, presentation, discussion and action on the proposed 2012-2013 City Budget.
13. Approve a one year term Agreement for Part-Time Planning Consultant Service with John Stoufer.
14. Approve Agreement for "As Needed" Part-Time Budget Consultant Services with Stephen J. Kimbrough.

K. ITEMS PLACED ON THE AGENDA FROM THE FLOOR:

L. COMMUNICATIONS, CORRESPONDENCE AND INFORMATION:

- 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).

Parkins:

Leach:

Dickison:

Linnet:

Strack:

N. ADJOURNMENT!:

POSTED: FRIDAY, JUNE 8, 2012



**The City of Corning**

**Recognizes**

**PHIL'S AUTOMOTIVE**

**as**

**BUSINESS OF THE MONTH**

**for**

**JUNE 2012**

**The City of Corning presents this to you in recognition of your continued commitment to our Community, your commitment to hiring locally and your generous support of local activities, fund raisers and events.**

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**Gary R. Strack, Mayor**

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**Lisa M. Linnet, City Clerk**



**The City of Corning**  
Recognizes  
**LES SCHWAB TIRE  
CENTER**

as  
**EMPLOYER OF THE MONTH**  
*FOR*  
***JUNE 2012***

**In recognition of the continued sponsorship of  
Community Organizations, Youth Group Activities,  
and your continued efforts to hire locally.**

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**Gary R. Strack, Mayor**

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**Lisa M. Linnet, City Clerk**



# MEMORANDUM

**TO:** HONORABLE MAYOR AND COUNCIL MEMBERS

**FROM:** LORI SIMS  
ACCOUNTING TECHNICIAN

**DATE:** June 6, 2012

**SUBJECT:** Cash Disbursement Detail Report for the  
Tuesday, June 12, 2012 Council Meeting

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**PROPOSED CASH DISBURSEMENTS FOR YOUR APPROVAL CONSIST OF THE FOLLOWING:**

A.	Cash Disbursements	Ending 05-23-12	\$	24,943.78
B.	Payroll Disbursements	Ending 05-15-12	\$	41,278.40
C.	Cash Disbursements	Ending 05-29-12	\$	21,010.06
D.	Cash Disbursements	Ending 05-31-12	\$	859.23
E.	Payroll Disbursements	Ending 05-30-12	\$	69,586.60
F.	Cash Disbursements	Ending 06-05-12	\$	56,130.04
G.	Cash Disbursements	Ending 06-06-12	\$	15,605.96
<b>GRAND TOTAL</b>			<b>\$</b>	<b><u>229,414.07</u></b>

REPORT.: May 23 12 Wednesday  
 RUN....: May 23 12 Time: 10:21  
 Run By.: LORI

CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 05-12 Bank Account.: 1020

PAGE: 001  
 ID #: PY-DP  
 CTL.: COR

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
014448	05/16/12	ACI01	ACI SPECIALTY BENEFITS	324.00	.00	324.00	13158	WorkmensComp. General Cit
014449	05/16/12	LNC01	LN CURTIS & SONS	111.93	.00	111.93	123565200	SAFETY ITEMS-FIRE
014450	05/16/12	LOD00	LODI IRRIGATION, INC.	18.87	.00	18.87	9025	MAT & SUPPLIES-WTR
				19.04	.00	19.04	9035	MAT & SUPPLIES-WTR
				149.74	.00	149.74	9041	MAT & SUPPLIES-WTR
			Check Total.....	187.65	.00	187.65		
014451	05/16/12	NOR10	NICOLINO CLEMENTE	153.84	.00	153.84	2104	BLD MAINT-FIRE
				47.33	.00	47.33	2142	BLD MAINT-FIRE
			Check Total.....	201.17	.00	201.17		
014452	05/17/12	CAR14	CARDENAS, ANTHONY F.	4500.00	.00	4500.00	120330	PROF SVCS-POLICE (MARCH)
				4500.00	.00	4500.00	120430	PROF SVCS-POLICE (APRIL)
				4500.00	.00	4500.00	120531	PROF SVCS-POLICE (MAY)
			Check Total.....	13500.00	.00	13500.00		
014453	05/21/12	DOD01	JAMES DODGE	1046.00	.00	1046.00	120531	ADVANCED DISABILITY PENSI
014454	05/21/12	FEA01	FEARS, JEREMIAH	15.00	.00	15.00	120521	K-9 PROGRAM-POLICE
014455	05/21/12	ROB04	ROBBINS, RON	30.00	.00	30.00	120521	TRAINING/ED-ACO
014456	05/23/12	ATT13	AT&T	720.50	.00	720.50	120511	COMMUNICATIONS-
014457	05/23/12	BAS01	BASIC LABORATORY, INC	86.00	.00	86.00	1204537	ProfServices Water Dept
014458	05/23/12	CHE02	CHEM QUIP, INC.	1130.16	.00	1130.16	5153828	MAT & SUPPLIES-WTR
				17.98	.00	17.98	5153830	MAT & SUPPLIES-POOL
			Check Total.....	1148.14	.00	1148.14		
014459	05/23/12	COM01	COMPUTER LOGISTICS, INC	507.32	.00	507.32	55898	COMMUNICATIONS-POLICE
				999.62	.00	999.62	55899	EQUIP MAINT-POLICE
				1766.41	.00	1766.41	55900	COMMUNICATIONS-POLICE
			Check Total.....	3273.35	.00	3273.35		
014460	05/23/12	DEP12	DEPT OF JUSTICE	17.00	.00	17.00	910429	PROF SVCS-POLICE
				17.00	.00	17.00	910490	PROF SVCS-POLICE
			Check Total.....	34.00	.00	34.00		
014461	05/23/12	GRA02	GRAINGER, W.W., INC	332.22	.00	332.22	982759882	MAT & SUPPLIES-

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014461	05/23/12	GRA02	GRAINGER, W.W., INC	421.33	.00	421.33	982789613	MAT & SUPPLIES-WTR
				84.26	.00	84.26	983088460	MAT & SUPPLIES-
			Check Total.....:	837.81	.00	837.81		
014462	05/23/12	HIN01	HINDERLITER, DE LLAMAS &	1202.58	.00	1202.58	0019332IN	PROF SVCS-FINANCE
014463	05/23/12	HOL04	HOLIDAY MARKET #32	26.19	.00	26.19	3232110	MAT & SUPPLIES-POLICE
014464	05/23/12	LNC01	LN CURTIS & SONS	214.50	.00	214.50	123565201	EQUIP MAINT-FIRE
014465	05/23/12	MOR02	RAY MORGAN COMPANY	160.87	.00	160.87	256237	EQUIP MAINT-FINANCE
014466	05/23/12	NEX02	NEXTEL	36.70	.00	36.70	086319126	COMMUNICATIONS-POLICE
014467	05/23/12	NOR10	NICOLINO CLEMENTE	682.89	.00	682.89	2105	CERT OF EXTNG-BLD MAINT
				35.00	.00	35.00	2107	CERT OF EXTNG-BLD MAINT
				79.67	.00	79.67	2143	CERT OF EXTNG-BLD MAINT
			Check Total.....:	797.56	.00	797.56		
014468	05/23/12	PGE2A	PG&E	50.26	.00	50.26	120516	ELECT-BLUE HERON CT
014469	05/23/12	QUI02	QUILL CORPORATION	66.57	.00	66.57	3128369	OFFICE SUPPLIES-FINANCE
				291.42	.00	291.42	3133229	OFFICE SUPPLIES-FINANCE
			Check Total.....:	357.99	.00	357.99		
014470	05/23/12	REV01	REVIVAL ANIMAL HEALTH	104.73	.00	104.73	103872	MAT & SUPPLIES-ACO
014471	05/23/12	SCH01	LES SCHWAB TIRE CENTER	164.88	.00	164.88	611000241	K-9 PROGRAM-POLICE
014472	05/23/12	TEH01	TEHAMA ASPHALT	311.97	.00	311.97	4027	MAT & SUPPLIES-STR
			Cash Account Total.....:	24943.78	.00	24943.78		
			Total Disbursements.....:	24943.78	.00	24943.78		
			===== ----- -----					
			Cash Account Total.....:	.00	.00	.00		

REPORT.: May 23 12 Wednesday  
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CITY OF CORNING  
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)  
 Check Listing for 05-12 Bank Account.: 1025

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Payment Information	
							Invoice #	Description
5480	05/15/12	BAN03	POLICE OFFICER ASSOC.	250.00	.00	250.00	B20515	POLICE OFFICER ASSOC
5481	05/15/12	CAL37	CALIFORNIA STATE DISBURSE	179.07	.00	179.07	B20515	WITHHOLDING ORDER
5482	05/15/12	EDD01	EMPLOYMENT DEVELOPMENT	3197.26	.00	3197.26	B20515	STATE INCOME TAX
				.00	.00	.00	B20516	STATE INCOME TAX
				940.68	.00	940.68	1B20515	SDI
				.00	.00	.00	1B20516	SDI
Check Total.....:				4137.94	.00	4137.94		
5483	05/15/12	ICM01	ICMA RETIREMENT TRUST-457	1789.30	.00	1789.30	B20515	ICMA DEF. COMP
5484	05/15/12	OEU03	OPERATING ENGINEERS	500.00	.00	500.00	B20515	CREDIT UNION SAVINGS
5485	05/15/12	PERS1	PUBLIC EMPLOYEES RETIRE	27176.04	.00	27176.04	B20515	PERS PAYROLL REMITTANCE
				.00	.00	.00	B20516	PERS PAYROLL REMITTANCE
Check Total.....:				27176.04	.00	27176.04		
5486	05/15/12	PERS4	Cal Pers 457 Def. Comp	347.50	.00	347.50	B20515	PERS DEF. COMP.
5487	05/15/12	PRE03	PREMIER WEST BANK	5479.90	.00	5479.90	B20515	HSA DEDUCTIBLE
5488	05/15/12	STA04	STATE OF CALIFORNIA	476.15	.00	476.15	B20515	WAGEASN 1107012828
5489	05/15/12	VAL06	VALIC	942.50	.00	942.50	B20515	AIG VALIC P TAX
Cash Account Total.....:				41278.40	.00	41278.40		
Total Disbursements.....:				41278.40	.00	41278.40		
				=====	=====	=====		

REPORT.: May 29 12 Tuesday  
 RUN....: May 29 12 Time: 10:14  
 Run By.: LORI

CITY OF CORNING  
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Payment Information	
							Invoice #	Description
014473	05/23/12	QUI02	QUILL CORPORATION	28.95	.00	28.95	3222989	MACH/EQUIP-FINANCE
				139.60	.00	139.60	3229357	OFFICE SUPPLIES-
			Check Total.....:	168.55	.00	168.55		
014474	05/23/12	SHA16	SHASTA CONSTRUCTORS, INC.	350.00	.00	350.00	120518	MAT & SUPPLIES-
014475	05/23/12	TEH03	TEHAMA COUNTY E.A.C.	40.00	.00	40.00	12-0522	CONF/MTGS-PLANNING
014476	05/23/12	WAR05	WARREN, DANA KARL	426.55	.00	426.55	120523	REC INSTRUCTOR-REC
014477	05/29/12	BAS01	BASIC LABORATORY, INC	84.00	.00	84.00	1204781	ProfServices Water Dept
014478	05/29/12	BIG02	BIG VALLEY SANITATION II	300.00	.00	300.00	846211	MAT & SUPPLIES-AIRPORT
014479	05/29/12	CHE02	CHEM QUIP, INC.	539.79	.00	539.79	5155903	MAT & SUPPLIES-POOL
014480	05/29/12	DEP12	DEPT OF JUSTICE	70.00	.00	70.00	910527	PROF SVCS-POLICE
014481	05/29/12	NOR31	NORM'S PRINTING	207.87	.00	207.87	011339	PRINTING/ADV-POLICE
				61.67	.00	61.67	011340	PRINTING/ADV-POLICE
			Check Total.....:	269.54	.00	269.54		
014482	05/29/12	PGE01	PG&E	17444.10	.00	17444.10	120522	Electricity General City-
014483	05/29/12	PRO11	PROFORCE LAW ENFORCEMENT	50.23	.00	50.23	139880	SFATEY ITEMS-POLICE
014484	05/29/12	QUI02	QUILL CORPORATION	407.54	.00	407.54	3259225	MACH/EQUIP-FINANCE
014485	05/29/12	RED15	RED TRUCK ROCK YARD, LLC	128.70	.00	128.70	328	MAT & SUPPLIES-WTR
014486	05/29/12	SCH01	LES SCHWAB TIRE CENTER	731.06	.00	731.06	611000257	VEH/OP MAINT-ACO
			Cash Account Total.....:	21010.06	.00	21010.06		
			Total Disbursements.....:	21010.06	.00	21010.06		

REPORT.: May 31 12 Thursday  
 RUN....: May 31 12 Time: 14:30  
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CITY OF CORNING  
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
014487	05/31/12	\C068	CAMPI, MICHAEL & ARIADNE	50.00	.00	50.00	000B20601	MQ CUSTOMER REFUND FOR CA
014488	05/31/12	\C069	CERVANTES, MARIA	25.05	.00	25.05	000B20601	MQ CUSTOMER REFUND FOR CE
014489	05/31/12	\F032	FIGUEROA, REINA	18.07	.00	18.07	000B20601	MQ CUSTOMER REFUND FOR FI
014490	05/31/12	\J044	JAMISON PROPERTIES,	50.00	.00	50.00	000B20601	MQ CUSTOMER REFUND FOR JA
014491	05/31/12	\J045	JAMISON PROPERTIES,	50.00	.00	50.00	000B20601	MQ CUSTOMER REFUND FOR JA
014492	05/31/12	\J046	JAMISON PROPERTIES,	50.00	.00	50.00	000B20601	MQ CUSTOMER REFUND FOR JA
014493	05/31/12	\L044	LALLEY JR, JACK & LISA	77.71	.00	77.71	000B20601	MQ CUSTOMER REFUND FOR LA
014494	05/31/12	\M092	MUNOZ, JORGE	152.17	.00	152.17	000B20601	MQ CUSTOMER REFUND FOR MU
014495	05/31/12	\P042	PANTA RAY INVESTMENTS,	2.10	.00	2.10	000B20601	MQ CUSTOMER REFUND FOR PA
014496	05/31/12	\P043	PRATHER, KENNETH	158.07	.00	158.07	000B20601	MQ CUSTOMER REFUND FOR PR
014497	05/31/12	\R054	RETZLOFF, GEORGE	166.89	.00	166.89	000B20601	MQ CUSTOMER REFUND FOR RE
014498	05/31/12	\S095	SANDERS, RONALD	50.00	.00	50.00	000B20601	MQ CUSTOMER REFUND FOR SA
014499	05/31/12	\S096	STOTTS, CAROLL	9.17	.00	9.17	000B20601	MQ CUSTOMER REFUND FOR ST
Cash Account Total.....:				859.23	.00	859.23		
Total Disbursements.....:				859.23	.00	859.23		
Cash Account Total.....:				.00	.00	.00		

REPORT.: May 31 12 Thursday  
 RUN....: May 31 12 Time: 14:30  
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CITY OF CORNING  
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)  
 Check Listing for 05-12 Bank Account.: 1025

PAGE: 002  
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
5494	05/30/12	BAN03	POLICE OFFICER ASSOC.	250.00	.00	250.00	B20529	POLICE OFFICER ASSOC
5495	05/30/12	CAL37	CALIFORNIA STATE DISBURSE	179.07	.00	179.07	B20529	WITHHOLDING ORDER
5496	05/30/12	EDD01	EMPLOYMENT DEVELOPMENT	2778.45	.00	2778.45	B20529	STATE INCOME TAX
				890.56	.00	890.56	1B20529	SDI
Check Total.....:				3669.01	.00	3669.01		
5497	05/30/12	ICM01	ICMA RETIREMENT TRUST-457	50.00	.00	50.00	B20529	ICMA DEF. COMP
5498	05/30/12	OEU03	OPERATING ENGINEERS	500.00	.00	500.00	B20529	CREDIT UNION SAVINGS
5499	05/30/12	PERS1	PUBLIC EMPLOYEES RETIRE	28189.08	.00	28189.08	B20529	PERS PAYROLL REMITTANCE
5500	05/30/12	STA04	STATE OF CALIFORNIA	476.15	.00	476.15	B20529	WAGEASN 1107012828
5501	05/30/12	VAL06	VALIC	595.00	.00	595.00	B20529	AIG VALIC P TAX
5502	05/30/12	AFL01	AMERICAN FAMILY LIFE	2944.68	.00	2944.68	B20531	AFLAC INS.PRE TAX
				197.19	.00	197.19	1B20531	AFLAC INS.AFTER TAX
Check Total.....:				3141.87	.00	3141.87		
5503	05/30/12	BLU02	BLUE SHIELD OF CALIFORNIA	19501.00	.00	19501.00	B20531	MEDICAL INSURANCE
5504	05/30/12	OEU01	OPERATING ENGINEERS #3	6328.00	.00	6328.00	B20531	MEDICAL INSURANCE
5505	05/30/12	OEU02	OPERATING ENG. (DUES)	318.00	.00	318.00	B20531	UNION DUES MGMNT
				612.00	.00	612.00	1B20531	UNION DUES POLICE
				270.00	.00	270.00	2B20531	UNION DUES DISPATCH
				546.00	.00	546.00	3B20531	UNION DUES-MISC
Check Total.....:				1746.00	.00	1746.00		
5506	05/30/12	PRI04	PRINCIPAL	3329.85	.00	3329.85	B20531	DENTAL INSURANCE
				627.07	.00	627.07	1B20531	VISION INSURANCE
Check Total.....:				3956.92	.00	3956.92		
5507	05/30/12	TRA03	TRANSAMERICA LIFE INS CO.	1004.50	.00	1004.50	B20531	LIFE INSURANCE
Cash Account Total.....:				69586.60	.00	69586.60		
Total Disbursements.....:				69586.60	.00	69586.60		

REPORT.: Jun 05 12 Tuesday  
 RUN....: Jun 05 12 Time: 12:49  
 Run By.: LORI

CITY OF CORNING  
 Cash Disbursement Detail Report  
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
014500	06/04/12	CAR03	CARDENAS, ANTHONY	1354.56	.00	1354.56	000B206011	MEDICAL REIMBURSEMENT
014501	06/04/12	COR07	CORBIN WILLITS SYSTEMS	729.72	.00	729.72	000B206011	EQUIP MAINT-FINANCE
014502	06/04/12	COR09	CORNING CHAMBER OF COMM.	1000.00	.00	1000.00	000B206011	ECONOMIC DEVELOPMENT
014503	06/04/12	FIT01	FITZPATRICK LAW OFFICES	3575.00	.00	3575.00	000B206011	Consulting Serv LegalServ
014504	06/04/12	HAL05	HALL, ROBERT	104.70	.00	104.70	000B206011	PROF SVCS-FIRE
014505	06/04/12	KEN00	KEN VAUGHAN & SONS	950.00	.00	950.00	000B206011	LANDSCAPE MAINT-
014506	06/04/12	MAI00	MAIRE & BURGESS	2025.00	.00	2025.00	000B206011	CONSULTING SVCS-LEGAL SVC
014507	06/04/12	PIT01	PITNEY BOWES	192.92	.00	192.92	000B206011	EQUIP LEASE-FINANCE
014508	06/04/12	S&L00	S & L BREWER ENTERPRISES	200.00	.00	200.00	000B206011	K-9 PROGRAM-POLICE
014509	06/04/12	TLD01	TEDC	208.33	.00	208.33	000B206011	ECONOMIC DEVELOPMENT
014510	06/04/12	TOM03	TOMLINSON JR., ROBERT L.	54.70	.00	54.70	000B206011	PROF SVCS-FIRE
014511	06/04/12	WHI05	WHITE GLOVE CLEANING SERV	2800.00	.00	2800.00	000B206011	JANITORIAL SVCS-
014512	06/05/12	AND01	ED ANDERSON	7117.50	.00	7117.50	12-0604	PROF SVCS-
014513	06/05/12	AND03	ANDERS, JOANN	297.50	.00	297.50	12-125	PROF SVCS-HOUSING REHAB
014514	06/05/12	ATT14	AT&T	182.03	.00	182.03	120523P	COMMUNICATIONS-POLICE
014515	06/05/12	BAC00	BACKGROUNDS AND MORE	1350.00	.00	1350.00	2983	PROF SVCS-DISPATCH
				1350.00	.00	1350.00	2984	PROF SVCS-DISPATCH
			Check Total.....:	2700.00	.00	2700.00		
014516	06/05/12	BAS01	BASIC LABORATORY, INC	114.00	.00	114.00	1204897	ProfServices Water Dept
014517	06/05/12	BOR00	BORER, NATHANIEL	175.00	.00	175.00	12-0524	LIFEGUARD CERT-PARKS
014518	06/05/12	COM01	COMPUTER LOGISTICS, INC	116.67	.00	116.67	56001	COMMUNICATIONS-POLICE
				23.00	.00	23.00	56012	EQUIP MAINT-GEN CITY
				24.00	.00	24.00	56013	COMMUNICATIONS-POLICE
				1840.00	.00	1840.00	56077	EQUIP MAINT-
			Check Total.....:	2003.67	.00	2003.67		
014519	06/05/12	COR01	CORNING VETERINARY CLINIC	100.45	.00	100.45	34529	ProfServices ACO
				393.65	.00	393.65	34918	ProfServices ACO

REPORT.: Jun 05 12 Tuesday  
 RUN....: Jun 05 12 Time: 12:49  
 Run By.: LORI

CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 06-12 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
Check Total.....:				494.10	.00	494.10		
014520	06/05/12	COR10	CORNING GLASS & MIRROR	250.15	.00	250.15	30815	K-9 PROGRAM-POLICE
014521	06/05/12	COR20	CORNING ELECTRONICS	10.71	.00	10.71	10102676	MAT & SUPPLIES-POLICE
014522	06/05/12	DOD01	JAMES DODGE	1046.00	.00	1046.00	120614	ADVANCED DISABILITY PENSI
014523	06/05/12	FIR01	FIRST NATIONAL BANK	1001.04	.00	1001.04	120530	CONF/MTGS-
014524	06/05/12	FIR05	FIRST NATIONAL BANK OMAHA	1569.87	.00	1569.87	120530	EQUIP MAINT-FINANCE
014525	06/05/12	FIR06	FIRST NATIONAL BANK OMAHA	528.46	.00	528.46	120530	TRAINING/ED-DISPATCH
014526	06/05/12	GRA02	GRAINGER, W.W., INC	61.10	.00	61.10	983845303	MAT & SUPPLIES-WTR
014527	06/05/12	HOL04	HOLIDAY MARKET #32	23.96	.00	23.96	321107	Mat/Supplies BuildingMain
014528	06/05/12	KNI00	KNIFE RIVER CONSTRUCTION	247.59	.00	247.59	128959	MAT & SUPPLIES-WTR
014529	06/05/12	LIN01	LINCOLN EQUIPMENT, INC.	2269.68	.00	2269.68	SI188429	MAT & SUPPLIES-POOL
014530	06/05/12	L0D00	LODI IRRIGATION, INC.	258.66	.00	258.66	9513	MAT & SUPPLIES-PARKS
				72.15	.00	72.15	9540	MAT & SUPPLIES-PARKS
				28.04	.00	28.04	9544	MAT & SUPPLIES-PARKS
				239.24	.00	239.24	9547	MAT & SUPPLIES-PARKS
Check Total.....:				598.09	.00	598.09		
014531	06/05/12	MCC07	MCCOY'S HARDWARE & SUPPLY	787.84	.00	787.84	120527	MAT & SUPPLIES-
014532	06/05/12	MUN03	MUNNELL & SHERRILL, INC.	352.32	.00	352.32	010322	MAT & SUPPLIES-
				58.56	.00	58.56	011457	MAT & SUPPLIES-
Check Total.....:				410.88	.00	410.88		
014533	06/05/12	NAP01	NAPA AUTO PARTS	572.16	.00	572.16	120522	VEH/OP MAINT-
				14.11	.00	14.11	120522F	BLD MAINT-FIRE
Check Total.....:				586.27	.00	586.27		
014534	06/05/12	NEX01	NEXTEL COMMUNICATIONS	574.88	.00	574.88	120529	COMMUNICATIONS-
014535	06/05/12	NOR25	NORTHERN LIGHTS ENRGY, INC	4317.46	.00	4317.46	65128	VEH/OP MAINT-
				3325.00	.00	3325.00	65169	MAT & SUPPLIES-
Check Total.....:				7642.46	.00	7642.46		
014536	06/05/12	PAC16	PACIFIC TELEMANAGEMENT SE	38.00	.00	38.00	399548	COMMUNICATIONS-GEN CITY

REPORT.: Jun 05 12 Tuesday  
 RUN....: Jun 05 12 Time: 12:49  
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CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 06-12 Bank Account.: 1020

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
014537	06/05/12	PGE01	PG&E	320.18	.00	320.18	120527	ELECT-SWR
014538	06/05/12	PGE2A	PG&E	50.78	.00	50.78	120503	ELECT-MARTINI PLAZA
				216.02	.00	216.02	120530	ELECT-MCDONALD, CASSANDRA,
			Check Total.....:	266.80	.00	266.80		
014539	06/05/12	PGE2B	PG&E	6200.74	.00	6200.74	120524	ELECT-WWTP
014540	06/05/12	RIC05	RICHFIELD SCHOOL	45.00	.00	45.00	12-0529	REC REFUND
014541	06/05/12	RON03	RON DUPRATT FORD	45.88	.00	45.88	70261	VEH/OP MAINT-ACO
				67.11	.00	67.11	702871	VEH/OP MAINT-POLICE
				172.07	.00	172.07	702974	VEH/OP MAINT-POLICE
			Check Total.....:	285.06	.00	285.06		
014542	06/05/12	SEI01	SEILER, ROY R., CPA	3623.40	.00	3623.40	25163	PROF SVCS-FINANCE
014543	06/05/12	THO01	THOMES CREEK ROCK CO	540.86	.00	540.86	120531	MAT & SUPPLIES-
014544	06/05/12	UNI02	UNIFORMS, TUXEDOS & MORE	857.95	.00	857.95	114437	SAFETY ITEMS-POLICE
				64.34	.00	64.34	114503	UNIFORMS/CLOTH-POLICE
			Check Total.....:	922.29	.00	922.29		
			Cash Account Total.....:	56130.04	.00	56130.04		
			Total Disbursements.....:	56130.04	.00	56130.04		

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REPORT.: Jun 06 12 Wednesday  
 RUN....: Jun 06 12 Time: 12:38  
 Run By.: LORI

CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 06-12 Bank Account.: 1020

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 ID #: PY-DP  
 CTL.: COR

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	*Net Amount	-----Payment Information----- Invoice #	Description
014545	06/06/12	AIR00	AIRGAS NCN	59.13	.00	59.13	102943110	MAT & SUPPLIES-FIRE
014546	06/06/12	ATT02	AT&T	1088.60	.00	1088.60	120525	COMMUNICATIONS-
014547	06/06/12	ATT14	AT&T	161.18	.00	161.18	120523F	COMMUNICATIONS-FIRE
014548	06/06/12	COR01	CORNING VETERINARY CLINIC	70.00	.00	70.00	34526	SPAY/NEUTER PROGRAM-ACO
				70.00	.00	70.00	34919	SPAY/NEUTER PROGRAM-ACO
			Check Total.....:	140.00	.00	140.00		
014549	06/06/12	COR08	CORNING LUMBER CO INC	669.87	.00	669.87	120525	MAT & SUPPLIES-
014550	06/06/12	COR22	CORNING MEDICAL ASSOC	951.00	.00	951.00	120529	EMPLOYEE PHYSICALS-
014551	06/06/12	COR45	CORNING ACE HARDWARE	446.17	.00	446.17	120527	MAT & SUPPLIES-
014552	06/06/12	GAY02	GAYNOR TELESYSTEMS, INC	1737.10	.00	1737.10	AGRI10731	COMMUNICATIONS-POLICE
014553	06/06/12	HOL04	HOLIDAY MARKET #32	3.52	.00	3.52	32110410	MAT & SUPPLIES-BLD MAINT
014554	06/06/12	LAB01	LAB. CORP. OF AMERICA	299.75	.00	299.75	37896222	PROF SVCS-POLICE
014555	06/06/12	LOD00	LODI IRRIGATION, INC.	25.26	.00	25.26	9627	MAT & SUPPLIES-WTR
014556	06/06/12	NOR25	NORTHERN LIGHTS ENRGY, INC	701.52	.00	701.52	65170	VEH/OP MAINT-FIRE
014557	06/06/12	OFF01	OFFICE DEPOT	4.46	.00	4.46	611621145	OFFICE SUPPLIES-POLICE
				252.85	.00	252.85	611621293	OFFICE SUPPLIES-POLICE
				346.41	.00	346.41	611621294	OFFICE SUPPLIES-POLICE
			Check Total.....:	603.72	.00	603.72		
014558	06/06/12	PGE01	PG&E	2341.52	.00	2341.52	120531	CLARK PARK WELL-WTR
				127.04	.00	127.04	120527A	ELECT-STR & TRF LIGHTS
			Check Total.....:	2468.56	.00	2468.56		
014559	06/06/12	PGE04	PG&E	458.72	.00	458.72	120531	TranspFacility-
				17.01	.00	17.01	120601	MAT & SUPPLIES-POLICE
			Check Total.....:	475.73	.00	475.73		
014560	06/06/12	PGE05	PG&E	1318.60	.00	1318.60	120531	FIRE-ELECT & GAS
014561	06/06/12	PGE2A	PG&E	105.95	.00	105.95	120601	ELECT-CLELAND PROP
014562	06/06/12	QUA01	QUALITY SURFACING, INC	2595.00	.00	2595.00	1207	MAT & SUPPLIES-BLD MAINT

REPORT.: Jun 06 12 Wednesday  
 RUN....: Jun 06 12 Time: 12:38  
 Run By.: LORI

CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 06-12 Bank Account.: 1020

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 ID #: FY-DP  
 CTL.: COR

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
014563	06/06/12	RET00	RETAIL PROFIT SYSTEMS	69.99	.00	69.99	21	OFFICE SUPPLIES-FINANCE
014564	06/06/12	SCH01	LES SCHWAB TIRE CENTER	236.91	.00	236.91	611000246	MAT & SUPPLIES-PARKS
014565	06/06/12	UNI02	UNIFORMS, TUXEDOS & MORE	527.46	.00	527.46	114546	UNIFORMS/CLOTH-POLICE
014566	06/06/12	VAL04	VALLEY TRUCK & TRACTOR CO	415.10	.00	415.10	249581	MAT & SUPPLIES-
014567	06/06/12	WAS01	WASTE MANAGEMENT OF	505.84	.00	505.84	115624605	NUISANCE ABATE-POLICE
Cash Account Total.....:				15605.96	.00	15605.96		
Total Disbursements.....:				15605.96	.00	15605.96		

Date.: Jun 6, 2012  
Time.: 12:59 pm  
Run by: LORI

CITY OF CORNING  
NEW BUSINESSES FOR CITY COUNCIL

Page.: 1  
List.: NEWB  
Group: WTFMB

Business Name	Address	CITY/STATE/ZIP	Contact Name	Business Desc. #1	Business Start Date	Primary Teleph
CADORIN CONSTRUCTION	3330 RAILROAD AVE	REDDING, CA 96001	KASPER CINDY	CONTRACTOR	06/05/12	(530)242-5866
COOK, VICKI		CORNING, CA 96021	COOK VICKI	DRIVE/TRANSPORT CARS FOR CAR LOT	05/22/12	(530)514-2665
ELITE LANDSCAPE	7400 HUMBOLT DRIVE	CORNING, CA 96021	POLLEY JUSTIN	GENERAL LANDSCAPING, CLEAN UP,	05/21/12	(530)585-3351
MANDY'S BERRIES,	627 EDITH AVE	CORNING, CA 96021	SAETERN MOUNG N	SMALL STRAWBERRY FARM	05/29/12	(916)837-5232
TIDY SPACES CLEANING	22380 BOSQUE AVE	CORNING, CA 96021	PAULING WENDY	HOME CLEANING	06/05/12	(530)824-3808
WORKOUTPAL	1187 FOURTH AVE	CORNING, CA 96021	CASIA SARAH	PERSONAL FITNESS SRVC -WORKOUT PARTNER	05/22/12	(530)586-2548

6/5/2012  
8:30:40AM

CITY OF CORNING  
PERMITS ISSUED (sort by Permit #)  
For the Period 5/1/2012 thru 5/31/2012

Owner and Address	Parcel Number	Issued On	Valuation
BAILY RUG & UPHOLSTERY CLEANI 3098 HWY 99W CORNING CA 96021 <b>Permit Description:</b> REPLACE POLE SIGN & REFACE EXISTING SIGN	8704064 <b>Site Street Address:</b> 3098 HWY 99W	5/3/2012	20,000.00
C/O ROLLISON COMM REAL ESTATE 908 HWY 99W #A CORNING CA 96021 <b>Permit Description:</b> REPLACE EXISTING MENU BOARD SIGN	6922018 <b>Site Street Address:</b> 908 HWY 99W #A	5/3/2012	5,000.00
DIANE COATNEY 1923 COLUSA ST CORNING CA 96021 <b>Permit Description:</b> CHANGE OUT WATER HEATER	7107206 <b>Site Street Address:</b> 1923 COLUSA ST	5/3/2012	2,100.00
BRUCE ROWE 1219 SOLANO #ST CORNING CA 96021 <b>Permit Description:</b> CHANGE OUT ELECT. SERVICE	7113402 <b>Site Street Address:</b> 1219 SOLANO #ST	5/3/2012	2,500.00
SURESH PATEL 910 HWY 99W CORNING CA 96021 <b>Permit Description:</b> INSTALL ELEVATOR	6922009 <b>Site Street Address:</b> 910 HWY 99W	5/10/2012	65,000.00
IVAN & CARROL HILL 1411 FOURTH AVE CORNING CA 96021 <b>Permit Description:</b> REPAIR FOUNDATION	7127305 <b>Site Street Address:</b> 1411 FOURTH AVE	5/11/2012	395.00
BIG TIME BASKETBALL ACADEMY I 804 ALMOND ST CORNING CA 96021 <b>Permit Description:</b> TEAR OFF & REROOF	7313504 <b>Site Street Address:</b> 804 ALMOND ST	5/21/2012	7,500.00

CITY OF CORNING  
PERMITS ISSUED (sort by Permit #)  
For the Period 5/1/2012 thru 5/31/2012

Owner and Address	Parcel Number	Issued On	Valuation
GENE LACY 1315 TEHAMA ST CORNING CA 96021 <b>Permit Description:</b> TEAR OFF ,RESHEAT & REROOF	7105202 <b>Site Street Address:</b> 1315 TEHAMA ST	5/21/2012	12,900.00
MARTIN HOYT 362 RIO VISTA CT. CORNING CA 96021 <b>Permit Description:</b> TEAR OFF & REROOF	7135036 <b>Site Street Address:</b> 362 RIO VISTA CT.	5/21/2012	7,165.00
VERA SNOW 110 SOLANO ST CORNING CA 96021 <b>Permit Description:</b> RAISE SHOWER PAN & VALVE	7302047 <b>Site Street Address:</b> 110 SOLANO ST	5/21/2012	4,000.00
LILIAN CASTRO 911 1/2 PEACH ST CORNING CA 96021 <b>Permit Description:</b> TEAR OFF & REROOF	7307410 <b>Site Street Address:</b> 911 1/2 PEACH ST	5/29/2012	2,000.00
OSCAR NEREY 1972 SCOTT AVE CORNING CA 96021 <b>Permit Description:</b> TEAR OFF & REROOF	7119234 <b>Site Street Address:</b> 1972 SCOTT AVE	5/29/2012	4,150.00
GERALD McGEE .1508 MARIN ST CORNING CA 96021 <b>Permit Description:</b> REMODEL,ELECT. SERVICE,ROOF,SIDING	7112406 <b>Site Street Address:</b> 1508 MARIN ST	5/30/2012	6,935.00

13 Permits Issued from 5/1/2012 Thru 5/31/2012 FOR A TOTAL VALUATION OF \$ 139,645.00

\*\*\* END OF REPORT \*\*\*

**CITY OF CORNING**

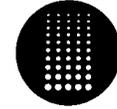
**MAY 2012**

**TREASURERS REPORT**

<b>AGENCY</b>	<b>BALANCE</b>	<b>RATE</b>
LOCAL AGENCY INVESTMENT FUND	2,267,750.33	.38

Respectfully Submitted

Pala Cantrell  
City Treasurer



**CITY OF CORNING  
WASTEWATER OPERATION SUMMARY REPORT  
MAY 2012**

Below is a summary of the Monthly Operations Report that will be available for City review on JUNE 2012

- 1) Filled out monthly reports.
- 2) Performed weekly Operator 10 maintenance on all plant equipment.
- 3) Changed flow disk.
- 4) Sent vehicle report to Texas.
- 5) Wasted solids to thickener
- 6) Staff meeting on plant operations and issues.
- 7) Changed chart on So<sub>3</sub> analyzer.
- 8) Safety meeting.
- 9) Delivered new pretreat contract to city for review
- 10) Inspected eyewash and emergency showers.
- 11) Unloaded chlorine truck.
- 12) Cleaned So<sub>2</sub> pump.
- 13) Checked storm water discharge sites at WWTP and airport.
- 14) Cleaned distiller.
- 15) Tested all chlorine and So<sub>2</sub> sensors

- 16) Cleaned probe at lift station.
- 17) Tested alarms with Fire Dept.
- 18) Exercised lift station stand –by pump
- 19) Collected sample and ran Colilert test on eye wash station.
- 20) Exercised emergency generator.
- 21) Held employee training and reviewed standard operating procedures
- 22) IIPP plant inspection
- 23) Cleaned drying beds
- 24) Checked all fire extinguishers.
- 25) Returned repaired data logger to service
- 26) Downloaded data logger from effluent chart recorder
- 27) Completed SSO no spill report
- 28) Collected River sample
- 29) Mowed lawns
- 30) Installed new warning labels on ladders
- 31) Cleaned EQ basin
- 32) Purchased new drive belts for aerators and screw pumps
- 33) Repaired exhaust fan in rest room.

APRIL 2012

Domestic Flow Monthly Average = 647,065 GPD

ITEM NO.: G-10  
RESOLUTION NO. 06-12-2012-01, CALLING  
FOR THE MUNICIPAL ELECTION AND  
REQUESTING THAT IT BE CONSOLIDATED  
WITH THE NOVEMBER 2012 STATEWIDE  
ELECTION  
JUNE 12, 2012

TO: HONORABLE MAYOR AND COUNCILMEMBERS  
OF THE CITY OF CORNING

FROM: JOHN L. BREWER, CITY MANAGER  
LISA M. LINNET, CITY CLERK



**BACKGROUND**

Every two years Cities hold their election for new officers. In 1985, the Corning City Council adopted Ordinance No. 428 consolidating our elections with the statewide General Election, which is held on the first Tuesday after the first Monday in November on even numbered years. Each election year the Council adopts a Resolution calling the date of the election, which this year will be on November 6, 2012, and requesting that it be consolidated with the County's General Election.

The Resolution also requests that the Tehama County Board of Supervisors authorize the County Elections Department to provide services to the City in the conduct of the Election.

**RECOMMENDATION:**

**MAYOR AND COUNCIL ADOPT RESOLUTION NO. 06-12-2012-01, CALLING FOR THE MUNICIPAL ELECTION AND REQUESTING THAT IT BE CONSOLIDATED WITH THE NOVEMBER 2012 STATEWIDE ELECTION TO BE HELD ON NOVEMBER 6, 2012.**

**RESOLUTION NO. 06-12-2012-01**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF CORNING, CALLING FOR THE MUNICIPAL  
ELECTION AND REQUESTING THAT IT BE CONSOLIDATED WITH  
THE NOVEMBER 2012 STATEWIDE GENERAL ELECTION  
ON NOVEMBER 6, 2012**

**WHEREAS**, the City of Corning adopted Ordinance No. 428 on February 13, 1985, consolidating it's elections with the statewide General Election which is held on the first Tuesday after the first Monday in November on even numbered years; and

**WHEREAS**, the City of Corning is calling the Election for November 6, 2012 and requesting that it be consolidated with the November 2012 Statewide General Election; and

**WHEREAS**, the City of Corning is requesting that the Tehama County Board of Supervisors authorize the County Elections Department to provide Services to the City of Corning in the conduct of the Election; and

**WHEREAS**, the following contests will be placed on the November 6, 2012 Ballot:

Member, City Council for the Full Term:	Two
Mayor for the Full Term	One
City Treasurer for the Full Term	One
City Clerk for the Full Term	One

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Corning hereby calls the Election for November 6, 2012 to be consolidated with the statewide November 2012 General Election.

---

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Corning held on June 12, 2012 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
**Gary R. Strack, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Lisa M. Linnet, City Clerk**

I, Lisa M. Linnet, City Clerk of the City of Corning, California, DO HEREBY CERTIFY that the foregoing Resolution was duly introduced, approved and adopted by the City Council of the City of Corning at a regular meeting of said Council held on the 12<sup>th</sup> day of June, 2012 by the votes listed above.

\_\_\_\_\_  
**Lisa M. Linnet, City Clerk**

ITEM NO: G-11  
RESOLUTION 06-12-2012-02 ADOPTING  
THE CITY'S CONFLICT OF INTEREST  
CODE WITH NO CHANGES  
June 12, 2012

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: JOHN L. BREWER, CITY MANAGER  
LISA M. LINNET, CITY CLERK *LML*  
MICHAEL C. FITZPATRICK, CITY ATTORNEY *mf*

**SUMMARY:**

Upon review of the existing City of Corning Conflict of Interest Codes, the City Manager, City Attorney, City Clerk and Staff deem no amendments are necessary and recommend adoption of these Codes as they are now written.

**BACKGROUND:**

State law requires Public Agencies to review and update their Conflict of Interest Codes during even numbered years. At this time these Codes are discussed and the City Council adopts the existing Codes without changes, or initiates and adopts any changes deemed necessary.

This Code will affect the following positions within the City:

Mayor and City Councilors	City Attorney	City Treasurer
City Clerk	Deputy City Clerk	City Manager
Finance Officer	Police Chief	Fire Chief
Planning Director	Public Works Director	Assistant Public Works Director
Building Inspector	Recreation Supervisor	Consultants
Planning Commissioners	Wastewater Treatment Plant Operator (SOCl)	

**RECOMMENDATION:**

**MAYOR AND COUNCIL MOVE TO ADOPT RESOLUTION NO. 06-12-2012-02 AND APPROVE THE EXISTING CITY OF CORNING CONFLICT OF INTEREST CODES WITH NO CHANGES.**

**RESOLUTION NO. 06-12-2012-02**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF CORNING  
ADOPTING THE CITY'S CONFLICT OF INTEREST CODE WITHOUT CHANGES**

**WHEREAS**, the Political Reform Act, Government Code Section 81000 et. Seq., requires State and Local Government Agencies to adopt Conflict of Interest Codes and to review those Codes in even-numbered years to ensure that they are current; and

**WHEREAS**, the City's Conflict of Interest Code only needs to require the filing of such statements by employees with positions within the City "which involve the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest" of the employee (Gov't Code section 87302(a)); and

**WHEREAS**, the Conflict of Interest Code now in effect in the City of Corning has been reviewed and found to need no revisions at this time in employee titles and positions:

---

**NOW, THEREFORE, BE IT RESOLVED** that:

- I. The list of designated employees required to file Statements of Economic Interest include all those officers and employees as set forth in "Appendix A" which is attached hereto and incorporated herein by this reference. "Appendix B" attached and unchanged also remains in full force and effect.
- II. Only those Officers and Employees, who are designated in the City's Conflict of Interest Code for the first time, if any, are required to file an initial statement as defined in the Code.

This Resolution shall take effect upon its adoption.

**PASSED AND ADOPTED** by the City Council of the City of Corning on this 12<sup>th</sup> day of June 2012 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

**Gary R. Strack, Mayor**

**ATTEST:**

---

**Lisa M. Linnet, City Clerk**

## APPENDIX A

<u>Category Position</u>	<u>Disclosure</u>
City Manager	Note 1, below
City Attorney	Note 1, below
City Treasurer	Note 1, below
City Clerk	1
Deputy City Clerk	1
Finance Officer	Note 1, below
Public Works Director	2, 3, 4
Assistant Public Works Director	2, 3, 4
Planning Director	2, 3, 4
Building Inspector	2, 3, 4
Wastewater Treatment Plant Operator (SWWC Incorp.)	2, 3, 4
Police Chief	2, 3
Fire Chief	2, 3
Recreation Supervisor	2, 3
Mayor	Note 1, below
City Council Members	Note 1, below
Planning Commissioners	Note 1, below
Consultants	Note 2, below

1. Although listed here, this position does not fall into the category of "designated employee" because it is a position identified in Government Code, Section 87200 and the Government Code itself specified the filing requirements for this position.
2. Consultants shall be included in the lists of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitations:

The City Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirement. The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

## APPENDIX B

### **General Provisions**

When a designated employee is required to disclose investments and sources of income, he need only disclose investments in business entities and sources of income which do business in the jurisdiction, plan to do business in the jurisdiction or have done business in the jurisdiction within the past two years. In addition to other activities, a business entity is doing business within the jurisdiction if it owns real property within the jurisdiction. When a designated employee is required to disclose interests in real property, he need only disclose real property which is located in whole or in part within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency.

Designated employees shall disclose their financial interests pursuant to the appropriate disclosure category as indicated in Appendix A.

### **DISCLOSURE CATEGORIES**

- Category 1:** Officials and employees whose duties are broad and indefinable:  
Investments, business positions, and income from sources located in or doing business in the City.  
Interests in real property located in the jurisdiction, including property located within a two mile radius of any property owned or used by the City.
- Category 2:** Officials and employees whose duties involve contracting or purchasing:  
Investments, business positions, and sources of income of the type which:  
Provide services, supplies, materials, machinery or equipment of the type utilized by the City.
- Category 3:** Agencies with regulatory powers:  
Investments, business positions, and sources of income of the type which:  
Are subject to the regulatory, permit or licensing authority of the City.
- Category 4:** Designated employees whose decisions may affect real property interests:  
Investments, business positions, and sources of income of the type which:  
Engage in land development, construction or the acquisition or sale of real property.  
Interests in real property located within the City, including property located within a two mile radius of any property owned or used by the City.
- Category 5:** Agencies which provide pooled self-insurance benefits:  
Interests in real property located within the City, including property located within a two mile radius of any property owned or used by the City.

Investments, business positions, and sources of income of the type which:

The City is empowered to invest its funds.

Provide services, supplies, materials, machinery or equipment of the type utilized by the City.

Engaged in the business of insurance including, but not limited to, insurance companies, carriers, holding companies, underwriters, brokers, solicitors, agents, adjusters, claims managers and actuaries.

Financial institutions including, but not limited to; Banks, Savings and Loan Associations and Credit Unions.

Have filed a claim, or have a claim pending, against the City.

**Category 6:**

Joint Power Authorities:

Interests in real property located within the City including property located within a two mile radius of any property owned or used by the City.

Investments, business positions, and sources of income from the type which:

The City is empowered to invest its funds.

Contracted with the City to provide services supplies, materials or equipment.

Are Insurance Companies, carriers, holding companies, underwriters, agents, solicitors, or brokers.

Have filed a claim or have a claim pending, against the City.

Item No.: J-12  
**PRESENTATION OF 2012-2013  
PROGRAM OF SERVICE AND  
ANNUAL BUDGET**

**JUNE 12, 2012**

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

**FROM: JOHN L. BREWER, AICP; CITY MANAGER**



**INTRODUCTION:**

The City Staff is pleased to present the City Council with this "Annual Program of Service and Proposed 2012-2013 City Budget". After two and one half years of economic recession, the retail sales in Corning are recovering. Recent increases in sales tax revenue, combined with one time increases in the state's "Triple Flip" payment and recovery of sales tax revenue that was mistakenly directed to another City, have significantly improved the City's financial picture.

In summary, this staff report presents budget documents that, if approved in their entirety will:

- End employee "furloughs" by December 31, 2012,
- Fill a vacant Public Works Maintenance Worker position in January 2013,
- Fill the Public Works Director position in January, 2013,
- Fund an independent half-time Planning Consultant to fill the retiring Planning Director's position,
- Replenish the Operating Reserve "set-aside" to its "pre-recession" level of \$800,000,
- Repave over a mile of Solano Street and 2,000 feet of Blackburn Avenue in front of the High School, and
- Fund many of the current capital replacement needs of the departments as approved by the City Council in the "Long Range Capital Improvement Program for 2012-2013".

**EXECUTIVE SUMMARY:**

- **FY 2012-2013 Revenues** will total **\$13,660,488**.
- **FY 2012-2013 Expenditures**, including staff recommended Capital Improvement Projects, will total **\$13,463,471**.
  
- Anticipated **General Fund Revenues** will total **\$4,391,310**
- Recommended General Fund Expenditures will total **\$4,980,428**.
- Anticipated General Fund Reserve Balance 6/30/2012 is **\$1,380,090**.
- Projected General Fund Reserve Balance 6/30/2013 is **\$991,880**.

## **BUDGET FORMAT**

The budget document presented tonight has four primary components, including:

- 1.) this staff report,
- 2.) The large bound document (166 pages or so) labeled "City of Corning Draft Budget-FY 2012-2013". The draft budget includes continued funding of those Service Programs previously approved by the City. It also includes the replenishment of the Operating Reserve, and some additional equipment, projects and staffing detailed in the document labeled "Projects and Staffing included in the Draft Budget" (see below).
- 3.) A document titled "Projects and Staffing included in the Draft Budget" attached as page "x". Note that the source of this list and the list under No. 4 below is the "Funding for Important Projects" document that's attached to this staff report beginning at page "xiii".
- 4.) A detailed list titled "CIP Projects: 2012-2013"; the staff recommended Capital Improvement Plan (CIP) project expenditures that are not included in the draft budget, and attached as page "xi".

We've largely maintained the formatting of the Budget from previous years to make it easier for Council and the Community to review the Plan of Service and compare costs to prior years. We have added some new charts in an effort to better illustrate budget trends, revenue sources and expenditure recommendations.

The budget's purpose is to implement the City Council's adopted "Program of Service". The format is considered a "modified program budget" since it separates individual services into individual budgets in order to understand the costs of service delivery.

Following this budget message is the Table of Contents to make finding information quicker. Go to the Financial Projections Tab to understand the financial status of important sources of funds. The next two Tabs display the history and sources of funds for the General Fund and All Other Funds. There is a detailed narrative explaining each revenue source. The Department Summaries Tab provides a history of expenditures in each of the Departments. Finally the Tabs for each Department and service are provided for detailed study when necessary.

## **IMPLEMENTING THE PROGRAM OF SERVICE AND ANNUAL BUDGET**

At the regularly scheduled meeting of June 12, 2012, and if necessary at an additional Study Session, the City Council will hear staff's recommendations, and the public's comments and suggestions. Council will then deliberate and make any changes deemed necessary.

The City Manager, Budget Consultant and Administrative Assistant will then incorporate those changes in a final budget document labeled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORNING ADOPTING THE ANNUAL PROGRAM OF SERVICES AND CITY BUDGET FOR THE FISCAL YEAR 2012-2013".

The current schedule calls for Council to work toward completing the budget review in order to adopt the Resolution at the June 26, 2012 regular meeting. The individual line items of the budget will not be adopted; instead the Council will use the Resolution to set the budget limits for each of the Operating and Capital Improvement Funds that support city services. The Staff operates within these budget limits to carry out the City Council's adopted Program of Service.

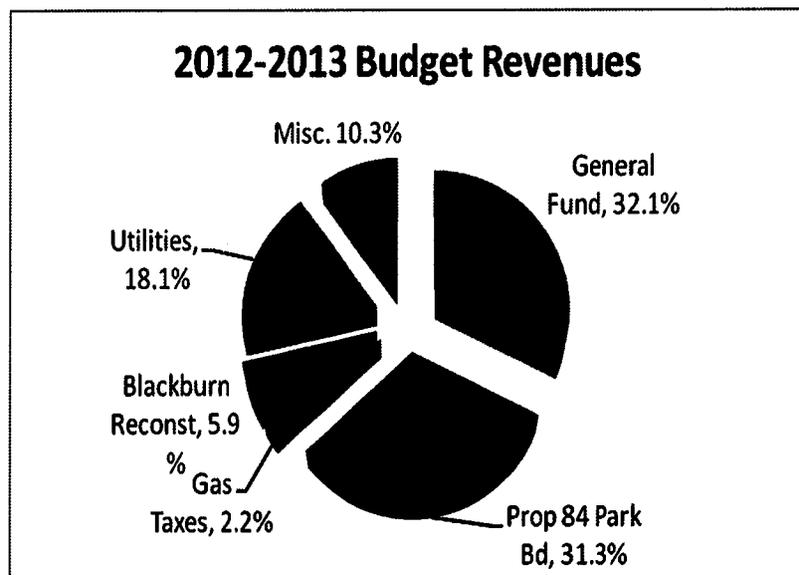
## THE BUDGET

"Budgeting" is the process we go through to project revenues and then allocate those revenues as expenditures to implement programs and projects. With the audit at year's end we're able to "balance the books" and adjust those projections with the real numbers.

In simple terms, the budget can be viewed in just three primary components; 1) expected revenues for next year (FY 2012-2013), plus 2) the current fund balance remaining at FY 2011-2012 year's end, minus 3) proposed expenditures for next year to continue the programs and services that Council has adopted. From these calculations we can determine our current fiscal position and the resources that we can expect for next year. The sum of those two provides the total available to spend during the next year. Staff can then make recommendations about what projects we can fund during FY 2012-2013. Beyond that, the budget is really just the details about where the revenue originates and then how it's to be allocated.

### **A. "REVENUES": THE SOURCES OF FUNDS FOR CITY OPERATIONS**

The **total City revenues** from all sources for this coming year and are projected to reach **\$13,660,488**. City operating income comes from a number of sources which are described fully in the Draft Budget Book sections under the Tab "**General Fund Revenues**" beginning on page 11 of the Budget book and "**Other Fund Revenues**" beginning on page 23. See the graph to the right that shows the relative sources of the City's revenues.



## 1. **GENERAL FUND REVENUES:**

We focus on the **General Fund** because it supports many of the basic services for the City including Police, Fire, Building and Safety, Planning and Economic Development, Recreation, City Council and City Administration. We expect General Fund Revenues totaling \$4,391,310 for FY 2012-2013. That amounts to almost a third (about 32.1%) of all City Revenues for the next fiscal year. General Fund revenues are largely "discretionary"; meaning the Council can decide how these funds are expended.

The revenue sources for the General Fund include major sources like the City share of Sales Tax, Property Tax, Hotel Transient Occupancy Tax and Property Tax paid in lieu of "Motor Vehicle License in Lieu Tax"<sup>1</sup>, and the State's "Triple Flip" payments. Since "Sales Tax" is such a significant component of the General Fund, the recessionary budgets had greatly reduced General Funds. It now appears that retail sales are recovering. See the graphs and discussion under "General Fund Analysis and Expectations" at page viii of this staff report.

As noted above, the City is still awaiting receipt of the sales tax misallocated to another city. The projected additional Sales Tax income returning to the City after misallocation is estimated to now total \$210,878 for the Tax Quarters including the 1<sup>st</sup> Qtr. and 2<sup>nd</sup> Qtr. 2010. This is over \$50,000 more than the last estimate given by the State Board of Equalization Auditor.

## 2. **OTHER REVENUES:**

The Council has limited discretion regarding **Other Revenues**. These funds are restricted to specific purposes. Gas taxes must go to street maintenance such as repaving projects, water revenues may be spent only on water related repairs or improvements. The same is true for Sewer Service Charges, Solid Waste (trash) and recycling service charges. See the "Revenue Projection Tab" following this report. There is a spreadsheet for Road Funds, the Sewer Enterprise and the Water Enterprise. To a large degree, these funds are either "revenue neutral" funds or "enterprise" funds. These funds were not significantly affected by the recession, and these revenues have remained generally consistent despite the economic conditions. The sum of all **Other Revenues** anticipated for FY 2012-2013 is **\$9,269,178**. That makes up about 67.9% of the total revenue.

## **B. CURRENT "END OF YEAR" 2011-2012 GENERAL FUND BALANCE**

As explained above, the Council's focus needs to be on the General Fund, since other revenues essentially address themselves. *(Note that the information that follows is also summarized on the "General Fund Summary" included under the Financial Projections Tab at page 2 of the Draft Budget.)*

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<sup>1</sup> To balance the State Budget, the State Legislature and Governor took away the traditional local government "Motor Vehicle In lieu Tax"; then made up the loss through returning Property Tax taken by the State in 1992.

First things first; we must determine the current General Fund balance that'll remain at the end of this fiscal year. Here is this **current year's 2011 - 2012 Budget** as amended during the year.

	Approved Budget	June 1 Actual	June 30, 2012 Year End "Guess"
Revenue	\$3,828,430	\$4,621,060	\$4,690,000
Expenditures	<u>4,269,500</u>	<u>3,965,681</u>	<u>4,270,000</u>
<b>Budget Net</b>	<b>\$ (441,070)</b>	<b>\$ 655,379</b>	<b>\$ 420,000</b>

<b>General Fund <u>Beginning</u> Balance July 1, 2011<sup>2</sup></b>	\$ 960,090
<b>Plus Projected Revenue for Year End</b>	<b>+\$ 420,000</b>
<b>Projected Reserve at Year End June 30, 2012</b>	<b>\$ 1,380,090</b>
<b>Set-aside Operating Reserve<sup>3</sup> of \$800,000</b>	<b>-\$ 800,000</b>
<b>Leaves a balance available of</b>	<b>\$ <u>580,090</u></b>

Note that the 2011-2012 Budget anticipated a deficit of \$441,070 at year's end. Largely due to the increase in Sales Tax revenue, instead we'll end the year with a **\$420,000 surplus**. That's a **net positive swing of \$861,070!** With the General Fund Balance from the Annual Audit of \$960,090, and the year end projection of \$420,000, we anticipate that we'll end the year (FY 2011-2012) with an estimated General Fund year-end balance of \$1,380,090.

The General Fund projections include a set-aside of \$300,000 to replenish the \$800,000 Operating Reserve that the Council had agreed to lower during the height of the recession to \$500,000. The "reserve" is needed to cover cash flow while waiting for the State to forward Sales Tax due and other revenues collected by the State. Providing that \$800,000 Operating Reserve will leave a Balance Available of **\$580,090**.

**NEXT YEAR'S 2012-2013 ANNUAL BUDGET:**

<b>Projected General Fund Revenue</b>	\$4,391,310
<b>Proposed Expenditures</b>	<b>-\$4,378,816</b>
<i>Includes 6 mo. Furlough savings, Contract Planning Director, 6 mo funding of Maint. Worker and Public Works Dir.</i>	
<b>General Fund Available Revenue over Expenditures</b>	<b>\$12,494</b>
<b>Add the expected "Sales Tax Recovery" (expected in fall 2012)</b>	<b>\$210,878</b>
<b>Add the Available Fund Balance</b>	<b>+ <u>\$580,090</u></b>
<i>\$1,380,090 - 800,000 = \$580,090</i>	
<b>Available Reserve Balance for Projects</b>	<b>\$ 803,462</b>

<sup>2</sup> Source: Annual Audit ending June 30, 2011.

<sup>3</sup> This Budget provides for the return to the City Policy of maintaining an Operating Reserve of \$800,000 in the General Fund to provide for daily cash flow while awaiting revenues such as Property Tax which is received in December and June.

The section above presents the “draft” Projected Revenue and Expenditures for FY 2012-2013 that are included in the Draft Budget document. The draft budget numbers here do not include staff recommended “CIP Projects”. Note that Revenues presented in the draft Budget are projected to exceed Expenditures by \$12,494. That amount is then added to the “Sales Tax Recovery” amount of \$210,878 that’s expected this fall. The sum of those, added to the “Balance Available” from the section above is **\$803,462**.

That amount is identified as the “Reserve balance available for Projects”. From that staff has compiled a list of projects from the recently adopted Capital Improvement Plan Summary. Staff found the sum of the estimated costs of those projects to be \$611,582.

Available reserve Balance for Projects:	\$803,462
Projects Approved for Funding from the Available Reserve	<u>- \$611,582</u>
Estimated <b>Available Reserve</b> at Year End June 30, 2013	<b>\$ 191,880</b>

So, if we allocate that amount to those projects, it will leave a net “Available Reserve” on June 30, 2013 of \$191,880. Then, if we add that amount to the Operating Reserve (\$800,000), we anticipate that the:

<b>Total General Fund Reserve Projected a Year Away to support the next Fiscal Year <u>2013-2014</u></b>	<b>\$991,880</b>
<i>\$800,000 Operating Reserve + \$191,880</i>	

In light of the Governor’s recent press conference concerning the State’s \$15.7 billion deficit, having that much in reserve seems a particularly prudent & timely strategy.

**C. EXPENDITURES-HOW THE CITY SPENDS ITS MONEY:**

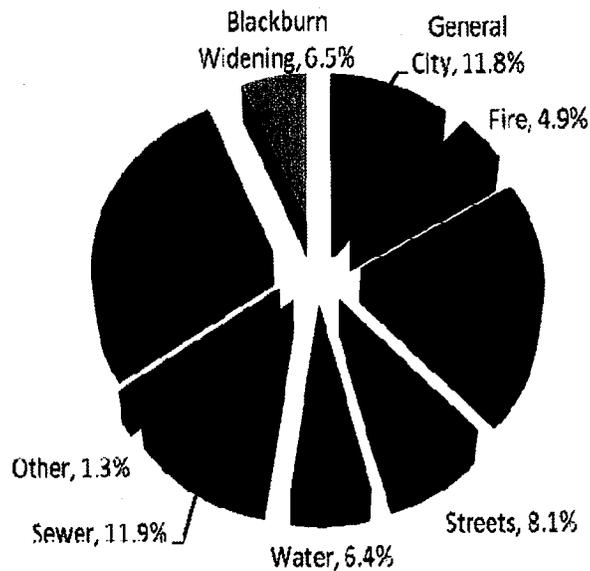
The **total budgeted expenditures** included in the Draft Budget document are \$12,851,889. However, that total does not include the additional “funds available for projects” that’s noted above. The proposed expenditures, by department, and the narratives that describe department objectives, are presented in the draft Budget beginning at page 50.

**1. “CIP PROJECTS 2012-2013” LIST:**

In addition to maintaining our current level of services, filling two vacancies within the Public Works Department, and the elimination of furloughs beginning in 2013, staff identified many projects from the Council approved Capital Improvement Project list that could be completed. The sum of the estimated costs of those projects, as noted above is \$611,582. A copy of that list labeled “CIP Projects 2012-2013” including the individual project costs is attached as page “xi”. A narrative that is the basis for that list and other important projects is also attached to the end of this staff report and labeled “Funding for Important Projects” that begins at page xii.

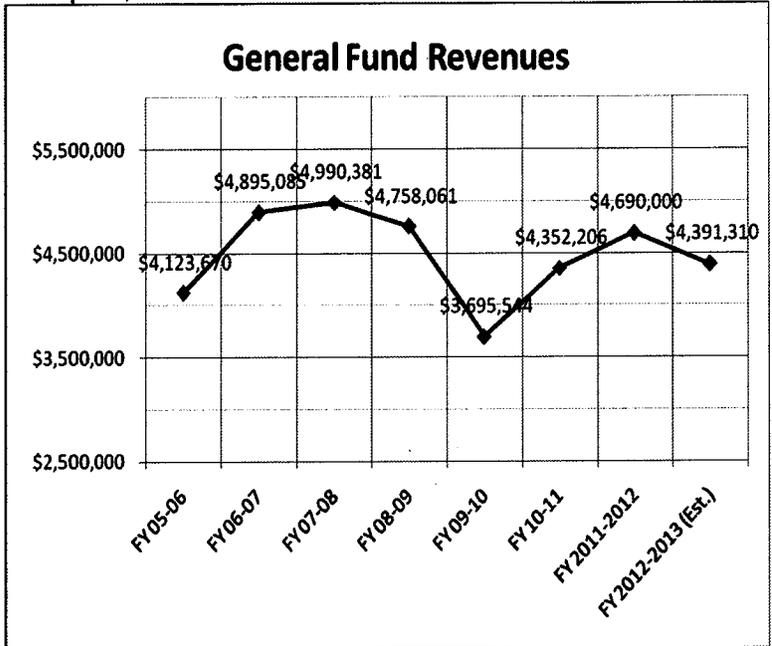
Staff recommends the City Council include funding this list of projects for the upcoming fiscal year. With those projects added, the final 2012-2013 Budget Expenditures will total **\$13,463,471**. The overall Expenditure pie chart looks like this:

**Expenditures with "CIP Projects"**



**GENERAL FUND ANALYSIS AND EXPECTATIONS:**

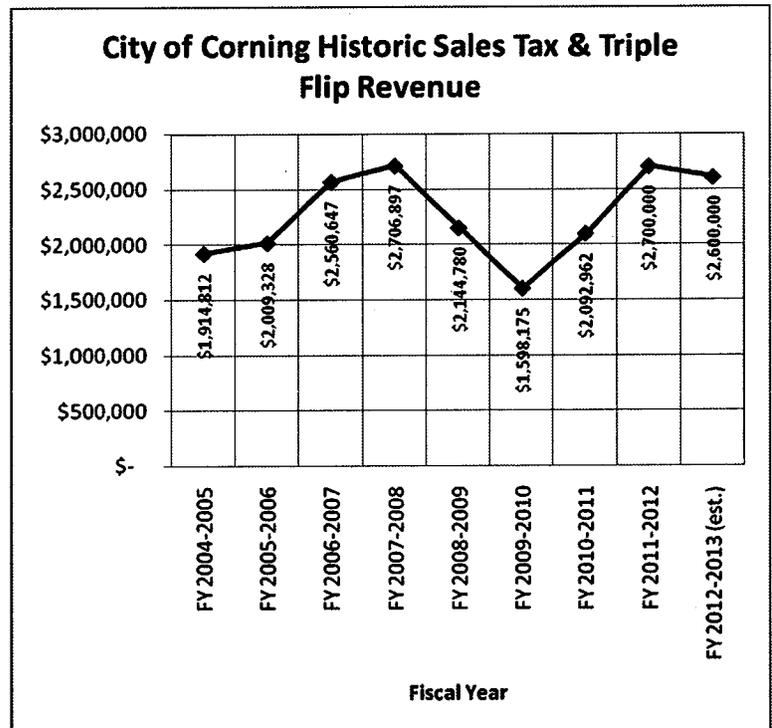
As described throughout this report, we focus on the General Fund because it provides the discretionary revenue that funds many of the City’s important services and programs-including Public Safety. Fluctuations in General Fund Revenues severely affect the services that depend on them for funding. See the chart to the right for a history of General Fund Revenues and staff’s projection for the next fiscal year. The spreadsheet that’s the basis of the chart is included under the Financial Projections Tab at page 3 of the Budget Document.



Staff projects a reduction in General Find Revenues next year and has budgeted accordingly. There are three reasons for this expectation; 1) we purposefully make conservative revenue projections, 2) we expect reduced “Triple Flip” payments next year, and 3) we are anticipating the potential loss of a car dealership to another jurisdiction.

**SALES TAX REVENUE:**

Sales Tax is a principal component of General Fund Revenues. In fact, it regularly accounts for about 50% of the entire General Fund for Corning. Our recent sales tax revenues have been increasing. See the graph to the right. The spreadsheet that’s the basis of the chart is included under the Financial Projections Tab at page 4 of the Budget Document.



The budgeted Sales Tax estimate of \$2,000,000 for this year, (2011-2012), has already been exceeded; the actual to date (June 1, 2012) is \$2,627,863.

The "Triple-Flip" payments are Property Tax paid in lieu of Sales tax taken by State. This year (FY 2011-2012) included an additional \$158,637 adjustment from past State estimates. That amount will not be repeated in the next year.

We anticipate the possible relocation of one auto dealer to another City next year. For that reason, and due to the anticipated reduce Triple Flip Payments, we are conservatively projecting total sales tax revenues to be \$2,600,000 next year (2012-2013).

### **BUDGET MANAGEMENT:**

So what does this all mean? Careful management of expenditures while tracking the recovering revenue stream and the growth of Corning's retail sales are allowing the City to begin the restoration of staff work hours and personnel in order to increase and improve services. Unlike private service businesses, the City may lose income but it does not lose customers. The same expectations of service by our public continue to exist during the recessionary periods.

### **What are our future expectations?**

- The General Fund is projected to have a positive balance of revenue vs. expenditures for the first time in 3 years. The reduction in service from a 10% cut in staff work hours and pay will end on December 31, 2012.
- The increase in retail sales in the current year has made possible an expected ending General Fund balance of \$1,380,090 of which over \$600,000 is recommended for road improvements and public safety equipment replacement.
- The City must continue to encourage retail sales and hotel occupancy in order to benefit from increased sales tax.
- Now that the new City Manager has been appointed, the City will need to fill the Public Works Director's position. This budget allows the filling by January 1, 2013.
- Filling one of four Public Works vacant Maintenance Worker positions is planned in this budget for the last six months of the fiscal year.
- Sales Tax (and Triple Flip) revenues are expected to decline next year.
- Increases in employee compensation beyond the 10% gain from the ending of furloughs are not anticipated at this time.
- An increase of 1% in City Employee pay will cost the General Fund \$27,800 after furloughs end. The cost to all Operating City Funds would be \$34,000.

**Projects and Staffing included in Draft Budget\***

<b>Department Description</b>	<b>Included in Draft Budget</b>	<b>Totals:</b>
<b>Police</b>		
Computer Aided Dispatch & Records Management System Annual Payment	\$ 25,981	
<b>Police Dept. Totals:</b>		\$ 25,981
<b>Fire</b>		
Annual Lease-Aerial Truck-City Contribution	\$ 21,067	
Requested Paskenta Band Contribution	\$ 26,308	
<b>Fire Dept. Totals:</b>		\$ 47,375
<b>General City</b>		
Computer Network DSL & Firewall Ssecurity	\$ 3,000	
<b>General City Totals:</b>		\$ 3,000
<b>Public Works</b>		
Maintenance Worker-Hire 1-01-2013	\$ 23,709	
Public Works Dir.-Hire 1-01-2013 (\$44,583 tot.)	\$ 4,458	
Traffic Counters (2)	\$ 3,200	
Narrow Band Radio Conversion	\$ 3,300	
Curb & Gutter Replacement	\$ 20,000	
<b>Sewer Division:</b>		
WWTP Capital Replacement Fund	\$ 50,000	
Unforeseen System Replacement	\$ 50,000	
<b>Water Division</b>		
Petro Well Pump Testing	\$ 30,000	
Well telemetry Improvements	\$ 35,000	
<b>Public Works Totals:</b>		\$ 219,667
<b>Overall Totals:</b>		\$ 296,023

\* From "Funding for Important Projects: 2012-2013" list

**CIP PROJECTS 2012-2013\***

<b>Dept.</b>	<b>Description</b>	<b>Recommended 2012-2013 Budget Expenditure</b>
<b>Police</b>		
	Body Armor Replacement-\$3600 annually after year 1	\$ 9,526
	<b>Vehicle Replacement</b>	
	Patrol Vehicle	\$ 38,369
	Utility Pickup	\$ 21,479
	Computer Replacement Program-annual cost	\$ 10,000
	<b>Police Dept. Totals:</b>	<b>\$ 79,374</b>
<b>Fire</b>		
	<b>Fire Equipment</b>	
	Util Truck in 2012-2013	\$ 35,000
	Fire Engine (\$380,000) (Order in 2014 for delivery 2015 if possible)	\$ -
	Self Contained Breathing Apparatus (SCBA) Replacement over 20 year cycle	\$ 4,500
	Extrication Equipment (Jaws of Life-15 yr. cycle)	\$ 1,700
	Personal Protective Equipment (Turn-outs 10 yr. cycle)	\$ 6,610
	Negative Fund Balance Fund 076	\$ 8,977
	<b>Fire Dept. Totals:</b>	<b>\$ 56,787</b>
<b>Public Works</b>		
	<b>Streets Diviision:</b>	
	Marguerite Ave. reconstruct (with County	\$ 20,000
	Solano Street Segment 6B & 7 First St. to Marguerite	\$ 122,000
	Solano Street Segment 8 & 9 Marguerite to East Limits	\$ 125,000
	Blackburn Avenue from first to Marguerie	\$ 90,000
	Airport Improvement Grant Match Loan Payoff-to Traffic Mitigation Fund 116	\$ 118,421
	<b>Public Works Totals:</b>	<b>\$ 475,421</b>
	<b>Overall Totals:</b>	<b>\$ 611,582</b>

\* From "Funding for Important Projects: 2012-2013" list

**FUNDING FOR IMPORTANT PROJECTS: 2012-2013 5-17-12**

This report shows the Staff's recommended Projects for funding in the coming year. The source of Projects is the Adopted Capital Improvement Program May 8, 2012. The report lists Projects recommended by the Departments and identifies those recommended the City Manager for funding by the General Fund. Other Funds are listed where these Funds contribute to the Budget. Each Department in their Budget Narrative fully explains the need for each expenditure and capital improvement project. This report first shows the amount of General Funds available for use. Then it lists the projects by Department and indicates in the right hand column if funding is recommended, and shows a running total (cumulative total) General Funds permitted if each project is approved for funding. The intent is to give the City Council the ability to change the funding priorities as it sees fit and know if there are sufficient funds available.

**General Fund Available Reserve for Fiscal Year 2012-2013**

**\$611,582<sup>1</sup>**

**Cumulative total  
after funding each Proposed  
General Fund Project**

**In the Police Department:**

Police Equipment Needs

- 1. Computer-Aided Disp. & Records Mgmt System Annual Payment **\$ 25,981** *in Budget 001- 7406-2119* **FUNDED IN BUDGET**
- 2. Body Armor Replacement **\$ 9,526**  
*Future years will require only \$3,600/yr to provide for ongoing replacement*
- 3. Vehicle replacement
  - Patrol Vehicle **\$38,369**
  - Utility Pick-up **\$21,479**
- 4. Computer Replacement Program **\$10,000**  
*\$10,000 annually will establish ongoing funding for replacement of computer hardware as it fails*

**Total Added Funding needed this year \$79,374 to Police Replacement Fund #071 **\$79,374****

<sup>1</sup> See "General Fund Summary" 2012-13 Available Reserve \$803,432 at right of page 2 of Draft Budget document.

**In the Fire Department:**

**Fire Equipment Replacement Fund #076**

**Annual Lease Payment for Aerial Truck Annual Cost \$47,375**

**FUNDED IN BUDGET**

*Two years remaining on lease; paid off on 7-15-14*

Fire Equipment Replacement Fund #076 **\$ 21,067 in Budget** 076-9315-2301

Requested Paskenta Tribal Contribution **\$ 26,308 annual commitment**

**Fire Equipment**

**1. Rescue Squad & Utility Truck Replacement Cost \$ 65,000**

*Budget half for purchase over two years*

Annual Budget Funding \$35,000

*Utility truck in 2012-2013 and Rescue squad in 2013-2014*

*Maintain annual funding to establish replacement program for light vehicles*

**2. Fire Engine Replacement Cost \$380,000**

*Order in 2014 for delivery in 2015 (FY 2014-2015) if possible*

**3. Self-Contained Breathing Apparatus (SCBA) \$ 90,000 Annual Budget Funding \$ 4,500**

*Provides for replacement of all units over 20 year cycle*

**4. Extrication Equipment (Jaws of Life) \$ 25,000 Annual Budget Funding \$ 1,700**

**5. Personal Protective Equipment (Turn-Outs) \$ 66,096 Annual Budget Funding \$ 6,610**

*Funding allows replacement of all turnouts every 10 years*

**6. Negative Fund 076 Fund Balance 5-3-12 needed to cover Fund deficit \$ 8,977**

**Total Added Funding needed this year to Fire Replacement Fund #071 Cost \$56,787 \$136,161**

**In General City:**

**Computer Network DSL & Firewall Security \$ 3,000 in Budget** 001-9300.-1500

**FUNDED IN BUDGET**

610-9300.-1500

630-9300.-1500

**In the Public Works Department**

**Public Works Staffing** Add one additional Maintenance Worker to Streets beginning 1-1-13  
 Cost \$ 32,704                      Cost to General Fund \$ 23,279    *in Budget* 001- 5100-3000

**FUNDED IN BUDGET**

**Public Works Administration:**

**Public Works Director** Recruit and Fill Vacancy 1-1-13  
 Cost \$44,583                      Cost to General Fund \$ 4,458

*in Budget* 001- 5100-3800

**FUNDED IN BUDGET**

**Purchase two Traffic Counters** Cost : \$1600 each

*in Budget* 078- 6250-3800

**FUNDED IN BUDGET**

**Mobile Radio "Narrow Band" Conversion** Cost \$ 3,300  
 FCC Required Upgrade

*in Budget* 078- 6250-3800

**FUNDED IN BUDGET**

**Streets Division**

- |    |  |   |                                      |
|----|--|---|--------------------------------------|
| 1. | <b>Marguerite Avenue 1600 feet Reconstruct:</b><br><i>Between Neva Avenue and Victorian Park Drive</i>   | <b>Estimated City Cost: \$20,000</b>                                  | <b>\$156,161</b>                     |
| 2. | <b>Solano Street Repaving Project:</b><br><b>Segments 6B &amp; 7</b> length 2,025 feet<br><i>First Street easterly to Marguerite Avenue</i><br><b>Segments 8 &amp; 9</b> length 3,220 feet<br><i>Eastward to the City Limits</i> | <b>Estimated Cost: \$122,000</b><br><b>Estimated Cost: \$125,000.</b> | <b>\$278,161</b><br><b>\$403,161</b> |
| 3. | <b>Blackburn Ave. Overlay</b> length 2,080 feet<br><i>First St. to Marguerite in front of Hi School</i><br><i>Concurrent with Water Main Installation</i>  | <b>Estimated Cost: \$ 90,000</b>                                      | <b>\$493,161</b>                     |

4. **Curb, Gutter and Sidewalk Replacement Program** Cost \$20,000 *in Budget* 111-8004-3000 **FUNDED IN BUDGET**

In the Public Works Department, continued

Building Maintenance Division

No Projects Proposed this year

Parks Division

No Projects Proposed this year

Airport

None

Airport Improvement Grant Match Loan Payoff

Cost: \$118,421

\$611,582

Pay off Loan from Traffic Mitigation Fund 116 for portion of Runway Improvements  
Replace with Note payable to City of Corning General Fund

*End of Available funding*

.....Recommended General Fund Available Reserve Limit for Project Funding .....

*The following Projects  
are not funded by the  
General Fund*

**In the Public Works Department, continued**

**Corning Transportation Center**

None

**Sewer Division**

WWTP Capital Replacement Fund	380-9206-5250	\$50,000	<b>FUNDED IN BUDGET</b>
Unforeseen System Replacement	381-9206-5250	\$50,000	<b>FUNDED IN BUDGET</b>

**Water Division**

<b>Petro Well Reactivation</b>	383-9281-7420	<b>Cost \$30,000</b>	<b>FUNDED IN BUDGET</b>
Testing and Project planning			

**Waterline Extension and Looping in SW Quadrant:** Estimated cost is \$1,100,000. **Pilot Oil Co. Funded**  
Funded and constructed by Pilot Oil Co

**Blackburn Ave Waterline Main Loop from Marguerite Ave to First Street** Cost: \$100,000 **Approve Water**  
**Funding**  
*In front of Hi School; Work concurrent with Street Project 383-XXXX-7420*

<b>Well Telemetry Improvements</b>	346-9237-7420	<i>ongoing</i>	<b>Cost \$35,000</b>	<b>FUNDED IN BUDGET</b>
This year includes SCADA System and new Server and Software				

**Water Meter Replacement Program.** Annual Cost: \$25,000 **Approve Water Funding**  
The proposed level of funding will replace about 140 meters.

# Financial Projections

# General Fund Summary

June 1, 2012

Here is this **current year's 2011 - 2012 Budget** as amended during the year.

	Approved Budget	June 1 Actual	June 30, 2012 Year End "Guess"
Budgeted Revenue	\$3,828,430	\$4,621,060	\$4,690,000
Budgeted Expenditures	<u>4,269,500</u>	<u>3,965,681</u>	<u>4,270,000</u>
<b>Budget Net</b>	<b>\$ (441,070)</b>	<b>\$ 655,379</b>	<b>\$ 420,000</b>

General Fund <b>Beginning Balance</b> July 1, 2011 <sup>1</sup>	\$ 960,090
Plus <b>Projected Revenue for Year End</b>	\$ 420,000
<i>\$960,090 + \$420,000 = \$1,380,090</i>	
<b>Projected Reserve at Year End June 30, 2012</b>	<b>\$ 1,380,090</b>
<b>Set-aside Operating Reserve<sup>2</sup> of \$800,000 leaves a balance available of</b>	<b>\$ <u>580,090</u></b>

## Next Year's 2012 - 2013 Annual Budget

Projected <b>Revenue</b>	\$4,391,310
Proposed <b>Expenditures</b>	\$4,378,816 <sup>3</sup>
<i>Includes 6 mo. Furlough savings, Contract Planning Director, 6mo funding of Maint. Worker and Public Works Dir.</i>	
General Fund <b>Available Revenue</b> over Expenditures	\$ 12,494
Add the Flying J Sales Tax Recovery ( <i>now in fall 2012</i> )	\$ 210,878
Add the Available Fund Balance	\$ <u>580,090</u>
<i>\$1,380,090 - 800,000 = \$580,090</i>	
Available Reserve Balance for Projects	\$ 803,462
<hr/>	
Projects Approved for Funding from the Available Reserve	\$ 611,582
Estimated <b>Available Reserve</b> at Year End June 30, 2013	<b>\$ 191,880</b>

<b>Total General Fund Reserve A Projected Year Away to support the next Fiscal Year 2013-2014</b>	<b>\$ 991,880</b>
<i>\$800,000 Operating Reserve + \$191,880</i>	

<sup>1</sup> Source: Annual Audit ending June 30, 2011.

<sup>2</sup> This Budget provides for the return to the City Policy of maintaining an Operating Reserve of \$800,000 in the General Fund to provide for daily cash flow while awaiting revenues such as Property Tax which is received in December and June.

<sup>3</sup> For future planning, the expected repeatable revenue over operating expenditures is positive at \$12,464 which is where we need to be in this economy.

## General Fund Revenue History *updated June 5, 2012*

REVENUE	ACTUAL 2005-06	ACTUAL 2006-07	ACTUAL 2007-08 <i>(Base Year)</i>	ACTUAL 2008-09	ACTUAL 2009-10	<i>Last Year 2010-2011 Budgeted</i>	<i>ACTUAL Last Year 2010-2011 un-audited</i>	<i>This Year 2011-2012 Budgeted</i>	<i>June 2012 Yr-End Estimates</i>
Sales Tax	\$2,015,178	\$2,573,697	\$2,706,898	\$2,144,780	\$1,598,173 <sup>1</sup>	\$1,600,000	\$2,092,962	\$2,000,000	2,700,000 <sup>2</sup>
Transient Occupancy Tax	\$ 224,186	\$ 310,450	\$ 432,963 <sup>3</sup>	\$ 277,975	\$ 358,736 <sup>4</sup>	\$240,000	\$266,010	\$260,000	260,467
Property Tax	\$ 383,729	\$ 585,356	\$ 568,027	\$ 571,684	\$ 536,708	\$500,000	\$499,510	\$500,000	500,000
Vehicle License Fees	\$ 412,192	\$ 539,698	\$ 582,764	\$ 576,764	\$ 494,587	\$475,000	\$567,097	\$475,000	544,400
All Other Revenue	\$1,088,385	\$885,884	\$699,729	\$1,186,858	\$707,340	\$728,311	\$926,626	\$593,430	685,133
General Fund Total Revenues	\$4,123,670	\$4,865,085	\$4,990,381	\$4,758,061	\$3,695,571	\$3,543,311	\$4,352,205	\$3,828,430	4,690,000
Total Gen. Fund <sup>5</sup> Expenditures	\$3,827,228	\$4,081,406	\$5,113,969	\$4,796,852	\$4,327,733	\$3,955,664	\$4,191,757	\$4,201,035	4,270,000

<sup>1</sup> Staff knew that both auto and fuel sales had dropped in 2008-09 and suspected that in 2009-10, the sales of one large business had been misallocated to another jurisdiction and began the investigation. This proved true, an error in bankruptcy, and the State is distributing \$158,637 to Corning in Oct. 2011.

<sup>2</sup> This does not include Flying J Sales Tax Recovery totaling \$210,878 which will arrive after September 2012.

<sup>3</sup> \$436,963 included a delinquent payoff.

<sup>4</sup> \$358,736 included a delinquent payoff; the City normal income should be approximately \$260,000 per year.

<sup>5</sup> In past years, expenditures may exceed revenues, because the City Council appropriates "Available Reserve", the savings from prior years, to important major projects.

# SALES TAX HISTORY IN CORNING

June 4, 2012

Caution: the year end total may not be the sum of the amounts reported to the left due to adjustments at year end (i.e. don't waste your time checking the math)

<b>Sales Tax Calendar Quarter</b>	<b>2<sup>nd</sup> Quarter Sales</b>	<b>3<sup>rd</sup> Quarter Sales</b>	<b>State Triple Flip</b>	<b>4<sup>th</sup> Quarter Sales</b>	<b>1<sup>st</sup> Quarter Sales</b>	<b>State Triple Flip</b>	<b>Fiscal Year Total</b>
	<i>Paid in July, Aug. Sep.</i>	<i>Paid in Oct. Nov. Dec.</i>	<i>Paid in January</i>	<i>Paid in Jan. Feb. Mar.</i>	<i>Paid in Apr. May, Jun</i>	<i>Paid in June</i>	
<b>2011-2012</b>	\$502,205	\$521,142	\$371,174 <sup>1</sup>	\$493,600	\$475,741 <sup>2</sup> <i>May Estimate</i>	\$387,723 <i>5-8-12</i>	<b>\$2,700,000<sup>3</sup></b> <i>estimate</i>
<b>2010-2011</b>	\$329,519	\$404,167	\$178,716	\$494,875	\$492,568	\$179,724	<b>\$2,092,962</b>
<b>2009-2010</b>	\$336,468	\$335,130	\$165,466	\$294,761	\$281,936	\$184,412	<b>\$1,598,173</b> <i>adjusted</i>
<b>2008-2009</b>	510,250	478,921	275,796	292,000	\$292,959	\$294,854	<b>\$2,144,780</b>
<b>Base Year 2007-2008</b>	498,975	470,075	370,764	535,437	698,426	133,220	<b>\$2,706,898</b>
<b>2006-2007</b>	498,541	522,422	294,730	429,388	510,576	304,990	<b>\$2,560,647</b>
<b>2005-2006</b>	370,064	443,116	186,386	369,108	443,626	197,028	<b>\$2,009,328</b>
<b>2004-2005</b>	432,840	365,858	214,009	348,883	340,517	212,705	<b>\$1,914,812</b>

<sup>1</sup> Triple-Flip payments are Property Tax paid in lieu of Sales tax taken by State. 2011-2012, includes an **additional \$158,637 adjustment** from past State estimates; this means the amount will not be repeated in the next year. The gross annual allocation for the year is \$780,055.91 less 10% dedicated to the Co.

<sup>2</sup> On May 11, Staff estimated the 1<sup>st</sup> Qtr total to be \$475,741; the "actuals" will arrive in late June.

<sup>3</sup> Next year's \$2,600,000 estimate takes into account that Corning could lose a Car Dealership to Red Bluff in 2012-2013.

**STREET MAINTENANCE FUNDS STATUS: 5/1/12**

FUND	GAS TAX	Two Years Ago 2009-2010			Last Year 2010-11			Current Year, 2011-12			Coming Year 2012-13 (11)			
		Audited Balance 6/30/2009	Actual Revenues	Actual Expenditures	Year-End Balance 6/30/2010	Actual Revenues	Actual Expenses	Actual Balances 6/30/2011	Revised (10) Revenues	Budgeted Expenses	Projected Balances 6/30/2012	Expected Revenues	Budgeted Expenses	Projected Balances
109	2105	\$41,138	\$40,567	\$50,066	\$31,639	\$38,635	\$26,299	\$43,975	\$39,500	\$50,106	\$33,369	\$36,811	\$63,930	\$6,250
110	2106	\$38,299	\$32,167	\$30,956	\$39,510	\$31,011	\$20,963	\$49,558	\$29,017	\$64,988	\$13,587	\$28,752	\$54,708	(\$12,369)
111	2107	\$106,503	\$54,483	\$30,611	\$130,375	\$52,144	\$76,199	\$106,320	\$51,353	\$156,300	\$1,373	\$51,394	\$50,000	\$2,767
112	2107.5	\$31	\$2,008	\$1,584	\$455	\$2,012	\$1,044	\$1,423	\$2,000	\$2,000	\$1,423	\$2,000	\$2,000	\$1,423
114	LTF (2)	\$81,551	\$59,420	\$53,241	\$87,730	\$462	\$39,333	\$48,859	\$0	\$32,500	\$16,359	106,000	\$121,800	\$559
115	Now called 2103 (3)	\$23,525	\$67,100	\$14,934	\$52,166	\$71,450	\$77,316	\$46,300	\$85,000	\$101,600	\$29,700	\$80,422	\$101,600	\$8,522
				Sub Total	\$341,875	\$195,714	\$241,154	\$296,435	\$206,870	\$407,494	\$95,811	\$305,379	\$394,038	\$7,152
<b>SPECIAL PURPOSE FUNDS</b>														
105	Rural Planning-Roads (5)	\$18,737	\$29,104	\$25,001	\$22,840	\$27,193	\$41,472	\$8,561	\$29,000	\$34,850	\$2,711	\$29,000	\$16,800	\$14,911
107	Prop 1B	\$52,129	\$479	\$4,068	\$48,540	\$94	\$48,634	\$0	\$0	\$0	\$0			
108	Fed. TEA & RSTP (6)	\$62,531	\$547	\$6,010	\$57,068	\$32,562	\$62,310	\$27,320	\$44,715	\$29,300	\$15,415		\$15,415	\$0
118	Safe Routes to School	\$0	\$0	\$0	\$0			\$0			\$0			
120	Fed. TEA for Downtown (7)	\$0	\$0	\$0	\$0			\$0			\$0			
365	Curb & Gutter Revolving (4)	\$234	\$2	\$0	\$236	\$241	\$0	\$477	\$0	\$0	\$477			
345	Drainage Improvements	\$128,089	\$9,931	\$21,092	\$116,928	\$4,769	\$10,437	\$111,260	\$11,000	\$10,263	\$111,997			
116	Traffic Mitigation Less Loan to Airport Ent. Fund	\$423,215	\$51,590	\$30,247	\$444,558	\$26,927	\$376,645	\$94,840 (\$118,421)	\$37,000	\$24,618	\$107,222 (\$118,421)	5,000	\$3,000	\$109,222
117	Lolita Overlay				\$10,109	\$20	\$10,000	\$129	\$0	\$0	\$0			
001	Gen Fund Spt. of Maint. (8)	\$0	\$167,147	\$167,147	\$0	\$109,715	\$109,715	\$0	\$269,157	\$269,157	\$0	\$232,140	\$232,140	
001	Gen Fund Spt. of Street & Traffic Lights	\$0	\$65,386	\$65,386	\$0	\$65,001	\$65,001	\$0	\$71,000	\$71,000	\$0	\$71,000	\$71,000	
<b>ANNUAL STREET EXPENDITURES</b>		<b>\$975,982</b>	<b>\$579,931</b>	<b>\$500,343</b>	<b>\$1,042,154</b>	<b>\$462,236</b>	<b>\$965,368</b>	<b>\$420,601</b>	<b>\$668,742</b>	<b>\$846,682</b>	<b>\$215,212</b>	<b>\$642,519</b>	<b>\$732,393</b>	<b>\$131,285</b>

- 1-
- 2- Local Transportation Funds come to the City through the County; they are generated by a Statewide transportation sales tax (special quarter cent gas tax) approved by the Voters as the Transportation Development Act or TDA. Est. 08-09 \$126,189 (5-8-09 Moses) Cut to \$64,000 in 09-10, and 0 in 2010-2011 due to State TAKING of Statewide transit funds.
- 3- Prop.42 Gas Sales Tax Monies for Maintenance. State Budget includes funding for 09-10 and 10-11, BUT State wants to take all.
- 4- Curb & Gutter Revolving Fund makes loans to property owners who install curb & gutter where there were none. Fund balance exceeds needs and \$18238 will be returned to the General Fund in FY 2
- 5- Restricted for Transportation Planning Activities. OWP monies: for FY 07-08; 10-16-07 est. R/STIP \$20,000; Aviation \$8,000; GIS \$3,000. For 06-07 \$18,000; \$8,000;\$3,000
- 6- RSTP and TEA funding ended 6-30-02, \$15,181 R/STIP & \$20,323 TEA received per TCTC Final Budget 02/03 Total \$35,504; Received from County in FY 07-08 \$30,240.54 special, but City continued to receive a distribution, the TCTC distributed an additional \$35,530.0
- 7- Revenue includes \$1012 transfer from the General fund to make up the deficit fund balance. The City received approval for funding of the downtown streetscape and lighting restricted to this type of project and not available for street maintenance. The initial funding is for the project study and engineering report called a "PS&E".
- 8- State Traffic Congestion Relief Act requires a **General Fund Maintenance of Effort** in the amount of **\$164,337**. Includes General Fund support in Streets, Street Projects, F
- 9-State withheld 25% of Gas Tax Revenue in FY 07-08 and is repaying it in September 2008 (FY 08-09). Revenue = annual expected + 25% more in repayment.
- 10- Estimate, California City Finance
- 11- 2-15-12 Estimate from Michael Coleman through the League of California Cities.

# City Park Development Funds PROJECTED

## **Park Expansion Fund # 341**

**Fund Balance 6-30-12: \$209,045**

*The annual Audit p. 79 shows a year-end balance of \$203,408. Park Acquisition Fees collected along with interest earned to date is \$21,140 less expenditures to date of \$15,503.*

Established in 1970, through Ordinance 320, City Code Chapter 3.32 "RESIDENTIAL CONSTRUCTION TAX" (page 41) requires all residential dwelling units including mobile home lots to pay a tax to fund the "acquisition, improvement and expansion of public parks, playgrounds and recreational facilities" in the City. The proceeds of the tax "may also be used for the development of recreational facilities on public school grounds which provide a desirable site and immediate access to the public from the street."

The tax is collected with the issuance of Building Permits:

\$200 per new mobile home lot or one bedroom dwelling  
\$100 per each additional bedroom

## **Parkland Development Fund # 355**

**Fund Balance 6-30-12: \$174,374**

*The annual Audit p. 80 shows a year-end balance of \$174,084 and Bedroom Tax collected along with misc. income and interest earned to date is \$290, expenses totaling \$0.*

Established in 1991, through Ordinance 515, City Code Chapter 3.40 "PARKLAND DEVELOPMENT FEE" (page 44-1) imposes a fee on lots in all "newly created" parcel maps and subdivision maps "solely for the purchase and preparation of land for City Parks."

The fee is collected with the issuance of Building Permits: \$ 875 per dwelling unit.

## **Rodgers Theater Trust #402**

**Fund balance 6-30-12: \$19,738**

*This Fund was established by a bequest from the Rodgers Family and has been used to restore the Marquee and neon lighting. The balance will be expended on the Theatre restoration.*

## **????Statewide 2002 Park Bond Issue Fund # 130 for Rodgers' Theatre \$ 5,000**

The City Council committed the funds to the Rodgers' Theater restoration. Projects and paperwork were completed by March 31, 2011 and the City is waiting for State approval of an extension to expend the remaining funds totaling \$25,000.

Established by City Council to receive and segregate the \$220,000 "per capita" allocation to the City of Corning from the "2002 Resources Bond Act" also known as the "California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002". This "pork barrel" Proposition from the Legislature was meant to have something for everyone and insured that each City received a minimum "per capita allocation" of at least \$220,000.

## **State Proposition 84 Park Bond Project Fund # 354**

**\$4,276,800**

The park land has been purchased through direct payment by the State to escrow and title is held by the City. City Council approved a phasing of construction allowing the half of the new park bordering Toomes Avenue and the extension of Fig Lane to begin first. The Skateboard Park is included in the first phase.



**SEWER ENTERPRISE SYSTEM**

Amended 5-22-12 (Fund 610)

The Following Table Illustrates the Effects of Bell Carter withdrawing as a Sewer Service Customer. A Nominal 3% inflation rate is built into both Revenue & Expenditures of the Sewer Enterprise System.

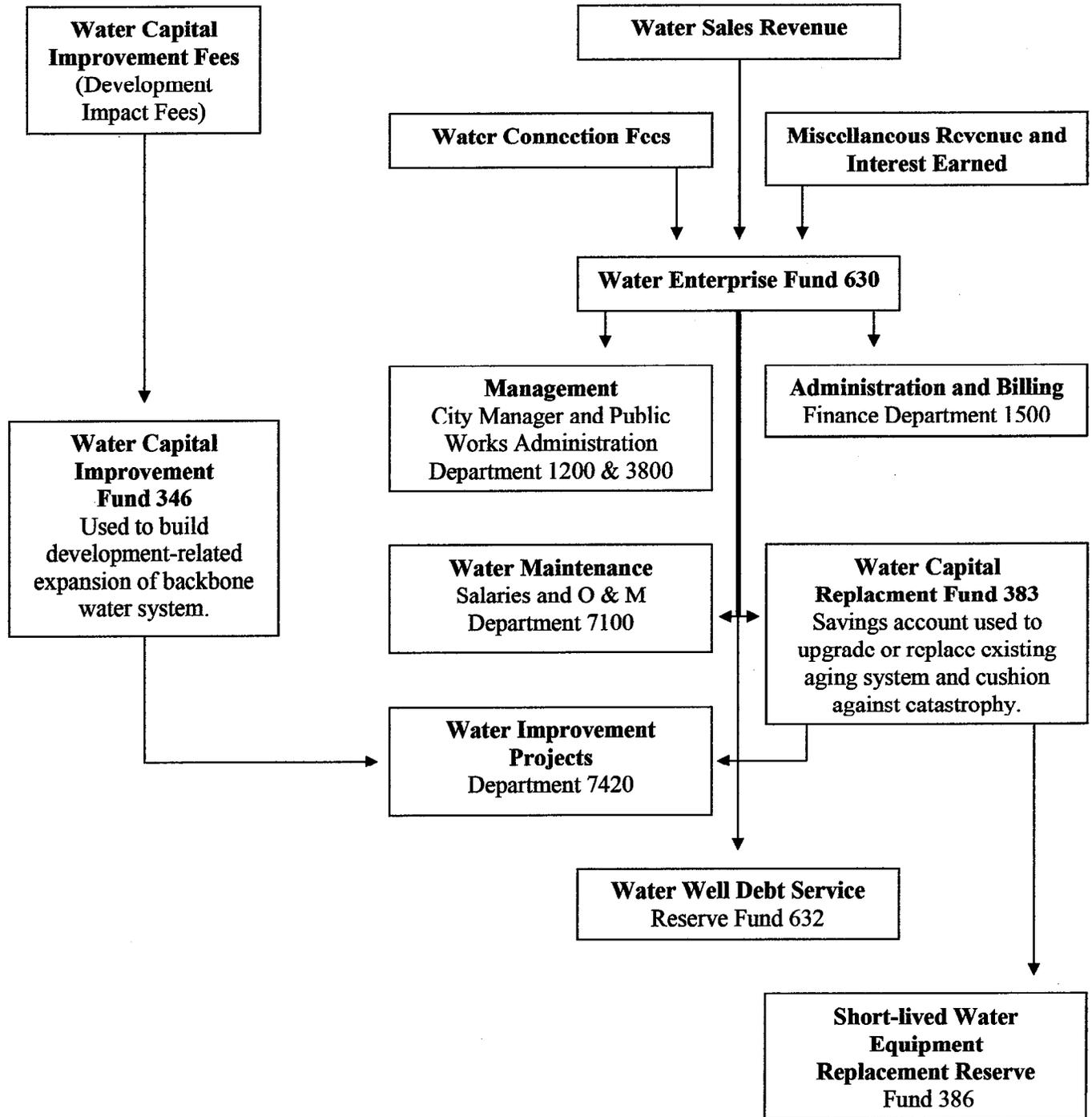
	ORICAL (ACTUAL)										ACTUAL CURRENT PROJECTED									
	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Sewer System Revenues</b>																				
Service Charges (1)	980,023	1,018,176	1,036,819	1,051,670	932,698	1,054,360	1,169,717	1,257,048	1,385,313	1,449,335	1,485,644	1,537,600	1,560,855	1,607,681	1,655,911	1,705,598	1,756,756	1,809,459	1,863,742	1,919,655
Annual Rate Change	3%	3%	3%	3%	9%	9%	9%	9%	9%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Connection Fees	2,620	2,965	5,020	13,861	26,449	2,620	8,030	1,952	2,620	0	655	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Interest Income	14,857	4,099	6,019	3,266	2,159	0	0	0	0	85	966	5,000	1,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Other Revenues	6,807	7,000	3,676	4,912	11,037	0	7,154	0	20,555	18,043	9,139	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600
<b>Total Revenues</b>	<b>1,004,300</b>	<b>1,039,813</b>	<b>1,051,534</b>	<b>1,073,709</b>	<b>972,343</b>	<b>1,056,980</b>	<b>1,184,901</b>	<b>1,259,900</b>	<b>1,408,488</b>	<b>1,467,463</b>	<b>1,496,404</b>	<b>1,546,200</b>	<b>1,568,455</b>	<b>1,619,281</b>	<b>1,667,511</b>	<b>1,717,188</b>	<b>1,768,356</b>	<b>1,821,059</b>	<b>1,875,342</b>	<b>1,931,255</b>
<b>Sewer System Operation and Maintenance Expenses (2)</b> (Exclusive of Capital Expenditures and Depreciation)	<b>823,537</b>	<b>909,055</b>	<b>856,642</b>	<b>939,926</b>	<b>971,199</b>	<b>1,005,577</b>	<b>1,113,426</b>	<b>1,105,433</b>	<b>1,018,652 (7)</b>	<b>1,119,064</b>	<b>1,089,686</b>	<b>1,143,104</b>	<b>1,145,244</b>	<b>1,202,506</b>	<b>1,262,632</b>	<b>1,325,763</b>	<b>1,392,051</b>	<b>1,461,654</b>	<b>1,534,736</b>	<b>1,611,473</b>
<b>Net Revenues from Sewer Enterprise System</b> (Total Net Revenues Available for Installment Payments)	<b>180,763</b>	<b>130,758</b>	<b>194,892</b>	<b>133,783</b>	<b>1,144</b>	<b>51,403</b>	<b>71,475</b>	<b>154,467</b>	<b>389,836</b>	<b>348,399</b>	<b>406,718</b>	<b>406,096</b>	<b>423,211</b>	<b>416,774</b>	<b>404,880</b>	<b>391,425</b>	<b>376,305</b>	<b>359,405</b>	<b>340,606</b>	<b>319,781</b>
1997 COP (3)	39,617	40,234	39,810	39,370	39,370	Paid Off														
1999 COP - USDA (4)	98,804	98,779	98,804	98,749	98,742	98,696	98,694	99,220	98,644	99,211	99,220	99,195	99,211	99,211	99,211	99,211	99,211	99,211	99,211	99,211
2005 COP - SERIES A (&) Wedbush Estimated Installment Payments						47,443	37,820	37,435	37,994	38,482	37,922	37,322	37,931	37,653	37,653	37,653	37,653	37,653	37,653	37,653
2005 COP Series B, USDA (WWTP Exp Ln)													235,000	235,000	235,000	235,000	235,000	235,000	235,000	235,000
Sewer & Equip Replacement Trnsfr (5)		0	0	0	15,800	16,300	16,800	17,300	18,300	18,300	18,800	19,400	20,000	20,600	21,218	21,855	22,510	23,185	23,881	24,587
WWTP Repl. Fund Transfer	30,000	30,000	35,000	35,000	40,000	40,000	45,000	45,000	50,000	50,000	55,000	55,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Annual Net Income *	12,342	(38,255)	21,278	(39,336)	(192,768)	(151,036)	(89,019)	(44,488)	184,898	142,406	195,776	195,179	(28,931)	(35,689)	(48,202)	(62,293)	(78,069)	(95,644)	(115,139)	(136,680)
Required Adjustments (6)		(12,334)	(22,594)	(12,410)	28,960	(6,012)	23,550	42,537	(19,378)	(6,831)	(14,360)									
<b>Net Operating Reserve **</b>	<b>417,409</b>	<b>366,820</b>	<b>365,504</b>	<b>313,758</b>	<b>149,950</b>	<b>(7,098)</b>	<b>(72,567)</b>	<b>(159,592)</b>	<b>5,928</b>	<b>155,165</b>	<b>336,581</b>	<b>531,760</b>	<b>502,829</b>	<b>467,139</b>	<b>418,937</b>	<b>356,644</b>	<b>278,575</b>	<b>182,930</b>	<b>67,791</b>	<b>(68,889)</b>
<b>Sewer Stabilization Fund Reserve</b>	<b>71,916</b>	<b>73,734</b>	<b>75,101</b>	<b>76,146</b>	<b>403,500</b>	<b>417,444</b>	<b>438,374</b>													
Sewer Capital Improvement (347)	4,921	10,303	11,255	55,742	82,845	107,978	132,279	185,647	207,420	(15,636)										
Sewer Capital Replacement (381)	199,398	94,202	67,227	53,245	42,173	59,876	49,753	53,447	67,972	86,459										
WWTP Expansion Fund (Net of Loan)(348)	384,225	428,496	245,736	85,282	(17,194)	(33,200)	145,051	194,020	90,443	77,253										
WWTP Capital Replacement Fund (380)	247,770	237,590	171,756	206,547	246,138	271,199	327,375	364,142	352,053	347,567										

- 1) First rate change funding the sewer line Replacement Project occurred 04/01/97 (decrease by 5%) and appeared in the 1996-97 column and continues through 4/1/03 (+3%) in seven year rate plan ending in the 2002-2003 column. Three percent (3%) inflationary rate increases are forecasted beginning 4/1/04 and continuing. First yr of Bell Carter Withdrawal is 2004-2005; loss will be \$240,000 per yr; Revenue - 1,068,000 - 240,000 X 1.09= 902,250 income after loss. Beginning with Council approval, add 6%(total 9%) will offset the loss of Bell-Carter as a customer and implemented an 11 yr series of rate increases.
- 2) Operation & Maintenance is projected to increase at an inflationary rate of 5% per year
- 3) 1997 COP for 3,500,000 Wedbush Morgan through the City of Corning Public Finance Corporation funded Phase 1 of the Water and Sewer Line Replacement 80% Water - 20% Sewer
- 4) Total Debt \$2,042,000 including H99 Sewer (322,000) at 4.375% interest
- 5) Sewer & Equipment Replacement is set aside for Equipment Replacement, annual construction cost index increase of 3% .
- 6) Adjustment required to bring reserves to its modified balance due to prior period adjustments, and interfund activity.

\* Net income per General Ledger less principal loan payments

\*\* Net Operating Reserve will not equal Fund Balance. Consists of Operating Fund (610) Cash and Accounts Receivable Less Accounts Payable and Interest Payable only. All other Assets, and Liabilities not included.

# The Organization of the Water Enterprise



## WATER ENTERPRISE SYSTEM

The Following Table Illustrates the History and the Revenue, Expenditures and Coverage of the Debt Service for the Water Enterprise System

Amended 04-26-12 (Fund 630)	HISTORICAL (ACTUAL)										CURRENT BUDGET		PROJECTED						
	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
<b>Water System Revenues</b>																			
Service Charges (1)	953,811	1,051,970	1,061,576	1,119,836	1,084,370	1,208,862	1,283,521	1,186,044	1,272,364	1,258,274	1,230,522	1,267,438	1,305,461	1,344,625	1,384,963	1,426,512	1,469,308	1,513,387	
Annual Rate Change	4.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	
Connection Fees	3,380	9,608	7,658	2,408	1,742	4,238	1,092	1,855	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
Interest Income	0	0	1345	1141	1928	2873	6886	3,924	3,708	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
Other Revenues	3,930	3,585	1,106	1,654	1,061	1,992	4,748	10,727	4,125	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
<b>Total Revenues</b>	<b>961,121</b>	<b>1,065,163</b>	<b>1,071,685</b>	<b>1,125,039</b>	<b>1,089,101</b>	<b>1,217,965</b>	<b>1,296,247</b>	<b>1,202,550</b>	<b>1,280,197</b>	<b>1,262,274</b>	<b>1,234,522</b>	<b>1,271,438</b>	<b>1,309,461</b>	<b>1,348,625</b>	<b>1,388,963</b>	<b>1,430,512</b>	<b>1,473,308</b>	<b>1,517,387</b>	
<b>Water System Operation &amp; Maintenance Expenses Exclusive of Capital Expen. &amp; Depreciation (2A)</b>	<b>582,071</b>	<b>698,302</b>	<b>719,214</b>	<b>691,667</b>	<b>748,376</b>	<b>745,004</b>	<b>784,707</b>	<b>787,277</b>	<b>778,032</b>	<b>840,803</b>	<b>794,739</b>	<b>826,529</b>	<b>859,590</b>	<b>893,973</b>	<b>929,732</b>	<b>966,922</b>	<b>1,005,598</b>	<b>1,045,822</b>	
<b>Net Revenues from Water Enterprise System (Total Net Revenues Avail. for Installment Payments)</b>	<b>379,050</b>	<b>366,861</b>	<b>352,471</b>	<b>433,372</b>	<b>340,725</b>	<b>472,961</b>	<b>511,540</b>	<b>415,273</b>	<b>502,165</b>	<b>421,471</b>	<b>439,783</b>	<b>444,909</b>	<b>449,871</b>	<b>454,651</b>	<b>459,231</b>	<b>463,591</b>	<b>467,709</b>	<b>471,565</b>	
<b>1997 COP (2)</b>																			
Est. Installment Pmnts.	159,238	157,478	159,538	61,247															
<b>1999 COP's USDA (3) Est. Installment Pymts.</b>	<b>130,972</b>	<b>129,249</b>	<b>130,891</b>	<b>130,829</b>	<b>130,828</b>	<b>131,525</b>	<b>131,491</b>	<b>131,512</b>	<b>131,512</b>	<b>130,696</b>	<b>130,649</b>	<b>130,586</b>	<b>130,504</b>	<b>130,512</b>	<b>130,435</b>	<b>130,385</b>	<b>130,356</b>	<b>130,344</b>	
<b>2005 Series A (2) Est. Installment Pymts.</b>																			
March				151,221	104,007	103,272	106,467	109,507	108,419	107,267	110,019	112,591	115,007	117,297	115,437	117,517	123,459	121,159	
September				48,007	47,272	46,467	45,507	44,419	43,267	42,019	40,591	39,007	37,297	35,437	33,517	31,459	29,159	26,698	
<b>Combined total of March &amp; September</b>				<b>199,228</b>	<b>151,279</b>	<b>149,739</b>	<b>151,974</b>	<b>153,926</b>	<b>151,686</b>	<b>149,286</b>	<b>150,610</b>	<b>151,598</b>	<b>152,304</b>	<b>152,734</b>	<b>148,954</b>	<b>148,976</b>	<b>152,618</b>	<b>147,857</b>	
<b>Water Well Debt Service - 2011 COP (6)</b>										16,185	27,745	27,745	27,745	27,745	27,745	27,745	27,745	27,745	
Planned Next Well Debt Service												30,000	30,000	30,000	30,000	30,000	30,000	30,000	
Water & Equipment Replacement Transfer - to Replacement Fund 383	35,000	20,000	25,000	25,000	51,500	53,045	100,000	70,000	73,500	103,000	95,000	97,850	100,786	103,809	106,923	110,131	113,435	116,838	
Short Lived Water Asset Fund 386 (7)										27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	
2011 COP Debt Serv. Reserve Fund 632										2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	
<b>Total Annual Net Income *</b>	<b>53,840</b>	<b>60,134</b>	<b>37,042</b>	<b>17,068</b>	<b>7,118</b>	<b>138,652</b>	<b>128,075</b>	<b>59,835</b>	<b>145,467</b>	<b>(7,496)</b>	<b>5,979</b>	<b>(22,670)</b>	<b>(21,267)</b>	<b>(19,949)</b>	<b>(14,626)</b>	<b>(13,446)</b>	<b>(16,245)</b>	<b>(11,019)</b>	
<b>Required Adjustments (4)</b>	<b>(54,496)</b>	<b>(17,204)</b>	<b>(73,495)</b>	<b>16,195</b>	<b>(42,776)</b>	<b>(27,150)</b>	<b>(1,467)</b>	<b>(7,118)</b>	<b>(12,636)</b>										
<b>Cum. Net Operating Reserve **</b>	<b>(11,263)</b>	<b>31,667</b>	<b>142,204</b>	<b>143,077</b>	<b>192,971</b>	<b>358,773</b>	<b>488,315</b>	<b>555,268</b>	<b>688,099</b>	<b>680,603</b>	<b>686,582</b>	<b>663,912</b>	<b>642,645</b>	<b>622,696</b>	<b>608,070</b>	<b>594,624</b>	<b>578,379</b>	<b>567,359</b>	
<b>Water Capital Improvement Fund 346</b>	<b>13,686</b>	<b>88,287</b>	<b>100,551</b>	<b>114,914</b>	<b>117,461</b>	<b>160,564</b>	<b>185,723</b>	<b>171,714</b>	<b>185,452</b>										
<b>Water Capital Replacement Fund 383</b>	<b>45,754</b>	<b>41,199</b>	<b>67,315</b>	<b>68,239</b>	<b>84,315</b>	<b>54,154</b>	<b>126,728</b>	<b>197,855</b>	<b>267,557</b>										
<b>Water Stabilization Balance (5)</b>	<b>316,963</b>	<b>321,370</b>	<b>Released</b>																

- 1) First rate change occurred 4/1/97 continuing through 4/1/03; beginning 2003/04 (April 2004) increase was only 3% to cover inflation; no increase on April 1, 2009, then with adoption of new Resolution (12-08-09-02) set annual increase at 3% through 4/1/2014.
- 2) "Refundad" 1997 COP on 7-1-05 and replaced with 2005 COP Series A for 3,500,000 by Wedbush Morgan through the City of Corning Public Finance Corporation which funded Phase 1 of the Water & Sewer Line Replacement at 80% Water and 20% Sewer.
- 2A) Operation & Maintenance is projected to increase at an inflationary rate of 4% per year.
- 3) Total Debt \$2,280,000 @ 4.375% interest.
- 4) Adjustment required to bring reserves to its modified balance due to prior period adjustments and interfund activity.
- 5) Water Stabilization Fund established April 10, 1997 to insure the adequacy of the net revenues pledged to Debt Service. See page 20 of the Official Statement 1997 Series A - Fund Closed June 30, 2005.
- 6) Clark Park Well 2011 COP with USDA Rural Utilities Service \$613,000; paid by Water Enterprise Fund 630
- 7) As a condition of USDA, City sets aside \$27,000 per year to replace short lived assets such as rolling stock, large tools, etc.
  - \* Net Income per General Ledger less principal loan payment.
  - \*\* Net Operating Reserve will of equal Fund Balance. Consists of Operating Fund (630), Cash and Accounts Receivable less Accounts Payable and Interest Payable only. All other assets and liabilities not included.

# General Fund Revenue Detail

## **General Fund Revenue Detail** June 1, 2012

This section of the Budget Book provides the reader with a description of each type of Revenue source that supports the City General Fund followed by spread sheets showing the annual history of the actual revenue by source.

This Detail reflects income as shown in the actual City Financial Records that are later summarized in each “Annual Audit”.

This Detail does NOT reflect Fund Balance nor cash on hand. True Fund Balances appear only in each Fiscal Year’s (July 1 through June 30) Annual Audit that is published and presented to the City Council at the end of November.

When you want to know how much money the City actually has, you look to the “Financial Projections” Tab of this budget book which starts with data from the last certified “Annual Audit”.

# CITY OF CORNING

## EXPLANATION OF REVENUE ACCOUNTS

### GENERAL FUND - 001

Reviewed and update June 10,2008

#### PROPERTY TAXES

- 001-4110      CURRENT SECURED TAXES - Taxes collected by the County for secured property with a portion allocated to the City.
- 001-4111      CURRENT UNSECURED TAXES - Taxes collected by the County for unsecured personal property with a portion allocated to the City.
- 001-4113      PRIOR UNSECURED - Unsecured Taxes from the prior year which are received in the current year.
- 001-4114      SUPPLEMENTAL PROPERTY TAX - CURRENT YEAR - Revenues collected by the County on property resale, changes of ownership or title changes because of improvements.
- 001-4116      SUPPLEMENTAL - PRIOR YEAR - Supplemental roll taxes from the prior year which are received in the current year.
- 001-4117  
001-4126      OTHER PROPERTY TAXES - Other Property Tax related monies represent monies collected by the County with a portion distributed to the City and include Property Transfer Tax, Unitary Tax, and Interest earned while held by the County.
- 001-4118      COUNTY PROPERTY ADMIN FEE - The County charges an administrative fee for the processing of property tax revenues. While an expense, this account is in the revenue section in order to aid in it's identification.

#### OTHER TAXES

- 001-4115      AIRPORT TAX - An unsecured Property Tax on Aircraft in Corning.
- 001-4121      SALES TAX - Sales Tax is comprised of 9/10 of 1% of the State Sales Tax levy collected from merchants on retail sales and taxable services transacted within the City and remitted, through the County, by the State Board of Equalization.
- 001-4122      SAFETY SALES TAX - This money comes from a Statewide half - cent Sales Tax approved by California Voters as Proposition 172. The State Legislature chose to allocate it, with a complicated formula to Cities and Counties, only if each maintains a minimum

Public Safety funding, using the 1992-93 Budget Year as a base. These Safety Funds are divided evenly between the Police and Fire Departments as a part of their annual Capital Replacement Transfer.

- 001-4123
  - 001-4124
  - 001-4125
  - 001-4137
- FRANCHISES - This account provides for amounts received for special privileges, granted by the City, permitting the continuing use of public property such as poles and lines for public utility use, trash collection and cable television companies.
- 001-4128
- TRANSIENT OCCUPANCY TAX - Represents the 10% Occupancy Tax collected from Motels and Hotels operating within the City Limits.
- 001-4400
- BUSINESS LICENSE FEES - Represents revenue collected from the issuance of licenses to those doing business within the City.

**SUBVENTIONS AND GRANTS**

- 001-4511
- MOTOR VEHICLE IN-LIEU TAX - Account represents motor vehicle license fees imposed annually by the State in-lieu of taxes on motor vehicles. Revenues derived from the motor vehicle license fees are distributed based on the proportion that the population of each city bears to the total population of all cities.  
The VLF is 0.65% -- (65/100 of a %) The original fee was 2%, set in statute, and our package does not change that. What it does is constitutionally protect 0.65% -- which is the rate that consumers are currently paying -- for cities and counties. If the legislature should decide at some future time to lower the rate below 0.65%, they would be obligated to backfill cities and counties for the difference between 0.65% and the lower effective rate charged consumers.
- 001-4514
- OFF HIGHWAY - VEHICLE FEES - This fee is imposed for the issuance or renewal of vehicle identification for every off-highway motor vehicle subject to identification. Fees are allocated to cities and counties in the same manner as motor vehicle license fees.
- 001-4515
- HOMEOWNER'S EXEMPTION - Subvention from the State due to legislative reduction of the property tax assessment base for owner occupied residential properties.
- 001-4129
  - 001-4130
  - 001-4519
  - 001-4520
  - 001-4521
  - 001-4522
  - 001-4523
  - 001-4553
- REIMBURSEMENTS FROM OTHER AGENCIES - Other Agencies (Generally the State) reimburse the City for certain costs incurred. Reimbursements include P.O.S.T., T.I.D.E. and State mandated costs which are, determined on an annual basis.



**CURRENT SERVICES CHARGES**

001-4610            BUILDING PLAN CHECK - This account represents fees collected for reviewing building construction plans to assure compliance with City construction codes and applicable standards.

001-4611            SALES/MAPS AND PUBLICATIONS - Provides for the receipt of fees from the sale of various maps, publications and photocopies.

001-4613            SUBDIVISION FEES - Fees charged for reviewing the proposed  
001-4614            split of one parcel of land into several to ascertain compliance with City codes and standards, or to review proposed revision of lot lines.

001-4612            OTHER FEES/PERMITS - The City charges and collects revenues  
001-4617            to offset the cost of providing specific services. Revenues include  
001-4619            Permits and Applications, Encroachment Fees, Police Services for  
001-4620            special occasions, Weed Abatement, Fingerprinting, Animal housing,  
001-4621            Concealed Weapon Permits, and Impound Fees.  
001-4622  
001-4623  
001-4624  
001-4625  
001-4627  
001-4628  
001-4633  
001-4520  
001-4708

001-4710            PUBLIC WORKS PLAN CHECK - Provides for the receipt of fees from owners and developers for plan checking done by the Public Works Department.

**MISCELLANEOUS**

001-4618            MISCELLANEOUS INCOME - This Account is used for unusual, non-recurring and/or insignificant revenue items.

CITY OF CORNING  
 GENERAL FUND REVENUE  
 FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
=====								
GENERAL FUND 001 -----								
PROPERTY TAXES -----								
PROP TAX/CURRENT/SEC #4110	436,465-	487,916-	523,942-	350,100-	463,200-	446,600-	441,430-	442,000-
PROPERTY TAX/CURRENT/UNSECURED # 4111	15,634-	15,277-	16,362-	15,694-	15,645-	15,000-	15,711-	15,600-
PROPERTY TAX PRIOR/UNSECURED #4113	1,014-	1,025-	665-	693-	1,868-	800-	1,966-	2,000-
PROP TAX SUPP/CURRENT #4114	100,171-	49,065-	13,837-	7,869-	3,108-	25,000-	521-	500-
PROPERTY TAX PROP 1A #4116				138,130-				
PROPERTY TAX UNITARY #4117	21,168-	23,004-	29,271-	35,958-	24,400-	20,000-	25,258-	25,000-
COUNTY PROP ADMIN FEE #4118	15,941	17,078	18,718	22,056	21,381	18,700	21,956	22,000
REAL PROP TRANS TAX #4126	26,845-	8,818-	6,325-	10,320-	11,359-	7,400-	5,918-	5,600-
-----								
SUBTOTAL ----->	585,356-	568,027-	571,684-	536,708-	498,199-	496,100-	468,848-	468,700-

CITY OF CORNING  
 GENERAL FUND REVENUE  
 FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
OTHER TAXES -----								
AIRPORT TAX #4115	356-	1,002-	1,780-	1,194-	1,311-	1,500-	1,085-	1,100-
SALES-USE TAX #4121	2,573,697-	2,706,898-	2,144,780-	1,598,173-	2,092,962-	2,000,000-	2,627,863-	2,600,000-
SAFETY SALES TAX/SB 509 #4122	22,944-	32,946-	21,085-	21,303-	18,857-	26,000-	17,117-	21,000-
TRANSIENT OCCUPANCY TAX #4128	310,450-	432,963-	277,975-	358,736-	266,010-	260,000-	260,611-	260,000-
FISH& WILDLIFE/REFUGE, REV. SH #4129	567-	571-	200-	187-				
BUSINESS LICENSE FEE #4400	15,433-	20,948-	19,762-	18,891-	18,802-	18,000-	11,412-	18,000-
-----								
SUBTOTAL ----->	2,923,447-	3,195,328-	2,465,582-	1,998,484-	2,397,942-	2,305,500-	2,918,088-	2,900,100-
FRANCHISES -----								
GAS/ELECTRIC/FRANCHISE #4123	68,195-	65,837-	69,677-	60,051-	59,939-	60,000-	50,750-	50,000-
CABLE TV FRANCHISE #4124	6,474-	6,684-	7,333-	7,766-	13,320-	12,000-	21,174-	15,000-
DISPOSAL FRANCHISE #4125	36,000-	36,000-	36,000-	36,000-	36,000-	36,000-	33,000-	36,000-
DELINQUENT DISPOSAL #4137	685-		988-					
-----								
SUBTOTAL ----->	111,354-	108,521-	113,998-	103,817-	109,259-	108,000-	104,924-	101,000-

CITY OF CORNING  
 GENERAL FUND REVENUE  
 FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
<b>SUBVENTIONS AND GRANTS</b>								
-----								
MOTOR VEHICLE IN LIEU TAX #4511	539,698-	582,333-	576,764-	494,587-	567,097-	500,000-	544,394-	500,000-
INDIAN GAMING #4160			22,505-		19,320-		4,875-	
HOME OWNERS EXEMPTION #4515	10,286-	10,558-	5,351-		10,599-	10,200-	5,207-	10,200-
MANDATED COST REIMBURSEMENT #4519	32,644-	2,301-	13,569-	4,614-	3,641-	4,000-	3,459-	4,000-
POST REIMBURSEMENT #4521	6,032-	4,658-	12,685-	2,274-	5,344-	8,000-	6,056-	8,000-
TIDE REIMBURSEMENT #4522	16,800-	3,600-	14,460-		31,531-	14,400-	19,947-	14,400-
SOBRIETY FUNDS #4523	1,619-		3,931-	1,609-	1,621-	2,000-	1,028-	2,000-
POLICE/SCHOOL PROGRAMS #4623				75,000-	75,000-	75,000-	75,000-	75,000-
SUBTOTAL ----->	607,079-	603,450-	649,265-	578,084-	714,153-	613,600-	659,966-	613,600-
<b>LICENSES AND PERMITS</b>								
-----								
ACO LICENSE/FEE/SERVICES #4410	8,513-	7,235-	7,717-	7,056-	6,273-	7,000-	6,746-	7,000-
BICYCLE LICENSE #4420	33-	36-	30-	57-	27-		63-	
BUILDING PERMIT #4430	92,755-	91,286-	45,738-	33,403-	37,427-	40,000-	24,453-	40,000-
BLDG INSPECTIONS FEES #4633	851-	1,518-	545-	228-	297-	3,000-	25-	3,000-
BOOKING FEES #4524	16,128-	350-	50-					
POLICE PARKING VIOLATION TICKETS #4525	3,025-	1,900-	938-	425-	508-	1,500-	375-	1,500-
ACO NEW ADOPTION FEE #4411	3,680-	2,880-	3,080-	2,440-	3,080-	3,000-	2,360-	3,000-
SALARY REIMBURSEMENT #4526	21,319-	11,755-	17,903-	70,638-	29,688-	20,000-	65,409-	20,000-
POLICE MISC. DONATIONS, ETC. #4528	1,378-	718-	83-	1,681-	2,290-	1,500-	1,209-	1,500-
SUBTOTAL ----->	147,682-	117,678-	76,084-	115,928-	79,590-	76,000-	100,640-	76,000-

CITY OF CORNING  
 GENERAL FUND REVENUE  
 FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
<b>RECREATION PROGRAMS</b> -----								
REC/LESSONS/PROG/GATE/ETC #4650	16,795-	16,156-	20,498-	22,618-	23,061-	18,000-	11,050-	18,000-
RECREATION PROGRAMS/DESIGNATED/SPLIT #4652		4,890-	11,791-	15,625-	10,308-	10,000-	13,343-	10,000-
PARK LIGHTS #4655	288-	288-	154-		88-			
-----								
SUBTOTAL ----->	17,083-	21,334-	32,443-	38,243-	33,457-	28,000-	24,393-	28,000-
<b>FINES AND FORFEITURES</b> -----								
GENERAL FINES AND FORFEITURES # 4670	27,491-	38,564-	25,909-	30,120-	17,948-	30,000-	11,851-	30,000-
<b>USE OF MONEY AND PROPERTY</b> -----								
RENT INCOME #4660	1,200-	18-	12-					
INTEREST #4661	25,552-	44,154-	7,213-	5,336-	2,092-	5,000-	619	5,000-
-----								
SUBTOTAL ----->	54,243-	82,736-	33,134-	35,456-	20,040-	35,000-	11,232-	35,000-
<b>CURRENT SERVICES CHARGES</b> -----								
BUILDING PLAN CHECK #4610	34,727-	7,950-	15,268-	6,107-	13,961-	10,000-	8,570-	10,000-
SALES/MAPS AND PUBLICATIONS #4611	598-	233-	475-	10-	1,486-		254-	
PLANNING ENVIRON. SERVICES # 4708	10,987							
-----								
SUBTOTAL ----->	24,338-	8,183-	15,743-	6,117-	15,447-	10,000-	8,824-	10,000-

CITY OF CORNING  
 GENERAL FUND REVENUE  
 FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
OTHER FEES/PERMITS -----								
REPOSSESSION FEE/POLICE DEPT #4520	45-	135-	165-	60-	90-	60-	60-	60-
PERMITS & APPLICATIONS #4612	28,444-	10,895-	4,885-	3,491-	2,880-	3,000-	3,075-	3,000-
ENCROACHMENT FEES #4619	390-	300-	450-	165-	180-	100-	150-	100-
WEED CONTROL #4621				337-				
FINGERPRINT FEE #4622	3-	21-	48-	45-	72-		99-	
CONCEALED WEAPON PERMIT #4625	304-	587-	740-	304-	1,194-	750-	1,174-	750-
POLICE IMPOUND FEE #4628	1,217-	1,634-	1,938-	1,463-	988-	2,500-	1,425-	2,500-
PUBLIC WORKS PLAN CHECK FEE #4710	137,295-	11,814-						
SUBTOTAL ----->	167,698-	25,386-	8,226-	5,865-	5,404-	6,410-	5,983-	6,410-

CITY OF CORNING  
 GENERAL FUND REVENUE  
 FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
MISCELLANEOUS -----								
DEVELOPER REIMBURSEMENT #4158			1,320-	1,320-		1,320-		
MISC INCOME/LIBRARY #4617		99-		223-	120-		91-	
MISCELLANEOUS INCOME #4618	117,592-	156,942-	425,495-	171,209-	170,310-	21,000-	195,654-	25,000-
CAL COPS #4553	100,282-	99,931-	99,944-	99,963-	99,916-	100,000-	99,960-	100,000-
REIMBURSEMENT/DISPATCH #4671					19,186-	22,500-	20,412-	22,500-
OPERATING TRANSFERS IN REVENUE #4680	7,000-	3,000-	264,947-	4,154-	188,663-	5,000-	800-	5,000-
SUBTOTAL ----->	224,874-	259,972-	791,706-	276,869-	478,195-	149,820-	316,917-	152,500-
FUND TOTAL ----->	4,863,154-	4,990,615-	4,757,865-	3,695,571-	4,351,686-	3,828,430-	4,619,815-	4,391,310-

# Other Fund Revenue Detail

## **Other Fund Revenue Detail** June 1, 2012

This section of the Budget Book provides the reader with a description of each type of Revenue source that supports other City operations. The description is followed by spreadsheets showing the annual history of the actual revenue by source.

This Detail reflects annual income as shown in the actual City Financial Records that are later summarized in each “Annual Audit”.

This Detail does NOT reflect Fund Balance nor cash on hand. True Fund Balances appear only in each Fiscal Year’s (July 1 through June 30) Annual Audit that is published and presented to the City Council at the end of November.

When you want to know how much money the City actually has, you look to the “Financial Projections” Tab of this budget book which has spread sheets for all road Funds, Parks Development Funds, Water and Sewer Funds all with the latest information from the last certified “Annual Audit”.

# **EXPLANATION OF REVENUE ACCOUNTS**

## **OTHER FUNDS**

Reviewed and updated 5-24-02

071,072            These Police, Fire and Public Works Replacement Funds receive  
076                periodic transfers from the General Fund and also hold proceeds  
078                from the sale of surplus Department Equipment.

## **STREET MAINTENANCE AND IMPROVEMENT FUNDS**

*For all Street Maintenance Funds, there is a detailed Summary Spreadsheet in the preceding Revenue Section.*

105-4141            Rural Planning-Roads Transportation moneys received through the Tehama County Transportation Commission and used for project and long range planning. Includes money from "OWP", "R/STIP" and Aviation Planning sources. The OWP is funded by Rural Planning Assistance (RPA) funds, through the State Office of Regional and Interagency Planning (ORIP).

107-4132            Proposition One "B"

108                 Federal Transportation Fund receives Federal Program money distributed by the Tehama County Transportation Commission.

109-4716            GAS TAX 2105 - Funds received from the state which are derived from a charge on each gallon of gasoline sold and allocated to the City on a per-capita basis to be used for maintenance of City streets. Authorized by Proposition 111.

110-4531            GAS TAX 2106 - State funds received from the sale of gasoline throughout the State which may only be expended for select system street construction or maintenance.

111-4532            GAS TAX 2107 - Funds received from the State which are derived from a charge on each gallon of gas sold throughout the State and allocated to the City on a per-capita basis for maintenance or construction of a City street.

112-4533            GAS TAX 2107.5 - State funds received from the sale of gasoline throughout the State which may only be expended for engineering costs and administrative expenses with respect to City streets.

114-4120            LOCAL TRANSPORTATION SALES TAX - 1/4 of 1% of Sales Tax on gasoline sales within the City for the purpose of maintenance and reconstruction of streets. This is a residual amount received after the transit system has been provided for.

- 115                    GAS TAX 2103 replaced the State Traffic Congestion Relief Fund-State gas tax money approved by a vote of the People“ as Proposition 42”. In the latest budget action of the Governor and the State Legislature, the State took the Prop. 42 monies to help cover the State Budget deficit and replaced them with a new Gas Tax “Streets and Highways Code Section 2103”
- 116-4634            Traffic Mitigation Fees- are paid by new development to mitigate the traffic impact caused by the increased vehicle traffic resulting from the new development
- 118-4145            Safe Routes to Schools- The State Safe routes to Schools program provides funding for sidewalk and other pedestrian traffic safety improvements. The Program is highly competitive and Coming qualified last year for funding.
- 120-                    TEA-Downtown- The Federal Transportation Enhancement Act provides funding for improvements that enhance the appearance of highways and also trails.

## **Planning Environmental Review –150**

Funds received from development project applicants to cover the cost of special environmental review consultants

## **OTS: STATE OFFICE OF TRAFFIC SAFETY - 164**

- 164-4553            State Office of Traffic Safety Grant funds

## **Abandoned Vehicle–170**

- 170-4546            The County receives and passes on to the City funds earmarked by state law for the abatement of abandoned and imperative vehicles. The source of the funding is a one dollar assessment on every licensed vehicle in the County

## **SAFE GRANT-188**

- 188-4701            Safe Grant

## **CDBG FUNDS - 321 - 326**

- \_\_\_-4668            PROGRAM INCOME - Represents principle and interest received on Housing Program Loans.
- \_\_\_-4661            INTEREST - Represents interest earned on Bank and L.A.I.F. Fund Deposits.

## **PARK ACQUISITION/CONSTRUCTION - 341**

- 341-4127            PARK ACQUISITION/CONSTRUCTION - Represents fees charged (as a part of the Building Permit) on new construction for future Park Development and Improvements.
- 341-4801            Performance Guarantee Deposits-

## **DRAINAGE FEES - 345**

- 345-4636            DRAINAGE FEES - Fees charged on new construction for the improvement and expansion of storm and drainage facilities.
- 345-4661            INTEREST - Represents interest earned on Bank and L.A.I.F. Fund Deposits.

## **WATER CAPITAL IMPROVEMENT FUND - 346**

- 346-4642            WATER CAPITAL IMPROVEMENT - Represents fees charged on new construction for the improvement and expansion of sewer collection facilities.
- 347-4661            INTEREST - Represents interest earned on Bank and LAIF Fund Deposits.

## **SEWER CAPITAL IMPROVEMENT FUND - 347**

- 347-4642            SEWER CAPITAL IMPROVEMENT - Represents fees charged on new construction for the improvement and expansion of sewer collection facilities.
- 347-4661            INTEREST - Represents interest earned on Bank and LAIF Fund Deposits.

## **WWTP SEWER EXPANSION FUND - 348**

- 348-4645      SEWER EXPANSION FEE -WWTP Represents fees charged on new construction for the improvement and expansion of sewer Waste Water Treatment Plant "WWTP".
- 348-4661      INTEREST - Represents interest earned on Bank and LAIF Fund Deposits.

## **YOST FIELD - 352**

- 352-4654      BASEBALL FEES - Fees charged for use of the Yost Field Baseball Facilities.
- 352-4661      INTEREST - Represents interest earned on Bank and L.A.I.F. Fund Deposits.

## **PARK VOLUNTEER FUND - 353**

This Fund was closed last year is formerly contained money allocated by the City Council for city park rehab and improvement as identified by the "Park Volunteers"

## **Recycling Grant 353-4157**

Funds received by the City from the State Solid Waste management Board and forwarded on the the County-wide Solid waste Department for recycling programs in serving Corning.

## **PARKLAND ACQUISITION FEES - 355**

- 355-4605      PARKLAND PURCHASE FEE - Represents fees charged on new construction for the acquisition of park facilities.
- 355-4661      INTEREST - Interest earned on Bank and LAIF Fund Deposits.

## **TRAIL DEVELOPMENT FEES - 356**

Funds received from development projects adjacent to Jewett Creek and Burch Creek set aside for the future improvement of City trail system along the Creek access way.

## **CURB AND GUTTER - 365**

- 365-4635      CURB AND GUTTER - The City Code provides for a "Curb and Gutter Revolving Fund" to promote the installation of curb and gutter through loans to residential property owners for the installation of curbs and gutters. When the State mandated that such small projects must be constructed under State Prevailing Wage Law if public funds are used, the cost of installation became too expensive to attract property owners. There is currently no funding available.
- 365-4661      INTEREST - Interest earned on Bank and L.A.I.F. Fund Deposits.

## **WAYFINDING SIGN MAINTENANCE FUND - 370**

- 370-4170      The Business Community and the City worked together to install entrance directional signage at the intersection of Hwy99W and South Street and at Hwy99W and Solano Street. Two large "ladderboard" signs provide directions to tourist destinations in the Community. These funds were deposited by the businesses participating in the purchase and installation of the signs.
- 370-4661      INTEREST - Interest earned on Bank and L.A.I.F. Fund Deposits.

## **WWTP CAPITAL IMPROVEMENT FUND - 380**

- 380-4642      SEWER WASTE WATER TREATMENT PLANT CAPITAL REPLACEMENT receives funds transferred annually from the Sewer Enterprise Fund in order to provide a reserve for future ongoing facility replacement, including everything from lab equipment to major structures.
- 380-4661      INTEREST - Interest earned on Bank and LAIF Fund Deposits.

## **SEWER CAPITAL REPLACEMENT FUND - 381**

- 381-4642      SEWER CAPITAL REPLACEMENT - receives funds transferred annually from the Sewer Enterprise Fund in order to provide a reserve for future ongoing collection system (the sewer lines) replacement and Sewer Service equipment and rolling stock.
- 381-4661      INTEREST - Interest earned on Bank and LAIF Fund Deposits.

## **WATER CAPITAL REPLACEMENT FUND - 383**

- 383-4642      WATER CAPITAL REPLACEMENT - receives funds transferred annually from the Water Enterprise Fund in order to provide a reserve for future ongoing water system replacement and Water Service equipment and rolling stock.
- 383-4661      INTEREST - Interest earned on Bank and LAIF Fund Deposits.

## **WATER CAPITAL REPLACEMENT FUND - 383**

- 386-4642      WATER CAPITAL REPLACEMENT Short-Lived Asset Reserve - funds replacement of short-lived assets, such as pumps, well refurbishment, paint and small and large equipment. Short-lived assets include those items not covered under Operations and Maintenance. Long-lived facility replacement that should be funded with long-term financing.
- 386-4661      INTEREST - Interest earned on Bank and LAIF Fund Deposits.

## **TRUST FUNDS- 401-403**

Represents funds held by the City in a fiduciary relationship, which can be utilized only as specified in the trust documents.

- 401      JT Levy Trust Fund, a Scholarship Fund for graduating Corning High School seniors.
- 402      RODGERS Trust Fund, established to benefit improvements and restoration of the Rodgers Theatre.
- 403      RIDELL Trust Fund, established to benefit the Corning Library and currently dedicated to future building expansion.

## **SEWER ENTERPRISE - 610**

- 610-4640      SEWER SERVICE - Revenues charged for the operations and maintenance of the City's sewer system.
- 610-4641      OTHER SEWER SERVICE REVENUES - Represents misc. income
- 610-4643      received for specific services such as Connection Fees, Pretreatment Program and Land Leases.
- 610-4713
- 610-4618      MISCELLANEOUS - This Account is used for unusual, non-recurring or insignificant revenue items.
- 610-4661      INTEREST - Interest earned on Bank and L.A.I.F. Fund Deposits.

## **AIRPORT ENTERPRISE - 620**

- 620-4536      AIRPORT GRANT - Federal and State revenues for the maintenance and improvement of Airport facilities.
- 620-4660      RENTS/LEASES - Rents collected for building and hangar space at the Airport facilities.
- 620-4661      INTEREST - Interest earned on Bank and L.A.I.F. Fund Deposits.

## **TRANSPORTATION CENTER ENTERPRISE 625**

- 625-4120      STATE LOCAL TRANSPORTATION FUNDS (LTF) The City receives \$ 8,220 per year since July 1, 2007. It is paid on a monthly basis in arrears at 1/12<sup>th</sup> per month. (\$685 per month)
- 625-4660      RENTS/LEASES Rents collected for facility space at the Transportation Center.
- 625-4661      INTEREST - Interest earned on Bank and L.A.I.F. Deposits.

## **WATER ENTERPRISE - 630**

- 630-4630      WATER SALES - Revenues charged for the operations and maintenance of the City's Water delivery and treatment system.
- 630-4631      METER READING/TURN ON - Fees charged for additional services
- 630-4632      required in the turn on or reinstatement of water service.
- 630-4661      INTEREST - Represents interest earned on Bank and L.A.I.F. Fund Deposits.
- 630-4618      MISCELLANEOUS - This Account is used for unusual, non-recurring or insignificant revenue items.

## **LIGHTING AND LANDSCAPE DISTRICTS- 700...**

- 701- District One, Zone One
- 702- District One, Zone Three
- 703- District One, Zone Four

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
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POLICE EQUIPMENT REPLACEMENT FUND #071  
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Indian Gaming #4160	22,741-							
Equipment Fund #4527	6,595-	2,453-	13,878-	1,624-			23,985-	
Interest #4661	5,825-	5,927-	5,562-	827-	186-		19-	
Operating Transfers in Revenue #4680	37,500-	60,000-	150,000-	53,280-		15,000-	15,000-	
ACO F&A RESTRICTED FUND #072 -----								
ACO - F&A Fee #4412	2,345-	3,120-	2,815-	2,916-	1,550-	3,000-	3,325-	3,000-
Interest #4661		139-	112-	13-		100-	1-	
FIRE EQUIPMENT REPLACEMENT FUND #076 -----								
Indian Gaming #4160			26,308					
Paskenta Tribe Revenue #4162		26,308-	52,616-	26,308-	26,308-	26,308-		26,308-
Equipment Fund #4527	3,316-							
Interest #4661	879-	675-	1,146-	529-	104-	500-		500-
Reimbursement: Dispatch # 4671			19,425-	19,908-	4,011-			
Operating Transfers in Revenue #4680	25,500-	60,760-	50,000-	22,000-	22,000-	22,000-	22,000-	22,000-

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
PUBLIC WORKS EQUIPMENT REPLACEMENT FUND #078 -----								
Equipment Fund #4527	27,764-	11,261-	14,588-	12,567-	12,453-		18,745-	
Interest #4661	3,964-	3,279-	1,586-	396-	135-		35-	
Operating Transfers in Revenue #4680			12,500-					
RURAL PLANNING FUND #105 -----								
Rural Planning Funds #4141	29,000-	29,000-	29,000-	29,000-	20,000-	29,000-	1,000-	29,000-
Interest #4661	72-	294-	211-	104-	48-		10-	
PROP ONE B #107 -----								
Prop One B #4132		400,000-						
Interest #4661		3,719-	1,245-	479-	95-			
FED TRANS FUND #108 -----								
FEDERAL TRANS #4529	33,491-	30,241-			32,288-		44,631-	
INTEREST #4661	1,489-	1,315-	1,272-	547-	274-	500-	84-	

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
GAS TAX FUND #109 - #113 -----								
GAS TAX #2105	43,794-	42,645-	38,851-	40,334-	38,460-	39,300-	36,105-	36,811-
GAS TAX #2106	32,970-	32,145-	30,247-	31,867-	30,785-	39,800-	27,457-	28,752-
GAS TAX # 2107	58,541-	57,067-	51,709-	53,757-	51,377-	53,000-	48,209-	51,394-
GAS TAX #2107.5	2,000-	2,000-	2,000-	2,000-	2,000-	2,000-	2,000-	2,000-
INTEREST #4661	4,657-	5,260-	3,366-	1,268-	1,179-	900-	3,086	
GAS TAX TOTAL ----->	141,962-	139,117-	126,173-	129,226-	123,801-	135,000-	110,685-	118,957-
=====								
LOCAL TRANSPORTATION FUND #114 -----								
LOCAL TRANSPORTATION SALES TAX #4120	119,510-	126,669-	131,500-	58,850-				106,000-
INTEREST #4661	1,876-	1,117-	392-	570-	462-		75-	
TRAFFIC CONGESTION FUND #115 -----								
TRAFFIC CONGESTION RELIEF #4142	50,767-		61,483-	66,915-	71,172-	82,000-	93,205-	80,422-
Interest #4661	2,215-	1,358-	192-	184-	277-	500-	104-	
TRAFFIC MITIGATION FUND #116 -----								
Traffic Mitigation Fees #4634	91,320-	344,077-	67,466-	47,451-	19,276-	19,000-	29,401-	5,000-
Interest #4661	2,612-	8,931-	10,935-	4,140-	2,371-	1,000-		
SAFE ROUTES TO SCHOOL FUND #118 -----								
Safe Routes to School #4145	174,163-	56,237-	281,340-					

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
TEA DOWNTOWN FUND #120 -----								
TEA #4161	20,000-	20,677-	9,000-					
RODGERS RESTORATION FUND #130 -----								
Theatre Restoration #4138				6,157-			12,000-	
2002 Park Bond Act #4163					182,271-	25,000-		5,000-
ENERGY GRANT FUND #131 -----								
Energy Grant #4665					31,658-	8,946-		
PLNG ENV. REV. FUND #150 -----								
Interest # 4661	493-	457-	360-	121-	53-		22-	
FLOOD MIT FEMA #152 -----								
Federal Grant Proceeds #4702 OTS FUND #161					5,918-	50,580-	21,018-	
OTS #4572 -----								
OTS #4572		14,169-	11,177-					
OTS FUND #164 -----								
OTS #4572			7,678-	28,508-	25,950-	24,285-	6,559-	
Interest # 4661				38-	103-		44-	
ABANDONED VEHICLE FUND #170 -----								
Abandoned Vehicle #4546	27,494-	13,084-	16,344-	20,140-	3,451-	4,000-		4,000-
Interest #4661	439-	1,193-	639-	307-	302-	300-	90-	300-
SAFE GRANT #188 -----								
Interest # 4661		110-	28-	40-	83-		19-	
Safe Grant (Police) #4701		7,842-	6,913-	10,299-	3,779-			

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
FLOOD PREVENTION FUND #303 -----								
Operating Transfers in Rev #4680		8,750-						
Grant Proceeds #4700			39,339-					
GIS PLANNING FUND #304 -----								
Interest #4661		106-		10-				
Operating Transfers in Revenue #4680		8,750-						
Grant Proceeds #4700			28,818-	5,562-				
HOUSING ELEMENT PROJ #308 -----								
Housing Element 2003 # 4567				31,127-	3,873-			
SALADO HOME #321 -----								
Interest # 4661		7-	3-					
Salado Home Grant # 4663		3,916,219-	6,565-	2,390-				
CDBG FY 08/09 #322 -----								
Interest # 4661				51-	29		48-	
Blackburn Improve. Grant #4802						800,000-		800,000-
PROG. INC-UNRES FUND # 323 -----								
Interest #4661	391-	44-	70-	117-	158-		15	
CDBG Program Income #4668	1,100-	1,600-	1,200-	1,480-	2,600-		1,700-	

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
1990 CDBG FUND #324 -----								
Interest # 4661		281-	594-	281-	176-		45-	
REUSE FUNDS-ECN FUND #325 -----								
Loan Payments #4568	533-	913-	913-	913-	913-	1,000-	837-	1,000-
Interest #4661	3,047-	2,465-	1,384-	620-	454-	500-	111-	500-
CDBG Program Income #4668	788-		1,825-	2,542-	2,542-		2,330-	
REUSE FUNDS HOUSING FUND #326 -----								
Interest #4661	894-	801-	1,265-	992-	762-	500-	35-	500-
CDBG Program Income #4668	1,238-	41,949-	27,668-	52,768-	29,272-		27,168-	
HOUSING ACQ, RLF #327 -----								
Interest # 4661				28-	59-		67-	
HOUSING REHAB. RLF #328 -----								
Interest # 4661				28-	59-		65-	
NEW CONSTRUCTION RLF #329 -----								
Interest # 4661				1-	5-		12-	
PARK ACQUISITION/CONSTRUCTION FUND #341 -----								
PARK ACQUISITION/CONSTRUCTION #4127	26,006-	62,875-	13,450-	10,268-	3,500-	11,200-	18,366-	11,200-
INTEREST #4661	5,374-	6,897-	4,647-	1,901-	1,344-	1,000-	345-	1,000-

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
SALADO WALL DEPOSIT FUND #344 -----								
Interest # 4661			2,175-	848-	594-	500-	153-	200-
DRAINAGE FEES FUND #345 -----								
DRAINAGE FEES #4636	27,523-	32,197-	11,532-	8,827-	2,262-	10,000-	16,372-	10,000-
INTEREST #4661	2,709-	3,461-	2,711-	1,104-	746-	1,000-	188-	1,000-
WATER CAPITAL IMPROVEMENT FUND #346 -----								
WATER CAPITAL IMPROVEMENT #4530	26,260-	55,111-	25,524-	6,027-	2,836-	5,000-	9,813-	5,000-
INTEREST #4661	4,828-	4,789-	3,864-	1,652-	1,062-	1,500-	182-	1,500-
SEWER CAPITAL IMPROVEMENT FUND #347 -----								
SEWER CAPITAL IMPROVEMENT #4642	23,082-	47,804-	17,976-	3,210-	2,568-	2,500-	10,541-	2,500-
INTEREST #4661	5,036-	5,575-	4,373-				3-	
WWTP EXPANSION FUND #348 -----								
MISC INCOME, ETC... #4618	141,526-	292,000-	116,000-	8,000-	16,000-	233,000-	18,000-	20,000-
INTEREST #4661	3,973-	3,634-	2,845-	2,141-	904-	1,000-	65-	1,000-
Operating Transfers in Rev. # 4680				225,000-	225,000-			235,000-
YOST FIELD FUND #352 -----								
BASEBALL FEES #4654				870-	166-		286-	
Interest # 4661			10-	29-	18-		7-	

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
PARK VOL. FUND #353 -----								
Recycling Grant #4157		5,000-		5,000-				
Interest #4661	554-	545-	428-	151-				
PROP 84 PARK BOND #354 -----								
Bond Proceeds #4552						4,276,800-	190,385-	4,276,800-
Misc Income, Etc. #4618					3,919-			
PARKLAND ACQUISITION FUND #355 -----								
Bedroom Tax #4605	16,300-	26,300-	7,800-	1,100-	2,300-	600-		600-
Misc. Income, Etc. #4618				124,416-				
Interest #4661	5,925-	6,082-	4,216-	1,555-	1,109-	2,000-	290-	
TRAIL DEVELOPMENT FUND #356 -----								
Interest #4661	221-	205-	125-	54-	38-		10-	
CURB AND GUTTER FUND #365 -----								
CURB AND GUTTER #4635					240-			
INTEREST #4661	703-	652-	397-	2-	1-		1-	
CAPITAL REPLACEMENT WWTP FUND #380 -----								
Interest #4661	13,154-	9,433-	5,320-	2,977-	1,587-	5,000-	349-	5,000-
Operating Transfers in Revenue #4680	61,800-	45,000-	50,000-	50,000-	55,000-	55,000-	55,000-	60,000-

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
SEWER CAPITAL REPLACEMENT FUND #381 -----								
Interest #4661	2,195-	1,619-	1,176-	690-	573-	1,000-	173-	1,000-
Operating Transfers in Rev #4680		17,300-	18,300-	18,300-	18,800-	19,400-	19,400-	20,000-
WATER CAPITAL REPLACEMENT FUND #383 -----								
Interest #4661	4,047-	2,449-	3,049-	1,845-	1,554-	2,000-	548-	2,000-
Operating Transfers in Revenue #4680	51,500-	53,045-	100,000-	70,000-	73,500-	103,000-	103,000-	122,000-
CLARK PARK WELL #384 -----								
Clark Park Well WtrCapImp #9275						613,000	563,296	
SHORT LIVED WATER REVENUE #386 -----								
Operating Transfers in Revenue #4680						27,000-	27,000-	27,000-
JT LEVY TRUST FUND #401 -----								
Interest #4661	1,098-	1,008-	608-	260-	181-	500-	46-	500-
RODGERS, FMW&D FUND #402 -----								
Interest #4661	2,229-	1,561-	501-	210-	142-	500-	36-	500-
RIDELL LIBRARY TRUST FUND #403 -----								
Interest #4661	11,067-	10,787-	8,198-	5,712-	5,625-	500-	137-	

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
SEWER ENTERPRISE FUND #610 -----								
SEWER SERVICE #4640	1,169,717-	1,257,948-	1,385,313-	1,449,335-	1,485,644-	1,537,600-	1,410,665-	1,560,855-
SEWER CONNECTION FEE #4641	8,030-	1,952-	2,620-		655-	3,000-		3,000-
INDUSTRIAL WWTP LAND LEASE #4643	6,427-		20,555-	7,316-	7,380-		7,608-	
MISCELLANEOUS #4618	726-					3,600-	1,001-	3,600-
INTEREST #4661				85-	966-	5,000-	412-	1,000-
FUND TOTAL ----->	1,184,900-	1,259,900-	1,408,488-	1,456,736-	1,494,645-	1,549,200-	1,419,686-	1,568,455-
=====								
SOLID WASTE FUND #615 -----								
Solid Waste #4639	352,052-	367,628-	391,289-	407,216-	413,842-	400,000-	386,423-	400,000-
Interest #4661	2,191-	1,605-	1,064-	559-	278-	6,000-	76-	6,000-
AIRPORT ENTERPRISE FUND #620 -----								
AIRPORT GRANT #4536	20,000-	10,000-	10,000-		20,000-	10,000-	10,000-	10,000-
Misc, Income, Etc. # 4618	407-	466-	411-	2,579-	229-	2,579-	980-	2,579-
RENT BLACKBURN #4658	7,349-	7,980-	7,980-	7,275-	7,911-	8,400-	7,700-	8,400-
RENTS/LEASES #4660	1,315-	1,630-	3,210-	3,210-	4,795-	3,000-	3,321-	3,000-
INTEREST #4661				28-				
AIRPORT IMPROVEMENTS #621 -----								
Airport Land Acquisition Grant #4558	207,776-							
FAA Grant Construction #4564			185,844-	2,331,801-	18,492-			

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
TRANSPORTATION CENTER FUND #625								
-----								
TRANS. SALES TAX #4120				15,755-	8,015-	8,220-		8,220-
Lease-Commercial Park #4659				5,000-	5,000-	5,000-	5,000-	5,000-
RENTS/LEASES #4660				5,000-	5,000-	5,000-	5,000-	5,000-
OPERATING TRANSFERS IN REVENUE #4680			10,000-					
INTEREST #4661	285-			28-	60-		26-	
FUND TOTAL ----->	285-		10,000-	25,783-	18,075-	18,220-	10,026-	18,220-
=====								
WATER ENTERPRISE FUND #630								
-----								
MISC INCOME, ETC. #4618			3,001-				327-	
WATER SALES #4630	1,084,370-	1,208,863-	1,283,521-	1,186,044-	1,272,364-	1,258,274-	1,149,824-	1,230,522-
WATER CONNECTION FEE #4631	1,742-	4,238-	1,092-			1,000-		1,000-
METER READING/TURN ON #4632	1,061-	1,992-	1,747-	1,855-	2,365-	2,000-	1,500-	2,000-
INTEREST #4661	1,928-	2,874-	6,886-	3,924-	3,708-	1,000-	952-	1,000-
FUND TOTAL ----->	1,089,101-	1,217,967-	1,296,247-	1,191,823-	1,278,437-	1,262,274-	1,152,603-	1,234,522-
=====								

CITY OF CORNING  
OTHER FUNDS  
FISCAL YEAR 2012-2013

	2006-2007 YEAR END	2007-2008 YEAR END	2008-2009 YEAR END	2009-2010 YEAR END	2010-2011 YEAR END	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
-----								
WATER WELL LOAN RESERVE #632								
-----								
Operating Transfers in Revenue #4680						2,800-	2,800-	2,800-
-----								
L&L DIST 1 ZN 1 #701								
-----								
Lighting & Landscaping Assess #4649	883-	883-	852-	919-	883-	1,090-	883-	1,090-
Interest # 4661		35-	6-	1-	2-			
-----								
L&L DIST 1 ZN 3 #703								
-----								
Lighting & Landscaping Assess #4649		4,299-	4,263-	4,263-	4,263-	2,900-	4,121-	2,900-
Interest # 4661		56-	92-	62-	48-	100-	18-	100-
-----								
L&L DIST 1 ZN 4 #704								
-----								
Lighting & Landscaping Assess #4649			4,773-	4,773-	4,773-	4,775-	4,773-	4,775-
Interest # 4661			20-	32-	31-	50-	9-	50-
-----								
=====								
GRAND TOTAL OF NON GEN FUNDS ----->	4,144,692-	8,923,192-	4,900,676-	6,631,563-	4,319,496-	8,667,407-	3,345,279-	9,269,178-
=====								

# Dept. Summaries by Fiscal Year

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013  
DEPARTMENT HISTORY BY FISCAL YEAR

	2006-2007 ACTUAL -----	2007-2008 ACTUAL -----	2008-2009 ACTUAL -----	2009-2010 ACTUAL -----	2010-2011 ACTUAL -----	2011-2012 BUDGET -----	2011-2012 ACTUAL -----	2012-2013 REQUESTED -----
GENERAL CITY -----								
City Council #1100	31,290	33,339	34,822	23,979	22,183	25,400	23,849	25,600
City Clerk #1300	21,274	21,005	13,636	10,741	15,642	16,300	7,825	17,950
City Treasurer #1900	646	592	592	538	718	600	592	600
City Administration #1200	193,854	196,432	206,375	202,056	185,197	116,209	104,698	182,470
Legal Services #1400	77,454	85,338	88,889	133,840	81,885	74,800	80,814	85,200
Recreation #3300		18,403	82,006	92,006	17,563		10,338	10,000
Building & Safety #4300	139,192	175,105	98,938	88,322	103,841	100,496	100,135	110,283
Planning Dept #4100	97,579	125,152	107,010	110,745	116,211	122,945	105,914	44,400
Economic Development #4010	50,340	144,986	148,526	22,600	21,500	22,000	20,792	23,500
Housing Element #3181			14,515	26,890	2,099			
Flood Mitigation #2310					10,627	50,580		
Flood Planning #4006	170	4,688	38,710					
GIS Planning #4007	170	10,489	38,962					
Retail Planning #4008		45,821	860					
Housing Rehab #4020	245,900	1,615	66	2,130	71,250	16,000	4,883	16,000
Salado Wall Project #9008						92,000		92,000
Finance Dept #1500	235,468	257,572	268,246	259,947	263,879	287,093	247,147	291,983
Solid Waste #8000	352,052	367,722	382,161	417,157	413,842	405,000	312,828	405,000
General City #1600	477,986	441,448	431,235	381,228	350,812	348,686	362,767	362,018
-----								
GENERAL CITY TOTAL	1,923,375	1,929,707	1,955,549	1,772,179	1,677,249	1,678,109	1,382,582	1,667,004
-----								

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013  
DEPARTMENT HISTORY BY FISCAL YEAR

	2006-2007 ACTUAL -----	2007-2008 ACTUAL -----	2008-2009 ACTUAL -----	2009-2010 ACTUAL -----	2010-2011 ACTUAL -----	2011-2012 BUDGET -----	2011-2012 ACTUAL -----	2012-2013 REQUESTED -----
PUBLIC SAFETY -----								
Fire Department #2300	446,626	566,867	497,154	526,694	388,352	217,955	193,130	223,826
Fire Cap Replacement #2301	61,262	69,203	78,908	70,070	47,308	62,305	14,530	47,375
Fire Dispatch #2302					134,551	303,233	290,921	324,554
Police Department #2114	1,794,751	1,857,911	1,954,170	2,012,447	2,061,337	1,987,869	1,849,549	2,032,601
Animal Control #2200	109,191	114,675	132,567	123,861	87,043	145,460	123,712	154,427
Police Dispatch #2119	418,148	382,566	448,356	446,965	452,774	480,901	426,622	533,848
Police Cap Replacement #2116	18,160	75,573	127,387	3,638		77,719	73,453	
PAL Program #2201	14,082	13,762	15,091	5,038	5,000	5,100	5,011	5,100
2001 CAL COPS #2107								
OTS Drunk Driving #2100	40,671	15,868	10,550	17,155	11,087	24,285	3,509	
LLEBG 2002 #2109								
-----								
PUBLIC SAFETY TOTAL	2,902,891	3,096,425	3,264,183	3,205,868	3,187,452	3,304,827	2,980,437	3,321,731
=====								

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013  
DEPARTMENT HISTORY BY FISCAL YEAR

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
<b>PUBLIC WORKS</b>								
Public Works Admin #3800	194,556	225,531	192,272	182,332	192,399	217,584	182,767	147,214
Engineering #4200	52,492	48,088	23,555	33,765	29,792	14,300	14,143	19,300
Library #1700	23,480	20,673	18,767	13,643	20,439	28,900	16,131	28,900
Streets #3000	424,091	467,856	364,850	249,630	308,123	450,351	331,681	654,493
Street Projects #3001	194,420	919,898	239,510	94,798	491,749	305,500	253,473	
Blackburn Improvements #4600			29,636	85	35,494	867,000	3,673	867,000
Street and Traffic Lights #3100	67,058	65,648	63,902	65,861	75,924	71,000	61,607	71,000
Parks Maintenance #6100	161,831	177,804	210,734	70,370	107,514	110,423	106,450	110,728
Pool #6200				63,858	74,763	70,819	47,953	72,855
Prop 84 Park Non-Construct #9020				152,595	15	501,000	167,634	501,000
Prop 84 Park Acquisition #9024					44,235		186	
Prop 84 Park Construction #9025						3,254,800	57,266	3,254,800
Community Events #3190	10,222	7,377	16,782	7,169	7,031	3,000	9,123	4,200
Building Maintenance #3600	34,716	38,845	54,972	28,349	43,129	35,800	44,848	35,800
Mechanical Maintenance #3700	19,184	7	3,391	1,083	4,280	9,070	2,607	9,070
Rodgers Theatre #6125	6,728	33,788	4,722	2,732	199,761	50,200	31,035	51,900
Energy Grant #6126					35,175	8,946		
L&L 1 #3901		936	1,613	698	751	900	649	900
L&L 3 #3903		1,350	1,800	1,350	1,800	3,800	927	3,800
L&L 4 #3904			1,488	3,433	3,322	4,300	3,426	4,300
<b>PUBLIC WORKS TOTAL</b>	<b>1,188,778</b>	<b>2,007,801</b>	<b>1,227,994</b>	<b>971,751</b>	<b>1,675,696</b>	<b>6,007,693</b>	<b>1,335,579</b>	<b>5,837,260</b>

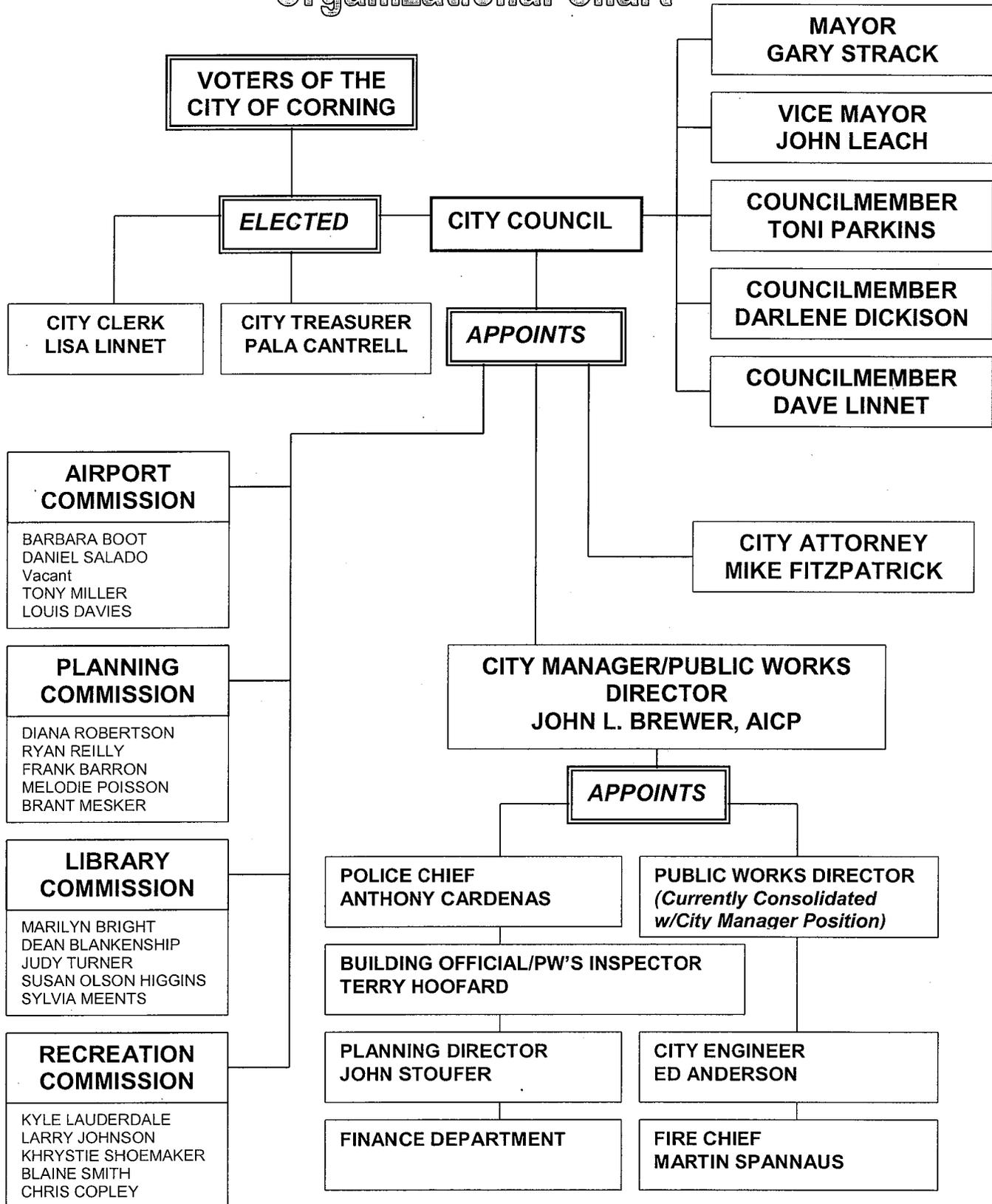
CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013  
DEPARTMENT HISTORY BY FISCAL YEAR

	2006-2007 ACTUAL -----	2007-2008 ACTUAL -----	2008-2009 ACTUAL -----	2009-2010 ACTUAL -----	2010-2011 ACTUAL -----	2011-2012 BUDGET -----	2011-2012 ACTUAL -----	2012-2013 REQUESTED -----
ENTERPRISE FUNDS								
Corning Airport #3500	221,022	22,954	208,139	2,430,396	27,613	22,500	24,488	24,000
Transportation Center #3160	13,239	11,809	12,596	16,966	15,376	16,500	14,615	16,500
Sewer Maintenance #5000	156,224	115,761	113,711	104,529	96,305	108,368	104,625	102,425
Sewer Improvements #5250	311,899	293,729	343,663	325,746	277,065	470,302	388,112	472,142
WWTP #5200	559,610	656,862	576,816	662,749	654,147	685,850	632,015	702,850
Water Department #7100	436,231	431,599	421,188	426,243	435,404	428,985	409,248	395,973
Water Improvements #7420	210,971	279,047	226,656	207,624	235,302	1,014,182	909,648	312,004
ENTERPRISE FUNDS TOTALS	1,909,196	1,811,761	1,902,769	4,174,253	1,741,212	2,746,687	2,482,751	2,025,894
-----								
GRAND TOTALS	7,924,240	8,845,694	8,350,495	10,124,051	8,281,609	13,737,316	8,181,349	12,851,889
=====								

# General City Services

# City of Corning

## Organizational Chart



**CITY OF CORNING**  
**2012- 2013 ANNUAL PROGRAM OF SERVICES**  
**CITY COUNCIL**  
**(1100)**

**ACTIVITY DESCRIPTION:**

The City Council is elected by the citizens of Corning as their representatives to make the legislative and policy decisions of the City subject to the provisions of City Ordinances, Resolutions, Government Code and the Constitution of the State of California. Members of the current City Council are: **Mayor Gary Strack** and four **Council Members: Vice Mayor John Leach, Toni Parkins, Darlene Dickison and Dave Linnet**. The Mayor and City Council members also serve as City representatives on various Committees/Commissions and represent the City at official functions.

The registered voters elect the Mayor every two years, and the City Council members are elected to four-year terms that overlap with the Mayor's term.

The City Council appoints the City Manager who serves at their pleasure and who implements Council Policy.

**PERSONNEL SERVICES:**

**SALARIES:** This account provides for \$300 salary per month per Council member and Mayor. Section 36516 of the Government Code of the State of California provides that Corning can legally compensate City Council Members up to \$386.25 per month.

**BENEFITS:** Provides for the City cost of the Federal Insurance Contribution Act better known as Social Security.

**SUPPLIES:**

**6100 OFFICE SUPPLIES:** Finances the purchase of binders and other miscellaneous office supplies necessary to support the City Council.

**6150 MATERIALS/SUPPLIES:** Provides funding for extraordinary department supplies and expenses including special programs and presentations required of the City Council.

**7000 ASSOCIATION DUES:** Funds the annual dues for The League of California Cities.

**7100 TRAINING/EDUCATION:** Finances City Council attendance at League Training and the Leadership Academy.

**7200 CONFERENCES / MEETINGS:** Provides funding for Council Members to attend the League of California Cities Conference and any other necessary meetings.

**7600 J. T. LEVY SCHOLARSHIP:** Finances a Scholarship initiated many years ago by the Estate of J. T Levy and administered by the City for graduating Seniors at Corning High School.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
CITY COUNCIL #1100								
5100 + SALARIES	18,000	18,000	18,000	16,053	15,047	18,000	15,180	18,000
5900 + BENEFITS	1,377	1,377	1,377	1,228	1,113	0	1,161	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>19,377</b>	<b>19,377</b>	<b>19,377</b>	<b>17,281</b>	<b>16,160</b>	<b>18,000</b>	<b>16,341</b>	<b>18,000</b>
001 6100 1100 Office Supplies	246	84	9	66	72	100	21	100
001 6150 1100 Mat/Supplies	2,432	3,521	2,111	786	1,410	800	1,346	800
001 7000 1100 Assoc.Dues	3,938	3,953	3,953	4,003	4,003	4,000	4,003	4,200
001 7100 1100 Traing/Educ.	0	1,587	1,100	0	0	0	0	0
001 7200 1100 Conf/Meetings	5,297	4,566	8,021	1,593	288	2,000	1,638	2,000
401 7600 1100 Scholarship	0	250	250	250	250	500	500	500
<b>TOTAL OTHER OPERATING EXP.</b>	<b>11,913</b>	<b>13,961</b>	<b>15,444</b>	<b>6,698</b>	<b>6,023</b>	<b>7,400</b>	<b>7,508</b>	<b>7,600</b>
<b>TOTAL FOR DEPT</b>	<b>31,290</b>	<b>33,338</b>	<b>34,821</b>	<b>23,979</b>	<b>22,183</b>	<b>25,400</b>	<b>23,849</b>	<b>25,600</b>

**CITY OF CORNING**  
**2012-2013 ANNUAL BUDGET DETAIL**  
**CITY CLERK**  
**(1300)**

**ACTIVITY DESCRIPTION:**

City Clerk, currently **Lisa Linnet**, is elected by the voters every four years and works in cooperation with City Staff to perform a variety of complex tasks required by City Council, City Management and the State. These tasks include:

- Maintaining official City records, legal documents, and conducting voter registration and elections.
- Attending meetings of the City Council, Boards and Commissions as may be required and taking and transcribing the Minutes, preparing Minutes for indexing, retention and distribution; and maintenance of the City Council's legislative history.
- Preparation of Agendas and Agenda Packets for the City Council, Council appointed Commissions, City Staff and news media.
- Preparation, posting and publishing of all legal notices of the City Council and Commissions and preparing a variety of other notices in accordance with City, State and Federal Law.
- Maintaining Resolutions, Ordinances, Contracts, and Municipal Code codifications.
- Composes and prepares correspondence advising various individuals/groups of City Council actions and is custodian of the City Seal.
- Administers oaths or affirmations and takes and certifies affidavits and depositions pertaining to City affairs.
- Acts as Filing Officer as required by the Political Reform Act of 1974 as amended, and performs all duties as required by law.

**PERSONNEL SERVICES:**

**5100 SALARIES:** Provides for City Clerk Salary.

**5900 BENEFITS:** Provides for the City cost of FICA.

**SUPPLIES:**

**6100 OFFICE SUPPLIES:** Finances the City Clerk's proportional cost of stationary, copy machine paper, fax machine paper and other office supplies.

**6150 MATERIALS AND SUPPLIES:** Finances the purchase of necessary supplies other than paper and stationary such as Minute Books and associated special paper.

**6300 PROFESSIONAL SERVICES:** Finances the Codification Services for the City's Municipal Code. Periodically the City Clerk sends adopted Ordinances to a codification service that update the City's Municipal Code Book and the online website copy.

**6310 ELECTIONS:** Provides funding for associated costs for the City's General Election held in November on even years.

**6500 PRINT-ADVERTISING:** Provides for advertising all City Public Hearings, Meetings and Sealed Bids, publication of Ordinances and Resolutions and any other necessary notices.

**7000 ASSOCIATION DUES:** Provides for membership in the City Clerk's Association.

**7200 CONFERENCES AND MEETINGS:** Funds are only included in this years budget to cover personal vehicle mileage and meeting attendance in support of City operations – **UNFUNDED AT THIS TIME.**

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
CITY CLERK #1300								
5100 + SALARIES	4,211	4,200	4,200	3,871	3,687	4,200	3,489	4,200
5900 + BENEFITS	321	321	321	297	289	0	267	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>4,532</b>	<b>4,521</b>	<b>4,521</b>	<b>4,168</b>	<b>3,976</b>	<b>4,200</b>	<b>3,756</b>	<b>4,200</b>
001 6100 1300 Office Supplies	485	203	222	90	50	200	48	200
001 6150 1300 Mat/Supplies	1,548	1,530	1,082	1,200	1,371	800	501	800
001 6300 1300 ProfServices	309	374	748	1,422	990	3,000	917	3,000
001 6310 1300 Elections	7,899	0	4,681	0	5,058	5,000	0	6,500
001 6500 1300 Print/Advert.	5,523	5,475	2,260	3,780	2,752	3,000	2,443	3,000
001 7000 1300 Assoc.Dues	80	105	105	80	0	100	160	250
001 7200 1300 Conf/Meetings	898	495	18	0	0	0	0	0
001 7406 1300 Comp/Equip/Soft	0	0	0	0	1,445	0	0	0
<b>TOTAL OTHER OPERATING EXP.</b>	<b>16,742</b>	<b>8,182</b>	<b>9,116</b>	<b>6,572</b>	<b>11,666</b>	<b>12,100</b>	<b>4,069</b>	<b>13,750</b>
001 9330 1300 FireProof Cabin	0	8,301	0	0	0	0	0	0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>0</b>	<b>8,301</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FOR DEPT.</b>	<b>21,274</b>	<b>21,004</b>	<b>13,637</b>	<b>10,740</b>	<b>15,642</b>	<b>16,300</b>	<b>7,825</b>	<b>17,950</b>

**CITY OF CORNING**  
**2012 – 2013 ANNUAL BUDGET DETAIL**  
**CITY TREASURER**  
**(1900)**

**ACTIVITY DESCRIPTION:**

City Treasurer, currently **Pala Cantrell**, is elected by the voters every four years and works in cooperation with the City Manager/Finance Director and the City Clerk.

Because Mrs. Cantrell is also the Accounting Technician, a full-time City Merit System position, she also makes the investments and projects the need for funds to be available to meet the City's financial obligations. In her capacity as the elected City Treasurer and full-time Accounting Technician, Mrs. Cantrell is a valuable key member of the Finance Team.

The duties of the elected Treasurer have been largely replaced by the City Finance Department and City Manager. The position is one of four City positions required to co-sign City warrants which require two of the four signatures. Once a month the City Treasurer prepares and presents a written report of the City Investments to the City Clerk who files a copy with the City Council.

**PERSONNEL SERVICES:**

**SALARIES:** Funds the monthly City Treasurer salary which is currently set at \$50 per month.

**BENEFITS:** Funds the City cost of FICA.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
-----								
TREASURER #1900								
5100 + SALARIES	600	550	550	500	668	600	550	600
5900 + BENEFITS	46	42	42	38	50	0	42	0
-----								
TOTAL SALARIES/BENEFITS	646	592	592	538	718	600	592	600
-----								
-----								
TOTAL FOR DEPT	646	592	592	538	718	600	592	600
=====								

**CITY OF CORNING**  
**2012 – 2013 ANNUAL BUDGET DETAIL**  
**CITY ADMINISTRATION**  
**(1200)**

**ACTIVITY DESCRIPTION:**

**City Manager John Brewer** is currently employed as the full time City Manager and Public Works Director in order to reduce costs during the economic recession. The City Manager serves as the City's Chief Executive and "Administrative Head of the Government" under the direction and control of the City Council. He is responsible to the City Council for the day-to-day management of all City affairs and the leadership of City Department Heads. The City Manager also serves as the Finance Director. He is directly responsible for continual review and analysis of all City administrative operations including budget preparation and control, organizational and procedural studies and staffing. The City Manager's responsibilities, authority, and limits on authority are clearly defined in the City's Municipal Code, Chapter 2.44.

The City Manager's principal assistant is **Lisa Linnet**, the "**Administrative Assistant to the City Manager**".

**ACCOMPLISHMENTS:**

The accomplishments of the City Manager's Office are most often the participation of the Manager in the accomplishments of the City's Operating Departments. The greatest responsibility of the City Manager's Office is the support of the City Council and the Operating Departments.

There is also very little that the Manager can cite as fully the achievement of the Manager, and this is the way it should be.

**PERSONNEL SERVICES:**

**5100 SALARIES:** Provides for the City Manager and the City Manager's Administrative Assistant at 60% funded by the General Fund, 20% funded by Water and 20% funded by Sewer Enterprise Funds. This year the Staff will be providing the five-year review of the Development Impact Fee program which will require considerable Staff time.

**5970 BENEFITS:** Provides for City contributions to FICA, and City paid Public Employees Retirement System, Health Insurance and Life Insurance.

**SUPPLIES:**

**6100 OFFICE SUPPLIES:** Funds the purchase of miscellaneous supplies such as paper, pens, etc.

**6150 MATERIALS/SUPPLIES:** Provides funding for any necessary departmental materials and/or supplies.

**6300 PROFESSIONAL SERVICES:** Provides funds to retain outside assistance from subject experts if needed in areas such as economic development – **UNFUNDED AT THIS TIME.**

**6350 COMMUNICATIONS:** Finances the Departments share of the phone system and reimbursement for calls made on Manager's cell phone. Funding is from the General, Water and Sewer Funds.

**7000 ASSOCIATION DUES:** Provides for City Manager membership in the International City Management Association, California City Managers Association and Foundation and the American Institute of City Planners. These Organizations serve several definite purposes such as: Continued professional development; bringing best practices to the home jurisdiction, eliminating costs for reinventing the wheel; collaboration among peers; credibility/confidence that the City is managed in accordance with a strong code of ethics/professionalism; accessibility to research materials/networking.

**7200 CONFERENCE AND MEETINGS:** Provides funding for the City Manager's attendance at the League of California Cities Annual Meeting and the League's Manager's Department Meeting, and reimbursement for private vehicle mileage and meeting attendance in support of City business.

**7406 COMPUTER EQUIPMENT AND SOFTWARE:** Funding for the City Manager and his Administrative Assistants computer software, upgrades to computer equipment, repairs or replacement if needed. **NO FUNDING WAS INCLUDED THIS YEAR.**

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
CITY ADMINISTRATION #1200								
5100 + SALARIES	128,837	133,544	145,395	143,512	131,723	111,559	69,220	177,420
5900 + BENEFITS	57,220	55,132	53,832	54,486	49,415	0	32,426	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>186,057</b>	<b>188,676</b>	<b>199,227</b>	<b>197,998</b>	<b>181,138</b>	<b>111,559</b>	<b>101,646</b>	<b>177,420</b>
001 6100 1200 Office Supplies	991	673	525	842	392	1,000	312	500
610 6100 1200 Office Supplies	286	233	103	205	98	300	121	300
630 6100 1200 Office Supplies	286	233	139	191	98	300	121	300
001 6150 1200 Mat/Supplies	0	84	0	0	0	0	381	500
001 6300 1200 ProfServices	314	769	464	125	125	0	0	0
001 6350 1200 Communications	0	347	349	348	425	350	294	350
610 6350 1200 Communications	0	0	268	302	260	300	273	300
630 6350 1200 Communications	0	0	268	302	260	300	273	300
001 7000 1200 Assoc.Dues	1,301	943	950	552	760	600	672	1,000
001 7200 1200 Conf/Meetings	3,380	3,463	3,702	1,191	1,642	1,500	602	1,500
610 7200 1200 Conf/Meetings	500	0	0	0	0	0	0	0
630 7200 1200 Conf/Meetings	461	0	0	0	0	0	0	0
001 7406 1200 Comp/Equip/Soft	29	343	380	0	0	0	0	0
001 7500 1200 Veh Opr/Maint	0	668	0	0	0	0	0	0
401 7600 1200 Scholarship	250	0	0	0	0	0	0	0
<b>TOTAL OTHER OPERATING EXP.</b>	<b>7,798</b>	<b>7,756</b>	<b>7,148</b>	<b>4,058</b>	<b>4,060</b>	<b>4,650</b>	<b>3,049</b>	<b>5,050</b>
<b>TOTAL FOR DEPT</b>	<b>193,855</b>	<b>196,432</b>	<b>206,375</b>	<b>202,056</b>	<b>185,198</b>	<b>116,209</b>	<b>104,695</b>	<b>182,470</b>

**CITY OF CORNING  
2012 – 2013 ANNUAL PROGRAM OF SERVICE  
LEGAL SERVICES  
(1400)**

**ACTIVITY DESCRIPTION:**

The City Attorney and Assistant City Attorney are appointed by and serve at the pleasure of the City Council. **Michael Fitzpatrick is the City Attorney** and has served the City working part-time for over 24 years, since November 1988. **Jody Burgess is the Assistant City Attorney** working closely with Mr. Fitzpatrick to meet the City's legal need. As of July 1, 2011 both are contracted Consultants under a flat monthly fixed rate contract and are appointed by and serve at the will of the City Council.

The City Attorney and Assistant City Attorney serve as legal counsel to the City in its day-to-day operations and serve as legal advisor to the City Council, Commissions and Departments of the City. They do not provide assistance to the general public.

The City Attorney and Assistant City Attorney must have a strong knowledge of Municipal Law and legal issues arising from court decisions. This knowledge is essential to be aware of the need for specialized counsel, and to direct and supervise this specialized counsel in the handling of any City litigation. They are also charged with the preparation and review of Ordinances, Resolutions, and other legislation as well as providing legal guidance on daily business issues such as miscellaneous contracts and agreements, public information requests, etc.

**PROFESSIONAL SERVICES:**

- 6300 LEGAL/PROFESSIONAL SERVICES:** Provides funding for any outside support of the City Attorney including billable office expenses.
- 6301 CITY ATTORNEY SERVICES:** In prior years, this account provided for the City Attorney retainer for attending Council Meetings, costs (fax, copies, phone) and for preparation of City Ordinances.
- 6304 EMPLOYEE RELATIONS SERVICES:** Provides for the Labor Relations Consultant, Mr. William May, and for special Legal Council, when necessary.
- 7200 CONFERENCES AND MEETINGS:** Funding to attend conferences is not provided this year due to the reduced income of the City.
- 8001 BOOKS AND PERIODICALS:** The City shares the cost of the reference books needed to support the City Attorney and Assistant City Attorney.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
LEGAL SERVICES #1400								
5100 + SALARIES	51,132	54,000	56,781	60,776	495	0	0	0
5900 + BENEFITS	14,347	4,122	4,352	51,451	196	0	0	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>65,479</b>	<b>58,122</b>	<b>61,133</b>	<b>112,227</b>	<b>691</b>	<b>0</b>	<b>0</b>	<b>0</b>
001 6300 1400 ProfServices	3,790	4,191	4,237	7,578	2,734	5,000	0	5,000
001 6301 1400 Consulting Serv	0	0	0	0	65,737	45,440	50,759	53,760
610 6301 1400 Consulting Serv	0	0	0	0	162	5,680	7,639	6,720
630 6301 1400 Consulting Serv	0	0	0	0	928	5,680	7,639	6,720
001 6304 1400 EE Relations	4,260	18,656	20,484	11,131	10,129	10,000	14,397	10,000
001 7200 1400 Conf/Meetings	1,147	822	0	0	0	0	0	0
001 8001 1400 Books/Perodic.	2,779	3,547	3,035	1,905	1,392	2,000	267	2,000
610 8001 1400 Books/Perodic.	0	0	0	500	56	500	56	500
630 8001 1400 Books/Perodic.	0	0	0	500	56	500	56	500
<b>TOTAL OTHER OPERATING EXP.</b>	<b>11,976</b>	<b>27,216</b>	<b>27,756</b>	<b>21,614</b>	<b>81,194</b>	<b>74,800</b>	<b>80,813</b>	<b>85,200</b>
<b>TOTAL FOR DEPT</b>	<b>77,455</b>	<b>85,338</b>	<b>88,889</b>	<b>133,841</b>	<b>81,885</b>	<b>74,800</b>	<b>80,813</b>	<b>85,200</b>

**CITY OF CORNING  
2012 – 2013 ANNUAL BUDGET DETAIL  
RECREATION DEPARTMENT  
(3300)**

**ACTIVITY DESCRIPTION: *Currently Suspended due to economic recession***

The Recreation Department when managed by former Recreation Supervisor Kimberly Beck was responsible for the development and implementation of the first real Recreation Program in the City of Corning. The Department's Mission was to organize, supervise, coordinate and evaluate recreational activities while managing volunteers in order to assure the success of the program.

Kimberly Beck met with the Recreation Commission, School Leaders and school age youth in order to formulate a program that met the objectives of the City. The Supervisor maintained effective contact with Community leaders and groups as well as an effective working relationship with City management and employees. The Department strove to promote a healthy Community within a closely integrated town.

**CURRENT CITY APPROVED PROGRAMS:**

The City Council has approved continued sponsorship of some of the programs previously offered through the Recreation Department. These programs continue under the coordination and supervision of independent instructors and are:

<b>Kenpo Karate</b>	<b>Kenpo Robics</b>	<b>Yoga</b>	<b>Line Dancing</b>
<b>Photography</b>	<b>Lifeguard Training</b>	<b>Mommy-n-Me</b>	<b>Grove-n-Tunes</b>
<b>Storybook Friends</b>	<b>Musical Theater</b>	<b>Youth Basketball</b>	<b>Tennis Camp</b>

**PERSONNEL SERVICES:**

**5100 SALARIES:** Recreation Supervisor Salary – **Not funded.**

**5900 BENEFITS:** City contributions to Sick Leave, Holiday Pay, FICA, Retirement, Health and Life Insurance – **Not funded.**

**SUPPLIES:**

**6150 MATERIALS AND SUPPLIES:** Advertising & Promotion, office supplies and program supplies.

**6347 RECREATION PROGRAM SUPPLIES:** Provides funding for Recreation Department supplies – **Not funded.**

**6348 RECREATION REFUNDS:** Provides for fee refunds – **Not funded.**

**6349 RECREATION INSTRUCTOR:** Payments to Fee Based Instructors working as City temporary employees on contract.

**6350 COMMUNICATIONS:** Funds phone and email connection – **Not funded.**

**6552 SAFETY ITEMS:** Provides funding for miscellaneous safety equipment - **Not funded.**

**7200 CONFERENCES & MEETINGS:** Provides funding for attendance at local and regional meetings, including reimbursement for mileage when using personal vehicle – **Not funded.**

**7500 VEH. OPR./MAINT.:** Funds maintenance and fuel for the pick-up truck assigned to the Recreation Department – **Not funded.**

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
RECREATION #3300								
5100 + SALARIES	0	10,912	43,745	43,857	6,552	0	0	0
5200 + OVERTIME	0	0	33	1,276	0	0	0	0
5900 + BENEFITS	0	5,406	24,607	25,755	2,111	0	0	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>0</b>	<b>16,318</b>	<b>68,385</b>	<b>70,888</b>	<b>8,663</b>	<b>0</b>	<b>0</b>	<b>0</b>
001 6150 3300 Mat/Supplies	0	1,442	4,408	5,436	1,838	0	3,361	4,000
352 6347 3300 Rec Prog Sup.	0	0	0	0	59	0	0	0
001 6348 3300 Rec Refunds	0	40	205	505	60	0	25	0
001 6349 3300 RECREATION INST	0	0	6,691	13,257	6,943	0	6,952	6,000
001 6350 3300 Communications	0	368	1,189	1,156	0	0	0	0
001 6552 3300 Safety Items	0	0	0	191	0	0	0	0
001 7200 3300 Conf/Meetings	0	152	450	364	0	0	0	0
001 7500 3300 Veh Opr/Maint	0	84	679	209	0	0	0	0
<b>TOTAL OTHER OPERATING EXP.</b>	<b>0</b>	<b>2,086</b>	<b>13,622</b>	<b>21,118</b>	<b>8,900</b>	<b>0</b>	<b>10,338</b>	<b>10,000</b>
<b>TOTAL FOR DEPT.</b>	<b>0</b>	<b>18,404</b>	<b>82,007</b>	<b>92,006</b>	<b>17,563</b>	<b>0</b>	<b>10,338</b>	<b>10,000</b>

**CITY OF CORNING  
2012 - 2013 ANNUAL BUDGET DETAIL  
BUILDING AND SAFETY DEPARTMENT  
(4300)**

**ACTIVITY DESCRIPTION:**

Under the management of **City Building Official Terry Hoofard**, the **Department of Building and Safety** is responsible for all inspection services on new buildings and re-inspection services for building additions, modifications and alterations. The Building & Safety Department performs all plan check services for new construction projects and building addition/remodel projects and closely works with contractors to coordinate building and code enforcement related activities.

This Department is responsible for the enforcement of the Uniform Building, Plumbing, Mechanical, and Fire Codes, as well as the National Electrical Codes. This Department is also responsible for the abatement of dangerous buildings, enforcement of the State of California Administrative Code, the State of California Health and Safety Code, and the California Energy Commission Title 24 requirements.

The Building Department's only Staff Member consists of the Building Official who is also responsible for and performs Public Works project/permit inspections and enforcement of the City's Zoning Code and Business License requirements. The position is funded 47% from the General Fund and 53% from other funds.

The Building Department is funded in part by the General Fund, Gas Taxes and the Water and Sewer Enterprises.

**PERSONNEL SERVICES:**

**SALARIES:** Finances the Building Officials wages.

**BENEFITS:** Funds City's contributions to employees Sick Leave, Holiday Pay, FICA, ER PERS, EE PERS, Health Insurance, and Life Insurance.

**SUPPLIES:**

- 6100 OFFICE SUPPLIES:** Funds costs of necessary department supplies and building permit forms.
- 6300 ENGINEERING PROFESSIONAL SERVICES:** Funds occasional costs for necessary plan check outsourcing services.
- 6350 COMMUNICATIONS:** Finances department costs for cell phone, computer, etc.
- 6552 SAFETY ITEMS:** Funds costs for safety equipment (Shoes). **(Currently unfunded)**
- 6700 EQUIPMENT MAINTENANCE:** Finances repairs, software service and maintenance of office equipment.
- 7000 ASSOCIATION DUES:** Funds costs for International Conference of Building Officials Annual Dues, professional publications and subscriptions.
- 7200 CONFERENCES/MEETINGS:** Funds costs for internal and external education/training necessary to maintain required Building/PW Inspector State certifications.
- 7500 VEHICLE OPERATION/MAINTENANCE:** Funds vehicle operation/maintenance costs.
- 9200 SB1473:** Funds the State fee for the Development of State Building Standards.
- 9201 STRONG MOTION:** Provides a fund to collect required State of California Earthquake fees.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
<b>BUILDING &amp; SAFETY #4300</b>								
5100 + SALARIES	87,373	107,786	63,028	57,065	60,503	94,713	61,162	104,500
5900 + BENEFITS	41,854	41,256	30,554	27,806	30,168	0	29,164	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>129,227</b>	<b>149,042</b>	<b>93,582</b>	<b>84,871</b>	<b>90,671</b>	<b>94,713</b>	<b>90,326</b>	<b>104,500</b>
001 6100 4300 Office Supplies	618	1,637	943	214	289	600	236	600
001 6150 4300 Mat/Supplies	134	0	0	0	0	0	0	0
001 6300 4300 ProfServices	4,650	18,240	1,370	175	8,293	1,000	7,086	1,000
001 6350 4300 Communications	0	155	749	1,343	1,514	1,200	818	1,200
001 6552 4300 Safety Items	75	0	0	52	0	0	0	0
001 6700 4300 Equip.Maint.	0	0	0	0	0	500	0	500
001 7000 4300 Assoc.Dues	160	150	260	100	256	200	235	200
001 7200 4300 Conf/Meetings	0	3,437	761	164	439	1,000	265	1,000
001 7500 4300 Veh Opr/Maint	2,263	1,724	640	718	1,719	1,000	1,011	1,000
114 7500 4300 Veh Opr/Maint	0	0	240	0	0	0	0	0
<b>TOTAL OTHER OPERATING EXP.</b>	<b>7,900</b>	<b>25,343</b>	<b>4,963</b>	<b>2,766</b>	<b>12,510</b>	<b>5,500</b>	<b>9,651</b>	<b>5,500</b>
001 9200 4300 SB1473	0	0	78	180	224	133	113	133
001 9201 4300 StrongMotion	2,066	720	315	504	437	150	45	150
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>2,066</b>	<b>720</b>	<b>393</b>	<b>684</b>	<b>661</b>	<b>283</b>	<b>158</b>	<b>283</b>
<b>TOTAL FOR DEPT.</b>	<b>139,193</b>	<b>175,105</b>	<b>98,938</b>	<b>88,321</b>	<b>103,842</b>	<b>100,496</b>	<b>100,135</b>	<b>110,283</b>

**CITY OF CORNING**  
**2012 - 2013 ANNUAL BUDGET DETAIL**  
**PLANNING DEPARTMENT**  
**(4100)**

**ACTIVITY DESCRIPTION:**

The Planning Department is responsible for implementation of the General Plan, Zoning, Environmental Reviews, Use & Variance Permit processing, and processing of Parcel and Subdivision Maps. The Department must be responsive in involving citizens in the Planning process and coordinating this planning with other Governmental agencies. Current City Planning Director John Stoufer is often the first contact for new development, and as such assists development Applicants through the planning process.

Land Use Planning involves collaboration between a number of City departments including Public Works, Building, Fire, Police, Engineering, the City Attorney, as well as the oversight of the Planning Commission and City Council.

The City experienced an “upsurge” in residential growth and development interest resulting from a number of factors including low interest rates, “spill-over” growth from adjacent communities (such as Chico), low land costs, and a positive sense of “community”. The recession has nearly stopped the home building, mirroring the statewide and national housing start slowdown, resulting in the reduced planning related projects.

Due to the economic recession and resulting budget reductions, Planning Director John Stoufer offered to provide shared Land Use Planning services to both the City and the County of Tehama. The County approved the shared service concept, contracting with the City for John’s services. This contract will end June 30, 2012, the same date that John’s retirement from public service becomes effective.

In light of the continued economic recession, the City will contract for planning services.

**ACCOMPLISHMENTS:**

**Notable recent completed planning projects:**

1. Housing Element Update,
2. Adoption of a Marijuana Cultivation Ordinance,
3. An Interim Ordinance prohibiting Medical Marijuana Dispensaries, Collectives or Cooperative, and subsequently through collaboratively working with the Planning Commission and a Marijuana Ad-Hoc Committee consisting of 2 member of the City Council and Planning Commission and Staff members, the adoption of a final Ordinance Prohibiting Medical Marijuana Dispensaries, Collectives or Cooperatives.
4. Adoption of a Street Vendor Ordinance
5. Approval of the Use Permits for the relocation of the Blue Beacon Truck Wash, Lodi Irrigation, relocation of the Busy Bee Daycare Center, and construction of an office and classroom building for the Immaculate Conception Church.
6. The Planning Department has also authored and orchestrated the adoption of the Interim Ordinance Prohibiting Medical Marijuana Dispensaries, Collectives or Cooperatives. Planning has been working with the marijuana ad-hoc Council and Planning Commission committee to prepare a permanent ordinance that would define and prohibit the establishment of marijuana dispensaries in the City. In addition to processing and monitoring those planning applications and projects, Staff continually reviews informal “concept plans” and compiles the responses of the various City Departments to those concept plans.

**PERSONNEL SERVICES:**

**5000 SALARIES:** Resulting from the retirement of the City’s fulltime Planning Director, the City is contracting for planning services in the immediate future rather than filling the soon to be vacant position.

**SUPPLIES:**

- 6100 OFFICE SUPPLIES:** Provides funds for permit forms and other supplies needed to operate the department.
- 6150 MATERIAL/SUPPLIES:** Provides for paper, envelopes, equipment, etc.
- 6300 PROFESSION SERVICES:** Provides for City Engineer and Planning Consultant services to review Parcel and Subdivision Maps and attend meetings when necessary and for a Planning Consultant to assist with preparation of Environmental Assessments and Development reviews. Costs for these services are partially offset by fees included in Revenue Account 001-4613.
- 6301 CONSULTING SERVICES:** Provides funding for the Planning Consultant Agreement.
- 6331 GIS SUPPORT:** This funds the continuing support services to improve/maintain the City's Geographic Information System. This function was previously under the auspices of the Public Works Department.
- 6700 EQUIPMENT MAINTENANCE:** Provides for office equipment service.
- 7000 ASSOCIATION DUES, PUBLICATIONS AND SUBSCRIPTIONS:** Provides American Planning Association/American Institute of Certified Planners and other organization dues.
- 7200 CONFERENCES & MEETINGS:** Provides for the cost of meeting attendance. Staff proposes an increase in this account to fund attendance at the annual League of California Cities Planners Institute.
- 9020 PARK BOND:** Provides funding for Park Bond related expenditures such as supplies, Engineering Services, Grant Writing services, other professional services, environmental services, and any necessary appraisals.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
PLANNING ADMINISTRATION #4100								
5100 + SALARIES	69,365	79,715	65,500	67,894	76,442	113,545	71,008	0
5900 + BENEFITS	24,937	28,765	37,607	38,583	34,253	0	32,858	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>94,302</b>	<b>108,480</b>	<b>103,107</b>	<b>106,477</b>	<b>110,695</b>	<b>113,545</b>	<b>103,866</b>	<b>0</b>
001 6100 4100 Office Supplies	714	657	343	462	353	400	163	400
001 6150 4100 Mat/Supplies	0	18	144	76	60	200	0	200
001 6179 4100 Annexations	0	2,927	2,000	2,043	0	0	0	0
001 6300 4100 ProfServices	316	4,221	200	73	457	100	20	34,400
105 6300 4100 ProfServices	0	0	0	93	41	4,000	0	4,000
322 6305 4100 Environmental	0	0	0	0	3,750	0	0	0
105 6331 4100 GIS Support	0	6,792	136	316	0	3,000	800	3,000
001 6350 4100 Communications	0	121	506	1,042	646	500	831	500
001 6700 4100 Equip.Maint.	0	0	0	0	0	200	195	200
001 7000 4100 Assoc.Dues	447	472	415	0	0	500	0	500
001 7100 4100 Traing/Educ.	150	47	0	0	0	0	0	0
001 7200 4100 Conf/Meetings	0	1,419	161	162	210	500	40	1,200
001 7367 4100 Abate Hlth/Sfty	1,649	0	0	0	0	0	0	0
<b>TOTAL OTHER OPERATING EXP.</b>	<b>3,276</b>	<b>16,674</b>	<b>3,905</b>	<b>4,267</b>	<b>5,517</b>	<b>9,400</b>	<b>2,049</b>	<b>44,400</b>
<b>TOTAL FOR DEPT.</b>	<b>97,578</b>	<b>125,154</b>	<b>107,012</b>	<b>110,744</b>	<b>116,212</b>	<b>122,945</b>	<b>105,915</b>	<b>44,400</b>

**CITY OF CORNING**  
**2012- 2013 ANNUAL PROGRAM OF SERVICES**  
**ECONOMIC DEVELOPMENT PROGRAM**  
**(4010)**

**ACTIVITY DESCRIPTION:**

Economic Development in the City of Corning includes those programs which are intended to cause economic growth for the City and the surrounding area. As a small City, Corning cannot provide an Economic Development Manager. Therefore, the responsibility rests with the City Manager, Planning Director and Public Works Director acting as "Team Leaders" along with the excellent support of three local organizations with which the City interacts.

1. **THE CORNING CHAMBER OF COMMERCE** is the most prominent of these agencies. Their purpose is to foster business growth within the City by promoting local businesses, and encourage quality development and residential growth. The Chamber coordinates many community activities designed to bring visitors to Corning.

**Currently the City allocates an annual contribution of \$12,000 and pledges an additional annual match of solicited large business donations up to an amount of \$4,000.**

2. **TEHAMA ECONOMIC DEVELOPMENT CORPORATION** is a private, Non-Profit Corporation responsible for retention and recruitment of business and industry to the County. This public - private partnership has assisted the business community countywide for over 20 years. Funding consists of a combination of financial commitments made by private business and local government. The Board of Directors consists of business and community leaders including the three administrative heads of the local governments.

Tehama EDC has assisted prospective developers by providing site information, building requirements, and often "holding the hand" of the perspective new business.

The economic recession has made it difficult for the contributing "Partners" (City of Corning, City of Red Bluff and the County of Tehama) to maintain the previous funding amounts. Beginning July 1, 2009 TEDC received reduced funding from all three County governments. **For the 2012-2013 Fiscal Year, the City of Corning has budgeted to continue the \$2,500 annual funding.**

3. **3CORE** is a private, Non-Profit Corporation that works in the Tri-County Region (Tehama, Glenn and Butte Counties) to partner with small businesses to meet their business goals. 3CORE acts as a financial "go-between" for small businesses by assisting them in locating the financial capital they need. Unlike traditional financial institutions, 3CORE surrounds financing with mentoring and perspective to complete their mission to cultivate healthy business.

**Since 1988:** 3CORE made 278 loans in the Tri-County Region totaling \$14,598,474 and leveraged \$93,889,910 in private investment or lending, and created or retained 1,316 jobs.

**Since 1995:** 3CORE successfully obtained \$842,872 in grants in the City of Corning's behalf, and in turn, Corning based businesses received 14 loans totaling \$941,893, leveraging \$4,328,727 in private investment or lending, and created or retained 43 jobs.

Each year 3 Core applies for a Planning Grant through the U. S. Department of Commerce, Economic Development Administration. The Member Cities and Counties receiving services from 3CORE provide the matching funds for this grant.

The 2012-2013 Budget allocates \$5,000 from the City's General Fund as Corning's match, however if funds become available from the CDBG Program Income "Community Development Fund" the City's match will be funded from this account.

**OBJECTIVES:**

- Coordinate the efforts of key economic development organizations toward implementation of a **Business Recruitment Plan** developed by Buxton by identifying long-range goals and mid-range Objectives.
- Support the **business recruitment and retention** objectives outlined in the "Economic Development Element" of the City's General Plan through prompt and accurate information from City Staff.
- In coordination with Tehama County Planning Department, City of Red Bluff and Tehama EDC, implement the Regional Plan prepared by Chabin Concepts of Chico.
- Work with the Corning and Tehama County business communities to further develop the Countywide Branding efforts.

**ACCOMPLISHMENTS:**

- **Digitized Mapping Project:** Completed and upgraded via two PT/A grants to provide new aerial photography and topography with one-foot contour lines. The GIS is periodically updated under contract with ENPLAN of Redding.
- **Highway 99W Specific Plan:** Master Plan for future development of the very valuable Highway 99W Commercial/Industrial Corridor.
- **Master Plan for Downtown Building Facades and Streetscape:** Completed in 2000.

**ECONOMIC DEVELOPMENT:**

As Corning's population is less than 7,700, we must continue to apply for any CDBG funds available. Previously, Corning has successfully competed for and received 3 years of Grant funding for housing rehab enabling elderly and low-income residents to receive home repair loans, including funds for contractor support and inspections.

Corning has had 3 successful "over the counter" grants for new business street improvement infrastructure. Grant funding via lower interest rate loans allowed construction of the street improvements benefitting the Community as a whole; this benefit was important if the City was to carry the burden for improvement construction for a private business.

In every case, the City has avoided loaning money for furnishings or on site buildings; thus the improvements completed with public dollars provided a finished street, or natural gas or water line that benefited the entire Community.

We continue to on acquiring a "First Time Homebuyers" grant for down payment assistance.

**BUDGET DETAIL:**

- 6312 **CHAMBER OF COMMERCE:** Annual \$12,000 funding and business donation match of \$4,000.
- 6314 **TEHAMA EDC:** Annual \$2,500 General Fund funding for the Tehama Economic Development Corporation.
- 7410 **3CORE:** Provides the funding for the \$5,000 annual Planning Grant match for 3CORE; funded by the City's General Fund.
- 8010 **FAÇADE LOAN AND GRANT PROGRAM:** Currently not available.

CITY OF CORNING  
 ANNUAL BUDGET  
 FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
ECONOMIC DEVELOPMENT #4010								
001 6312 4010 CngChamberComm.	22,000	22,000	23,200	16,000	16,000	16,000	15,000	16,000
142 6312 4010 CngChamberComm.	0	34	0	0	0	0	0	0
001 6314 4010 TLDC	12,000	12,000	20,000	3,750	2,500	2,500	2,292	2,500
001 7408 4010 TriCo EDC	0	0	0	2,850	3,000	3,500	3,500	5,000
323 7408 4010 TriCo EDC	3,929	6,700	0	0	0	0	0	0
323 7410 4010 TriCntyPlngGrnt	350	0	0	0	0	0	0	0
325 7414 4010 Grant Match	0	0	1,044	0	0	0	0	0
326 7414 4010 Grant Match	0	0	1,044	0	0	0	0	0
326 7415 4010 Housing Rehab	32	0	0	0	0	0	0	0
<b>TOTAL OTHER OPERATING EXP</b>	<b>38,311</b>	<b>40,734</b>	<b>45,288</b>	<b>22,600</b>	<b>21,500</b>	<b>22,000</b>	<b>20,792</b>	<b>23,500</b>
001 8008 4010 Infrastru.Reimb	0	104,252	103,238	0	0	0	0	0
325 8010 4010 Facade Program	12,028	0	0	0	0	0	0	0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>12,028</b>	<b>104,252</b>	<b>103,238</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FOR DEPT.</b>	<b>50,339</b>	<b>144,986</b>	<b>148,526</b>	<b>22,600</b>	<b>21,500</b>	<b>22,000</b>	<b>20,792</b>	<b>23,500</b>

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
HOUSING REHAB #4020								
326 7414 4020 Grant Match	525	0	0	0	0	0	0	0
325 7727 4020 Prof Serv Admin	0	0	0	0	0	3,000	0	3,000
326 7727 4020 Prof Serv Admin	5,375	1,615	66	2,130	3,350	0	0	0
327 7727 4020 Prof Serv Admin	0	0	0	0	0	3,000	2,625	3,000
328 7727 4020 Prof Serv Admin	0	0	0	0	900	3,000	1,750	3,000
329 7727 4020 Prof Serv Admin	0	0	0	0	0	3,000	508	3,000
326 7740 4020 HSG INFRA LOANS	240,000	0	0	0	0	0	0	0
327 9480 4020 HOUSING	0	0	0	0	0	1,000	0	1,000
328 9481 4020 HOUSING REHAB	0	0	0	0	0	1,000	0	1,000
329 9482 4020 HOUSING CONST.	0	0	0	0	0	1,000	0	1,000
325 9483 4020 INFRASTRUCTURE	0	0	0	0	0	1,000	0	1,000
326 9600 4020 Fund transfer	0	0	0	0	67,000	0	0	0
TOTAL OTHER OPERATING EXP.	245,900	1,615	66	2,130	71,250	16,000	4,883	16,000
TOTAL FOR DEPT	245,900	1,615	66	2,130	71,250	16,000	4,883	16,000

**CITY OF CORNING**  
**2012 – 2013 ANNUAL BUDGET DETAIL**  
**FINANCE DEPARTMENT**  
**(1500)**

**ACTIVITY DESCRIPTION:**

The Finance Department is responsible for maintaining the Financial Records of all the City Departments. This includes the Water and Sewer Billing System, Business and Dog Licenses, Motel Taxes, Employees Payroll and all Accounts Receivable and Payable. The Department consists of two Accounting Technicians, **Pala Cantrell** and **Lori Sims** and one Accounting Assistant, **Mariana Ramirez** with the City Manager serving as the Finance Director.

In July of 2004 the City's Finance Department assumed all Corning residential billing and sign-up responsibilities for Corning Disposal (Refuse) Service.

**5100 SALARIES:** This account finances the salaries for three full-time positions; two Accounting Technicians and one Accounting Assistant (Cashier). The salaries for these three positions are split between three Funds: General Fund 10%, Water Fund 40% and Sewer Fund 50%.

**5950 BENEFITS:** Finances costs associated with City Retirement, Medical Insurance, Medicare, FICA, State Unemployment, Life Insurance and Private Disability for Finance Department Employees.

**SUPPLIES:**

**6100 OFFICE SUPPLIES:** Funds purchase of general office supplies, stationery, and computer supplies.

**6150 MATERIALS & SUPPLIES:** Provides funding for necessary supplies other than paper and general office supplies.

**6300 ACCOUNTING/AUDITING SERVICES:** Includes the cost of the City's independent Auditor and Accounting Consultant. The City does not have a full-time Accountant.

**6350 COMMUNICATIONS:** Funds this Departments share of the phone system.

**6500 PRINTING:** Provides funding to purchase and stock City forms, such as Business Licenses, Dog Licenses and Water/Sewer Billing Invoices.

**6600 RENTS AND LEASES:** Funds the Postage Machine Lease.

**6700 EQUIPMENT MAINTENANCE:** Provides funding for various maintenance agreements such as: City's Postage Machine, Copy Machine and the Computer Consultant Services. These costs have steadily increased as the City has added more complex office equipment. The computer network requires continued maintenance and care.

**6950 UNCOLLECTIBLES:** This funding represents the un-collectible bad debts from Water and Sewer Bills. For example, in 1995-96 the sewer bad debt totaled \$571 and water bad debt totaled \$579. In 1996-97, the bad debt was \$478 for sewer and \$352 for water, 1998-99 totals were \$490. This bad debt, when compared to over \$1,500,000 per year in billings is very small.

**7200 CONFERENCES/MEETINGS:** This year, funds are only included to cover personal vehicle mileage and meals, if any, in support of City operations.

**9300 MACHINERY/EQUIPMENT:** Provides funding for unforeseen equipment replacement; unused funds at the end of the year remain in the General Fund.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
<b>FINANCE DEPARTMENT #1500</b>								
5100 + SALARIES	107,374	112,878	119,240	117,170	121,643	179,442	109,790	194,112
5200 + OVERTIME	0	0	0	0	0	0	24	0
5900 + BENEFITS	53,048	54,870	57,314	57,269	60,078	0	56,785	0
<b>TTL SALARIES/BENES</b>	<b>160,422</b>	<b>167,748</b>	<b>176,554</b>	<b>174,439</b>	<b>181,721</b>	<b>179,442</b>	<b>166,599</b>	<b>194,112</b>
001 6100 1500 Office Supplies	5,632	6,660	1,125	1,356	4,052	651	3,683	651
610 6100 1500 Office Supplies	4,717	3,811	2,890	3,722	4,022	4,000	2,427	4,000
615 6100 1500 Office Supplies	0	0	375	126	1,355	1,000	740	1,000
630 6100 1500 Office Supplies	4,717	3,811	2,890	3,722	3,875	4,000	2,413	4,000
001 6150 1500 Mat/Supplies	212	304	335	249	(346)	500	307	500
630 6150 1500 Mat/Supplies	0	0	0	0	1,305	0	0	0
001 6300 1500 ProfServices	9,196	17,085	22,648	18,157	14,183	18,000	23,237	24,000
610 6300 1500 ProfServices	13,395	11,932	10,414	9,997	9,793	12,000	9,292	9,000
630 6300 1500 ProfServices	13,395	12,234	10,414	9,997	8,488	12,000	9,292	9,000
001 6350 1500 Communications	0	587	946	969	810	840	395	840
610 6350 1500 Communications	0	0	1,245	954	735	830	391	830
630 6350 1500 Communications	0	0	1,245	954	735	830	391	830
326 6500 1500 Print/Advert.	0	0	56	0	0	0	0	0
001 6600 1500 Rents/Leases	580	580	580	580	416	500	361	500
610 6600 1500 Rents/Leases	1,161	1,161	1,161	1,161	814	1,000	700	1,000
630 6600 1500 Rents/Leases	1,161	1,161	1,161	1,161	1,134	1,500	1,061	1,500
001 6700 1500 Equip.Maint.	143	1,751	0	0	0	0	0	0
610 6700 1500 Equip.Maint.	5,280	3,599	4,291	4,148	4,116	5,000	5,033	5,000
630 6700 1500 Equip.Maint.	3,684	3,612	4,466	4,674	4,641	8,000	5,870	8,000
610 6950 1500 Uncollectibles	3,397	4,163	4,418	16,484	11,230	15,000	6,905	7,000
630 6950 1500 Uncollectibles	3,431	2,890	12,811	5,724	5,531	6,000	3,782	6,000
001 7100 1500 Traing/Educ.	1,680	910	53	0	0	0	0	0
610 7200 1500 Conf/Meetings	360	429	0	0	0	500	30	500
630 7200 1500 Conf/Meetings	360	429	0	0	0	500	30	500
001 7985 1500 Cash-Over Under	25	200	0	0	51	0	138	0
<b>TTL OTHER OPERATING EXP</b>	<b>72,526</b>	<b>77,309</b>	<b>83,524</b>	<b>84,135</b>	<b>76,940</b>	<b>92,651</b>	<b>76,478</b>	<b>84,651</b>
001 9300 1500 Mach/Equip.	660	1,871	318	200	104	324	81	1,324
610 9300 1500 Mach/Equip.	1,860	3,682	709	670	1,722	4,896	1,342	5,896
630 9300 1500 Mach/Equip.	0	6,964	7,141	500	3,391	9,780	2,644	6,000
<b>TTL CAPITAL EXPENDITURES</b>	<b>2,520</b>	<b>12,517</b>	<b>8,168</b>	<b>1,370</b>	<b>5,217</b>	<b>15,000</b>	<b>4,067</b>	<b>13,220</b>
<b>TOTAL FOR DEPT.</b>	<b>235,468</b>	<b>257,574</b>	<b>268,246</b>	<b>259,944</b>	<b>263,878</b>	<b>287,093</b>	<b>247,144</b>	<b>291,983</b>

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
SOLID WASTE  
(8000)**

**ACTIVITY DESCRIPTION:**

The City performs billing and collection services for Solid Waste Disposal. The City earns interest income received as a result of the timing of collections and the transmittal of those monies to the independent Solid Waste Disposal Company, Waste Management.

**615-7450:** **Payments to Waste Management:** This account represents the payment of billing receipts for Solid Waste Disposal services collected by the City.

CITY OF CORNING  
 ANNUAL BUDGET  
 FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
SOLID WASTE #8000								
615 6150 8000 Mat/Supplies	0	0	813	0	0	0	0	0
615 7450 8000 Waste Mgmt/Pmts	352,052	367,722	381,349	417,157	413,842	400,000	312,828	400,000
615 9818 8000 TRAN TO GENERAL	0	0	0	0	0	5,000	0	5,000
TOTAL OTHER OPERATING EXP.	352,052	367,722	382,162	417,157	413,842	405,000	312,828	405,000
TOTAL FOR DEPT	352,052	367,722	382,162	417,157	413,842	405,000	312,828	405,000

**CITY OF CORNING**  
**2012 – 2013**  
**ANNUAL PROGRAM OF SERVICES**  
**GENERAL CITY**  
**(1600)**

**ACTIVITY DESCRIPTION:** Department Account - 001-1600.

General City carries the "Budget Detail" on those annual City expenses not specifically related to a single City Department, such as City Hall's utilities and insurance. Responsibility for managing these costs rests with the City Manager's Office and Finance Department. The City Manager's Administrative Assistant manages Worker's Compensation and Liability Claims. The City's Risk Manager is the Police Administrative Services Manager.

- 5940 WORKERS' COMPENSATION:** Workers' Compensation deposits are placed in this General City Division for all operating departments. The costs are apportioned between General Fund, Water Fund and Sewer Fund. The Northern California Cities Self Insurance Fund (NCCSIF) provides insurance coverage for the City of Corning. State Law allows Cities to self-insure rather than obtaining commercial insurance. NCCSIF is a Joint Powers Authority (JPA) under State Law. Working together, JPA Member Cities seek and obtain the best insurance coverage for their Cities. Each City bears the first \$100,000 cost per Workers' Compensation claim; costs over \$100,000 are shared by the Cities' "pool" and costs over \$500,000 are insured by a larger agency.
- 6150 MATERIALS AND SUPPLIES:** Finances materials/supplies not associated with a specific department.
- 6313 SENIOR CITIZENS CENTER:** Funds the annual \$2,700 contribution by the City to the Corning Senior Center, Inc. The Senior Center Board obtains their funding for their daily operations and support of Social Services by leasing the City owned facility.
- 6350 COMMUNICATIONS:** Finances expenses not easily attributed to individual departments such as: telephone and postage.
- 6410 ELECTRICITY:** Finances electrical utility bills not easily attributed to individual departments.
- 6430 NATURAL GAS:** Provides funding for the City Hall complex PG&E Natural Gas bill.
- 6600 RENTS AND LEASES:** Provides partial funding for the City Hall copy and fax machines. Costs of City Hall equipment are apportioned between General Fund, Water Fund and Sewer Fund.
- 6700 EQUIPMENT MAINTENANCE:** Finances Maintenance Agreements on the copy and fax machines in City Hall.
- 6800 GENERAL INSURANCE:** Finances Fire and Damage Insurance for all City structures and Motor Vehicle Insurance for City vehicles. Charges for Water, Sewer and Airport Equipment and facilities, are charged directly to those Enterprise Funds and will not be reflected in this General City Account.
- 6810 LIABILITY INSURANCE:** Charges here reflect the City's deposits for liability coverage through the Northern California Cities Self Insurance Fund. Costs are apportioned between the General Fund, Water Fund and Sewer Fund. The City is directly responsible for the first \$50,000 in Liability coverage costs called the "Banking Layer"; all City members of the JPA "pool" share the cost of claims over \$50,000 up to \$500,000; "Excess Insurance" coverage is then provided up to \$10,000,000 through membership of our NCCSIF in the much larger California Joint Powers Risk Management Authority "CJPRMA".
- 6815 UNEMPLOYMENT INSURANCE:** Finances unemployment costs charged to the City.

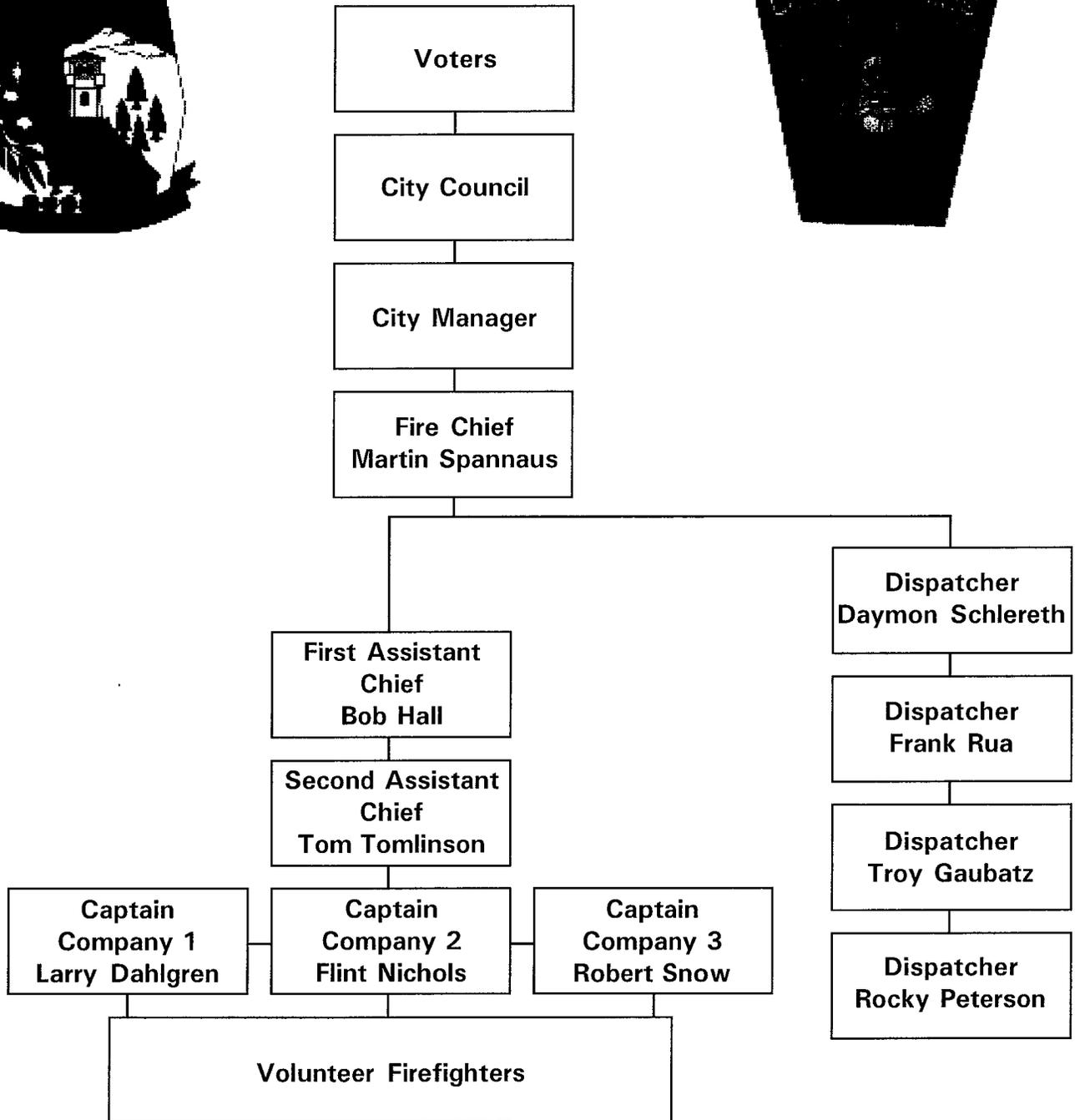
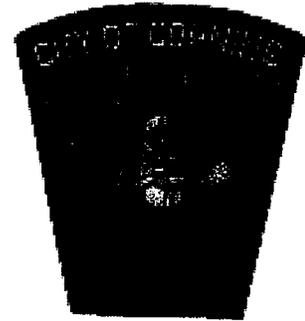
CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
GENERAL CITY #1600								
5900 + BENEFITS	137,730	123,092	135,922	111,890	112,289	118,156	118,475	133,191
TOTAL SALARIES/BENEFITS	137,730	123,092	135,922	111,890	112,289	118,156	118,475	133,191
001 6100 1600 Office Supplies	0	6	0	0	0	0	0	0
001 6125 1600 Class Study	600	0	0	0	0	0	0	0
001 6150 1600 Mat/Supplies	1,497	722	160	655	686	400	579	400
001 6300 1600 ProfServices	7,993	0	0	0	6,034	0	3,000	0
001 6313 1600 Senior Center	6,541	3,070	2,993	3,141	184	2,700	2,744	2,700
001 6350 1600 Communications	45,890	36,182	25,312	24,767	28,146	25,000	22,298	25,000
001 6410 1600 Electricity	54,324	53,572	60,123	57,244	50,901	47,000	47,296	47,000
001 6430 1600 Natural Gas	13,990	5,798	5,799	8,030	6,544	8,000	5,480	8,000
001 6600 1600 Rents/Leases	2,473	6,630	8,032	7,622	6,483	7,000	5,409	7,000
610 6600 1600 Rents/Leases	4,945	1,808	2,191	2,702	2,338	2,500	1,951	2,500
630 6600 1600 Rents/Leases	4,945	3,617	4,381	2,268	1,807	2,000	1,508	2,000
001 6700 1600 Equip.Maint.	4,911	6,450	6,623	8,006	249	6,000	4,679	6,000
610 6700 1600 Equip.Maint.	9,338	6,670	6,572	8,470	328	1,000	5,657	1,000
630 6700 1600 Equip.Maint.	9,331	7,071	6,970	8,982	346	9,000	6,748	7,000
001 6800 1600 Gen.Insurance	19,620	21,162	25,535	23,637	21,976	25,600	23,226	25,600
610 6800 1600 Gen.Insurance	14,753	14,440	17,813	16,392	14,408	15,000	13,588	14,000
630 6800 1600 Gen.Insurance	14,753	14,440	17,813	16,377	11,620	15,000	13,588	15,000
001 6810 1600 Liability Ins.	60,021	59,229	52,350	39,346	22,615	30,988	20,231	31,137
610 6810 1600 Liability Ins.	30,011	31,200	26,161	19,673	23,300	15,494	20,844	16,068
630 6810 1600 Liability Ins.	30,011	31,200	26,161	19,673	22,615	15,494	20,231	16,068
001 6815 1600 UNEMPLYMNT INS	4,311	15,088	327	2,353	17,944	2,354	25,236	2,354
TOTAL OTHER OPERATING EXP.	340,258	318,355	295,316	269,338	238,524	230,530	244,293	228,827
TOTAL FOR DEPT	477,988	441,447	431,238	381,228	350,813	348,686	362,768	362,018

# Public Safety Services

# Fire

# Corning Volunteer Fire Department



**CITY OF CORNING  
2012-2013 ANNUAL BUDGET DETAIL  
FIRE DEPARTMENT  
(2300)**

**INTRODUCTION**

The Fire Department is manned 24-hours, seven days a week by a full time Staff consisting of the Fire Chief and four Dispatchers. The firefighting force, all Volunteers, include the First and Second Assistant Chiefs, three Captains and 28 Firefighters. The Department maintains an ISO rating of four.

**ACTIVITY DESCRIPTION**

The Department provides fire protection to the commercial and residential areas located within the City as well as responding to medical aids, traffic accidents and other calls for public service. The Volunteers have spent 2,640 man-hours in training and 4,790 hours answering alarms for a total of 7,430 man-hours. In 2011 the Department responded to:

- 49 Fires,
- 764 Medical Aids,
- 45 Mutual Aid Fires with the County
- 27 Vehicle Accidents
- 29 False Alarms, and
- 101 Requests for Public Service.
- The department provided medical standby for the Jr. Rodeo, May Madness Car Show, Junior Football and Corning High School Athletic events.

In addition to responses occurring within the City, the Corning Volunteer Fire Department, when needed, also responds to mutual aid structure and vegetation fires, hazmat incidents, etc. that occur in the County via a Mutual Aid Agreement with the County of Tehama.

**ACCOMPLISHMENTS**

- Completed testing of all breathing apparatus including the hydro testing of 22 bottles for the Self Contained Breathing Apparatus (SCBA's).
- Utilized Grant funding to purchase 6 narrowband compatible Handheld Radios, replace 5 Mobile Units, 1 Base Station and 6 new Minitor V Pagers.
- Underwriters Laboratory completed safety inspections on the Aerial Apparatus and all ground ladders.
- All Volunteers have completed and passed First Responder Training and the "Fit" Test with continuous training with a priority on medical and structural firefighting.
- Fire Hall maintenance consisting of exterior painting of the Fire Hall and stripping and re-sealing of the fire hall bay floors.
- The Fire Department's Centennial Celebration.
- Weed Abatement.

**PERSONNEL SERVICES:**

**5100 SALARIES:** Provides funding for the Fire Chief.

**5900 BENEFITS:** Funds City contributions to FICA, Public Employees Retirement System, Fire Service Award, Health Insurance, Life Insurance, Holiday Pay, Compensatory Time, Administrative Leave, Disability Insurance, Vacation and Sick Leave.

## SUPPLIES:

- 6100 OFFICE SUPPLIES:** Funds the purchase of office supplies such as paper, pens, etc.
- 6150 MATERIALS/SUPPLIES:** Provides funding for any necessary departmental materials and/or supplies.
- 6240 ANNUAL FIREFIGHTER FEES:** Provides annual funding in the amount of \$9,500 paid to the Corning Volunteer Fire Department for department response to fire alarms, miscellaneous incidents and training attendance.
- 6300 PROFESSIONAL SERVICES:** Funds the monthly stipend for the 1<sup>st</sup> and 2<sup>nd</sup> Assistant Chiefs.
- 6350 COMMUNICATIONS:** Provides funding for departments phone and radio services.
- 6410 ELECTRICITY:** Funds the electricity at the Fire Hall Complex.
- 6430 NATURAL GAS:** Provides funding for heat and cooking.
- 6550 HEALTH DEPARTMENT SERVICES:** Funds the State mandated hepatitis shots.
- 6551 EMPLOYEE PHYSICALS:** Provides funding for physical examinations/drug testing for new Volunteers and paid Staff.
- 6552 SAFETY ITEMS:** Funds certifications of SCBA's and the Aerial Truck and miscellaneous safety items such as gloves, boots, helmets, protective splash clothing, first aid kits, etc.
- 6700 EQUIPMENT MAINTENANCE:** Provides funding for repairs of non-emergency tools and equipment.
- 6750 BUILDING MAINTENANCE:** Funds any necessary maintenance of Fire Department Buildings.
- 7100 TRAINING/EDUCATION:** Funds LifeScan and Fingerprinting of new Volunteers, purchase/rental of training aids and books, and Training Instructor fees.
- 7200 CONFERENCES/MEETINGS:** Provides funding to attend classes/seminars relating to Fire Codes, Sprinkler Systems, Hazardous Materials, Safety Management as well as County Committee meetings, etc.
- 7405 WEED ABATEMENT:** Funds any costs associated with weed abatement enforcement such as public notices, mailers, etc.
- 7406 COMPUTER HARDWARE/SOFTWARE:** Provides funding for any necessary repairs, maintenance, upgrades, etc. for the departments Fire Service Programs.
- 7500 VEHICLE OPERATIONS/MAINTENANCE:** Funds the maintenance and operation of departmental vehicles.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
<b>FIRE DEPARTMENT #2300</b>								
5100 + SALARIES	222,664	298,444	238,196	267,776	187,900	134,290	75,023	153,326
5200 + OVERTIME	32,175	25,449	19,716	25,202	10,513	0	0	0
5900 + BENEFITS	151,275	158,740	162,683	167,199	122,101	4,300	60,584	4,300
<b>TOTAL SALARIES/BENEFITS</b>	<b>406,114</b>	<b>482,633</b>	<b>420,595</b>	<b>460,177</b>	<b>320,514</b>	<b>138,590</b>	<b>135,607</b>	<b>157,626</b>
001 6100 2300 Office Supplies	394	593	655	206	381	450	348	450
001 6150 2300 Mat/Supplies	1,403	2,907	3,746	2,914	3,073	2,000	2,674	3,500
152 6185 2300 Consultant Serv	0	0	0	0	12,357	0	0	0
001 6240 2300 AnnualFire/Fee	9,000	9,000	9,500	9,500	9,500	9,500	0	9,500
001 6250 2300 Small Tools	427	385	664	638	0	0	0	450
001 6260 2300 Uniform/Cloth.	0	0	279	0	0	0	0	0
001 6300 2300 ProfServices	1,913	2,787	5,470	2,286	2,495	4,000	3,534	4,000
001 6350 2300 Communications	3,471	17,939	6,949	3,065	420	0	1,617	2,500
001 6410 2300 Electricity	0	17,013	16,682	14,381	12,200	12,000	10,418	12,000
001 6430 2300 Natural Gas	0	7,286	5,069	2,756	2,522	3,000	1,861	3,000
001 6550 2300 HealthDeptSrv.	0	0	30	0	97	100	68	300
001 6551 2300 Emp Physicals	0	202	290	277	144	150	195	300
001 6552 2300 Safety Items	2,495	3,701	2,411	4,061	3,834	10,465	2,195	4,000
001 6700 2300 Equip.Maint.	4,344	2,690	4,943	1,264	5,147	3,000	1,113	3,000
001 6750 2300 Bldg.Maint.	4,364	936	1,335	3,156	2,786	21,000	17,370	5,000
001 7100 2300 Traing/Educ.	2,898	5,510	5,527	1,357	2,570	3,000	992	3,000
001 7200 2300 Conf/Meetings	0	113	146	46	175	400	0	400
001 7405 2300 Weed Abatement	2,511	1,606	39	93	229	800	450	800
001 7406 2300 Comp/Equip/Soft	756	2,534	906	1,739	1,167	1,000	1,417	1,500
001 7500 2300 Veh Opr/Maint	6,535	9,033	11,918	11,984	8,740	8,500	13,270	12,500
<b>TOTAL OTHER OPERATING EXP.</b>	<b>40,511</b>	<b>84,235</b>	<b>76,559</b>	<b>59,723</b>	<b>67,837</b>	<b>79,365</b>	<b>57,522</b>	<b>66,200</b>
076 9301 2300 EquipReplacemnt	0	0	0	6,794	0	0	0	0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,794</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FOR DEPT.</b>	<b>446,625</b>	<b>566,868</b>	<b>497,154</b>	<b>526,694</b>	<b>388,351</b>	<b>217,955</b>	<b>193,129</b>	<b>223,826</b>

**CITY OF CORNING  
2012 – 2013 ANNUAL BUDGET DETAIL  
FIRE DISPATCH  
(2302)**

**INTRODUCTION**

The Fire Department's Dispatch Center is manned 24-hours, seven days a week by a full time Staff consisting of the Fire Chief and four Dispatchers. In addition to dispatching duties for the City, the Center provides dispatching services to the City of Orland and the Capy Fire District.

**ACTIVITY DESCRIPTION**

Fire Dispatch is a vital community communications link. This link ensures a timely and safe response of trained fire protection and emergency response personnel to the commercial and residential areas located within the City to deal not only with fire situations, but medical aids, vehicle accidents, hazmat spills, etc. In addition to dispatching for the Capy Fire District and the City of Orland, the call volume effectively handled by the Center for the **City of Corning only** consisted of:

- 49 Fires,
- 764 Medical Aids,
- 45 Mutual Aid Fires with the County
- 27 Vehicle Accidents
- 29 False Alarms, and
- 101 Requests for Public Service.
- The department provided medical standby for the Jr. Rodeo, May Madness Car Show, Junior Football and Corning High School Athletic events.

**PERSONNEL SERVICES:**

**5101 SALARIES:** Provides funding for the four fulltime Fire Dispatchers.

**5900 BENEFITS:** Funds City contributions to FICA, Public Employees Retirement System, Fire Service Award, Health Insurance, Life Insurance, Holiday Pay, Compensatory Time, Disability Insurance, Uniform Allowance, Vacation and Sick Leave.

**SUPPLIES:**

**6350 COMMUNICATIONS:** Provides funding for the phone and radio services.

**6700 EQUIPMENT MAINTENANCE:** Provides necessary funding to maintain/replace/upgrade existing tools as needed.

**7406 COMPUTER EQUIPMENT/SOFTWARE:** Funds any necessary computer repairs/replacements and software updates for the Dispatch Centers Programs.

CITY OF CORNING  
 ANNUAL BUDGET  
 FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
FIRE DISPATCH #2302								
5100 + SALARIES	0	0	0	0	80,975	285,633	167,351	303,954
5200 + OVERTIME	0	0	0	0	6,939	11,000	22,348	11,000
5900 + BENEFITS	0	0	0	0	44,806	2,100	97,680	2,100
TOTAL SALARIES/BENEFITS	0	0	0	0	132,720	298,733	287,379	317,054
001 6350 2302 Communications	0	0	0	0	1,621	2,500	2,943	3,000
001 6700 2302 Equip.Maint.	0	0	0	0	210	2,000	598	2,000
001 7406 2302 Comp/Equip/Soft	0	0	0	0	0	0	0	2,500
TOTAL OTHER OPERATING EXP.	0	0	0	0	1,831	4,500	3,541	7,500
TOTAL FOR DEPT.	0	0	0	0	134,551	303,233	290,920	324,554

**CITY OF CORNING  
2012 – 2013 ANNUAL BUDGET DETAIL  
FIRE CAPITAL REPLACEMENT  
(2301)**

**CAPITAL IMPROVEMENT PRIORITIES:**

Capital Improvement priorities include replacement of:

- A Rescue Squad and Utility Vehicle;
- A Type 1 Engine;
- Self-Contained Breathing Apparatus (SCBA's);
- Extrication Equipment; and
- Personal Protective Gear (Turnouts)
- Annual Lease Purchase Agreement Payment for Aerial Truck

The above named equipment, some of which are currently beyond the standard service life, require annual maintenance, repairs and replacement as necessary. The Rescue Squad and Fire Chief's Utility Vehicle were both purchased in 1995 and are currently past their service life. Safety mandates continually change on the SCBA's and this vital piece of safety equipment also requires scheduled testing. Fire hose replacement and replacement of our extrication equipment are also needed as our current inventory of hose declines due to age and wear and tear. Department extrication equipment is also very old and was bought by the Volunteers second hand 10 years ago.

Estimating and budgeting now for annual contributions to an equipment replacement fund will assist in maintaining our Department's high safety and service standards while continuing to provide for the protection of our Community.

The Volunteers have spent 2,640 man-hours in training and 4,790 hours answering alarms, for a total of 7,430 man-hours.

**SUPPLIES:**

**9301 EQUIPMENT REPLACEMENT:** Provides annual contribution towards funding the replacement of necessary firefighting equipment such as vehicles, SCBA's, Turnouts, and extrication equipment.

**9315 FIRE ENGINE REPLACEMENT:** Provides annual contribution towards funding the replacement of Fire Engine 114.

**0000 ANNUAL PAYMENT FOR AERIAL TRUCK:** Provides funding for the City's annual matching payment of \$21,000 towards the Lease Purchase Agreement for the Aerial Truck. The Paskenta Band, Nomaki Indians have annually contributed \$26,308 towards this purchase. The Agreement should be paid in full in fiscal year 2014-2015.

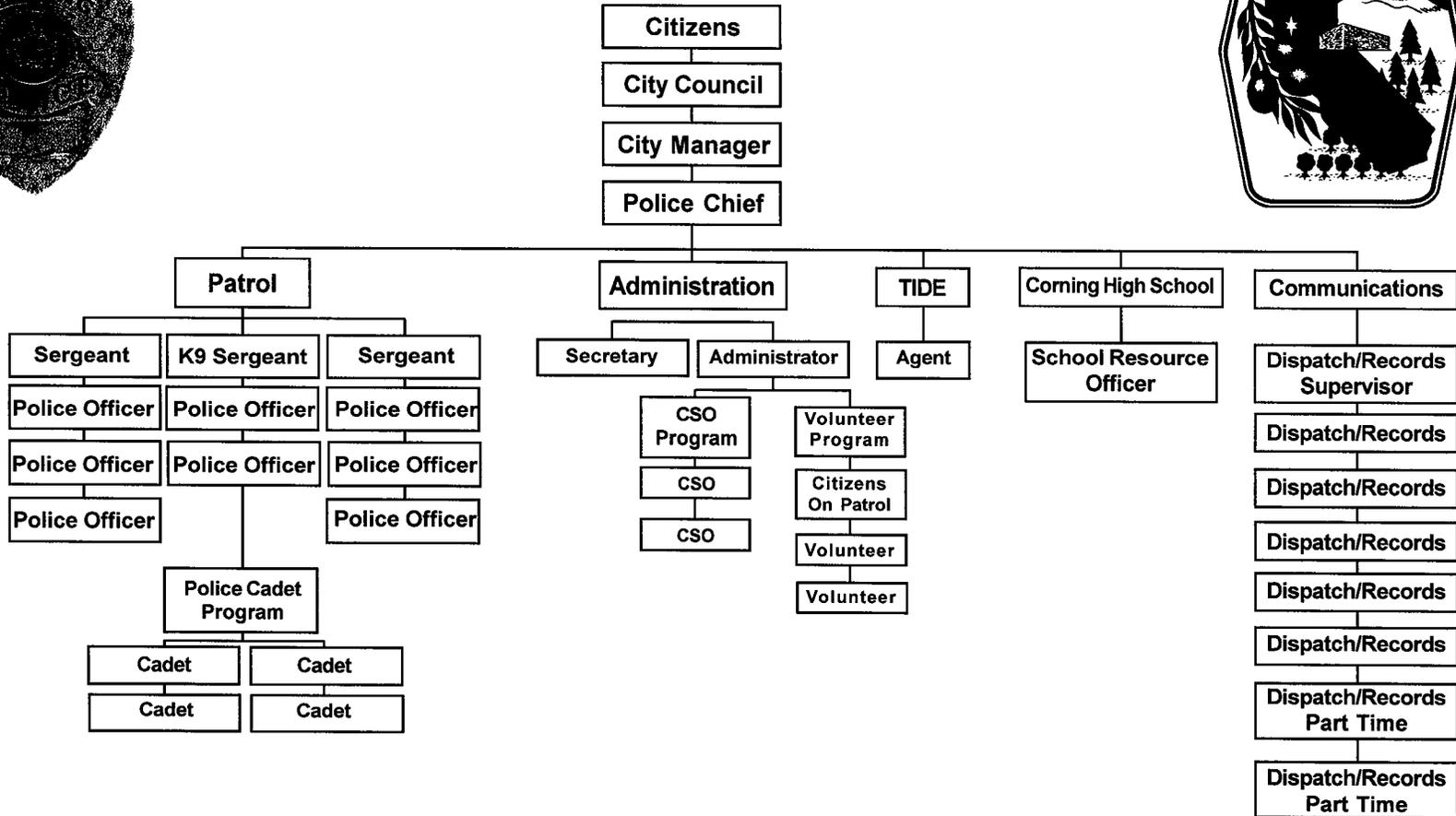
CITY OF CORNING  
 ANNUAL BUDGET  
 FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
-----								
Fire Capital Replacement #2301								
001 9301 2301 EquipReplacemnt	0	0	0	0	0	7,465	14,530	0
076 9301 2301 EquipReplacemnt	13,954	21,846	31,600	22,762	0	7,465	0	0
076 9315 2301 Fire Engine#114	47,308	47,308	47,308	47,308	47,308	47,375	0	47,375
	-----							
TTL CAP EXPEND	61,262	69,154	78,908	70,070	47,308	62,305	14,530	47,375
	-----							
TOTAL FOR DEPT.	61,262	69,154	78,908	70,070	47,308	62,305	14,530	47,375
	=====							

# Police



# Corning Police Department



**CITY OF CORNING  
2012/2013 ANNUAL BUDGET DETAIL  
POLICE DEPARTMENT - PATROL DIVISION  
(2114)**

**ACTIVITY DESCRIPTION**

The Patrol Division is responsible for a variety of programs designed to maintain law and order, protect life and property, control traffic, prevent crime and apprehend law violators. The current authorized staffing is:

- (1) Police Chief
- (3) Police Sergeants
- (8) Patrol Officers
- (1) Drug Task Force Officer
- (1) Corning Union High School District School Resource Office
- (1) Police Administrative Services Manager
- (1) Administrative Secretary

**2011/2012 ACCOMPLISHMENTS:**

The Department continued its combined approach of education, intervention, and enforcement to deter crime and address crime-related community issues.

The Corning Police Department continued its participation in the Corning Union High School District's Helping Others Pursue Education (HOPE) project, funded by a Safe Schools Healthy Students Federal Grant. The grant provides \$75,000 per year for a School Resource Officer who is assigned to the High School District during the school year. In addition to providing a law enforcement presence on campus to address and intervene in crime-related issues, the officer also assists in programs dealing with drug, gang and violence prevention. The officer also assists in counseling and/or mentoring students on anti-social behavior. When school is not in session, this officer is assigned to patrol.

The School Resource Officer's participation in the HOPE project not only reduces the workload of patrol officers, but it has improved law enforcement's image with our youth. It has also strengthened the Department's relationship with the school staff and enhanced the Department's reputation in our community.

The Police Department is an active participant in the Tehama Interagency Drug Enforcement (TIDE) Task Force and has one (1) officer assigned full-time. This position is partially funded by two grants, which total approximately \$31,000 per year for personnel costs.

The Department currently has an officer assigned to the County-wide Special Weapons and Tactical Team (SWAT). The officer has attended the POST-approved 80-hour SWAT Basic Course.

Currently the Department has assigned two officers who have received specialized gang prevention and enforcement training. These officers focus on gang and gang-related issues as the need arises.

The Police Department continued its Police Volunteer Cadet Program, currently with four (4) Cadets who have received the training necessary to do ride-alongs with police officers. In addition to learning basic police skills and participating in ride-alongs with patrol officers, the Cadets have worked in the Communication Center and have also donated several hours to various City special events. Additionally, we have five (5) new Cadets who have just started their training program.

The Citizens on Patrol Program (COPS) remains active in the community by assisting the Department with additional random patrol, conducting house watches and business security checks, and providing additional personnel for community events and other functions as needed.

**2012/2013 GOALS:**

1. Address crime-related issues specific to our community by expanding and/or implementing programs that would encourage community participation in solving crime-related problems.
2. Continue to provide mandated training to personnel in the most cost-effective manner that best meets the needs of the Department and the community.

*The Department's current sworn staffing level includes three Patrol Sergeants. The fourth Patrol Sergeant was vacated at the promotion of Sergeant Don Atkins to Police Chief. It was agreed as a cost savings that this vacancy would continue for the 2012/13 fiscal year.*

**PERSONNEL SERVICES:**

**5100 SALARIES:** This account includes salaries for personnel.

**5900 BENEFITS:** Provides for City contributions to vacation, sick leave, Worker's Compensation, administrative leave, holiday pay, compensatory time off, FICA, retirement, health insurance, life insurance and uniform allowances.

**Note: Funding of personnel costs is partially augmented with funds from:**

- **A Cal Cops Grant which fully funds the regular salary and a portion of the benefits for a Police Officer effective October 1, 2011.**
- **A Criminal Justice Planning Grant and a CalEMA ADA Grant partially funds the Drug Task Force Agent.**
- **A Safe Schools Healthy Students Federal Grant funds the High School Resource Officer position.**

**SUPPLIES:**

**6150 MATERIAL/SUPPLIES:** Photographic material, evidence collection supplies and equipment, medical aid supplies, chemical testing materials, and other miscellaneous items not included in other line item accounts.

**6250 SMALL TOOLS:** This fund is used to replace broken non-accountable equipment or materials.

- 6260 UNIFORM/CLOTHING:** For new Patrol Officer, Community Service Officer and COP Volunteer uniforms and replacement of existing officer uniforms, uniform equipment and clothing which may become damaged or destroyed during the course of duties.
- 6300 PROFESSIONAL SERVICES:** Provides for background investigations, fingerprint fees, medical examinations (including employee physicals), lab analysis including blood alcohol analysis for individuals driving under the influence of drugs or alcohol, rape examinations, psychological evaluations, vaccinations, and other professional services.
- 6303 PARKING CITATIONS TO COUNTY:** Covers fees payable to the County for parking citations issued by the City.
- 6311 CADET PROGRAM:** Provides for uniforms, supplies and training expenses for maintenance of the Cadet Program.
- 6316 SCHOOL PROGRAMS:** Provides for the maintenance of various school and youth programs.
- 6552 SAFETY ITEMS:** To purchase safety items directly connected to officer safety, such as ammunition, protective training equipment, replacement of damaged safety equipment and body armor.
- 7000 ASSOCIATION DUES:** Membership fees to professional organizations.
- 7100 TRAINING & EDUCATION:** Provides for necessary education to maintain California Peace Officer Standards and Training (POST) certification of all officers within the Department. A portion of all POST-certified training is reimbursed by POST.
- 7403 SECRET WITNESS:** Provides for the countywide Secret Witness Program, which is charged on a per capita basis.
- 7500 VEHICLE OPERATION & MAINTENANCE:** Provides for periodic maintenance, repairs, safety inspections and fuel for all Department vehicles, excluding Animal Control and K-9 vehicles.
- 9302 CANINE PROGRAM:** Provides for training, certification, veterinary care, food and maintenance of Department's K-9, in addition to the vehicle operation and maintenance for the K-9 unit.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
POLICE DEPARTMENT #2114								
5100 + SALARIES	931,642	989,642	1,059,465	1,060,013	1,085,379	1,854,499	1,025,972	1,895,231
5200 + OVERTIME	52,922	46,014	43,415	70,822	71,517	40,000	44,460	40,000
5900 + BENEFITS	673,683	666,961	740,068	791,431	816,977	0	688,982	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>1,658,247</b>	<b>1,702,617</b>	<b>1,842,948</b>	<b>1,922,266</b>	<b>1,973,873</b>	<b>1,894,499</b>	<b>1,759,414</b>	<b>1,935,231</b>
001 6150 2114 Mat/Supplies	5,164	6,562	5,917	4,070	4,351	4,500	2,802	4,500
001 6250 2114 Small Tools	784	623	79	343	292	500	199	500
001 6260 2114 Uniform/Cloth.	3,259	6,962	1,738	1,110	1,531	1,000	2,903	3,000
001 6300 2114 ProfServices	16,374	16,756	14,551	9,251	10,435	8,500	22,609	8,500
001 6303 2114 PkngCiteToCnty	702	488	143	114	238	150	75	150
001 6309 2114 Booking Fees/PD	17,208	0	0	0	0	0	0	0
001 6311 2114 Cadet Program	2,955	3,398	656	320	410	500	39	500
001 6316 2114 Pol/School Prog	12	455	488	295	472	500	473	500
001 6552 2114 Safety Items	14,192	14,957	18,394	8,081	6,675	8,000	4,948	8,000
001 7000 2114 Assoc.Dues	640	470	515	540	695	700	695	700
001 7100 2114 Traing/Educ.	13,378	38,025	10,967	8,230	9,689	10,000	9,299	10,000
001 7400 2114 SpecialProj.	0	229	0	0	0	0	0	0
001 7403 2114 Secret Witness	1,020	1,020	1,020	1,020	1,020	1,020	1,020	1,020
001 7500 2114 Veh Opr/Maint	58,558	58,141	51,591	52,109	43,033	50,000	35,083	50,000
<b>TOTAL OTHER OPERATING EXP.</b>	<b>134,246</b>	<b>148,086</b>	<b>106,059</b>	<b>85,483</b>	<b>78,841</b>	<b>85,370</b>	<b>80,145</b>	<b>87,370</b>
001 9302 2114 K9-Program	2,259	7,208	5,164	4,698	8,622	8,000	9,990	10,000
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>2,259</b>	<b>7,208</b>	<b>5,164</b>	<b>4,698</b>	<b>8,622</b>	<b>8,000</b>	<b>9,990</b>	<b>10,000</b>
<b>TOTAL FOR DEPT.</b>	<b>1,794,752</b>	<b>1,857,911</b>	<b>1,954,171</b>	<b>2,012,447</b>	<b>2,061,336</b>	<b>1,987,869</b>	<b>1,849,549</b>	<b>2,032,601</b>

**CITY OF CORNING  
2012/2013 ANNUAL BUDGET DETAIL  
POLICE DEPARTMENT – ANIMAL CONTROL/COMMUNITY SERVICE  
(#2200)**

**ACTIVITY DESCRIPTION**

The Animal Control/Community Service Division is responsible for the enforcement of municipal ordinances and State humane laws governing the keeping of animals in the City, including the collection and transporting of animals to the City animal shelter. Besides ensuring the proper disposition of problems with domestic and wild animals, the Division is also responsible for the maintenance of the City animal shelter.

Community Service Officers operate the Animal Control Program and animal control is the primary focus of their duties, but not their only duty. In addition to being responsible for animal control, Community Service Officers perform parking enforcement, maintain the evidence and property rooms, handle vehicle abatement, private property abatement, help coordinate Police Activities League programs in the City and assist police officers by performing many various non-sworn duties, i.e., prisoner transport, fingerprinting, etc. Since July 1, 2010, the water meter reading and associated duties for the City became the responsibility of the Community Service Officers.

The Department is authorized two full-time Community Service Officers.

**2011/2012 ACCOMPLISHMENTS**

The Department continues to make a positive impact on the vehicle abatement issues and private property/nuisance abatement issues.

Due to the pro-active approach of collecting State Food & Agricultural fees associated with dogs running at large, the Department has been able to fund 249 spay/neuter vouchers since the inception of the Spay/Neuter program.

**2012/2013 GOALS:**

To enter all evidence and property into the bar coding system provided as a program in RIMS.

Continue promoting the professional image of the Division by promoting positive community outreach programs.

**PERSONNEL SERVICES:**

**SALARIES:**

This account includes salaries for the Department's Community Service Officers.

**EMPLOYEE BENEFITS:**

Provides for City contributions to the Community Service Officers' vacation, sick leave, Worker's Compensation administrative leave, holiday pay, compensatory time off, FICA, retirement, health insurance and life insurance.

**SUPPLIES:**

- 6100 OFFICE SUPPLIES:** Provides for the printing of dog license forms.
- 6150 MATERIALS/SUPPLIES:** Provides for the purchase of dog food, veterinary supplies, and other supplies pertinent to animal control.
- 6300 PROFESSIONAL SERVICES:** Provides for veterinary clinic expenses and other professional services in connection with animal control.
- 072-6300 PROFESSIONAL SERVICES:** Provides for Spay/neuter Program funded from Department of Food and Agriculture fines collected for dogs running at large and not in compliance with lease laws.
- 6306 VEHICLE ABATEMENT:** Provides for the costs associated with abating vehicles.
- 6324 NUISANCE ABATEMENT:** Provides for the costs associated with the clean-up of private properties requiring abatement.
- 6430 NATURAL GAS:** Provides funds for propane used for heating the Animal Shelter.
- 7100 TRAINING & EDUCATION:** Provides funds for necessary education of the employees responsible for animal control and code enforcement services.
- 7500 VEHICLE OPERATION & MAINTENANCE:** Provides for maintenance, repair and fuel for the Animal Control vehicle.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
-----								
ACO/CSO #2200								
5100 + SALARIES	64,023	57,146	66,298	62,134	36,285	109,412	58,085	126,279
5200 + OVERTIME	423	393	162	420	858	200	1,025	200
5900 + BENEFITS	28,791	37,316	41,107	42,050	29,727	0	42,163	0
TOTAL SALARIES/BENEFITS	93,237	94,855	107,567	104,604	66,870	109,612	101,273	126,479
-----								
001 6100 2200 Office Supplies	0	0	0	0	848	848	0	848
001 6150 2200 Mat/Supplies	1,665	2,812	2,649	3,337	3,772	4,000	3,122	4,000
001 6300 2200 ProfServices	7,916	6,984	5,893	6,529	8,114	7,000	6,484	7,000
072 6300 2200 ProfServices	0	0	6,432	5,595	840	5,500	2,590	3,000
001 6306 2200 Vehicle Abate	100	0	0	0	0	0	0	0
170 6306 2200 Vehicle Abate	0	0	0	0	0	7,000	25	100
001 6324 2200 Nuisance Abate	0	0	2,151	0	2,622	5,000	1,865	5,000
001 6430 2200 Natural Gas	475	1,170	1,058	471	674	600	385	600
001 6750 2200 Bldg.Maint.	0	717	0	0	0	0	0	0
001 7100 2200 Traing/Educ.	910	1,219	1,388	129	140	500	1,483	2,000
001 7500 2200 Veh Opr/Maint	4,888	6,919	5,430	3,194	3,163	5,400	6,486	5,400
TOTAL OTHER OPERATING EXP.	15,954	19,821	25,001	19,255	20,173	35,848	22,440	27,948
-----								
TOTAL FOR DEPT	109,191	114,676	132,568	123,859	87,043	145,460	123,713	154,427
=====								

**CITY OF CORNING  
2012/2013 ANNUAL BUDGET DETAIL  
POLICE DEPARTMENT – DISPATCH DIVISION  
(#2119)**

**ACTIVITY DESCRIPTION**

The Dispatch Division is responsible for the initial response and prioritization of the community's request for police services, the dispatching of officers to calls for service, and providing information during emergency and non-emergency incidents. The division is responsible for the data input and dissemination of all Department records to other agencies and the public. For the calendar year 2011, Dispatch received 16,246 calls, processed 1,198 written reports and 290 citations. The current authorized staffing level is:

- (1) Communications/Records Supervisor
- (5) Dispatcher/Clerks
- (2) Part-time Dispatcher/Clerks

**Note: The Department is in the process of filling two (2) vacant Dispatcher/Clerk positions.**

**2011/2012 ACCOMPLISHMENTS:**

The Department transitioned from the LEADS records management system to RIMS computer-aided dispatch and records management system.

**2012/2013 GOALS:**

Provide the required POST training for new dispatchers and provide additional POST-approved training for all Dispatcher/Clerks.

**PERSONNEL SERVICES:**

**SALARIES:**

This account includes salaries for the Dispatch/Records Supervisor and all full-time and part-time Dispatcher/Clerks.

**EMPLOYEE BENEFITS:**

Provides for City contributions to Vacation, Sick Leave, Worker's Compensation, Holiday Pay, Administrative Leave, Compensatory Time, FICA, Retirement, Health Insurance, Life Insurance and Uniform Allowances.

**SUPPLIES:**

**6100 OFFICE SUPPLIES:** This fund includes office supplies.

**6300 PROFESSIONAL SERVICES:** Provides for Dispatch Center employee background investigations, polygraphs, physicals, lab analysis, psychological evaluations, vaccinations and other professional services.

- 6350 COMMUNICATIONS:** Covers computer transmission line fees, cellular telephones, office equipment leases, telephone related expenses, licensing fees and maintenance expenses in connection with the County-wide mobile data computer system and Internet system.
- 6351 CLETS USER FEES:** State and County fees charged for California Law Enforcement Telecommunications System (CLETS) use and back-up system.
- 6500 PRINTING/ADVERTISING:** Provides for printing of various Department forms, business cards, letterhead stationery, and personnel employment advertising.
- 6700 EQUIPMENT MAINTENANCE:** Provides for the ongoing maintenance of Department computers, voice logger (including recording tapes), radios and all applicable service and maintenance contracts including LEADS (records management and computer-aided dispatch software) office equipment leases, TRAK (Critical Reach Network software).
- 7100 TRAINING/EDUCATION:** This provides for necessary Dispatcher POST-certified or Department of Justice training.
- 7406 COMPUTER/EQUIP/SOFTWARE:** Pays for lease and maintenance contract for Computer Aided Dispatch and Records Management Software System (RIMS).

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
POLICE DISPATCH #2119								
5100 + SALARIES	238,481	199,708	238,345	248,574	243,610	406,201	224,202	429,667
5200 + OVERTIME	12,089	6,680	9,082	7,503	18,107	10,000	21,754	10,000
5900 + BENEFITS	119,173	107,463	133,119	140,659	138,653	0	126,524	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>369,743</b>	<b>313,851</b>	<b>380,546</b>	<b>396,736</b>	<b>400,370</b>	<b>416,201</b>	<b>372,480</b>	<b>439,667</b>
001 6100 2119 Office Supplies	7,532	9,827	9,186	7,278	5,902	8,000	5,191	8,000
001 6300 2119 ProfServices	1,229	1,604	654	919	913	1,200	880	4,700
001 6350 2119 Communications	12,139	31,071	28,098	23,255	20,752	22,000	20,826	22,000
001 6351 2119 CletsUserFees	3,485	3,485	3,485	3,480	5,480	6,000	5,480	6,000
001 6500 2119 Print/Advert.	3,255	2,718	2,388	2,213	3,194	3,500	3,299	3,500
001 6700 2119 Equip.Maint.	17,008	18,908	18,657	10,967	12,712	20,000	16,760	20,000
001 6750 2119 Bldg.Maint.	0	0	0	0	0	0	10	0
001 7100 2119 Traing/Educ.	3,757	1,102	5,343	2,117	3,452	4,000	1,698	4,000
001 7406 2119 Comp/Equip/Soft	0	0	0	0	0	0	0	25,981
<b>TOTAL OTHER OPERATING EXP.</b>	<b>48,405</b>	<b>68,715</b>	<b>67,811</b>	<b>50,229</b>	<b>52,405</b>	<b>64,700</b>	<b>54,144</b>	<b>94,181</b>
<b>TOTAL FOR DEPT.</b>	<b>418,148</b>	<b>382,566</b>	<b>448,357</b>	<b>446,965</b>	<b>452,775</b>	<b>480,901</b>	<b>426,624</b>	<b>533,848</b>

**CITY OF CORNING  
2012/2013 ANNUAL BUDGET DETAIL  
POLICE DEPARTMENT – CAPITAL REPLACEMENT  
(#2116)**

**ACTIVITY DESCRIPTION**

The Capital Replacement account contains the Department's Capital replacement projects.

**CAPITAL IMPROVEMENT PRIORITIES**

For the 2012/13 fiscal year, the Department proposes the following list of priorities as its Capital Replacement Program:

- Priority (1) BODY ARMOR REPLACEMENT:** Provides for the replacement of the Department's uniformed officers' bulletproof vests.
- Priority (2) VEHICLE REPLACEMENT:** Provides for the re-establishment of the vehicle replacement program and the purchase of two (2) vehicles in the 2012/13 fiscal year.
- Priority (3) COMPUTER/TECHNOLOGY REPLACEMENT PROGRAM:** Provides for the establishment of a computer/technology replacement program with a stable funding source based on estimated future equipment replacement requirements.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
POLICE CAPITAL REPLACEMENT #2116								
188 6150 2116 Mat/Supplies	0	0	4,421	3,513	0	0	0	0
184 7021 2116 Mobile Terminal	577	2,055	0	0	0	0	0	0
188 7100 2116 Traing/Educ.	0	0	972	125	0	0	0	0
001 7406 2116 Comp/Equip/Soft	0	0	0	0	0	31,719	39,344	0
<b>TOTAL OTHER OPERATING EXP</b>	<b>577</b>	<b>2,055</b>	<b>5,393</b>	<b>3,638</b>	<b>0</b>	<b>31,719</b>	<b>39,344</b>	<b>0</b>
071 9148 2116 911 Upgrade	0	0	7,375	0	0	0	0	0
071 9160 2116 Computer	5,198	2,245	2,453	0	0	0	0	0
071 9162 2116 HANDHELD RADIOS	0	22,741	0	0	0	0	0	0
071 9163 2116 CHILD SEAT SAFE	0	2,114	386	0	0	0	0	0
188 9211 2116 SAFE GRANT	0	5,036	3,883	0	0	0	0	0
001 9301 2116 EquipReplacemnt	0	0	0	0	0	8,000	0	0
071 9301 2116 EquipReplacemnt	3,042	7,254	1,605	0	0	0	0	0
001 9500 2116 Vehicle/Replace	0	0	0	0	0	0	402	0
071 9500 2116 Vehicle/Replace	9,344	34,129	106,292	0	0	38,000	33,708	0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>17,584</b>	<b>73,519</b>	<b>121,994</b>	<b>0</b>	<b>0</b>	<b>46,000</b>	<b>34,110</b>	<b>0</b>
<b>TOTAL FOR DEPT.</b>	<b>18,161</b>	<b>75,574</b>	<b>127,387</b>	<b>3,638</b>	<b>0</b>	<b>77,719</b>	<b>73,454</b>	<b>0</b>

**CITY OF CORNING  
2012/2013 ANNUAL BUDGET DETAIL  
POLICE DEPARTMENT – PAL PROGRAMS  
(2201)**

**ACTIVITY DESCRIPTION**

The Tehama County Police Activities League (PAL) includes participation from all law enforcement agencies in Tehama County and provides recreational opportunities free to youth eight to eighteen years of age. These agencies believe that alternative activities and positive role models are protective factors that deter youth involvement in criminal and anti-social behavior. The Corning Police Department, in conjunction with the Tehama County Police Activities League (PAL), currently operates the Junior Giants Baseball Program.

Working in conjunction with volunteer parents and PAL, the Police Department, during the 2011/12 fiscal year, was able to start a youth wrestling/boxing program, which is housed at the Transportation Center.

**2012/2013 GOALS:**

To continue to expand PAL youth programs in Corning.

**SUPPLIES:**

**6150 MATERIAL/SUPPLIES:** Provides for materials and supplies needed in conjunction with the PAL Corning Youth Boxing Program.

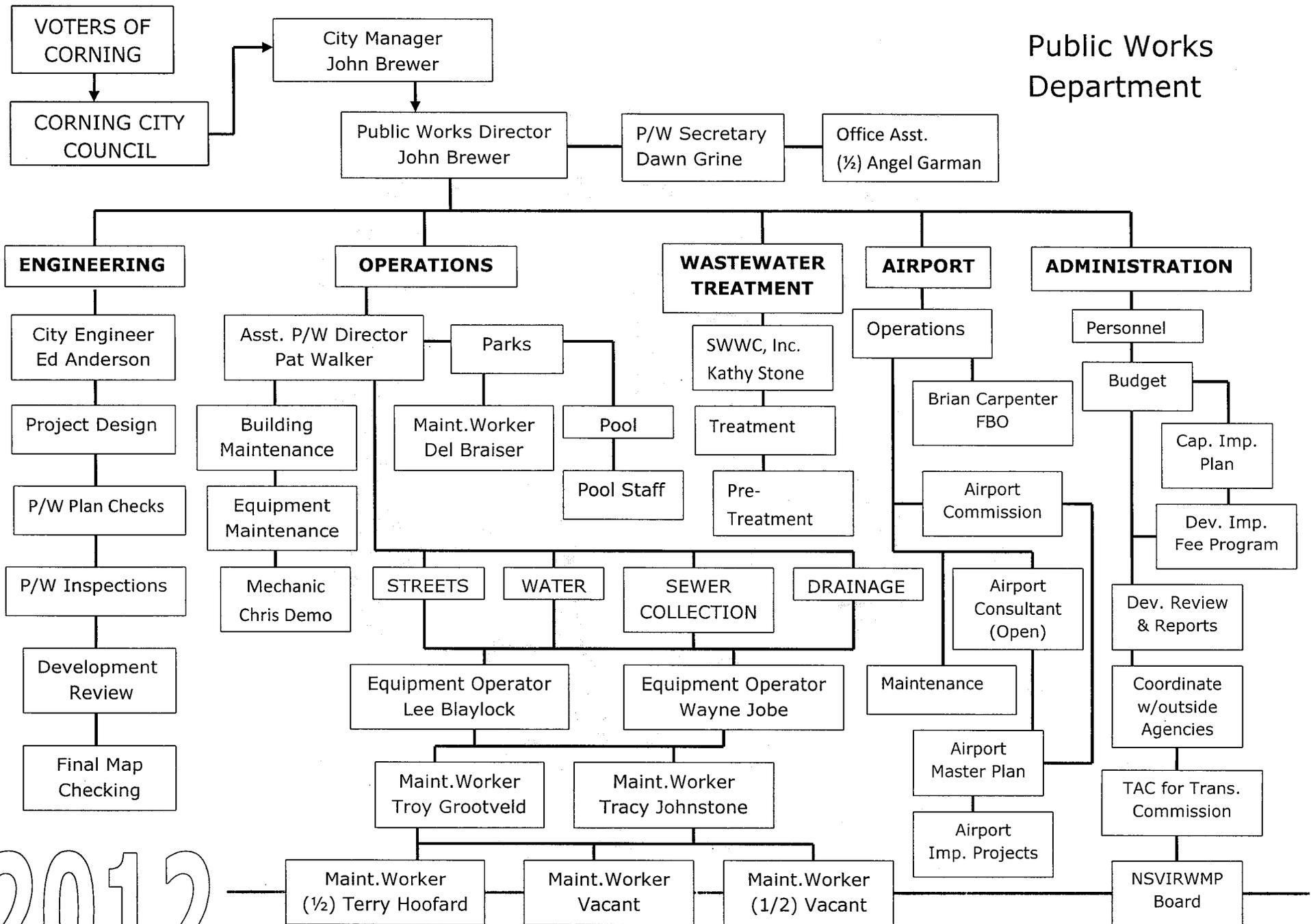
**6600 RENTS/LEASES:** Provides for the annual building lease and utilities.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
PAL PROGRAM #2201								
001 6150 2201 Mat/Supplies	2,027	1,706	1,891	38	0	100	11	100
001 6600 2201 Rents/Leases	0	0	0	5,000	5,000	5,000	5,000	5,000
001 7022 2201 BOXING/PAL	12,055	12,055	13,200	0	0	0	0	0
TOTAL OTHER OPERATING EXP.	14,082	13,761	15,091	5,038	5,000	5,100	5,011	5,100
TOTAL FOR DEPT	14,082	13,761	15,091	5,038	5,000	5,100	5,011	5,100

# Public Works Services

# Public Works Department



2012

**CITY OF CORNING**  
**2012-2013 ANNUAL BUDGET NARRATIVE**  
**PUBLIC WORKS DEPARTMENT**

Corning's Public Works Department consists of nine permanent full-time employees. This includes the **Director of Public Works**, his **Secretary**, the **Assistant Public Works Director**, one **Equipment Mechanic**, two **Equipment Operators**, and three full time and one half time (Terry Hoofard) **Maintenance Workers**. One of the Equipment Operators works full time inspecting all City Wells, taking water samples and chlorine residuals, (requirement of the State Health Department), and performing water quality inspections. These employees provide the broad range of job skills necessary to properly operate the department. The skills effectively displayed by Public Works personnel include:

- \* Budget planning, implementation, organization and supervision.
- \* Plan review for development, off site inspections and Encroachment permits.
- \* Building planning, construction, remodeling and maintenance.
- \* Park Maintenance including Yost and Clark Park baseball fields.
- \* Curb, gutter and sidewalk maintenance, installation and repairs.
- \* Street maintenance, which includes paving, patching and reconstruction.
- \* City street tree maintenance.
- \* Water and sewer line construction and maintenance.
- \* Water service maintenance including service line replacement and Hydrant and meter repairs.
- \* Sewer lateral maintenance and replacement from cleanout to sewer main line.
- \* Water Quality Inspections and testing which includes maintenance of all City wells.
- \* City Engineering, which includes plan checks, engineer estimates for projects, sewer and water development and storm drainage and retention.
- \* Fleet Maintenance, which includes Police and Fire vehicles. Welding and metal fabrication is also a part of Fleet Maintenance.
- \* In charge of overseeing the operation and maintenance of the WWTP through contract operators Southwest Water Company.

The Director of Public Works and his Secretary are located at City Hall; the other seven employees work out of the Corporation Yard located at 1106 Butte Street.

Funding for Public Works Personnel salaries, benefits and some projects primarily originate from the general, water, sewer, and gas tax funds. Major projects such as street and bridge construction are subsidized by various funding such as STIP (State Transportation Improvement Program) funds received from the Department of Transportation-Caltrans, LTF Gas Tax funds, TDA and Federal Highway Bridge Repair Replacement (HBRR) Funds.

The Public Works Department is responsible for the operational coordination and maintenance of the Cities Water system, Sewer system, Wastewater Treatment Plant, Parks, Fleet Equipment, Building Maintenance, Streets, Traffic Safety Lights, Street Lighting and Airport. Employees are also responsible for the maintenance of City equipment and fleet vehicles, all City buildings and properties such as City Hall, the City Museum, Library, Senior Center, Theater, and Transportation Center. City pump houses, Wastewater Treatment Plant (WWTP), the Airport buildings and landing strip, all City Parks and recreational buildings, baseball fields and the City Pool.

The Director of Public Works acts as the liaison on numerous projects between the City and such Agencies as the California Department of Health and Safety, California Regional Water Quality Control Board, Department of Transportation (Caltrans), USDA Rural Development, Tehama County Transportation Commission Technical Advisory Committee (TAC), Tehama County Transit Policy Advisory Committee (TPAC), the County of Tehama, State Department of Fish and Game, and Salt Creek Conservation Correctional Camp. Some of these projects consist of:

- \* State mandated water and sewer required testing.
- \* STIP/RTIP/HBRR Funding for street and bridge construction/replacement.
- \* Streambed maintenance for flood prevention.
- \* Various transportation and building projects.

The 2011-2012 objectives for the City of Corning Public Works Department consist of the following:

- \* Continuation of the Capital Improvement Program.
- \* Obtaining continued Department of Transportation STIP/RTIP/HBRR/TE Program support for road and bridge maintenance/replacement.
- \* Obtaining Grade 2 water-testing classifications for Public Works employees.
- \* Planning for expanded growth in Residential/Commercial construction.
- \* Completing the widening of Blackburn Avenue as funded by the grant.
- \* Working with City staff to design and then construct and ultimately maintain the new City park.
- \* Monitor the construction and development of the new Clark Park well and waterline extensions.
- \* Completing studies of future drainage areas.
- \* As time allots, revisit the City's Development Impact Fee program to ensure that new development pays their required share for sewer, water, streets, traffic signals and drainage development.
- \* Continuation of curb and gutter installation throughout the City to eliminate drainage problems, and repairing/replacing existing CG&S as funding allows.
- \* Submit a grant application, seek proposals, and monitor the construction of the Airport perimeter fence project.
- \* Solicit, recruit and train the best qualified to replace the retiring Assistant Public Works Director.

Public Works maintains various continual contracts for City services such as:

- \* **Weed and Tree Spraying:** Contract currently with Larry's Pest Control for the total amount of \$28,000 per year for three years. This contract will expire December 31, 2012 and is used for tree disease eradication and insect/weed control of City buildings.
- \* **Lawn Maintenance Services:** Contract with Ken Vaughn & Sons for services at City Hall, Library, Transportation Center and Martini Plaza.
- \* **Gravel, Asphalt, Oil, Gasoline and Diesel.** The City has separate three-year contracts for each of these products. Current contracts will expire on June 30, 2014.
- \* **Concrete Contractor:** Contract with Ward's Concrete will expire on May 31, 2014. Contractor is required to pay employees prevailing wage for all work connected with City projects.
- \* **Tree Trimming Contract:** Each year the City seeks bids to provide trimming services of City trees.
- \* **Wastewater Treatment Plant:** Based upon past performance, Council approved changes in the sewer plant management contract with SWWC in 2008. The major change allows the City to pay bills such as PG&E directly instead of SWWC paying PG&E as part of their contract agreement.
- \* **Engineering Services:** Ed Anderson Engineering provides engineering services to the City.
- \* **Geo Plus:** Bill Bergmann, with Geo Plus is working with the City to investigate rehabilitation of the Petro Water Well.
- \* **Janitorial Services:** White Glove Cleaning Service provides janitorial services for City Hall, Police Department, Library, Transportation Center, Corporation Yard, Martini Plaza Restrooms, Woodson Park Restrooms and North side Park Restrooms.

All Public Works projects and Capital Improvement projects are listed in the new Fiscal Year 2012/2013 Budget. Each project is listed under the funding department along with a narrative to

explain each of the associated budget items and the estimated cost for the project. Street paving and improvements, which are a top priority for the City, will remain a challenge because of the lack of State Funding. State Transportation Improvement Project funds (STIP) are no longer available for street maintenance.

These STIP funds are used for countywide improvement projects approved by the Tehama County Transportation Commission, which has one elected City official on the board. The South Avenue Interchange Improvement Project (Phase 1) was funded through pooling of several cycles of Countywide funding.

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
PUBLIC WORKS ADMINISTRATION (3800)**

The Public Works Administration consists of the Director of Public Works, the Assistant Public Works Director and the Public Works Secretary. They are responsible for the coordination and management of all departments within Public Works. These departments consist of Streets, Water, Sewer, the Wastewater Treatment Plant, Parks and recreation, Airport, all Building/Equipment maintenance, Engineering, the Library and Risk Management for Public Works Contracts.

The Public Works Department acts as the responsible liaison on various projects involving other agencies such as Caltrans, County of Tehama, and the Tehama County Transportation Commission.

**PERSONNEL SERVICES:**

**SALARIES:** This account provides for the Public Works Director, Operations Superintendent, and Public Works Secretary.

**EMPLOYEE BENEFITS:** This account provides for City contributions to Sick Leave, Holiday Pay, FICA-City paid, PERS, Health Insurance, Life Insurance, and Administration Fee.

**SUPPLIES & SERVICES:**

**001-6100 OFFICE SUPPLIES:** Provides funding from the General Fund for the purchase of office supplies used in Public Works.

**610-6100 OFFICE SUPPLIES:** Provides funding from the Sewer Enterprise Fund for the purchase of office supplies used in Public Works.

**630-6100 OFFICE SUPPLIES:** Provides funding from the Water Enterprise Fund for the purchase of office supplies used in Public Works.

**610-6300 PROFESSIONAL SERVICES:** Provides funding from the Sewer Enterprise Fund for Professional Service as needed.

**630-6300 PROFESSIONAL SERVICES:** Provides funding from the Water Enterprise Fund for Professional Services as needed.

**109-6551 EMPLOYEE PHYSICAL:** This account provides funding for required Class "B" Drivers License and new employee physicals.

**114-6552 SAFETY ITEMS:** This account provides funding from transportation sales tax for purchase of required safety items.

**001-6700 EQUIPMENT MAINTENANCE:** Provides funding from the General Fund for any repair work needed on office equipment, such as computers and typewriters.

**610-6700 EQUIPMENT MAINTENANCE:** Provides funding from the Sewer Enterprise fund for any necessary office equipment repairs.

**630-6700 EQUIPMENT MAINTENANCE:** Provides funding from the Water Enterprise fund for any necessary office equipment repairs.

**105-7200 CONFERENCE AND MEETINGS:** Provides funding from the General Fund for attending conferences, meetings and training.

**630-7200 CONFERENCE AND MEETINGS:** Provides funding from Water for attending conferences, meetings and training.

610-7381 **DATCO DRUG AND ALCOHOL TESTING:** This account provides funding for the required Department of Transportation Drug & Alcohol testing.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
PUBLIC WORKS ADMINISTRATION #3800								
5100 + SALARIES	130,109	148,208	127,429	124,210	127,224	197,684	120,484	122,114
5900 + BENEFITS	54,061	62,828	45,892	42,789	52,884	0	50,159	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>184,170</b>	<b>211,036</b>	<b>173,321</b>	<b>166,999</b>	<b>180,108</b>	<b>197,684</b>	<b>170,643</b>	<b>122,114</b>
001 6100 3800 Office Supplies	589	348	324	188	143	400	137	400
610 6100 3800 Office Supplies	419	371	224	244	205	500	188	500
630 6100 3800 Office Supplies	366	241	224	228	205	500	188	200
114 6150 3800 Mat/Supplies	29	0	0	0	0	0	0	0
078 6250 3800 Small Tools	0	0	0	0	0	0	0	6,500
001 6300 3800 ProfServices	0	377	0	0	0	0	0	0
610 6300 3800 ProfServices	516	1,222	1,995	1,281	35	2,000	109	1,000
630 6300 3800 ProfServices	516	96	133	579	12	500	89	500
001 6350 3800 Communications	0	1,573	2,674	2,563	2,341	2,340	2,492	2,340
610 6350 3800 Communications	0	0	718	2,563	2,341	2,330	2,367	2,330
630 6350 3800 Communications	0	0	2,583	2,563	2,341	2,330	2,367	2,330
109 6551 3800 Emp Physicals	739	2,216	494	339	398	600	397	600
001 6552 3800 Safety Items	150	0	0	0	0	0	0	0
114 6552 3800 Safety Items	4,143	2,723	3,348	2,211	2,763	2,500	1,889	2,500
001 6700 3800 Equip.Maint.	112	75	0	27	0	460	19	460
610 6700 3800 Equip.Maint.	262	0	0	40	0	720	0	720
630 6700 3800 Equip.Maint.	162	0	0	40	0	720	0	720
001 7200 3800 Conf/Meetings	0	152	0	0	0	0	0	0
105 7200 3800 Conf/Meetings	852	1,547	2,395	1,211	575	1,500	503	1,500
630 7200 3800 Conf/Meetings	500	2,337	1,789	449	293	1,500	729	1,500
610 7381 3800 DATCO Dg&A/cTst	693	1,218	861	809	641	1,000	651	1,000
630 7406 3800 Comp/Equip/Soft	337	0	0	0	0	0	0	0
<b>TOTAL OTHER OPERATING EXP.</b>	<b>10,385</b>	<b>14,496</b>	<b>17,762</b>	<b>15,335</b>	<b>12,293</b>	<b>19,900</b>	<b>12,125</b>	<b>25,100</b>
001 9340 3800 DEVLPR REIMB	0	0	1,188	0	0	0	0	0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>1,188</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FOR DEPT.</b>	<b>194,555</b>	<b>225,532</b>	<b>192,271</b>	<b>182,334</b>	<b>192,401</b>	<b>217,584</b>	<b>182,768</b>	<b>147,214</b>

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
ENGINEERING (4200)**

**ACTIVITY DESCRIPTION:**

Ed Anderson serves as the City Engineer and provides Civil Engineering services on a contract basis. Ed has served the City in this capacity for over 43 years.

Ed attends occasional Planning Commission and City Council meetings, Technical Advisory Committee meetings, and meetings with Caltrans staff.

Ed also reviews all discretionary development applications and recommends conditions of approval to satisfy the City's land division standards. Ed also reviews and approves all Public Improvement Plans prior to their construction.

**PROFESSIONAL SERVICES:**

- 105-6300**     **PROFESSIONAL SERVICES:** Funding is provided from the Rural Planning Fund for engineering services related to Streets; includes GIS and Airport engineering support.
- 112-6300**     **PROFESSIONAL SERVICES:** Gas tax provides funding for street engineering services.
- 341-6300**     **PROFESSIONAL SERVICES:** Funding is for engineering services for Parkland acquisition.
- 345-6300**     **PROFESSIONAL SERVICES:** This fund provides funding for drainage Engineering.
- 347-6300**     **PROFESSIONAL SERVICES:** This fund provides funding for sewer Improvement engineering.
- 348-6300**     **PROFESSIONAL SERVICES:** This fund provides funding for future WWTP sewer expansion projects.
- 355-6300**     **PROFESSIONAL SERVICES:** This fund provides funding for future park Land acquisitions.
- 630-6300**     **PROFESSIONAL SERVICES:** Funding is provided from the Water Enterprise Fund for engineering services related to the water department.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
ENGINEERING #4200								
001 6300 4200 ProfServices	9,050	3,621	2,363	0	0	0	0	0
105 6300 4200 ProfServices	5,736	6,271	8,605	3,478	2,170	3,300	2,605	3,300
110 6300 4200 ProfServices	0	0	5,000	525	0	0	0	0
112 6300 4200 ProfServices	2,175	2,158	2,020	1,584	1,045	2,000	2,893	2,000
114 6300 4200 ProfServices	0	389	0	0	0	0	0	0
116 6300 4200 ProfServices	96	11	0	3,266	0	3,000	4,600	3,000
341 6300 4200 ProfServices	96	11	390	422	0	0	0	0
345 6300 4200 ProfServices	3,658	400	1,117	1,000	920	0	805	0
346 6300 4200 ProfServices	96	2,972	0	0	0	0	0	0
347 6300 4200 ProfServices	96	11	577	1,265	858	2,000	618	2,000
348 6300 4200 ProfServices	96	11	465	422	408	1,000	543	1,000
355 6300 4200 ProfServices	96	11	0	422	0	0	0	0
630 6300 4200 ProfServices	825	651	375	1,115	520	1,000	843	1,000
355 6332 4200 Appraisals	7,250	0	0	0	0	0	0	0
001 6340 4200 DEV ENGINEERING	23,220	16,558	2,646	1,127	1,503	2,000	1,088	2,000
120 6342 4200 Engineer.-Dntwn	0	15,014	0	0	0	0	0	0
105 6353 4200 Prof Srvc Airprt	0	0	0	0	0	0	0	5,000
116 9254 4200 Signal Improv.	0	0	0	19,140	22,368	0	150	0
TOTAL OTHER OPERATING EXP.	52,490	48,089	23,558	33,766	29,792	14,300	14,145	19,300
TOTAL FOR DEPT.	52,490	48,089	23,558	33,766	29,792	14,300	14,145	19,300

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
LIBRARY (1700)**

**ACTIVITY DESCRIPTION:**

The Corning Branch of the Tehama County Library system is managed and staffed by Tehama County. The City of Corning owns and maintains the building. The mission of the Tehama County Library is to provide for the informational, recreational and educational needs of the citizens of Tehama County, and to serve as an archive for the rich historical resources of our area.

The Friends of the Library, a volunteer group, contribute many hours of time working in the library. They stock shelves with books, check books in/out and help keep the library functional.

The Friends of the Library conduct fund raising book sales in the Spring and Fall of each year. The funds from these sales are used to purchase items needed, these items are then donated to the library at no cost to the City.

**PERSONNEL SERVICES:**

**SALARIES:** The account provides funds for employee labor supplied by the City for maintenance work on the Library building.

**EMPLOYEE BENEFITS:** This account provides for City contributions to Sick Leave, Holiday pay, FICA-City Paid, ER PERS, EE PERS, Health Insurance and Life Insurance.

**SUPPLIES:**

- 001-6150 **MATERIALS/SUPPLIES:** Funding is provided from the General Fund for supplies and miscellaneous items not included in other line item accounts.
- 001-6320 **JANITORIAL SERVICES:** Funds are provided from the General Fund for the Janitorial Services Contract.
- 001-6410 **ELECTRICITY:** The General Fund provides funding for electricity use at the library.
- 001-6430 **NATURAL GAS:** The General Fund provides funding for natural gas use at the library.
- 001-6750 **BUILDING MAINT:** The General Fund provides funding for building maintenance and repairs at the library.
- 001-8001 **BOOKS AND PERIODICALS:** The General Fund provides funds for the purchase of books and magazines for the Library.
- 403-8055 **LIBRARY EXPANSION:** This account provides funding for miscellaneous expenditures associated with the future Library expansion.
- 403-9101 **PAINTING/REPAIR:** The Riddell Library Trust funds any necessary building painting and repairs.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
LIBRARY #1700								
001 6150 1700 Mat/Supplies	40	315	39	39	37	100	33	100
001 6320 1700 Janitorial Srv.	2,320	2,293	2,400	2,400	4,569	5,000	4,583	5,000
001 6340 1700 DEV ENGINEERING	0	0	0	0	0	0	32	0
001 6410 1700 Electricity	9,577	9,061	8,815	8,239	8,700	9,000	8,250	9,000
001 6430 1700 Natural Gas	1,825	2,180	1,501	1,888	2,135	2,200	2,308	2,200
001 6750 1700 Bldg.Maint.	85	989	1,250	412	1,508	800	321	800
<b>TOTAL OTHER OPERATING EXP.</b>	<b>13,847</b>	<b>14,838</b>	<b>14,005</b>	<b>12,978</b>	<b>16,949</b>	<b>17,100</b>	<b>15,527</b>	<b>17,100</b>
001 8001 1700 Books/Perodic.	799	805	786	666	649	800	603	800
403 9101 1700 Painting/Repair	5,009	0	3,975	0	0	1,000	0	1,000
403 9300 1700 Mach/Equip.	3,825	0	0	0	2,842	10,000	0	10,000
403 9329 1700 SHELVING UNITS	0	5,030	0	0	0	0	0	0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>9,633</b>	<b>5,835</b>	<b>4,761</b>	<b>666</b>	<b>3,491</b>	<b>11,800</b>	<b>603</b>	<b>11,800</b>
<b>TOTAL FOR DEPT.</b>	<b>23,480</b>	<b>20,673</b>	<b>18,766</b>	<b>13,644</b>	<b>20,440</b>	<b>28,900</b>	<b>16,130</b>	<b>28,900</b>

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
STREET MAINTENANCE (3000)**

**ACTIVITY DESCRIPTION:**

The Street Maintenance department of public works is responsible for numerous tasks such as: Street patching, grading and leveling, street signage, repair/replacement of curb, gutter and sidewalk, street sign installation and maintenance. Street maintenance personnel also assist on other Public Works projects and functions when needed.

This department operates on funds received primarily through the Transportation Development Act Fund, Gas Tax Revenues and a nominal amount of funding from the City General Fund.

The Weed and Tree Spraying contract is on year three (3) of a three (3) year contract extension. All Park and City trees within the right-of-way are sprayed annually and as needed to prevent disease growth and infection. City grounds, parks and parking lots, drain ditches, alleys, and street shoulders are sprayed for weed control as needed.

Public Works will continue the annual contracted cleaning of sections of the City's Storm Drain System with Southwest Water Company. This process improves water flow throughout the City during the winter rain season and has proven to be extremely successful when maintained on an annual basis. The Salt Creek Conservation Camp assists the Public Works Department in the cleaning and clearing of the Blackburn Moon Drain and the Jewett and Burch creek streambeds.

As done in previous years, Public Works will again contract tree-trimming services for the City. This service not only improves the City appearance, but also reduces the possibility of damage to power lines, private and City property, or potential injuries to citizens from dead, broken and hazardous trees and tree limbs.

This year, we opted to include all street "Materials and Supplies" and "Asphalt-Concrete-City Wide" within the Streets Department. In previous years those funds were included in both the "Streets" and "Street Projects" Departments. From now on, the Streets Projects Department will include only funds designated for the annual repaving project, which is to be completed by a contractor via the competitive bid process.

Street Patching and Asphalt maintenance will be ongoing. We will identify the most critical street segments for that maintenance work that we'll complete with Public Works personnel.

Like the Materials and Supplies funds, Curb, Gutter and Sidewalk; Street Barricades, and Cleaning Contract (Stormsewer & Streambed) funds have similarly been moved from Street Projects to "Streets".

## **PERSONNEL SERVICES:**

**SALARIES:** This account includes wages for public works employees working in street maintenance related activities.

**EMPLOYEE BENEFITS:** This account provides for City contributions to Sick Leave, Holiday pay, FICA-City paid, ER PERS, EE PERS, Health Insurance and Life Insurance.

## **SUPPLIES & SERVICES:**

- 6150 MATERIALS/SUPPLIES:** Funding provided from the General Fund, Gas Tax 2105 fund and/or Transportation Sales Tax Fund for needed materials/supplies.
- 6175 WEED/TREE SPRAYING:** This account funds the weed/tree spraying contract including spraying the Olive Trees for Fruit Flies and the Ornamental Pear Trees on Solano Street for Fire Blight.
- 114-6250 SMALL TOOLS:** Provides funding to purchase any needed small tools.
- 114-6321 USA SERV. ALERTS:** This provides funding for any underground service alert checks needed by the City prior to construction work.
- 110-7364 SIGN REPLACEMENT:** Provides funding for the purchase of any needed new street signs.
- 114-7500 VEHICLE OPR./MAINT.:** Provides funding for vehicle operation and any needed vehicle maintenance.
- 111-8002 TREE PRUNING:** The gas Tax fund provides funding for City tree pruning. (Moved from Street Projects for FY 2012-2013.)
- 001-8004 CG&S REPLACEMENT:** Provides funding for the replacement of damaged curbs, gutters and sidewalks throughout the City. Moved from Street Projects for FY 2012-2013.
- 115-9112 TRAFFIC CONTROL IMPROV.:**
- 114-9126 STREET BARRICADES:** Provides funding from Transportation Sales Tax to purchase street barricades. (Moved from Street Projects for FY 2012-2013.)
- 610-8011 CLEANING/CONTRACT:** Funding is provided by the Sewer Enterprise Fund for the annual Storm Drain and Streambed cleaning. Moved from Street Projects for FY 2012-2013.
- 115-9101 PAINTING/REPAIR:** Provides funding for the painting and/or repair of street traffic markings.
- 114-9220 THERMO PLASTIC:** This account provides funding for the thermo plastic used for street striping.
- 108-9467 A/C CITYWIDE:** Funding is provided from the Federal Program for repairs and asphalt overlays of various street sections Citywide. (Moved from Street Projects for FY 2012-2013. Moved from Street Projects for FY 2012-2013.)
- 115-9467 A/C CITYWIDE:** Funding is provided from the Federal Program for repairs and asphalt overlays of various street sections Citywide. (Moved from Street Projects for FY 2012-2013.)

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
<b>STREETS #3000</b>								
5100 + SALARIES	104,411	140,684	143,017	111,778	87,217	241,951	74,829	310,178
5200 + OVERTIME	0	0	278	234	0	0	158	0
5900 + BENEFITS	63,357	79,581	74,328	66,016	63,461	0	62,320	0
<b>TTL SALARIES/BENES</b>	<b>167,768</b>	<b>220,265</b>	<b>217,623</b>	<b>178,028</b>	<b>150,678</b>	<b>241,951</b>	<b>137,307</b>	<b>310,178</b>
001 6150 3000 Mat/Supplies	0	13,699	43,614	36,462	417	0	24,425	25,000
111 6150 3000 Mat/Supplies	0	0	0	0	39,644	54,000	38,252	0
114 6150 3000 Mat/Supplies	31,454	40,044	2,326	0	1,050	0	0	80,000
115 6150 3000 Mat/Supplies	0	0	0	2,745	71,983	65,200	66,202	65,200
610 6150 3000 Mat/Supplies	0	0	0	0	11	0	0	0
108 6175 3000 Weed/Tree Spray	0	0	0	0	7,001	7,000	4,900	7,000
109 6175 3000 Weed/Tree Spray	0	0	28,002	14,001	7,001	0	0	5,000
110 6175 3000 Weed/Tree Spray	0	0	0	0	5,040	5,000	3,500	0
111 6175 3000 Weed/Tree Spray	0	0	0	0	0	7,000	4,900	0
114 6175 3000 Weed/Tree Spray	28,755	23,335	4,667	14,001	8,961	9,000	7,934	16,000
610 6175 3000 Weed/Tree Spray	0	0	0	0	0	0	700	0
001 6250 3000 Small Tools	0	0	1,740	0	0	0	0	0
110 6250 3000 Small Tools	201	0	0	0	0	0	0	0
114 6250 3000 Small Tools	0	0	0	374	501	5,700	227	8,000
115 6319 3000 TEMPORARY HELP	3,754	0	0	0	0	0	0	0
610 6319 3000 TEMPORARY HELP	11,326	0	0	0	0	0	0	0
630 6319 3000 TEMPORARY HELP	11,326	0	0	0	0	0	0	0
114 6321 3000 USA Serv Alerts	150	150	150	150	150	500	150	500
110 7364 3000 Sign Replacemnt	0	0	0	0	0	5,000	120	5,000
114 7364 3000 Sign Replacemnt	1,063	2,772	1,605	0	0	0	0	0
115 7364 3000 Sign Replacemnt	0	0	0	506	5,186	0	0	0
110 7500 3000 Veh Opr/Maint	3,960	0	0	0	0	0	0	0
111 7500 3000 Veh Opr/Maint	0	0	0	0	357	0	0	0
114 7500 3000 Veh Opr/Maint	0	5,627	4,233	3,229	4,149	8,000	4,547	8,000
610 7500 3000 Veh Opr/Maint	0	213	0	0	0	0	0	0
<b>TTL OTHER OPERATING EXP</b>	<b>91,989</b>	<b>85,840</b>	<b>86,337</b>	<b>71,468</b>	<b>151,451</b>	<b>166,400</b>	<b>155,857</b>	<b>219,700</b>

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
111 8002 3000 Tree Pruning	0	0	0	0	0	0	0	30,000
001 8004 3000 CG&SReplacement	0	36,000	19,188	0	0	0	0	0
111 8004 3000 CG&SReplacement	0	0	0	0	0	0	0	20,000
114 8004 3000 CG&SReplacement	0	0	29,810	0	0	0	0	0
115 8004 3000 CG&SReplacement	0	9,208	0	0	0	0	0	0
610 8011 3000 Cleaning/Cntrct	0	0	0	0	0	0	0	18,000
114 9101 3000 Painting/Repair	1,000	3,127	0	0	0	0	0	0
115 9101 3000 Painting/Repair	0	0	0	0	0	1,000	816	1,000
115 9112 3000 TrafCntrlImprov	0	0	0	0	0	0	0	3,000
114 9126 3000 Street Barricds	0	0	0	0	0	0	0	800
078 9208 3000 Vehicle Replmnt	0	34,241	0	0	0	0	0	0
381 9208 3000 Vehicle Replmnt	0	15,225	0	0	0	17,500	16,863	0
383 9208 3000 Vehicle Replmnt	0	15,225	0	0	0	17,500	16,863	0
108 9220 3000 Thermo Plastic	55,188	0	0	0	0	0	0	0
114 9220 3000 Thermo Plastic	14,957	48,727	2,913	113	5,996	6,000	3,975	6,000
078 9269 3000 Backhoe	13,993	0	0	0	0	0	0	0
381 9269 3000 Backhoe	10,000	0	0	0	0	0	0	0
383 9269 3000 Backhoe	46,982	0	0	0	0	0	0	0
078 9270 3000 Street Sweeper	22,215	0	0	0	0	0	0	0
078 9301 3000 EquipReplacemnt	0	0	8,979	22	0	0	0	0
001 9467 3000 A/C Citywide	0	0	0	0	0	0	0	5,000
108 9467 3000 A/C Citywide	0	0	0	0	0	0	0	8,415
115 9467 3000 A/C Citywide	0	0	0	0	0	0	0	32,400
<b>TTL CAPITAL EXPENDITURES</b>	<b>164,335</b>	<b>161,753</b>	<b>60,890</b>	<b>135</b>	<b>5,996</b>	<b>42,000</b>	<b>38,517</b>	<b>124,615</b>
<b>TOTAL FOR DEPT.</b>	<b>424,092</b>	<b>467,858</b>	<b>364,850</b>	<b>249,631</b>	<b>308,125</b>	<b>450,351</b>	<b>331,681</b>	<b>654,493</b>

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
STREET PROJECTS (3001)**

**ACTIVITY DESCRIPTION:**

This year, we opted to include amend this department to include only the annual street repaving project. We did this to avoid continuing the confusion between “maintenance” projects and the annual repaving project. So a number of line budget line items have been moved from Street Projects to Streets, including “Materials and Supplies” and “Asphalt-Concrete-City Wide”. Additionally, Curb, Gutter and Sidewalk; Street Barricades, and Cleaning Contract (Stormsewer & Streambed) funds have similarly been moved from Street Projects to “Streets”.

From now on, the Streets Projects Department will include only funds designated for the annual repaving project, which is to be completed by a contractor via the competitive bid process. This will make simplify tracking the resources available for the annual Street Repaving project.

Street projects planned in the upcoming fiscal year will be recommended to the City Council at the June 12 City Council Meeting, and subsequently incorporated into the budget. So, for the time being, this fund is merely a “Place-holder” reserved for the FY 2012-2013 Street repaving Project.

**2012 STREET PAVING PROJECT:**

(To be determined by action of the City Council)

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
STREET PROJECTS #3001								
5100 + SALARIES	0	1,051	0	6,075	157	0	0	0
5900 + BENEFITS	0	241	0	2,219	41	0	0	0
TTL SALARIES/BENES	0	1,292	0	8,294	198	0	0	0
001 6150 3001 Mat/Supplies	0	0	0	0	0	108,900	69,115	0
107 6150 3001 Mat/Supplies	0	0	7,364	4,068	48,635	0	0	0
108 6150 3001 Mat/Supplies	0	0	0	0	22,636	0	0	0
120 7372 3001 Other Engineer	7,120	15,053	0	0	0	0	0	0
TTL OTHER OPERATING EXP	7,120	15,053	7,364	4,068	71,271	108,900	69,115	0
001 8002 3001 Tree Pruning	8,804	12,000	0	0	0	0	0	0
111 8002 3001 Tree Pruning	0	0	0	2,000	2,000	30,000	29,000	0
114 8002 3001 Tree Pruning	18,000	19,514	0	31,782	15,764	0	0	0
001 8004 3001 CG&SReplacement	0	0	0	6,064	0	0	0	0
111 8004 3001 CG&SReplacement	0	0	0	0	25,741	25,000	21,627	0
610 8011 3001 Cleaning/Cntrct	13,994	14,675	20,433	13,191	19,267	20,000	13,155	0
345 8030 3001 DRAINAGE IMPROV	0	0	0	9,206	0	0	0	0
115 9112 3001 TrafCntrlImprov	0	0	0	2,360	0	3,000	0	0
114 9126 3001 Street Barricds	845	774	256	0	0	800	0	0
001 9149 3001 HWY 99W REPAIRS	45,970	0	0	0	0	0	0	0
108 9149 3001 HWY 99W REPAIRS	9,030	0	0	0	0	0	0	0
109 9149 3001 HWY 99W REPAIRS	10,864	0	0	0	0	0	0	0
110 9149 3001 HWY 99W REPAIRS	10,060	0	0	0	0	0	0	0
111 9149 3001 HWY 99W REPAIRS	10,060	0	0	0	0	0	0	0
115 9149 3001 HWY 99W REPAIRS	20,120	0	0	0	0	0	0	0
116 9254 3001 Signal Improv.	0	0	0	2,500	314,687	0	2,775	0
001 9290 3001 South Street	0	50,000	0	0	0	0	0	0
107 9290 3001 South Street	0	343,071	2,400	0	0	0	0	0
001 9291 3001 Fig Lane	0	278,000	0	0	0	0	0	0
001 9292 3001 Peach Street	0	165,000	0	0	0	0	0	0
001 9467 3001 A/C Citywide	0	0	0	0	0	10,000	10,000	0
108 9467 3001 A/C Citywide	19,039	10,486	0	6,010	32,674	22,300	22,300	0
110 9467 3001 A/C Citywide	7,441	0	0	0	0	12,800	12,800	0
111 9467 3001 A/C Citywide	3,027	0	0	0	0	40,300	40,300	0
115 9467 3001 A/C Citywide	10,047	10,033	38,367	9,323	147	32,400	32,400	0
117 9467 3001 A/C Citywide	0	0	0	0	10,000	0	0	0
001 9470 3001 Marguerite O/L	0	0	20,000	0	0	0	0	0
116 9470 3001 Marguerite O/L	0	0	132,691	0	0	0	0	0
365 9800 3001 Fund Transfers	0	0	18,000	0	0	0	0	0
TTL CAPITAL EXPENDITURES	187,301	903,553	232,147	82,436	420,280	196,600	184,357	0
TOTAL FOR DEPT.	194,421	919,898	239,511	94,798	491,749	305,500	253,472	0

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
BLACKBURN AVENUE IMPROVEMENT (4600)**

**ACTIVITY DESCRIPTION:**

The City was awarded grant funding to support “targeted income” residents in 2008. That grant (08-STBG-4828) included \$1,500,000; allocated as \$500,000 for a “First Time Homebuyer Assistance Program” and \$1,000,000 for widening the current “One-Way” segment of Blackburn Avenue between Edith Avenue and Woodson School to meet the City’s Minor Arterial standard. City Engineer Ed Anderson has prepared the plans for the widening that include additional right of way acquisition, piping the Blackburn Moon Drain, shifting the utility poles northerly and installing a landscaped median. Sewer and water lines will also be extended. Those plans are currently under review by the Pacific Gas and Electric Company at their Redding office.

In October 2009 we learned that the State Department of Housing and Community Development “de-funded” the grant since the Salado Orchard Apartments was not specifically conditioned to complete the street widening.

February 22, 2011 the State Department of Housing and Community Development reallocated \$800,000 in order to resume the Blackburn Avenue widening project. However, the project tied development of twelve single family dwellings adjacent to the south boundary of the Salado Orchard Apartments, Phase 2. The current economic conditions make the development of those residences impractical. For that reason, the City manager and Planning Director met with H & CD staff in March to seek an amendment so that the street widening is instead tied to Phase 2 of the apartment project. H& CD was receptive to that concept. We are now awaiting a determination from the developer to see if Phase 2 can soon be constructed, and if it can, amending our grant accordingly.

**PROFESSIONAL SERVICES:**

- 322-6300**    **PROFESSIONAL SERVICES:** Funding is provided from the Grant funds for engineering services.
- 322-6341**    **DESIGN ENGINEERING:** Funding is provided from the Grant funds for engineering services.
- 322-9120**    **PUBLIC IMPROVEMENTS:** Funding is provided from the Grant funds for street widening and associated improvements.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
BLACKBURN IMPROVEMENTS #4600								
322 6300 4600 ProfServices	0	0	7,604	10	20,327	56,000	3,673	56,000
322 6341 4600 Design Enginern	0	0	22,032	75	3,848	50,000	0	50,000
116 9120 4600 Public Improv	0	0	0	0	11,320	0	0	0
322 9120 4600 Public Improv	0	0	0	0	0	761,000	0	761,000
TOTAL OTHER OPERATING EXP.	0	0	29,636	85	35,495	867,000	3,673	867,000
TOTAL FOR DEPT.	0	0	29,636	85	35,495	867,000	3,673	867,000

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
STREET & TRAFFIC LIGHTS (3100)**

**ACTIVITY DESCRIPTION:**

Pacific Gas and Electric Company own the streetlights within the City of Corning. Through an agreement, the City pays a flat rate charge on each light. This charge includes the cost of the electricity and maintenance.

The City owns the seven (7) sets of traffic signals; four on Solano Street (including the newest signal located at the intersection of Solano Street and Marguerite Avenue); the three located at South Avenue and Old Highway and at the interchange ramps. The City pays the utility bills for these. The City has an agreement with Caltrans for the maintenance and repair of the traffic signals.

**PROFESSIONAL SERVICES:**

- 001-6410**     **ELECTRICITY:** Funding is provided from the General Fund for electricity for the City Street and traffic lights.
- 001-6700**     **EQUIPMENT MAINTENANCE:** This account provides funding from the General Fund for the Caltrans maintenance contract for traffic signals.

CITY OF CORNING  
 ANNUAL BUDGET  
 FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
STREET & TRAFFIC LIGHTS #3100								
001 6410 3100 Electricity	61,535	57,661	57,237	57,294	64,372	63,000	57,566	63,000
001 6700 3100 Equip.Maint.	5,523	7,987	6,664	8,092	11,552	8,000	4,041	8,000
TOTAL OTHER OPERATING EXP	67,058	65,648	63,901	65,386	75,924	71,000	61,607	71,000
TOTAL FOR DEPT.	67,058	65,648	63,901	65,386	75,924	71,000	61,607	71,000

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
PARK MAINTENANCE (6100)**

**ACTIVITY DESCRIPTION:**

This section provides for personnel requirements and services, supplies and improvements needed to maintain six (6) City Parks.

Summer maintenance requires trimming park trees and shrubs, mowing all lawn areas, and the maintenance and leveling of two Clark Park baseball diamonds. Other responsibilities include the repair and maintenance of all restrooms and recreational buildings, and maintaining the City Pool.

The Park Maintenance budget also funds the Janitorial Services for Woodson Park; Northside Park and Martini Plaza. As Council has requested in the past Public Works has included in this fiscal years budget the funding to have the Janitorial Contractor close these park restrooms and the Transportation Center restrooms Monday through Friday and open and close them on the weekends, Holidays and Furlough days.

**PERSONNEL SERVICES:**

**SALARIES:** This account provides funds for wages for park maintenance personnel.

**EMPLOYEE BENEFITS:** This account provides funding for City contributions to Sick leave, holiday pay, FICA-City paid, ER PERS, EE PERS, health insurance, and Life insurance.

**SUPPLIES:**

**001-6150** **MATERIAL/SUPPLIES:** Funding provided from the General Fund for the purchase of needed materials/supplies utilized for park maintenance.

**001-6750** **BUILDING MAINTENANCE:** Provides for general maintenance of park facilities.

**001-6187** **REIMBURSEMENT FOR LIFEGUARD CERTIFICATION:** Funding provided from the General Fund for the Lifeguard bonus awards to employees staying until the end of the season. This bonus was created to offset expenses incurred by employees for required training and certification.

**001-6315** **LANDSCAPE MAINTENANCE CONTRACT:** Funding provided from the General Fund for landscape maintenance at the Transportation Center, Park & Ride and Martini Plaza.

**001-6320** **JANITORIAL SERVICES:** Funding provided from the General Fund for Janitorial Services at Woodson Park, Martini Plaza and North side Park. The fund also includes the funding for the Janitorial Contractor to close these restrooms during the week and open and close them on weekends and Holidays.

- 001-6551 **EMPLOYEE PHYSICALS:** The General Fund provides funding for the temporary lifeguard employee physicals and hepatitis B vaccinations.
- 001-7500 **VEHICLE OPERATIONS/MAINTENANCE:** The General Fund provides funding for vehicle fuel, maintenance and repairs.
- 001-9305 **YOST PARK IMPROVEMENTS:** Funding in the amount of \$250 is provided from the Yost Field fund for miscellaneous improvements to Yost Park.
- 341-9170 **INSTALLATION OF ADA WATER FOUNTAINS IN ALL PARKS:** This Account funds the purchase of ADA approved water fountains in City Parks.
- 078-9301 **EQUIPMENT REPLACEMENT:** This account partially funds the purchase of two new Public Works pick-ups pursuant to the Capital Improvement Plan.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
PARKS MAINTENANCE #6100								
5100 + SALARIES	84,568	81,976	89,592	24,289	36,784	53,823	32,554	57,128
5200 + OVERTIME	2,724	775	2,033	1,171	0	0	0	0
5900 + BENEFITS	23,813	26,178	27,639	18,012	25,068	0	24,309	0
TTL SALARIES/BENES	111,105	108,929	119,264	43,472	61,852	53,823	56,863	57,128
001 6150 6100 Mat/Supplies	37,194	29,877	31,092	12,736	15,686	9,000	11,009	18,000
001 6187 6100 LGRD CERT&TEST	0	635	1,167	190	0	0	320	0
001 6315 6100 Landscape Maint	6,970	8,162	8,450	8,450	7,684	8,500	7,032	8,500
001 6320 6100 Janitorial Srv.	4,620	1,713	2,400	2,463	5,931	6,600	6,050	6,600
001 6410 6100 Electricity	0	0	0	0	13,948	18,000	13,562	18,000
001 6551 6100 Emp Physicals	990	0	1,200	0	0	0	0	0
001 6750 6100 Bldg.Maint.	420	5,000	1,548	1,197	162	1,000	110	1,000
001 7500 6100 Veh Opr/Maint	532	4,498	2,060	1,862	1,443	1,500	569	1,500
TTL OTHER OPERATING EXP	50,726	49,885	47,917	26,898	44,854	44,600	38,652	53,600
001 8048 6100 Pool Improvemnt	0	6,490	0	0	0	0	0	0
341 9170 6100 ADA Fountains	0	0	0	0	807	12,000	10,935	0
341 9171 6100 Woodson Playgro	0	0	26,053	0	0	0	0	0
078 9301 6100 EquipReplacemnt	0	0	17,500	0	0	0	0	0
001 9305 6100 Yost Park Imp.	0	12,500	0	0	0	0	0	0
TTL CAPITAL EXPENDITURES	0	18,990	43,553	0	807	12,000	10,935	0
TOTAL FOR DEPT.	161,831	177,804	210,734	70,370	107,513	110,423	106,450	110,728

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
POOL (6200)**

**ACTIVITY DESCRIPTION:**

The temporary part-time position of the Lifeguards provide guarding services to the City Pool from June to mid-August. Each year the City advertises for seasonal lifeguards. All lifeguards are required to pass LiveScan (fingerprinting) and a pre-employment physical.

The Lifeguards provide fee paid services to the community such as daily free swim, swim lessons and private pool parties.

The Public Works Crew provides pool maintenance during the off season and the Lifeguards take over maintenance during the summer months.

**PERSONNEL SERVICES:**

**SALARIES:** The account provides funds for employee labor supplied by the City for Pool maintenance related activities.

**EMPLOYEE BENEFITS:** This account provides for City contributions to Sick Leave, Holiday pay, FICA-City Paid, ER PERS, EE PERS, Health Insurance and Life Insurance.

**SUPPLIES:**

**001-6150 MATERIALS/SUPPLIES:** Funding is provided from the General Fund for supplies and miscellaneous items not included in other line item accounts.

**001-6187 REIMBURSEMENT FOR LIFEGUARD CERTIFICATION:** Funding provided from the General Fund for the Lifeguard bonus awards to employees staying until the end of the season. The bonus was created to offset expenses incurred by employees for required training and certification.

**001-6410 ELECTRICITY:** The General Fund provides funding for electricity use at the Pool.

**001-6551 EMPLOYEE PHYSICALS:** The General Fund provides funding for the temporary lifeguard employee physicals and hepatitis B vaccinations.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
-----								
POOL #6200								
5100 + SALARIES	0	0	0	42,921	39,347	58,789	27,594	60,825
5200 + OVERTIME	0	0	0	345	2,973	0	3,159	0
5900 + BENEFITS	0	0	0	1,235	4,362	0	3,678	0
-----								
TTL SALARIES/BENES	0	0	0	44,501	46,682	58,789	34,431	60,825
-----								
001 6150 6200 Mat/Supplies	0	0	0	13,389	25,075	10,000	13,498	10,000
001 6187 6200 LGRD CERT&TEST	0	0	0	830	604	830	0	830
001 6410 6200 Electricity	0	0	0	3,776	0	0	0	0
001 6551 6200 Emp Physicals	0	0	0	1,362	2,403	1,200	25	1,200
-----								
TTL OTHER OPERATING EXP	0	0	0	19,357	28,082	12,030	13,523	12,030
-----								
TOTAL FOR DEPT.	0	0	0	63,858	74,764	70,819	47,954	72,855
=====								

**CITY OF CORNING**  
**2012 – 2013**  
**PROP. 84 COMMUNITY PARK GRANT**  
**Statewide Park Development & Community Revitalization Program 2008**  
**9020 Park Construction Funds**  
**9024 Park Acquisition Funds &**  
**9025 Park Non-Construction Funds**

**ACTIVITY DESCRIPTION:**

In 2010 Planning Director John Stoufer and Recreation Supervisor Kimberly Beck submitted an application for a Statewide Park Development and Community Revitalization Program Grant. In Due to their successful efforts, in November of that year the City was awarded a Statewide Park Development & Community Revitalization Program Grant in the amount \$4,276,800 for the construction of a new Community Park.

This new Park will be located between Houghton and Toomes Avenues and adjacent to Jewett Creek. This new Park will be comprised of a bike and skateboard area, two soccer fields, two playgrounds, two restrooms, a hard court basketball court, a gazebo and walking trail with a bridge across the Creek.

The City plans to seek bids for Phase I of the Park construction in the summer of 2012, and for Phase II the summer of 2013. In compliance with the Grant, all construction is to be completed in 2017.

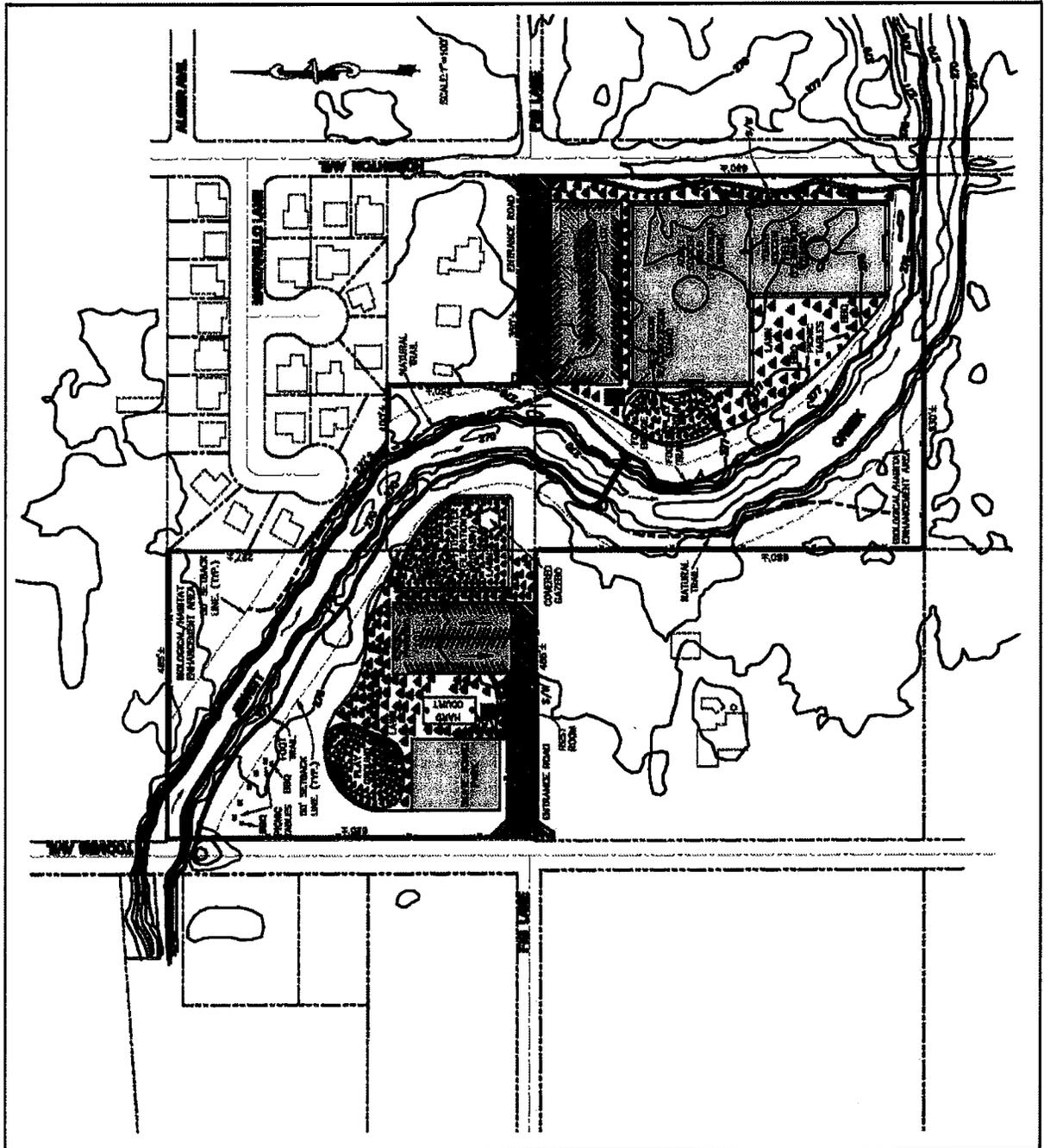
**SERVICES:**

- 9020 PROP. 84 CONSTRUCTION:** In compliance with the State Department of Parks and Recreation Grants and Local Services Guidelines, this account provides funding for all construction costs associated with the City's new Community Park.
- 9024 PROP. 84 PARK ACQUISITION FUNDS:** In compliance with the State Department of Parks and Recreation Grants and Local Services Guidelines, funding from this account was utilized to purchase Park property.
- 9025 PROP. 84 NON CONSTRUCTION:** In compliance with the State Department of Parks and Recreation Grants and Local Services Guidelines, this account provides funding for non-construction related costs associated with the development of the new Community Park.



**LEGEND**

- PROJECT BOUNDARY LINE
- PROPERTY LINES
- CENTERLINE
- ONE FOOT CONTOUR LINES
- FIVE FOOT CONTOUR LINES
- PROPOSED FENCE
- EXISTING BUILDINGS
- EXISTING BUILDINGS TO BE REMOVED
- FOOT DIAL
- NATURAL TRAIL
- CONCRETE SIDEWALK
- SIDEWALK



Conceptual Site Plan Prepared By Ed Anderson, Civil Engineer.



**FIGURE 5 – COMMUNITY PARK CONCEPTUAL SITE PLAN**

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
<b>2008 PARK BOND #9020</b>								
355 6100 9020 Office Supplies	0	0	0	8	15	0	0	0
355 6172 9020 GntEngineerServ	0	0	0	4,643	0	0	0	0
355 6300 9020 ProfServices	0	0	0	313	0	0	0	0
355 6305 9020 Environmental	0	0	0	20,379	0	0	0	0
355 6332 9020 Appraisals	0	0	0	127,253	0	0	0	0
354 6335 9020 Prop 84 Park	0	0	0	0	0	501,000	167,634	501,000
<b>TOTAL OTHER OPERATING EXP</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>152,596</b>	<b>15</b>	<b>501,000</b>	<b>167,634</b>	<b>501,000</b>
<b>TOTAL FOR DEPT.</b>								
	0	0	0	152,596	15	501,000	167,634	501,000
<b>PROP 84 PARK ACQUISITION #9024</b>								
354 6335 9024 Prop 84 Park	0	0	0	0	44,235	0	186	0
<b>TOTAL OTHER OPERATING EXP</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,235</b>	<b>0</b>	<b>186</b>	<b>0</b>
<b>TOTAL FOR DEPT.</b>								
	0	0	0	0	44,235	0	186	0
<b>PROP 84 PARK CONSTRUCTION #9025</b>								
354 6335 9025 Prop 84 Park	0	0	0	0	0	3,254,800	57,266	3,254,800
<b>TOTAL OTHER OPERATING EXP</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,254,800</b>	<b>57,266</b>	<b>3,254,800</b>
<b>TOTAL FOR DEPT.</b>								
	0	0	0	0	0	3,254,800	57,266	3,254,800

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
COMMUNITY EVENTS (3190)**

**ACTIVITY DESCRIPTION:**

Community Event activities are programs sponsored by groups such as the Chamber of Commerce, the Business Improvement District and other nonprofit organizations that the City supports. Such activities include: Christmas Decorations, Parades, Olive Festival, Youth Fair, Airport events and the May Madness Car Show.

**PERSONNEL SERVICES:**

**SALARIES:** This account includes wages for Public Works Employees working on City Special Event Projects.

**EMPLOYEE BENEFITS:** This account provides for City contributions to Sick Leave, Holiday pay, FICA-City paid, ER PERS, EE PERS, and Health Insurance and Life Insurance.

**SUPPLIES:**

**001-6150 MATERIALS AND SUPPLIES:** Funding is provided from the General Fund for necessary materials and supplies such as printing, postage, etc.

**001-6600 RENTS/LEASES:** The General Fund provides funding for any necessary rents and/or leases for equipment used to support Community Events.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
COMMUNITY EVENTS #3190								
5100 + SALARIES	5,606	4,001	6,102	3,233	3,000	0	4,948	0
5200 + OVERTIME	0	0	746	447	0	0	0	0
5900 + BENEFITS	1,683	1,003	3,023	2,321	1,200	0	2,273	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>7,289</b>	<b>5,004</b>	<b>9,871</b>	<b>6,001</b>	<b>4,200</b>	<b>0</b>	<b>7,221</b>	<b>0</b>
001 6150 3190 Mat/Supplies	1,662	886	5,193	543	1,449	1,500	1,342	1,500
370 6157 3190 Wayfinding Mnt	0	0	0	0	0	0	0	1,200
001 6600 3190 Rents/Leases	1,272	1,488	1,718	625	1,382	1,500	560	1,500
<b>TOTAL OTHER OPERATING EXP.</b>	<b>2,934</b>	<b>2,374</b>	<b>6,911</b>	<b>1,168</b>	<b>2,831</b>	<b>3,000</b>	<b>1,902</b>	<b>4,200</b>
<b>TOTAL FOR DEPT.</b>	<b>10,223</b>	<b>7,378</b>	<b>16,782</b>	<b>7,169</b>	<b>7,031</b>	<b>3,000</b>	<b>9,123</b>	<b>4,200</b>

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
BUILDING MAINTENANCE (3600)**

**ACTIVITY DESCRIPTION:**

Building Maintenance, **funded entirely from the General Fund**, provides for maintenance and repair needs of the City Hall building, the Janitorial services for City Hall, Police Department and the Public Works Corporation Yard Office.

No funds for labor costs and benefits are included in the current proposed budget for Building Maintenance.

The General Fund also provides funding for the inspection and recertification of all City building Fire Extinguishers.

**SUPPLIES:**

- 001-6150**    **MATERIALS/SUPPLIES:** The General Fund provides the funding for any materials/supplies necessary for the maintenance and/or repairs to the City Hall building.
- 001-6250**    **SMALL TOOLS:** The General Fund provides funds for the purchase of necessary small hand tools.
- 001-6320**    **JANITORIAL SERVICE:** Funding for the contracted Janitorial Service for City Hall, the Police Department, and the Public Works Corporation Yard office is provided by the General Fund.
- 001-7418**    **CERTIFICATION OF CITY FIRE EXTINGUISHERS:** The General Fund provides funding for the inspection and certification of all fire extinguishers in City Buildings.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
BUILDING MAINTENANCE #3600								
5100 + SALARIES	12,048	5,818	13,391	6,143	6,523	0	7,676	0
5200 + OVERTIME	0	0	0	1	0	0	0	0
5900 + BENEFITS	5,422	2,430	7,012	2,815	2,790	0	4,100	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>17,470</b>	<b>8,248</b>	<b>20,403</b>	<b>8,959</b>	<b>9,313</b>	<b>0</b>	<b>11,776</b>	<b>0</b>
001 6100 3600 Office Supplies	0	0	71	0	0	0	0	0
001 6150 3600 Mat/Supplies	12,308	20,779	20,991	16,415	21,080	20,000	17,490	19,000
001 6250 3600 Small Tools	31	0	0	0	0	200	16	200
001 6313 3600 Senior Center	0	5,194	6,941	107	0	0	0	0
001 6320 3600 Janitorial Srv.	4,640	2,872	2,457	2,400	6,219	7,200	6,600	7,200
610 6320 3600 Janitorial Srv.	0	0	0	0	3,032	4,000	3,667	4,000
630 6320 3600 Janitorial Srv.	0	0	0	0	3,032	4,000	3,667	4,000
001 6750 3600 Bldg.Maint.	0	987	1,231	0	0	0	114	1,000
610 6750 3600 Bldg.Maint.	0	0	1,026	0	0	0	0	0
630 6750 3600 Bldg.Maint.	0	0	1,026	0	0	0	0	0
001 7418 3600 Cert of Extng	268	765	829	469	453	400	1,518	400
<b>TOTAL OTHER OPERATING EXP.</b>	<b>17,247</b>	<b>30,597</b>	<b>34,572</b>	<b>19,391</b>	<b>33,816</b>	<b>35,800</b>	<b>33,072</b>	<b>35,800</b>
<b>TOTAL FOR DEPT</b>	<b>34,717</b>	<b>38,845</b>	<b>54,975</b>	<b>28,350</b>	<b>43,129</b>	<b>35,800</b>	<b>44,848</b>	<b>35,800</b>

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
MECHANICAL MAINTENANCE (3700)**

**ACTIVITY DESCRIPTION:**

The mechanical maintenance section provides funding for small tool replacement in the shop, radio repair, maintenance of the shop truck, and all buildings located at the Corporation Yard.

Mechanic labor and repair parts are charged to the department receiving the service, such as Police, Fire or Public Works.

**SUPPLIES:**

- 610-6150**    **MATERIALS/SUPPLIES:** Provides funding from the Sewer Enterprise Fund for necessary supplies needed for the maintenance of the Corporation Yard buildings.
- 630-6150**    **MATERIALS/SUPPLIES:** Provides funding from the Water Enterprise Fund for necessary supplies needed for the maintenance of the Corporation Yard buildings.
- 078-6250**    **SMALL TOOLS:** Funding is provided from the Public Works Equipment Replacement Fund for replacement and/or purchase of any needed small tool replacement.
- 381-6250**    **SMALL TOOLS:** Funding is provided from the Sewer Capital Replacement Fund for replacement and/or purchase of any needed small tool replacement.
- 383-6250.1** **SMALL TOOLS:** Funding is provided from the Water Capital Replacement fund for replacement/or purchase of any needed small tools.
- 610-6250**    **SMALL TOOLS:** Funding is provided from the Sewer fund for tool Replacement.
- 630-6250**    **SMALL TOOLS:** Funding is provided from the Water fund for tool Replacement.
- 610-6461**    **COUNTY REQUIRED PERMITS:** The Sewer Enterprise Fund provides funding to purchase County required hazardous material permits.
- 630-6461**    **COUNTY REQUIRED PERMITS:** The Water Enterprise Fund provides funding to purchase County required hazardous material permits.
- 610-6700**    **EQUIPMENT MAINTENANCE:** Provides funding from the Sewer Enterprise Fund for repair of radio equipment.
- 630-6700**    **EQUIPMENT MAINTENANCE:** Provides funding from the Water Enterprise Fund for repair of radio equipment.
- 610-6750**    **BUILDING MAINTENANCE:** Funds from the Sewer Enterprise Fund are utilized to maintain the buildings at the Corporation Yard.
- 630-6750**    **BUILDING MAINTENANCE:** Funds from the Water Enterprise Fund are utilized to maintain the buildings at the Corporation Yard.
- 610-7500**    **VEHICLE OPERATIONS/MAINTENANCE:** The Sewer Enterprise Fund provides funding for shop truck repairs and fuel.
- 630-7500**    **VEHICLE OPERATIONS/MAINTENANCE:** The Water Enterprise Fund provides funding for shop truck repairs and fuel.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
MECHANICAL MAINTENANCE #3700								
001 6150 3700 Mat/Supplies	0	7	0	0	0	0	0	0
610 6150 3700 Mat/Supplies	0	0	195	0	0	150	177	150
630 6150 3700 Mat/Supplies	0	0	44	0	0	150	278	150
078 6250 3700 Small Tools	16,727	0	522	226	0	0	0	0
381 6250 3700 Small Tools	2,319	0	1,382	503	2,354	4,500	1,579	4,500
383 6250 3700 Small Tools	0	0	502	277	1,680	2,500	541	2,500
610 6250 3700 Small Tools	0	0	43	10	24	100	16	100
630 6250 3700 Small Tools	0	0	34	10	110	100	16	100
610 6461 3700 Req.Pmts/Cnty.	57	0	0	0	0	85	0	85
630 6461 3700 Req.Pmts/Cnty.	57	0	0	0	0	85	0	85
610 6700 3700 Equip.Maint.	13	0	327	0	0	500	0	500
630 6700 3700 Equip.Maint.	13	0	227	0	0	500	0	500
610 6750 3700 Bldg.Maint.	0	0	38	0	0	100	0	100
630 6750 3700 Bldg.Maint.	0	0	38	0	0	100	0	100
610 7500 3700 Veh Opr/Maint	0	0	18	32	56	100	0	100
630 7500 3700 Veh Opr/Maint	0	0	18	24	56	100	0	100
TOTAL OTHER OPERATING EXP.	19,186	7	3,388	1,082	4,280	9,070	2,607	9,070
TOTAL FOR DEPT	19,186	7	3,388	1,082	4,280	9,070	2,607	9,070

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
RODGERS THEATRE (6125)**

**ACTIVITY DESCRIPTION:**

A contracted Concessionaire has in the past operated the Theatre building owned by the City of Corning. Currently the Theater is closed because of health and hazard conditions. A group of concerned citizens has formed a Committee called the Friends of the Theater who are trying to raise funds to keep the Theater in operation.

We've recently completed a new roof, insulation, and installed a new HVAC and electrical service to the building, completed roof reinforcements, abated asbestos and lead containing materials and refinished the façade, through the use of three separate funds; Energy Efficiency Grant, Park Bond, and McConnell Foundation Grant.

We've essentially expended the Energy Grant funds, but funds from the Park Bond, McConnell Foundation and an ADA account remain available for the next phase.

We're currently completing the plans for reconstruction of the Loge seating area, with storage underneath, along with completing the new restrooms.

**PROFESSIONAL SERVICES:**

**001-6410 ELECTRICITY:** The General Fund provides funding for electrical expenses.

**001-6430 NATURAL GAS:** The General Fund provides funding for natural gas expenses.

**130-9116 THEATRE RESTORATION:** Provides funding for future restoration of the theatre building.

**402-9147 THEATRE MARQUEE:** Provides funding for future repairs to the theatre marquee.

**130-9176 ADA RESTROOMS:** Provides funds for the reconstruction of the restrooms in compliance with Americans with Disabilities Act provided from NCCSIF; our insurance JPA

CITY OF CORNING  
 ANNUAL BUDGET  
 FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
RODGERS THREATRE #6125								
001 6150 6125 Mat/Supplies	24	0	0	50	0	50	0	50
402 6300 6125 ProfServices	0	2,871	0	0	0	0	0	0
001 6410 6125 Electricity	2,546	1,612	2,658	1,453	1,786	3,000	1,554	3,000
001 6430 6125 Natural Gas	245	168	166	154	127	150	85	150
001 6750 6125 Bldg.Maint.	1,387	95	938	176	75	0	0	0
<b>TOTAL OTHER OPERATING EXP</b>	<b>4,202</b>	<b>4,746</b>	<b>3,762</b>	<b>1,833</b>	<b>1,988</b>	<b>3,200</b>	<b>1,639</b>	<b>3,200</b>
130 9116 6125 Theatre Restore	0	0	0	0	197,773	25,000	27,133	5,000
402 9116 6125 Theatre Restore	0	0	0	0	0	20,000	31	17,700
402 9147 6125 Marquee	2,525	29,041	960	900	0	2,000	2,232	2,000
130 9176 6125 ADA Restrooms	0	0	0	0	0	0	0	24,000
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>2,525</b>	<b>29,041</b>	<b>960</b>	<b>900</b>	<b>197,773</b>	<b>47,000</b>	<b>29,396</b>	<b>48,700</b>
<b>TOTAL FOR DEPT.</b>	<b>6,727</b>	<b>33,787</b>	<b>4,722</b>	<b>2,733</b>	<b>199,761</b>	<b>50,200</b>	<b>31,035</b>	<b>51,900</b>

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
LIGHTING & LANDSCAPE DISTRICT ONE, ZONE 1 (3901)**

**ACTIVITY DESCRIPTION:**

The City Council following a Public Hearing on November 22, 2005 in accordance with the State Landscaping and Lighting Act of 1972 formed the City of Corning Landscaping and Lighting District Number One (1). District 1, Zone 1 is to provide street lighting, irrigation and landscape maintenance adjacent to the Blackburn Estates Subdivision located on North Alex Lane and north of Blackburn Avenue.

**CAPITAL IMPROVEMENTS:**

- 701-6150**     **MATERIALS AND SUPPLIES:** This account funds necessary materials needed to make repairs to the Landscaping sprinkler system.
- 701-6315**     **LANDSCAPE MAINTENANCE:** This account funds the Landscaping Contractor to maintain the lawn and shrubbery.
- 701-6410**     **ELECTRICITY:** This account funds the electrical payment to Pacific Gas & Electric for the street lights within the district.

CITY OF CORNING  
 ANNUAL BUDGET  
 FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
L&L 1 #3901								
701 6150 3901 Mat/Supplies	0	0	0	0	0	225	0	225
701 6315 3901 Landscape Maint	0	0	112	167	215	225	206	225
701 6410 3901 Electricity	0	936	1,502	530	536	450	443	450
TOTAL OTHER OPERATING EXP.	0	936	1,614	697	751	900	649	900
TOTAL FOR DEPT.	0	936	1,614	697	751	900	649	900

**CITY OF CORNING**  
**2012-2013 ANNUAL BUDGET NARRATIVE**  
**LIGHTING & LANDSCAPE DISTRICT ONE, ZONE 3 (3903)**

**ACTIVITY DESCRIPTION:**

The City Council following a Public Hearing on August 10, 2007 in accordance with the State Landscaping and Lighting District Act of 1972 formed the City of Corning Landscaping and Lighting District Number One (1).

District 1, Zone 3 is to provide Street Lighting maintenance, Landscape maintenance, Storm Water Retention maintenance and Emergency Access and Bike Path maintenance in the "Blossom Avenue" Subdivision located west of Toomes Avenue and north of Donovan Avenue.

**CAPITAL IMPROVEMENTS:**

- 703-6150**     **MATERIALS AND SUPPLIES:** This account funds the necessary materials needed to make repairs to the Landscaping sprinkler system.
- 703-6315**     **LANDSCAPE MAINTENANCE:** This account funds the Landscaping Contractor to maintain the shrubbery and complete annual stormsewer cleaning.
- 703-6410**     **ELECTRICITY:** This account funds the electrical payment to Pacific Gas & Electric for the street lights within this district.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
L&L 3 #3903								
703 6150 3903 Mat/Supplies	0	0	0	0	0	1,000	0	1,000
703 6315 3903 Landscape Maint	0	0	0	0	0	1,000	0	1,000
703 6410 3903 Electricity	0	1,350	1,800	1,350	1,800	1,800	927	1,800
TOTAL OTHER OPERATING EXP.	0	1,350	1,800	1,350	1,800	3,800	927	3,800
TOTAL FOR DEPT.	0	1,350	1,800	1,350	1,800	3,800	927	3,800

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
LIGHTING & LANDSCAPE DISTRICT ONE, ZONE 4 (3904)**

**ACTIVITY DESCRIPTION:**

The City Council following a Public Hearing on June 27, 2008 in accordance with the State Landscaping and Lighting Act of 1972 formed the City of Corning Landscaping and Lighting District Number One (1). District 1, Zone 4 is to provide street lighting, irrigation and landscape maintenance adjacent to the Salado Orchard Apartment project along Blackburn and Toomes Avenues.

**CAPITAL IMPROVEMENTS:**

- 704-6150**     **MATERIALS AND SUPPLIES:** This account funds necessary materials needed to make repairs to the Landscaping sprinkler system.
- 704-6315**     **LANDSCAPE MAINTENANCE:** This account funds the Landscaping Contractor to maintain the lawn and shrubbery.
- 704-6410**     **ELECTRICITY:** This account funds the electrical payment to Pacific Gas & Electric for the street lights within the district.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
L&L 4 #3904								
704 6150 3904 Mat/Supplies	0	0	0	0	0	1,000	112	1,000
704 6315 3904 Landscape Maint	0	0	1,488	2,233	2,122	2,100	1,925	2,100
704 6410 3904 Electricity	0	0	0	1,200	1,200	1,200	1,389	1,200
TOTAL OTHER OPERATING EXP.	0	0	1,488	3,433	3,322	4,300	3,426	4,300
TOTAL FOR DEPT.	0	0	1,488	3,433	3,322	4,300	3,426	4,300

# Enterprise Fund Operations



**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
TRANSPORTATION FACILITY (3160)**

**ACTIVITY DESCRIPTION:**

The Transportation Facility is located on the Southeast corner of Solano and Third Streets with the park and ride parking lot located across Solano Street to the north.

The Transportation Facility has made an attractive addition to downtown Corning. This facility consists of four (4) Suites:

- Suite A is currently rented to the Hometown Café which has been open for business since March 2010.
- Suite B is currently rented to the Corning Police Department for the PAL (Police Activities League) Program.
- Suite C, until recently, was utilized for programs sponsored by the Corning Recreation Department.
- Suite D is used as a passenger waiting area currently utilized by TRAX (Tehama Rural Area Express).

The City maintains responsibility for grounds and building maintenance, the janitorial services are the responsibility of the facility business operators.

Funding to support the Transportation center is from the City General Fund and Local Transportation Funds (LTF). The City also receives \$8,220 annually from the County Transportation Commission for Janitorial service at the facility. This amount is expected to reduce to \$6,000 annually with a new County Agreement beginning July 1, 2012 and ending June 30, 2015 pending Council approval.

**SUPPLIES:**

- |                 |  |
|-----------------|--|
| <b>625-6410</b> | <b><u>ELECTRICITY:</u></b> Funding for electricity for the Transportation Center.                          |
| <b>625-6430</b> | <b><u>NATURAL GAS:</u></b> Funding for natural gas at the facility.  |
| <b>625-6750</b> | <b><u>BUILDING MAINTENANCE:</u></b> Funding for building maintenance/repairs at the Transportation Center. |
| <b>625-7365</b> | <b><u>LANDSCAPING:</u></b> Landscaping services at the Transportation Center.                              |

CITY OF CORNING  
 ANNUAL BUDGET  
 FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
TRANSPORTATION CENTER #3160								
625 6410 3160 Electricity	4,534	6,177	6,415	5,518	4,354	6,500	4,323	5,000
625 6430 3160 Natural Gas	192	792	1,415	1,059	950	1,500	863	1,000
001 6750 3160 Bldg.Maint.	0	0	0	0	75	0	0	0
625 6750 3160 Bldg.Maint.	6,948	4,718	4,180	10,388	8,710	8,000	8,141	9,000
625 6800 3160 Gen.Insurance	1,500	0	0	0	0	0	0	0
625 7365 3160 Landscaping	65	122	586	0	1,287	500	1,287	1,500
TOTAL OTHER OPERATING EXP	13,239	11,809	12,596	16,965	15,376	16,500	14,614	16,500
TOTAL FOR DEPT.	13,239	11,809	12,596	16,965	15,376	16,500	14,614	16,500



**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
AIRPORT (3500)**

**ACTIVITY DESCRIPTION:**

A Fixed Base Operator operates the Corning Airport. This Operator is responsible for maintaining a business that offers fuel and aircraft maintenance and supplies tie downs utilized in securing the airplanes not in hangars.

We recently complete an RFQ process to identify a new Airport Engineer. At this time we are completing a draft agreement with a firm in Santa Rosa, and once completed will present the same for Council consideration and approval.

The basic role of the City is to maintain lighting (including the beacon), buildings, weed abatement and to furnish propane to heat the Administration Building. Corning Airport is recognized as California's third oldest airport facility. This operation is vital to the City and is hoped to draw industry and development in and around the airport area.

The Airport budget is managed as an "Enterprise Fund" which isolates operating costs and dedicated funding sources. Funding comes from \$10,000 per year received from Caltrans Division of Aeronautics, and from rental income; no support is required from the City's General Fund. However, this budget includes Engineering Professional Services pursuant to our airport expansion design project that is largely funded by an FAA grant.

**PERSONNEL SERVICES:**

**SALARIES:** This account funds wages for Airport maintenance.

**EMPLOYEE BENEFITS:** This account provides for City contributions to Sick Leave, Holiday pay, FICA-City paid, ER PERS, EE PERS, Health Insurance, and Life Insurance.

**SUPPLIES:**

**620-6150** **MATERIALS/SUPPLIES:** The Air Enterprise Fund provides funding for materials and supplies to maintain the airport.

**620-6186** **TAXES:** Funding is provided for Mosquito Abatement, Tehama County Mosquito and Vector Control.

**621-6300** **PROFESSIONAL SERVICES:** Funding is provided for Airport Expansion design engineering and plans pursuant to the contract with Wadell Engineering.

**620-6410** **ELECTRICITY:** The Air Enterprise Fund provides funding for Airport electricity costs.

**620-6420** **PROPANE:** Funding is provided by the Air Enterprise Fund for the purchase of propane to heat the airport administration building.

**620-6462** **STATE REQ. PERMITS:** Funding is provided by the Air Enterprise Fund for State required permits regarding storm water run off.

**620-6750** **BUILDING MAINTENANCE:** The Air Enterprise Fund provides funding for any necessary repairs to City buildings at the Airport.

**620-6810** **LIABILITY INSURANCE:** Funding is provided by the Air Enterprise Fund for liability insurance at the airport.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
AIRPORT #3500								
5100 + SALARIES	1,576	2,084	990	15,158	4,804	0	3,059	0
5200 + OVERTIME	0	0	0	2	0	0	0	0
5900 + BENEFITS	439	1,043	386	5,966	1,803	0	1,281	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>2,015</b>	<b>3,127</b>	<b>1,376</b>	<b>21,126</b>	<b>6,607</b>	<b>0</b>	<b>4,340</b>	<b>0</b>
001 6150 3500 Mat/Supplies	0	0	0	38	0	0	0	0
620 6150 3500 Mat/Supplies	355	4,753	2,125	1,428	5,747	5,000	3,480	5,000
620 6186 3500 Taxes	3,332	1,815	1,845	301	193	0	316	0
620 6300 3500 ProfServices	0	0	0	0	0	0	6,000	1,500
621 6300 3500 ProfServices	0	4,025	192,679	105,229	0	0	0	0
620 6410 3500 Electricity	2,279	2,075	2,202	2,600	4,347	2,000	3,227	2,000
001 6420 3500 Propane	0	0	0	1,097	0	0	0	0
620 6420 3500 Propane	2,086	1,457	1,874	2,793	2,788	3,000	2,951	3,000
620 6462 3500 ReqPmts.State	0	0	0	0	0	500	0	500
620 6750 3500 Bldg.Maint.	1,390	591	589	1,109	3,122	1,000	79	1,000
620 6810 3500 Liability Ins.	4,860	5,111	5,450	5,450	4,809	6,000	4,096	6,000
<b>TOTAL OTHER OPERATING EXP.</b>	<b>14,302</b>	<b>19,827</b>	<b>206,764</b>	<b>120,045</b>	<b>21,006</b>	<b>17,500</b>	<b>20,149</b>	<b>19,000</b>
621 9113 3500 Airport Land	204,705	0	0	0	0	0	0	0
621 9360 3500 Runway Const.	0	0	0	2,263,618	0	0	0	0
620 9823 3500 Debt Service	0	0	0	0	0	5,000	0	5,000
621 9832 3500 Airport Trans	0	0	0	25,607	0	0	0	0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>204,705</b>	<b>0</b>	<b>0</b>	<b>2,289,225</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
<b>TOTAL FOR DEPT.</b>	<b>221,022</b>	<b>22,954</b>	<b>208,140</b>	<b>2,430,396</b>	<b>27,613</b>	<b>22,500</b>	<b>24,489</b>	<b>24,000</b>

# Sewer & Waste Water Treatment Plant

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
SEWER MAINTENANCE (5000)**

**ACTIVITY DESCRIPTION:**

The sewer department provides wastewater collection for all City of Corning businesses and residents. This department is also responsible for the installation of all residential and commercial construction of new sewer connections and any related repairs and/or replacement of defective service laterals.

The Sewer Pre-Treatment Program, contracted through Southwest Water Services, Inc. formerly ECO Resources, is a continuous program utilized for monitoring the sewer discharge from industrial and commercial users on a quarterly basis.

**PERSONNEL SERVICES:**

**SALARIES:** This account provides funds for City employee wages performing sewer maintenance tasks.

**EMPLOYEE BENEFITS:** This account provides funding for City contributions to Sick leave, Holiday pay, FICA-City paid, ER PERS, EE PERS, Health Insurance and Life Insurance.

**SUPPLIES:**

- 610-6100**     **OFFICE SUPPLIES:** The Sewer Enterprise Fund provides funds for purchasing office supplies.
- 610-6150**     **MATERIAL/SUPPLIES:** The Sewer Enterprise Fund provides funds for purchasing any necessary materials/supplies.
- 610-6250**     **SMALL TOOLS:** Funding from the Sewer Enterprise Fund provides for the purchase of necessary low cost tools that are subject to periodic replacement.
- 610-6410**     **ELECTRICITY:** The Sewer Enterprise Fund provides funding for electrical costs to power the sewer lift station on 99 W at South Avenue.
- 610-6700**     **EQUIPMENT MAINTENANCE:** The Sewer Enterprise Fund provides funding for equipment maintenance and repairs.
- 610-7368**     **PRE-TREATMENT PROGRAM:** Funding to support a State mandated Monitoring Program of Industrial Sewer Waste is provided from the Sewer Enterprise Fund.
- 610-7500**     **VEHICLE OPERATION/MAINTENANCE:** The Sewer Enterprise Fund provides funding for vehicle fuel and repair.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
SEWER DEPARTMENT #5000								
5100 + SALARIES	52,355	30,921	41,680	39,330	30,524	33,488	40,840	32,545
5200 + OVERTIME	0	0	0	120	0	0	0	0
5900 + BENEFITS	21,478	15,254	13,825	13,594	15,416	0	15,618	0
<b>TOTAL SALARIES/BENEFITS</b>	<b>73,833</b>	<b>46,175</b>	<b>55,505</b>	<b>53,044</b>	<b>45,940</b>	<b>33,488</b>	<b>56,458</b>	<b>32,545</b>
001 6100 5000 Office Supplies	0	0	0	315	0	0	0	0
348 6100 5000 Office Supplies	2,900	2,790	2,790	0	0	0	0	0
610 6100 5000 Office Supplies	1,725	1,719	1,690	139	2,455	500	1,324	500
673 6100 5000 Office Supplies	5	6	4	1	0	0	0	0
674 6100 5000 Office Supplies	202	218	175	24	14	0	0	0
681 6100 5000 Office Supplies	6	7	4	1	0	0	0	0
683 6100 5000 Office Supplies	91	97	70	9	0	0	0	0
692 6100 5000 Office Supplies	24	7	5	1	1	0	0	0
693 6100 5000 Office Supplies	58	113	116	20	15	0	0	0
696 6100 5000 Office Supplies	377	0	0	0	0	0	0	0
610 6150 5000 Mat/Supplies	32,380	9,710	11,389	4,548	9,102	27,380	7,477	27,380
683 6150 5000 Mat/Supplies	0	0	0	0	6	0	0	0
610 6250 5000 Small Tools	38	23	507	81	704	500	589	500
348 6327 5000 Bond Trustee	0	0	0	2,790	0	0	0	0
610 6327 5000 Bond Trustee	0	0	0	1,731	0	0	0	0
610 6350 5000 Communications	0	0	0	0	66	0	0	0
610 6410 5000 Electricity	5,882	5,741	5,941	4,745	5,015	5,000	5,015	5,000
610 6700 5000 Equip.Maint.	10,213	29	343	22	10	500	215	500
610 7100 5000 Traing/Educ.	0	0	0	0	523	5,000	0	2,000
610 7365 5000 Landscaping	0	0	0	0	0	0	2,696	0
610 7368 5000 PreTreat.Prog	24,610	41,870	28,650	31,799	29,474	30,000	24,591	30,000
630 7368 5000 PreTreat.Prog	0	0	0	0	0	0	2,777	0
610 7500 5000 Veh Opr/Maint	3,880	7,256	6,522	5,260	2,979	6,000	3,484	4,000
<b>TOTAL OTHER OPERATING EXP.</b>	<b>82,391</b>	<b>69,586</b>	<b>58,206</b>	<b>51,486</b>	<b>50,364</b>	<b>74,880</b>	<b>48,168</b>	<b>69,880</b>
<b>TOTAL FOR DEPT</b>	<b>156,224</b>	<b>115,761</b>	<b>113,711</b>	<b>104,530</b>	<b>96,304</b>	<b>108,368</b>	<b>104,626</b>	<b>102,425</b>

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
SEWER CAPITAL IMPROVEMENT (5250)**

**ACTIVITY DESCRIPTION:**

Sewer Capital Improvement includes funds for replacement of broken or damaged sewer mains, and debt service to repay the USDA Rural Development (formerly Farm Home Administration), which funded the City's Sewer and Water Replacement Programs, Phase I, II & III. Phase III of the Sewer and Water Replacement Program was completed in January of 2000.

Additionally, the Sewer Capital Improvement Program includes purchases and repairs at the Waste Water Treatment Facility for ongoing maintenance and Capital Replacement items.

**PERSONNEL SERVICES:**

**SALARIES:** This account provides wages for City Employees working on sewer capital improvement projects.

**EMPLOYEE BENEFITS:** This account provides for City contributions to Sick leave, Holiday pay, FICA-City paid, ER PERS, EE PERS, Health Insurance and Life Insurance.

**PROFESSIONAL SERVICES/MAT./SUPPLIES:**

- 380-9206**    **CAPITAL REPLACEMENT:** This account funds purchases and repairs at the WWTP.
- 381-9135**    **SEWER LINE REPLACEMENT:** This fund provides for replacement of broken or damaged sewer lines throughout the City.
- 348-9812**    **SEWER DEBT. SERV. & TRUST ADMIN:** Funded from the WWTP Sewer Expansion, this provides funding for series A & B Bonds (Union Bank) for Sewer Improvement & Replacement Program completed in 2000.
- 610-9812**    **SEWER DEBT. SERV. & TRUST ADMIN:** Funded from the Sewer Enterprise Fund, this provides funding for series A & B Bonds (Union Bank) for Sewer Improvement & Replacement Program completed in 2000.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
SEWER IMPROVEMENTS #5250								
381 9135 5250 SWR Line Rplcmt	0	0	3,570	0	0	50,000	0	50,000
380 9206 5250 CapReplacement	18,778	17,643	67,409	57,463	7,446	50,000	2,448	50,000
348 9261 5250 WWTP EXP. 04	15,946	0	0	0	0	0	0	0
348 9812 5250 Sewer Debt Serv	161,277	176,927	175,964	174,747	175,433	233,160	248,180	235,000
610 9812 5250 Sewer Debt Serv	94,777	95,408	95,280	92,945	94,168	137,142	137,485	137,142
673 9812 5250 Sewer Debt Serv	108	100	36	572	6	0	0	0
675 9812 5250 Sewer Debt Serv	0	0	0	0	8	0	0	0
681 9812 5250 Sewer Debt Serv	1,856	1,866	589	6	1	0	0	0
692 9812 5250 Sewer Debt Serv	19,156	1,785	815	13	3	0	0	0
TOTAL OTHER OPERATING EXP.	311,898	293,729	343,663	325,746	277,065	470,302	388,113	472,142
TOTAL FOR DEPT	311,898	293,729	343,663	325,746	277,065	470,302	388,113	472,142

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
WASTE WATER TREATMENT PLANT (5200)**

**ACTIVITY DESCRIPTION:**

South West Water Company (SWWC) operates the Treatment Plant and maintains the sewer collection system under contract. The treatment plant is currently permitted by the Regional Water Quality Control Board to discharge a maximum of 1.75 million gallons per day (MGD). The Wastewater Treatment Plant (WWTP) treats domestic wastewater from City residents and businesses.

SWWC also as part of their contract provides for the City a Pre-Treatment Program, which requires that they take samples and check records of the Class One dischargers, such as the Truck Stops, Truck Washes and large restaurants. These inspections ensure or WWTP will not be contaminated with diesel or oil products.

Operating as an "Enterprise Fund", the Sewer Department and Wastewater Treatment Plant currently produce sufficient income to accommodate expenses and capital improvements to operate our Treatment Facility.

**PERSONNEL SERVICES:**

**SALARIES:** This funds employee wages associated with the wastewater Treatment Plant.

**EMPLOYEE BENEFITS:** This account provides funds for City contribution to Sick leave, Holiday pay, FICA-City paid, ER PERS, EE PERS, Health Insurance and Life Insurance.

**PROFESSIONAL SERVICES/MAT./SUPPLIES:**

- 610-6175** **WEED AND PEST SPRAYING:** The Sewer Enterprise Fund provides funding for spraying of weeds and insects at the WWTP.
- 610-6300** **PROFESSIONAL SERVICES:** The Sewer Enterprise Fund provides funding for the ECO Resources, Inc. service contract and sludge removal.
- 610-6410** **ELECTRICITY:** This account funds electrical usage at the WWTP.
- 610-6461** **REQUIRED PAYMENTS/COUNTY:** Required County permits are purchased with funds provided by the Sewer Enterprise Fund.
- 610-7376** **RWQCB ANNUAL PERMIT:** The Sewer Enterprise Fund provides funding for the Regional Water Quality Control Board Annual Permit.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
WWTP #5200								
610 6175 5200 Weed/Tree Spray	0	0	0	0	0	5,000	1,400	5,000
380 6300 5200 ProfServices	0	2,903	0	0	0	0	0	0
610 6300 5200 ProfServices	550,190	644,943	497,823	581,452	564,319	581,000	527,529	598,000
610 6322 5200 CA Toxic Testng	0	0	0	0	3,633	4,000	0	4,000
610 6410 5200 Electricity	0	0	73,621	75,973	78,748	68,000	72,094	88,000
610 6461 5200 Req.Pmts/Cnty.	113	0	0	0	0	350	0	350
610 7376 5200 Annual Permit	9,307	9,016	5,372	5,324	7,447	7,500	10,993	7,500
<b>TOTAL OTHER OPERATING EXP.</b>	<b>559,610</b>	<b>656,862</b>	<b>576,816</b>	<b>662,749</b>	<b>654,147</b>	<b>665,850</b>	<b>612,016</b>	<b>702,850</b>
380 9262 5200 Mixing Zone Sty	0	0	0	0	0	20,000	20,000	0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>
<b>TOTAL FOR DEPT.</b>	<b>559,610</b>	<b>656,862</b>	<b>576,816</b>	<b>662,749</b>	<b>654,147</b>	<b>685,850</b>	<b>632,016</b>	<b>702,850</b>



**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
WATER MAINTENANCE (7100)**

**ACTIVITY DESCRIPTION:**

The Water Department provides funding for wages, materials and supplies necessary to operate and maintain the City's water system. This system operates as an "Enterprise Fund" to fund its expenses and Capital Improvements.

The City strictly adheres to the State Department of Health and Drinking Water regulations, guidelines and periodic sample testing requirements. Currently two water samples are taken each week at various locations throughout the City to monitor bacteria content.

**PERSONNEL SERVICES:**

**SALARIES:** This account includes wages for Public Works employees working in water maintenance related activities.

**EMPLOYEE BENEFITS:** This account provides for City contributions to Sick Leave, Holiday pay, FICA-City paid, ER PERS, EE PERS, Health Insurance, Life Insurance and Administration Fees.

**SUPPLIES:**

- 630-6150**     **MATERIALS/SUPPLIES:** Funding is provided from the Water Enterprise Fund for the purchase of materials and supplies necessary to maintain the water system.
- 630-6250**     **SMALL TOOLS:** The Water Enterprise Fund provides funding to purchase small tools for the plumbers enabling them to accomplish maintenance and repair duties.
- 630-6300**     **PROFESSIONAL SERVICES:** The Water Enterprise Fund provides funding for water tests required by the State Health Department.
- 630-6410**     **ELECTRICITY:** The Water Enterprise Fund provides funding for PG&E charges to operate the water pumps at the City wells.
- 630-6462**     **PERMITS/STATE REQUIRED:** The Water Enterprise Fund provides funding for the State Health Department for the services they provide the City.
- 630-6700**     **EQUIPMENT MAINTENANCE:** The Water Enterprise Fund provides funding for pump repair and equipment maintenance.
- 630-7500**     **VEHICLE/OPERATION/MAINTENANCE:** The Water Enterprise Fund provides funding for fuel and vehicle repairs.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
WATER DEPARTMENT #7100								
5100 + SALARIES	134,255	118,517	124,154	124,708	113,597	109,874	115,651	113,512
5200 + OVERTIME	0	0	301	863	0	0	0	0
5900 + BENEFITS	61,140	63,108	54,792	54,823	53,549	0	50,410	0
<b>TTL SALARIES/BENES</b>	<b>195,395</b>	<b>181,625</b>	<b>179,247</b>	<b>180,394</b>	<b>167,146</b>	<b>109,874</b>	<b>166,061</b>	<b>113,512</b>
610 6100 7100 Office Supplies	0	0	0	0	0	0	684	0
630 6100 7100 Office Supplies	4,130	3,815	3,815	914	2,465	461	2,008	461
673 6100 7100 Office Supplies	6	8	5	1	0	0	0	0
674 6100 7100 Office Supplies	228	289	232	32	19	0	0	0
675 6100 7100 Office Supplies	15	17	11	2	1	0	0	0
682 6100 7100 Office Supplies	24	29	21	3	1	0	0	0
684 6100 7100 Office Supplies	388	389	279	37	23	0	0	0
001 6150 7100 Mat/Supplies	0	2,622	0	0	0	0	1,606	0
115 6150 7100 Mat/Supplies	0	0	0	0	0	0	5	0
610 6150 7100 Mat/Supplies	0	175	0	0	0	0	0	0
630 6150 7100 Mat/Supplies	48,434	46,598	39,238	40,106	49,450	80,650	47,202	50,000
630 6250 7100 Small Tools	725	99	507	107	319	500	560	500
630 6300 7100 ProfServices	9,582	10,593	9,731	8,584	10,391	10,000	29,042	10,000
630 6327 7100 Bond Trustee	0	0	0	3,869	0	0	0	0
630 6350 7100 Communications	0	0	0	0	66	0	0	0
630 6410 7100 Electricity	159,412	163,498	170,949	170,322	188,448	200,000	148,185	200,000
630 6462 7100 ReqPmts.State	4,977	11,163	3,696	7,801	11,255	5,500	7,885	5,500
630 6700 7100 Equip.Maint.	8,005	1,772	5,130	5,902	1,522	7,000	2,463	5,000
630 7100 7100 Traing/Educ.	0	0	0	0	0	5,000	0	5,000
630 7200 7100 Conf/Meetings	0	0	0	0	303	0	0	0
114 7500 7100 Veh Opr/Maint	0	0	0	7	0	0	0	0
610 7500 7100 Veh Opr/Maint	0	0	0	7	0	0	0	0
630 7500 7100 Veh Opr/Maint	4,908	8,907	8,292	8,153	3,995	10,000	3,548	6,000
<b>TTL OTHER OPERATING EXP</b>	<b>240,834</b>	<b>249,974</b>	<b>241,906</b>	<b>245,847</b>	<b>268,258</b>	<b>319,111</b>	<b>243,188</b>	<b>282,461</b>
<b>TOTAL FOR DEPT.</b>	<b>436,229</b>	<b>431,599</b>	<b>421,188</b>	<b>426,241</b>	<b>435,404</b>	<b>428,985</b>	<b>409,249</b>	<b>395,973</b>

**CITY OF CORNING  
2012-2013 ANNUAL BUDGET NARRATIVE  
WATER CAPITAL IMPROVEMENTS (7420)**

**ACTIVITY DESCRIPTION:**

The Farm Home Water and Sewer Replacement Program loan acquired in prior years provided funds for the replacement of the antiquated water and sewer lines throughout the City. Phases I - III have been completed making our system very reliable and more cost efficient to operate.

This Improvement Program also funds Capital items needed for the operation of the water system, such as funding a Consultant for well Telemetry repairs and Replacement of Telemetry equipment.

Currently three wells have been shut down and taken off line due to various reasons. Wells off line at this time are: Houghton Avenue well (due to PCE chemicals in area water samples) and the two Petro wells (due to potential contamination of MTBE from the old Burns Brothers Truck Stop). At this time these wells will only be utilized during an extreme emergency situation.

At this writing, we expect that the water line extension in Blackburn Avenue in front of the high school will be included by Council action as part of the Project approval list. That project would be completed to provide the neighborhood looping that we desire for system redundancy.

**PERSONNEL SERVICES:**

**SALARIES:** This account provides funds for wages of employees working in water capital replacement activities.

**EMPLOYEE BENEFITS:** This account provides funding for City contributions to Sick leave, Holiday pay, FICA-City paid, ER PERS, EE PERS, Health Insurance, Life Insurance and Administration Fee.

**CAPITAL IMPROVEMENTS:**

- 346-9237** **WELL TELEMETRY:** Water Capital Improvement Fund provides funding for a well telemetry Consultant and well telemetry equipment in the amount of \$35,000.
- 630-9275** **CLARK PARK WELL:** This account will fund for the drilling of the new well located at Clark Park.
- 383-9281** **WELL CHLORINATORS:** This account will fund the purchase of materials to replace water chlorine injector pumps and equipment at four well sites.
- 630-6300** **PROFESSIONAL SERVICES:** This funds professional engineering services for water system improvements.
- 630-9811** **WATER DEBT SERV. & TRUST ADMIN.:** The Water Enterprise Fund provides funding for series A & B Bonds for Water Improvement & Replacement Program completed in 2000.
- 383-XXXX** **BLACKBURN AVENUE WATERLINE EXTENSION:** This is proposed in conjunction with the Blackburn Ave. Overlay Project in front of Corning High School.

CITY OF CORNING  
ANNUAL BUDGET  
FISCAL YEAR 2012-2013

	2006-2007 ACTUAL	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 BUDGET	2011-2012 ACTUAL	2012-2013 REQUESTED
-----								
WATER IMPROVEMENTS #7420								
-----								
346 6300 7420 ProfServices	0	0	0	0	0	28,000	0	0
630 6300 7420 ProfServices	0	0	0	0	0	500	0	500
TOTAL OTHER OPERATING EXP.	0	0	0	0	0	28,500	0	500
-----								
346 8020 7420 Cap Impr Reimb	0	0	0	0	0	28,000	0	0
383 9203 7420 Water Line Repl	0	29,803	0	0	0	0	0	0
346 9237 7420 Telemetry	24,724	13,824	4,230	12,677	1,170	35,000	15,924	0
346 9275 7420 Clark Park Well	0	0	0	9,011	45,706	0	36,215	0
384 9275 7420 Clark Park Well	0	0	0	0	0	613,000	563,296	0
630 9275 7420 Clark Park Well	0	0	7,040	0	0	0	0	0
383 9280 7420 Backflows-Parks	0	24,422	0	0	0	0	0	0
383 9281 7420 Well Chlorinator	0	0	0	441	0	1,500	2,045	1,500
383 9282 7420 Fence-Bkbrn wel	0	19,205	0	0	0	0	0	0
383 9417 7420 EDITH WELL	0	0	26,973	0	3,686	1,000	0	1,000
630 9811 7420 Wtr Debt Service	178,461	183,884	185,898	182,954	184,717	307,182	292,167	309,004
673 9811 7420 Wtr Debt Service	96	133	0	758	8	0	0	0
675 9811 7420 Wtr Debt Service	264	309	110	1,762	10	0	0	0
682 9811 7420 Wtr Debt Service	7,426	7,468	2,358	22	4	0	0	0
673 9812 7420 Sewer Debt Serv	0	0	47	0	0	0	0	0
TOTAL CAPITAL EXPENDITURES	210,971	279,048	226,656	207,625	235,301	985,682	909,647	311,504
-----								
TOTAL FOR DEPT.	210,971	279,048	226,656	207,625	235,301	1,014,182	909,647	312,004
=====								

ITEM NO. : J-13  
AGREEMENT FOR PART TIME PLANNING  
CONSULTANT SERVICES WITH JOHN  
STOUFER

JUNE 12, 2012

TO: CITY COUNCIL OF THE CITY OF CORNING, CALIFORNIA

FROM: JOHN L. BREWER, AICP; CITY MANAGER  
MIKE FITZPATRICK, CITY ATTORNEY



**SUMMARY:**

Planning Director John Stoufer is retiring from Public Service effective June 30, 2012. However, John has expressed a willingness to continue working for the City on a part time basis as an independent contractor Planning Consultant.

Staff recommends the City Council approve the attached contract document for Planning Consultant Services with current Planning Director John Stoufer and authorize the City Manager to execute the attached agreement for Planning Consultant Services with John Stoufer.

If approved, beginning the first week in July, John Stoufer would no longer be a City employed Planning Director, but would become an independent contractor providing Planning Consultant Services.

**BACKGROUND:**

John was hired as the Planning Director for the City in early 2008, and has successfully filled that position since the appointment. Since October of 2010, John has managed to split his time and serve as both the City Planning Director and Interim Tehama County Planning Director. During his tenure here at the City, John has guided the City and City Council through the often contentious development of a "medical marijuana" ordinance and subsequent enforcement action. He also co-authored a grant application that earned the City funding for design and construction of a new \$4.6 million park. John is well regarded and respected amongst planning professionals, the Corning and Tehama County Community, and City staff.

The City and region continue to experience the effects of the recession, with very limited development. For that reason, we don't need a full time Planning Director at this time. However, there remains a continuing need to respond to general plan, zoning, and development inquiries. Perhaps more importantly, we need someone who can oversee the development of the new park. John Stoufer can immediately and seamlessly provide those services.

Though the City could seek to hire a half time Planning Director, this would assume that a professional land use planner would be interested in half-time

employment. It would also require a costly solicitation and selection process requiring significant staff time to solicit and review applications, interview candidates, and then necessitate a lengthy "get-acquainted" period. For those reasons, this is not a viable option.

**AGREEMENT:**

The attached agreement was prepared upon the request of the City Manager by City Attorney Mike Fitzpatrick. Our proposed budget for Fiscal year 2012-2013 anticipates the proposed work schedule and compensation contained within the agreement.

**RECOMMENDATION:**

**That the City Council:**

- **MOVE TO APPROVE THE ATTACHED AGREEMENT WITH JOHN STOUFER AS AN INDEPENDENT CONTRACTOR DBA JBS PLANNING CONSULTANT SERVICES, AND AUTHORIZE THE CITY MANAGER TO SIGN THE AGREEMENT ON BEHALF OF THE CITY.**

**CITY OF CORNING  
AGREEMENT FOR  
PLANNING CONSULTANT SERVICES**

**THIS AGREEMENT**, made and entered into this 1st day of July, 2012, is by and between the City of Corning, hereinafter referred to as "CITY" and JOHN STOUFER, an individual doing business as JBS Planning Consultant Services, hereinafter referred to as "CONSULTANT."

**RECITALS**

**WHEREAS, CITY** desires to temporarily use the professional services of a qualified planning consultant to perform various land use planning duties and responsibilities for the City of Corning; and

**WHEREAS, CITY** knowing that CONSULTANT is qualified and experienced, and has the specialized skills, to perform the planning services required for the CITY, now wants to proceed with contracting with CONSULTANT, and CONSULTANT is ready, willing and able to perform such services for the CITY as projects are presented to him;

**NOW THEREFORE**, in consideration of the mutual promises, covenants, and conditions set forth herein the parties agree as follows:

**SERVICES:** CONSULTANT will provide to the CITY all necessary professional services to perform the duties and responsibilities of a land use planner on projects provided to him and to do so to the satisfaction of the CITY, as set forth below. Such services shall include, but not be limited to the following:

- Consult with CITY staff on a regular basis to keep apprised of the CITY's need to have various types of land use planning services performed on a timely basis.
- Review materials and prepare agenda reports to be used by staff, or by consultant when requested, in making presentations and recommendations to the CITY's Planning Commission and City Council.
- Assist staff and management in the various functions of the City's land use planning system including but not limited to working with developers and others who come to the CITY to request information on land use planning issues and to seek discretionary approvals of subdivision maps, use permits, variances and other such matters.
- Assist the CITY in completing the environmental reviews and materials legally required for various kinds of projects.

CONSULTANT will not perform managerial activities or participate directly in the decision making process. CITY will not direct or supervise the daily work of CONSULTANT in regard to any projects he is working on but will expect the end product to be completed to CITY's satisfaction.

City Manager will:

- Assume responsibility for CITY's records related to projects provided to CONSULTANT
- Be the contact person in CITY for CONSULTANT with regard to projects provided to CONSULTANT to work on
- Not request services that, in the opinion of the City Manager or CONSULTANT would impair CONSULTANT's independence.

**WORK DAYS AND HOURS:** CONSULTANT will work for CITY on days and hours of his choosing as dictated by the need to accomplish the tasks provided to him and such work will be performed at various locations in City Hall and in CONSULTANT's private residence or at other locations of CONSULTANT's choosing.

**COMPENSATION:** CITY, for and in consideration of the promises, covenants, conditions and stipulations of CONSULTANT set forth herein, hereby agrees to provide, as total compensation to CONSULTANT, the following:

- CONSULTANT will provide the foregoing services at an hourly rate of \$40.00 per hour and will submit monthly invoices to the CITY which will be paid within thirty (30) days of submittal; and
- Reimbursement shall be made for all reasonable out of pocket expenses, such as long distance phone charges and the cost of any stationary or other such materials provided by CONSULTANT.

**TERM:** This agreement shall be on a temporary basis for a one year term beginning July 1, 2012 and ending on June 30, 2013 unless either party provides the other with earlier notice of termination. Either party may terminate the agreement by providing the other party not less than sixty (60) calendar days written notice of termination. The termination shall become effective upon the 60<sup>th</sup> or later designated day following delivery of written notice thereof. CONSULTANT shall be compensated for all services performed to the effective date of termination.

**CONSULTANT AS INDEPENDENT CONTRACTOR:** It is understood that CONSULTANT is an independent contractor. CONTRACTOR maintains an office separate from the CITY and is entitled to perform planning services for other clients in addition to CITY. CITY does not specify how CONSULTANT is to work but does approve or disapprove the final work product requested of CONSULTANT.

**MUTUAL INDEMNITY PROVISIONS:** During the term of this Agreement, the CITY shall indemnify, defend and hold PLANNING CONSULTANT harmless for those acts, including acts which may result in damages to another, arising during the course and within the scope of his services provided to CITY. CITY'S obligations hereunder shall not extend to willful acts intended to cause harm to another nor to injuries or damages arising out of the gross negligence of PLANNING

CONSULTANT. With regard to any such acts or negligence, PLANNING CONSULTANT shall indemnify, defend and hold CITY harmless with respect thereto.

**ENTIRE AGREEMENT; MODIFICATION:** This Agreement embodies the whole Agreement between the parties hereto and there are no inducements, promises, terms, conditions or obligations made or entered into by CITY or CONSULTANT other than those contained herein. No modification, alterations, or variation in the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

Any notices required to be given, pursuant to this Agreement shall be deemed to have been given by their deposit, postage prepaid, in the United States Postal Service, addressed to the parties as follows:

1. To CITY:                      John Brewer, City Manager  
   City of Corning  
   794 Third Street  
   Corning, CA 96021
  
2. To CONSULTANT: JOHN STOUFER dba as JBS Planning Consultant  
   Services  
   P.O. Box 607  
   Red Bluff, CA 96080

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the day and year first above written.

**CITY OF CORNING**

**PLANNING CONSULTANT**

\_\_\_\_\_  
JOHN L. BREWER, City Manager

\_\_\_\_\_  
JOHN STOUFER

ITEM NO.: J-14

**AGREEMENT FOR PART TIME "AS  
NEEDED" BUDGET CONSULTANT  
SERVICES WITH STEPHEN J. KIMBROUGH**

JUNE 12, 2012

**TO: CITY COUNCIL OF THE CITY OF CORNING, CALIFORNIA**

**FROM: JOHN L. BREWER, AICP; CITY MANAGER**   
**MIKE FITZPATRICK, CITY ATTORNEY**

**SUMMARY:**

Staff recommends the City Council approve the attached agreement for Budgeting Consulting Services with former City Manager Steve Kimbrough. If approved, Mr. Kimbrough would be available on an "as needed" basis to provide budgeting consulting services.

**BACKGROUND:**

Steve Kimbrough retired after 19 years as the City Manager effective February 28, 2012. Prior to that, Mr. Kimbrough had voluntarily reduced his work schedule to "half time" as part of a budget reduction strategy. His retirement was precipitated by the implementation of a new Government Code section that limits the duration of employment of a "retired annuitant" to a maximum of one year when the retiree is appointed by the City Council. Concurrent with Mr. Kimbrough's retirement, the City Council appointed me (John Brewer) as the City Manager.

The City Council was concerned that my responsibilities as City Manager and Public Works Director was too great a workload, therefore the City contracted with Mr. Kimbrough to assist with the budget preparation.

**TERMINATION OF EXISTING CONTRACT:**

That contract included a provision for termination 30 days after delivery of a written notice of termination. Mr. Kimbrough provided notice to terminate the contract effective June 30<sup>th</sup> on May 29, 2012.

In a letter dated May 9, 2012, Mr. Kimbrough offered to provide additional Budget Consultant services beyond the end of this fiscal year; on an "as needed" basis. He also offered a copy of his resume'. Both are attached for your consideration.

**BUDGET PREPARATION PROCESS:**

During the last three months, I've learned a lot about preparing the City budget from Mr. Kimbrough and CPA Roy Seiler. I expect to continue learning and becoming more familiar with budgetary issues. However, because of his contacts, education, vast background and knowledge of our budget system and process, I highly recommend we

retain Mr. Kimbrough's services on an "as-needed" basis. He is quite simply an incredible resource that we should continue to utilize for the near term.

**PROPOSED AGREEMENT:**

The attached agreement was prepared upon the request of the City Manager by City Attorney Mike Fitzpatrick.

**STAFF RECOMMENDATION:**

**That the City Council:**

- **MOVE TO AUTHORIZE THE CITY MANAGER TO APPOINT STEPHEN J. KIMBROUGH AS AN INDEPENDENT CONTRACTOR BUDGET CONSULTANT, AND AUTHORIZE THE CITY MANAGER TO SIGN THE AGREEMENT ON BEHALF OF THE CITY.**

**CITY OF CORNING  
AGREEMENT FOR  
BUDGETING CONSULTANT SERVICES**

THIS AGREEMENT, made and entered into this 13th day of June, 2012 is by and between the City of Corning, hereinafter referred to as "CITY" and STEPHEN J. KIMBROUGH, an individual doing business as Kimbrough Budgeting Consultant Services, hereinafter referred to as "BUDGET CONSULTANT."

**RECITALS**

WHEREAS, CITY desires to continue to use the professional services of a qualified consultant to assist it in working on budget matters for the City of Corning and also to continue training City staff in preparing future budgets for CITY; and

WHEREAS, CITY knowing that BUDGET CONSULTANT is qualified and experienced, and has the specialized skills to perform these particular services needed by the CITY, now wants to proceed with contracting with BUDGET CONSULTANT, and such person is ready, willing and able to perform such services for the CITY during the upcoming Fiscal Year (FY 12-13) on an "as-needed" hourly basis;

**TERMS AND CONDITIONS**

NOW THEREFORE, in consideration of the mutual promises, covenants, and conditions set forth herein the parties agree as follows:

**SERVICES:** BUDGET CONSULTANT will provide to the CITY all necessary professional services to perform the following duties for the City:

- Assist, consult and coordinate with CITY staff and its departments on an "as needed" basis if and when so requested by the City Manager with regard to the following matters: (1) preparing the October 2012 Report to the City Council after the prior fiscal year's books are closed by the outside accountant; (2) assisting the accountant with information required for the preparation of the Annual Independent Audit; (3) assisting with the preparation of the mid-year Budget Report in February of 2013; and (4) accumulating the information needed for the FY 2013-14 CITY Budget.
- Consult with and work closely with Roy Seiler, CITY's outside accountant, in the preparation of the budgets needed by the CITY.
- Review materials and prepare agenda reports to be used by staff, or by BUDGET CONSULTANT when requested, in making presentations and recommendations to the City Council on subjects related to the budget(s).

BUDGET CONSULTANT will not perform managerial activities nor participate directly in the decision making process for the CITY budgets. CITY will not direct or supervise

the work of BUDGET CONSULTANT in regard to anything he is working on but will expect the end product to be completed to CITY's satisfaction.

City Manager will:

- Assume responsibility for CITY's records related to work provided to BUDGET CONSULTANT
- Be the contact person in CITY for BUDGET CONSULTANT with regard to all work provided to BUDGET CONSULTANT
- Not request services that, in the opinion of the City Manager or BUDGET CONSULTANT, would impair BUDGET CONSULTANT's independence.

**WORK DAYS AND HOURS:** BUDGET CONSULTANT will work for CITY on days and hours of his choosing as dictated by the need to accomplish the tasks provided to him and such work will be performed at various locations in City Hall and in BUDGET CONSULTANT'S private residence or at other locations of BUDGET CONSULTANT's choosing.

**COMPENSATION:** CITY, for and in consideration of the promises, covenants, conditions and stipulations of BUDGET CONSULTANT set forth herein, hereby agrees to pay BUDGET CONSULTANT at the rate of sixty dollars (\$60.00) per hour for services performed.

- BUDGET CONSULTANT will provided CITY a monthly invoice for services performed which invoice will be paid within thirty (30) days of its submittal; and
- There will be no additional amounts paid to BUDGET CONSULTANT for overhead costs, out of pocket expenses, and related costs incurred.

**TERM:** This agreement shall be for a term of twelve months (July 1, 2012 through June 30, 2013) unless either party provides the other with earlier notice of termination. Within this one year term, either party may terminate the Agreement earlier by providing the other party not less than thirty (30) calendar days written notice of termination. The termination shall become effective upon the 30<sup>th</sup> or later designated day following delivery of written notice thereof. BUDGET CONSULTANT shall be compensated for all services performed to the effective date of termination.

**BUDGET CONSULTANT AS INDEPENDENT CONTRACTOR:** It is understood that BUDGET CONSULTANT is an independent contractor. BUDGET CONSULTANT may maintain an office separate from the CITY and may perform budget consultant services for other clients in addition to CITY. CITY does not specify how BUDGET CONSULTANT is to work but does specify the functions to be performed and approves or disapproves the final work product requested of BUDGET CONSULTANT.

**MUTUAL INDEMNITY PROVISIONS:** During the term of this Agreement, the CITY shall indemnify, defend and hold BUDGET CONSULTANT harmless for those acts, including acts which may result in damages to another, arising during the course and within the scope of his services provided to CITY. CITY'S obligations hereunder shall not extend to willful acts intended to cause harm to another nor to injuries or damages arising out of the gross negligence of BUDGET CONSULTANT. With regard to any such acts or negligence, BUDGET CONSULTANT shall indemnify, defend and hold CITY harmless with respect thereto.

**ENTIRE AGREEMENT; MODIFICATION:** This Agreement embodies the whole Agreement between the parties hereto and there are no inducements, promises, terms, conditions or obligations made or entered into by CITY or BUDGET CONSULTANT other than those contained herein. No modification, alterations, or variation in the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

Any notices required to be given, pursuant to this Agreement shall be deemed to have been given by their deposit, postage prepaid, in the United States Postal Service, addressed to the parties as follows:

1. To CITY: City Manager  
City of Corning  
794 Third Street  
Corning, CA 96021
  
2. To BUDGET CONSULTANT:  
Stephen J. Kimbrough  
712 Stanmar Drive  
Corning, CA 96021

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

**CITY OF CORNING**

**BUDGET CONSULTANT**

\_\_\_\_\_  
John L. Brewer, City Manager

\_\_\_\_\_  
Stephen J. Kimbrough

Stephen J. Kimbrough  
712 Stanmar Drive  
Corning, California 96021

REC-110  
MAY 29 2012  
CITY OF CORNING

May 29, 2012

Mr. John Brewer, AICP  
City Manager  
City of Corning  
794 Third Street  
Corning, California 96021

Re: Clarification of Intent To Terminate Existing Agreement And Replace With The Proposed Amendment to Budget Consulting Agreement for As Needed Consulting

Dear John

In my attached letter dated May 9, 2012, I was recommending the termination of my services on June 30, 2012, to be replaced with the amended agreement proposed by you.

I believe that my services will not be needed to the same extent in the next fiscal year. Please accept this letter as my notice of termination effective June 30, 2012.

I appreciate the opportunity to work for you and the City; I remain at your service.

Sincerely,



Stephen J. Kimbrough  
Local Government Consultant

**Stephen J. Kimbrough  
712 Stanmar Drive  
Corning, California 96021**

May 9, 2012

Mr. John Brewer, AICP  
City Manager  
City of Corning  
794 Third Street  
Corning, California 96021

Re: Proposed Amendment to Budget Consulting Agreement for As Needed Consulting

Dear John

As you know, my current Consulting Agreement with the City provides for a monthly lump sum payment for services rendered, thirty (30) days notice to terminate and an automatic renewal for one additional year unless terminated. As we approach June 30, 2012, the new City Budget should be complete and adopted. I do not believe that the City will need as much of my service in the future.

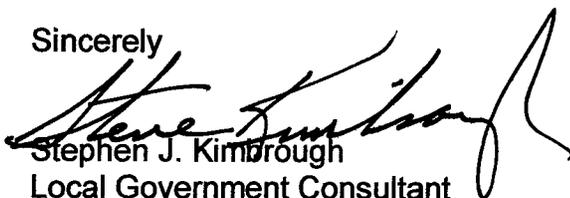
I propose an amendment to the consulting agreement "COMPENSATION" section. Rather than paying a monthly fixed amount of \$4,500, the City can use me on an hourly as needed basis and save money. You as City Manager, of course determine the need. I doubt you will need my services for over 150 hours next year, July 1, 2012 through June 30, 2013. My hourly rate for Corning would be \$60 which includes any overhead costs.

As we have experienced over the last two months, my real contribution to the City has been to handle budget preparation and the accompanying detail work in order for you to concentrate on City Manager and Public Works Director duties and monitor two large Capital Improvements Projects underway.

In the coming year, the City will have four budget planning actions that need detail work. There will be the October Report to City Council after the prior year "Books" are closed by our Outside Accountant, Roy Seiler, CPA, the Annual Independent Audit by Don Reynolds, CPA, the Midyear Budget Report in February 2013, and the Annual 2013-2014 Budget if you still have not filled the Public Works Director Position.

I appreciate the opportunity to work for you and the City; I remain at your service.

Sincerely

  
Stephen J. Kimbrough  
Local Government Consultant

**Stephen Jarrett Kimbrough**

712 Stanmar Drive  
Corning, California 96021  
Telephone: 530-824-2526  
Email: stevek@corning.org

**Resume Highlights**

Over 37 years of progressive management experience encompassing: Economic Development, Community Development and Growth Management Programs, Capital Development Planning and Implementation for Communities, Public Works Management, Community Relations, Budgeting, Successful Staff Leadership and Employee Relations.

Proven skill in developing strong working relationships with the City Council, the City Staff, the Community and in intergovernmental relations.

Leadership experience in the construction of Community Facilities and improvements, as well as the Public Information and Community Relations necessary for the completion of successful projects.

Applied Knowledge of 1913/15 Act Assessment District Bonds, Mello Roos - Community Facilities District Bonds, Water and Sewer COP's, 1972 Act Lighting and Landscape District formation and operation and Business Improvement Districts.

Participating in the Corning team has given me the opportunity to implement many projects and programs.

Downtown Revitalization through a Building Facade Restoration Plan with incentives, along with a Streetscape Master Plan and support of a Community Volunteer organization know as "Hometown Revitalization".

The Corning Business Development Zone, a mile and a half long Specific Plan area fronting on Interstate 5 and Historic Highway 99 West. Design standards are intended to insure a buffer for a wide variety of non-residential development.

A \$7 million Water and Sewer Infrastructure Replacement Project including a new well and service to the Business Development Zone (Corning now has an ISO Class 2 Water System)

Planning and financing the \$4 million Waste Water Treatment Plant expansion completed in 2005.

General Plan and Zoning Amendments to bring higher standards to residential development and protection of older residential neighborhoods.

Municipal Airport Master Plan and Land Acquisition supported by the FAA.

Continuous Capital Improvement Program & Services planning cycle in order to identify and project future Community needs.

**Professional Experience**

**City Manager, City of Corning, California** 1993 - 2012  
Serving Corning, a full service City with 50 employees and a population of 7,600. Also serve as the City's Finance Director and for 10 years as the Planning Director. Our greatest achievement has been the creation of our strong Council Management Team.

**City Manager, City of American Canyon, California** 1991 - 1992  
Invited from a consulting position with the City to serve as their first City Manager on an interim contract. Working with the City Council, laid the groundwork for all City services and programs, including the transition of programs and services from Napa County to City government. Prepared first City budget and established Public Works Program of Maintenance.

**Chino Hills Manager, County of San Bernardino, California** 1988 - 1991  
Managed the largest Specific Plan (18,000 acres) in California and oversaw Municipal Service issues for 44,000 residents in this fast developing unincorporated region of the County. Lead a Staff Team of 100 with an annual budget of \$45 million. Included planning for development, engineering and infrastructure systems, community services programs and sophisticated financing programs and mechanisms. Negotiated all developer agreements, some exceeding \$20 million; worked closely with the development community, business and citizens. The "Chino Hills Manager's Office" was a County Department within the Public Works Agency and was intended to "work itself out of a job" through preparing the Community for future Cityhood.

**Public Management Specialist with Christensen & Wallace, Inc.** 1986 - 1988  
Served as a consultant on economic and public policy analysis, local agency formation feasibility studies, economic and fiscal impact studies for proposed development.

**Private Sector Employment** 1984 - 1986

**Assistant City Manager, Temple City, California** 1980 - 1984  
Assisted City Manager with City Council priorities and intergovernmental relations. Directed the Public Works Department including Parks and Trees and Animal Control. Served as Deputy Redevelopment Director, coordinated the Traffic Commission Parking Commission and Law Enforcement Contract.

**Director of Personnel and Employee Relations, City of Arcadia** 1977 - 1980

**Administrative Assistant, Personnel Director, City of Covina** 1973 - 1977

**Administrative Analyst, Montclair Police Department** 1970 - 1973

**Administrative Assistant, Community Development Dept. City of Palm Springs** 1970

**Planning Intern, City of La Habra** 1969

**Education**

B.A. Political Science/Public Service, California State University, Los Angeles

Post-graduate work in Public Administration, University of Southern California and University of La Verne, California

**Personal**

Married to Linda, 5 children, 8 grandchildren, Eagle Scout, Adult Scouter, Corning Rotarian, former Co-Captain Tehama County Sheriff's Search and Rescue, Retired Army Nat'l Guard - 27years service

**PROFESSIONAL REFERENCES**

**Mayor Gary Strack**

1211 Butte Street  
Corning, CA 96021  
530-824-5622

[gstrack@dm-tech.net](mailto:gstrack@dm-tech.net)

**Supervisor Dennis C. Gartin**

Tehama County Board of Supervisors  
Box 250  
Red Bluff, CA 96080  
530-529-7950

[dgarton@tehamacountyadmin.org](mailto:dgarton@tehamacountyadmin.org)

**Roy R. Seiler CPA**

PO Box 133  
Willows, Ca 95988  
530-934 8841

[seiler@sunset.net](mailto:seiler@sunset.net)

**CITY OF CORNING  
AGREEMENT FOR  
BUDGETING CONSULTANT SERVICES**

THIS AGREEMENT, made and entered into this 1st day of March, 2012 is by and between the City of Corning, hereinafter referred to as "CITY" and STEPHEN J. KIMBROUGH, an individual doing business as Kimbrough Budgeting Consultant Services, hereinafter referred to as "BUDGET CONSULTANT."

**RECITALS**

WHEREAS, CITY desires to use the professional services of a qualified consultant to assist it in preparing a budget for the City of Corning and also to train City staff in preparing future budgets for CITY; and

WHEREAS, CITY knowing that BUDGET CONSULTANT is qualified and experienced, and has the specialized skills to perform these particular services needed by the CITY, now wants to proceed with contracting with BUDGET CONSULTANT, and such person is ready, willing and able to perform such services for the CITY for the upcoming and possibly one additional Fiscal Year;

**TERMS AND CONDITIONS**

NOW THEREFORE, in consideration of the mutual promises, covenants, and conditions set forth herein the parties agree as follows:

**SERVICES:** BUDGET CONSULTANT will provide to the CITY all necessary professional services to perform the following duties for the City:

- Consult and coordinate with CITY staff and its departments in accumulating the information needed for the FY 2012-13 CITY budget and, if this contract is not terminated by either party, the FY 2013-14 budget of the CITY.
- Consult with and work closely with Roy Seiler, CITY's outside accountant, in the preparation of the budgets needed by the CITY.
- Review materials and prepare agenda reports to be used by staff, or by BUDGET CONSULTANT when requested, in making presentations and recommendations to the City Council on subjects related to the budget(s).
- Train the new City Manager and other City staff in budget preparation, analysis and reporting.

BUDGET CONSULTANT will not perform managerial activities nor participate directly in the decision making process for the CITY budgets. CITY will not direct or supervise the work of BUDGET CONSULTANT in regard to anything he is working on but will expect the end product to be completed to CITY's satisfaction.

City Manager will:

- Assume responsibility for CITY's records related to work provided to BUDGET CONSULTANT
- Be the contact person in CITY for BUDGET CONSULTANT with regard to all work provided to BUDGET CONSULTANT
- Not request services that, in the opinion of the City Manager or BUDGET CONSULTANT would impair BUDGET CONSULTANT's independence.

**WORK DAYS AND HOURS:** BUDGET CONSULTANT will work for CITY on days and hours of his choosing as dictated by the need to accomplish the tasks provided to him and such work will be performed at various locations in City Hall and in BUDGET CONSULTANT'S private residence or at other locations of BUDGET CONSULTANT's choosing.

**COMPENSATION:** CITY, for and in consideration of the promises, covenants, conditions and stipulations of BUDGET CONSULTANT set forth herein, hereby agrees to provide, as total compensation to BUDGET CONSULTANT, the following:

- BUDGET CONSULTANT will provide the foregoing services for a fixed sum of four thousand five hundred dollars (\$4500.00) per month; and
- Reimbursement shall be made for all reasonable out of pocket expenses, such as long distance phone charges and the cost of any stationary or other such materials provided by BUDGET CONSULTANT.

**TERM:** This agreement shall be for an initial term of four months (March 2012 through June 2012) unless either party provides the other with notice of termination. Either party may terminate the Agreement by providing the other party not less than thirty (30) calendar days written notice of termination. The termination shall become effective upon the 30<sup>th</sup> or later designated day following delivery of written notice thereof. BUDGET CONSULTANT shall be compensated for all services performed to the effective date of termination.

**EXTENSION OF TERM:** If this agreement has not been terminated by either party as of the end of the current Fiscal Year (June 30, 2012) it shall automatically renew for one additional Fiscal Year (July 1, 2012 through June 30, 2013) subject to the same 30 day notice and compensation terms provided in the foregoing two paragraphs.

**PERFORMANCE STANDARDS:** BUDGET CONSULTANT agrees that he will at all times faithfully, industriously, and to the best of his ability, experience and talent, perform all of the duties and functions that may be required of or from him pursuant to all terms of this Agreement in a manner reasonably satisfactory to the CITY, and in accordance with the standards reasonably expected of a professional person so engaged.

**BUDGET CONSULTANT AS INDEPENDENT CONTRACTOR:** It is understood that BUDGET CONSULTANT is an independent contractor. BUDGET CONSULTANT may maintain an office separate from the CITY and may perform budget consultant services for other clients in addition to CITY. CITY does not specify how BUDGET CONSULTANT is to work but does specify the functions to be performed and approves or disapproves the final work product requested of BUDGET CONSULTANT.

**CITY'S INDEMNITY OF BUDGET CONSULTANT:** During the term of this Agreement, the CITY shall indemnify, defend, and hold BUDGET CONSULTANT harmless for those acts, including acts that may result in injury to another, arising during the course and within the scope of his services provided to CITY. This Section is intended to neither provide any greater nor any fewer protections than those afforded to public employees under Government Code section 820 *et seq.* although BUDGET CONSULTANT is not an employee of CITY. CITY's obligations hereunder shall not extend to willful acts intended to cause harm to another nor to injuries or damages arising out of the gross negligence of BUDGET CONSULTANT.

**ENTIRE AGREEMENT; MODIFICATION:** This Agreement embodies the whole Agreement between the parties hereto and there are no inducements, promises, terms, conditions or obligations made or entered into by CITY or BUDGET CONSULTANT other than those contained herein. No modification, alterations, or variation in the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

Any notices required to be given, pursuant to this Agreement shall be deemed to have been given by their deposit, postage prepaid, in the United States Postal Service, addressed to the parties as follows:

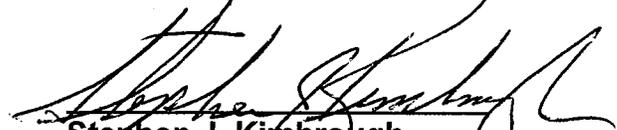
1. To CITY: City Manager  
City of Corning  
794 Third Street  
Corning, CA 96021
2. To BUDGET CONSULTANT:  
Stephen J. Kimbrough  
712 Stanmar Drive  
Corning, CA 96021

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

**CITY OF CORNING**

  
Gary Strack, Mayor

**BUDGET CONSULTANT**

  
Stephen J. Kimbrough