



**CITY OF CORNING
CITY COUNCIL CLOSED SESSION AGENDA**

**TUESDAY, MARCH 11, 2014
CITY COUNCIL CHAMBERS
794 THIRD STREET**

The City of Corning welcomes you to our meetings, which are regularly scheduled for the second and fourth Tuesdays of each month. Your participation and interest is encouraged and appreciated.

In compliance with the Americans with Disabilities Act, the City of Corning will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's office (530/824-7033) to make such a request. Notification at least 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C. 20250.

A. CALL TO ORDER: 6:00 p.m.

B. ROLL CALL:

Council:

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

Mayor:

The **Brown Act** requires that the Council provide the opportunity for persons in the audience to briefly address the Council on the subject(s) scheduled for tonight's closed session. Is there anyone wanting to comment on the subject(s) the Council will be discussing in closed session? If so, please come to the podium, identify yourself and give us your comments.

C. PUBLIC COMMENTS:

D. ADJOURN TO CLOSED SESSION:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:

**Pursuant to Government Code 54957
Title: City Manager.**

2. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO SECTION 54957.6:

**Agency Negotiator: William May, Labor Relations Consultant
Miscellaneous Bargaining Unit.**

E. RECONVENE SPECIAL MEETING AND REPORT ON CLOSED SESSION: 7:30 p.m.



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

B. ROLL CALL:

Council:

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

Mayor:

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

D. INVOCATION: Led by Mayor Gary R. 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:

F. BUSINESS FROM THE FLOOR:

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

- 1. Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.**
- 2. Waive the reading and approve the Minutes of the February 25, 2014 City Council Meeting with any necessary corrections.**
- 3. March 5, 2014 Claim Warrant - \$252,992.16.**
- 4. March 5, 2014 Business License Report.**
- 5. February 2014 Wages and Salaries: \$341,269.20**
- 6. February 2014 Treasurer's Report.**
- 7. February 2014 Building Permit Valuation Report - \$138,516.16.**
- 8. February 2014 City of Corning Wastewater Operation Summary Report.**
- 9. Approve request for an AG Well within City Limits located at 250 E. Carona Avenue.**

H. ITEMS REMOVED FROM THE CONSENT AGENDA:

I. PUBLIC HEARINGS AND MEETINGS:

10. Continued Public Hearing and Action on request for Disposal Service Rate Increase.

J. REGULAR AGENDA:

11. Approve Agreement with Bob Metzger and Overcoming Drafting Services to provide plans for flooring at Rodgers Theater.

12. Approve Proposed Salary Schedules for City Pool Manager, Assistant Pool Manager, and Lifeguards I and II.

13. Approve Contract with Lawrence and Associates for evaluation of former City Disposal Site at southeast corner of Rawson Road and Carona Avenue at a cost not-to-exceed \$19,280.

14. Annual Mid-Year Budget Review and General Discussion.

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).

Dickison:

Linnet:

Cardenas:

Smith:

Strack:

N. ADJOURNMENT!:

POSTED: FRIDAY, MARCH 7, 2013



**CITY OF CORNING
CITY COUNCIL CLOSED SESSION MINUTES
TUESDAY, FEBRUARY 25, 2014
CITY COUNCIL CHAMBERS
794 THIRD STREET**

The City of Corning welcomes you to our meetings, which are regularly scheduled for the second and fourth Tuesdays of each month. Your participation and interest is encouraged and appreciated.

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A. CALL TO ORDER: 7:08 p.m.

B. ROLL CALL:

Council:

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

Mayor:

All members of the City Council were present.

The **Brown Act** requires that the Council provide the opportunity for persons in the audience to briefly address the Council on the subject(s) scheduled for tonight's closed session. Is there anyone wanting to comment on the subject(s) the Council will be discussing in closed session? If so, please come to the podium, identify yourself and give us your comments.

C. PUBLIC COMMENTS: None.

D. ADJOURN TO CLOSED SESSION:

- 1. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO SECTION 54957.6:
Agency Negotiator: William May, Labor Relations Consultant
Miscellaneous Bargaining Unit.**

E. RECONVENE SPECIAL MEETING AND REPORT ON CLOSED SESSION: 7:38 p.m.

Mayor Strack reported that Council met in Closed Session with the City's Labor Negotiator and received information related to the negotiations and provided Mr. May with direction.



**CITY OF CORNING
CITY COUNCIL MINUTES
TUESDAY, FEBRUARY 25, 2014
CITY COUNCIL CHAMBERS
794 THIRD STREET**

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This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C. 20250.

A. CALL TO ORDER: 7:38 p.m.

B. ROLL CALL:

Council:

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

Mayor:

All members of the City Council were present.

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

D. INVOCATION: Led by Councilor Tony Cardenas.

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

E. PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, PRESENTATIONS: None.

F. BUSINESS FROM THE FLOOR: None.

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.

- 1. Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.**
- 2. Waive the reading and approve the Minutes of the February 11, 2014 City Council Meeting with any necessary corrections.**
- 3. February 19, 2014 Claim Warrant - \$78,470.82.**
- 4. February 19, 2014 Business License Report.**
- 5. Authorize Public Works to seek proposals for the pruning of City Street Trees.**
- 6. Approve purchase of surveillance cameras for Martini Plaza.**
- 7. Adopt Ordinance No. 655, an Ordinance reaffirming Park Regulations stated in Urgency Ordinance 653 & 654 and enacting regulations specific to Martini Plaza and Corning Community Park. (Second Reading)**

Councilor Dickison moved to approve Consent Agenda Items 1-7. Councilor Smith seconded the motion. **Ayes: Strack, Dickison, Linnet, Cardenas and Smith. Opposed/Absent/Abstain: None. Motion was approved by a 5-0 vote.**

H. ITEMS REMOVED FROM THE CONSENT AGENDA: None.

I. PUBLIC HEARINGS AND MEETINGS: None.

J. REGULAR AGENDA:

8. Presentation and acceptance of annual City Audit for fiscal year 2012-2013.

City Manager Brewer introduced the City's independent CPA Don Reynolds. He explained that Mr. Reynolds has completed the City's 2012-2013 Audit, a copy of which is on file at City Hall, is posted on the City's website, and a copy has been distributed to each member of the City Council. He stated that Mr. Reynolds answers directly to the City Council and each year performs an audit of the City's accounts and upon conclusion provides a report on the status of the City's accounts. Mr. Brewer then provided a handout to the Council summarizing the results of the audit and the financial status of the City.

Mr. Reynolds provided a brief synopsis of the City's Audit stating that the General Fund performed better than projected as verified on page 60 of the Audit. He stated that items different this year from last year, are items such as the 2.3 million liability resulting from the CalPERS Sidefund Refinance which City Manager Brewer pointed out. Mr. Reynolds stated that the City did not fall under OMB Circular 133 this year because they hadn't expended more than \$500,000 of Federal funds.

Councilor Dickison moved to receive and accept the Annual Audit for Fiscal Year Ending June 30, 2013. Councilor Smith seconded the motion. **Ayes: Strack, Dickison, Linnet, Cardenas and Smith. Opposed/Absent/Abstain: None. Motion was approved by a 5-0 vote.**

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

L. COMMUNICATIONS, CORRESPONDENCE AND INFORMATION: None.

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

Dickison: Reported attendance at the LAFCO meeting addressing the Park in Gerber stating that the meeting was continued to obtain more information. She also attended the Community Action Tripartite Board Meeting where they received reports on ongoing projects.

Linnet: Stated he missed the scheduled Pay it Forward meeting but stated that it had been cancelled. He announced that the next work date is March 22nd at which they are scheduled to paint the bathrooms at Martini Plaza.

Cardenas: Nothing.

Smith: Reported on the Tehama County Indian Gaming Commission Meeting stating Gary remains the Vice Chair and Clay Parker is the Chairperson. She also attended the Exchange Club Annual Award Dinner honoring local Police and Fire Personnel. She stated it was very nice, the food was very good.

Strack: Congratulated the City's Police Officer, Police and Fire Dispatchers and Fireman honored at the Exchange Club dinner. He reported on his attendance at the Transportation Commission Meeting today, he stated that it is getting interesting, the Commission is in charge of TRAX and as such they must determine "Unmet Needs" by definition. They are looking at 3 specific items for this, (1) a bus to Rancho Tehama, (2) a bus to Shasta College at the Red Bluff Campus, and (3) a bus to connect us to Glenn County.

N. ADJOURNMENT!: 8:05 p.m.

Lisa M. Linnet, City Clerk



MEMORANDUM

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: LORI SIMS
ACCOUNTING TECHNICIAN

DATE: March 5, 2014

SUBJECT: Cash Disbursement Detail Report for the
Tuesday, March 11, 2014 Council Meeting

PROPOSED CASH DISBURSEMENTS FOR YOUR APPROVAL CONSIST OF THE FOLLOWING:

A.	Cash Disbursements	Ending 02-20-14	\$38,608.17
B.	Cash Disbursements	Ending 02-28-14	\$67,182.02
C.	Payroll Disbursements	Ending 02-28-14	\$41,479.18
D.	Cash Disbursements	Ending 03-05-14	\$48,034.74
E.	Payroll Disbursements	Ending 03-03-14	\$38,581.09

GRAND TOTAL **\$252,992.16**

REPORT.: Feb 26 14 Wednesday
 RUN....: Feb 26 14 Time: 10:18
 Run By.: LORI

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 02-14 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 #	Payment Information Description
018045	02/26/14	AND04	ANDERSON, IAN MATTHEW	281.65	.00	281.65	140220	TRAINING/ED-POLICE
018046	02/26/14	ATT13	AT&T	723.43	.00	723.43	140211	COMMUNICATIONS-DISPATCH
018047	02/26/14	BAS01	BASIC LABORATORY, INC	126.00	.00	126.00	1401605	ProfServices Water Dept
018048	02/26/14	CAR12	CARREL'S OFFICE MACHINES	6.09	.00	6.09	123555	MAT & SUPPLIES-LIBRARY
018049	02/26/14	CHE02	CHEM QUIP, INC.	978.52	.00	978.52	5278668	MAT & SUPPLIES-WTR
018050	02/26/14	COR11	CORNING SAFE & LOCK	2.41	.00	2.41	4102	BLD MAINT-TRANS FAC
018051	02/26/14	DEP03	DEPT OF TRANS/CAL TRANS	308.15	.00	308.15	14004960	Equip.Maint. St&Trf Light
018052	02/26/14	DEP17	DEPARTMENT OF MOTOR VEHIC	19.00	.00	19.00	14-0220	VEP OP/MAINT-FIRE
018053	02/26/14	DM001	DM-TECH	663.00	.00	663.00	541	MAT & SUPPLIES-PARKS
018054	02/26/14	GRA02	GRAINGER, W.W., INC	39.95	.00	39.95	936504027	MAT & SUPPLIES-SWR
				77.29	.00	77.29	936571098	MAT & SUPPLIES-PARKS
				203.75	.00	203.75	936571099	MAT & SUPPLIES-PARKS
			Check Total.....	320.99	.00	320.99		
018055	02/26/14	HEN03	HENRY SCHEIN INC.,	96.21	.00	96.21	514109401	SAFETY ITEMS-FIRE
				96.21	.00	96.21	688533701	SAFETY ITEMS-FIRE
			Check Total.....	192.42	.00	192.42		
018056	02/26/14	HOL04	HOLIDAY MARKET #32	15.96	.00	15.96	55321102/	MAT & SUPPLIES-BLD MAINT
018057	02/26/14	HUN03	HUNTERS SERVICES INC.	8292.75	.00	8292.75	112979	TREE SPRAY-
018058	02/26/14	LIB03	LIBERTEL	259.69	.00	259.69	197933	COMMUNICATIONS-POLICE
018059	02/26/14	PGE2A	PG&E	53.90	.00	53.90	140214	ELECT-BLUE HERON CT
018060	02/26/14	QUI02	QUILL CORPORATION	174.14	.00	174.14	9473813	COMMUNICATIONS-FIRE
018061	02/26/14	RED07	REDDING OIL COMPANY	3466.28	.00	3466.28	28256	CLEANING CONTRACT-STR
018062	02/26/14	UNI07	UNION BANK OF CALIF	3015.00	.00	3015.00	12679	Bond Trustee-
018063	02/26/14	WAR05	WARREN, DANA KARL	207.58	.00	207.58	140224	REC INSTRUCTOR-REC
			Cash Account Total.....	19106.96	.00	19106.96		
			Total Disbursements.....	19106.96	.00	19106.96		
			Cash Account Total.....	.00	.00	.00		

REPORT.: Feb 26 14 Wednesday
 RUN...: Feb 26 14 Time: 10:18
 Run By.: LORI

CITY OF CORNING
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)
 Check Listing for 02-14 Bank Account.: 1025

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

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
6262	02/20/14	AME20	AMERICAN WEST BANK	6976.76	.00	6976.76	B40203A	HSA DEDUCTIBLE
6263	02/20/14	BAN03	POLICE OFFICER ASSOC.	250.00	.00	250.00	B40203A	POLICE OFFICER ASSOC
6264	02/20/14	CAL37	CALIFORNIA STATE DISBURSE	502.61	.00	502.61	B40203A	WITHHOLDING ORDER
6265	02/20/14	EDD01	EMPLOYMENT DEVELOPMENT	4109.31	.00	4109.31	B40203A	STATE INCOME TAX
				1089.45	.00	1089.45	1B40203A	SDI
Check Total.....:				5198.76	.00	5198.76		
6266	02/20/14	ICM01	ICMA RETIREMENT TRUST-457	366.11	.00	366.11	B40203A	ICMA DEF. COMP
6267	02/20/14	PERS1	PUBLIC EMPLOYEES RETIRE	23278.22	.00	23278.22	B40203A	PERS PAYROLL REMITTANCE
6268	02/20/14	PERS4	Cal Pers 457 Def. Comp	950.53	.00	950.53	B40203A	PERS DEF. COMP.
6269	02/20/14	STA04	STATE OF CALIFORNIA	525.18	.00	525.18	B40203A	WAGEASN 1107012828
6270	02/20/14	VAL06	VALIC	560.00	.00	560.00	B40203A	AIG VALIC P TAX
Cash Account Total.....:				38608.17	.00	38608.17		
Total Disbursements.....:				38608.17	.00	38608.17		

REPORT.: Feb 28 14 Friday
 RUN....: Feb 28 14 Time: 14:14
 Run By.: LORI

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 02-14 Bank Account.: 1020

PAGE: 001
 ID #: PY-DP
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
018064	02/28/14	BAS01	BASIC LABORATORY, INC	126.00	.00	126.00	1401824	ProfServices Water Dept
018065	02/28/14	BAT01	BATTERIES PLUS	30.96	.00	30.96	311-19248	MAT & SUPPLIES-POLICE
018066	02/28/14	COM01	COMPUTER LOGISTICS, INC	837.43	.00	837.43	62007	COMPUTER REPLAC PROG-POLI
				23.00	.00	23.00	62110	EQUIP MAINT-GEN CITY
			Check Total.....:	860.43	.00	860.43		
018067	02/28/14	CON07	CONEXIS	30.00	.00	30.00	0114OR348	MEDICAL INS-COBRA
018068	02/28/14	COR12	CORNING FORD MERCURY, INC	33350.95	.00	33350.95	140301	VEH REPLAC & EMER EQUIP-P
018069	02/28/14	HOM03	HOME DEPOT	161.75	.00	161.75	140221	MAT & SUPPLIES-
018070	02/28/14	NAP01	NAPA AUTO PARTS	188.91	.00	188.91	140224	MAT & SUPPLIES-
				11.19	.00	11.19	140224F	SMALL TOOLS-FIRE
			Check Total.....:	200.10	.00	200.10		
018071	02/28/14	PGE2B	PG&E	5213.58	.00	5213.58	140224	ELECT-WWTP
018072	02/28/14	REV01	REVIVAL ANIMAL HEALTH	195.97	.00	195.97	155677	MAT & SUPPLIES-ACO
018073	02/28/14	SUN13	SUN RIDGE SYSTEMS, INC	25981.93	.00	25981.93	3493	RIMS MAINTENANCE-POLICE
018074	02/28/14	\B067	BRYANT, JENNIE	100.00	.00	100.00	000B40201	MQ CUSTOMER REFUND FOR BR
018075	02/28/14	\E022	ECONOMY INN,	744.03	.00	744.03	000B40201	MQ CUSTOMER REFUND FOR EC
018076	02/28/14	\M118	MATEO, SANDEE	11.94	.00	11.94	000B40201	MQ CUSTOMER REFUND FOR MA
018077	02/28/14	\N035	NOVOA, LETICIA	174.38	.00	174.38	000B40201	MQ CUSTOMER REFUND FOR NO
			Cash Account Total.....:	67182.02	.00	67182.02		
			Total Disbursements.....:	67182.02	.00	67182.02		
			Cash Account Total.....:	.00	.00	.00		

REPORT.: Feb 28 14 Friday
 RUN....: Feb 28 14 Time: 14:14
 Run By.: LORI

CITY OF CORNING
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)
 Check Listing for 02-14 Bank Account.: 1025

PAGE: 002
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
6271	02/28/14	AFL01	AMERICAN FAMILY LIFE	3389.02	.00	3389.02	B40228	AFLAC INS.PRE TAX
				474.06	.00	474.06	1B40228	AFLAC INS.AFTER TAX
Check Total.....:				3863.08	.00	3863.08		
6272	02/28/14	BLU02	BLUE SHIELD OF CALIFORNIA	23123.00	.00	23123.00	B40228	MEDICAL INSURANCE
6273	02/28/14	CIT01	CITY OF CORNING	6.00	.00	6.00	B40228	CHGS FOR WAGE ATCHMT
6274	02/28/14	MUT00	MUTUAL OF OMAHA	477.68	.00	477.68	B40228	LIFE INSURANCE
6275	02/28/14	OEU01	OPERATING ENGINEERS #3	8151.00	.00	8151.00	B40228	MEDICAL INSURANCE
6276	02/28/14	OEU02	OPERATING ENG. (DUES)	354.00	.00	354.00	B40228	UNION DUES MGMNT
				627.00	.00	627.00	1B40228	UNION DUES POLICE
				392.00	.00	392.00	2B40228	UNION DUES DISPATCH
				598.00	.00	598.00	3B40228	UNION DUES-MISC
Check Total.....:				1971.00	.00	1971.00		
6277	02/28/14	PRI04	PRINCIPAL	3279.57	.00	3279.57	B40228	DENTAL INSURANCE
				607.85	.00	607.85	1B40228	VISION INSURANCE
Check Total.....:				3887.42	.00	3887.42		
Cash Account Total.....:				41479.18	.00	41479.18		
Total Disbursements.....:				41479.18	.00	41479.18		

REPORT.: Mar 05 14 Wednesday
 RUN....: Mar 05 14 Time: 13:22
 Run By.: LORI

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 03-14 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
018074	03/03/14	\B067	BRYANT, JENNIE	-100.00	.00	-100.00	000B40201u	Ck# 018074 Reversed
018078	03/03/14	CAR03	CARDENAS, ANTHONY	1654.00	.00	1654.00	140301	MEDICAL REIMBURSEMENT
				-1654.00	.00	-1654.00	140301u	Ck# 018078 Reversed
			Check Total.....	.00	.00	.00		
018079	03/03/14	COR07	CORBIN WILLITS SYSTEMS	729.72	.00	729.72	000B403011	EQUIP MAINT-FINANCE
018080	03/03/14	COR09	CORNING CHAMBER OF COMM.	1000.00	.00	1000.00	000B403011	ECONOMIC DEVELOPMENT
018081	03/03/14	CRA10	CRAIN, CARL	679.99	.00	679.99	000B403011	MEDICAL REIMBURSEMENT
018082	03/03/14	HAL05	HALL, ROBERT	104.70	.00	104.70	000B403011	PROF SVCS-FIRE DEPT
018083	03/03/14	KEN00	KEN VAUGHAN & SONS	1200.00	.00	1200.00	000B403011	LANDSCAPE MAINT-
018084	03/03/14	MAI00	MAIRE & BURGESS	5525.00	.00	5525.00	000B403011	CONSULTING SVCS-LEGAL SVC
018085	03/03/14	PIT01	PITNEY BOWES	192.92	.00	192.92	000B403011	EQUIP LEASE-FINANCE
018086	03/03/14	S&L00	S & L BREWER ENTERPRISES	200.00	.00	200.00	000B403011	K-9 PROGRAM-POLICE
018087	03/03/14	TLD01	TEDC	208.33	.00	208.33	000B403011	ECONOMIC DEVELOPMENT
018088	03/03/14	TOM03	TOMLINSON JR., ROBERT L.	54.70	.00	54.70	000B403011	PROF SVCS-FIRE
018089	03/03/14	WHI05	WHITE GLOVE CLEANING SERV	2995.00	.00	2995.00	000B403011	JANITORIAL SVCS-
018090	03/03/14	CAR03	CARDENAS, ANTHONY	1713.00	.00	1713.00	140301A	MEDICAL REIMBURSEMENT
018091	03/05/14	ALL11	ALL SPORTS EQUIPMENT &	1303.17	.00	1303.17	106072	MAT & SUPPLIES-REC
018092	03/05/14	ARA02	ARAMARK UNIFORM SERVICES	58.56	.00	58.56	2806335	MAT & SUPPLIES-BLD MAINT
				58.56	.00	58.56	2821324	MAT & SUPPLIES-BLD MAINT
				58.56	.00	58.56	2836269	MAT & SUPPLIES-BLD MAINT
				58.56	.00	58.56	2850987	MAT & SUPPLIES-BLD MAINT
			Check Total.....	234.24	.00	234.24		
018093	03/05/14	COM01	COMPUTER LOGISTICS, INC	116.67	.00	116.67	62100	COMMUNICATIONS-POLICE
				26.00	.00	26.00	62111	COMMUNICATIONS-POLICE
				1886.00	.00	1886.00	62173	EQUIP MAINT-
			Check Total.....	2028.67	.00	2028.67		
018094	03/05/14	COR01	CORNING VETERINARY CLINIC	140.00	.00	140.00	41687	SPAY/NEUTER VOUCHER PROG-
018095	03/05/14	COR08	CORNING LUMBER CO INC	2423.74	.00	2423.74	140225	MAT & SUPPLIES-

REPORT.: Mar 05 14 Wednesday
 RUN....: Mar 05 14 Time: 13:22
 Run By.: LORI

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 03-14 Bank Account.: 1020

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

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
018096	03/05/14	COR12	CORNING FORD MERCURY, INC	1089.71	.00	1089.71	107458	VEH OP/MAINT-
018097	03/05/14	COR45	CORNING ACE HARDWARE	494.67	.00	494.67	140227	BLD MAINT-
018098	03/05/14	DEP17	DEPARTMENT OF MOTOR VEHIC	19.00	.00	19.00	UNIT T-3	VEH OP/MAINT-FIRE
018099	03/05/14	FIR05	FIRST NATIONAL BANK OMAHA	651.29	.00	651.29	140226	COMMUNICATIONS-
018100	03/05/14	FIR06	FIRST NATIONAL BANK OMAHA	586.67	.00	586.67	140226	OFFICE SUPPLIES-
018101	03/05/14	FIR07	FIRST NATIONAL BANK OMAHA	20.04	.00	20.04	140226	OFFICE SUPPLIES-
018102	03/05/14	GRA02	GRAINGER, W.W., INC	189.84	.00	189.84	937586984	MAT & SUPPLIES-BLD MAINT
018103	03/05/14	MCC07	MCCOY'S HARDWARE & SUPPLY	221.86	.00	221.86	140227	MAT & SUPPLIES-PARKS
018104	03/05/14	MUN03	MUNNELL & SHERRILL, INC.	111.06	.00	111.06	084536	MAT & SUPPLIES-
018105	03/05/14	NOR18	NORTH VALLEY DISTRIBUTING	38.56	.00	38.56	S11484530	MAT & SUPPLIES-WTR
018106	03/05/14	NOR25	NORTHERN LIGHTS ENRGY, INC	1215.08	.00	1215.08	099923	PROF SVCS-WWTP
				2683.22	.00	2683.22	108112	VEH OP/MAINT-
				3140.57	.00	3140.57	108147	MAT & SUPPLIES-
				166.04	.00	166.04	108148	VEH OP/MAINT-FIRE
			Check Total.....:	7204.91	.00	7204.91		
018107	03/05/14	OFF01	OFFICE DEPOT	161.09	.00	161.09	698593480	OFFICE SUPPLIES-POLICE
018108	03/05/14	ORL02	ORLAND ACE HARDWARE	10.73	.00	10.73	140227	MAT & SUPPLIES-SWR
018109	03/05/14	PAC16	PACIFIC TELEMAGEMENT SE	38.00	.00	38.00	622915	COMMUNICATIONS-GEN CITY
018110	03/05/14	PGE01	PG&E	412.49	.00	412.49	140226	ELECT-
				31.22	.00	31.22	140227	ELECT-CORNING COMMUNITY P
			Check Total.....:	443.71	.00	443.71		
018111	03/05/14	PON10	PONCI'S WELDING	21.50	.00	21.50	57889	MAT & SUPPLIES-
018112	03/05/14	RON03	RON DUPRATT FORD	114.98	.00	114.98	761855	VEH OP/MAINT-POLICE
				241.47	.00	241.47	762888	K-9 PROGRAM-POLICE
				302.05	.00	302.05	763581	VEH OP/MAINT-POLICE
			Check Total.....:	658.50	.00	658.50		
018113	03/05/14	SCH01	LES SCHWAB TIRE CENTER	351.01	.00	351.01	611001034	VEH OP/MAINT-POLICE
018114	03/05/14	SON03	SONSRAY MACHINERY, LLC	568.40	.00	568.40	872655	MAT & SUPPLIES-

REPORT.: Mar 05 14 Wednesday
 RUN...: Mar 05 14 Time: 13:22
 Run By.: LORI

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 03-14 Bank Account.: 1020

PAGE: 003
 ID #: PY-DP
 CTL.: COR

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
018115	03/05/14	STO07	STOUFFER, JOHN BEDFORD	3200.00	.00	3200.00	140303	PROF SVCS-PLANNING
018116	03/05/14	VAL07	VALLEY VETERINARY CLINIC,	154.00	.00	154.00	111674	K-9 PROGRAM-POLICE
018117	03/05/14	XER00	XEROX CORPORATION	144.74	.00	144.74	072895374	EQUIP MAINT-POLICE
018118	03/05/14	AND01	ED ANDERSON	3562.50	.00	3562.50	14-0304	PROP 84-NON CONSTRUCT-PHA
018119	03/05/14	ATT15	AT&T MOBILITY	406.90	.00	406.90	140219	COMMUNICATIONS-
018120	03/05/14	COR01	CORNING VETERINARY CLINIC	282.40	.00	282.40	41686	PROF SVCS-ACO
018121	03/05/14	DEP17	DEPARTMENT OF MOTOR VEHIC	19.00	.00	19.00	UNIT E-12	VEH OP/MAINT-FIRE
018122	03/05/14	LEH03	LEHR AUTO ELECTRIC	3860.56	.00	3860.56	01094234	VEH REPLAC & EMERG EQUIP-
				357.19	.00	357.19	01094313	VEH REPLAC & EMERG EQUIP-
			Check Total.....:	4217.75	.00	4217.75		
018123	03/05/14	NOR31	NORM'S PRINTING	320.72	.00	320.72	013657	OFFICE SUPPLIES-FINANCE
018124	03/05/14	PGE2A	PG&E	224.37	.00	224.37	140228	ELECT-MCDONALD, CASSANDRA,
				85.56	.00	85.56	140228A	ELECT-MARTINI PLAZA
			Check Total.....:	309.93	.00	309.93		
018125	03/05/14	SEI01	SEILER, ROY R., CPA	1555.20	.00	1555.20	26066	PROF SVCS-FINANCE
018126	03/05/14	TRI02	TRI-COUNTY NEWSPAPERS	347.87	.00	347.87	165263	Print/Advert. City Clerk
			Cash Account Total.....:	48034.74	.00	48034.74		
			Total Disbursements.....:	48034.74	.00	48034.74		
			Cash Account Total.....:	.00	.00	.00		

REPORT.: Mar 05 14 Wednesday
 RUN....: Mar 05 14 Time: 13:22
 Run By.: LORI

CITY OF CORNING
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)
 Check Listing for 03-14 Bank Account.: 1025

PAGE: 004
 ID #: PY-DP
 CTL.: COR

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
6278	03/03/14	AME20	AMERICAN WEST BANK	6976.76	.00	6976.76	B40303	HSA DEDUCTIBLE
6279	03/03/14	BAN03	POLICE OFFICER ASSOC.	250.00	.00	250.00	B40303	POLICE OFFICER ASSOC
6280	03/03/14	CAL37	CALIFORNIA STATE DISBURSE	502.61	.00	502.61	B40303	WITHHOLDING ORDER
6281	03/03/14	EDD01	EMPLOYMENT DEVELOPMENT	4121.01	.00	4121.01	B40303	STATE INCOME TAX
				1062.39	.00	1062.39	1B40303	SDI
Check Total.....:				5183.40	.00	5183.40		
6282	03/03/14	ICM01	ICMA RETIREMENT TRUST-457	366.11	.00	366.11	B40303	ICMA DEF. COMP
6283	03/03/14	PERS1	PUBLIC EMPLOYEES RETIRE	23266.50	.00	23266.50	B40303	PERS PAYROLL REMITTANCE
6284	03/03/14	PERS4	Cal Pers 457 Def. Comp	950.53	.00	950.53	B40303	PERS DEF. COMP.
6285	03/03/14	STA04	STATE OF CALIFORNIA	525.18	.00	525.18	B40303	WAGEASN 1107012828
6286	03/03/14	VAL06	VALIC	560.00	.00	560.00	B40303	AIG VALIC P TAX
Cash Account Total.....:				38581.09	.00	38581.09		
Total Disbursements.....:				38581.09	.00	38581.09		

Date.: Mar 5, 2014
Time.: 1:03 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
ECONOMY INN, R.E. SHORT CONSTRUCT	945 HIGHWAY 99W	CORNING, CA 96021 RED BLUFF, CA 96080	PANDYA SHORT	GAURANG MOTEL - 18 UNITS R.E. CONTRACTOR	02/20/14 02/21/14	(530) 824-4322 (530) 529-1041

CITY OF CORNING

FEBRUARY 2014

TREASURERS REPORT

AGENCY	BALANCE	RATE
LOCAL AGENCY INVESTMENT FUND	1,778,746.45	.26

Respectfully Submitted

Pala Cantrell
City Treasurer

3/4/2014
3:22:18PM

CITY OF CORNING
PERMITS ISSUED (sort by Permit #)
For the Period 2/1/2014 thru 2/28/2014

Owner and Address	Parcel Number	Issued On	Valuation
PATRICK EARNSHAW 2087 DOLLA CT CORNING CA 96021 Permit Description: REROOF	7106230 Site Street Address: 2087 DOLLA CT	2/5/2014	4,477.00
ROLLING HILLS CLINIC 740 SOLANO ST CORNING CA 96021 Permit Description: INCLOSE CARPORT & REMODEL	7301056 Site Street Address: 740 SOLANO ST	2/12/2014	104,000.00
GARY STRACK 1211 BUTTE ST CORNING CA 96021 Permit Description: CHANGE OUT HVAC DUCTING	7111402 Site Street Address: 1211 BUTTE ST	2/12/2014	2,200.00
ERNIE PARTIDA 849 HICKORY ST CORNING CA 96021 Permit Description: ADD COVERED PATIO	7316512 Site Street Address: 849 HICKORY ST	2/14/2014	2,000.00
ALFRED DRUM 806 REACH ST CORNING CA 96021 Permit Description: REROUTE GAS LINE	7307105 Site Street Address: 806 REACH ST	2/18/2014	200.00
LOIS CLERK 1600 SOLANO ST #E CORNING CA 96021 Permit Description: ADD 1 SINK	7112102 Site Street Address: 1600 SOLANO ST #E	2/19/2014	500.00
AL McKNIGHT 1752 TAFT AVE CORNING CA 96021 Permit Description: EATEND DUCTING TO BATH & LAUNDRY	7119110 Site Street Address: 1752 TAFT AVE	2/20/2014	1,000.00

3/4/2014
3:22:18PM

CITY OF CORNING
PERMITS ISSUED (sort by Permit #)
For the Period 2/1/2014 thru 2/28/2014

Owner and Address	Parcel Number	Issued On	Valuation
LOUIS DAVIES 911 SOLONO ST CORNING CA 96021 Permit Description: ADD 4 COMM BRANCH CIRCUITS	7306405 Site Street Address: 911 SOLONO ST	2/21/2014	800.00
PHILLIP McCORKE 1410 FIG LN CORNING CA 96021 Permit Description: TEAR OFF & REROOF	7126312 Site Street Address: 1410 FIG LN	2/21/2014	3,000.00
KEN VAUGHN 525 FIRST ST CORNING CA 96021 Permit Description: C/O 2 TON HVAC UNIT	7303413 Site Street Address: 525 FIRST ST	2/24/2014	9,839.16
HECTOR MARISCAL 530 TOOMES AVE CORNING CA 96021 Permit Description: STUCCO EXTERIOR	7106239 Site Street Address: 530 TOOMES AVE	2/24/2014	3,600.00
MICHAEL KEELING 1422 MARIN ST CORNING CA 96021 Permit Description: STUCCO EXTERIOR	7112612 Site Street Address: 1422 MARIN ST	2/25/2014	5,500.00
GEORGINA SANDERS 1503 YOLO ST CORNING CA 96021 Permit Description: ADD 4' FRONT YARD FENCE	7112304 Site Street Address: 1503 YOLO ST	2/26/2014	400.00
TREVOR TAYLOR 1014 FIFTH AVE CORNING CA 96021 Permit Description: REPLACE SEWER MAIN	7117204 Site Street Address: 1014 FIFTH AVE	2/26/2014	1,000.00

14 Permits Issued from 2/1/2014 Thru 2/28/2014 FOR A TOTAL VALUATION OF \$ 138,516.16

*** END OF REPORT ***

RECEIVED

MAR 03 2014

CITY OF CORNING



**CITY OF CORNING
WASTEWATER OPERATION SUMMARY REPORT
FEBRUARY 2014**

Severn Trent Services
25010 Gardiner Ferry Rd
P.O. Box 230
Corning, CA 96021
United States

T: +1 530 824 5863
F: +1 530 824 5769

www.severntrentservices.com

Below is a summary of the Monthly Operations Report that will be available for City review on March 2014

- 1) Filled out monthly reports.
- 2) Performed weekly Operator 10 maintenance on all plant equipment.
- 3) Changed flow disk.
- 4) Cleaned EQ basin and informed Public Works of repairs needed to asphalt
- 5) Held training on airline respirators.
- 6) Staff meeting on plant operations and issues.
- 7) Changed chart on So3 analyzer.
- 8) Safety meeting.
- 9) Calibrated SO3 analyzer
- 10) Inspected eyewash and emergency showers.
- 11) Replaced extension cord on EQ basin decant pump
- 12) Cleaned So2 pump.
- 13) Checked storm water discharge sites at WWTP and airport.
- 14) Collected storm water sample from airport
- 15) Tested all chlorine and So2 leak 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) Ordered new motor for helesieve
- 22) Performed monthly Plant inspection
- 23) Checked all fire extinguishers.
- 24) Northern Lights Energy here to fill emergency generator fuel tank (300gal)
- 25) Completed SSO no spill report.
- 26) Changed out drive belts on west aerator
- 27) Collected monthly river samples.
- 28) Ordered safety supplies for new boat
- 29) Replaced sump pump in RAS meter vault.
- 30) Marked confined space locations
- 31) Cleaned out head works channel with Vac Con truck.
- 32) Worked on pretreatment inspection binder
- 33) Replaced drive belts on north screw pump
- 34) Replaced extension cord on effluent flow meter vault sump pump
- 35) Installed new motor on helesieve, filled gear box with oil and returned to service.
- 36) Picked up fish for bioassay test.
- 37) Mowed lawns

- 38) Performed pretreatment inspections of Corning Olive Oil, Old Friend's Café, Flying Boat, Montes grill and the Corning Chinese Restaurant, spoke with owners regarding importance of program and compliance.
- 39) Repaired trash collection tube on helesieve.

February 2014

Domestic Flow Monthly Average = 700,285 GPD

**ITEM NO: G-9
APPROVE REQUEST FOR AN AG WELL
WITHIN CITY LIMITS LOCATED AT 250 E.
CARONA AVENUE**

MARCH 11, 2014

**TO: HONORABLE MAYOR AND COUNCILMEMBERS
OF THE CITY OF CORNING**

**FROM: JOHN L. BREWER, AICP; CITY MANAGER
PATRICK WALKER, DIRECTOR OF PUBLIC WORKS**

SUMMARY:

Staff has received a request from James Allen property owner of 250 E. Carona Avenue, Corning (APN 73-120-11) to drill an agricultural well on his 10 acres located within the Corning City Limits. Mr. Allen owns a house on the property with an olive tree orchard. The property has access to City sewer services, but is more than 200 feet from City water services. The current water well on the property provides water to both the residence and to the orchard, but with concerns for possible drought conditions Mr. Allen would like to drill a separate water well that would provide an additional water source on his property.

Upon completion of the new water well installation the currently existing water well will be disconnected from providing irrigation services. The older water well will be for domestic water only and will service the single residence. The newer water well will be in service for irrigation/agriculture use only.

BACKGROUND:

Corning Municipal Code Section 13.08.230 prohibits the drilling of new water wells within the City Limits if municipal water services are located within two hundred feet of any property line of the premises.

Corning Municipal Code Section 13.08.240 allows for an exception for new agriculture wells on parcels of at least five acres in size. Section 13.08.240 also grants City Officials the authority to enter said premises and conduct inspection of the well and any pertaining connections.

The purpose of this agricultural well is for the sole use of irrigation. Therefore, Staff recommend that City Council authorize the drilling of an agricultural well located at 250 E. Carona Avenue, Corning (APN 73-120-11)

RECOMMENDATION:

**MAYOR AND COUNCIL APPROVE REQUEST FOR AN AG WELL WITHIN THE CITY LIMITS
LOCATED AT 250 E. CARONA AVENUE.**

PW

February 6, 2014

To: City of Corning
Public Works

Director,

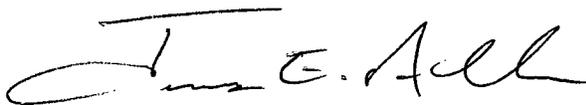
My name is James Allen and I own 10 acres of olives at 250 E. Carona Ave. in the City of Corning.

The property currently has a well on it that supplies both domestic and irrigation water. We are on the city sewer. Due to the continuing drought conditions it has become necessary to drill another well to supply irrigation water. The existing well will supply domestic water. The new proposed well is approximately 120' east of the existing well and house.

Heitman Drilling has initiated the permit process with the County and I understand that I have to submit this letter to the City of Corning for approval.

If there are any questions I can be reached at 824-5926 or %30 521-8663.

Thank you for your time.



James Allen
3228 Marguerite Ave.
Corning CA 96021

RECEIVED
MAR 06 2014
CITY OF CORNING

RECEIVED
MAR 05 2014
CITY OF CORNING

13.08.230 Drilling of new wells prohibited.

No person or other entity shall drill for water within the city limits of the city of Corning without first obtaining a permit therefor from the person designated as the water superintendent of the city. The water superintendent of the city shall deny the issuance of the permit if, in his or her opinion, the premises where the well is to be located can reasonably be served by the municipal water system. If municipal water services are located within two hundred feet of any property line of the premises, it is presumed that the premises can "reasonably be served" by the municipal water system, notwithstanding the cost to be borne by the private party in having such services extended.

The water superintendent of the city shall only grant such a permit when he or she determines that the premises cannot reasonably be served by municipal water services and further determines that the proposed well will not contaminate existing water sources or constitute a health hazard to the community.

When a permit is granted, it shall only continue to be valid as long as the well does not provide a source of contamination or become a health hazard and only until such time as municipal water services are extended to a location within two hundred feet of any property line of the premises. Whenever any of the foregoing circumstances occur, the permit shall automatically expire and the owner of the property where such well is located shall immediately be obligated, at his or her sole expense, to abandon the well and connect to the municipal water system after paying all applicable charges.

Any decision made by the water superintendent of the city concerning such a permit may be appealed to the city council by filing a notice of appeal, in writing, in accordance with the procedures set forth in Section 13.08.210 of this code.

(Ord. 585 §1 (part), 2001).

13.08.240 Exception for new agricultural wells on large parcels.

The drilling of wells designed strictly for agricultural purposes rather than for production of water for human consumption also requires a permit from the city. The term "agricultural" in this chapter means the growing of crops or the raising of livestock regardless of the zoning designation of the land. The water superintendent of the city shall grant a permit for this type of well when (1) the applicant signs a certification, which shall become a covenant running with the land upon recordation in the Tehama County Recorder's Office, assuring the city that the water from such well will be used strictly for agricultural purposes; (2) the applicant grants, as a part of the same certification, continuing permission for the city to enter upon his or her property to inspect such well and all connections thereto; (3) the water superintendent determines that the proposed well will not contaminate existing water sources or constitute a health hazard to the community; and (4) the parcel on which the well is proposed to be placed is at least five acres in size.

(Ord. 585 §1 (part), 2001).



PROPERTY LINE

10 AC.

AP# 073-120-11-1

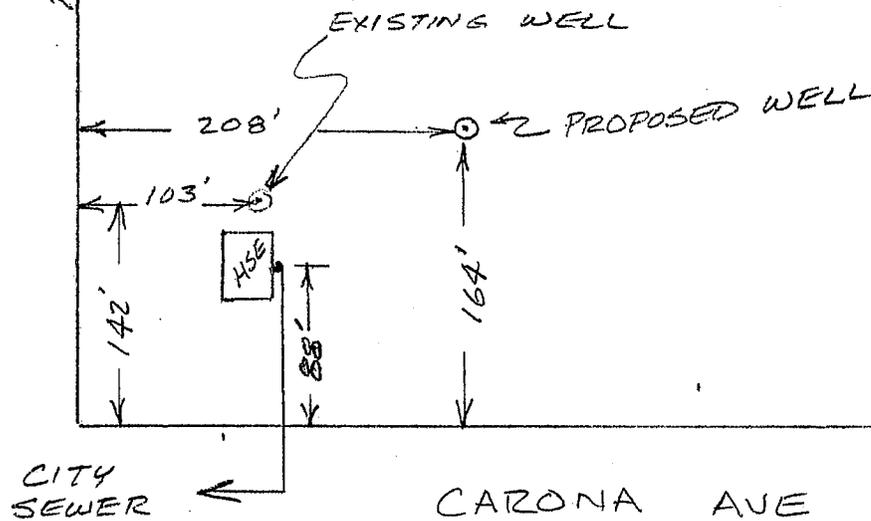
LDT 7 BLK 22 MAYWD. COL.

250 E. CARONA / 23388 CARONA AVE

James Allen

+

PROPERTY LINE

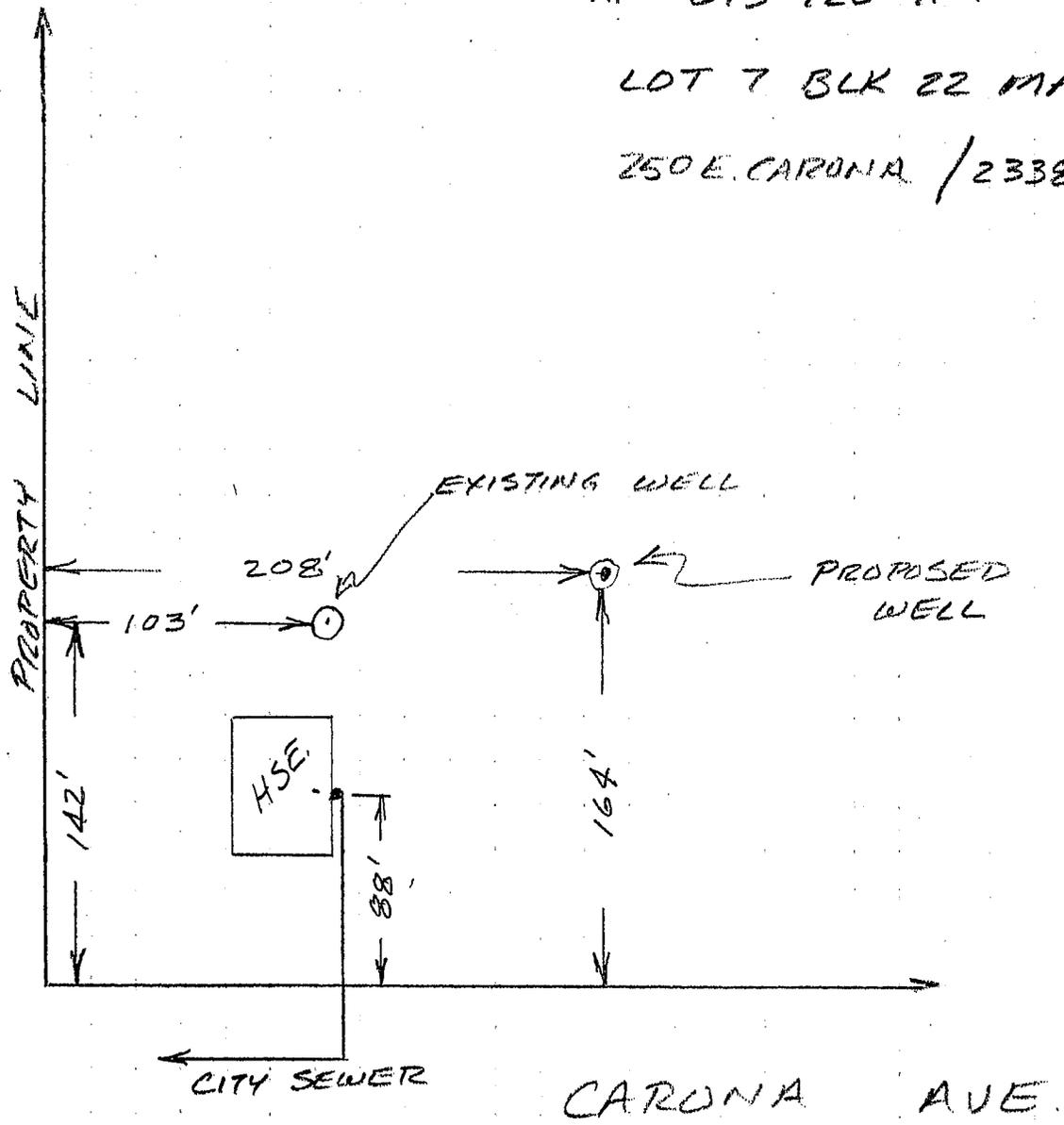


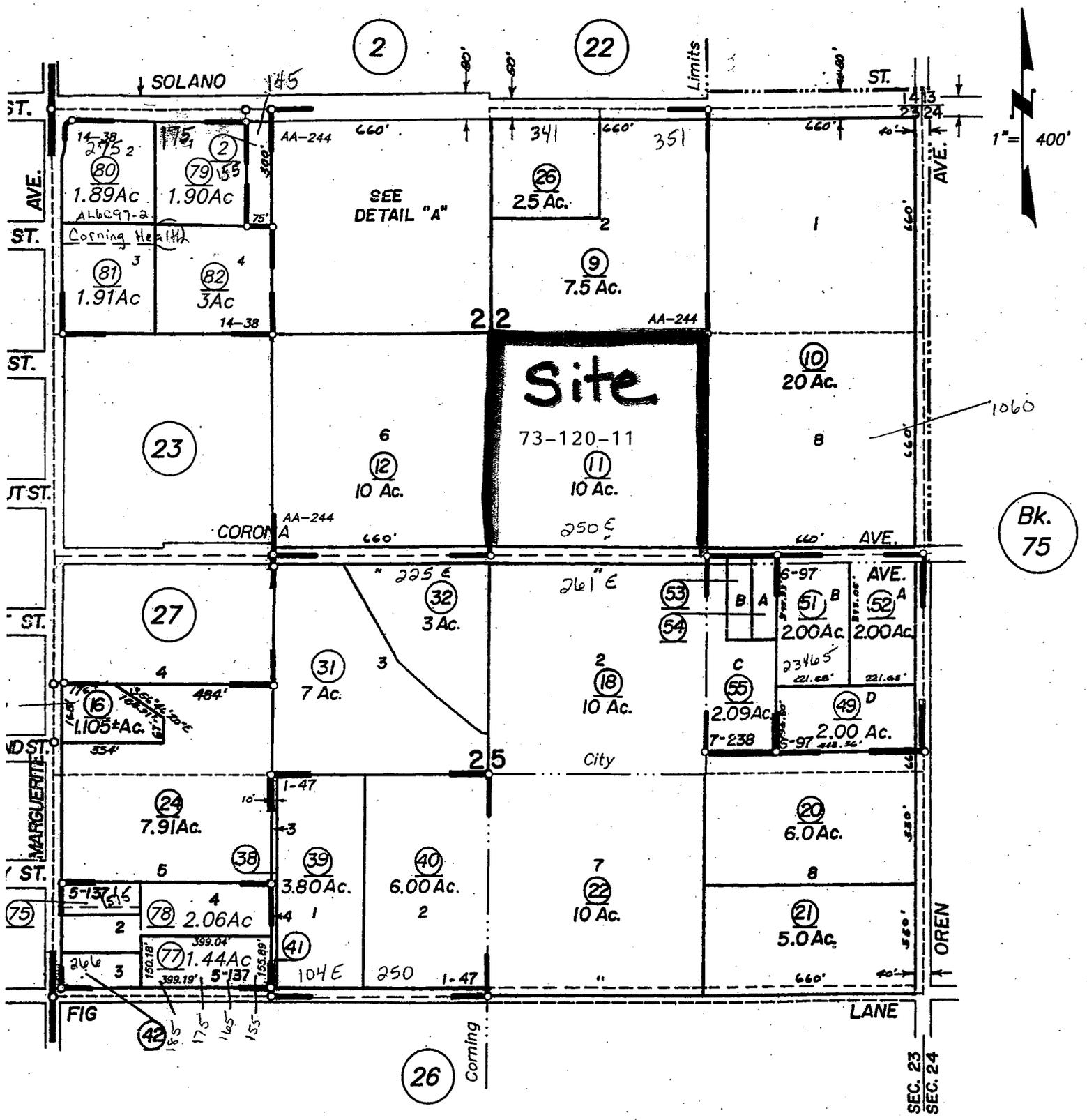
James Allen

AP# 073-120-11-1

LOT 7 BLK 22 MAYWOOD COL.

250 E. CARONA / 23388 CARONA AVE.





Assessor's Map Bk. 73 -Pg. 12
County of Tehama, Calif.

NOTE-Assessor's Block Numbers Shown in Ellipses
Assessor's Parcel Numbers Shown in Circles

3-15-10

**ITEM NO.: I-10
CONTINUED PUBLIC HEARING
AND ACTION ON REQUEST FOR
DISPOSAL SERVICE RATE
INCREASE**

March 11, 2014

**TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: CITY MANAGER JOHN L. BREWER, AICP**



SUMMARY:

Waste Management District Manager Matt Fryer presented a letter (dated 12/2/2013) that requested a 0.99% increase in the garbage collection rates within the City of Corning. In response to the request, Staff scheduled the matter for Council consideration and sent out postcard notices of the hearing to all utility customers.

The letter and the proposed new rates based on the 0.99% increase were presented during the February 11, 2014 City Council Meeting Public Hearing. Staff explained that the Annual Consumer Price Index (CPI) increases and Fuel Cost adjustments were specifically addressed within the Collection Services Contract (attached is a copy of those sections of the contract).

Mr. Fryer informed the Council he had updated information from Kristina Miller, Tehama County Sanitary Landfill Manager advising that effective March 1st "tipping fees" at the Landfill will increase by 11.6%. Due to the unforeseen tipping fee increase, Mr. Fryer explained that he would need to modify the proposed 0.99% rate increase. For that reason, the City Council continued the public hearing until tonight. Mr. Fryer presented a revised letter and rate schedule. The letter and the proposed new rates are attached as Exhibits "A" & "B", respectively. Staff prepared and mailed notices advising of the proposed revised rate increase to all utility customers.

The adjusted rate increase requested by Corning Disposal Service Incorporated and Waste Management Inc. totals 3.35% (.99% for CPI and Fuel Cost Adjustments and 2.36% for increased tipping fees at the Tehama County Landfill). The regular residential rate, if approved, would rise from \$21.17 to \$21.88, a \$0.71 per month increase. The Senior Citizen rate for the smaller 32 gallon roller cart will rise from \$10.59 to \$10.87 per month. Commercial rates vary by service need and will also increase by 3.35% (same as the residential rate). See the attached proposed City of Corning Rate Schedule (Exhibit "B").

BACKGROUND:

Several years ago Corning Disposal requested a special rate increase to cover the unanticipated cost of increased dump fees. The City Council granted that increase, but explained to the Disposal's Management that in the future, the Council would consider County Dump tipping fees to be a normal cost of business, and would not consider special rate hikes unless there was an extraordinary increase like the one that had just occurred.

At the February 11, 2014 Public Hearing for the Disposal Rate Increase, Council was informed by Waste Management District Manager Matt Fryer of the 11.6% "tipping fee" increase effective March 1st at the Tehama County Landfill. Mr. Fryer explained that he received information on the rate increase just that afternoon, following his initial proposed rate increase figures to the City Manager. In light of this new information, he seeks to revise the prior rate increase request to include an additional 2.36% to help defer the costs associated with the tipping fee increase.

When diesel fuel costs rose dramatically, the City Council assigned a committee of two Council Members to meet with Corning Disposal's Management and find a solution that was fair both to the customers and the Garbage Company. The result was the rate increase limited to the CPI, with a component of the rate increase based upon a fuel cost index. The Council Committee and Staff recognized that fuel is only a small part of the standard CPI measure.

By implementing these limits on potential rate increases, the City has been able to hold the rate increases down while simplifying the process.

The current and proposed Corning rates are compared to the rates in surrounding communities on the attached rate comparison sheet (Exhibit "C"). This survey shows that only the Cities of Anderson, Shasta Lake and City of Redding have lower rates than Corning, but the Cities of Anderson and Shasta Lake do not provide street sweeping services. Also the Cities of Anderson and Redding charge extra for "White Goods Curbside" (appliance pick-up), and Shasta Lake City does not provide this service. Only Corning, Red Bluff and Redding have street sweeping included as a part of the service.

The Refuse Collection Agreement between the City of Corning and Corning Disposal provides for an annual rate increase equal to the Consumer Price Index for the 12-month period ending on the prior September 30th. The Consumer Price Index (CPI) indicates that **inflation for this period is 1.19%**. In addition to the Annual Rate Adjustment as stated in Section 8.4 of the Agreement, Corning Disposal/Waste Management acknowledged a "**Fuel Cost Adjustment**" **decrease of 0.20%** for diesel fuel costs due to the decrease in the Franchise Contract fuel index for the same period as provided for in Section 8.5 on Page 8 of the Refuse Collection Agreement.

The Consumer Price Index is based on the "shopping cart" concept for the consumer, and not for businesses involved heavily in trucking. The factor for diesel fuel in the CPI increase does not reflect the real impact upon transportation related business. For fuel costs, the proposed rate increase is always after the fact and allows for a catch up. The "Fuel Cost Adjustment" decreased by 0.20% this year. The actual rate language from the Agreement is included for Council reference following the Recommendation.

Postcard Notices (copy attached) of this hearing were sent to all utility customers on December 20, 2013 in accordance with Proposition 218, the "Right to Vote on Taxes Act". No protests were received at the initial February 11, 2014 Public Hearing which was continued to the meeting being held tonight. New Postcard Notices were sent to all utility customers on February 19, 2014 informing of the revised rate increase request as discussed at the February 11, 2014 City Council Meeting and notifying of the protest date extension to March 11, 2014. All protests received to date are attached.

Staff recommends that the Mayor and City Council continue the advertised Public Hearing on the proposed refuse rate increase to be effective April 1, 2014 for residential and commercial refuse accounts in the City of Corning.

RECOMMENDATION:

MAYOR AND COUNCIL, HAVING CONDUCTED THE PUBLIC HEARING AND RECEIVED ALL PROTESTS; APPROVE THE PROPOSED DISPOSAL SERVICE RATE INCREASE OF 3.35%, AS SHOWN ON THE RATE SCHEDULE ATTACHED AS EXHIBIT "B", TO BE EFFECTIVE APRIL 1, 2014. THIS RATE INCREASE EQUATES TO AN ADDITIONAL \$0.71 (RESIDENTIAL) PER MONTH, AND \$0.28 PER MONTH (SENIOR).

Excerpt from Franchise Agreement

8.4 Annual CPI Rate Adjustment. Commencing on April 1, 2009, and on April 1 annually thereafter, the residential and commercial rates set forth on Exhibit C may, subject to CITY Council review and approval, which approval shall not be unreasonably withheld, be adjusted by a percentage equal to one hundred percent (100%) of the increase in the Consumer Price Index ("CPI"), All Urban Consumers, West-C, for the 12-month period ending on the prior September 30. Not later than November 30 of each year, CONTRACTOR shall notify the CITY of its intent to increase the rate and provide the rate computations and a proposed new schedule. The CITY Manager shall promptly schedule the request for a rate adjustment on the next CITY Council agenda at which action could be taken in accordance with all applicable laws and regulations.

8.5 Fuel Cost Adjustment. In addition to the CPI and other rate adjustments provided by this Section 8, the rates in Schedule C may be further adjusted for changes in fuel costs associated with performance of the services hereunder in the manner provided below.

8.5.1 Not later than November 30 of each year, CONTRACTOR shall notify the CITY of any intent to seek a fuel cost adjustment. CITY may also by such date each year notify CONTRACTOR of its intent to seek a fuel cost adjustment. CONTRACTOR, on its own initiative or at the request of the CITY, shall then submit to CITY a written proposal for a fuel cost rate adjustment, including a report detailing the calculations in accordance with the formula agreed to below. Within thirty (30) days after CONTRACTOR provides the CITY with such proposal and report, the CITY shall notify the CONTRACTOR in writing as to whether the CITY accepts such information as complete or specifying any respect in which the CITY deems such information incomplete or deficient. CITY shall attempt in good faith to review such information and complete all its deliberations in connection therewith within ninety (90) days from the date of submittal of the proposal and report to the CITY. The effective date for any such increase, if approved, shall be April 1.

8.5.2 The fuel cost adjustment shall be calculated by the following formula:

$$(1 + [(Fuel\ Cost\ Change - CPI\ Change) \times Fuel\ Percentage]) \times Old\ Rate = New\ Rate$$

The terms used in the preceding formula shall have the following meanings:

"Fuel Cost Change" means, for No. 2 diesel fuel, the average price for California No. 2 diesel fuel for the twelve (12) month period immediately preceding the submission of a proposal and report by the Contractor divided by such average price for the immediately preceding 12 month period average price for the calendar year preceding the most recent calendar year. The price used to compute the Fuel Cost Change shall be the price reported by the United States Department of Energy, Energy Information Administration. In the event that price is no longer reported, the parties will designate a new methodology for determining the price based on comparable data. For fuels other than No. 2 diesel, the Contractor shall calculate the change in fuel cost using the same time periods and a reasonably comparable fuel price index.

"CPI Change" means the average Consumer Price Index, All Urban Consumers, West-C for the most recently completed calendar year divided by such average price for the calendar year proceeding the most recent calendar year.

"Fuel Percentage" means the CONTRACTOR's total cost for diesel fuel (or such other fuel as is employed by CONTRACTOR) incurred during the most recent calendar year divided by CONTRACTOR's total operating revenue for such calendar year, in both cases calculated for CONTRACTOR's operations district that includes the CITY.

"Old Rate" means each of the rates on Exhibit B, as they may have been previously adjusted or amended.

"New Rate" means the new rate calculated pursuant to the preceding formula that will replace the Old Rate.

8.5.3 This rate adjustment for fuel costs shall be in addition to, and not in lieu of, any other rate increase to which CONTRACTOR may be entitled under this Agreement. Under no circumstances may an adjustment for fuel costs reduce a rate below the base rates as specified in Exhibit C, as increased for changes pursuant to this Section 8. Adjustments for fuel costs shall only be made to increase or reduce (but not below zero) prior adjustments for fuel costs. In addition to the preceding limitations on fuel cost adjustments, the percentage increase or decrease in the New Rate from the Old Rate in any single adjustment for fuel costs shall not exceed 2%.

8.6 Uncontrollable Circumstances Adjustment. In addition to the above, at any time during the term of this Agreement, CONTRACTOR may request in writing to the CITY Manager a rate increase in an amount sufficient to compensate CONTRACTOR for increases in costs that are beyond the control of CONTRACTOR. Such changes would include, but not be limited to, changes in federal, state or local laws regulating the work performed by CONTRACTOR (including without limitation changes in law regarding air quality, waste handling and hazardous waste issues with respect to street sweeping), changes in the tipping fees, processing fees or handling fees charged to CONTRACTOR for the disposal of Refuse, or recycling or handling of Green Waste and Recyclable Materials and percentage increases in subcontractor charges for street sweeping that exceed the percentage increase from the annual rate adjustment. The CITY Manager shall promptly schedule any request for a rate increase on the next CITY Council agenda at which action can be taken in accordance with all applicable laws and regulations. Any proposed rate increase shall be conditioned upon CITY Council approval, which shall not be unreasonably withheld. Any such rate increase, if approved, would take effect within three (3) months after CONTRACTOR's written request for such increase.



CORNING DISPOSAL
3281 HIGHWAY 99 W
CORNING, CA 96021

February 11, 2014

RECEIVED
FEB 11 2014
CITY OF CORNING

John Brewer
City Manager
City of Corning
994 3rd Street
Corning, CA 96021

Dear Mr. Brewer,

On December 2, 2013 I sent the City of Corning notice of a proposed rate increase in accordance with our franchise agreement. The proposed increase is 1.19% for the change in CPI and a decrease of .20% for the change in the diesel index. Together the combined proposed increase is .99%.

Today I received some additional information from the Tehama County Landfill regarding tipping fee adjustments for 2014. The landfill is set to raise the tipping fee 11.6% on March 1, 2014 from the current rate of \$48.63 to \$54.26 per ton.

Given the fact that under normal circumstances the annual change in tipping fees is much smaller, the increased expense is usually covered by a portion of the CPI increase. Unfortunately, this increase is much larger than normal, so as a result, WM would like to request an additional increase under Section 8.6 of our franchise agreement – "Uncontrollable Circumstances Adjustment".

I realize that there is a public hearing regarding the initial submitted rate increase on 2/11/14, WM respectfully requests that the hearing be postponed so that we could re-submit our rate increase to the City, including this extraordinary adjustment.

If you have any questions, please let me know.

Sincerely,

Matt Fryer
District Manager



**CITY OF CORNING
RATE SCHEDULE
2014 CPI, FUEL, and Disposal
Effective April 1, 2014**

Price Change Factors	
1.19%	-0.20%

	Current Rate	CPI Adjustment	Fuel Adjustment	Disposal Adjustment	New Rate Effective 4/1/2014
Roller Carts (96-Gallon)	\$21.17	\$0.25	-\$0.04	\$0.50	\$21.88
Senior Citizen Roller Cart (32-Gallon)	\$10.59	\$0.13	-\$0.02	\$0.17	\$10.87

		Current Rate	CPI Adjustment	Fuel Adjustment	Disposal Adjustment	New Rate Effective 4/1/2014
1 96-Gallon Roller Cart	1X Week	\$21.17	\$0.25	-\$0.04	\$0.41	\$21.79
1 Yard	1X Week	\$68.17	\$0.81	-\$0.14	\$0.82	\$69.66
1 Yard	Extra Pickup	\$14.89	\$0.18	-\$0.03	\$0.19	\$15.23
1.5 Yard	1X Week	\$95.21	\$1.14	-\$0.19	\$1.23	\$97.39
1.5 Yard	2X Week	\$174.01	\$2.08	-\$0.35	\$2.46	\$178.20
1.5 Yard	Extra Pickup	\$20.83	\$0.25	-\$0.04	\$0.28	\$21.32
2 Yard	1X Week	\$122.37	\$1.46	-\$0.25	\$1.64	\$125.22
2 Yard	2X Week	\$240.80	\$2.87	-\$0.49	\$3.29	\$246.47
2 Yard	3X Week	\$306.54	\$3.66	-\$0.62	\$4.93	\$314.51
2 Yard	Extra Pickup	\$26.77	\$0.32	-\$0.05	\$0.38	\$27.42
3 Yard	1X Week	\$174.01	\$2.08	-\$0.35	\$2.46	\$178.20
3 Yard	2X Week	\$310.85	\$3.71	-\$0.63	\$4.93	\$318.86
3 Yard	3X Week	\$401.58	\$4.79	-\$0.82	\$7.39	\$412.94
3 Yard	Extra Pickup	\$38.06	\$0.45	-\$0.08	\$0.57	\$39.00
4 Yard	1X Week	\$228.26	\$2.72	-\$0.46	\$3.29	\$233.81
4 Yard	2X Week	\$388.81	\$4.64	-\$0.79	\$6.57	\$399.23
4 Yard	3X Week	\$524.86	\$6.26	-\$1.07	\$9.86	\$539.91
4 Yard	4X Week	\$711.34	\$8.48	-\$1.45	\$13.14	\$731.51
4 Yard	Extra Pickup	\$49.94	\$0.60	-\$0.10	\$0.76	\$51.20
6 Yard	1X Week	\$310.85	\$3.71	-\$0.63	\$4.93	\$318.86
6 Yard	2X Week	\$524.88	\$6.26	-\$1.07	\$9.86	\$539.93
6 Yard	3X Week	\$738.76	\$8.81	-\$1.50	\$14.79	\$760.86
6 Yard	4X Week	\$929.78	\$11.09	-\$1.89	\$19.71	\$958.69
6 Yard	Extra Pickup	\$68.01	\$0.81	-\$0.14	\$1.14	\$69.82

	Current Rate	CPI Adjustment	Fuel Adjustment	Disposal Adjustment	New Rate Effective 4/1/2014
4 Yard "BIN-A-DAY" 3 Day Rental	\$95.98	\$1.14	-\$0.20	\$3.29	\$100.21
Basic rate for Temporary Drop Box Service					
20 Yard	\$455.03	\$5.43	-\$0.93	\$12.39	\$471.92
30 Yard	\$506.64	\$6.04	-\$1.03	\$17.45	\$529.10

RECEIVED
FEB 11 2014
CITY OF CORNING

**CITY OF CORNING
FUEL COST ADJUSTMENT CALCULATION**

Diesel % Change	-1.90%
CPI % Change	1.19%
Net % Change	-3.09%
Fuel as a % of Operating Revenue	6.58%
Adjustment Factor	-0.20%

Diesel (cents per gallon)	
Oct-12 - Sep-13	4.14
Oct-11 - Sep-12	4.22
Change	(0.08)
% Change	-1.90%

Sep-13	142.277
Sep-12	140.600
Change	1.677
% Change	1.19%

Fuel Cost	\$366,205.00
Operating Revenue	\$5,562,009.00
Fuel as a % of Revenue	6.58%

**CITY OF CORNING
CPI CALCULATION 2014**

Current CPI	Sep-13	142.277
Prior Year CPI	Sep-12	140.600
Change		1.677
CPI % Change		

Consumer Price Index - All Urban Consumers

Original Data Value

Series Id: CUURX400SA0,CUUSX400SA0

Not Seasonally Adjusted

Area: West - Size Class B/C

Item: All Items

Base Period: DECEMBER 1996=100

Download:

 .xls

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2002	111.9	112.4	112.8	113.7	112.5	112.2	112.5	113	113.1	113.3	113.1	113.1	112.8	112.6	113
2003	113.8	114.5	115.4	114.9	114.7	114.4	115.1	115.5	115.6	115.5	114.9	115.2	115	114.6	115.3
2004	116	117	117.9	117.8	118.2	117.9	117.9	118.1	118.4	119.2	119.3	119	118.1	117.5	118.7
2005	119.5	119.6	120.4	121.4	121.3	121.1	121.3	122	123.1	123.6	122.8	121.8	121.5	120.6	122.4
2006	122.9	123.7	124.2	124.9	125.7	125.6	125.6	126.2	125.9	125.5	125.1	125	125	124.5	125.6
2007	126.244	126.805	127.848	128.843	129.129	129.262	129.067	128.939	129.064	129.866	130.581	130.481	128.844	128.022	129.666
2008	131.328	131.538	132.896	133.694	134.023	135.283	136.021	135.207	134.834	133.795	131.44	129.725	133.315	133.127	133.504
2009	130.682	131.636	131.775	131.912	131.99	132.952	132.774	132.756	133.128	133.618	133.335	133.132	132.474	131.825	133.124
2010	133.366	133.513	133.863	134.133	133.889	133.635	133.685	133.704	133.544	133.745	133.93	134.328	133.778	133.733	133.823
2011	134.917	135.826	137.2	138.174	138.598	138.269	138.128	138.171	138.564	138.696	138.411	138.017	137.748	137.164	138.331
2012	138.465	138.997	140.235	140.619	140.834	140.375	139.645	139.971	140.600	140.847	140.287	139.768	140.054	139.921	140.186

Oct-2012	4.376	4.217
Nov-2012	4.17	
Dec-2012	4.076	
Jan-2013	4.083	
Feb-2013	4.325	
Mar-2013	4.245	
Apr-2013	4.134	
May-2013	4.04	
Jun-2013	4.023	
Jul-2013	4.068	
Aug-2013	4.138	
Sep-2013	4.209	
Oct-2013	4.134	4.137

**California No 2
Diesel Retail Sales
by All Sellers
(Dollars per
Gallon)**

2013 Rates in Surrounding Areas

	Residential Curbside Trash				Yardwaste Curbside	Recycling Curbside		White Goods Curbside	Street Sweeping
	Senior	32 Gal	64 gal	96 gal	96 gal	64 or 96 gal	Basket		
Shasta County	\$8.97	N/A	\$22.81	\$26.39	N/A	Included in trash price	N/A	N/A	N/A
City of Anderson	\$8.09	N/A	\$18.12	\$19.49	Included in trash price	Included in trash price	N/A	Extra Charge	N/A
City of Shasta Lake	\$11.44	N/A	\$18.63	\$20.02	Included in trash price	Included in trash price	N/A	N/A	N/A
City of Redding	N/A	N/A	\$19.85	\$20.85	Included in trash price	Included in trash price	N/A	Extra Charge	yes
City of Chico	N/A	\$12.15	\$19.45	\$24.55	\$3.89 to \$5.60 based on lot size	Included in trash price	N/A	Extra Charge	N/A
Chico Outskirts	N/A	\$18.97	\$22.84	\$25.62	Limited-County sphere areas near City	Included in trash price	N/A	Extra Charge	N/A
City of Gridley	15.86	\$18.86	\$21.80	\$25.50	Included in trash price	Included in trash price	N/A	N/A	N/A
City of Orland	\$12.80	N/A	\$18.66	\$26.63	\$4.81	Included in trash price	N/A	N/A	N/A
City of Willows	\$12.80	N/A	\$18.66	\$26.63	\$4.81	Included in trash price	N/A	N/A	N/A
Glenn County	\$14.53	\$23.33	\$25.33	\$35.41	N/A	Included in trash price	N/A	N/A	N/A
City of Red Bluff	\$9.93	\$13.24	\$19.08	\$21.97	Owner provided can in rate – cart extra \$1.47	Basket in rate – cart extra \$1.47	Included in trash price	N/A	Yes
Tehama County	N/A	\$13.29	\$19.09	\$23.41	Owner provided can in rate – cart extra \$2.00	Basket in rate – cart extra \$2.00	Included in trash price	N/A	N/A
City of Corning	\$10.59	N/A	N/A	\$21.17	Included in trash price	Included in trash price	N/A	Quarterly	Yes

#1 Tehama County, Red Bluff, Glenn County, Orland, Willows, Gridley, Anderson and Corning provide every other week services for recycle and yard waste
 #2 Chico provides weekly collection of recycle and yard waste

Exhibit "c"

Notice to Property Owners

Revised Proposed Annual CPI Increase for Disposal Service

Each year Corning Disposal Company may request a Refuse Customer rate increase limited to the past year's Consumer Price Index. **City Council has set March 11, 2014 to continue the Public Hearing on a revised rate increase proposal.**

Immediately prior to the scheduled February 11, 2014 Public Hearing, Corning Disposal was informed of a "tipping rate" increase of 10.4% at the Tehama County Landfill effective March 1st. This necessitated Corning Disposal increasing their previous rate increase request by 2.36% for a total request of 3.35%. This equates to a proposed rate increase of \$0.71 per month on a residential bill, and an increase of \$0.28 per month for the Senior Rate. 6

This Hearing allows the City Council and the Public the opportunity to discuss and object to the rate increase, but, according to the contract, "the City Council shall not unreasonably withhold" the rate increase.

Corning Disposal's Service includes yard waste pickup, twice a month residential street sweeping, weekly commercial street sweeping, recycling, and scheduled 3 large household item pickup up per customer per year at no additional cost! Surveys continue to confirm that Corning's refuse collection rates and services are among the best in the area.

<u>Monthly Service Charges for both Residential and Commercial customers is proposed to increase by 0.99%.</u>		
<u>Current</u>		<u>Rate</u>
<u>Monthly Rate</u>		<u>Effective April 1, 2014</u>
\$21.17	for a 96 gallon roller cart	\$ 21.88
\$10.59	for a 32 gal Senior Citizen cart	\$ 10.87
Commercial Rates will go up by 3.35%. The Commercial 96 gal roller cart will also be set at \$21.88.		

Because City Code requires all residents to take the disposal service at the negotiated fee, the City believes it must inform every property owner and conduct a public hearing to receive any fee protests. Please contact City Hall at 530-824-7033 if you have questions.

Only Written Protests filed by Property Owners will be counted. If a majority so protests, the rate increase will not be enacted. Protests should be sent to: City Clerk, 794 Third St., Corning, CA 96021 and must be received by March 11, 2014 to be presented to the City Council during the Public Hearing. Written protests may also be personally delivered to the Hearing. Your protest must include your name, the address and Assessor's Parcel Number of your property within the City (this is found on your tax bill).

Notice of Public Hearing

The City Council encourages you to attend the continued Public Hearing, on Tuesday, March 11, 2014, at 7:30 PM, to be held in the City Council Chambers, 794 Third Street, Corning, California.

**ITEM NO.: J-11
APPROVE SERVICE AGREEMENT WITH BOB
METZGER AND OVERCOMING DRAFTING
SERVICES TO PROVIDE FLOORING PLANS FOR
RODGERS THEATER**

MARCH 11, 2014

**TO: HONORABLE MAYOR AND COUCILMEMBERS
OF THE CITY OF CORNING**

**FROM: JOHN L. BREWER, AICP; CITY MANAGER JLS
PATRICK WALKER, DIRECTOR OF PUBLIC WORKS PW**

SUMMARY:

Contractor Bob Metzger and Overcoming Drafting Services have presented a Service Contract Agreement to prepare construction drawings for the floor within the theater for a cost of \$543.90. The City currently has budgeted \$10,000 for Rodgers Theater Restoration for Fiscal Year 2013/2014. Staff recommends that these funds be used to obtain the construction drawings. Staff is requesting \$700 to allow for any contingencies.

At the end of February 2014, Assistant Public Works Director Steve Lindeman, Building Official Terry Hoofard, and Contractor Bob Metzger met at Rodgers Theater to discuss floor installation and ADA requirements.

Staff recommends that City Council approve the presented Service Agreement with Contractor Bob Metzger and Overcoming Drafting Services to provide construction plans for flooring in Rodgers Theater. Contractor Bob Metzger provided the architectural plans for the already completed Phase 2, Restroom Restoration Project.

BACKGROUND:

In June 2010 the City of Corning received a grant to execute improvements to the Rodgers Theater. This phase included a new roof, two new HVAC units and structural improvements. The funding source for these improvements was the \$220,000 from the State of California Department of Parks and Recreation along with \$40,604 from the California Energy Commission.

In early 2013 new restrooms were installed in the theater for a contract cost of \$89,500. Resources used for the restroom improvements were a combination of funds from the grant money from the State of California Parks and Recreation, the McConnell Foundation and the Corning Community Foundation.

Although the \$220,000 funds from the Parks and Receptions grant has been entirely expended by the City of Corning, the State is withholding \$44,000 as retention. The last

condition (required by the State) is for the Rodgers Theater to be open to the public. The deadline to complete this phase (flooring) and have the Rodgers Theater open for use is March 2015. Once that condition has been met and a final inspection has been conducted, the State will release the retention funds to the City.

RECOMMENDATION:

THAT THE MAYOR AND CITY COUNCIL APPROVE THE SERVICE AGREEMENT WITH BOB METZGER AND OVERCOMING DRAFTING SERVICE FOR CONSTRUCTION PLANS NOT TO EXCEED \$700 AND TO BE FUNDED BY RODGERS THEATER RESTORATION BUDGET LINE NUMBER 402-9116-6125.

SERVICE-CONTRACT AGREEMENT

Office of Bob Metzger and Overcoming
Drafting Service Referred to as O. D. S.

PROJECT DESCRIPTION:

The following is the description of the project Rodger Theatre Drawing agreed upon by the owner City of Corning and Bob Metzger at the office of O. D. S. This description can be used to set boundary of the work to be done by O. D. S. and can be used as a quote for the same project; Architectural drawings for construction purposes.

The charge by O. D. S. for the above agreed project description is _____. This cost will cover all the work for the drafting service from the start of the project through the preliminary plans to the final draft of plans including the (plan check at the building department as specified below). This cost does not include other cost; see quote. Final payment is due and payable on "completion of plans." Completion of plans means the final draft of the plans are finished and are ready to be printed. O. D. S. is ready to run prints and copies as needed and ready to be picked up by the owner. "Completion of plans" also means the owner has checked over the plans for completeness and accuracy. Therefore O. D. S. has fulfilled its obligation of the job description and the service will be final with the following exceptions. _____

PLAN PROCESS AND INFORMATION:

Normally O. D. S., as a general practice of business, will go through preliminary plans before the final draft of the project is done. This is to guarantee the owner a period of time to check the plans for completeness and to make sure every component of the project is included in the plans. Cost of plans covers one or sometimes two preliminary drawings. During the course of the plans if O. D. S. realize that the cost of the plans will not cover the preliminary design process requested by the owner, O. D. S. will notify the owner prior to finalizing the plans the additional cost of \$ _____. Date: _____, due on "Completion of plans". Plans drafted by O. D. S. serve for the most part to accomplish the following four items: (1) Assist in obtaining a building permit, (2) Acquiring a competitive bidding process for construction, (3) obtaining a loan for the project and (4) Communicate to contractors or builders as well as build inspectors during the construction of the project.

COST BREAKDOWN:

Primary Cost	<u>Plans Rev Feb Meeting 450 - \$ 500. -</u>	
	<u>(@ Rodgers Theatre Feb 2014)</u>	
	_____	_____
	_____	_____
	_____	_____
Prints	<u>\$2.10/Sht..</u>	<u>40. -</u>
Copies	_____	<u>3.90</u>
Other Cost	<u>No Engineer Review Requested per</u>	_____
	TOTAL	= \$ 543.90
	Max.	

DEPOSIT:

project that has a charge by O. D. S. for its services requires a deposit of 20% to 50% of the amount of the cost of the project prior to starting the plans of the project is as follows:

\$ Rqd. Waiver to deposit, if any, _____

CHANGES:

During the course of the project, if at any time, the owner makes changes beyond the normal plans, O. D. S. will advise the owner of additional monetary charges of \$ _____ agreed to by the owner and Bob Metzger on the date of _____, due and payable upon completion of plans.

PLAN TERMINATION:

At any time from the start of the plans if, for any reason, the owner terminates the continuance of the plans, O. D. S. will determine the amount of the plans completed, to the nearest 5% and notify the owner and the balance due and payable within five business days. Date of termination: _____. Exception: _____.

STATE LAW:

The State of California "Business and Professional Code" and Title 24 governs this business as an architectural design professional. Certain projects may exceed the limits set forth by state law and require a professional engineer. If this is required, then O. D. S. has engineers or architects available on a temporary basis that can be hired in addition to this service to provide all the work needed for the project up to the building department and construction of the project. A list of the items that might require engineering can be provided by Bob. Any cost for other services concerning this project other than O. D. S.'s will be hired directly by the owner and will pay other service, if needed, directly by the owner.

LOCAL BUILDING DEPARTMENTS:

Local building departments act as an extension of the this and other architectural services by planning the plans submitted to them. All engineering required and all structural load paths as well as compliance with pertinent codes is checked by the building department. Therefore the building department is ultimately responsible for determining how much engineering is required and compliance with the applicable codes. O.D.S. provides 1 1/2 - 2 hours of work to comply with building department request or info. Any more time required by O. D. S. than this will require payment by the owner at the current hourly rate and paid when picking up the plans to be resubmitted to the building department or within two business days O. D. S. has completed the work for the building department.

DISCLAIMER:

The owner of the project, by hiring Bob Metzger O. D. S. with the full understanding of the conditions of this business, that this business or Bob Metzger O. D. S. is not an architect or professional services of an architect or engineer. In addition the building department is responsible for compliance with all applicable codes. Therefore Bob Metzger O. D. S. does not assume any responsibility or liability of any portion of the project expressed or implied; of that portion of the

project Bob Metzger O. D. S. is working on once the plans O. D. S. are complete. The owner also understands that all drawings and design that Bob Metzger O. D. S. derives during the work that is being done on this project is the property of O. D. S. The owner is also being informed that all or part of the design and work for there project may be designs and concepts used on previous projects by O. D. S. or others and their project may be used, in part or whole, on future projects by Bob Metzger O. D. S. directly or indirectly. Any concerns by the owner may have about anything with respect to any portion of the contract or anything that might arise during the course of the plan process are to be submitted to Bob Metzger O. D. S. in writing and kept with this contract for any future reference. Copies or prints of the owners plans are available from O. D. S. within a reasonable time frame. This project is with City of Corning only and Bob Metzger O. D. S.. Bob Metzger O. D. S. does not assume any responsibility or connection that City of Corning has with anyone else during the course of this project.

O W N E R	Date: _____	Signed: _____
	Name(s): _____	
	Address: _____	
	Phone: _____ or _____	

PLEASE SIGN
AND RETURN
AS SOON AS
POSSIBLE TO
BOB! THANK YOU.

B.	Schedule:	Chico = mon, wed <u>tues, fri</u> ; 530-342-9688
M.		Orland: mon, wed <u>thur, sat</u> ; 530-520-9688
O.	Address:	2231 St. George Ln., #70 email:
D.		Chico, Ca. 95926 (<u>bobmetzgerods@yahoo.com</u>)
S.	Date: _____	Signed: _____

ITEM NO: J-12

APPROVE PROPOSED SALARY SCHEDULES FOR CITY POOL MANAGER, ASSISTANT MANAGER AND LIFEGUARDS I AND II

MARCH 11, 2014

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: JOHN L. BREWER, AICP, CITY MANAGER 
PATRICK WALKER, PUBLIC WORKS DIRECTOR 

SUMMARY:

The City has not increased the Lifeguard and Pool Manager's Part-Time hourly rates since the last minimum wage increases in 2008. New minimum wage law as of July 1, 2014 sets minimum wage at \$9 per hour. This action now renders the City's current salary schedule for the Lifeguard I position noncompliant with California Minimum Wage Law necessitating a salary schedule revision.

BACKGROUND:

The State of California increased the California Minimum Wage to \$9.00 per hour effective July 1, 2014 and is schedule to increase again to \$10.00 per hour on January 1, 2016.

Minimal qualifications for "**Lifeguard I**" require the following certification: Red Cross Lifeguarding/First Aid/CPR/AED (Automated External Defibrillators), which is a rigorous swimming and lifesaving course. "**Lifeguard II**" qualifications include the Red Cross "Water Safety Instructor Certificate" (WSI) in addition to the certifications required as a Lifeguard I. "**Pool Manager**" and "**Assistant Pool Manager**" positions also require WSI certification in addition to the required Red Cross Lifeguarding/First Aid/CPR/AED certification.

City Lifeguards currently are part-time temporary employees and work on an established 5-Step salary schedule. New Lifeguards with no prior work experience start on the City's pay-scale at Lifeguard I, Step A. Each year a Lifeguard I or II return to City employment their hourly rate is increased to the next step, an approximate 5% increase.

City Staff now propose the attached salary rate increase and increase schedules that will ensure the City's compliance with State Law. As a comparison, the recommended top hourly rate of the Pool Manager is still below the hourly rate of any full-time City employee.

RECOMMENDATION:

MAYOR AND COUNCIL APPROVE THE ATTACHED PROPOSED 2014 AND 2016 SALARY SCHEDULES FOR PART-TIME TEMPORARY POOL STAFF.

CURRENT SALARY SCHEDULE

Step	A	B	C	D	E
Pool Manager	\$12.66	\$13.29	\$13.95	\$14.65	\$15.38
Asst Pool Mgr.	\$11.44	\$12.06	\$12.66	\$13.29	\$13.95
Lifeguard II	\$ 9.00	\$ 9.45	\$ 9.92	\$10.42	\$10.94
Lifeguard I	\$ 8.15	\$ 8.56	\$ 9.00	\$ 9.45	\$ 9.92

2014 PROPOSED SALARY SCHEDULE

Step	A	B	C	D	E
Pool Manager	\$13.93	\$14.36	\$14.80	\$15.26	\$15.73
Asst Pool Mgr.	\$12.58	\$12.97	\$13.37	\$13.79	\$14.21
Lifeguard II	\$ 9.97	\$10.21	\$10.52	\$10.85	\$11.18
Lifeguard I	\$ 9.00	\$ 9.28	\$ 9.97	\$ 9.86	\$10.17

2016 PROPOSED SALARY SCHEDULE

Step	A	B	C	D	E
Pool Manager	\$15.46	\$15.94	\$16.43	\$16.94	\$17.46
Asst Pool Mgr.	\$13.97	\$14.40	\$14.85	\$15.30	\$15.78
Lifeguard II	\$10.99	\$11.33	\$11.68	\$12.04	\$12.41
Lifeguard I	\$10.00	\$10.31	\$10.63	\$10.96	\$11.30

Amends General Minimum Wage Order and IWC Industry and Occupation Orders

Please Post Next to Your IWC Industry or Occupation Order



OFFICIAL NOTICE

**California
Minimum Wage**

MW-2014

Minimum Wage - Every employer shall pay to each employee wages not less than the following:

\$8.00 \$9.00 \$10.00

per hour beginning January 1, 2008 per hour beginning July 1, 2014 per hour beginning January 1, 2016

To employers and representatives of persons working in industries and occupations in the State of California:

SUMMARY OF ACTIONS

TAKE NOTICE that on September 25, 2013, the California Legislature enacted legislation signed by the Governor of California, raising the minimum wage for all industries. (AB10, Stats of 2013, amending section 1182.12 of the California Labor Code.) Pursuant to its authority under Labor Code section 1182.13, the Department of Industrial Relations amends and republishes Sections 2, 3, and 5 of the General Minimum Wage Order, MW-2007. Section 1, Applicability, and Section 4, Separability, have not been changed. Consistent with this enactment, amendments are made to the minimum wage, and the meals and lodging credits sections of all of the IWC's industry and occupation orders.

This summary must be made available to employees in accordance with the IWC's wage orders. Copies of the full text of the amended wage orders may be obtained by ordering on-line at www.dir.ca.gov/WP.asp, or by contacting your local Division of Labor Standards Enforcement office.

1. APPLICABILITY

The provisions of this Order shall not apply to outside salespersons and individuals who are the parent, spouse, or children of the employer previously contained in this Order and the IWC's industry and occupation orders. Exceptions and modifications provided by statute or in Section 1, Applicability, and in other sections of the IWC's industry and occupation orders may be used where any such provisions are enforceable and applicable to the employer.

2. MINIMUM WAGES

Every employer shall pay to each employee wages not less than eight dollars (\$8.00) per hour for all hours worked, effective January 1, 2008, not less than nine dollars (\$9.00) per hour for all hours worked, effective July 1, 2014, and not less than ten dollars (\$10.00) per hour for all hours worked, effective January 1, 2016.

3. MEALS AND LODGING

Meals or lodging may not be credited against the minimum wage without a voluntary written agreement between the employer and the employee. When credit for meals or lodging is used to meet part of the employer's minimum wage obligation, the amounts so credited may not be more than the following:

	Effective January 1, 2008	Effective July 1, 2014	Effective January 1, 2016
LODGING			
Room occupied alone.....	\$37.63 per week	\$42.33 per week	\$47.03 per week
Room shared.....	\$31.06 per week	\$34.94 per week	\$38.82 per week
Apartment – two thirds (2/3) of the ordinary rental value, and in no event more than.....	\$451.89 per month	\$508.38 per month	\$564.81 per month
Where a couple are both employed by the employer, two thirds (2/3) of the ordinary rental value, and in no event more than.....	\$668.46 per month	\$752.02 per month	\$835.49 per month
MEALS			
Breakfast.....	\$2.90	\$3.26	\$3.62
Lunch.....	\$3.97	\$4.47	\$4.97
Dinner.....	\$5.34	\$6.01	\$6.68

4. SEPARABILITY

If the application of any provision of this Order, or any section, subsection, subdivision, sentence, clause, phrase, word or portion of this Order should be held invalid, unconstitutional, unauthorized, or prohibited by statute, the remaining provisions thereof shall not be affected thereby, but shall continue to be given full force and effect as if the part so held invalid or unconstitutional had not been included herein.

5. AMENDED PROVISIONS

This Order amends the minimum wage and meals and lodging credits in MW-2007, as well as in the IWC's industry and occupation orders. (See Orders 1-15, Secs. 4 and 10; and Order 16, Secs. 4 and 9.) This Order makes no other changes to the IWC's industry and occupation orders.

These Amendments to the Wage Orders shall be in effect as of July 1, 2014.

Questions about enforcement should be directed to the Division of Labor Standards Enforcement. Consult the white pages of your telephone directory under CALIFORNIA, State of, Industrial Relations for the address and telephone number of the office nearest you. The Division has offices in the following cities: Bakersfield, El Centro, Fresno, Long Beach, Los Angeles, Oakland, Redding, Sacramento, Salinas, San Bernardino, San Diego, San Francisco, San Jose, Santa Ana, Santa Barbara, Santa Rosa, Stockton, and Van Nuys.



ITEM NO. : J-13
APPROVE CONTRACT WITH
LAWRENCE AND ASSOCIATES
REGARDING EVALUATION OF
FORMER DISPOSAL SITE AT
RAWSON ROAD AND CARONA AVE.

MARCH 11, 2014

TO: MAYOR AND CITYCOUNCILMEMBERS, CORNING CALIFORNIA

FROM: JOHN L. BREWER, AICP; CITY MANAGER 
PATRICK WALKER; PUBLIC WORKS DIRECTOR 

SUMMARY:

Staff recommends the City Council authorize the City Manager to sign the attached Contract for Professional services with Lawrence and Associates. If signed, the contractor will complete soils testing and the installation of two groundwater monitoring wells on the site of the former City-owned disposal site.

BACKGROUND:

Please refer to the attached document titled Corning Refuse Disposal Site Background Information dated June 15, 2009 for a history of the site.

Most recently, Cal Recycle has completed a series of test trenches in order to determine the type and extent of waste material and the amount and type of "soil cap", or "cover" that exists. Upon completion of that testing and submittal of the subsequent report of their findings, totaling over 400 pages) the Department of Toxic Substances Control (DTSC) has requested the City gather additional information regarding water in the uppermost aquifer and Burch Creek sediment testing. Lawrence and Associates utilized DTSC's recommendation to generate the Scope of Work that's part of the Contract.

Once the field work is complete, Lawrence and Associates will provide a report with their findings and conclusions. DTSC and/or another agency may utilize the findings to justify additional preventative or remedial actions to minimize or avoid additional migration of waste material from the site. Those additional measures could have significant costs. Staff understands that Cal Recycle has a grant program to share costs for site remediation.

SOLE SOURCE:

The City's Purchasing Procedures are spelled out in Chapter 3.12 of the Municipal Code. Those procedures typically require the collection of three separate

proposals. However, there are exceptions to that requirement detailed in Section 3.12.082. Specifically, Section 3.12.082.2 provides authority to “sole source” the services when it is of such a unique nature that few firms would qualify.

The proposed work here is very specialized. There are few firms in our area that perform the tasks outlined in the Scope of Work. The scientists at Lawrence and Associates of Redding regularly perform this type of work in our area. They have extensive experience in groundwater sampling for contamination. Their experience includes extensive groundwater sampling and testing in the vicinity of the truckstops at South Avenue. For those reasons, staff recommends the Council waive the requirement for collecting multiple proposals and award this work to the single proposer.

BUDGET:

The City of Corning relies on groundwater as its sole source of drinking water. Since pollutant migration could affect the groundwater, and since that groundwater flows eastward toward the City of Corning, staff recommends we utilize funds from the City’s Water Enterprise Fund to complete this work.

STAFF RECOMMENDATION:

That the City Council:

- **AUTHORIZE THE CITY MANAGER TO SIGN THE ATTACHED “AUTHORIZATION AND CONTRACT FOR PROFESSIONAL SERVICES” WITH LAWRENCE AND ASSOCIATES FOR A COST NOT TO EXCEED \$19,280, AND,**
- **APPROVE THE EXPENDITURE OF UP TO \$19,280 FROM FUND 630 (WATER ENTERPRISE POOLED CASH) IN ACCORDANCE WITH SAID CONTRACT.**

**Corning Refuse Disposal Site
Background Information
June 15, 2009**

Prepared by:

John L. Brewer, AICP
Public Works Director, City of Corning

The City of Corning owns the property located at the southeast corner of Rawson Road and Carona Avenue. The property is also described as Assessor's Parcel No. 69-210-07 and totals 10.0 acres. Though the property is "detached" from the City boundary, it is in fact part of the incorporated territory of the City of Corning. In addition to the closed refuse site, the City's Animal Shelter occupies the portion of the property on the east side of Burch Creek.

I have been asked to compile a brief history of the site. I understand that this history may become part of an investigative report that's currently being compiled by Charles Stone, a Criminal Investigator employed by the California Department of Toxic Substances Control. Mr. Stone requested this summary with some urgency-as he is preparing to deploy for a National Guard overseas deployment and wishes to complete his investigation prior to departing. The urgency makes thorough research into the history of the site impractical.

I've been the Public Works Director here in Corning since July of 2008. I took over the position upon the retirement of PW Director Tom Russ. Prior to that, I was the City's Planning Director (beginning October of 2003). Some of the information I'll present below is my personal knowledge; some relayed from Mr. Russ, some from City records and some info from others.

Although my employment with the City has been brief, I am a lifelong (except military service) resident of Tehama County. I mention this because I have some familiarity with other former "dumpsites"¹ in the County, and assume the individual sites had similar operational characteristics¹.

History:

Burn Dump:

The City of Corning acquired the subject property in 1920. So far as I know, the site was operated as a "burn dump" in the earlier days; i.e. refuse was collected and deposited on the site and then periodically set afire. At some point, I'm thinking in the early 1970's, the practice of periodic burning was discontinued, perhaps due to air pollution regulations. I suspect, but don't know, that for a time refuse was buried on the site. I could be wrong about that-the buried debris could simply have resulted from the application of a soil cap upon closure of the burn-dump.

¹As a youngster in the 1960's, I remember being with my father and dumping refuse at two separate disposal sites in Tehama County; one just south of Dye Creek and on the west side of Shasta Blvd., and the other on the north side of Aramayo Way, between Los Molinos and Tehama. Both were operated as burn dumps in the 1960's and early 70's. At some point I think in the 1970's, the Dye Creek site was closed and the Aramayo Way site was converted to a "Transfer Station" where garbage was collected in roll off containers then transported offsite for landfilling.

Transfer Station:

Thereafter, paving and concrete improvements were made to transition the site to a "Transfer Station". I believe the County collected the gate fees and operated the site as a transfer station. Roll-off bins were placed onsite and customers would toss in their garbage from the adjacent "ramped" area that was elevated above the bin height. Those "transfer station" improvements are still visible today.

At some point the County opted to discontinue operations of the "valley" transfer stations (Corning and Los Molinos) in favor of a more-efficient and less costly single disposal (County landfill) site in Red Bluff. Confirming the dates and extent of the various operations would need to be done either with the responsible County or State agency (ies).

City Greenwaste Facility:

According to one long-term (30 years) City employee, for a number of years after the closure of the transfer station, the City utilized the site as its greenwaste collection/disposal facility. In that period, the City Public Works crew collected green wastes, deposited them onsite, and then windrowed and burned the waste when weather conditions were suitable. I understand that the key to the site was routinely provided to landscapers and others for disposal of their greenwastes.

Spoils from trenching and street gutter cleaning were also frequently deposited onsite and spread over or mixed with the onsite ash residue.

"Consolidated" Greenwaste Collection Facility:

In 1992, we have records showing that a wood-grinding contractor named Rusty Justis was operating a Woodwaste Recycling Center on the property on at least some Saturdays.

In 2002, Mr. Justis discontinued the grinding operation after costly damage to his "tub-grinding" machine from a large chunk of metal. Corning Disposal then took over maintenance and operation of the facility as a "Wood Products" Recycling Facility per the contract approved by the City Council on July 23, 2002. That contract was later incorporated into the general waste collection contract with the City.

At some point the use of the site transitioned from sole City use to a "consolidated" greenwaste collection facility, utilized by not just the City, but also the City's waste collection contractor (Waste Management dba locally as Corning Disposal), and local landscape contractors for the storage of green wastes such as limbs, shrubs and grass clippings and leaves.

Waste Management's entitlement to utilize the site for greenwaste collection was/is specified in their (current) contract with the City. The City accommodated the landscapers as a convenience-in lieu of requiring the lengthy transport to the landfill in Red Bluff. When sufficient material was accumulated, Waste Management would hire a grinding contractor to come onsite, grind and then transport (and sell) the greenwaste as fuel for the "Waste to Energy Plan" (Wheelabrator) in Anderson. During this period, access to the site was controlled with a locked gate and perimeter fence. However, gate keys were routinely and indiscriminately provided and "non-green" (building debris, trash, etc.) materials became an increasing component of the accumulated waste. The debris even included a wooden boat that someone had managed to cut in half and dump on the site. These "foreign" materials essentially "contaminated" the green wastes; reducing its value as "waste to energy" fuel. The lowered fuel value

diminished the interest of grinding contractors. Without the periodic grinding and removal, the debris amassed.

Onsite Fire:

On August 18, 2008 the accumulated debris caught fire. City and County Fire departments responded with numerous pieces of equipment to suppress the blaze. We suspect that spontaneous combustion resulting from composting materials caused the fire. But, so far as I know, that was never completely confirmed.

Post-Fire Clean-up and Operational Changes:

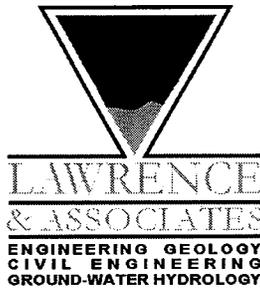
After the August 2008 fire, City staff concluded that operational changes to control access and limit debris were in order. We began weighing and discussing alternatives for the site. The first thing we concluded was to improve gate security by changing the gate lock and instructing Waste Management to withhold the key from the public. Since they were the primary contributor to the amassed debris, we encouraged Waste Management to clean and regrade the site. According to Matt Fryer, District Manager for Waste Management, either 12 or 13 roll-off bins of (non-greenwaste) debris were taken from the site and exported to the Tehama County landfill. Mr. Fryer told me that Waste Management hired someone named Glenn to coordinate the cleanup of the site. I understand that gentleman is now deceased. A Mr. Pivo (sp?) came onsite in November to grind and remove the green wastes. The City was not directly involved in the grinding, debris removal or grading of the site.

Ultimately, acknowledging that Waste Management collection truck drivers were unable to adequately "screen" the materials that customers placed in their greenwaste receptacles, staff opted to prohibit Waste Management's use of the site. This order was by letter from the City Manager to Mr. Fryer dated November 19, 2008. This change was expected to significantly increase Waste Management's trucking and tipping costs, as it necessitated the lengthy transportation to and disposal of greenwastes at the Tehama County Landfill in Red Bluff, and would be sufficient cause to seek increased residential and commercial disposal rates.

At about the same time we discovered that a local olive oil producer (Brendan Flynn dba Pacific Farms) was starting up a licensed composting facility near the community of Tehama. We encouraged Waste Management to transport the greenwaste collected in the City to the Pacific Farms Composting facility.

City Greenwaste Storage Facility:

Today, only City Public Works personnel have access to the site. The City stores limbs, brush and grass clippings on the site. We also store and segregate construction debris woodwastes into "painted or treated" and "unpainted" piles. The unpainted materials will be grinded along with the green wastes and either sold as fuel or relocated to a composting site like that operated by Pacific Farms. Painted or treated woodwastes will be transported to the County landfill for proper disposal. We monitor the temperature of the debris piles with a probe thermometer on a weekly basis. We store the materials on the pavement that remains from the period when the site was used as a Transfer Station.



P13112.00

February 14, 2014

Mr. John Brewer, City Manager
City of Corning
794 Third Street
Corning, CA 96021

Dear John:

**SUBJECT: SECOND REVISION, PROPOSAL FOR EVALUATION OF THE
CORNING CITY DISPOSAL SITE, RAWSON ROAD AND
CORONA AVENUE, CORNING, CALIFORNIA**

Enclosed is our revised proposal and contract to conduct an evaluation of the Corning City Disposal Site. The work will include preparation of a work plan, testing and confirmation sampling of Burch Creek sediments, installing and monitoring (two events) of two shallow groundwater monitoring wells, and reporting findings and conclusions. The estimated cost of the evaluation is \$19,820. If this project requires a prevailing wage rate, the estimated cost for our work assumes Tehama County's prevailing wage rates of \$15.98/hour for well drillers and \$13.61/hour for well driller's helpers.

If you would like us to perform the work, please sign and return two copies of the contract if by mail or one if by email. We will countersign and return one copy of the fully executed contract for your records.

Please contact me at (530) 275-4800 or bgartner@lwrnc.com if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Bryan W. Gartner".

Bryan Gartner
Senior Geologist

enc. Work Proposal and Cost Estimate
Contract for Professional Services
Attachment A - Schedule of Fees

INTRODUCTION/BACKGROUND

Lawrence & Associates (L&A) is submitting this proposal for evaluating the Corning City Disposal Site (Site) at the southeast corner of Rawson Road and Corona Avenue, in Corning, California. The Site is an old municipal burn dump and landfill. The California Department of Toxic Substances Control (DTSC) has requested the submittal of a schedule for site investigation because of potential impacts to groundwater and sediments in Burch Creek, which cuts through the Site.

A production water well located in the southwest portion of the Site property was sampled and tested in July 2013 for volatile organic compounds (VOCs), and none were detected; however, this well is likely to be completed in a deeper groundwater zone than the uppermost aquifer, and that testing of the uppermost aquifer is desired.

Cal Recycle, through its contractor Ninyo & Moore, recently conducted an extensive investigation of the Site, as reported in *Environmental Site Investigation Report, Corning Solid Waste Disposal Site, Southeast Corner Rawson Road and Corona Avenue, Corning, California, SWIS No. 52-AA-0007*, dated October 22, 2013, involving trenching and testing of waste materials and soils lying directly underneath the waste cells. The field work was conducted in July 2013; the deepest test pits were excavated to 18 feet, and no groundwater was detected. Waste materials were generally described as a sand mixed with burn ash, metal, glass, ceramic, brick, concrete, asphalt, and/or vegetative debris.

The most common contaminant of concern encountered was lead, which is to be expected in burn-derived wastes, as burning retains and concentrates metals. In general at the Site, elevated lead occurred in the waste materials but was at much lower concentrations in the soils directly underlying the wastes, suggesting that the metals in the waste are not particularly mobile.

Aside from the lead concentrations, the rest of Site investigation showed relatively few, low-concentration, and isolated amounts of other contaminants, including semivolatile organic compounds (SVOCs), organochlorine pesticides, and polychlorinated biphenyls (PCBs), generally in the waste and not in the underlying or adjacent soils. No VOCs, organophosphorus pesticides, chlorinated herbicides, or dioxin/furans were detected, however, DTSC has communicated that the VOC testing conducted under this investigation was flawed. Diesel and motor oil were detected, generally in near-surface wastes and not in deeper wastes or underlying or adjacent soils, and most detections were below residential environmental screening levels.

Based on all of these results, and the cost constraints to which a small community like the City of Corning is subject, it appears that this Site would be most reasonably managed by allowing the waste, for the most part, to remain in-place, with concurrence from DTSC and the California Regional Water Quality Control Board, Central Valley Region (CVRWQCB). Additional soil cover should be placed where existing cover is thin or wastes are exposed. If feasible, some wastes nearest to Burch Creek might need to be removed to locations more distant from the creek, and additional streambank protection placed to reduce future potential stream erosion. Such a plan should not necessarily prevent future Site use by the City of Corning, although residential or commercial structures over waste areas are not recommended.

These suggestions might be feasible to DTSC and CVRWQCB if it can be demonstrated that the uppermost groundwater zone at the Site has not been impacted. The Ninyo & Moore test results suggest that groundwater at the Site should not be affected because of the absence of contaminants in underlying or adjacent soils, and relatively low or undetectable concentrations of contaminants other than lead (and to a lesser degree, cadmium and zinc). Therefore, a minimum program of shallow groundwater monitoring, along with testing of Burch Creek sediments, is proposed as described below.

SCOPE OF WORK

General

Because of City of Corning budget constraints, this phase of work will involve (1) investigating Burch Creek sediments by field-testing four transects across Burch Creek using ex-situ x-ray fluorescence (XRF), calibrating the XRF results with laboratory tests (approximately 10%), and (2) installing and testing two groundwater monitoring wells, one on each side of the creek in the middle of the waste piles to an estimated depth of 35 feet (wells will be completed to best screen the static groundwater at the midway point of a 10-foot well screen, as feasible). Prior to sediment testing and well installation, a work plan describing the stream sediment testing and well installation/monitoring will be submitted to DTSC, similar to the description provided in this work proposal, with more detailed discussion of sampling procedures, sample preparation, and quality control/quality assurance procedures, and figures showing the project site and proposed well and XRF locations. Depending on initial sediment/groundwater results, DTSC may or may not require additional investigation beyond the scope of this work. Phased work is judged to be more efficient and cost-effective when budgets are limited.

Burch Creek Sediment Testing

Burch Creek is a seasonal, intermittent stream that is accessible to direct sediment sampling except during periods of rainfall. There should be opportunity to field-test and collect sediment samples during the well installation and monitoring periods. Four transects approximately 100 to 130 feet long will be tested using the XRF meter at 10 foot intervals. Discrete sediment samples will be collected at each 10-foot interval directly by coring clean, laboratory-supplied sample jars directly into surface and near-surface sediments at an expected 48 sample locations. Then, the samples will be taken to a clean interior space and air dried for at least 24 hours, as the moisture content in soil can affect the accuracy of the XRF meter reading. For calibration purposes, 10% of the XRF samples, representing a range of results, will be sent to the laboratory. One duplicate sample will be analyzed as needed. Samples will be stored at 4° C until delivery to a California-certified environmental testing laboratory. The samples will be analyzed as described on the following page under the section **Test Methods**.

Drilling Method

The monitoring-well borings will be drilled with 7-⁵/₈-inch OD hollow-stem augers. The well borings will be continuously sampled using drive sampling or coring. The drilling services will be provided by a licensed drilling contractor holding a C-57 license. All drilling personnel entering the site will have completed a 40-hour hazardous-materials safety course (29 CFR 1910.120), and have a current hazardous-materials safety-training certificate. A site-specific health and safety plan for field activities will be onsite during all work.

Each soil boring will be advanced to a depth about five feet below the uppermost groundwater surface (not to exceed a depth of 35 feet).

Monitoring well permits will be obtained from the Tehama County Department of Environmental Health (TCEHD).

Logging and Soil-Sampling Method

Continuously sampled soil samples brought to the surface by drilling will be logged visually using the Unified Soil Classification System, and stored in core boxes. Soil will be observed for discoloration and odor, and field-tested for organic vapors using an organic-vapor detector.

Well Completion

The well borings will be completed as two-inch diameter, Schedule 40 PVC cased monitoring wells with 10 feet of 0.020-inch slotted screen and No. 8 silica sand filter pack (appropriate for the lithologies suspected to be present at the burn dump), and constructed to Tehama County monitoring well standards. The wells will be developed by alternately surging with a surge block and bailing by hand until free of sand and silt. The development water will be stored onsite in a DOT-approved drum with locking lid, until removed by a licensed waste-oil recycler or, if uncontaminated, discharged onsite.

Prior to development, the depth to groundwater will be measured to an accuracy of 0.01 feet. Well locations will be surveyed and the elevations of the top of each well casing will be surveyed to allow determination of the elevation of groundwater in each well.

Sampling Method

Water samples will be collected from the test borings using low-flow peristaltic pumps or bailers constructed of polyethylene (disposable), Teflon, or stainless steel.

Samples will be collected in appropriate bottles provided by the testing laboratory and stored on ice in a cooler, for laboratory analyses.

Test Methods

All Burch Creek transect sediment samples will be field-tested using a Thermo Fisher Scientific Model XL3t 700 XRF meter or equivalent for metals. 10% of the sediment samples will be tested for Title 22 metals (EPA method 6010), plus one duplicate as needed. Groundwater samples will be field-tested for pH, electrical conductivity, and temperature, and laboratory analyzed for Title 22 metals, TPH diesel/motor oil (EPA method 8015), volatile organic compounds (VOCs, using EPA method 8260B),

semivolatile organic compounds (EPA method 8270), organochlorine pesticides (EPA method 8081A); and PCBs (EPA method 8082). All samples will be analyzed by a California licensed environmental analytical laboratory.

Cuttings Management

Drill cuttings from the well borings will be placed on and covered by temporary plastic sheeting. Disposal will be dependent on well boring soil sample results, and is not included in this scope of work.

Decontamination

The drilling equipment will be decontaminated with a hot-water pressure washer before use in each hole. Any sampling equipment needed will be decontaminated using an Alconox soap solution, a tap-water rinse, and a distilled water rinse after each use. All decontamination water will be retained in a DOT-approved drum with a locking lid to be stored onsite. A sample of decontamination water will be collected from the retained drum. If samples are contaminated, the decontamination water sample will be tested for the same contaminant(s) detected in the corresponding groundwater or soil samples. If contaminants are detected in the decontamination water, the water will be removed by a licensed recycler. If analyses show that all contaminants are below detection limits, the decontamination water will be discharged onsite.

Quality Assurance

Clean sampling equipment will be used for collecting sediment and groundwater samples. One trip blank will accompany the sampler during well monitoring, and will be analyzed for VOCs if VOCs are detected in any of the groundwater samples.

The sampling technician will wear clean, disposable, rubber gloves to avoid contamination of sample containers, sampling equipments, or sample bottles, and to prevent skin contact with soil and water samples.

Water samples will be collected in precleaned, appropriately preserved, sample bottles. Samples will be stored at 4° C during transport.

A completed chain-of-custody form will be submitted to the laboratory with each set of samples.

Health and Safety Plan

A site-specific safety plan will be prepared for the work. A copy of L&As' site-safety (health and safety) plan for the site will be maintained onsite during any and all L&A site activities.

Scheduling

A timeline from schedule submittal to completion of reporting is outlined below.

Proposed Project Timeline

Task/Activity	Date
Submit work plan to DTSC	April 1, 2014
Test stream sediments and install/test monitoring wells	June 1, 2014
Submit Initial Report to DTSC	July 1, 2014
Re-test monitoring wells	November 1, 2014
Submit Report addendum to DTSC	December 1, 2014

Reporting

The results of the above work will be compiled in a site investigation report for submittal to DTSC, and will include:

- Drilling logs showing subsurface geology
- Tables summarizing stream sediment and groundwater analytical results
- Laboratory reports and chain-of-custody records
- A scaled site map showing sample locations and horizontal extent of contamination (if any)
- Groundwater depths, relative elevations, and apparent direction of groundwater movement
- Sensitive-receptor survey, including vicinity well and surface-water survey (this will include search for details on the onsite production well)
- Findings and conclusions

STAFF INVOLVEMENT

The testing and reporting will be overseen by Mr. Bryan Gartner, PG 5634, of Lawrence & Associates. Mr. Gartner has prepared or supervised over 100 environmental investigations in the past three years. Assistance will be provided by drilling personnel, clerical, drafting, and senior personnel to complete the report.

GENERAL QUALIFICATIONS

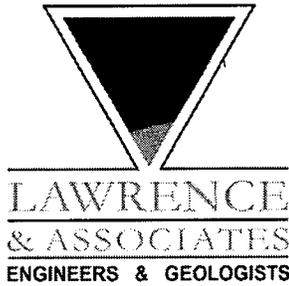
L&A is a consulting firm providing services in groundwater hydrology, engineering geology, and civil engineering since 1976.

L&A provides engineering services in the following areas:

- Hazardous-waste investigations and remediation
- Landfill monitoring, design, and closure
- Leaking underground storage tank investigation and corrective action
- Environmental Site Assessments: Transaction Screens, Phase I, and Phase II
- Preparation of spill prevention, control, and countermeasure plans
- Design of water-treatment and gas-control systems
- Municipal well design
- Groundwater and watershed-runoff modeling

COST ESTIMATE

Item	Unit	Qty	Unit \$	Subtotal
Associate Geologist, prepare work plan, mark and USA well locations, log test borings, oversee well installation, field test and sample wells (2 events), field test and sample stream transects, prepare report and addendum	Hr	72	\$105.00	\$7,560.00
AutoCAD operator, prepare logs and figures	Hr	10	\$75.00	\$ 750.00
Clerical, review and transmit documents	Hr	6	\$60.00	\$ 360.00
Mileage	Mi	440	\$0.70	\$ 308.00
Principal oversight and review	Hr	2	\$145.00	\$ 290.00
Survey/GPS equipment	Day	0.5	\$200.00	\$ 100.00
Sampling equipment (well sounder, pH/EC meter, pump, tubing, stakes)	Day	1	\$ 195.00	\$ 195.00
Tehama County well permit fees	All	1	\$ 411.00	\$ 411.00
Hollow-stem auger drilling service with mobilization	All	1	\$5,415.00	\$5,415.00
XRF rental	Day	1	760.00	\$ 760.00
Laboratory Services				
CAM 17 metals (6010)	Ea	10	\$ 105.00	\$1,050.00
TPH diesel/motor oil, (8015B)	Ea	4	\$ 58.00	\$ 232.00
VOCs (8260B)	Ea	6	\$ 92.00	\$ 552.00
SVOCs (8270)	Ea	4	\$ 200.00	\$ 800.00
Chlorinated Herbicides, 8081A	Ea	4	\$ 130.00	\$ 520.00
Polychlorinated Biphenyls (PCBs, 8082)	Ea	4	\$ 69.00	\$ 276.00
Sample shipping	All	1	\$ 240.00	\$ 240.00
TOTAL				<u>\$19,819.00</u>



AUTHORIZATION AND CONTRACT FOR PROFESSIONAL SERVICES

Date: February 14, 2014 **Project Number:** P13112.00

Project Name: Further Evaluation of Corning City Disposal Site, Rawson Road and Corona Avenue, Corning, California

Client: City of Corning Attn: Mr. John Brewer
 794 Third Street
 Corning, CA 96021

Telephone: (530) 824-7034 **Email:** jbrewer@corning.org

Client hereby requests and authorizes Lawrence & Associates to perform the following services: Prepare work plan, conduct stream sediment testing and install and monitoring two groundwater monitoring wells, and report findings.

Compensation to be on the basis of: Time and expense, not to exceed \$19,820 unless authorized by the Client, and if additional work is required and directed by the Client, in accordance with the Fee Schedule, **Attachment A**. If this project requires a prevailing wage rate, the estimated cost for our work assumes Tehama County's prevailing wage rates of \$15.98/hour for well drillers and \$13.61/hour for well driller's helpers.

This authorization subject to PROVISIONS on following page.

By	_____	By	_____
Title	_____	Title	_____
Address	794 Third Street Corning, CA 96021	Date	_____
Date	_____	P.M.	Bryan W. Gartner
Tax IDs	_____		

This cost estimate shall be valid for a period of 90 days after date of issue

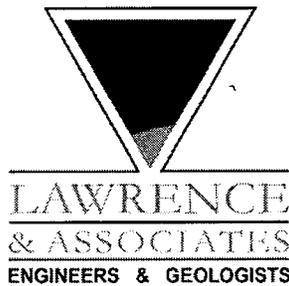
PROVISIONS

1. **Authorization to Proceed** Signing this form shall be construed as authorization by Client for Lawrence & Associates (L&A) to proceed with the work unless otherwise provided for herein.
2. **Direct Expenses** L&A's direct expenses shall be those costs incurred on or directly for the Client's Project, including, but not limited to, necessary transportation costs such as mileage, meals, lodging, laboratory tests and analyses, computer services, telephone, printing, and binding charges. Reimbursement for these expenses shall be on the basis of the attached Schedule of Fees.
3. **Outside Services** When technical and professional services and subcontracted labor and equipment are furnished by an outside source, reimbursement for these expenses shall be on the basis of the attached Schedule of Fees. L&A may require the client to contract and pay for these services directly.
4. **Professional Standards** L&A shall be responsible to the level of competency presently maintained by other practicing professional engineers in the same type of work in Client's community, for the professional and technical soundness, accuracy, and adequacy of all designs, drawings, specifications, and other work and materials furnished under this Authorization. L&A and/or David A. Lawrence, Inc. makes no other warranty, express or implied.
5. **Termination** Either Client or L&A may terminate this Authorization by giving 30 days written notice to the other party. In such event, Client shall immediately pay L&A in full for all work previously authorized and performed prior to effective date of termination. If no notice of termination is given, relationships and obligations created by this Authorization shall be terminated upon completion of all applicable requirements of this Authorization, except for the provisions of paragraphs 4, 6, 7, and 8, which shall continue in effect as provided by law.
6. **Arbitration** All claims disputes, and other matters in question arising out of, or relating to, this Authorization or the breach thereof may be decided by arbitration. Either Client or L&A may initiate a request for such arbitration. No arbitration arising out of, or relating to, this Authorization may include, by consolidation, joinder, or in any other manner, any additional party not party to this Authorization.
7. **Hold Harmless** Client agrees at all times to defend, indemnify, hold harmless, and provide all legal defense and related services to L&A and/or David A. Lawrence, Inc., its officers, agents and/or employees (hereinafter collectively "Lawrence") for any and all claims, expenses, demands, causes of action, liability, loss or injury regardless of their nature or character in any manner whatsoever arising out of (1) any third person's use or reliance on the work performed under this agreement, (2) any alleged or proven act or omission of Lawrence, or (3) any litigation or arbitration or the like regarding the work performed under this agreement involving third persons not parties to this agreement and L&A and/or David A. Lawrence, Inc.
8. **Litigation** Liability for damages proximately caused by L&A and/or David A. Lawrence, Inc. resulting from breach or improper performance of this agreement shall be limited to cancellation of the sums due and owing or recovery of the sums already paid to L&A by Client. In the event the Client makes a claim against L&A and/or David A. Lawrence, at law or otherwise, for any alleged error, omission or other act arising out of performance of our professional services, and the Client fails to prove such claim, then the Client shall pay all costs incurred by L&A in defending itself against the claim. All attorneys fees and other legal fees spent by L&A to recover contracted costs shall be paid by the Client.
9. **Jurisdiction** Any action filed regarding this Authorization must be filed with the Superior Court of the County of Shasta, California. Any subsequent agreement shall be deemed to have been entered into in Shasta County, California; all questions of the validity, interpretation or performance of any of its terms or of any rights or obligations of the parties to the Authorization shall be governed by California law.
10. **Electronic / Facsimile Transmittal** An electronic or facsimile transmittal of this signed authorization shall be deemed to be as an original.
11. **Severability** If any portion of this Authorization is found to be invalid, the remaining provisions shall not be invalidated and shall remain in full force and effect.
12. **Authorization Preparation** It is agreed and understood by the parties that this Authorization has been arrived at through negotiation and that neither party is to be deemed the party which created any uncertainty in this Authorization within the meaning of Civil Code section 1654.
13. **Payment Terms** Unless stated in writing, all invoiced charges are due in full within 10 days of the invoice date.
14. **Stop Work** Unless otherwise stated, if invoiced charges are not paid within 15 days of the invoice date, at our election, we will stop all work until the account is brought current, or we will withdraw from this Authorization. Client acknowledges and agrees that we are not required to continue work in the event of Client's failure to pay on a timely basis for services rendered as required by this Authorization. Client further acknowledges and agrees that in the event we stop work or withdraw from this engagement as a result of Client's failure to pay on a timely basis for services rendered as required by this Authorization, we shall not be liable to Client for any damages that occur as a result of our ceasing to render services.
15. **Service Charges & Collection Fees** Invoiced charges not paid within 30 days of the invoice date will be assessed a 1.5% service charge per month or the maximum allowed by law. The service charge will be assessed on the full balance owing, including past services charges. Returned checks will be assessed a \$20 returned-check fee or the maximum allowed by law. If L&A incurs any fees associated with collecting past-due amounts from Client, the Client shall be liable for those fees and they will be added to the balance owing.

End of provisions

By signing below, the undersigned represents that he/she understands the foregoing terms of the contract and hereby agrees to the same.

Signed _____



ATTACHMENT A-SCHEDULE OF FEES

Professional Services

Engineering Geologist/Hydrogeologist	
Principal	\$145/hour
Senior	\$120/hour
Associate	\$105/hour
Staff.....	\$95/hour
Assistant	\$90/hour
Engineer	
Principal Engineer.....	\$150/hour
Senior Registered Civil	\$125/hour
Associate Civil	\$115/hour
Assistant Civil	\$95/hour
Engineering Technician.....	\$80/hour
Project Manager.....	\$120/hour
AutoCAD Operator (Level I)	\$75/hour
AutoCAD Operator (Level II)	\$65/hour
Field Technician	\$80/hour
Laborer.....	\$60/hour
Surveyor.....	\$75/hour
Tank Fund Administrator	\$60/hour
Clerical.....	\$60/hour
Word Processor.....	\$60/hour

Deposition and Court Appearances

Minimum charge.....	\$1200 part or full day
Deposition Rate	\$180/hr
Preparation at consulting-service rates	as listed above

Drilling Services (CME-55 drilling rig)

7-5/8 and 9-5/8-inch OD augers with operator and helper	(See drilling schedule of fees)
Mobilization.....	(See drilling schedule of fees)

Other In-House Equipment

Test pumps (submersible, through 5 HP)	quoted/job
Campbell 21X data loggers w/ transducers (water and gas).....	quoted/job
Conductivity, oxygen, temperature and dissolved oxygen probes.....	quoted/job
Meteorological station (wind direction and velocity).....	quoted/job
Gas-extraction and air-monitoring pumps	quoted/job
Mileage	\$0.70
Mileage (drilling rig)	\$1.00
Per diem (per person/day; may vary dep. upon location)	\$120+/day
Level D protection (per person/day).....	\$30/day
Level C protection (per person/day).....	\$50/day
Survey equipment (per day).....	\$50/day
GPS Survey (per day).....	\$150/day

Expenses, Materials, Outside Services

(All direct-job related expenses: reproduction, rental equipment, materials, subcontracted labor and equipment)	at cost + 15%
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**ITEM NO: J-14
ANNUAL MID-YEAR BUDGET REVIEW AND
GENERAL DISCUSSION**

MARCH 11, 2014

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

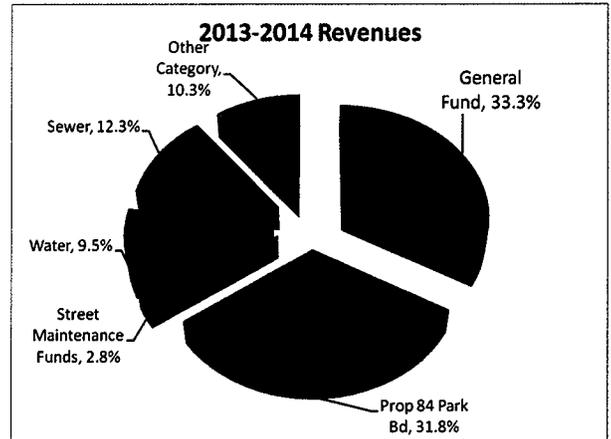
FROM: JOHN L. BREWER, AICP, CITY MANAGER

SUMMARY:

Staff has regularly provided "Mid-year" Budget updates to the City Council. The purpose is to update the Council and the public regarding how the City is fairing financially at near the mid-point of the fiscal year. So, this report largely relies on information from that fiscal year mid-point which is December 31, 2013.

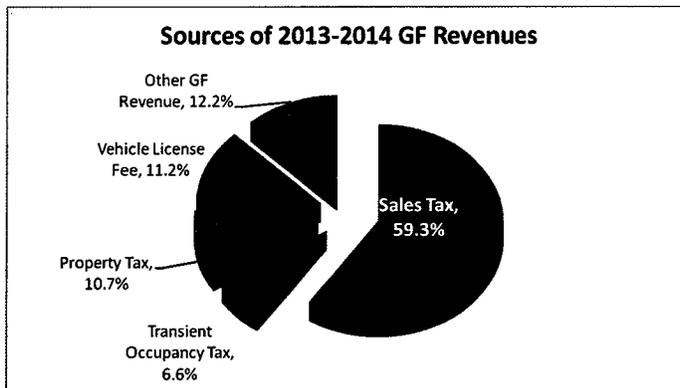
I. OVERALL REVENUES:

The Fiscal Year 2013-2014 Budget was adopted by the City Council on June 25, 2013. That document projected total revenues of \$13,432,440. The chart to the right illustrates the anticipated sources of those revenues.



The budget document describes the various sources of City revenues and how much of it must be allocated for specific purposes. For example, Sewer and Water fees, totaling 21.8% of all revenues, must be allocated to the operation and maintenance of the City's water and sewer systems. The same is true of the Proposition 84 Park Bond funds we've received for the development of the new park, Gas Tax revenues, etc. The Council actually has quite little discretion over how these funds are allocated. The funds come in and must be doled out in accordance with their specific program requirements. In some cases, unexpended funds must be returned to the state, or merely rolled over into a subsequent budget year. For those reasons, we won't focus on those funds for the mid-year budget review.

The funds the Council does exercise discretion over are collectively called the "General Fund". Note that those revenues total just about a third (33.3%) of the total revenues anticipated this year.



A. GENERAL FUND:

The General Fund revenues were projected to total \$4,466,910 this fiscal year. The sources of the anticipated General Fund revenues are shown on the chart to the left.

The performance of the General Fund will be the heart of our Mid-year Budget Review.

Before we go into where we are now, it's important to provide some background information regarding the 2013-2014 Budget for context.

1. Audit Information:

Now that the Annual Audit for FY 2012-2013 has been completed and accepted by the City Council (2/25/2014), we can compare the staff projections included in the 2013-2014 budget (adopted in June 2013), with the actual numbers. Using those actual numbers, we now have a better picture of precisely where we are with respect to the General Fund at mid-year.

	<u>Unreserved</u>	<u>Reserved</u>	<u>TOTAL</u>
Audit Balance, June 30, 2012, As Adjusted	\$ 541,689	\$ 800,000	\$ 1,341,689
<u>2012-2013, Actual</u>			
Total Revenues/ Transfers In 2012-2013	\$ 4,657,505		
Available for Expenditure during 2012-2013	\$ 5,199,194		
Total Expenditures/ Transfers Out 2012-2013	\$ (4,993,930)		
Audit Balance, June 30, 2013	\$ 205,264	\$ 800,000	\$ 1,005,264
<u>2013-2014, BUDGET YEAR:</u>			
Total Revenues/ Transfers In 2013-2014, As Adjusted	\$ 4,466,910		
Available for Expenditure during 2013-2014	\$ 4,672,174		
Total Expenditures/ Transfers Out 2013-2014, As Adjusted	\$ (4,604,722)		
Salary Adjustments with Three Units (estimated for 6 months)	\$ (30,000)		
Funds Transferred to/From Reserved to Unreserved	\$ (30,000)	\$ 30,000	
Projected Balance June 30, 2014	\$ 7,452	\$ 830,000	\$ 837,452

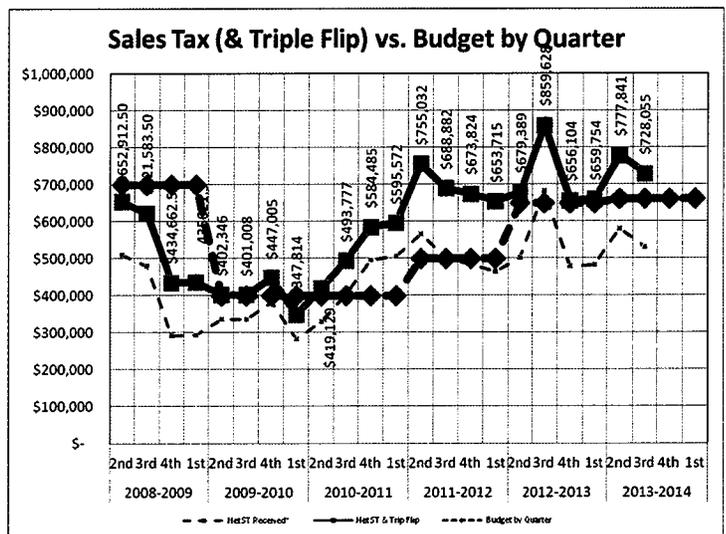
Remember, we used the excess General Fund revenues in FY 2012-2013 to repave nearly a mile of Solano Street and Blackburn Avenue between Marguerite and First Street.

In the chart above we have accounted for the 3.5% salary increase impacts (less 1% PERS recovery) to the General Fund for three of the four employee bargaining units for the six month period affecting this fiscal year (FY 2013-2014). It's interesting to note that without that estimated \$30,000 "Salary Adjustment", the Projected Balance for June 30, 2014 would be \$37,452. That's quite close to the figure we'd projected (\$34,362) in our proposed 2013-2014 budget staff report from June 2013.

The remaining \$7,452 projected Unreserved balance for June 30, 2014 is just over 1/10 of one percent of our total General Fund Expenditures for 2013-2014. That leaves very little room for any additional expenditures from the General Fund. So, none are recommended at this juncture.

2. Sales Tax:

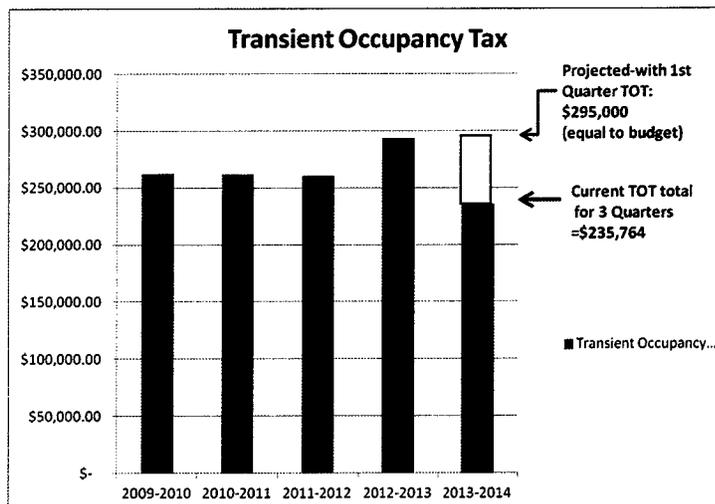
Please refer to the chart shown to the right. Our budget combines Sales Tax and Triple Flip revenues. Sales Tax (& Triple Flip) represents about 59.3% of the General Fund. Triple Flip revenues are those sales tax funds collected by the State and then subsequently refunded to the Cities. The chart highlights two lines, the Budget (Heavy Blue with diamonds) line that represents what we expected to receive in the budget, and the actual revenues received line—represented in red with squares. As you can see, so far our revenues are exceeding the budget line. With two full quarters of sales



tax data in and with one of the two expected Triple Flip payments in, the trend is up over our Sales Tax projection. If the trend continues for the remainder of the budget year, our total sales tax/triple flip will exceed our budget projection of \$2,650,000. Note that includes a one-time payment of \$57,168 in the 2nd Quarter of 2013 that was recovered from a previous sales tax quarter. Exceeding our revenue projections is always a good thing that can fund additional City projects in the following budget year.

3. Transient Occupancy Tax:

We charge a 10% Transient Occupancy Tax (TOT) to customers of the motels rooms in the City. The amount is included in the room rent and is collected by the individual Innkeepers and then transferred to the City on a quarterly basis. The chart to the right summarizes the amount of TOT that we've recently received. We average about \$65,000 of TOT per quarter, which equates to about \$260,000 annually. But last year that increased to about \$294,000. This year we projected to receive \$295,000. At this time, three quarters TOT for FY 2013-2014 are in, totaling \$235,764. That equates to a



quarterly average of over \$78,000; a promising upward trend that, if continued thru the first quarter, would mean exceeding our \$295,000 TOT budget projection by nearly \$20,000. However, first quarter (Jan-Feb-Mar) TOT is typically lower than the average. For that reason, we expect that we'll meet the \$295,000 projection.

4. Property Tax:

Property Taxes are collected by the County and then sent on to the various jurisdictions. They make up about 10.7% of our General Funds and are projected to total \$476,500 this year. The taxes are billed in two installments. The first remittance is now in, totaling \$269,241. That is 56.59% of the total, and is right on target with the percentage that we regularly receive in the first remittance. We expect that property taxes will meet our budget projection.

5. Vehicle License Fees:

Vehicle License Fees (VLF) make up about 11.4% of the General Funds for this fiscal year. That amounts to a budget projection of \$500,000. We typically receive two payments for VLF; in January and May, respectively. The January payment was \$256,756.00, 51.4% of that anticipated. So, we expect to achieve our VLF budgeted amount of \$500,000.

6. Other General Fund Revenues:

This is the broad General Fund category that everything else falls into. In total, they make up about 12.2% of the General Fund. For this fiscal year, the total revenue anticipated is \$562,610. Included are franchise fees from utility companies, funds from other agencies, fines and forfeitures, and a myriad of other revenues that don't fit another category.

At this time the revenues and fees anticipated are running about as expected, with one notable exception; POST (Peace Officer Standards & Training). We received a memo in October of 2013 advising that POST reimbursement would be suspended due to a shortfall in the State Penalty Assessment Fund. We've budgeted \$8,000 and have received just \$543.18 to date. It's safe to assume we will not achieve the \$8,000 budget projection.

Last year at mid-year budget review (and for the entire year), we had a significant shortfall in Building Permit and Plan Check fees. However, this year we reduced our revenue projections to \$20,000 and \$5,000 respectively. At this point, we have exceeded the Building Permit revenue projection and expect we'll meet the Plan Check Revenue projection for the fiscal year as well.

We collect franchise fees from PG & E, Comcast Cable TV and Waste Management. To date, franchise fees from CATV and Waste Management (dba Corning Disposal) are running as expected. We have no current info regarding PG & E Franchise fees that typically arrive in April.

B. UTILITY (ENTERPRISE) FUND REVENUES:

1. Short term (This Fiscal year):

The Sewer and Water system accounts are regarded as "Enterprise Accounts". Those revenues may only be used for operating and maintaining the sewer and water system, respectively.

We checked the revenue stream for the two utilities at the mid point in the budget year (December 31, 2013). The total collected for Sewer fees was \$822,022. That's just under the mid-year budget target (actually 49.8%) for the budget projection of \$1,650,250.

The water fees collected through December 31, 2013 total \$796,253. That amount is 62.6% of the total budget projection of \$1,271,500; well ahead at the halfway point in the fiscal year.

2. Long Term:

The City Council approved a series of annual 3% increases to the sewer rates in 2007 (Res. 04-13-04-07). The final increase included in that action occurred in April of 2013. Staff is preparing a staff report that will continue the annual increases so that the Sewer Enterprise Fund remains solvent. We intend to present that staff report in April. Our recommendation will be to implement five annual 3.5% increases that'll preserve the operating reserves while accounting for repayment of debt, anticipated inflation and maintenance cost increases. Now, once development recommences Sewer-related Development Impact Fees will be generated. Some of those fees can be utilized to pay down the WWTP debt. In that case, the Council could chose not to implement one or more of the five subsequent rate increases.

Resolution No. 12-08-09-02 implemented a series of 3% annual water rate increases. The last 3% increase included in that resolution will occur on April 1, 2014. The spreadsheet that we maintain for the Water Enterprise Fund shows that the Operating Reserves will diminish due to inflation, increased maintenance costs and debt repayment without annual increases. Staff will prepare a rate increase for Council consideration in early 2015.

II. EXPENDITURES:

We've gone over the department expenditure reports at the mid-year point (Jan. 1st). In general terms, expenditures are about where we'd expect them to be. We've made a few recommendations to Department Heads where we've noted expenditures above or below that 50% threshold.

A. PERSONNEL COSTS:

Our largest single expense is employee wages and benefits (personnel costs). For this fiscal year the budgeted overall personnel costs is \$4,358,603¹. Now, the General Fund is the single greatest source of personnel cost funding, contributing \$3,464,130, or 79.5% of the total for this fiscal year.

There will be some cost increases due to the 3.5% salary increases approved for three of the four bargaining units that took effect on Jan. 1st. However, we'll also reap some minor savings since those unit employees are now picking up 1% of their PERS Employee Share of retirement costs. Overall, we expect the additional employee costs will total about \$30,000 for the remaining half of the fiscal year. (That's the figure we used for the General Fund projections in the "Audit Information" section above.) Note that the fourth bargaining unit's (Miscellaneous Unit) MOU doesn't expire until the end of this fiscal year-June 30th. So, any increase for the Misc. Unit will not affect this FY budget.

¹ Includes budgeted overtime & comp. time

III. GENERAL FUND-(SEVEN MONTH) SUMMARY TABLE:

Below is a summary of the **General Fund** for the first seven months of the current and six past fiscal years. This chart has been provided and updated for many years, so we've included it for consistency. Note that it presents information for the first seven (vs. six) months of the fiscal year-except as noted for TOT, where three full calendar quarters are shown.

REVENUE	Totals for First Seven (7) Months							Current Year 12 mo. Budget
	through 1-31-08	through 1-31-09	through 1-31-10	through 1-31-11	through 1-31-12	through 1-31-2013	through 1/31/2014	
Sales Tax (<i>& Triple Flip</i>)	\$1,454,814	\$1,128,471	\$916,164	\$997,802	\$1,582,440	\$1,454,679	1,772,466	\$2,650,000
TOT	\$ 346,368	\$ 200,911	\$165,419	\$196,118	\$204,479 <i>3 Qtrs paid</i>	\$240,702 <i>3 Qtrs paid</i>	\$235,763 <i>3 Qtrs paid</i>	\$ 260,000
Property Tax	\$309,457	\$ 314,004	\$276,918	\$261,882	\$263,408	\$259,388	\$269,241	\$ 476,500
VLF	\$ 293,661	\$ 14,737	\$237,849	\$282,621	\$277,612	249,657	\$260,023	\$ 500,000
General Fund Rev. Total	\$2,760,518	\$1,939,726	\$1,838,619	\$2,235,045	\$2,707,604	\$2,892,611	\$2,575,613	\$4,604,722
General Fund Expend Total	\$2,910,718	\$3,168,593	\$2,658,079	\$2,573,720	\$2,633,788	\$3,156,144	\$2,633,841	\$4,466,910

IV. BOTTOM LINE:

To sum up, some revenues are up a little, and some down a bit. Expenditures are near what we projected when the FY 2013-2014 budget was approved. Overall, barring any catastrophic event or condition, we believe we will finish the fiscal year without the need to "raid" our \$830,000 Operating Reserve, and be positively positioned to go into the next fiscal year (FY 2014-2015).

RECOMMENDATION:

- **MAYOR AND CITY COUNCIL RECEIVE THE MID-YEAR BUDGET REPORT FOR INFORMATION AND DISCUSSION.**