



**CITY OF CORNING  
SPECIAL CITY COUNCIL  
CLOSED SESSION AGENDA  
TUESDAY, AUGUST 11, 2020  
CITY COUNCIL CHAMBERS  
794 THRID 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 are 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: 5:30 p.m.**

**B. ROLL CALL:**

<b>Council:</b>	<b>Robert Snow Jose "Chuy" Valerio Dave Demo Karen Burnett</b>
<b>Mayor:</b>	<b>Douglas Hatley Jr.</b>

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. REGULAR AGENDA:**

- 1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (§ 54956.8):**  
 Property: 1081 Solano Street, Suite A, Corning, CA  
 Agency Negotiator: Kristina Miller, City Manager  
 Negotiating Party: Jody McBrayer-Gonzalez  
 Under Negotiation: Terms of Lease

**E. ADJOURN TO REGULARLY SCHEDULED CITY COUNCIL MEETING AND REPORT ON CLOSED SESSION: 6:30 p.m.**



**CITY OF CORNING  
CITY COUNCIL MEETING AGENDA  
TUESDAY, AUGUST 11, 2020  
CITY COUNCIL CHAMBERS  
794 THIRD STREET**

**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: 6:30 p.m.**

**B. ROLL CALL:**

<b>Council:</b>	<b>Robert Snow Jose "Chuy" Valerio Dave Demo Karen Burnett</b>
<b>Mayor:</b>	<b>Douglas Hatley Jr.</b>

- D. PLEDGE OF ALLEGIANCE:** Led by the City Manager.
- E. INVOCATION:** Led by Mayor Hatley.
- F. PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, PRESENTATIONS:**
1. COVID-19 Update by City Manager.
- G. PUBLIC COMMENTS AND BUSINESS FROM THE FLOOR:**
- 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 request separate discussion and/or action.
2. Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.
  3. Waive the reading and approve the Minutes with any necessary corrections of the June 28, 2020 Closed Session and Regular City Council Meeting.
  4. August 5, 2020 Claim Warrant in the amount of \$303,204.55.
  5. August 5, 2020 Business License Report.
  6. July Wages & Salaries: \$524,335.61.
  7. July 2020 Treasurer's Report.
  8. July 2020 Building Permit Valuation Report in the amount of \$239,940.
  9. July 2020 City of Corning Wastewater Operations Summary Report.
- I. ITEMS REMOVED FROM THE CONSENT AGENDA:**
- J. PUBLIC HEARINGS AND MEETINGS:**
10. Adopt Resolution No. 08-11-2020-01 setting the Fiscal Year 20/20/2021 Assessment at \$63.08 per parcel for the City of Corning Lighting and Landscape District 1, Zone 1.
  11. Adopt Resolution No. 08-11-2020-02 setting the Fiscal Year 20/20/2021 Assessment at \$91 per parcel for the City of Corning Lighting and Landscape District 1, Zone 2.
  12. Adopt Resolution No. 08-11-2020-03 setting the Fiscal Year 20/20/2021 Assessment at \$142.10 per parcel for City of Corning Landscaping and Lighting District 1, Zone 3.
  13. Adopt Resolution No. 08-11-2020-04 setting the Fiscal Year 20/20/2021 Assessment at \$4,772.90 per parcel for Landscaping and Lighting District 1, Zone 4.
- K. REGULAR AGENDA:**
14. Approve Memorandum of Understanding (MOU) for CDBG CV1 Grant Funds between the Cities of Corning, Red Bluff and Tehama and the County of Tehama.
  15. Review and adopt the revised and updated City of Corning Return to Work Program.
  16. Recommend appointment of Blane Smith to the City of Corning Recreation Commission.
  17. Approve and authorize the City Manager to sign and send the two League of California Cities recommended COVID-19 related letters;
    - a. Supporting \$500 billion in direct/flexible federal assistance to local governments of all sizes to sustain core resident services and to support public health & economic recovery; and
    - b. Opposing SB 1383 which requires employers (public/private), with 5 employees to provide 12-weeks protected leave yearly; threatens employers with litigation for unintentional mistakes.
- K. ITEMS PLACED ON THE AGENDA FROM THE FLOOR:**
- L. COMMUNICATIONS, CORRESPONDENCE AND INFORMATION:**

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

**Snow:** None.

**Valerio:** None.

**Demo:**

**Burnett:** None.

**Hatley:** None.

**O. ADJOURNMENT!:**

**POSTED: FRIDAY, AUGUST 7, 2020**



**CITY OF CORNING  
SPECIAL CITY COUNCIL  
CLOSED SESSION MINUTES  
TUESDAY, JULY 28, 2020  
CITY COUNCIL CHAMBERS  
794 THRID STREET**

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: 5:30 p.m.**

**B. ROLL CALL:**

**Council:** Robert Snow  
Jose "Chuy" Valerio  
Dave Demo  
Karen Burnett  
**Mayor:** Douglas Hatley Jr.

All members of the City Council were present except Councilmen Valerio and Demo.

**C. PUBLIC COMMENTS: None**

**D. REGULAR AGENDA:**

1. CONFERENCE WITH LEGAL COUNSEL – Significant Exposure to Litigation pursuant to § 54956.9(b): Two Cases

**E. ADJOURN TO REGULARLY SCHEDULED CITY COUNCIL MEETING AND REPORT ON CLOSED SESSION: 6:30 p.m.**

Mayor Hatley reported that for:

- Item One: No reportable actions.; and
- Item Two: Provided direction to Staff.



**CITY OF CORNING  
CITY COUNCIL MEETING MINUTES  
TUESDAY, JULY 28, 2020  
CITY COUNCIL CHAMBERS  
794 THIRD STREET**

**A. CALL TO ORDER: 6:30 p.m.**

**B. ROLL CALL:**

**Council:** Robert Snow  
Jose "Chuy" Valerio  
Dave Demo  
Karen Burnett  
**Mayor:** Douglas Hatley Jr.

All members of the City Council were present except Councilor Demo who is on a fire.

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

**D. INVOCATION: Led by Councilwoman Burnett.**

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

1. Update on COVID-19 by City Manager Kristina Miller.

City Manager Kristina Miller announced that Tehama County Public Health has expanded their website to provide updated data; and the website is updated every day at midnight. She informed Council that as of the last update, Tehama County has 214 who have tested positive for COVID-19, a total of 99 cases in the last 14 days. She stated that Tehama County is currently at 7.6 %; 8% will place us on the Monitoring List. She further announced that there are currently 63% of

ICU hospital beds available within the County. She strongly encouraged everyone to continue to wear masks and practice social distancing to assist our businesses towards remaining open, to help our economy, and allow our schools to open.

#### **F. PUBLIC COMMENTS AND BUSINESS FROM THE FLOOR:**

**Public Works Consultant Robin Kampmann:** Reported that Contractor Evan Johnson is now done with the concrete work at Yost Park. She explained that the City has experienced a few waterline breaks resulting in delays to the park project. She announced that the recently purchased piece of playground equipment (Spinner) is in and will be installed at Northside Park in the near future.

**City Manager Kristina Miller:** Requested the addition of two Urgency Items to tonight's Agenda under section K: **Items Placed on the Agenda from the Floor**. She explained that both items were brought to Staff after the posting of the Agenda and require immediate action. She stated these items were:

- **Urgency Item: Accept information and provide direction on whether or not to extend the City Pool opening.**
- **Emergency Item: Approve Emergency Water Services with Paskenta Community Services; a District within Tehama County; and**

She explained that the need to add these items as Urgency/Emergency Items. She explained that the first item requires immediate action due to the imminent date of the City Pool closure which is scheduled for August 10<sup>th</sup>; the next City Council Meeting is not until the day after, on August 11<sup>th</sup>. Should Council wish to extend the swim season there are necessary actions Staff will need to take immediately such as confirming the availability of Lifeguards, etc.

She explained that the City was contacted today by a representative of the Paskenta Community Services District who explained that their well is depleted to the point that they anticipate only having enough water to serve the community for possibly one more day. They are in an emergency situation and need to immediately find another temporary water source for their community.

Mayor Hatley called for a motion to add these items to the Agenda under Section K, Items placed on the Agenda from the Floor. Councilor Snow motioned to add these two items to the Agenda; Councilor Snow seconded the motion. **Ayes: Hatley, Snow, Valerio, and Burnett. Absent: Demo. Abstain/Opposed: None. Motion was approved by a 4-0 vote with Demo absent.**

**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 request separate discussion and/or action.

2. **Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.**
3. **Waive the reading and approve the Minutes with any necessary corrections of the July 14, 2020 Closed Session and Regular City Council Meeting.**
4. **July 22, 2020 Claim Warrant in the amount of \$1,010,853.86.**
5. **July 22, 2020 Business License Report.**
6. **Ordinance 689, an Ordinance of the City of Corning adding Chapter 8.23 to Title 8 of the Corning Municipal Code imposing a Vacant Building Monitoring Fee to secure vacant buildings. (Second Reading & Adoption)**
7. **Ordinance 690, an Ordinance of the City of Corning adding Chapter 8.24 to Title 8 of the Corning Municipal Code regulating Long-Term Boarded and Vacant Buildings. (Second Reading & Adoption)**

Councilor Valerio moved to approve Consent Items 2-7; Councilor Snow seconded the motion. **Ayes: Hatley, Snow, Valerio, and Burnett. Absent: Demo. Abstain/Opposed: None. Motion was approved by a 4-0 vote with Demo absent.**

**H. ITEMS REMOVED FROM THE CONSENT AGENDA: None.****I. PUBLIC HEARINGS AND MEETINGS:**

- 8. Rezone 2020-3, Tentative Tract Map 20-1001 (Magnolia Meadows), Jason & Anna Abel: Rezone approximately a 9.95-acre parcel from PD-Planned Development (R-1-8000) to R-1-4000 and create 53 Single Family Residential Lots. Location: West side of Marguerite Avenue just north of the Moon Road/Marguerite Avenue intersection and south of Maywood School. APN: 73-260-22 & 23.**

Presented by Planner 1 Christina Meeds who stated that Jason and Anna Able are looking to rezone and subdivide a 9.95-acre Parcel into 53 Single-family Residential Lots. She provided the history associated with this Tract Map and stated since the Tract Map was first presented, they have requested a reduction from the previous 61 lots to 53 lots. Ms. Meeds stated that this lot reduction will have no impacts to the previously completing environmental studies associated with the project.

Mayor Hatley opened the Public Hearing at 6:47 pm.; with no comments the Public Hearing was closed at 6:47 p.m. Councilor Snow confirmed that the reduction is to provide a larger lot size.

Councilor Snow moved to accept and adopt the 8 Factual Subfindings and Legal Findings as presented in the Staff Report; and approve Rezone 2020-3 and Tentative Tract Map 20-1001 subject to the 45 Conditions of Approval as presented in the Staff Report. Councilor Valerio seconded the motion. **Ayes: Hatley, Snow, Valerio, and Burnett. Absent: Demo. Abstain/Opposed: None. Motion was approved by a 4-0 vote with Demo absent.**

**J. REGULAR AGENDA:**

- 9. Request City Council direction on Outdoor Dining Permit and other Financial Assistance for Businesses as a result of the COVID-19 State of Emergency.**

Presented by City Manager Kristina Miller. She announced that at the last City Council Meeting, Council directed her to research possible options for the City to assist our local businesses in response to the current State restrictions enacted as a result of COVID-19. Options she is suggesting are:

1. Assisting Restaurants to transition their businesses to outdoor dining utilizing one (or both) of the two proposed Temporary Permits, one a Temporary Permit for Outdoor Dining on Private Property (parking lots, etc.); the other a Temporary Permit for Outdoor Dining expanded into the Public Right-of-Way (sidewalks, adjacent public parking lots, etc.);
2. Redirect the budgeted \$5,000 funding allocated for materials & supplies in support of Community Events; and approving an allocation of an additional \$5,000 from the City's General Fund Reserves. If approved, this funding would be utilized to purchase such items as tables, chairs, shade structures, etc. and then leased to our local businesses under a No-Cost Agreement. These items will provide future benefit to the City as they can be utilized by the City for future community events such as Food Truck Tuesdays when we are allowed to resume these events. Currently the City rents these items for our events.
3. Grant the City Manager full discretion and purchase authorization to acquire the equipment (chairs, tables, shade structures, etc.) that will assist our local businesses toward opening compliance and transitioning to meet the latest State restrictions. It was reiterated that these items could be used for future City use such as for Food Truck Tuesday Events, Community Events, etc.

City Manager Miller stated that Staff has contacted local businesses and they have shown an interest in this assistance.

Councilmembers stated their support in assisting our City Businesses and confirmed that the Lease of this equipment would be at no cost to the Businesses, and that the Businesses would just be required to provide indemnification for the City.

Councilor Burnett moved to:



1. Approve the Temporary Permit Process for Restaurants to transition to outdoor dining within the Public Right-of-Way or within private properties; and /Snow, approved by a 4-0 vote with Demo absent;
2. Waive all Temporary Outdoor Dining Application and Permit Fees for the period of the COVID-19 State of Emergency;
3. Authorize the lease of equipment to support business' transition to outdoor operations;
4. Approve the transfer of \$5,000 from General Fund Reserves to account number 001-6150-3190; and
5. Direct Staff to draft and authorize the City Manager to execute Equipment Lease Agreements.

Councilor Snow seconded the motion. **Ayes: Hatley, Snow, Valerio, and Burnett. Absent: Demo. Abstain/Opposed: None. Motion was approved by a 4-0 vote with Demo absent.**

#### **K. ITEMS PLACED ON THE AGENDA FROM THE FLOOR:**

- **Urgency Item: Approve Emergency Water Services with Paskenta Community Services; a District within Tehama County.**

Paskenta Water Operator Wayne Jobe stated the reasons for the urgent need for the water. He announced that District is working with the State to obtain funding for the purchase of the water. Public Works Consultant Robin Kampmann provided a history of the City providing this water.

Mayor Hatley asked if the District has any plans for installing a well to mitigate this issue. Mr. Jobe stated that they are working on it, they have tested some sites for a new well and have also discussed the possibly of installing a water storage tank.

Councilor Snow moved to approve the Emergency Water Services Agreement with Paskenta Community Services District. Councilor Burnett seconded the motion. **Ayes: Hatley, Snow, Valerio, and Burnett. Absent: Demo. Abstain/Opposed: None. Motion was approved by a 4-0 vote with Demo absent.**

- **Urgency Item: Accept information and provide direction on whether or not to extend the City Pool Opening.**

Presentation by City Manager Kristina Miller who stated at the beginning of the season, Council directed her to bring this item back for consideration. She stated prior to COVID-19 she thought that this was possible, however the attendance has not been great during the pool season. The first session was 3-weeks long and following review of attendance, it was found to be low. She then obtained clearance through the County Public Health Officer to have 1-week swim sessions, which were found also to be extremely low. Some nights and on Saturdays there were no swimmers. She provided numbers for lap swim and day & night registered swim use. She confirmed that should Council decide to extend the Pool opening, the City would only have Lifeguards available for night swim.

In conclusion she stated that she does not recommend extending the opening of the Pool due to lack of use and costs incurred by the City to maintain the pool opening during this time.

Councilor Valerio stated that some people are unable to register or pay online (currently no cash is accepted due to COVID-19). A member of the public stated that pool information is not easily found, and, in the past residents could pay to reserve the pool for private events; this has not been allowed this year. She stated that allowing pool parties could offset associated pool costs. City Manager Miller explained that under the Public Health Guidelines the City cannot allow private pool parties.

Councilor Snow stated he was in favor of allowing entrance to kids to swim whether they pay or not since we are already paying the Lifeguards. Recreation Coordinator Meeds stated this could be a problem should a child that is registered show up late and we allowed non-registered kids in, we could possibly be over our allowed limit of swimmers (20 in big pool; 10 in little pool). He proposed allowing in a certain number, leaving a few spots open for those possibly running late. He suggested offering free pool swim for the remainder of the season.

Councilor Snow moved to offer free pool swim for the remainder of the Season; Councilor Burnett seconded the motion. **Ayes: Hatley, Snow, Valerio, and Burnett. Absent: Demo. Abstain/Opposed: None. Motion was approved by a 4-0 vote with Demo absent.**

The Pool will close on August 10<sup>th</sup> due to no motion on the floor to extend the pool opening.

**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).

**Snow: Nothing**

**Valerio: Nothing**

**Demo: Absent**

**Burnett: Announced that they are having a fabulous time with the hands-on Crafts Recreation Program. They are social distancing and the kids are working with their parents on their individual projects.**

**Hatley: Nothing.**

**N. ADJOURNMENT!: 7:28 p.m.**

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**Lisa M. Linnet, City Clerk**





# MEMORANDUM

**TO:** HONORABLE MAYOR AND COUNCIL MEMBERS

**FROM:** LORI SIMS  
ACCOUNTING TECHNICIAN

**DATE:** August 6, 2020

**SUBJECT:** Cash Disbursement Detail Report for the  
Tuesday August 11, 2020 Council Meeting

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

A.	Cash Disbursements	Ending 06-30-20	\$	9,012.18
B.	Cash Disbursements	Ending 07-31-20	\$	86,419.77
C.	Payroll Disbursements	Ending 07-31-20	\$	115,689.67
D.	Cash Disbursements	Ending 08-06-20	\$	92,082.93

**GRAND TOTAL \$ 303,204.55**

REPORT.: Jul 31 20 Friday  
 RUN....: Jul 31 20 Time: 08:16  
 Run By.: LORI SIMS

CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 06-20 Bank Account.: 1020

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

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
029694	06/30/20	JOB01	JOB TRAINING CENTER	1384.58	.00	1384.58	6669	COUNSELOR-PROP 47 CYCLE 2
				1775.62	.00	1775.62	6673	COUNSELOR-PROP 47 CYCLE 2
				5726.02	.00	5726.02	6674	COUNSELOR-PROP 47 CYCLE 2
			Check Total.....:	8886.22	.00	8886.22		
029720	06/30/20	NAP01	NAPA AUTO PARTS	125.96	.00	125.96	200725F	VEH OP/MAINT-FIRE
			Cash Account Total.....:	9012.18	.00	9012.18		
			Total Disbursements.....:	9012.18	.00	9012.18		

REPORT.: Jul 31 20 Friday  
 RUN....: Jul 31 20 Time: 13:56  
 Run By.: LORI SIMS

CITY OF CORNING  
 Cash Disbursement Detail Report  
 Check Listing for 07-20 Bank Account.: 1020

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

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
029691	07/24/20	JON02	R.C. JONES INSURANCE	59253.00	.00	59253.00	200720	GEN INS-GEN CITY
029692	07/24/20	QUI02	QUILL CORPORATION	8.17	.00	8.17	8678674	OFFICE SUPPLIES-
029693	07/24/20	WEB02	WEBSTER, WAYNE C.	120.00	.00	120.00	200724	REC INSTRUCTOR-REC
029695	07/24/20	PAT04	PATTON, JACQUELINE	60.00	.00	60.00	200716A	REC INSTRUCTOR-REC
029696	07/24/20	SCH05	SCHLERETH, DAYMON	229.00	.00	229.00	200724	TRAINING/ED-FIRE
029697	07/27/20	PAT04	PATTON, JACQUELINE	300.00	.00	300.00	200727	REC INSTRUCTOR-REC
029698	07/29/20	ATT02	AT&T	1000.77	.00	1000.77	15082316	COMMUNICATIONS-
029699	07/29/20	BAS01	BASIC LABORATORY, INC	92.80 135.80	.00 .00	92.80 135.80	2007415 2007416	ProfServices Water Dept ProfServices Water Dept
			Check Total.....	228.60	.00	228.60		
029700	07/29/20	DEP03	DEPT OF TRANS/CAL TRANS	302.38	.00	302.38	SL200991	Equip.Maint. St&Trf Light
029701	07/29/20	GRA02	GRAINGER, W.W., INC	19.91 83.21 4.27	.00 .00 .00	19.91 83.21 4.27	959752519 959816825 960030942	MAT & SUPPLIES-AIRPORT MAT & SUPPLIES-AIRPORT BLD MAINT-POLICE
			Check Total.....	107.39	.00	107.39		
029702	07/29/20	HOL04	HOLIDAY MARKET #32	7.67	.00	7.67	003201019	MAT & SUPPLIES-BLD MAINT
029703	07/29/20	INL01	INLAND BUSINESS SYSTEMS	274.69	.00	274.69	IN1537200	COMMUNICATIONS-
029704	07/29/20	LIN01	LINCOLN AQUATICS, INC.	789.18	.00	789.18	SN045371	MAT & SUPPLIES-POOL
029705	07/29/20	LNC01	LN CURTIS & SONS	10.14	.00	10.14	INV406637	VEH OP/MAINT-FIRE
029706	07/29/20	PGE2A	PG&E	97.12	.00	97.12	200724	ELECT-CORNING COMMUNITY P
029707	07/29/20	PGE2B	PG&E	6221.34	.00	6221.34	200724	ELECT-WWTP
029708	07/29/20	RON03	RON DUPRATT FORD	194.87 205.92 76.95	.00 .00 .00	194.87 205.92 76.95	140571 141150 143341	VEH OP/MAINT- VEH OP/MAINT- VEH OP/MAINT-POLICE
			Check Total.....	477.74	.00	477.74		
029709	07/29/20	UND01	UNDERGROUND SERVICE ALERT	705.44	.00	705.44	202011371	USA SERV ALERTS-STR
029710	07/30/20	BAS01	BASIC LABORATORY, INC	273.00	.00	273.00	2007517	ProfServices Water Dept
029711	07/30/20	CAL07	CA RURAL WATER ASSOC.,	1178.00	.00	1178.00	920209202	PERMITS/STATE REQ-WTR
029712	07/30/20	COR05	CORNING AUTO CENTER	583.71	.00	583.71	39851	VEH/OP MAINT-POLICE
029713	07/30/20	DHT00	DH TOOLS INC	75.69	.00	75.69	722201605	SMALL TOOLS-
029714	07/30/20	GEN02	GEN PAC GENERAL PACIFIC,	9668.41	.00	9668.41	1378583	EQUIP REPLAC-POLICE CAP R
029715	07/30/20	GRA02	GRAINGER, W.W., INC	5.32	.00	5.32	960270958	MAT & SUPPLIES-BLD MAINT
029716	07/30/20	MCC07	MCCOY'S HARDWARE & SUPPLY	961.80	.00	961.80	200727	MAT & SUPPLIES-
029717	07/30/20	PGE2B	PG&E	392.37	.00	392.37	7936232-3	SOLAR-WWTP
029718	07/30/20	S&L00	S & L BREWER ENTERPRISES	250.00	.00	250.00	20CORN07	K9 PROGRAM-POLICE
029719	07/30/20	SUS03	SUSTEEN	2575.23	.00	2575.23	9843922	SAFETY ITEMS-POLICE
029721	07/31/20	\B078	FRANCISCO BARRAGAN	14.60	.00	14.60	000C00701	MQ CUSTOMER REFUND FOR BA
029722	07/31/20	\C092	MARIA CASTRO	59.39	.00	59.39	000C00701	MQ CUSTOMER REFUND FOR CA
029723	07/31/20	\H074	STACHIA HAZLET	185.40	.00	185.40	000C00701	MQ CUSTOMER REFUND FOR HA
029724	07/31/20	\M141	LACY MARTIN	4.22	.00	4.22	000C00701	MQ CUSTOMER REFUND FOR MA
			Cash Account Total.....	86419.77	.00	86419.77		
			Total Disbursements.....	86419.77	.00	86419.77		
			Cash Account Total.....	.00	.00	.00		

REPORT.: Jul 31 20 Friday  
 RUN....: Jul 31 20 Time: 13:56  
 Run By.: LORI SIMS

CITY OF CORNING  
 Cash Disbursement Detail Report - Payroll Vendor Payment(\*)  
 Check Listing for 07-20 Bank Account.: 1025

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

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
12049	07/29/20	BAN03	POLICE OFFICER ASSOC.	325.00	.00	325.00	C00729	POLICE OFFICER ASSOC
12050	07/29/20	CAL37	CALIFORNIA STATE DISBURSE	138.46	.00	138.46	C00729	WITHHOLDING ORDER
12051	07/29/20	EDD01	EMPLOYMENT DEVELOPMENT	4808.88 1287.46	.00 .00	4808.88 1287.46	C00729 1C00729	STATE INCOME TAX SDI
			Check Total.....:	6096.34	.00	6096.34		
12052	07/29/20	FED00	FEDERAL PAYROLL TAXES (EF	13816.71 15984.70 3738.38	.00 .00 .00	13816.71 15984.70 3738.38	C00729 1C00729 2C00729	FEDERAL INCOME TAX FICA MEDICARE
			Check Total.....:	33539.79	.00	33539.79		
12053	07/29/20	PERS1	PUBLIC EMPLOYEES RETIRE	24161.21	.00	24161.21	C00729	PERS PAYROLL REMITTANCE
12054	07/29/20	PERS4	Cal Pers 457 Def. Comp	100.00	.00	100.00	C00729	PERS DEF. COMP.
12055	07/29/20	TEH16	TEHAMA COUNTY SHERIFF'S O	110.89	.00	110.89	C00729	WageOrder F#20000149
12056	07/29/20	VAL06	VALIC	1000.00	.00	1000.00	C00729	AIG VALIC P TAX
12057	07/31/20	AFL01	AMERICAN FAMILY LIFE	1903.17 265.44	.00 .00	1903.17 265.44	C00731 1C00731	AFLAC INS.PRE TAX AFLAC INS.AFTER TAX
			Check Total.....:	2168.61	.00	2168.61		
12058	07/31/20	BLU02	BLUE SHIELD OF CALIFORNIA	20268.65	.00	20268.65	C00731	MEDICAL INSURANCE
12059	07/31/20	OEU01	OPERATING ENGINEERS #3	22032.00	.00	22032.00	C00731	MEDICAL INSURANCE
12060	07/31/20	OEU02	OPERATING ENG. (DUES)	325.00 780.00 549.00 826.00	.00 .00 .00 .00	325.00 780.00 549.00 826.00	C00731 1C00731 2C00731 3C00731	UNION DUES MGMNT UNION DUES POLICE UNION DUES DISPATCH UNION DUES-MISC
			Check Total.....:	2480.00	.00	2480.00		
12061	07/31/20	PRI04	PRINCIPAL PLIC-SBD GRAND	2101.87 354.15 812.70	.00 .00 .00	2101.87 354.15 812.70	C00731 1C00731 2C00731	DENTAL INSURANCE VISION INSURANCE LIFE INSURANCE
			Check Total.....:	3268.72	.00	3268.72		
			Cash Account Total.....:	115689.67	.00	115689.67		
			Total Disbursements.....:	115689.67	.00	115689.67		

check umber	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
29721	08/03/20	\B078	FRANCISCO BARRAGAN	-14.60	.00	-14.60	000C00701u	Ck# 029721 Reversed
29725	08/03/20	COR07	CORBIN WILLITS SYSTEMS, I	684.55	.00	684.55	000C008011	EQUIP MAINT-FINANCE
29726	08/03/20	COR09	CORNING CHAMBER OF COMM.	1000.00	.00	1000.00	000C008011	CngChamberComm. Economic
29727	08/03/20	COR12	CORNING FORD MERCURY, INC	39177.49	.00	39177.49	217197	VEH REPLAC-CAP IMPROV
29728	08/03/20	DEM02	DEMO, DAVID LEWIS	104.70	.00	104.70	000C008011	PROF SVCS-FIRE DEPT
29729	08/03/20	MOO07	MOORE & BOGENER, INC.	5525.00	.00	5525.00	000C008031	CONSULTING SVCS-LGL SVCS
29730	08/03/20	OCH01	OCHOA CLEANING	4905.73	.00	4905.73	000C008011	JANITORIAL SERVICES-
29731	08/03/20	PAT05	PATTERSON PROPERTIES	500.00	.00	500.00	000C008021	MAT & SUPPLIES-REC
29732	08/03/20	PIT01	PITNEY BOWES	187.79	.00	187.79	000C008011	Rents/Leases Finance Dept
29733	08/03/20	SCH16	SCHLERETH, DAYMON WAYNE	54.70	.00	54.70	000C008011	PROF SVCS-FIRE DEPT
29734	08/03/20	AIR00	AIRGAS USA, LLC	60.76	.00	60.76	997294033	MAT & SUPPLIES-FIRE
29735	08/03/20	ATT15	AT&T MOBILITY	687.54	.00	687.54	200719	COMMUNICATIONS-
29736	08/03/20	BAS01	BASIC LABORATORY, INC	92.80	.00	92.80	2007680	ProfServices Water Dept
				135.80	.00	135.80	2007681	ProfServices Water Dept
			Check Total.....:	228.60	.00	228.60		
29737	08/03/20	CAM02	FERGUSON ENTERPRISES INC.	197.19	.00	197.19	1561352	LANDSCAPE MAINT-PARKS
				684.26	.00	684.26	1561673	SMALL TOOLS-
				85.80	.00	85.80	1561673-1	SMALL TOOLS-
			Check Total.....:	967.25	.00	967.25		
29738	08/03/20	COR12	CORNING FORD MERCURY, INC	17.24	.00	17.24	40416	VEH OP/MAINT-POLICE
29739	08/03/20	DEP03	DEPT OF TRANS/CAL TRANS	668.85	.00	668.85	21000817	Equip.Maint. St&Trf Light
29740	08/03/20	LIN01	LINCOLN AQUATICS, INC.	995.94	.00	995.94	SN046010	MAT & SUPPLIES-POOL
29741	08/03/20	MUN03	MUNNELL & SHERRILL, INC.	17.24	.00	17.24	345905	MAT & SUPPLIES-
				150.85	.00	150.85	345927	MAT & SUPPLIES-
			Check Total.....:	168.09	.00	168.09		
29742	08/03/20	NAP01	NAPA AUTO PARTS	584.05	.00	584.05	200725	MAT & SUPPLIES-
29743	08/03/20	OFF01	OFFICE DEPOT, INC.	87.13	.00	87.13	108925151	OFFICE SUPPLIES-DISPATCH
29744	08/03/20	PGE04	PG&E	855.47	.00	855.47	200729	TranspFacility-
29745	08/03/20	PGE05	PG&E	913.11	.00	913.11	200729	FIRE-ELECT & GAS
29746	08/03/20	PGE08	PG&E	352.88	.00	352.88	200729	MAT & SUPPLIES-REC
29747	08/03/20	PGE2A	PG&E	47.37	.00	47.37	200728	ELECT-MARTINI PLAZA
				127.75	.00	127.75	200729	ELECT-CLELAND PROP
				192.41	.00	192.41	200728A	ELECT-MCDONALD, CASSANDRA,
			Check Total.....:	367.53	.00	367.53		
29748	08/05/20	BDI00	BDI - M&S REDDING	53.88	.00	53.88	950137090	MAT & SUPPLIES-SWR
29749	08/05/20	CRO05	CROSS PETROLEUM	1274.74	.00	1274.74	CL98445	MAT & SUPPLIES-
				1206.79	.00	1206.79	CL98446	VEH OP/MAINT-
				497.88	.00	497.88	CL98823	VEH OP/MAINT-FIRE
			Check Total.....:	2979.41	.00	2979.41		
29750	08/05/20	FIR10	FIRST NATIONAL BANK OMAHA	93.12	.00	93.12	08042020A	COMMUNICATIONS-DISPATCH
29751	08/05/20	FIR11	FIRST NATIONAL BANK OMAHA	196.36	.00	196.36	200728	VEH OP/MAINT-
29752	08/05/20	FIR13	FIRST NATIONAL BANK OMAHA	662.45	.00	662.45	200728	MAT & SUPPLIES-
29753	08/05/20	FIR14	FIRST NATIONAL BANK OMAHA	675.50	.00	675.50	08042020	K-9 PROGRAM-
29754	08/05/20	FIR16	FIRST NATIONAL BANK OMAHA	1099.82	.00	1099.82	200728	MAT & SUPPLIES-REC
29755	08/05/20	GEN02	GEN PAC GENERAL PACIFIC,	3980.00	.00	3980.00	1379648	EQUIP REPLAC-
29756	08/05/20	GRA02	GRAINGER, W.W., INC	32.94	.00	32.94	961053445	MAT & SUPPLIES-WTR
29757	08/05/20	HOP00	HOPKINS, MARISSA ANN	120.00	.00	120.00	200805	REC INSTRUCTOR-REC
29758	08/05/20	INT15	INTERWEST CONSULTING GROU	1800.00	.00	1800.00	61528	SB2-PROF SVCS SB2-PLANNIN

check umber	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
29759	08/05/20	MOR02	RAY MORGAN COMPANY	86.21	.00	86.21	3025224	COMMUNICATIONS-
29760	08/05/20	PGE01	PG&E	341.41	.00	341.41	200803	ELECT-
				1203.41	.00	1203.41	200803A	ELECT-
			Check Total.....:	1544.82	.00	1544.82		
29761	08/05/20	QUI02	QUILL CORPORATION	7.32	.00	7.32	8949717	COVID 19-GEN CITY
				37.43	.00	37.43	9036482	COVID 19-GEN CITY
				45.23	.00	45.23	9036527	OFFICE SUPPLIES-FINANCE
				21.73	.00	21.73	9120259	OFFICE SUPPLIES-FINANCE
				91.53	.00	91.53	9156117	OFFICE SUPPLIES-FINANCE
			Check Total.....:	203.24	.00	203.24		
29762	08/05/20	SEI01	SEILER, ROY R., CPA	1098.80	.00	1098.80	29911	PROF SVCS-FINANCE
29763	08/05/20	TH001	THOMES CREEK ROCK CO	55.69	.00	55.69	200731	MAT & SUPPLIES-STR
29764	08/05/20	WAL02	WALKER PRINTING	383.96	.00	383.96	38504	OFFICE SUPPLIES-
29765	08/06/20	ACC00	ACCESS INFORMATION MANAGE	209.23	.00	209.23	8286635	EQUIP MAINT-GEN CITY
29766	08/06/20	ATT17	AT&T	86.64	.00	86.64	200731	COMMUNICATIONS-FIRE
29767	08/06/20	CEN14	CENTER FOR EVALUATION & R	3070.00	.00	3070.00	201635	DATA COLL & EVAL-PROP 47
29768	08/06/20	COR08	CORNING LUMBER CO INC	34.78	.00	34.78	200725	MAT & SUPPLIES-
29769	08/06/20	CRO05	CROSS PETROLEUM	60.30	.00	60.30	CL98824	VEH OP/MAINT-BLD & SAFETY
29770	08/06/20	DM001	DM-TECH	119.90	.00	119.90	202008011	COMMUNICATIONS-GEN CITY
29771	08/06/20	EDD02	EMPLOYMENT DEVELOPMENT DE	8826.00	.00	8826.00	L10505254	UNEMPLOYMENT INS-GEN CITY
29772	08/06/20	FIR05	FIRST NATIONAL BANK OMAHA	558.08	.00	558.08	200728	MAT & SUPPLIES-
29773	08/06/20	JON02	R.C. JONES INSURANCE	4768.00	.00	4768.00	0804-2020	LIABILITY INS-AIRPORT
29774	08/06/20	QUI02	QUILL CORPORATION	16.15	.00	16.15	8587693	COVID 19-GEN CITY
				67.85	.00	67.85	8912205	OFFICE SUPPLIES-FINANCE
			Check Total.....:	84.00	.00	84.00		
29775	08/06/20	WEB02	WEBSTER, WAYNE C.	120.00	.00	120.00	200806	REC INSTRUCTOR-REC
			Cash Account Total.....:	92082.93	.00	92082.93		
			Total Disbursements.....:	92082.93	.00	92082.93		



Date.: Aug 6, 2020  
 Time.: 9:40 am  
 Run by: LORI SIMS

CITY OF CORNING  
 NEW BUSINESSES FOR CITY COUNCIL

Page.: 1  
 List.: NEWB  
 Group: WTFMEM

Business Name	Address	CITY/STATE/ZIP	Business Desc	Bus Start Date
J&J SOLUTIONS LLC	4928 N. MARGUERITE AVE	CORNING, CA 96021	JANITORIAL/CLEANING SERVICES	08/05/20
JUST IN TIME POST &	951 HIGHWAY 99W STE 105	CORNING, CA 96021	SHIPPING SERVICES & SHIPING SUPPLIES	07/24/20
MARISCOS ALTAMAR LLC	1728 SOLANO ST	CORNING, CA 96021	FULL SERVICE RESTAURANT INCLUDES BEER/WI	07/24/20
MENDOZA'S TRUCK REPA	405 CHESTNUT ST	CORNING, CA 96021	MOBILE TRUCK REPAIR:MECHANIC, TIRE SERVI	08/05/20
NORTHSTATE SOLAR REC	4655 DAWSON RD	CORNING, CA 96021	SOLAR PANEL CLEANING	08/05/20
SEA 2 SEA TRAVEL COM	4480 HALL ROAD	CORNING, CA 96021	HELPING CUSTOMERS PLAN AND BOOK TRIPS	08/05/20
SUNPOWER CORPORATION	1414 HARBOUR WAY S.#1901	RICHMOND, CA 94804	PV SOLAR INSTALLATION AND MAINTENANCE	08/04/20

**CITY OF CORNING**  
**TREASURER'S REPORT**  
**JULY 2020**

<b><u>AGENCY</u></b>		<b><u>BALANCE</u></b>	<b><u>RATE</u></b>
Local Agency Investment Fund	\$	8,030,839.34	1.36%

Respectfully submitted:



Laura L. Calkins  
City Treasurer



# Building Permit Report

07/01/2020 - 07/31/2020

Permit #	Permit Date	Parcel #	PROJECT ADDRESS	Owner Name	Project Description	Permit Type	Main Status	Project Cost
20156	7/31/2020	071-074-005-000	1755 Colusa	Noda Rochelle A	Panel Upgrade 100 to 200amp	Electrical	ISSUED	1,800
20155	7/29/2020	073-155-010-000	1306 Marguerite	PRICE, KAREN A	Panel Upgrade	Electrical	ISSUED	2,500
20154	7/29/2020	071-020-055-000	1733 North	FLORES, ISABEL	Change out 2.5 Ton Split System	HVAC	ISSUED	12,888
20153	7/28/2020	073-280-020-000	915 Stonefox st Corning Ca	WOODARD, BRUCE E	SOLAR PHOTOVOLT AIC SYSTEM	Solar	Approved	26,960
20152	7/28/2020	071-054-003-000	408 4th	Chiprez Rigoberto Vargas ETAL	Change out 2.5 ton Condenser & Coil. 16 seer	HVAC	ISSUED	10,582
20151	7/27/2020	073-270-014-000	1165 E Cassandera ct	RESMAN, JANEZ ETAL	Nat.Gas water heater replacement	Plumbing	ISSUED	1,200
20150	7/26/2020	071-166-006-000	1006 Sixth	CHURCH, HARVEST CHRISTIAN CENTER CHURCH OF GOD	Installing 130 linear feet x 4 foot high chainlink fence to enclose lawn	Fence	ISSUED	1,100
20149	7/24/2020	071-044-004-000	440 West	LEQUIA, GERALD & JOYCE	Relocate conduit from solar system inside wall	Electrical	ISSUED	42,349
20148	7/23/2020	071-020-055-000	1733 North	FLORES, ISABEL	Add 2 walls to the patio	Building	ISSUED	500
20147	7/22/2020	071-116-006-000	615 4th	CERVANTES, GABRIEL RIVERA	PG&E Replace Gas Meter	Plumbing	ISSUED	100
20146	7/21/2020	073-213-006-000	585 Marguerite Ave.	CULBERTSO N, JAMES J ETAL TRS CULBERTSO N FAMILY	Change Out 16,000 Seer Mini-Split	HVAC	ISSUED	5,785
20145	7/21/2020	071-350-030-000	343 Rio Grande	CULBERTSO N, JAMES J ETAL TRS CULBERTSO N FAMILY	Change Out 15,000 Seer Mini-Split	HVAC	ISSUED	5,785

20144	7/20/2020	071-124-003-000	1513 Solano	KARSCH, MARTIN G ETAL TRS M & L KARSCH	Tear off, Re-Roof	Roof	ISSUED	11,050
20143	7/17/2020	071-126-009-000	818 6Th Street, Corning, Ca 96021	CARLAND, PAUL D ETAL	Roof Mount Solar 3.375 KW	Solar	Under Review	15,000
20142	7/17/2020	071-272-032-000	1477 Meadowbrook Lane, Corning, CA 96021	RODRIGUEZ, ALBERTO	CUT IN - RUUD PKG UNIT 14 SEER ON THE ROOF AND A 11 AND 1 CUT IN DUCT SYSTEM	HVAC	Duplicate Permit - Cancelled	0
20141	7/16/2020	071-272-032-000	1477 Meadowbrook Lane, Corning, CA 96021	RODRIGUEZ, ALBERTO	CUT IN - RUUD PKG UNIT 14 SEER ON THE ROOF AND A 11 AND 1 CUT IN DUCT SYSTEM	HVAC	ISSUED	10,350
20140	7/16/2020	071-350-042-000	383 rio Vista Ct., Corning, CA 96021	MAZARIEGOS, JUAN L	Change out of 25 Ton Split System, 16 Seer	HVAC	ISSUED	10,340
20139	7/15/2020	071-241-017-000	1204 5th	Vergara Jose A.	Adding a carport	Building	Under Review	2,000
20138	7/15/2020	071-154-006-000	1804 Grant	MARTINEZ, MARIA J SERVIN & ROSALES, GABRIEL	Change out 100 amp	Electrical	ISSUED	1,700
20137	7/14/2020	073-101-011-000		RAGLAND, TERRY DOUGLAS & KIM	Install 2 Zone Mini Split System	HVAC	ISSUED	5,500
20136	7/13/2020	073-151-008-000	1221 Pear St.	DAVIS, SCOTT & LINDA	Add new detached Garage	Building	Waiting for Informati	15,000
20135	7/13/2020	073-134-001-000	817 Walnut Street	Leon Maria De Los Angeles	Replace existing roof; no added	Roof	ISSUED	2,750
20134	7/10/2020	073-133-002-000	915 Chestnut	DUNHAM, MICHAEL & MARSHA L	PV System, 7.680 kw, 24 Modules	Solar	ISSUED	24,875

20133	7/8/2020	071-211-009-000	1974 Elizabeth	NEREY, PABLO	R/R Package Unit	HVAC	ISSUED	14,526
20132	7/7/2020	075-270-016-000	Outside City Limits	SPALETTA, WM ETAL CO-TRS W & L SPALETTA	rooftop solar 10.54kw	Solar	Cancelled	0
20131	7/6/2020	071-262-024-000	1424 Link St.	MUNIZ, JUAN LUIS MARTINEZ	CHANGE OUT - 8 SUPPLY DUCTS. REMOVE ALL EXISTING	Mechanical	ISSUED	2,100
20130	7/3/2020	073-240-014-000	230 Marty Ct.	SOLYANIK, ANATOLIY	Addition of one studio room to existing 2Bed/1Bath residence	ReModel	ISSUED	7,000
20129	7/2/2020	071-193-003-000	1951 Scott	CASTRO, MICHAEL J	Extend back and side yard fence	Fence	ISSUED	500
20128	7/2/2020	071-280-037-000	1465 Fig Lane	MADERA, MARCELA	Tear off and re-roof w/comp. shingles	Roof	ISSUED	2,200
20127	7/2/2020	087-090-042-000	3524 S HWY 99 W	HPT TA PROPRTIE S TRUST	REPLACE DAMAGED MONUMENT SIGN	Signs	ISSUED	3,500
<b>604245</b>								<b>239,940</b>

Total Records: 30

8/7/2020



**CITY OF CORNING  
WASTEWATER OPERATION SUMMARY REPORT  
JULY 2020**

Below is a summary of the Monthly Operations Report that will be available for City review on August 2020

- 1) Completed monthly reports.
- 2) Attended biweekly Covid-19 awareness meeting.
- 3) Changed flow disk.
- 4) Inframark staff responded to sewer spill on Divisadero. Blockage was caused by break in main line. Public works was notified and had main line inspected with camera.
- 5) Staff meeting to discuss plant operations and issues.
- 6) Changed chart on So3 analyzer.
- 7) Safety meeting and daily tailgate meeting
- 8) Inspected eyewash and emergency showers.
- 9) Inframark staff, at the request of the public works department, cleaned line on Corona, gravel and some broken concrete was removed from mainline.
- 10) Collected annual biosolids sample for analysis.



- 11) Cleaned SO2 pump
- 12) Exercised lift station stand –by pump
- 13) Exercised emergency generator.
- 14) Submitted monthly ESMR and DMR
- 16) Completed monthly test on chemical leak detectors.
- 17) Completed monthly receiving water sampling and lab test
- 18) Completed monthly facility inspection.
- 19) Completed pretreatment inspection and collected samples from truck wash sites.
- 20) Inframark staff completed line cleaning in section 3 and started cleaning section 4
- 21) Inframark staff cleaned mainline in hot spots located at HWY 99 lift station and Sunrise Way.

July, 2020

Domestic Treated Flow Monthly Average = 682,000 GPD

ITEM NO.: I-10  
ADOPT RESOLUTION NO. 08-11-2020-01  
A RESOLUTION DECLARING INTENT TO  
LEVY AND COLLECT ANNUAL  
ASSESSMENT FOR THE CITY OF  
CORNING LIGHTING AND LANDSCAPE  
DISTRICT 1, ZONE 1

August 11, 2020

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: KRISTINA MILLER, CITY MANAGER   
ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT 

**SUMMARY:**

Annually the City of Corning must conduct a public hearing prior to levying the annual assessments for the individual zone within Lighting and Landscaping District 1 and placing them upon the property tax roles.

Landscape and Lighting District 1, Zone 1 includes the "Blackburn Estates" Subdivision, located north of Blackburn Avenue and east of Marguerite Avenue on N. Alex Lane.

The City Engineer has filed the attached Annual Engineer's report for the district assessments. No change is proposed in the current fiscal year assessment of \$63.08 per residential parcel.

The attached Resolution, if adopted, would set the Fiscal Year 2020/2021 assessment rate at \$63.08 per parcel.

**BACKGROUND:**

The California Streets and Highway Code contains the Landscaping and Lighting Act of 1972 beginning with Section 22500. The Act provides for the establishment of Landscaping and Lighting Districts and for the levying of annual assessments to the property owners within the District.

Street & Highway Section 22626 provides for a notice of public hearing and includes a provision requiring a ten (10) day legal notice to the individual property owners along with publication in the newspaper when there is no proposed increase in the annual assessment. In this case, notice of this hearing was mailed to the affected property owners on July 23<sup>rd</sup> and published on July 29<sup>th</sup>. There is a more extensive notice requirement if assessments are proposed to be increased.

**RECOMMENDATION:**

**MAYOR AND COUNCIL APPROVE THE ENGINEERS REPORT THAT NO INCREASES ARE RECOMMENDED AND ADOPT RESOLUTION NO 08-11-2020-01 SETTING THE FISCAL YEAR 2020/2021 ASSESSMENT AT \$63.08 PER PARCEL FOR LANDSCAPING AND LIGHTING DISTRICT 1, ZONE 1**

**RESOLUTION NO.: 08-11-2020-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORNING  
SETTING THE ANNUAL ASSESSMENT FOR THE  
CITY OF CORNING LIGHTING AND LANDSCAPE DISTRICT 1, ZONE 1 FOR FISCAL YEAR  
2020/2021**

**WHEREAS**, the City of Corning Landscape and Lighting District No. 1 was formed by the City Council following a Public Hearing on November 22, 2005 in accordance with the State "Landscaping and Lighting Act of 1972" (Streets and Highway Code Section 22500 et.seq.) to provide Street Lighting and Landscape Maintenance to new development approved within the City of Corning; and

**WHEREAS**, the City Council, through Resolution No. 07-11-2007-01, adopted on July 11, 2007, designated the "Blackburn Estates" Subdivision located on N. Alex Lane north of Blackburn Avenue and east of Marguerite Avenue as "Zone 1" of the City of Corning Landscape and Lighting District No. 1; and

**WHEREAS**, the City Council at the time of the November 22, 2005 Public Hearing set the annual assessment for each parcel at \$63.09 for fiscal year 2005-2006 in the "Blackburn Estates"; and

**WHEREAS**, the Annual Engineers Report for Fiscal Year 2020/2021, dated July 27, 2020 on file with the City Clerk shows that there is no need to increase the Annual Assessment for fiscal year 2020/2021 in Zone 1, the "Blackburn Estates"; and

**WHEREAS**, each parcel's assessment must be equally divisible by two, the annual assessment for each parcel is set at an amount of \$63.08 for each parcel for fiscal year 2020/2021; and

**WHEREAS**, Streets and Highway Code Section 22626 provides for a ten (10) day public notice period "If the assessments are to be levied in the same or lesser amounts than in any previous year...", and

**WHEREAS**, the charges associated with this Landscaping and Lighting District are in compliance with California Proposition 218 and all laws pertaining to the levy of the Streets and Highways Code (Section 22500 et.seq.).

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Corning has conducted the Public Hearing advertised and held on August 11, 2020, at 6:30 p.m. in the City Council Chambers of the City of Corning, 794 Third Street, Corning, CA 96021; and

**BE IT FURTHER RESOLVED**, that the City Council finds that a "majority protest" has not been filed and therefore confirms the attached list of Zone 1, and makes no change in the prior year assessment, finding that **the assessment of \$63.08 per parcel for the following assessor parcels shall be levied** in accordance with the law.

<b>Tax Rate Area</b>	<b>APN #</b>	<b>Tax Amount</b>
001-014	75-310-28	\$63.08
001-014	75-310-29	\$63.08
001-014	75-310-30	\$63.08
001-014	75-310-31	\$63.08
001-014	75-310-32	\$63.08
001-014	75-310-33	\$63.08

<b>Tax Rate Area</b>	<b>APN #</b>	<b>Tax Amount</b>
001-014	75-310-34	\$63.08
001-014	75-310-35	\$63.08
001-014	75-310-36	\$63.08
001-014	75-310-37	\$63.08
001-014	75-310-38	\$63.08
001-014	75-310-39	\$63.08
001-014	75-310-40	\$63.08
001-014	75-310-41	\$63.08

**PASSED, ADOPTED AND APPROVED** this 11<sup>th</sup> day of August 2020 by the following vote:

**AYES:**

**OPPOSED:**

**ABSENT:**

**ABSTAIN:**

**DOUGLAS HATLEY JR., MAYOR**

**ATTEST:**

**LISA M. LINNET, CITY CLERK**

I, Lisa M. Linnet, City Clerk of the City of Corning, California, DO HEREBY CERTIFY that the foregoing Resolution (Resolution No. 08-11-2020-01) was adopted by the City Council of the City of Corning at a regular meeting of said Council held on the 11<sup>th</sup> day of August, 2020 by the votes listed above.

**Lisa M. Linnet, City Clerk**

**ITEM NO.: I-11  
ADOPT RESOLUTION NO. 08-11-2020-02  
DECLARING INTENT TO LEVY AND  
COLLECT ANNUAL ASSESSMENT FOR  
THE CITY OF CORNING LIGHTING AND  
LANDSCAPE DISTRICT 1, ZONE 2**

**August 11, 2020**

**TO: HONORABLE MAYOR AND COUNCIL MEMBERS**

**FROM: KRISTINA MILLER, CITY MANAGER**  
**ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT**

**SUMMARY:**

Annually the City of Corning must declare its intention to levy assessments for the individual zones within City of Corning Lighting and Landscaping District 1 and then following legal notice to conduct a public hearing prior to levying the annual assessments and placing them upon the property tax roles.

Landscape and Lighting District 1, Zone 2, Stonefox subdivision is located along the south side of Solano St. and the north side of Carona Ave. directly south of the Solano St. / El Paso Ave. intersection; eighty (80) residential lots of Tract Map 05-1003.

The City Engineer has filed the attached Annual Engineer's report for the district assessments. No change is proposed in the current fiscal year assessment of \$91.00 per residential parcel. The attached Resolution, if adopted, would set the Fiscal Year 2020/2021 assessments at the rate of \$91.00 per parcel.

**BACKGROUND:**

The California Streets and Highway Code contains the Landscaping and Lighting Act of 1972 beginning with Section 22500. The Act provides for the establishment of Landscaping and Lighting Districts and for the levying of annual assessments to the property owners within the District.

Street & Highway Section 22626 provides for a notice of public hearing and includes a provision requiring a ten (10) day legal notice to the individual property owners along with publication in the newspaper when there is no proposed increase in the annual assessment. In this case, notice of this hearing was mailed to the affected property owners on July 23<sup>rd</sup> and published on July 29<sup>th</sup>. There is a more extensive notice requirement if assessments are proposed to be increased.

**RECOMMENDATION:**

**MAYOR AND COUNCIL APPROVE THE ENGINEERS REPORT AND ADOPT RESOLUTION NO. 08-11-2020-02 SETTING THE FISCAL YEAR 2020/2021 ASSESSMENT AT \$91 PER PARCEL FOR LANDSCAPING AND LIGHTING DISTRICT 1, ZONE 2.**

**RESOLUTION NO.: 08-11-2020-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORNING  
SETTING THE ANNUAL ASSESSMENT FOR THE  
CITY OF CORNING LIGHTING AND LANDSCAPE DISTRICT 1, ZONE 2 FOR FISCAL YEAR  
2020/2021**

**WHEREAS**, the City of Corning Landscape and Lighting District No. 1 was formed by the City Council following a Public Hearing on November 22, 2005 in accordance with the State "Landscaping and Lighting Act of 1972" (Streets and Highway Code Section 22500 et.seq.) to provide Street Lighting and Landscape Maintenance to new development approved within the City of Corning; and

**WHEREAS**, the City Council, through Resolution No. 05-08-2007-02, adopted on May 8, 2007, initiated annexation of Stonefox Ranch Subdivision Tract Map 05-1003 into Landscaping and Lighting District No. 1, as Zone 2, and

**WHEREAS**, the City Council, through Resolution No. 10-27-2015-01 ordered on October 27, 2015 the annexation of the 26 lots of Phase 1 and the remaining land parcels of Phases 2 & 3 of Tract Map 05-1003 into Landscaping and Lighting District No. 1, as Zone 2, and

**WHEREAS**, the City Council at the time of the October 27, 2015 Public Hearing set the annual assessment totaling \$7,280.00 (\$91.00 a parcel) for fiscal year 2016-2017 within Landscape and Lighting District 1, Zone 2; and

**WHEREAS**, the Annual Engineers Report for Fiscal Year 2020/2021, dated July 27, 2020 on file with the City Clerk shows that there is no need to increase the Annual Assessment of \$91 per lot for fiscal year 2020/2021 in Zone 2, and

**WHEREAS**, Streets and Highway Code Section 22626 provides for a ten (10) day public notice period "If the assessments are to be levied in the same or lesser amounts than in any previous year...", and

**WHEREAS**, the charges associated with this Landscaping and Lighting District are in compliance with California Proposition 218 and all laws pertaining to the levy of the Streets and Highways Code (Section 22500 et.seq.).

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Corning has conducted the Public Hearing advertised and held on August 11, 2020 at 6:30 p.m. in the City Council Chambers of the City of Corning, 794 Third Street, Corning, CA 96021; and

**BE IT FURTHER RESOLVED**, that the City Council finds that a "majority protest" has not been filed and therefore confirms the attached list of Zone 2, and find that **the assessment of \$91.00 per parcel for the following assessor parcels shall be levied** in accordance with the law.

<b>Tax Rate Area</b>	<b>APN #</b>	<b>Tax Amount</b>
001-000	073-280-001-000	\$91.00
001-000	073-280-002-000	\$91.00
001-000	073-280-003-000	\$91.00
001-000	073-280-004-000	\$91.00
001-000	073-280-005-000	\$91.00
001-000	073-280-006-000	\$91.00
001-000	073-280-007-000	\$91.00
001-000	073-280-008-000	\$91.00
001-000	073-280-009-000	\$91.00
001-000	073-280-010-000	\$91.00



<b>Tax Rate Area</b>	<b>APN #</b>	<b>Tax Amount</b>
001-000	073-300-023-000	\$91.00
001-000	073-300-024-000	\$91.00
001-000	073-300-025-000	\$91.00
001-000	073-300-026-000	\$91.00
001-000	073-300-027-000	\$91.00
001-000	073-300-028-000	\$91.00
001-000	073-300-029-000	\$91.00
001-000	073-300-030-000	\$91.00
001-000	073-300-031-000	\$91.00
001-000	073-300-032-000	\$91.00
001-000	073-300-033-000	\$91.00
001-000	073-300-034-000	\$91.00
001-000	073-300-035-000	\$91.00
001-000	073-300-036-000	\$91.00
001-000	073-300-037-000	\$91.00
001-000	073-300-038-000	\$91.00
001-000	073-300-039-000	\$91.00

**PASSED, ADOPTED AND APPROVED** this 11<sup>th</sup> day of August, 2020 by the following vote:

**AYES:**

**OPPOSED:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
**DOUGLAS HATLEY JR., MAYOR**

**ATTEST:**

\_\_\_\_\_  
**LISA M. LINNET, CITY CLERK**

**I, Lisa M. Linnet, City Clerk of the City of Corning, California, DO HEREBY CERTIFY that the foregoing Resolution (Resolution No. 08-11-2020-02) was adopted by the City Council of the City of Corning at a regular meeting of said Council held on the 11<sup>th</sup> day of August, 2020 by the votes listed above.**

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

<b>Tax Rate Area</b>	<b>APN #</b>	<b>Tax Amount</b>
001-000	073-280-011-000	\$91.00
001-000	073-280-012-000	\$91.00
001-000	073-280-013-000	\$91.00
001-000	073-280-014-000	\$91.00
001-000	073-280-015-000	\$91.00
001-000	073-280-016-000	\$91.00
001-000	073-280-017-000	\$91.00
001-000	073-280-018-000	\$91.00
001-000	073-280-019-000	\$91.00
001-000	073-280-020-000	\$91.00
001-000	073-280-021-000	\$91.00
001-000	073-280-022-000	\$91.00
001-000	073-280-023-000	\$91.00
001-000	073-280-024-000	\$91.00
001-000	073-280-025-000	\$91.00
001-000	073-280-026-000	\$91.00
001-000	073-290-006-000	\$91.00
001-000	073-290-007-000	\$91.00
001-000	073-290-008-000	\$91.00
001-000	073-290-009-000	\$91.00
001-000	073-290-010-000	\$91.00
001-000	073-290-011-000	\$91.00
001-000	073-290-012-000	\$91.00
001-000	073-290-013-000	\$91.00
001-000	073-290-014-000	\$91.00
001-000	073-290-015-000	\$91.00
001-000	073-290-016-000	\$91.00
001-000	073-290-017-000	\$91.00
001-000	073-290-018-000	\$91.00
001-000	073-290-019-000	\$91.00
001-000	073-290-020-000	\$91.00
001-000	073-300-001-000	\$91.00
001-000	073-300-002-000	\$91.00
001-000	073-300-003-000	\$91.00
001-000	073-300-004-000	\$91.00
001-000	073-300-005-000	\$91.00
001-000	073-300-006-000	\$91.00
001-000	073-300-007-000	\$91.00
001-000	073-300-008-000	\$91.00
001-000	073-300-009-000	\$91.00
001-000	073-300-010-000	\$91.00
001-000	073-300-011-000	\$91.00
001-000	073-300-012-000	\$91.00
001-000	073-300-013-000	\$91.00
001-000	073-300-014-000	\$91.00
001-000	073-300-015-000	\$91.00
001-000	073-300-016-000	\$91.00
001-000	073-300-017-000	\$91.00
001-000	073-300-018-000	\$91.00
001-000	073-300-019-000	\$91.00
001-000	073-300-020-000	\$91.00
001-000	073-300-021-000	\$91.00
001-000	073-300-022-000	\$91.00

ITEM NO.: I-12

**ADOPT RESOLUTION NO. 08-11-2020-03  
A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF CORNING DECLARING  
ITS INTENT TO LEVY AND COLLECT  
ANNUAL ASSESSMENT FOR THE CITY  
OF CORNING LIGHTING AND  
LANDSCAPE DISTRICT 1, ZONE 3**

**August 11, 2020**

**TO: HONORABLE MAYOR AND COUNCIL MEMBERS**

**FROM: KRISTINA MILLER, CITY MANAGER**  
**ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT**

**SUMMARY:**

Annually the City of Corning must declare its intention to levy assessments for the individual zones within Lighting and Landscaping District 1 and then, following legal notice, to conduct a public hearing prior to levying the annual assessments and placing them upon the property tax roles.

Landscape and Lighting District 1, Zone 3 includes 30 parcels within the SHHIP (Self Help Housing Improvement Project) Blossom Avenue Development. The properties are located on either side of Blossom Avenue and west of Toomes Avenue.

The City Engineer has filed the attached Annual Engineer's report for the district assessments. No change is proposed in the previous fiscal year assessment of \$142.10 per residential parcel. The attached Resolution, if adopted, would set the Fiscal Year 2020/2021 assessments at the same rate as the previous year.

**BACKGROUND:**

The California Streets and Highway Code contains the Landscaping and Lighting Act of 1972 beginning with Section 22500. The Act provides for the establishment of Landscaping and Lighting Districts and for the levying of annual assessments to the property owners within the District.

Street & Highway Section 22626 provides for a notice of public hearing and includes a provision requiring a ten (10) day legal notice to the individual property owners along with publication in the newspaper when there is no proposed increase in the annual assessment. In this case, notice of this hearing was mailed to the affected property owners on July 23<sup>rd</sup> and published on July 29<sup>th</sup>. There is a more extensive notice requirement if assessments are proposed to be increased.

**RECOMMENDATION:**

**MAYOR AND COUNCIL APPROVE THE ENGINEERS REPORT AND ADOPT RESOLUTION NO 08-11-2020-03 SETTING THE FISCAL YEAR 2020/2021 ASSESSMENT AT \$142.10 PER PARCEL FOR LANDSCAPING AND LIGHTING DISTRICT 1, ZONE 3.**

**RESOLUTION NO.: 08-11-2020-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORNING  
SETTING THE ANNUAL ASSESSMENT FOR THE  
CITY OF CORNING LIGHTING AND LANDSCAPE DISTRICT 1, ZONE 3 FOR FISCAL YEAR  
2020/2021**

**WHEREAS**, the City of Corning Landscape and Lighting District No. 1 was formed by the City Council following Public Hearing on November 22, 2005 in accordance with the State "Landscaping and Lighting Act of 1972" (Streets and Highway Code Section 22500 et.seq.) to provide Street Lighting and Landscape Maintenance to new development approved within the City of Corning; and

**WHEREAS**, the City Council, through Resolution No. 07-10-2007-01, adopted on July 10, 2007, designated Phases 2 & 3 of the Blossom Avenue Infill project located along Blossom Avenue and west of Toomes Avenue as "Zone 3" of the City of Corning Landscape and Lighting District No. 1; and

**WHEREAS**, the City Council at the time of the July 10, 2007 Public Hearing set the annual assessment for each parcel at \$142.10 for fiscal year 2007-2008 within Landscape and Lighting District 1, Zone 3; and

**WHEREAS**, the Annual Engineers Report for Fiscal Year 2020/2021, dated July 27, 2020 on file with the City Clerk shows that there is no need to increase the Annual Assessment for fiscal year 2020/2021 in Zone 3, and

**WHEREAS**, Streets and Highway Code Section 22626 provides for a ten (10) day public notice period "If the assessments are to be levied in the same or lesser amounts than in any previous year...", and

**WHEREAS**, the charges associated with this Landscaping and Lighting District are in compliance with California Proposition 218 and all laws pertaining to the levy of the Streets and Highways Code (Section 22500 et.seq.).

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**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Corning has conducted the Public Hearing advertised and held on August 11, 2020 at 6:30 p.m. in the City Council Chambers of the City of Corning, 794 Third Street, Corning, CA 96021; and

**BE IT FURTHER RESOLVED**, that the City Council finds that a "majority protest" has not been filed and therefore confirms the attached list of Zone 3, and makes no change in the prior year assessment, finding that **the assessment of \$142.10 per parcel for the following assessor parcels shall be levied** in accordance with the law.

<b>Tax Rate Area</b>	<b>APN #</b>	<b>Tax Amount</b>
001-000	71-202-25	\$142.10
001-000	71-202-26	\$142.10
001-000	71-202-27	\$142.10
001-000	71-202-28	\$142.10
001-000	71-202-29	\$142.10
001-000	71-202-30	\$142.10
001-000	71-202-31	\$142.10
001-000	71-202-32	\$142.10
001-000	71-202-33	\$142.10
001-000	71-202-34	\$142.10
001-000	71-202-35	\$142.10

<b>Tax Rate Area</b>	<b>APN #</b>	<b>Tax Amount</b>
001-000	71-203-04	\$142.10
001-000	71-203-05	\$142.10
001-000	71-203-06	\$142.10
001-000	71-203-07	\$142.10
001-000	71-203-08	\$142.10
001-000	71-203-09	\$142.10
001-000	71-203-10	\$142.10
001-000	71-203-11	\$142.10
001-000	71-203-12	\$142.10
001-000	71-203-13	\$142.10
001-000	71-203-14	\$142.10
001-000	71-205-16	\$142.10
001-000	71-205-17	\$142.10
001-000	71-205-18	\$142.10
001-000	71-205-19	\$142.10
001-000	71-205-20	\$142.10
001-000	71-205-21	\$142.10
001-000	71-205-22	\$142.10
001-000	71-205-23	\$142.10

**PASSED, ADOPTED AND APPROVED** this 11<sup>th</sup> day of August, 2020 by the following vote:

**AYES:**

**OPPOSED:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
**DOUGLAS HATLEY JR., MAYOR**

**ATTEST:**

\_\_\_\_\_  
**LISA M. LINNET, CITY CLERK**

I, Lisa M. Linnet, City Clerk of the City of Corning, California, DO HEREBY CERTIFY that the foregoing Resolution (Resolution No. 08-11-2020-03) was adopted by the City Council of the City of Corning at a regular meeting of said Council held on the 11<sup>th</sup> day of August, 2020 by the votes listed above.

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

ITEM NO.: I-13

**ADOPT RESOLUTION NO. 08-11-2020-04  
A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF CORNING DECLARING  
ITS INTENT TO LEVY AND COLLECT  
ANNUAL ASSESSMENT FOR THE CITY  
OF CORNING LIGHTING AND  
LANDSCAPE DISTRICT 1, ZONE 4**

**August 11, 2020**

**TO: HONORABLE MAYOR AND COUNCIL MEMBERS**

**FROM: KRISTINA MILLER, CITY MANAGER**  
**ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT**

**SUMMARY:**

Annually the City of Corning must conduct a public hearing prior to levying the annual assessments for the individual zone within Lighting and Landscaping District 1 and placing them upon the property tax roles.

Landscape and Lighting District 1, Zone 4 affects one parcel; the property developed and known as the "Salado Orchard Apartment Project", located south of Blackburn Avenue and west of Toomes Avenue.

The City Engineer has filed the attached Annual Engineer's report for the district assessments. No change is proposed in the current fiscal year assessment of \$4,772.90 for the one parcel. The attached Resolution, if adopted, would set the Fiscal Year 2020/2021 assessment at the same rate as the previous year.

**BACKGROUND:**

The California Streets and Highway Code contains the Landscaping and Lighting Act of 1972 beginning with Section 22500. The Act provides for the establishment of Landscaping and Lighting Districts and for the levying of annual assessments to the property owners within the District.

Street & Highway Section 22626 provides for a notice of public hearing and includes a provision requiring a ten (10) day legal notice to the individual property owners along with publication in the newspaper when there is no proposed increase in the annual assessment. In this case, notice of this hearing was mailed to the affected property owner on July 23<sup>rd</sup> and published on July 29<sup>th</sup>. There is a more extensive notice requirement if assessments are proposed to be increased.

**RECOMMENDATION:**

**MAYOR AND COUNCIL APPROVE THE ENGINEERS REPORT AND ADOPT RESOLUTION NO 08-11-2020-04 SETTING THE FISCAL YEAR 2020/2021 ASSESSMENT AT \$4,772.90 (PER PARCEL) FOR LANDSCAPING AND LIGHTING DISTRICT 1, ZONE 4.**

**RESOLUTION NO.: 08-11-2020-04**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORNING  
SETTING THE ANNUAL ASSESSMENT FOR THE  
CITY OF CORNING LIGHTING AND LANDSCAPE DISTRICT 1, ZONE 4  
FOR FISCAL YEAR 2020/2021**

**WHEREAS**, the City of Corning Landscape and Lighting District No. 1 was formed by the City Council following Public Hearing on November 22, 2005 in accordance with the State "Landscaping and Lighting Act of 1972" (Streets and Highway Code Section 22500 et.seq.) to provide Street Lighting and Landscape Maintenance to new development approved within the City of Corning; and

**WHEREAS**, the City Council, through Resolution No. 06-24-2008-01, adopted on June 24, 2008, designated the "Salado Orchard Apartments Project" located on Toomes Avenue and south of Blackburn Avenue as "Zone 4" of the City of Corning Landscape and Lighting District No. 1; and

**WHEREAS**, the City Council at the time of the June 24, 2008 Public Hearing set the annual assessment for the one affected parcel at \$4,772.90 for fiscal year 2008-2009; and

**WHEREAS**, the Annual Engineers Report for Fiscal Year 2020/2021, dated July 27, 2020 on file with the City Clerk shows that there is no need to increase the Annual Assessment for fiscal year 2020/2021 in Zone 4, and

**WHEREAS**, Streets and Highway Code Section 22626 provides for a ten (10) day public notice period "If the assessments are to be levied in the same or lesser amounts than in any previous year...", and

**WHEREAS**, the charges associated with this Landscaping and Lighting District are in compliance with California Proposition 218 and all laws pertaining to the levy of the Streets and Highways Code (Section 22500 et.seq.).

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**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Corning has conducted the Public Hearing advertised and held on August 11, 2020 at 6:30 p.m. in the City Council Chambers of the City of Corning, 794 Third Street, Corning, CA 96021; and

**BE IT FURTHER RESOLVED**, that the City Council finds that a "majority protest" has not been filed and therefore confirms the attached list of Zone 4, and makes no change in the prior year assessment, finding that **the assessment of \$4,772.90 for the following assessor parcel shall be levied** in accordance with the law.

<u>Tax Rate Area</u>	<u>APN #</u>	<u>Tax Amount</u>
001-000	71-020-75	\$4,772.90

**PASSED, ADOPTED AND APPROVED** this 11<sup>th</sup> day of August, 2020 by the following vote:

**AYES:**

**OPPOSED:**

**ABSENT:**

**ABSTAIN:**

**DOUGLAS HATLEY JR., MAYOR**

**ATTEST:**

**LISA M. LINNET, CITY CLERK**

I, Lisa M. Linnet, City Clerk of the City of Corning, California, DO HEREBY CERTIFY that the foregoing Resolution (Resolution No. 08-11-2020-04) was adopted by the City Council of the City of Corning at a regular meeting of said Council held on the 11<sup>th</sup> day of August, 2020 by the votes listed above.

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



**ITEM NO.: J-14**  
**APPROVE MEMORANDUM OF  
UNDERSTANDING (MOU) BETWEEN CITY  
AND COUNTY OF TEHAMA FOR  
OPERATION OF THE COUNTY OF TEHAMA  
COVID-19 BUSINESS ASSISTANCE &  
RECOVERY LOAN FUND AND USE OF THE  
\$392,793 CDBG – CV1 2020 JOINT FUNDS.**

**August 11, 2020**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**  
**FROM: KRISTINA MILLER, CITY MANAGER**  
**LISA M. LINNET, ADMINISTRATIVE SERVICES OFFICER**

**BACKGROUND:**

The proposed MOU is to establish the Terms & Conditions to operate the County of Tehama COVID-19 Business Assistance and Recovery Loan Fund, This Program is financed by a \$392,793 Community Development Block Grant (CDBG) received from HUD (Department of Housing and Urban Development) as administered by the State of California Department of Housing and Community Development Department.

The purpose of establishing a Business Assistance and Recovery Loan Fund is to:

- Establish a business assistance revolving loan fund to provide flexible low interest forgivable loans to small & medium sized businesses in the incorporated and unincorporated areas of the County;
- Help County business owners to offset the negative impacts of the COVID-19 Shelter in Place (SIP) Order; and assist with financial recovery

If approved, the County of Tehama will serve as the Lead Agency for the purposes of this Agreement and as such, they will be responsible all costs, expenses, and requirements associated with the program implementation and management as outlined in the CDBG NOFA (Notice of Funding Availability) and Contract. The County of Tehama will be the primary contact for all administration, requests for funding submitted, and Department required reporting as outlined in this Agreement.

**FINANCIAL:**

This Project is funded through the CDBG – CV1, 2020 in the joint total amount of \$392,793 resulting from the allocated individual jurisdictional amounts of:

- \$156,586 (40%) from the County of Tehama;
- \$103,941 (26%) from the City of Red Bluff;
- \$77,451 (20%) from the City of Corning; and
- \$54,815 (14%) from the City of Tehama.

The funding will be proportionately allocated to each jurisdiction and will be assessed based on the applications received.

**RECOMMENDATION:**

**MAYOR AND COUNCIL APPROVE THE MOU BETWEEN THE CITY OF CORNING AND COUNTY OF TEHAMA FOR USE OF CDBG – CV1 JOINT FUNDING IN THE AMOUNT OF \$392,793 TO ESTABLISH THE COUNTY OF TEHAMA COVID-19 BUSINESS ASSISTANCE AND RECOVERY LOAN FUND.**

**MEMORANDUM OF UNDERSTANDING  
BETWEEN CITY OF CORNING  
AND COUNTY OF TEHAMA**

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between the City of Corning, whose address is 794 Third Street, CA 96021, and the County of Tehama, whose address is 727 Oak Street, Red Bluff, CA 96080.

2. **Purpose.** The purpose of this MOU is to establish the terms and conditions under which the Parties will operate the County of Tehama COVID-19 Business Assistance and Recovery Loan Fund as funded by the Community Development Block Grant (CDBG) funding from HUD as administered by the State of California Department of Housing and Community Development (Department). This project is funded through the CDBG – CV1, 2020 in the joint amount of \$392,793. The joint amount constitutes \$156,586 (40%) from County of Tehama and \$77,451(20%) from City of Corning, and \$103,941(26%) from City of Red Bluff and \$54,815 (14%) from City of Tehama. The County of Tehama COVID-19 Business Assistance and Recovery Loan Fund will be for the purpose of establishing a business assistance revolving loan fund. The purpose of the revolving loan fund is to provide very flexible low interest forgivable loans to small and medium sized businesses in both the incorporated and unincorporated areas of the County to offset the negative impacts of the COVID-19 Shelter In Place (SIP) order and to assist these businesses with financial recovery. The repayment schedule for each loan will be based on an analysis of the anticipated debt service capacity of the business during the COVID-19 recovery period. The services will be implemented by a consultant and/or non-profit organization, selected by the County, with the skills and resources to provide the services as outlined. The funding will be proportionately allocated to each jurisdiction and will be assessed based on the applications received. Should there be no applications submitted to request the allocated proportion of the funding, the funds will be distributed to applications received with the corresponding jurisdiction’s approval.

3. **Term of MOU.** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the Parties to this MOU and the governing bodies of the Parties’ respective counties or municipalities and shall remain in full force and effect for not longer than eighteen months. This MOU may be terminated, without cause, by either Party upon thirty days written notice, which notice shall be delivered by hand or by certified mail to the address listed above.

4. **Responsibilities of County of Tehama.** The County of Tehama, Lead Agency for the purposes of this Agreement, is obligated for all costs, expenses, and requirements associated with the program implementation and management as outlined in the CDBG NOFA and Contract. The County of Tehama as the lead agency will be the primary contact for all administration, and requests for funding submitted to the Department of Housing and Community Development CDBG Program, and receipt of funding from the Department of

Housing and Community Development CDBG Program and will be responsible for all Department required reporting.

6. **Responsibilities of City of Corning.** Provide the County of Tehama and/or representatives with required documents and information to support the County of Tehama as Lead Agency for this MOU and funding. Support the County of Tehama and/or representatives' efforts in marketing the Program and provide information to the public and businesses to support the Programs outreach efforts in the community. Post the required fair housing poster, pamphlets, and other information to promote the Department of Housing and Community Development CDBG program efforts to affirmatively further fair housing.

7. **General Provisions**

A. **Amendments.** Either Party may request changes to this MOU. Any changes, modifications, revisions, or amendments to this MOU which are mutually agreed upon by and between the Parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all Parties to this MOU.

B. **Applicable Law.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of California. The courts of the State of California shall have jurisdiction over any action arising out of this MOU and over the Parties, and the venue shall be the Superior County of California, Tehama County, California.

D. **Entirety of Agreement.** This MOU, consisting of 4, pages, represents the entire and integrated Agreement between the Parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.

E. **Severability.** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either Party may renegotiate the terms affected by the severance.

F. **Sovereign Immunity, County of Tehama and City of Corning** and their respective governing bodies do not waive their sovereign immunity by entering into this MOU, and each fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.

G. **Third Party Beneficiary Rights.** The Parties do not intend to create in any other individual or entity the status of a third-party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the Parties to this MOU and shall inure solely to the benefit of the Parties to this MOU. The provisions of this MOU are intended only to assist the Parties in determining and performing their obligations under this MOU. The Parties to this MOU intend and expressly agree that only Parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

H. **CDBG Program Terms and Conditions.** The Parties agree to administer all funding and activities identified in this MOU in compliance with the Standard Agreement

executed with the Department for said activities and funding. The Parties agree the County of Tehama shall be the executor of the Department's Standard Agreement, and that primary communication regarding the activity will occur with the County of Tehama. It is the responsibility of the Parties to this MOU to communicate and transfer performance and regulatory requirements to applicable Parties, including contractors and subrecipients. Failure to administer funds and or activities in accordance with HUD regulations, and the terms and conditions identified in the applicable Standard Agreement will result in performance penalties toward all Parties of this MOU, and may result in repayment of expended CDBG funds in the event that the costs were determined to be ineligible, or that the funds failed to meet a National Objective, as identified in title 42 of United States Code, Section 5301 and title 24 of the Code of Federal Regulations section 570.483.

**8. Signatures.** In witness whereof, the Parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

**County of Tehama**

\_\_\_\_\_  
**Bill Goodwin, County Administrator**

\_\_\_\_\_  
**Date**

**City of Corning**

\_\_\_\_\_  
**Kristina Miller, City Manager**

\_\_\_\_\_  
**Date**

**ITEM NO: J-15  
REVIEW AND ADOPT THE  
REVISED AND UPDATED CITY OF  
CORNING RETURN TO WORK  
PROGRAM**

**August 11, 2020**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**  
**FROM: KRISTINA, CITY MANAGER**   
**LISA M. LINNET, ADMINISTRATIVE SERVICES MANAGER**

**SUMMARY:**

Attached for City Council review and approval is the updated 2020 version of the City's Return to Work Program. This updated Return to Work Program is being updated as recommended by the City's Joint Powers Authority (JPA)

Upon approval, updated copies of the Program will be disseminated to all members of City Management and Department Supervisors. Supervisors will be responsible for coordinating program procedures between the employee and City Manager and forwarding applicable documentation to the City's Personnel Department for filing within the individual employee personnel folders.

**RECOMMENDATION:**

**MAYOR AND COUNCIL HAVING REVIEWED THE PROPOSED UPDATED 2020 CITY OF CORNING RETURN TO WORK PROGRAM, APPROVE THE PROGRAM AND AUTHORIZE DISSEMINATION OF THE DOCUMENT TO CITY DEPARTMENT HEADS AND SUPERVISORS.**

# City of Corning Return-to-Work Program



**August 11, 2020**

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## **Policy Statement**

The safety and well-being of our employees are a major concern for the City of Corning (City) as our employees are our most valued assets. Despite our commitment to providing a safe workplace, injuries may still occur.

The Return-to-Work Program (RTW Program) has been developed with the intention of:

- Minimizing an injury or illness's impact on any employee.
- Promoting an employee's rapid recovery from work-related injuries.
- Providing a safe and timely transition back to work; and
- Helping control Workers' Compensation and Disability costs.

When an employee can be offered meaningful temporary work assignments through the RTW Program, both the Employee and the Employer benefit. Numerous studies have shown the sooner an injured Employee can be brought back to work, the faster they will recover and be able to return to regular assignment.

## **Purpose/Goals**

The purpose of this Policy is to establish a system for safely returning employees to work who have sustained an industrial or non-industrial injury or illness as soon as practicable. The system will improve the capability of identifying and appropriately managing temporary return to work opportunities. The Program is intended to provide a transition period of temporarily modified or light duty assignments to facilitate the Employee's return to regular duty within a short period of time.

## **Scope/Eligibility**

Employees who sustain industrial or non-industrial injuries and illnesses are eligible for this program. Participation is mandatory. Refusal to accept a modified duty assignment that meets the physician or medical provider's restrictions may result in the loss of entitlement to temporary workers' compensation disability/salary continuation benefits for industrial injuries and illnesses.

This program covers cases that involve lost time injuries and conditions with temporary medical restrictions, and when possible, non-work related cases with temporary medical restrictions. If temporary medical restrictions render the employee unable to perform some or all of their usual assignment, then modification of the position's duties or an alternate assignment may be necessary as a temporary accommodation.

Participation in the RTW Program is based on the following criteria:

- The ability to reasonably accommodate temporary modified-duty assignments given the restrictions placed upon the injured employee by their treating physician or medical provider.
- All full-time regular and part-time and/or at-will employees are eligible.
- The employee's current medical condition temporarily prevents the Employee from performing the full range of their regular duties.
- Any Workers' Compensation or Disability Claim that has been accepted or is in delayed status.
- The treating Physician or Medical Provider has determined the employee's work capacity and released the employee to a modified duty assignment.
- The treating Physician or Medical Provider provides an estimated recovery period.
- Modified duty restrictions will be reviewed at least every 30 days with the Employee and Supervisor.
- Modified duty assignments are intended as temporary assignments and will cease when the restrictions can no longer be accommodated or are deemed permanent.



## **Responsibilities**

**City Manager:** The City Manager is the facilitator of the RTW Program and as such is responsible for:

- Reviewing the employee's work capacity and restrictions and to coordinate with the Employee and employee's Supervisor to determine the availability of job duties that fit within the parameters of the restrictions.
- Explore other departments' job assignments within the Bargaining Unit if there is no available work within the employee's own department.
- Notify the Claims Administrator of the date the employee can return to modified duty in writing and maintain a copy in the employee's file. This date may differ in some cases from the actual date the employee returns to work.
- Work with the Claims Administrator to develop a case strategy upon nearing the end of the modified duty assignment.
- Re-assess, on an ongoing basis, the availability of modified duty for those cases where the Employee is eligible for modified duty, but none is immediately available.
- Notify the Claims Administrator immediately of the employee's refusal or lack of response to Notice of Approved Modified Duty.
- Inform department Directors, Managers, Supervisors, and Employees regarding the RTW Program at hire and periodically thereafter (Appendix D).
- If needed, advise the designated industrial clinics, physicians, or medical providers of the RTW Program using the Physician or Medical Provider's Return-to-Work Notification Letter (Appendix E).
- Immediately advise Department Heads, Managers, Supervisors, Employees, and Claims Administrator of any significant changes to the RTW Program.

## **Department Heads**

Department Heads are responsible for ensuring the full cooperation of their department's Managers and Supervisors in the management of the RTW Program.

- Ensure all Managers and Supervisors attend Workers' Compensation and Return to Work Training.
- Work with the City Manager (or designee) to identify modified duty assignments available in the Department that fit within the parameters of the medically imposed restrictions.
- Ensure Managers and Supervisors comply with the Employee's work restrictions as outlined by the treating Physician or Medical Provider.

## **Managers and Supervisors**

Managers and Supervisors have the greatest opportunity to affect the successful return of the Employee to full health and duties. They can ensure the safe return of the injured/ill Employee by completing the following responsibilities:

- If applicable, provide the Physical Capacity Form (Appendix F) to the Employee, which is then given to the treating Physician.
- If applicable, provide the completed Physical Capacity Form (Appendix F), detailing the employee's work restrictions to City Manager or designee.
- Work with the City Manager (or designee) to identify modified duty assignments that fit within the parameters of the medically imposed restrictions.
- Review the Employee's work capacity and coordinate with the Employee and the City Manager (or designee) to advise the Employee of the availability of job duties that fit within the parameters of the employee's restrictions.

- Review the employee's work capacity and coordinate all updates with the Employee and the City Manager (or designee) following each subsequent visit with the Medical Provider so modified duty restrictions and modifications may be progressed.
- Provide daily supervision to ensure the Employee is working within the work restrictions outlined by the treating Physician or Medical Provider.
- Report any physical difficulties the Employee may have with the work assignment to the City Manager (or designee) for potential referral back to the treating Physician/Medical Provider to review work restrictions.
- Maintain and document regular contact with injured/ill workers who are currently unable to participate in the RTW Program as directed by Human Resources. The employee's status should be tracked on the Total Temporary Disability Injured Employee Call Log (Appendix H).
- Notify the City Manager immediately if the employee refuses an approved temporary modified duty assignment for notice to the Claims Administrator.

## Employees

Employees have the following responsibilities regarding the RTW Program.

- Report all injuries/illnesses immediately<sup>1</sup> to their Supervisor or Human Resources.
- Inform the treating Physician or Medical Provider that modified duty assignments may be available.
- If applicable, provide the Physical Capacities Form (Appendix F) or a Return-to-Work Restriction Note from the treating Physician or Medical Provider to City Manager as soon as possible upon receipt from the Physician or Medical Provider.
- Review job duties that fit within the parameters of the medically imposed work restrictions with the City Manager (or designee).
- Sign the Return-to-Work Agreement (Appendix G).
- Work within the restrictions specified by the treating Physician or Medical Provider.
- Report any physical problems associated with the work assignment to your immediate Supervisor.
- Report to his/her own department or assigned "out of department" Supervisor as appropriate at the beginning of the modified duty assignment.
- Adhere to all policies and procedures, including employment policies and safety rules at the location of the modified duty.
- Attend all scheduled medical appointments and keep the assigned Supervisor and City Manager (or designee) apprised of work status.
- If there is any concern regarding medical treatment, work status clarity or issues in scheduling follow up care, notify Human Resources or the Claims Administrator immediately.

## General Information

- The treating Physician or Medical Provider should provide an estimated period of recovery or target date for return to full duty.
- Modified duty assignments are not meant to be permanent positions. **All assignments are temporary.**
- Nothing in this Policy is intended to circumvent provisions of any Memorandum of Understanding (MOU). The provisions of this RTW Program are intended to supplement existing MOU provisions. Where there is any conflict between this RTW Program and a MOU provision, the MOU provision will prevail.

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<sup>1</sup> Immediately is defined as "as soon as the injury/illness is known."

## **Modified Duty Assignments**

A bank of temporary modified duty assignments that disabled or injured employees returning to work may perform will be based on department needs. One way to create such a bank of assignments is to ask employees what they would do if they had more time. Managers and Supervisors will also participate in creating the job bank of modified duties based on the needs of their department. Modified duty assignments must be meaningful and add value to the organization.

Modified duties can include, but are not limited to, the following assignments:

- Administrative work (e.g., filing, handling mail, answering phones, data entry, shredding).
- Safety-related tasks (e.g., safety inspections such as checking fire extinguishers, updating safety data sheets, reviewing/developing safety policies and programs).
- Ordering and stocking supplies (e.g., first aid, office supplies).
- Shipping and packaging duties.
- Providing training to others.
- Completing any needed training for professional development.

## **Termination of Restricted Duty**

Temporary modified duty assignments will be terminated when:

- The employee is released to their usual and customary job duties by the treating Physician or Medical Provider;
- The treating Physician or Medical Provider determines the Employee will not be able to return to his/her usual and customary position; or
- When temporary modified duty is no longer available due to the lack of work.

## Appendix A

### Definitions

**Essential functions:** Duties considered crucial to the job the injured/ill Employee wants or has. When being considered for alternative work, the injured/ill Employee must have both the physical and mental qualifications to fulfill the job's essential functions.

**Modified Duty (Temporary Modified Work Assignment):** The Employee returns to his or her original job, but the treating Physician or Medical Provider places some physical restrictions on the Employee.

**Light duty (Temporary Alternate Work Assignment):** The employee returns to work, but the original job cannot be modified to conform to the Physician or Medical Provider's restrictions. The Employee performs another work assignment on a temporary basis that accommodates the injured/ill employee's abilities either in their own department or in another department (within their own Bargaining Unit), if available and approved by both Department Heads. **Assignments outside a Bargaining Unit will be considered on a case-by-case basis.**

**Non-Occupational "Injury or Illness":** An injury or disease that does not arise out of employment and is not compensable under the State of California's workers' compensation laws.

**Occupational "Injury or Illness":** An injury or disease arising out of employment and compensable under the State of California's Workers' Compensation Laws.

**Physician or Medical Provider:** A Medical Doctor, an Osteopath, a Psychologist, an Acupuncturist, an Optometrist, a Dentist, a Podiatrist, or a Chiropractor licensed in California. The definition of personal Physician or Medical Provider is more limited. See personal Physician or Medical Provider.

**Return-to-Work Coordinator:** Person assigned to work with the injured/ill Employee and their department to find work within the work restrictions established by the injured/ill employee's Physician or Medical Provider.

**Temporarily Partially Disabled:** When an Employee, as a result of an injury or illness, is permitted to perform some occupational function.

**Temporary Partial Disability (TPD) Benefits:** Payments the injured/ill Employee receives if they can do some work while recovering from a work-related injury or illness, but they earn less than before the injury.

**Temporarily Totally Disabled:** When an employee, as a result of an injury or illness, is medically incapable of performing any work.

**Temporary Modified Duty:** Temporary job duty, within the Physician or Medical Provider's restrictions, offered to injured/ill employees.

**Work Restrictions:** A Physician or Medical Provider's description of the work the injured/ill Employee can and cannot do. Work restrictions help protect the employee from further injury.

## Appendix B

### Return-to-Work Process Flow

The following steps outline the overall approach of the **Return to Work Program**.

Steps	Step Details
<b>Step 1</b>	<ul style="list-style-type: none"> <li>• Employee provides documentation of work restrictions to Supervisor and/or Human Resources who will then coordinate the provision of that information to the City Manager.</li> </ul>
<b>Step 2</b>	<p>The City Manager (or designee) and the employee's Supervisor evaluate the medically imposed restrictions and determine the availability of an acceptable temporary assignment, which is then communicated to the Claims Administrator. If the restrictions require a change from the employee's regular duties:</p> <p><b>1<sup>st</sup> Choice</b> Modify the employee's current position to fit the restrictions;</p> <p><b>2<sup>nd</sup> Choice</b> Temporarily assign the Employee to an existing position within the employee's Department or Division that meets the employee's medical restrictions;</p> <p><b>3<sup>rd</sup> Choice</b> Assign alternative responsibilities within the Department; or</p> <p><b>4<sup>th</sup> Choice</b> Temporarily place the Employee within the medical restrictions in another Department.</p>
<b>Step 3</b>	<p>The Supervisor explains the work restrictions to the Employee. The Employee signs the Return-to-Work Agreement Form (Appendix G) acknowledging he/she understands and will comply with the restrictions. The Employee is then placed and observed performing duties to verify acceptability.</p>
<b>Step 4</b>	<ul style="list-style-type: none"> <li>• The assigned Supervisor checks with the Employee daily and verifies that he/she is indeed doing the assigned job within the specified restrictions.</li> <li>• Modified duty restrictions are reviewed at least every 30 days with the Employee and Supervisor.</li> </ul>
<b>Step 5</b>	<p>Review the employee's work capacity and work with the Employee and the City Manager (or designee) with each subsequent visit with the medical provider so work restrictions and modifications may be adjusted as needed. If there is any change in accommodation status, immediately notify the Claims Administrator. Repeat steps 2 and 3.</p>

Appendix C

Modified Duty Tracking Form

<b>Employee Name:</b>		<b>Regular Supervisor:</b>	
<b>Department:</b>		<b>Temporary Supervisor:</b>	
<b>Division:</b>		<b>Regular Job:</b>	
<b>Restrictions:</b>			

Weekly employee assignments:

<b>Week 1</b>	
<b>Week 2</b>	
<b>Week 3</b>	
<b>Week 4</b>	
<b>Week 5</b>	
<b>Week 6</b>	
<b>Week 7</b>	
<b>Week 8</b>	
<b>Week 9</b>	
<b>Week 10</b>	
<b>Week 11</b>	
<b>Week 12</b>	

Supervisor: \_\_\_\_\_

\*Add additional weekly assignments if needed.

## **Appendix D**

### **City of Corning**

#### **Return-to-Work Program Announcement to Employees**

We consider you, our Employee, as one of our most valued assets. Your safety and well-being are a major concern for us. We strive and are committed to providing a safe workplace, but unfortunately, injuries and illnesses may occur.

The Return-to-Work Program provides employees who are temporarily disabled by an occupational or non-occupational injury or illness, and are unable to return to regular work immediately, with temporary modified duties until they can return to full regular duties.

The process involves monitoring an employee's progress and identifying modified duty assignments that are suited to physical capacity guidelines established by your treating Physician or Medical Provider. It is based upon medical findings that some physical and mental activity early in the healing process can actually speed recovery.

The City Manager (or designee) will coordinate modified duty assignments with you. They will also work closely with your treating Physician or Medical Provider, the Claims Adjuster/Nurse, and you in order to assure that you receive quality medical care, timely benefits, and modified duty assignments as soon as medically possible. To accomplish this, we have developed a variety of transitional modified duties. Temporary duties will be designed to meet with your restrictions and will assist the return to your usual functional capacity in the shortest possible time, and in a logical and monitored manner.

These temporary modified duties will be evaluated at least every 30 days while you make medical progress toward recovery. When such modifications can no longer accommodate your status, you will be re-evaluated for the feasibility of a return to permanent, alternate, or modified work, if available and within your restrictions.

Modified duty assignments are intended as temporary assignments and will cease when the medical restrictions can no longer be accommodated or are deemed permanent.

All regular Personnel Policies and Procedures with respect to attendance and performance will apply as usual while you are participating in the Return-to-Work Program.

If you have any questions regarding the Return-to-Work Program, please contact your immediate Supervisor.

## Appendix E

- **Physician or Medical Provider's Return-to-Work Announcement Letter**  
**City of Corning**

[Physicians Name or Practice]  
[Street Address]  
[City, State, Zip Code]

**Re:** City of Corning Return-to-Work Program

Dear Physician or Medical Provider:

The City of Corning sincerely considers our employees to be our most valued asset, and we care greatly for our injured/ill employee's and their well-being. As such, this letter is to inform you the City of Corning has a Return-to-Work Program in place, and we will consider temporary modified duty assignments for our employees to return to work within their medical restrictions.

As you may be aware, the longer an employee stays away from work, the more difficult it becomes for them to return to the work force. This is one reason we strive to return our employees to work as soon and as safely as possible, and that our injured employees feel like a productive team member while they are on temporary modified duty. Additionally, our Employee/your Patient will receive regular monitoring to make certain they comply with their work restrictions. You will be notified if the Employee has trouble following their modified duty restrictions, or if we are no longer able to accommodate them.

The employee's essential job functions should be able to be modified to meet any reasonable restrictions set forth by you. If you feel the Employee may not be able to work a full 8-hour workday, we can often provide shortened hours within the temporary assignment. Therefore, we request that you assess the employee's physical capabilities compared to the Essential Job Functions Form provided. Using our physical capabilities form, please provide us with the employee's work restrictions in detail, which will enable us to provide modified duty assignments that meet the employee's current medical restrictions. These forms may be provided to you by the Employee at their initial visit or sent to you shortly afterward via fax or email. Please return the physical capability form with the Employee, or as soon as practicable thereafter.

We look forward to working with you to return our Employee to their well-being, and workplace as soon as you feel he/she is capable. We also look forward to working with you as our employee's well-being and physical work capacity improves so that we can revise and progress the modified work assignments according to your subsequent evaluations.

Please call me at (530) 824-7033 if you have any questions or would like to discuss these temporary modified duty assignments further.

Thank you for your assistance.

Sincerely,

Kristina Miller,  
City Manager

Enclosure – Physical Capabilities Form



## Appendix F

### City of Corning

### Physical Capabilities Form

**TO THE PHYSICIAN OR MEDICAL PROVIDER**

The City of Corning maintains a Return-to-Work Program to provide a period of temporary modified or light duty that will facilitate the Employee's return to regular duty within the medically appropriate period of time. If the employee is unable to immediately return to regular work, we will make every effort to assign temporary modified duty within the employee's physical capabilities. Please provide the regular work release date or modified duty restrictions below.

FAX: (530)

Email: [kmiller@corning.org](mailto:kmiller@corning.org)

**EMPLOYEE:**

**DATE OF INJURY:**

**OCCUPATION:**

**EMPLOYER CONTACT:**

Patient is released for regular work without restrictions on:

**Work Activity Restricted To**

General	None	<3 Hrs.	3-5 Hrs.	>5 Hrs.	<15 Min.	15-30 Min	31-60 Min.	>60 Min	Date patient can perform job requirement
Sitting									
Standing									
Walking									
Reaching									
Overhead									
Climbing									
Bending at Waist									
Kneeling									

**Number of Times Weight May Be Lifted Daily**

Lifting (lbs.)	None	1-10	11-25	26-50	>50
1-10					
11-25					
26-50					
>50					

	Tool, Machine, Object	Hand			Hours Per Day
		Right	Left	Both	
Sample Grasping					
Fine Manipulation					
Pushing & Pulling					

Vehicles/Equipment	Hand			Feet			Hours Per Day
	Left	Right	Both	Left	Right	Both	

**Medications** (indicate if medications prescribed restrict driving or equipment use):

<b>Physician or Medical Provider</b>	Signature	Date
	Print Name	Phone Number
<b>Address: Street, City, Zip Code</b>	Street	City
		Zip Code

**APPENDIX G  
City of Corning  
Return-to-Work Agreement**

The Return-to-Work Program is designed to assist you and the organization as a whole. If you are unable to perform your regular job duties due to an industrial or non-industrial injury/illness, every effort will be made to provide you with work that conforms to the Physician or Medical Provider's work restrictions, as temporary modification of your usual job duties or alternative temporary work duties. **This program is available on a temporary basis only when there is work available that is appropriate for your work restrictions.**

<b>Employee:</b>			
<b>Assigned Supervisor:</b>			
<b>Restrictions:</b>			
<b>Usual job duty accommodations:</b>			
<b>Alternative job duties assigned:</b>			
<b>Work Schedule:</b>			
<b>Start Date:</b>		<b>End Date:</b>	

**EMPLOYEE INFORMATION**

1. Your treating Physician or Medical Provider has released you to perform work with restrictions as outlined above.
2. You are expected to report to work on the above start date and thereafter according to the above work schedule.
3. All regular Personnel Policies and Procedures with respect to attendance and performance will apply as usual while you are participating in the Return-to-Work Program.
4. If you experience an increase in symptoms while performing these duties, immediately advise your Supervisor.
5. If you are unable to perform any of your assigned temporary modified duties because of your injury, immediately notify your Supervisor and City Manager (or designee). You will need a Work Status Report/Disability slip from your treating Physician or Medical Provider to cover any lost days.
6. After each medical appointment, you will need to provide your Supervisor and City Manager (or designee) with an updated copy of a **Work Status Report** listing your restrictions.
7. Modified duty assignments are temporary, and the City reserves the right to reassign and/or terminate modified duty assignments at any time.
  - I understand and agree to the guidelines of the Return-to-Work Assignment as outlined above.
  - I refuse to accept the guidelines of the Return-to-Work Assignment as outlined above. I understand that my refusal may result in the loss of entitled supplemental job displacement benefits.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor/ [insert title of responsible person]

\_\_\_\_\_  
Date

**Distribution:**      City Manager      Human Resources      Employee      Supervisor

APPENDIX H

**Total Temporary Disability Employee Call Log**

Injured Employee: \_\_\_\_\_

Supervisor/Caller: \_\_\_\_\_

Date of Injury: \_\_\_\_\_ Date TTD Began: \_\_\_\_\_

Employee Contact Number: \_\_\_\_\_

WEEK	COMMENTS	Caller Initials
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		

ITEM NO.: J-16  
APPROVE RECOMMENDATION  
OF BLAINE SMITH FOR  
APPOINTMENT TO THE CITY  
RECREATION COMMISSION

August 11, 2020

TO: HONORABLE COUNCILMEMBERS

FROM: DOUGLAS HATLEY, JR., MAYOR  
LISA M. LINNET, CITY CLERK *LML*

**SUMMARY:**

I recommend Blaine Smith to serve as a Commissioner on the City's Recreation Commission to complete the term of former Recreation Commissioner James Dodge who resigned in January of this year.

**BACKGROUND:**

The City has received an application from Blaine Smith to serve on the City's Recreation Commission on July 8, 2020. Mr. Smith was born and raised in Corning and offers the following qualifications:

- He has served on various public and private Boards over the past 10 years; and
- Possess Degrees in both Exercise Science and Sport Management;

Mr. Smith is a resident of the City of Corning.

**RECOMMENDATION:**

**MAYOR AND CITY COUNCIL CONSIDER THE APPOINTMENT OF BLAINE SMITH TO THE CITY'S RECREATION COMMISSION EFFECTIVE IMMEDIATELY TO FILL THE VACANT TERM WHICH EXPIRES ON JUNE 30, 2023.**



CITY OF CORNING

APPLICATION FOR COMMISSION APPOINTMENT

RECEIVED

JUL 08 2020

CORNING CITY CLERK

Date: 07/07/2020

- Commission:  Planning Commission  
 Recreation Commission  
 Library Commission  
 Airport Commission

Name: Blaine Smith

Home Address: 1521 Fig Lane

Corning, Ca 96021

Phone No.: 951-500-5553

Business Address: Same as above

Phone No.:

Occupation: Education Administration

Do you reside within the City of Corning? Yes X No

What qualifications do you have that will assist the Commission of your choice in fulfilling its functions? I have served on public and private Board's for the past 10 years. In serving on the Recreation Commission, I will use my professional experience to bring forward best practices around recreation opportunities for the City of Corning. With a professional background in delivering recreation activities and my degrees in Exercise Science and Sport Management, make me an excellence candidate to serve on the Recreation Commission.

Have you served on other Boards, Committees, or Commissions? Yes X No

If so, please list them: City of Corning, Recreation Commission, California Community College Association of Occupational Education

Have you researched the time and travel commitments associated with serving on this Commission? Yes X No

Can you meet those commitments? Yes X No

Please comment on your reasons for seeking this appointment.

I want to use my experience of being born and raised in Corning and pair that with my educational and professional experience to raise the quality of recreation opportunities in the City of Corning.

[Handwritten Signature] Signature 7/7/20

STATE LAW REQUIRES THAT APPOINTMENTS TO BOARDS AND COMMISSIONS BE CONSIDERED BY THE CITY COUNCIL IN OPEN SESSION AND YOU MAY BE ASKED TO BE PRESENT FOR AN INTERVIEW.

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

**ITEM NO.: J-17  
APPROVE AND AUTHORIZE THE  
CITY MANAGER TO SIGN AND SEND  
THE TWO LEAGUE OF CALIFORNIA  
CITIES RECOMMENDED COVID-19  
RELATED LETTERS**

**July 14, 2020**

**TO: HONORABLE MAYOR AND COUNCIL MEMBERS**  
**FROM: KRISTINA MILLER CITY MANAGER**   
**LISA M. LINNET, CITY CLERK**

**BACKGROUND:**

The League of California Cities has recommended Cities to send the attached letters, with modifications appropriate to each jurisdiction, to their government representatives. Both letters are COVID-19 related, and request the following:

1. In Support of \$500 billion in direct and flexible federal assistance to local governments of all sizes to sustain core services for their residents, and to support public health and economic recovery in our community; and
2. Opposing SB 1383 which requires any employer, public/private, with only 5 employees to provide 12-weeks of protected leave each year and threatens them with litigation for any unintentional mistake.

**RECOMMENDATION:**

**MAYOR AND COUNCIL APPROVE AND AUTHORIZE THE CITY MANAGER  
TO SIGN AND SEND THE TWO LEAGUE OF CALIFORNIA CITIES RECOMMENDED  
COVID-19 RELATED LETTERS.**



# City of Corning

794 Third St. Corning, CA 96021 (530) 824-7029 Fax (530) 824-2489

August 12, 2020

The Honorable Hannah-Beth Jackson  
California State Senate  
State Capitol Building, Room 2032  
Sacramento, CA 95814

**RE: SB 1383 (Jackson) Unlawful Employment Practice: Family Leave. [As Amended June 29, 2020] - Notice of Opposition, unless amended**

Dear Senator Jackson,

The City of Corning must respectfully oppose SB 1383 unless amended, which requires any employer, public or private, with only 5 employees to provide 12-weeks of protected leave each year and threatens them with litigation for any unintentional mistake. While the overall intent has merit, in light of the COVID-19 pandemic, SB 1383 as proposed is extremely untimely. Our objections to this measure are rooted in the economic consequences that will inevitably face almost every small business during a time when they are suffering greatly.

### **Current Circumstances:**

Our businesses are currently struggling due to the mandates associated with COVID-19. Some may not reopen due to the financial impacts they have sustained. Should the proposed labor mandates be enacted, this would be another hit to businesses financially struggling to stay afloat while dealing with COVID-19 and a challenging economy.

The success of local governments is tied to the success of our local economies. If already struggling and hard hit businesses are facing the prospect of additional labor mandates, this could impact their decision on whether to reopen and continue operations. A decision to not reopen could be devastating to our communities and our long-term tax bases that we rely on to fund the critical services we provide.

### **Private Right of Action**

The leave mandated under SB 1383 is enforced through a private right of action that includes compensatory damages, injunctive relief, declaratory relief, punitive damages, and attorney's fees. Any employee who believes an employer did not properly administer the leave, interfered with the leave, or denied the leave, can face litigation. A lawsuit diverts resources from critical services and occupies staff time that could be spent supporting the community during this pandemic.

For these reasons, the City of Corning opposes SB 1383 (Jackson), unless amended.

Sincerely,

Kristina Miller, City Manager  
City of Corning

cc: The Honorable Hannah-Beth Jackson (Automatically sent via portal)  
The Honorable Senator Jim Neilson  
The Honorable Assemblyman James Gallagher,  
Charles Anderson (via email)  
League of California Cities, [cityletters@cacities.org](mailto:cityletters@cacities.org)



# City of Corning

794 Third St. Corning, CA 96021 (530) 824-7029 Fax (530) 824-2489

August 12, 2020

Honorable Senator Neilson  
State Capitol, Room 5064  
Sacramento, CA 95814

Honorable Congressman LaMalfa  
322 Cannon House Office Building  
Washington, DC 20515

**RE: Support for Direct and Flexible Assistance to Local Governments**

Dear Senator Neilson and Congressman LaMalfa:

On behalf of City of Corning, I urge you to support \$500 billion in direct and flexible federal assistance to local governments of all sizes to sustain core services for our residents and to support public health and economic recovery in our communities.

The COVID-19 pandemic has impacted municipal budgets across the country in ways that local governments could not have foreseen. Serving on the front lines of fighting this pandemic, California's Cities have stepped up by enacting emergency orders, setting up testing, protecting residents, supporting vulnerable populations, and helping Main Street businesses stay afloat. These actions have saved lives, but they have come at a cost. This unprecedented and multifaceted COVID-19 response, including the shutdown of our local economies, has left California's Cities facing a nearly \$7 billion revenue shortfall over the next two years. This shortfall continues to grow by billions of dollars as modified stay-at-home orders have extended into the summer months. At the same time, California's Cities have incurred significant unplanned expenditures.

Without significant new federal resources to offset expenses and address revenue shortfalls due to COVID-19, Cities, who are required to balance their budgets every year, have no choice but to reduce or eliminate critical public services that our residents rely upon and possibly layoff city employees. In a recent survey by the League of California Cities, ninety percent of Cities say they will have to cut staff or decrease city services to residents, and nearly seventy-five percent of Cities report they may have to take both actions.

Cities need Congress to deliver this assistance with no minimum population threshold determining eligibility for funding to all of our communities now. We cannot afford to wait. The funding provided through the CARES Act was not enough to ensure that all local governments have the resources necessary to stabilize local budgets and continue delivering local services, fight this pandemic, and support local recovery.



Cities are the economic engines of our State and the backbone of this nation. Recovery from this unprecedented crisis will only be realized at the local level with strong support from the federal government. We implore you to provide this assistance to our Cities so that we can continue to be your strong partner in California.

If you have any questions, please contact me at [kmiller@corning.org](mailto:kmiller@corning.org).

Sincerely,

**Kristina Miller,**  
City Manager  
City of Corning

The Honorable Mitch McConnell, Majority Leader, U.S. Senate:  
[katelyn\\_bunning@mccconnell.senate.gov](mailto:katelyn_bunning@mccconnell.senate.gov), [Stefanie Muchow@mccconnell.senate.gov](mailto:Stefanie_Muchow@mccconnell.senate.gov),  
[Scott Raab@mccconnell.senate.gov](mailto:Scott_Raab@mccconnell.senate.gov), [Sharon Soderstrom@mccconnell.senate.gov](mailto:Sharon_Soderstrom@mccconnell.senate.gov)

The Honorable Chuck Schumer, Minority Leader, U.S. Senate:  
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[meghan\\_taira@schumer.senate.gov](mailto:meghan_taira@schumer.senate.gov)

The Honorable Nancy Pelosi, Speaker of the House, U.S. House of Representatives:  
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The Honorable Kevin McCarthy, Minority Leader, U.S. House of Representatives:  
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League of California Cities: [SupportLocalRecovery@cacities.org](mailto:SupportLocalRecovery@cacities.org)