



**CITY OF CORNING  
CITY COUNCIL AGENDA**

**TUESDAY, MARCH 23, 2010  
CITY COUNCIL CHAMBERS  
794 THIRD STREET**

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

**B. ROLL CALL:**

<b>Council:</b>	<b>Vacant</b>
	<b>Ross Turner</b>
	<b>Toni Parkins</b>
	<b>John Leach</b>
<b>Mayor:</b>	<b>Gary Strack</b>

**C. PLEDGE OF ALLEGIANCE:**

**D. PROCLAMATIONS, RECOGNITION'S, APPOINTMENTS:**

- 1. Proclamation: April 2010 as Sexual Assault Awareness Month.** A representative from the Rape Crisis Intervention and Prevention Program for Tehama, Butte, and Glenn County will be present to accept the Proclamation.
- 2. Proclamation: April 2010 as National Volunteer Month in the City of Corning.** Corning Senior Center representatives will be present to accept the Proclamation.

**E. BUSINESS FROM THE FLOOR:** If there is anyone in the audience wanting to speak on an item not already on tonight's Agenda, please come to the podium, identify yourself and briefly present your information to the Council. If an item is already on the agenda, please wait until that item comes up for discussion and then obtain the Mayor's attention so you will be allowed to speak. **A three-minute time limit will apply unless the Council makes an exception due to special circumstances.** If your matter will require more time or formal action by the Council, the law requires that it be placed on the printed Agenda for a future meeting so that interested members of the public will have the chance to appear and speak on the subject.

**3. Red Cross Presentation by Charles McCaul.**

**F. 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.

- 4. Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.**
- 5. Waive the Reading and Approve the Minutes of the March 9, 2010 City Council Meeting with any necessary corrections:**
- 6. March 17, 2010 Claim Warrant - \$71,594.73.**
- 7. Business License Report – March 17, 2010.**

**G. ITEMS REMOVED FROM THE CONSENT AGENDA:**

H. **PUBLIC HEARINGS AND MEETINGS:** Any person may speak on items scheduled for hearing at the time the Mayor declares the Hearing open. **ALL LEGAL NOTICES PUBLISHED IN ACCORDANCE WITH LAW.**

8. Adopt Resolution 03-23-10-01 Approving the Community Development Block Grant Program Income Reuse Plan for the City of Corning.

I. **REGULAR AGENDA:**

9. Resolution No. 03-23-10-02 Authorizing the Imposition of After-Hour "Water Turn-on" Fees to Recover Staff Costs.

10. Request Council Direction: To Reschedule, or Cancel the June 8, 2010 City Council Meeting to Allow Use of the City's Council Chambers as an Established Polling Place for the Primary Election.

11. Policy Statement Regarding Public Works Department Removal of Curbside Prunings, Clippings and Bulky Items.

12. Report Regarding Annual Municipal Swimming Pool Operations and Maintenance Costs.

J. **ITEMS PLACED ON THE AGENDA FROM THE FLOOR:**

K. **COMMUNICATIONS, CORRESPONDENCE AND INFORMATION:**

L. **REPORTS FROM MAYOR AND COUNCIL MEMBERS:**

13. Turner:

14. Parkins:

15. Leach:

16. Strack:

M. **ADJOURNMENT!:**

POSTED: FRIDAY, MARCH 19, 2010

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY EMPLOYER

**PROCLAMATION  
APRIL 2010  
SEXUAL ASSAULT AWARENESS MONTH  
IN THE CITY OF CORNING**

**WHEREAS**, sexual assault is an intolerable violent crime with public health implications for every victim, survivor, their family members, significant others, neighbors and/or co-workers; and

**WHEREAS**, no one person, organization, agency or community can eliminate sexual assault on their own...we must work together to educate our entire population about what can be done to prevent sexual assault, how to support victims/survivors, and increase support to agencies providing services to victims/survivors; and

**WHEREAS**, Rape Crisis Intervention and Prevention has led the way in Corning in addressing sexual assault by providing 24-hour hotline services to victims/survivors, responding to emergency calls, offering support and comfort to those impacted by sexual assault during medical exams, criminal proceedings, and empowering those impacted by sexual assault to chart their own course for healing; and

**WHEREAS**, ending sexual assault in Corning must include active public and private efforts to "Shine the Light On Sexual Violence" in collaboration with Rape Crisis Intervention and Prevention, including conversation about what sexual violence is, how to prevent it, how to help survivors connect with crucial counseling and other support services, and how every segment of our society can work together to better address sexual violence; and

**WHEREAS**, Staff and Volunteers of sexual assault programs in Corning work year round to encourage every person in Corning to "Shine the Light On Sexual Violence" and to support survivors by providing prevention education and survivor empowerment information to schools, churches, civic organizations, as well as medical, mental health, law enforcement, education, and criminal justice personnel regarding sexual assault issues; and

**WHEREAS**, Rape Crisis Intervention and Prevention has set an important example of how forging collaborative relationships between service agencies and organizations serve to improve the quality of service for those most profoundly and directly impacted by sexual violence, thus setting an important example for how the rest of the community might work together to speak out and find solutions to sexual violence.

**WHEREAS**, Rape Crisis Intervention & Prevention requests public support and assistance as it continues its effort to bring real hope for freeing society from the tragedy of sexual violence and create a future where all women, men and children can live free from violence and exploitation;

**NOW, THEREFORE I, GARY R. STRACK, AS MAYOR OF THE CITY OF CORNING, DO HEREBY PROCLAIM THE MONTH OF APRIL 2010 AS SEXUAL ASSAULT AWARENESS MONTH IN THE CITY OF CORNING.**

**IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Corning to be affixed this 23<sup>rd</sup> day of March 2010.**

\_\_\_\_\_  
**GARY R. STRACK, MAYOR**

**PROCLAMATION**  
**APRIL 2010**  
**NATIONAL VOLUNTEER MONTH**  
**IN THE CITY OF CORNING**

**WHEREAS**, giving freely to others is one of the noblest of human enterprises; and

**WHEREAS**, April is designated National Volunteer Month; and

**WHEREAS**, this year marks the 35<sup>th</sup> annual celebration of the third week of April as Intern Week, created in 1974 to recognize the efforts of dedicated community volunteers; and

**WHEREAS**, more than 100 million volunteers working in their communities already contribute their talents daily to make a real difference in the lives of others; and

**WHEREAS**, California is a national leader in championing volunteerism and community service; and the City of Corning supports the idea that volunteerism and community service contributes to making the local community a better place to live; and

**WHEREAS**, volunteers have donated numerous hours to various City projects; and

**WHEREAS**, volunteers at the Corning Senior Center have donated approximately a total 5000 hours over the past year doing such things as: Opening the Center each day and performing such duties as cleaning, organizing supplies, assisting fellow seniors, serving, removing garbage, driving Seniors to and from the Center, and assisting the Director with parties and activities.

**NOW, THEREFORE, I, GARY R. STRACK, AS MAYOR OF THE CITY OF CORNING, DO HEREBY PROCLAIM THE MONTH OF APRIL 2010 AS VOLUNTEER MONTH IN THE CITY OF CORNING.**

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Great Seal of the City of Corning to be affixed this 23<sup>rd</sup> day of March 2010.

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**GARY R. STRACK, MAYOR**



**CITY OF CORNING  
CITY COUNCIL MEETING MINUTES**

**TUESDAY, MARCH 9, 2010  
CITY COUNCIL CHAMBERS  
794 THIRD STREET**

**A. CALL TO ORDER: 7:00 p.m.**

**B. ROLL CALL:**

**Council:**

**Vacant  
Ross Turner  
Toni Parkins  
John Leach  
Gary Strack**

**Mayor:**

All Council Members were present with one vacancy on the Council.

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. ADJOURN TO CLOSED SESSION: 7:02 p.m.**

**D. RECONVENE REGULAR MEETING AND REPORT ON CLOSED SESSION: 7:30 p.m.**

**CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

**Pursuant to Section 54956.8:**

Mayor Strack announced that Council met with the Property Negotiators and gave them direction.

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

**Pursuant to subdivision (c) of Government Code Section 54956.9:**

Mayor Strack announced that the City is filing a civil suit against the Comfort Inn for delinquent transient occupancy taxes due the City.

**E. PLEDGE OF ALLEGIANCE:** City Manager Kimbrough led the Pledge of Allegiance.

**F. PROCLAMATIONS, RECOGNITION'S, APPOINTMENTS, PRESENTATIONS:**

- 1. Proclamation: Proclaiming the Week of March 7, 2010 as Girl Scout Week in the City of Corning.** City Clerk Lisa Linnet read the Proclamation and Mayor Strack presented it to Wini Peterson and Girl Scout members that were present.
- 2. Proclamation: Proclaiming 2010 as the "Year of Happiness".** City Clerk Lisa Linnet read the Proclamation and Mayor Strack presented it to Edwin Edebiri of the nonprofit organization "I am Happy Project".

**G. BUSINESS FROM THE FLOOR:**

Mayor Strack announced the need to add an item to the Agenda as an "Urgency Item" stating that this item was brought to the attention of City Staff following the posting of the Agenda and requires immediate attention. City Attorney Michael Fitzpatrick introduced the item, "Consideration of Appointing Council Member to Board of Corning Community Foundation" explaining that according to an IRS representative processing the Foundation's application for federal tax-exempt status, at least one member of the City Council is required to be on the Foundation's Board of Directors.

Councilor Turner moved to add this item to the Agenda as an "Urgency Item". Councilor Parkins seconded the motion. **Ayes: Strack, Turner, Parkins and Leach. Opposed: None. Absent/Abstain: None. Motion was approved by a 4-0 vote with one vacancy on the Council.** Mayor Strack then announced that this would be added to the Agenda for discussion as the last item on the Agenda.

Leslie Wilbourn addressed the Council stating her concern for the local youth after hearing news that the Recreation Program and the City Pool might be shut down. She announced her support for the Recreation Program, and asked "can't we save these somehow"? Mayor Strack stated that we have to look at everything within the budget this year, however no decisions have been made yet.

Dean Cofer informed the Council that the Corning Skate and Bike Park Association is currently putting together a letter making a similar request to keep Recreation Supervisor Kimberly Beck and the City's Recreation Program.

Corning Skate and Bike Park Association member John Richards presented an update to the Council and announced that they plan to provide a skateboard presentation at the May Madness event.

- H. **CONSENT AGENDA:** It is recommended that items listed on the Consent Agenda be acted on simultaneously unless a Councilmember or members of the audience requests separate discussion and/or action.
3. **Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.**
  4. **Waive the Reading and Approve the Minutes of the following Meetings with any necessary corrections:**
    - a. **February 9, 2010; and**
    - b. **February 23, 2010; and**
    - c. **February 23, 2010 Closed Session**
  5. **March 3, 2010 Claim Warrant - \$59,566.98.**
  6. **March 3, 2010 Wages and Salaries - \$337,070.86.**
  7. **February 2010 – Treasurer's Report.**
  8. **March 2010 Building Permit Valuation - \$60,964.64.**
  9. **City of Corning Wastewater Operation Summary Report – February 2010.**
  10. **Resolution 03-09-10-01 Adopting the City's Conflict of Interest Code with No Changes.**

Mayor Strack introduced each item on the Consent Agenda by title. With no discussion, Councilor Turner moved to approve Consent Items 3-10. Councilor Leach seconded the motion. **Ayes: Strack, Turner, Parkins and Leach. Opposed: None. Absent/Abstain: None. Motion was approved by a 4-0 vote with one vacancy on the Council.**

I. **ITEMS REMOVED FROM THE CONSENT AGENDA:** None.

J. **PUBLIC HEARINGS AND MEETINGS:** None.

K. **REGULAR AGENDA:**

Councilor Turner made a motion to move Item 14, "Review of Applicants and Possible Selection of Council Member to Complete former Council Member Becky Hill's term" as the first item for

discussion and decision on the regular agenda. By consensus of the Council this reorganization of the regular agenda was done.

**14. Review of Applicants and Possible Selection of Council Member to Complete former Council Member Becky Hill's term.**

Mayor Strack stated the names of the four who responded with letters of interest outlining their various qualifications. He announced that one of the applicants; Sheree Parish-Liddell has asked to be removed from consideration due to a conflict in her school schedule. Mayor Strack stated that he would like to see someone appointed with experience with City processes and budgeting, especially during this difficult time, therefore his vote is for Darlene Dickison. Councilor Parkins stated she would like to see Mr. Lopez run during the next election, however she feels that during this budget crisis we should fill the position tonight with Mrs. Dickison. Councilor Leach stated he believed the Council should wait until the next election and let the voters of Corning chose who sits on this Council. Councilor Turner stated his agreement with Councilor Leach, that the citizens of Corning should make the choice not the four of us.

Mayor Strack stated he believes that we have a grave situation in the City of Corning and we are going to need all the help we can get. Councilor Parkins stated that this appointment will only be until next December, no harm – no foul to putting someone on the Council until December. Mayor Strack stated his belief that our Staff and the Citizens of Corning need the Council to appoint someone as there is a good possibility that the votes will go to a 2-2 vote, therefore they'd be put off. He further stated that even if he lost on a 3-2 vote the Council could still keep the City going, by not appointing we are hindering the City and slowing it down. Councilor Leach stated that the Mayor was entitled to his opinion, we all have that right however he still believes the election process is best.

Mayor Strack moved to appoint Darlene Dickison to the Council to complete the term of former Councilor Becky Hill. Councilor Parkins seconded the motion. **Ayes: Strack and Parkins. Opposed: Turner and Leach. The motion was not carried on a tied vote.**

With no other motions for appointment, Mayor Strack stated it was clear that no appointment would be made tonight therefore we will move on with the agenda.

**11. Request for Annual Tehama County State Fair Exhibit Contribution From the City of Corning in the amount of \$200.**

Mayor Strack introduced this item by title. Councilor Turner moved to approve the \$200 contribution. Councilor Parkins seconded the motion. Mayor Strack stated that he doesn't think the City should do this now during these economic times. After some discussion, Councilor Leach agreed with the Mayor. Councilor Parkins motioned to not contribute the cost of \$200 for the annual Tehama County State Fair Exhibit and Councilor Turner then amended the motion to state that Council Members could contribute up to the \$200 individually for the annual Tehama County State Fair Exhibit. **Ayes: Strack, Turner, Parkins and Leach. Opposed: None. Absent/Abstain: None. Motion approved by a 4-0 vote with one vacancy.**

**12. City Budget – Reducing the Cost of Service Delivery.**

Mayor Strack introduced this item by title and City Manager Kimbrough provided a report outline emphasizing that City Staff is committed to qualifying and quantifying each of the items Council has suggested. He further stated that Staff would be coming to Council over the next few months with more suggestions and possible actions. Mr. Kimbrough also informed the Council of the attached listing of Planning Department Fees stating this is something Staff and Council may want to seriously look at. **Information Item Only – No Action required.**

**13. Reorganization of Building and Safety Function in Response to Recession.**

Mayor Strack introduced this item by title with City Manager Kimbrough presenting the Staff Report. Mr. Kimbrough stated that the Building Official's work schedule could be split between

**THE CITY OF CORNING IS AN EQUAL OPPORTUNITY EMPLOYER**

Public Works, where he previously was assigned, and the Building Department. He outlined the qualifications of Building Official Terry Hoofard, the various benefits to the City such as helping to fill the gap caused by the four vacant positions in the Public Works Department and the savings to the General Fund.

Mayor Strack stated that the City has a substantial building project coming in, The Healthcare District Building, which is a multi-million dollar project that will require periodic inspections. He stated that this schedule would allow enough flexibility in order for this work without disrupting the Public Works schedules.

Councilor Turner confirmed that this would save the City approximately \$7,000 in the budget. Mayor Strack clarified that the actual savings is really in retirement, by not filling a vacant position at this time, therefore the savings is really approximately \$50,000 in retirement benefits.

Councilor Parkins moved to restructure the department of Building and Safety to reduce office hours making the Building Official available to work in Public Works where four full-time positions are being held vacant. Councilor Leach seconded the motion. **Ayes: Strack, Turner, Parkins and Leach. Opposed: None. Absent/Abstain: None. Motion approved by a 4-0 vote with one vacancy.**

**L. ITEMS PLACED ON THE AGENDA FROM THE FLOOR:**

**Urgency Item added to the Agenda: Consideration of Appointing Council Member to Board of Corning Community Foundation:**

Mayor Strack outlined some of the complications associated with this. He stated that the current By-Laws of the Foundation requires five Board Members, which they currently have. He stated that the Council really doesn't have the authority to appoint someone to this Board, only to recommend, and in so doing; a current member would be required to step down should the recommendation be accepted.

Councilor Parkins suggested that the appointee to serve on the Foundation be a member of the Council that is retired. After some discussion, Mayor Strack and Councilor Leach both volunteered to serve on the Foundation. After some discussion, Mayor Strack confirmed the Foundation's meeting dates with audience member and Foundation Secretary Darlene Dickison to avoid any possible conflicts with other committee meeting obligations of prospective appointed Council representative.

Mayor Strack stated that in his power as Mayor he appointments Councilor Leach as the Councils recommended representative and Councilor Turner seconded this and was approved by Council consensus.

**M. COMMUNICATIONS, CORRESPONDENCE AND INFORMATION: None.**

**N. REPORTS FROM MAYOR AND COUNCIL MEMBERS:**

15. **Turner:** None.
16. **Parkins:** Stated she had attended the ribbon cutting ceremony in Red Bluff for the new latex paint recycling at the PaintMart Store. She announced that locally Hatfield's would provide latex paint recycling here in Corning.
17. **Leach:** Thanked Council, City Staff and the Public for their support during his recent surgery.
18. **Strack:** Mayor Strack stated that due to the reduced staffing in Public Works, he believes John and the Public Works Staff will need to re-address the brush pickup within the City. He also asked the Public to please not stack private brush in the gutters during rainy weather. Mayor Strack also announced that at the Exchange Club dinner the following individuals were honored:

“Fireman of the Year” – Corning Volunteer Fireman Jerry Duby, “Police Officer of the Year” – Corning Police Officer David Pryatel, and Corning Cadet Juan Vadillo was honored as “Cadet of the Year”.

Fire Chief Martin Spannaus introduced new Corning Fire Dispatcher, Rocky Peterson.

Mr. Bucky Bowen addressed the Council stating that the public was not provided an opportunity to address the items listed on the regular agenda. After some discussion Mayor Strack instructed the City Clerk to add a new section to the agenda format calling for public comment prior to the Regular Agenda.

**O. ADJOURNMENT!: 8:26 p.m.**

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**Lisa M. Linnet, City Clerk**



# MEMORANDUM

**TO:** HONORABLE MAYOR AND COUNCIL MEMBERS

**FROM:** LORI SIMS  
ACCOUNTING TECHNICIAN

**DATE:** March 17, 2010

**SUBJECT:** Cash Disbursement Detail Report for the  
Tuesday, March 23, 2010 Council Meeting

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PROPOSED CASH DISBURSEMENTS FOR YOUR APPROVAL CONSIST OF THE FOLLOWING:

A.	Cash Disbursements	Ending	03-17-10	\$	27,542.65
B.	Payroll Disbursements	Ending	03-09-10	\$	44,052.08
GRAND TOTAL				\$	<u>71,594.73</u>

REPORT.: Mar 17 10 Wednesday  
 RUN...: Mar 17 10 Time: 14:53  
 Run By.: LORI

CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 03-10 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
010261	03/05/10	LAM03	LAMBETH, TAMMY	252.80	.00	252.80	100304	REC INSTRUCT-REC
010262	03/05/10	PET03	PETTY CASH	268.19	.00	268.19	100304	PETTY CASH-
010263	03/09/10	ATT02	AT&T	1154.92	.00	1154.92	1192842	COMMUNICATIONS-
010264	03/09/10	PGE05	PG&E	1128.37	.00	1128.37	100302	FIRE-ELECT & GAS
010265	03/09/10	PGE2A	PG&E	111.64	.00	111.64	100322	ELECT-MARTINI, MCDONALD &
010266	03/09/10	SUB01	SUBURBAN PROPANE	1535.48	.00	1535.48	166114	PROPANE-AIRPORT
010267	03/09/10	WAR05	WARREN, DANA KARL	406.60	.00	406.60	100309	REC INSTRUCT-REC
010268	03/11/10	ACC00	ACCESS INFORMATION	40.00	.00	40.00	56097	EQUIP MAINT-GEN CITY
010269	03/11/10	AIR00	AIRGAS NCN	40.88	.00	40.88	102120608	MAT & SUPPLIES-FIRE
010270	03/11/10	AME15	AMERTIGAS	108.56	.00	108.56	010029590	NATURAL GAS-ACO
010271	03/11/10	ARA02	ARAMARK UNIFORM SRV. INC.	32.83	.00	32.83	0460162	Mat/Supplies-
			Check Total.....	95.67	.00	95.67		
010272	03/11/10	BAS01	BASIC LABORATORY, INC	86.00	.00	86.00	1002183	ProfServices Water Dept
010273	03/11/10	COM01	COMPUTER LOGISTICS, INC	43.00	.00	43.00	48013	Equip.Maint.-
			Check Total.....	24.00	.00	24.00	48014	COMMUNICATIONS-FIRE
				28.00	.00	28.00	48015	COMMUNICATIONS-POLICE
			Check Total.....	95.00	.00	95.00		
010274	03/11/10	COR12	CORNING FORD MERCURY, INC	764.86	.00	764.86	120097	Veh Opr/Maint-WTR
			Check Total.....	152.85	.00	152.85	120624	Veh Opr/Maint-POLICE
				770.49	.00	770.49	121095	Veh Opr/Maint-FIRE
				536.91	.00	536.91	121498	Veh Opr/Maint-WTR
			Check Total.....	2225.11	.00	2225.11		
010275	03/11/10	DEP03	DEPT OF TRANS/CAL TRANS	113.40	.00	113.40	187221	Equip.Maint. St&Trf Light
010276	03/11/10	DEP12	DEPT OF JUSTICE	64.00	.00	64.00	779419	MAT & SUPPLIES-
010277	03/11/10	HOL04	HOLIDAY MARKET #32	101.96	.00	101.96	36602	Mat/Supplies-ACO
			Check Total.....	6.48	.00	6.48	36609	Mat/Supplies BuildingMain
				95.14	.00	95.14	36785	Mat/Supplies-ACO

CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 03-10 Bank Account.: 1020

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information-Description
Check Total.....				203.58	.00	203.58		
010278	03/11/10	JEF02	JEFF'S TRUCK SERVICE	668.03	.00	668.03	306922	COMMUNICATIONS-POLICE
010279	03/11/10	MUN02	MUNICIPAL CODE CORPORATIO	1410.17	.00	1410.17	120960	PROF SVCS-CITY CLERK
010280	03/11/10	NOR01	NORTH VALLEY BARRICADE	177.53	.00	177.53	13046	STR SIGN REPLAC-STR
010281	03/11/10	NOR31	NORM'S PRINTING	14.02	.00	14.02	008025	MAT & SUPPLIES-CITY COUNC
010282	03/11/10	OFF01	OFFICE DEPOT	167.54	.00	167.54	119293877	EQUIP MAINT-POLICE
				1075.47	.00	1075.47	511285065	Office Supplies-DISPATCH
Check Total.....				1243.01	.00	1243.01		
010283	03/11/10	PGE03	PG&E	13.16	.00	13.16	100303	Mat/Supplies PoliceService
010284	03/11/10	POI00	POINT BLANK BODY ARMOR	1714.29	.00	1714.29	IF1030158	SAFETY ITEMS-POLICE
010285	03/11/10	REI10	REILLY'S MUFFLERS	65.00	.00	65.00	9755	Veh Opr/Maint-POLICE
010286	03/11/10	SCH01	LES SCHWAB TIRE CENTER	168.08	.00	168.08	416990	Veh Opr/Maint-WTR
010287	03/11/10	SEI01	SELLER, ROY R., CPA	1643.40	.00	1643.40	23629	ProfServices Finance Dept
010288	03/11/10	SUN01	SUNRISE ENVIRONMENTAL	502.07	.00	502.07	94374	MAT & SUPPLIES-
010289	03/11/10	SUS02	SUSPENDERS ADV.	240.70	.00	240.70	1717-B	DUI GRANT-OTS OTHER
010290	03/11/10	TEH12	TEHAMA CO ASSESSOR	10.00	.00	10.00	100209	ProfServices Planning Adm
010291	03/11/10	THO03	THOMAS HYDRAULIC	128.33	.00	128.33	327270	VEH OP/MAINT-STR
010292	03/11/10	TRI02	TRI-COUNTY NEWSPAPERS	62.35	.00	62.35	91854	Print/Advert. City Clerk
				522.44	.00	522.44	92250	Print/Advert. City Clerk
				60.98	.00	60.98	92252	Print/Advert. City Clerk
Check Total.....				645.77	.00	645.77		
010293	03/15/10	CAR12	CARREL'S OFFICE MACHINES	7.01	.00	7.01	89819	MAT & SUPPLIES-LIBRARY
010294	03/15/10	COR11	CORNING SAFE & LOCK	14.61	.00	14.61	2714	MAT & SUPPLIES-BLD MAINT
010295	03/15/10	GOL03	GSSM / WFM	49.04	.00	49.04	I-028361	Mat/Supplies-WTR
010296	03/15/10	PGE2A	PG&E	25.84	.00	25.84	100303	ELECT-CLELAND PROP
010297	03/15/10	TEH12	TEHAMA CO ASSESSOR	75.84	.00	75.84	100311	MAT & SUPPLIES-PLANNING

REPORT.: Mar 17 10 Wednesday  
 RUN.....: Mar 17 10 Time: 14:53  
 Run By.: LORI

CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 03-10 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
010298	03/15/10	ATT09	AT&T	64.68	.00	64.68	100307	MAT & SUPPLIES-WTR
010299	03/15/10	BAS01	BASIC LABORATORY, INC	86.00	.00	86.00	1002434	ProfServices Water Dept
010300	03/15/10	CAM02	CAMELLIA VALLEY SUPPLY	177.45 521.14	.00 .00	177.45 521.14	0735857 0736067	MAT & SUPPLIES-WTR MAT & SUPPLIES-WTR
Check Total.....:				698.59	.00	698.59		
010301	03/15/10	CAS07	CASE POWER & EQUIPMENT,	83.68	.00	83.68	863070	MAT & SUPPLIES-
010302	03/15/10	CON07	CONEXIS	30.00	.00	30.00	02100R348	MEDICAL INS-COBRA
010303	03/15/10	DIS01	DISCOUNT DISPOSABLES	102.84	.00	102.84	95797	SAFETY ITEMS-POLICE
010304	03/15/10	DYN02	DYNAMIC BALANCING	95.00	.00	95.00	8274	MAT & SUPPLIES-WTR
010305	03/15/10	HOL04	HOLIDAY MARKET #32	126.45	.00	126.45	34586	Mat/Supplies-ACO
010306	03/15/10	MILL1	MILL CREEK VETERINARY	70.00	.00	70.00	49596	SPAY/NEUTER VOUCHER PROGR
010307	03/15/10	NOR01	NORTH VALLEY BARRICADE	21.65	.00	21.65	13064	STREET SIGN REPLAC-STR
010308	03/15/10	NOR21	NORTH VALLEY TREE SERVICE	3800.00	.00	3800.00	10766	TREE PRUNING-STR PROJ
010309	03/15/10	NOR31	NORM'S PRINTING	62.24	.00	62.24	008033	PRINTING/ADV-POLICE
010310	03/15/10	PGE04	PG&E	502.51	.00	502.51	100302	TranspFacility
010311	03/15/10	QUI02	QUILL CORPORATION	145.71	.00	145.71	4116448	Office Supplies-FINANCE
010312	03/15/10	USA01	USA BLUE BOOK	550.23 173.15	.00 .00	550.23 173.15	100357 104551	MAT & SUPPLIES-WTR MAT & SUPPLIES-WTR
Check Total.....:				723.38	.00	723.38		
010313	03/17/10	COM01	COMPUTER LOGISTICS, INC	2000.00	.00	2000.00	48092	COMMUNICATIONS-POLICE
010314	03/17/10	JMB01	JMB OIL COMPANY	540.36	.00	540.36	179383	Veh Opr/Maint-
010315	03/17/10	KN100	KNIFE RIVER CONSTRUCTION	901.51	.00	901.51	105709	MAT & SUPPLIES-STR
010316	03/17/10	NOR31	NORM'S PRINTING	741.95	.00	741.95	008061	OFFICE SUPPLIES-FINANCE
Cash Account Total.....:				27542.65	.00	27542.65		
Total Disbursements.....:				27542.65	.00	27542.65		
Cash Account Total.....:				.00	.00	.00		

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description	Payment Information
4411	03/09/10	BAN03	POLICE OFFICER ASSOC.	350.00	.00	350.00	B00309	POLICE OFFICER ASSOC	
4412	03/09/10	CAL37	CALIFORNIA STATE DISBURSE	138.46	.00	138.46	B00309	WITHHOLDING ORDER	
4413	03/09/10	EDD01	EMPLOYMENT DEVELOPMENT	4026.51	.00	4026.51	B00309	STATE INCOME TAX	
				1115.01	.00	1115.01	1B00309	SDI	
			Check Total.....	5141.52	.00	5141.52			
4414	03/09/10	ICM01	ICMA RETIREMENT TRUST-457	275.00	.00	275.00	B00309	ICMA DEF. COMP	
4415	03/09/10	OEU03	OPERATING ENGINEERS	625.00	.00	625.00	B00309	CREDIT UNION SAVINGS	
4416	03/09/10	PERS1	PUBLIC EMPLOYEES RETIRE	28029.41	.00	28029.41	B00309	PERS PAYROLL REMITTANCE	
4417	03/09/10	PERS4	Cal Pers 457 Def. Comp	225.00	.00	225.00	B00309	PERS DEF. COMP.	
4418	03/09/10	PRE03	PREMIER WEST BANK	7692.69	.00	7692.69	B00309	HSA DEDUCTIBLE	
4419	03/09/10	STA04	STATE OF CALIFORNIA	550.00	.00	550.00	B00309	WAGEASN 1107012828	
4420	03/09/10	VAL06	VALIC	1025.00	.00	1025.00	B00309	AIG VALIC P TAX	
Cash Account Total.....				44052.08	.00	44052.08			
Total Disbursements.....				44052.08	.00	44052.08			

=====

Date.: Mar 17, 2010  
Time.: 2:57 pm  
Run by: LORI

CITY OF CORNING  
NEW BUSINESSES FOR CITY COUNCIL

Page.: 1  
List.: NEWS  
Group: WIFMB

Business Name	Address	CITY/STATE/ZIP	Contact Name	Business Desc. #1	Business Start Date	Primary Teleph
OLIVE CITY INSURANCE	1610 SOLANO ST	CORNING, CA 96021	WHITE	ANY INSURANCE BROKER	03/17/10	(530)824-9900
ROSAS LANDSCAPING	132 MOBILE DR	CORNING, CA 96021	ROSAS	MERCED LANDSCAPING, YARD MOWING, & TREE TRIMMIN	03/17/10	(530)838-0114
TONY'S ORCHARD RECYC	6374 COUNTY ROAD 25	ORLAND, CA 95963	PAIVA	TONY ORCHARD RECYCLING; GRINDING OF YARD DEBR	03/17/10	(530)624-3151

**ITEM NO: H-8  
RESOLUTION 03-23-10-01 APPROVING THE  
COMMUNITY DEVELOPMENT BLOCK GRANT  
(CDBG) PROGRAM INCOME REUSE PLAN  
MARCH 23, 2010**

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

**FROM: STEPHEN J. KIMBROUGH, CITY MANAGER**

**SUMMARY:**

Over the years the City of Corning has been the recipient of a number of Community Development Block Grants. The Grants funded loan programs which provided needed public improvements and infrastructure necessary to support new commercial development and housing rehab loan programs for low income residents who needed repairs to their homes.

Each of these programs produced "Program Income" from loan payments. The Program Income was accounted for in separate funds and became available to reloan.

The "Program Income Reuse Plan" establishes the City Policy and Procedures for the administration of this program income. This new Reuse Plan proposed for adoption includes the Housing Rehabilitation Revolving Loan Funds "to assist low income households to rehabilitate single family residential units that are owner occupied and to provide for public improvements in support of new construction". The Reuse Plan has been expanded to include the reuse of program income which now includes provisions for a "First Time Homebuyer Loan Program".

**BACKGROUND:**

The City's Reuse Plan has been in existence for almost 20-years and has been periodically updated as programs and regulations change. Former City Consultant, James Norval wrote the current plan; this new plan has been written for us by JoAnn Anders, the City's grants administrator.

The draft plan being considered now has received a full review by the California Department of Housing and Community Development and they confirmed in their letter dated February 16, 2010 that the plan is in compliance with current requirements and ready for City Council consideration.

**RECOMMENDATION:**

**MAYOR AND COUNCIL CONDUCT THE PUBLIC HEARING TO SEEK ANY PUBLIC INPUT AND ADOPT RESOLUTION 03-23-10-01 APPROVING THE CITY OF CORNING CDBG PROGRAM INCOME REUSE PLAN.**

**RESOLUTION NO. 03-23-10-01**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORNING**  
**APPROVING THE**  
**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM INCOME REUSE PLAN**  
**FOR THE CITY OF CORNING**

**WHEREAS**, the City of Corning has received Community Development Block Grant Funding, and

**WHEREAS**, the Community Development Block Grant Program Income Reuse Plan is a requirement of funding, and

**WHEREAS**, the notice for a Public Hearing was duly published in accordance with State regulations and the Public Hearing was held on March 23, 2010.

—————

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORNING AS FOLLOWS:**

1. The City Council has reviewed and hereby approves the Community Development Block Grant Program Income Reuse Plan; and
2. The City Manager is hereby authorized to act on the City's behalf in all matters pertaining to the Program Income Reuse Plan.

**THE FORGOING RESOLUTION WAS PASSED AND ADOPTED** by the City Council of the City of Corning on this 23<sup>rd</sup> day of March 2010 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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

**ATTEST:**

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

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FINANCIAL ASSISTANCE**

Community Development Block Grant Program (CDBG)  
1800 Third Street, Suite 330  
P. O. Box 952054  
Sacramento, CA 95811  
(916) 552-9398  
FAX (916) 327-8823



**RECEIVED**

FEB 25 2010

**CORNING CITY CLERK**

February 16, 2010

*Lisa for  
next agenda  
3/23/2010*

Mr. Stephen Kimbrough  
City Manager  
City of Corning  
794 Third Street  
Corning, California 96021

**RE: PROGRAM INCOME REUSE PLAN APPROVAL**

Dear Mr. Kimbrough:

The Department of Housing and Community Development is in receipt of the City of Corning's (City) revised Program Income Reuse Plan (Plan) dated December 2009. The Plan has been reviewed for compliance based on our current requirements; the Plan is approved.

The City must have the final Plan adopted by its governing body, preceded by a properly noticed public hearing; following adoption, the Plan may be implemented.

Please keep a copy of the attached Plan, the adopted Plan, and this letter for your records. Please provide me with two copies of the following: the final Plan, proof of publishing of the public hearing notice, and the certified resolution showing adoption of the Plan.

If you have any questions or need assistance, please contact me at (916) 323-1454 or by e-mail at [jgonzales@hcd.ca.gov](mailto:jgonzales@hcd.ca.gov).

Sincerely,

Joann Gonzales  
Community Development Representative

Attachment

**CITY OF CORNING**  
**CDBG PROGRAM INCOME REUSE PLAN**

**Date this Plan Was Adopted:** \_\_\_\_\_

A Reuse Plan Governing Program Income from CDBG-Assisted Activities

The purpose of plan is to establish guidelines on the policies and procedures for the administration and utilization of program income received as a result of activities funded under the State Community Development Block Grant (CDBG) Program.

**Need for Plan Governing Reuse of Program Income.** This Reuse Plan is intended to satisfy the requirements specified in Federal statute and regulation at Section 104 (j) of the Housing and Community Development Act ("the Act"), as amended in 1992 and 24 CFR 570.489 (e) (3). These statutory and regulatory sections permit a unit of local government to retain program income for CDBG-eligible community development activities. Under federal guidelines adopted by the State of California's CDBG program, local governments are permitted to retain program income so long as the local government has received advance approval from the state of a local plan that will govern the expenditure of the program income. This updated Reuse Plan replaces the City of Corning's June 2006 Plan. This Reuse Plan may be formally adopted by the City Council after a properly noticed public hearing has been held and public comment on the Plan has been taken per Federal Regulations at 24 CFR 570.486.

**Program Income Defined.** Program Income is defined in federal regulation at 24 CFR 570.489 (e) which specify that program income is the gross income received by the jurisdiction that has been directly generated from the use of CDBG funds. (For those program income-generating activities that are only partially funded with CDBG funds, such income is prorated to reflect the actual percentage of CDBG participation). Examples of program income include: payments of principal and interest on housing rehabilitation or business loans made using CDBG funds; interest earned on program income pending its disposition, and interest earned on funds that have been placed in a revolving loan account; net proceeds from the disposition by sale or long-term lease of real property purchased or improved with CDBG funds; income (net of costs that are incidental to the generation of the income) from the use or rental of real property that has been acquired, constructed or improved with CDBG funds and that is owned (in whole or in part) by the participating jurisdiction or subrecipient.

If the total amount of income generated from the use of CDBG funds (and retained by the City) during a single program year (July 1 through June 30) is less than \$25,000, then these funds shall not be deemed to be program income and shall not be subject to these polices and procedures. However, Quarterly and Annual Program Income Reports must be submitted regardless of whether the \$25,000 threshold is reached or not.

**Portfolio Management Costs.** Costs of managing the portfolio of CDBG funded loans

may be charged to PI under general administration or activity delivery within the allowable limits set by HCD.

**General Administration (GA) Cost Limitation.** Up to eighteen percent (18%) of the total program income expended on all activities during a single program year may be used for CDBG general administration expenses.

**Reuses of Program Income.** Program income must be: a) disbursed for an activity funded under an open grant prior to drawing down additional Federal funds; b) forwarded to the State of California, Department of Housing and Community Development (Department); or c) distributed to one or more Revolving Loan Accounts (RLAs) according to this Program Income Reuse Plan after adoption of the plan by the City and approval by the Department. Eligible activities and National Objective requirements are specified in Federal Statute at Section 105(a) and in Federal Regulations at 24 CFR 570.482 and 24 CFR 570.483.

The City reserves the option of utilizing program income to fund/augment a CDBG funded activity included in an open grant agreement which is not the same as one of the RLA activities in this plan. In order to exercise this option the City must first follow the citizen participation process, hold a public hearing, obtain a governing body resolution, and obtain approval from the State to commit the PI funds. If an open grant activity is the same as the RLA activity under this plan, then local program income must be spent first prior to drawing down any open grant funds through the State.

**Planning Activities.** The City reserves the option of utilizing program income, within the 18 percent general administration annual cap, to fund planning for CDBG-eligible activities. Such planning activities may include: cash match for a State CDBG Planning and Technical Assistance Grant; environmental reviews or other studies necessary for CDBG-eligible projects or programs; or application preparation for CDBG or other loans to supplement funding for CDBG-eligible activities. The costs of such planning activities may be charged to an RLA if the planning is for the same activity as the RLA. Otherwise, PI may only be expended on planning activities in conjunction with an open CDBG Planning and Technical Assistance grant.

**Distribution for Reuse of Program Income.** The City of Corning's Program Income that has not been committed to open grant activities will be distributed into three RLA accounts as follows:

1. Fifty percent (50%) of all Housing Program Income will be deposited in the Housing Acquisition Revolving Loan Account.
2. Fifty percent (50%) of all Housing Program Income will be deposited in the Housing Rehabilitation Revolving Loan Account.
3. One Hundred percent (100%) of all other Program Income will be deposited in the Public Improvements in Support of New Housing Construction Revolving Loan Account.

Funds shall not be transferred between RLAs or to an open grant activity without conducting a properly noticed CDBG Citizen Participation public hearing. However, the transfer of program income between RLAs and to grant-funded activities during the program year in the aggregate amount of \$5,000 or less will not be subject to the citizen

participation requirement to hold a properly noticed public hearing. If it becomes necessary to transfer funds between RLAs we will consider revising the above distribution formula.

### **Reporting and Federal Overlay Compliance.**

The City shall comply with all State CDBG reporting requirements, including submittal of a single annual Grantee Performance Report that reports on all of the City's RLAs, and the required Quarterly and Annual Program Income Reports, which shows combined PI receipts and actual PI expenditures for all RLAs and grants on one report.

The City shall ensure that the use of program income under this Reuse Plan complies with all CDBG program requirements, including citizen participation, environmental review, equal opportunity, Section 3 employment, lead-based paint, labor standards, acquisition and relocation, procurement, property management, and maintenance of adequate accounting and record keeping systems. To ensure ongoing compliance with CDBG requirements, the City shall utilize the latest available State CDBG Program Grant Management Manual for guidance on compliance procedures and polices. The City shall obtain the Department's written approval before proceeding with any PI-funded activity.

**Revising this plan.** The City Council has the authority to amend this document with a properly noticed Council meeting and approval by the State Department of Housing and Community Development (HCD).

**Revolving Loan Accounts (RLA).** The purposes and allowed uses of funds under the City's RLAs are, as follows:

#### **Housing Acquisition Revolving Loan Account.**

This fund will be principally used for the purpose of making loans to assist low-income families purchase a single-family housing unit. A low-income family has an annual income which is 80% or less of the county's median income. At least 51 percent of the funds expended for the activity funded under this RLA during the program year shall be used on revolving activities (i.e., loans).

General administration costs for this activity is limited to 18% of all RLA funds spent annually. In any event, the total expended for non-revolving activities (activity delivery costs, and general administration) shall not exceed 49 percent of the total funds actually expended during the program year (July 1 thru June 30).

The review and funding of requests for CDBG loan or grant assistance under this RLA shall be conducted under the First-Time Homebuyer Program Guidelines that have been adopted by the City (**Attachment A**). All assistance provided for activities under this RLA shall be made for activities that are located within the City's jurisdiction.

If the activities funded under the RLA are for the same activities as those funded under an open State CDBG grant agreement, then the funds available in this RLA shall be

expended prior to drawing down funds from the State CDBG program. No funds can be expended under this RLA until the State has issued a written release of funds letter for the activity.

### **Housing Rehabilitation Revolving Loan Account.**

This fund will be principally used for the purpose of making loans to assist low-income households rehabilitate single family residential units that are owner-occupied by households which have an annual income which is 80 percent (80 percent) or less of the county's median income. At least 51 percent of the funds expended for the activity funded under this RLA during the program year shall be used on revolving activities (i.e., loans).

No more than eighteen percent of the total amount of PI expended annually may be expended for general administrative costs related to this RLA activity. In any event, the total expended for non-revolving activities (activity delivery costs, and general administration) shall not exceed 49 percent of the total funds actually expended during the program year (July 1 thru June 30).

The review and funding of requests for CDBG loan or grant assistance under this RLA shall be conducted under the Housing Rehabilitation Program Guidelines that have been adopted by the City (**Attachment B**). All assistance provided for activities under this RLA shall be made for activities that are located within the City's jurisdiction.

If the activities funded under the RLA are for the same activities as those funded under an open State CDBG grant agreement, then the funds available in this RLA shall be expended prior to drawing down funds from the State CDBG program. No funds can be expended under this RLA until the State has issued a written release of funds letter for the activity.

### **Public Improvements in Support of New Construction Revolving Loan Account**

This fund will be used to provide "gap" financing for non-profit or for-profit corporations that can document the need for CDBG assistance and that will develop new housing that will be principally occupied by members of households that have an annual income that is eighty percent (80%) or less than the county's median household income, adjusted for household size. At least 51 percent of the funds expended for the activity funded under this RLA during the program year shall be used on revolving activities (i.e., loans).

No more than eighteen percent of the total amount of PI expended annually may be expended for general administrative costs related to this RLA activity. In any event, the total expended for non-revolving activities (activity delivery costs, and general administration) shall not exceed 49 percent of the total funds actually expended during the program year (July 1 thru June 30).

Guidelines for application of funds have been adopted by the City (**Attachment C**). All assistance provided for activities under this RLA shall be made for activities that are

located within the City's jurisdiction.

If the activities funded under the RLA are for the same activities as those funded under an open State CDBG grant agreement, then the funds available in this RLA shall be expended prior to drawing down funds from the State CDBG program. No funds can be expended under this RLA until the State has issued a written release of funds letter for the activity.

## NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of Corning will conduct a public hearing on Tuesday, March 23, 2010, at 7:30 p.m., or as soon thereafter as the matter may be heard at the Corning City Hall, 794 Third Street, Corning, California 96021, to discuss the Community Development Block Grant Program Income Reuse Plan. This Plan is a requirement of the Community Development Block Grant funding received by the City of Corning.

The purpose of this public hearing is to give the citizens an opportunity to make their comments known. If you are unable to attend the public meeting you may direct written comments to Lisa M. Linnet, City Clerk, City of Corning, 794 Third Street, Corning, California 96021 or may telephone 530-824-7033. In addition, general CDBG information is available for your inspection at the above office address between the hours of 8:00 a.m. and 5:00 p.m. on weekdays in the public information file.

Lisa M. Linnet, City Clerk  
City of Corning  
Published: Saturday, March 6, 2010

**ITEM NO. I-9  
RESOLUTION NO. 03-23-10-02; A  
RESOLUTION AUTHORIZING THE  
IMPOSITION OF AFTER-HOURS WATER  
"TURN-ON" FEES TO RECOVER STAFF  
COSTS**

**MARCH 23, 2010**

**TO: CITY COUNCIL OF THE CITY OF CORNING, CALIFORNIA**

**FROM: STEPHEN J. KIMBROUGH; CITY MANAGER  
JOHN L. BREWER, AICP; PUBLIC WORKS DIRECTOR**



**SUMMARY:**

To restore water service to residences or businesses, a Public Works employee must visit the site and turn a valve and/or remove a lock. We're usually able to efficiently complete the service restoration and satisfy the needs of the customer. This works fine during normal Public Works crew hours. However, there are occasions when a customer's circumstances require water service to be restored after regular Public Works crew hours. When that occurs we must call an employee back to work and pay that employee for the "call-out".

The purpose of this staff report and the associated resolution is to authorize the imposition of specific fees when "after-hours" water service restoration is desired by the customer.

**BACKGROUND:**

People seeking new or restored water service first come to the City's Finance Department and open a new utility account. The Utility Clerks usually coordinate the physical restoration of water service with a Public Works crewmember. Near the end of the workday, Finance Dept. staff customarily advises customers that "turn-ons" are not immediately possible since the Public Works hours are over and no crewmembers are available. Many customers are understanding and willing to wait until the next workday for water service. But some are committed to moving their residence or business and urgently need water before the next business day. Over the years, these "urgent" situations have become more frequent.

If we call a Public Works employee "back to work", the City is obligated to compensate the employee for two overtime hours. Overtime is paid at the rate of 1.5 times regular pay. So, that means the employee earns the equivalent of three hours' pay.

The decision about whom to call out depends on who's available. Public Works Maintenance Workers currently earn \$18.33/hr. Equipment Operators earn \$20.89/hr. To make sure we're collecting sufficient funds to recover the costs to the City, staff

recommends billing for three hours at the higher Equipment Operator's rate. So, the current total would be rounded off to \$65.00. Note the recommended resolution includes text that will automatically increase that "after hours Turn-on fee" based on the most current salary schedule.

**RECOMMENDATION:**

**That the City Council:**

- **ADOPT RESOLUTION NO. 03-23-10-02; A RESOLUTION AUTHORIZING IMPOSITION AND COLLECTION OF AN "AFTER HOURS WATER SERVICE TURN-ON FEE" IN THE CITY OF CORNING.**

**RESOLUTION NO.: 03-23-10-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORNING  
AUTHORIZING THE IMPOSITION AND COLLECTION OF AN "AFTER HOURS  
WATER SERVICE TURN-ON FEE"**

**Whereas**, the City of Corning owns and operates a municipal water system that provides domestic, commercial and fire suppression water to residential and non-residential customers, and

**Whereas**, new customers occasionally need water service turned-on immediately to fit their particular schedule or other needs, and,

**Whereas**, when the customer's urgency necessitates calling a Public Works Employee back to work, the City Water Utility experiences unforeseeable and unbudgeted costs that should be recompensed by the customer.

---

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Corning does authorize the City Manager and Public Works Director to impose and collect a fee for customer requested "After Hours Water Turn-ons". Said fee shall be not less than the equivalent of three hours of Public Works Dept. "Equipment Operator" regular hourly rate, currently \$20.89/hr, and rounded off to \$65.00. This total shall be adjusted annually or more often in accordance with the applicable City Salary Schedule.

**PASSED AND ADOPTED** by the City Council of the City of Corning on this 23<sup>rd</sup> day of March, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

**Gary R. Strack, Mayor**

**ATTEST:**

---

**Lisa M. Linnet, City Clerk**

**ITEM NO: I-10**  
**REQUEST COUNCIL DIRECTION: TO**  
**RESCHEDULE, OR CANCEL THE JUNE 8, 2010**  
**REGULARLY SCHEDULED CITY COUNCIL**  
**MEETING TO ALLOW USE OF THE CITY'S**  
**COUNCIL CHAMBERS AS AN ESTABLISHED**  
**POLLING PLACE FOR THE PRIMARY**  
**ELECTION.**  
**MARCH 23, 2010**

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

**FROM: STEPHEN J. KIMBROUGH, CITY MANAGER**  
**LISA M. LINNET, CITY CLERK**

*STEVE*

*LM*

**SUMMARY:**

Staff seeks Council direction on whether to cancel or reschedule the June 8, 2010 regularly scheduled City Council Meeting to accommodate the County Elections Department by allowing the use of the City's Council Chambers for a polling place as is traditionally done.

**BACKGROUND:**

The current City Municipal Codes, Title 2 - Administration and Personnel, Section 2.04.010 – Meetings, sets the meeting hour and dates as the second and fourth Tuesdays of the month. This Code does not specify direction on rescheduling meetings; neither does the City's established "Rules of Procedure".

This year the June 8, 2010 Primary Election falls on the second Tuesday of the month which is the same night as the regularly scheduled City Council Meeting.

**RECOMMENDATION:**

- 1. MAYOR AND COUNCIL CANCEL THE JUNE 8, 2010 REGULARLY SCHEDULED CITY COUNCIL MEETING DUE TO ITS CONFLICT WITH THE STATEWIDE PRIMARY ELECTION; OR**
- 2. MAYOR AND COUNCIL RESCHEDULE THE JUNE 8, 2010 REGULARLY SCHEDULED CITY COUNCIL MEETING TO MONDAY, JUNE 14, 2010 DUE TO AVOID A CONFLICT WITH THE STATE PRIMARY ELECTION.**

ITEM NO. I-11  
POLICY STATEMENT REGARDING PUBLIC  
WORKS DEPARTMENT REMOVAL OF  
CURBSIDE PRUNINGS AND CLIPPINGS AND  
BULKY ITEMS

MARCH 23, 2010

TO: CITY COUNCIL OF THE CITY OF CORNING, CALIFORNIA  
FROM: STEPHEN J. KIMBROUGH, CITY MANAGER  
JOHN L. BREWER, AICP; PUBLIC WORKS DIRECTOR

JB STEVE

**SUMMARY:**

The Public Works Department has customarily removed curbside debris, including tree trimmings and prunings, leaves and even furniture and appliances that accumulate along City streets. These three separate but similar tasks stem from heretofore unwritten policies that date back several decades.

In light of budget limitations, staffing shortages and reduced operating hours, and to assure consistent application of resources, staff recommends these policies be reviewed, revised and perfected in a short series of written Council policy statements.

**BACKGROUND:**

**Public Works Staff Resources.**

In 1991, the Public Works Department consisted of 13 employees; 11 at the corporation yard, one Director and one secretary. As of this writing, the department staff totals nine (9) employees; with a crew of seven (7). Of the seven, two are currently on medical leave, leaving just the Assistant Director and four (4) crewmembers to complete the myriad of tasks that are the responsibility of the Public Works Department. Additionally, the City has implemented a 10% furlough program.

For comparison purposes, the 11 man "1991" P/W crew generated 440 weekly man-hours (11 men X 8 hrs/day X 5 work days). Disregarding the medical absences, our current 7 man crew operating on the furlough schedule generates 252 weekly man-hours (7 men X 8 hrs/day X 4.5 work days) of labor. That amounts to a 188 fewer man-hours/week; a 42.7% reduction (188/440) from the level of service the City provided in 1991. Of course, during the same period, the lengthy list of P/W responsibilities has not decreased.

Adding 30 (or so) hours of Building Official Terry Hoofard's workweek to the P/W staff (commencing in April) will incrementally narrow that gap, but will still leave the department staffed 35.9% below the 1991 staffing level.

**Resident Trimmings and Prunings:**

The City has offered to collect prunings and trimmings from City street trees that are deposited at the curbside. Citizens have become accustomed to this service. In fact, many

now expect the City to remove clippings resulting from non-street trees. Distinguishing the source of the trimmings is often a troublesome issue between residents and the P/W crew. In many cases, the debris is a mix of street tree and private tree trimmings. Oftentimes, instead of beleaguering the matter, the P/W crew will yield and simply collect the entire debris pile. The debris is transported to the City's "Yardwaste Collection Facility" on Carona Avenue. The material is stored until sufficient accumulation warrants grinding and removal/sale by a private contractor (to a waste to energy plant).

**Leaf Pick-up:**

Every autumn, the P/W crew collects leaves that residents deposit along the curb. Retrieving the leaves eliminates the need for residents to burn them, which results in air pollution, potential fire hazards, and possible pavement damage from the heat of the burning piles. Removal also eliminates the possible obstruction of the stormdrain system.

**Appliances, etc.:**

From time to time appliances or pieces of furniture (sofas, chairs, TV's, etc.) appear at the curbside. The appliance or furniture typically remains at the curbside for days or weeks, until a complaint is lodged at City Hall. At that point, P/W staff will contact the adjacent resident, who will often deny any responsibility for the discarded item. As a result, our crew will retrieve the item and temporarily deposit it at the corporation yard. When we've accumulated a sizeable number of items, we transport the items to Waste Management's (Corning Disposal) local yard for disposal.

**Waste Management Contract-Greenwaste and Large Appliances:**

The City currently contracts with Waste Management Corporation which does business locally as "Corning Disposal". The contract obligates Corning Disposal to collect garbage once a week. Additionally, recyclables such as cans, bottles and papers are collected every other week, as are greenwastes. Residents have (or have access to) a refuse container, a greenwaste container, and a recycling container. Greenwastes must be no larger than 6" in diameter and 36" in length to fit within the container. See the attached copy of the two-page Corning Disposal Information sheet.

In addition to the curbside refuse, greenwaste and recyclable collection services, Corning Disposal also conducts quarterly curbside "Bulky Goods" collections for appliances and furniture items. They will also accept one item a month/resident at their yard facility at 3281 Highway 99-W.

The City has a mandatory garbage service ordinance. So, all residents have access to these services.

**STAFF CONCLUSIONS:**

In light of the staffing and workweek reductions, Public Works staff can simply not provide the same level of service that was previously provided. Services that duplicate those available from others seem like they'd be best suited for elimination.

Greenwaste collection is available every other week through Corning Disposal collection services. Limbs and other clippings that don't fit the greenwaste container should be hauled off by the resident, a relative, friend or a local landscape contractor. It's important to note that the City will continue to remove trimmings and prunings that the department generates. These policies would affect only property owner or tenant generated debris.

Bulky items like appliances and furniture can be readily disposed of at Corning Disposal's yard, or through the quarterly curbside collection events.

The public should be notified of these revised policies. Options include a press release, newspaper advertisement, notice on the City utility bill, a posting on the City's web page and perhaps a mailed postcard.

**STAFF RECOMMENDATION:**

**That the City Council:**

- **ADOPT THE ATTACHED "GREENWASTE" AND "BULKY APPLIANCE" POLICY STATEMENTS AND DIRECT STAFF TO TAKE STEPS TO ADVISE THE PUBLIC OF THE CHANGED POLICIES.**

## **Greenwaste Policies:**

- 1.) At this time, the City Public Works Department hasn't the staff resources to collect curbside tree, shrub or yard clippings deposited by adjacent property owners or tenants.*
- 2.) Regardless of its origin, trash and refuse (including greenwastes), shall not be deposited on City property, including City street rights of way, except when the refuse is within one or more containers provided by Corning Disposal Co. In exception to this policy, leaves, collected as part of the City's Autumn Leaf Collection program, may be temporarily deposited at the curbside.*
- 3.) Residents and commercial tenants shall dispose of greenwastes such as yard, tree and shrub prunings and clippings, within the Corning Disposal supplied greenwaste containers which are emptied bi-weekly. Quantities exceeding the Corning Disposal limits may be disposed by multiple greenwaste collection cycles, or by personally transporting to an approved waste disposal site.*
- 4.) Those responsible for discarding "Greenwastes" on City property should be advised that their actions amount to littering and given the opportunity to voluntarily abate the litter in lieu of citation.*
- 5) The City may sponsor one or more annual events where greenwastes are collected at the curbside. Any such events shall be advertised in the newspaper and posted on the City's website.*

## **B. Bulky Appliance Policies:**

- 1.) The City Public Works Department hasn't the staff resources to collect curbside appliances, or furniture items deposited on City property, including street rights of way.*
- 2.) Except for the regularly scheduled curbside "Bulky Goods" collection events (typically four events per year), no one shall deposit appliances, or furniture items on City property, including street right of ways.*
- 3) Those responsible for discarding "Bulky Goods" on City property should be advised that their actions amount to littering and given the opportunity to voluntarily abate the litter in lieu of citation.*
- 4.) Residents and commercial tenants shall dispose of bulky items such as appliances, and furniture items through regular "Bulky Items" collection events conducted by Corning Disposal Co., or by personally transporting to an approved waste disposal site, or another approved disposal method.*

# CITY OF CORNING

## THE YES AND NO LIST FOR YOUR YARD WASTE PROGRAM

**YES**

• Loosely place grass and weed clippings, leaves, shrub and tree prunings inside cart.

• Branches cannot exceed 6" in diameter or 36" in length so that lid easily and completely closes.

• **LID MUST BE CLOSED!**

**PLEASE,  
NO GARBAGE!**



**NO**

NO ashes  
NO cardboard  
NO dirt, rocks  
NO fibrous plants such as cactus, ice plant, ivy and palm leaves (fronds)  
NO fruits, vegetables  
NO glass  
NO hazardous waste  
NO household garbage

NO metal  
NO oversized prunings  
NO paper  
NO pet waste  
NO plastic  
NO styrofoam  
NO treated, painted wood  
NO tree stumps  
NO yard trim in plastic or paper bags

**These items WILL contaminate Yard Waste truckloads**

Two choices if Yard Waste cart becomes contaminated with any of the "no's" above:

1. Remove contaminants and clean cart prior to next pick-up day.
2. Call Waste Management at 1(800) 479-8101 to request and pay for an extra trash pick-up of contaminated cart.

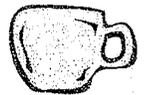
## THE YES AND NO LIST FOR YOUR CURBSIDE RECYCLING PROGRAM

**Simply mix all these acceptable recyclables into your Recycling cart and let Waste Management take care of the sorting for you:**

- Narrow neck plastics from products such as soda, milk, water, health & beauty aids, cleaning supplies (regardless of recycling number)
- Drink boxes (with straws removed)
- Cartons from products such as milk, juice, egg substitute (rinse first)
- Cans from products such as soda, beer, beans, soup
- Phone books, magazines, catalogs
- Computer, construction, ledger paper
- Empty boxes from cereal, crackers, cosmetics, shoes, etc.
- Empty, clean rolls from toilet tissue and paper towels
- Glass bottles and jars
- Paperboard backings from housewares, toys, cosmetics, etc. (first remove plastic bubble facings)
- Paper egg cartons
- Sorted junk mail and envelopes (first remove product samples, plastic inserts, foil)
- Newspaper (place loose in cart)
- Non-waxed corrugated cardboard (cut into flat pieces no larger than 18" x 18" - place loose in cart)

**These items will contaminate recycling truckloads!**

- NO aluminum foil, pie tins
- NO cellophane wrap
- NO ceramic containers
- NO drinking glasses
- NO facial tissue, paper towels
- NO food-stained containers
- NO light bulbs
- NO mirrors, window glass
- NO ovenware, crystal
- NO photographs
- NO plastic packaging
- NO plastic planting containers
- NO plastic six-pack rings
- NO styrofoam peanuts
- NO styrofoam, plastic or paper plates, cups, utensils
- NO wax paper, foil gift wrap, tissue, ribbon



For billing information set-up please call

Residential - City of Corning 530-824-7028

Commercial/Industrial - Waste Management 530-824-4700

For service information and once a month household item pick-up (please call before the 1st Friday of the month) contact Waste Management at 530-824-4700

- NO wide-mouth plastic tubs, buckets
- NO hazardous material containers
- NO personal hygiene items

Weeks in White Bars = Place Curbside Recycling carts out for pick-up.

Weeks in Green Bars = Place Yard Waste carts out for pick-up

### CURBSIDE RECYCLING & YARD WASTE PICK-UP CALENDAR JANUARY 2010 TO DECEMBER 2010.

JANUARY 2010							FEBRUARY 2010							MARCH 2010							APRIL 2010							MAY 2010							JUNE 2010													
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa							
					1	2			1	2	3	4	5	6			1	2	3	4	5	6						1	2	3							1							1	2	3	4	5
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12							
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19							
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26							
24	25	26	27	28	29	30	28							28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30											
																					30	31						30	31																			
JULY 2010							AUGUST 2010							SEPTEMBER 2010							OCTOBER 2010							NOVEMBER 2010							DECEMBER 2010													
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa							
					1	2	3	1	2	3	4	5	6	7			1	2	3	4						1	2							1	2	3	4							1	2	3	4	
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11							
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25	26	27	28	29	30	31	29	30	31				26	27	28	29	30	24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31											



# CORNING DISPOSAL

## Recycle / Yardwaste Schedule

OCTOBER 2009						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2009						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2009						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### Bulky Goods Schedule Residential customer only

**Curbside pick-up dates**  
 (4 per year)

**Drop-off pick-up dates**  
 Loc: 3281 Highway 99 W, Corning

Oct. 9, 2009  
 Jan. 8, 2010  
 Apr. 9, 2010  
 Jul. 9, 2010  
 Oct. 8, 2010

Nov. 13, 2009  
 Dec. 11, 2009  
 Feb. 12, 2010  
 Mar. 12, 2010  
 May 14, 2010

Jun. 11, 2010  
 Aug 13, 2010  
 Sept. 10, 2010  
 Nov. 12, 2010  
 Dec 10, 1010

Must call Corning Disposal to schedule curbside pick-up (530) 824-4700

- Each residential household is limited to 3 large appliances per year.
- Only allowed to make 1 drop-off trip to the site per drop-off months
- Will be requested to provide proof of residency (water bill, phone bill, etc)

ITEM NO. I-12  
REPORT REGARDING ANNUAL MUNICIPAL  
SWIMMING POOL OPERATIONS AND  
MAINTENANCE COSTS.

MARCH 23, 2010

TO: CITY COUNCIL OF THE CITY OF CORNING, CALIFORNIA

FROM: STEPHEN J. KMBROUGH, CITY MANAGER  
JOHN L. BREWER, AICP; PUBLIC WORKS DIRECTOR



**SUMMARY:**

Councilmembers have expressed interest in an overall analysis of the annual pool operation and maintenance costs. The purpose of this agenda item is to report both the costs and the revenues that are appurtenant to the City pool.

**BACKGROUND:**

The City Pool, located in Northside Park, is typically operated for a 10 week period from early June through mid-August. Carl Crain, the Deputy Director of Public Works, compiled the following budgetary information from the Finance Department for the 2009 calendar year that includes the entirety of the 2009 pool season.:

<b>Expenditures</b>	
Certification Reimbursement	\$830.00
Salaries	\$36,147.80
Employee Physicals (Lifeguards)	\$1,200.00
Electricity	\$14,690.78
Chemicals	23,699.75
<b>Total Expenditures:</b>	<b>\$76,568.33</b>
<b>Total Revenues:</b>	<b>\$22,151.79</b>
<b>Net:</b>	<b>-54,416.54</b>

As you can see from the table above, for calendar year 2009, the City expended \$54,416.54 more than it collected to operate and maintain the pool.

**STAFF RECOMMENDATION:**

None, this is presented as an informational item only.