

CITY OF CORNING

2017-2018



Budget and Program of Service



**City of Corning
2017-2018
Budget**

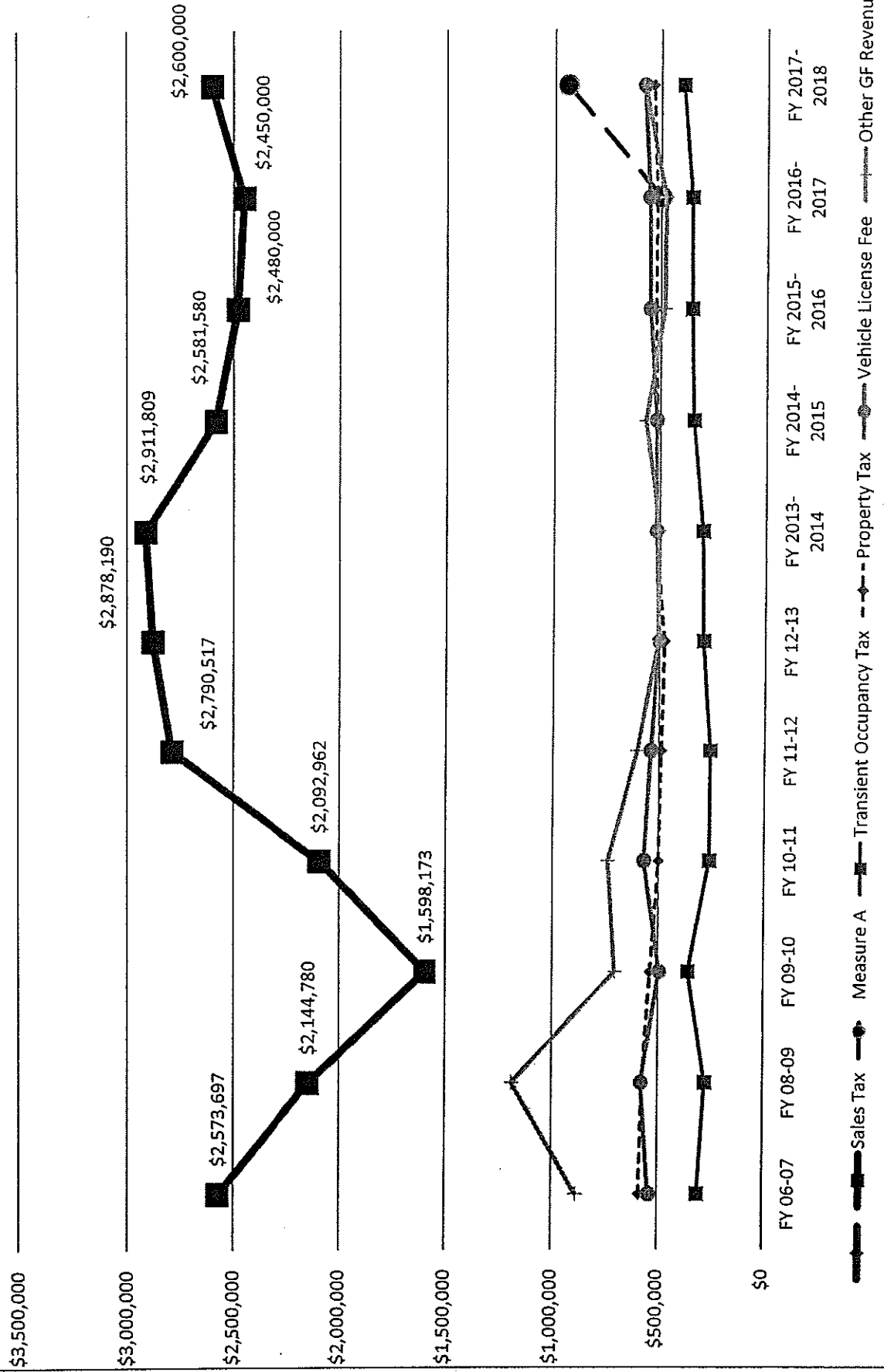
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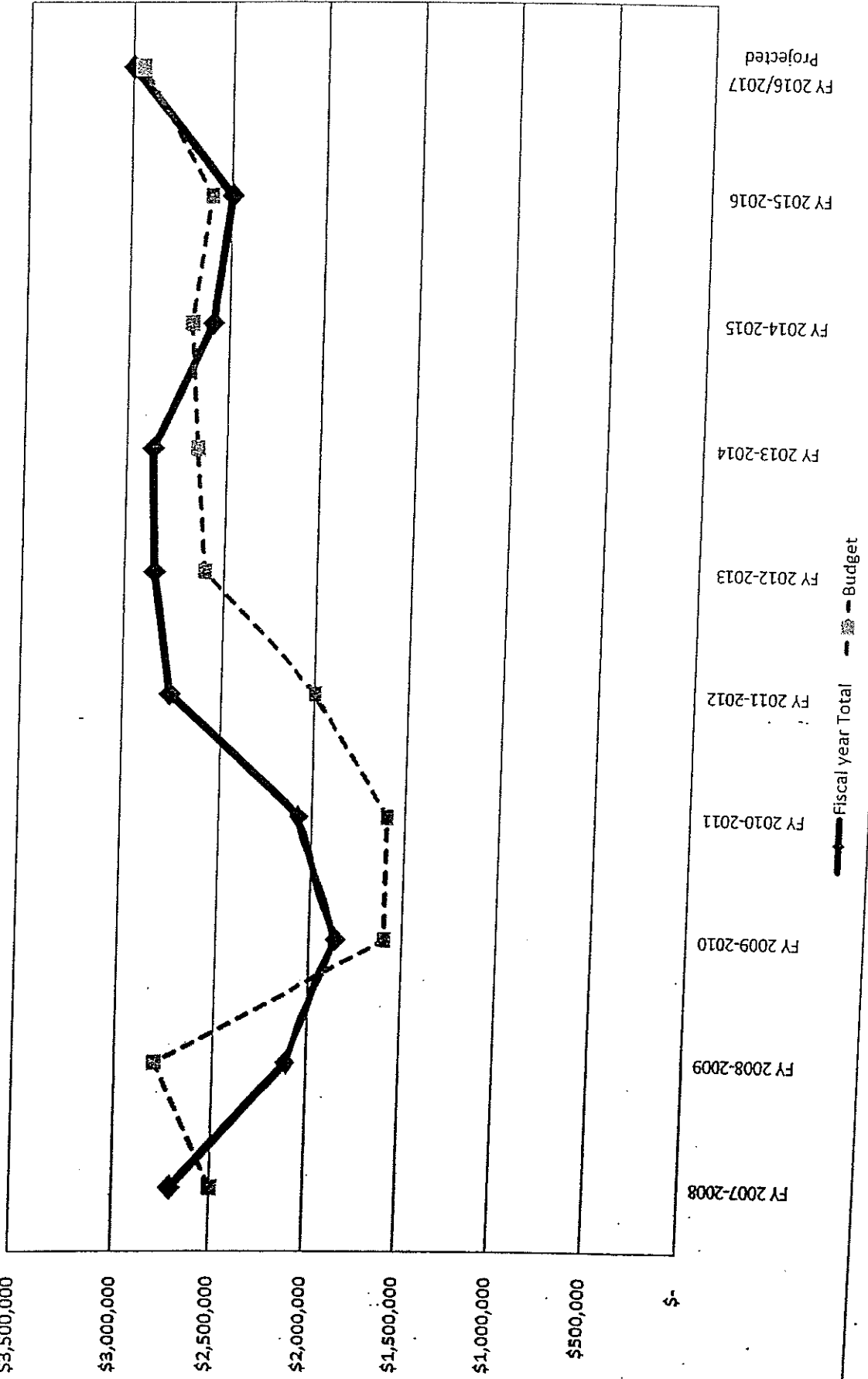
GENERAL FUND REVENUE PROJECTIONS
CITY OF CORNING, CA

Revenue Source	FY 10-11	FY 11-12	FY 12-13	FY 13-2014	FY 14-2015	FY 15-2016	FY 16-2017	FY 17-2018
Sales Tax	\$ 2,092,962	\$ 2,790,517	\$ 2,878,190	\$ 2,911,809	\$ 2,581,580	\$ 2,480,000	\$ 2,450,000	\$ 2,600,000
Measure A							\$ 500,000	\$ 940,000
Transient Occupancy Tax	\$ 261,597	\$ 260,693	\$ 294,083	\$ 299,987	\$ 344,295	\$ 354,000	\$ 355,000	\$ 395,000
Property Tax	\$ 499,941	\$ 487,247	\$ 475,929	\$ 519,858	\$ 514,540	\$ 523,000	\$ 519,000	\$ 535,300
Vehicle License Fee	\$ 567,097	\$ 537,374	\$ 503,262	\$ 516,779	\$ 518,093	\$ 550,000	\$ 555,000	\$ 578,000
Other GF Revenue	741946	\$ 602,089	\$ 506,041	\$ 503,010	\$ 569,452	\$ 482,000	\$ 477,510	\$ 579,310
Total GF Revenues	\$ 4,163,543	\$ 4,677,920	\$ 4,657,505	\$ 4,751,443	\$ 4,527,960	\$ 4,389,000	\$ 4,856,510	\$ 5,627,610
Total GF Expenditures	\$ 4,168,037	\$ 4,322,692	\$ 4,993,929	\$ 4,491,494	\$ 4,959,856	\$ 4,877,376	\$ 4,714,736	\$ 5,493,985
Net (Revs minus Exp)	\$ (4,494)	\$ 355,228	\$ (336,424)	\$ 259,949	\$ (431,896)	\$ (488,376)	\$ 141,774	\$ 133,625

GENERAL FUND REVENUE HISTORY AND PROJECTIONS



Annual Sales Tax



STREET MAINTENANCE FUNDS STATUS
City of Corning, CA

Fund Number	108 Gas Tax 2108	110 Gas Tax 2108	111 Gas Tax 2107	112 Gas Tax 2107.5	115 Gas Tax 2103	114 LIFTDA From County	108 SB 1 Road Maint Streets	108 RSTP From County	SUBTOTAL	CDBG Streets	119 Streets	001 GENERAL FUND PARTICIPATION Streets	GRAND TOTALS
CURRENT YEAR PROJECTIONS 2016-17													
Audit Balance, July 1, 2016	128,888	82,843	111,102	3,874	152,925	184,559	-	143,886	843,891	-	-	-	843,891
Revenues	49,000	28,100	86,800	2,000	18,100	121,000	-	53,100	283,800	-	-	200,555	563,355
Available for Expenditure	179,888	110,743	177,702	5,874	171,025	285,559	-	196,786	927,491	-	-	200,555	1,207,046
Projected Expenditures	(85,000)	(50,000)	(75,000)	(2,000)	(35,000)	(35,000)	-	(110,000)	(282,000)	-	-	(200,555)	(561,555)
Projected Balance June 30, 2017	91,888	60,743	102,702	3,874	136,025	250,559	-	86,786	645,491	-	-	-	845,491
BUDGET YEAR 2017-2018:													
Revenues, Budgeted	44,800	31,800	57,800	2,000	30,800	104,900	44,200	53,100	315,800	-	-	282,453	652,353
Available for Expenditure	136,188	92,543	180,302	5,874	169,825	355,458	44,200	139,886	981,391	-	-	282,453	1,297,844
Expenditures, Budgeted	(117,236)	(82,877)	(139,549)	(2,000)	(84,700)	(282,700)	(40,000)	(128,815)	(785,182)	-	-	(282,453)	(1,105,815)
Budgeted Balance June 30, 2018	18,952	9,666	20,753	3,874	72,125	82,758	4,200	11,071	192,229	-	-	-	192,229

Notes:
1 Fund 114- Local Transportation Funds come to the City through the County; they are generated by a Statewide transportation sales tax (special quarter cent gas tax)
2 Gas Tax and SB 1 revenue estimates from Michael Coleman through the League of California Cities.

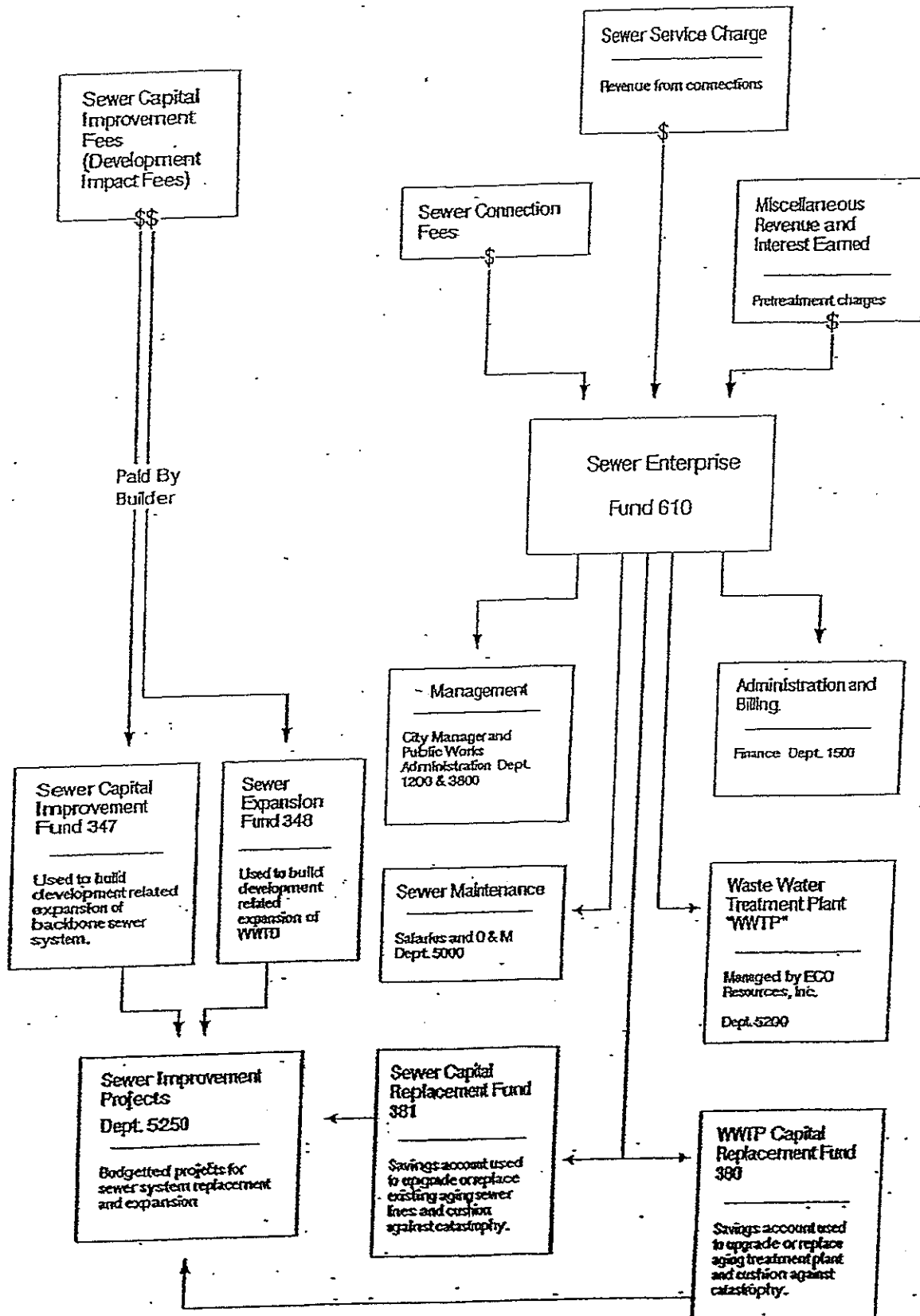
Local Streets and Roads - Projected FY2017-18 Revenues

Based on State Dept of Finance statewide revenue projections as of April 2017

Estimated 6 April 2017

	Highway Users Tax Acct (HUTA) ⁽¹⁾ Streets & Highways Code					Loan Repayment ⁽⁶⁾	TOTAL HUTA	Road Maintnc Rehab Acct ⁽⁷⁾		TOTAL
	Sec2105 ⁽³⁾	Sec2106 ⁽³⁾	Sec2107 ⁽³⁾	Sec2107.5 ⁽⁴⁾	Sec2103 ⁽⁵⁾					
STANISLAUS COUNTY										
CERES	274,141	170,372	354,150	6,000	188,843	53,967	1,047,472	271,993		1,319,466
HUGHSON	41,558	29,899	53,686	2,000	28,627	8,181	163,951	41,232		205,184
MODESTO	1,231,633	748,668	1,591,091	10,000	848,414	242,458	4,672,264	1,221,986		5,894,251
NEWMAN	63,005	42,853	81,393	3,000	43,401	12,403	246,055	62,511		308,566
OAKDALE	129,892	83,251	167,802	5,000	89,477	25,570	500,992	128,875		629,867
PATTERSON	131,299	84,100	169,619	5,000	90,446	25,847	506,311	130,270		636,581
RIVERBANK	138,988	88,745	179,553	5,000	95,743	27,361	535,389	137,900		673,289
TURLOCK	418,772	257,726	540,993	7,500	288,473	82,439	1,595,903	415,493		2,011,396
WATERFORD	51,078	35,650	65,985	2,000	35,185	10,055	199,953	50,678		250,631
SUTTER COUNTY										
LIVE OAK	48,509	34,098	62,667	2,000	33,416	9,549	190,239	48,129		238,368
YUBA CITY	395,535	243,691	510,974	7,500	272,466	77,865	1,508,030	392,437		1,900,468
TEHAMA COUNTY										
CORNING	44,539	31,700	57,538	2,000	30,681	8,768	175,227	44,190		219,417
RED BLUFF	81,813	54,213	105,691	3,000	56,357	16,106	317,180	81,172		398,352
TEHAMA	2,505	6,313	3,236	1,000	1,726	493	15,273	2,485		17,759
TRINITY COUNTY										
TULARE COUNTY										
DINUBA	143,313	91,356	185,139	5,000	98,721	28,212	551,742	142,190		693,932
EXETER	64,208	43,580	82,947	3,000	44,230	12,640	250,605	63,705		314,310
FARMERSVILLE	64,871	43,980	83,803	3,000	44,686	12,770	253,110	64,362		317,473
LINDSAY	75,327	50,295	97,311	3,000	51,889	14,829	292,651	74,737		367,388
PORTERVILLE	349,142	215,671	451,041	7,500	240,507	68,732	1,332,592	346,407		1,678,999
TULARE	369,165	227,764	476,908	7,500	254,300	72,673	1,408,311	366,274		1,774,584
VISALIA	756,935	461,965	977,850	10,000	521,417	149,009	2,877,177	751,006		3,628,183
WOODLAKE	44,452	31,848	57,426	2,000	30,621	8,751	174,897	44,104		219,001
TUOLUMNE COUNTY										
SONORA	28,497	22,012	36,815	1,000	19,631	5,610	113,564	28,274		141,838
VENTURA COUNTY										
CAMARILLO	406,416	250,263	525,030	7,500	279,961	80,006	1,549,176	403,232		1,952,408
FILLMORE	90,258	59,313	116,601	4,000	62,175	17,768	350,115	89,551		439,667
MOORPARK	213,397	133,685	275,678	6,000	146,999	42,009	817,767	211,725		1,029,493
OJAI	43,458	31,047	56,142	2,000	29,936	8,555	171,139	43,118		214,256
OXNARD	1,203,118	731,446	1,554,254	10,000	828,772	236,844	4,564,434	1,193,695		5,758,129
PORT HUENEME	131,950	84,494	170,460	5,000	90,894	25,975	508,772	130,916		639,689
SAN BUENAVENTURA	630,960	385,881	815,109	10,000	434,639	124,210	2,400,799	626,018		3,026,817
SANTA PAULA	178,738	112,752	230,904	6,000	123,124	35,186	686,705	177,338		864,044
SIMI VALLEY	739,126	451,210	954,844	10,000	509,149	145,503	2,809,833	733,337		3,543,170
THOUSAND OAKS	769,338	469,457	993,874	10,000	529,961	151,451	2,924,081	763,313		3,687,393

The Organization of the Sewer Enterprise



**SEWER ENTERPRISE SYSTEM
WITH 3.5% ANNUAL RATE INCREASE**

1

BUDGET 2017-2018

A 4% inflation rate in Expenditures and a 3.5% increase in revenues through 2018-19 is shown.

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Sewer System Revenues													
Service Charges	1,487,404	1,548,352	1,567,615	1,633,869	1,672,784	1,698,077	1,821,243	1,825,000	1,888,875	1,888,875	1,888,875	1,888,875	1,888,875
Annual Rate Change	3%	3%	3%	3%	3%	3%	3.5%	3.5%	3.5%	0.0%	0.0%	0.0%	0.0%
Connection Fees	655	0	0	0	655	6,375	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Interest Income	988	681	667	238	207	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Other Revenues	7,380	8,608	7,593	13,948	7,962	51,289	3,600	3,600	3,600	3,600	3,600	3,600	3,600
Total Revenues	1,496,405	1,557,641	1,575,875	1,647,861	1,681,608	1,755,741	1,828,843	1,832,600	1,898,475	1,898,475	1,898,475	1,898,475	1,898,475
Sewer System Operation and Maintenance Expenses (Exclusive of Capital Expenditures and Depreciation)	1,089,686	1,163,816	1,120,833	1,270,069	1,286,678	1,270,160	1,249,553	1,288,916	1,340,473	1,394,092	1,448,855	1,507,849	1,566,163
Net Revenues from Sewer Enterprise System (Total Net Revenues Available for Installment Payments)	406,719	408,098	455,042	377,792	394,930	485,581	579,290	543,684	558,002	502,383	446,620	388,626	328,312
1999 COP - USDA	99,220	99,195	99,211	98,507	98,442	99,211	99,211						
2005 COP- SERIES A (&) Wadsworth Estimated Installment Payments	37,922	37,322	37,853	37,897	38,078	37,653	37,653						
2005 COP Series B, USDA (WWTP Exp Ln) 2017 Debt Refinance	120,000	120,000	240,000	240,000	240,000	240,000	240,000						
TOTAL DEBT SERVICE	137,142	256,517	378,864	376,404	376,518	376,864	376,864	329,900	323,275	324,225	325,025	329,225	328,025
Sewer & Equip Replacement Trnsfr WWTP Repl. Fund Transfer	18,800	19,400	20,000	20,800	21,200	20,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
TOTAL TRANSFERS	55,000	55,000	55,000	80,000	85,000	65,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000
TOTAL TRANSFERS	73,800	74,400	75,000	80,800	86,200	85,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Annual Net Income *	195,777	75,179	3,178	(79,222)	(67,768)	23,717	77,426	88,784	107,727	53,158	(3,405)	(65,599)	(124,713)
Required Adjustments	(14,361)	(36,752)	318	58,779	52,198	(9,664)							
Net Operating Reserve **	336,581	375,008	378,504	358,061	342,471	358,524	433,950	522,734	630,462	883,620	880,215	614,616	489,902
Sewer Capital Improvement (347)	(13,928)	(4,003)	(3,125)	(2,243)	(526)	(1,018)							
Sewer Capital Replacement (381)	103,478	104,656	121,125	141,015	162,138	159,447							
WWTP Expansion Fund (Net of Loan) (348)	189,010	(3,055)	(36,940)	(37,002)	(17,768)	36,235							
WWTP Capital Replacement Fund (380)	171,709	204,774	256,933	298,094	323,459	342,913							

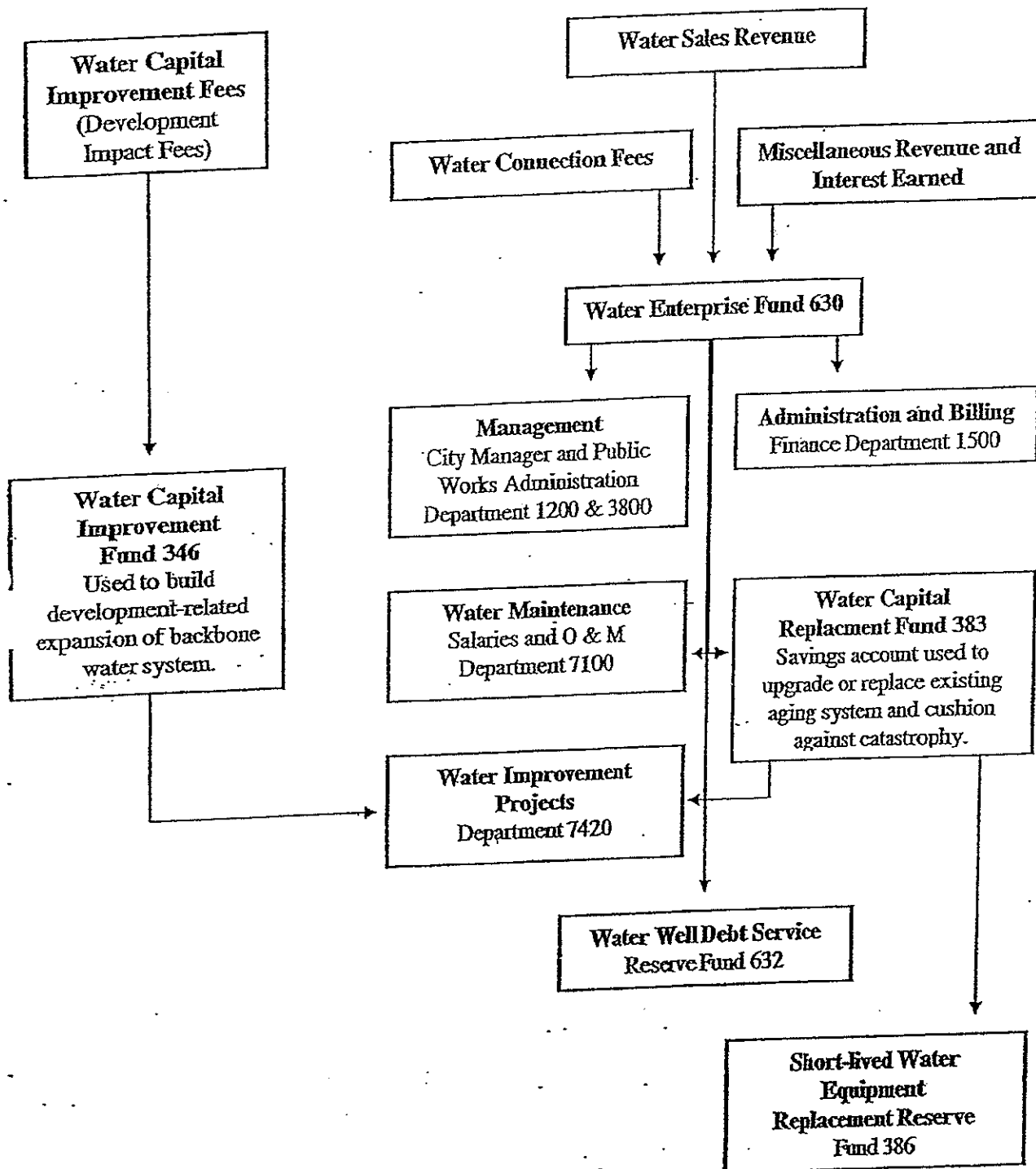
* Net Income per General Ledger less principal loan payments

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

Note:
PER'S Side fund Debt Service is included in O&M expenses

CC

The Organization of the Water Enterprise



WATER ENTERPRISE SYSTEM

BUDGET 2017-2018

A 4% inflation rate in Expenditures and a -0-% increase in revenues is shown.

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Water System Revenues													
Service Charges	1,272,364	1,283,720	1,348,562	1,452,821	1,337,097	1,257,873	1,337,265	1,337,265	1,337,265	1,337,265	1,337,265	1,337,265	1,337,265
Annual Rate Change	3.00%	3.00%	3.00%	3.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Connection Fees	0	1,725	2,101	1,730	1,198	3,145	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Interest Income	3,708	1,480	1,040	825	543		1,000	1,000	1,000	1,000	1,000	1,000	1,000
Other Revenues	4,125	2,756	12	32	2,895	3,868	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Total Revenues	1,280,197	1,289,851	1,349,715	1,455,208	1,341,531	1,264,084	1,341,265	1,341,265	1,341,265	1,341,265	1,341,265	1,341,265	1,341,265
Water System Operation & Maintenance Expenses													
Exclusive of Capital Expen. & Depreciation (2)	779,032	849,604	941,848	986,763	1,019,972	1,053,232	998,805	993,918	1,033,675	1,075,022	1,118,023	1,162,743	1,209,253
Net Revenues from Water Enterprise System													
(Total Net Revenues Avail. for Installment Payments)	502,165	440,047	407,867	468,445	321,559	210,852	342,460	347,347	307,590	266,243	223,242	178,522	132,012
DEBT SERVICE													
1999 COP's USDA Est. Installment Pymts.	131,512	130,898	130,849	130,580	130,504	130,512	130,435						
2005 Series A Est. Installment Pymts. (1)	151,686	148,288	150,810	151,585	152,304	152,734	148,954						
Water Well Debt Service - 2011 COP (4)		10,185	27,745	27,745	27,745	27,745	27,745						
2017 Debt Refinance													
Total Debt Service	283,198	298,167	309,004	309,910	310,553	310,991	307,134	211,500	284,750	289,950	289,850	287,500	288,800
TRANSFERS													
Water & Equipment Replacement Transfer - to Replacement Fund 383	73,500	103,000	95,000	82,400	73,800	50,000	51,500	78,500	78,500	78,500	78,500	78,500	78,500
Short Lived Water Asset Fund 383 (5)		2,800	2,800	2,800	27,000	27,000	27,000						
2011 COP Debt Serv. Reserve Fund 832	73,500	105,800	97,800	112,200	103,600	79,800	81,300	78,500	78,500	78,500	78,500	78,500	78,500
Total Transfers													
Total Annual Net Income *	145,487	35,080	1,063	46,335	(92,594)	(179,939)	(45,974)	57,347	(55,860)	(102,207)	(145,108)	(187,478)	(235,288)
Required Adjustments (3)	(12,636)	(10,780)	(10,238)	(10,149)	(11,933)	(75,779)							
Cum. Net Operating Reserve **	685,099	715,399	706,224	742,410	637,883	382,165	336,191	393,538	337,878	235,672	90,584	(96,914)	(332,203)
Water Capital Improvement Fund 346	185,452	74,486	49,948	48833	36687	32723							
Water Capital Replacement Fund 383	267,557	318,026	257,487	329216	395835	432824							

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
GENERAL FUND 001						
PROPERTY TAXES						
PROP TAX/CURRENT/SEC #4110	465,531-	468,457-	495,612-	482,000-	489,593-	494,000-
PROPERTY TAX/CURRENT/UNSECURED # 4111	18,063-	18,006-	19,501-	20,000-	19,825-	20,000-
PROPERTY TAX PRIOR/UNSECURED #4113	2,063-	767-	635-	2,000-		
PROP TAX SUPP/CURRENT #4114	11,029-	6,269-	8,083-	4,500-	10,212-	10,800-
PROPERTY TAX UNITARY #4117	26,157-	26,838-	28,792-	25,000-	31,548-	25,500-
COUNTY PROP ADMIN FEE #4118	22,011	20,741	22,108	22,500	22,900	23,000
REAL PROP TRANS TAX #4126	7,971-	14,944-	10,441-	8,000-	8,059-	8,000-
PROPERTY ABSTRACT/BUYOUT DEL TAX #4119					799-	
SUBTOTAL	508,803-	514,540-	540,956-	519,000-	537,136-	535,300-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
OTHER TAXES -----						
AIRPORT TAX #4115	854-	750-	808-	1,100-	591-	1,100-
SALES TAX (T&U) #4009					357,503-	940,000-
SALES-USE TAX #4121	2,885,739-	2,581,580-	2,525,050-	2,950,000-	2,463,942-	2,650,000-
SAFETY SALES TAX/SB 509 #4122	26,070-	25,923-	26,696-	23,000-	24,328-	23,000-
TRANSIENT OCCUPANCY TAX #4128	299,987-	344,295-	354,024-	355,000-	391,313-	395,000-
FISH& WILDLIFE/REFUGE, REV. SH #4129	113-	256-	166-		38-	
BUSINESS LICENSE FEE #4400	18,747-	20,285-	19,911-	18,000-	11,026-	18,000-
SUBTOTAL ----->	3,231,510-	2,973,089-	2,926,655-	3,347,100-	3,248,741-	4,027,100-
FRANCHISES -----						
GAS/ELECTRIC/FRANCHISE #4123	55,031-	56,475-	58,652-	56,000-	62,798-	63,000-
CABLE TV FRANCHISE #4124	22,098-	21,718-	24,303-	16,000-	27,142-	20,000-
DISPOSAL FRANCHISE #4125	36,000-	36,000-	36,000-	36,000-	33,000-	36,000-
SUBTOTAL ----->	113,129-	114,193-	118,955-	108,000-	122,940-	119,000-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
SUBVENTIONS AND GRANTS						
MOTOR VEHICLE IN LIEU TAX #4511	516,779-	518,093-	552,103-	555,000-	574,763-	578,000-
INDIAN GAMING #4160	5,106-					
HOME OWNERS EXEMPTION #4515	10,199-	10,019-	9,768-	10,200-	8,170-	10,000-
MANDATED COST REIMBURSEMENT #4519	3,573-	34,687-	9,096-	4,000-	3,175-	4,000-
POST REIMBURSEMENT #4521	903-	5,225-	3,226-	8,000-	3,363-	5,000-
TIDE REIMBURSEMENT #4522		9,682-				
SOBRIETY FUNDS #4523	1,440-		473-	2,000-	321-	500-
CAL COPS #4553	119,902-	100,062-	100,214-	100,000-	69,518-	100,000-
OTHER POLICE GRANTS #4556			6,774-			
POLICE/SCHOOL PROGRAMS #4623	48,750-					
SUBTOTAL	706,652-	677,768-	681,654-	679,200-	659,310-	697,500-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
LICENSES AND PERMITS						
ACO LICENSE/FEE/SERVICES #4410	4,676-	5,090-	4,783-	7,000-	4,110-	5,000-
BICYCLE LICENSE #4420	24-	6-	12-		9-	
BUILDING PERMIT #4430	26,779-	39,145-	68,212-	35,000-	89,173-	85,000-
BLDG INSPECTIONS FEES #4633	421-	1,101-	647-	1,000-	50-	250-
POLICE PARKING VIOLATION TICKETS #4525	1,920-	765-	2,915-	1,500-	1,577-	1,500-
ACO NEW ADOPTION FEE #4411	2,160-	1,480-	2,050-	3,000-	1,520-	2,000-
POLICE MISC. DONATIONS, ETC. #4528	1,912-	1,337-	35,138-	1,500-	5,887-	2,000-
SUBTOTAL ----->	37,892-	48,924-	113,757-	49,000-	102,326-	95,750-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
RECREATION PROGRAMS						
REC/LESSONS/PROG/GATE/ETC #4650	21,459-	22,199-	23,975-	18,000-	13,584-	20,000-
RECREATION PROGRAMS/DESIGNATED/SPLIT #4652	9,085-	11,178-	4,929-	10,000-	8,016-	8,000-
PARK LIGHTS #4655		16-				
SUBTOTAL	30,544-	33,393-	28,904-	28,000-	21,600-	28,000-
FINES AND FORFEITURES						
GENERAL FINES AND FORFEITURES # 4670	10,669-	13,956-	11,488-	20,000-	14,949-	15,000-
USE OF MONEY AND PROPERTY						
RENT INCOME #4660		15,706-	15,455-	15,000-	16,772-	15,000-
INTEREST #4661	411-	470-	251-	1,000-		1,000-
SUBTOTAL	11,080-	30,132-	27,194-	36,000-	31,721-	31,000-
CURRENT SERVICES CHARGES						
BUILDING PLAN CHECK #4610	4,404-	12,118-	11,119-	10,000-	15,217-	15,000-
SALES/MAPS AND PUBLICATIONS #4611	450-		546-	1,500-		
SUBTOTAL	4,854-	12,118-	11,665-	11,500-	15,217-	15,000-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
OTHER FEES/PERMITS						
BUILDING DEPT FINES/OTHER #4431					1,674-	
REPOSSESSION FEE/POLICE DEPT #4520	75-		30-	60-	45-	60-
PERMITS & APPLICATIONS #4612	2,815-	1,820-	4,980-	2,000-	2,830-	2,000-
ENCROACHMENT FEES #4619	315-	370-	420-	200-	1,775-	200-
FINGERPRINT FEE #4622	78-	106-	105-		96-	
CONCEALED WEAPON PERMIT #4625	1,119-	2,485-	3,145-	750-	3,736-	1,000-
POLICE IMPOUND FEE #4628	2,579-	2,356-	3,800-	2,700-	3,363-	2,700-
SUBTOTAL	6,981-	7,137-	12,480-	5,710-	13,519-	5,960-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
MISCELLANEOUS						
MISC INCOME/LIBRARY #4617		184-	90-		46-	
MISCELLANEOUS INCOME #4618	48,978-	11,619-	15,290-	20,000-	65,059-	20,000-
SALARY REIMBURSEMENT #4526	17,015-	57,411-	5,084-	20,000-	32,405-	20,000-
CREDIT CARD PROC FEE #4588	2,377-	2,850-	2,531-	2,000-	2,259-	2,000-
PUBLIC WORKS MISC. INCOME #4540		139-			81,980-	
REIMBURSEMENT/DISPATCH #4671	31,626-	26,202-	32,590-	30,000-	29,856-	30,000-
OPERATING TRANSFERS IN REVENUE #4680	20,000-	18,400-		1,000-		1,000-
SUBTOTAL ----->	119,996-	116,805-	55,585-	73,000-	211,605-	73,000-
FUND TOTAL ----->	4,771,441-	4,528,099-	4,517,805-	4,856,510-	4,964,115-	5,627,610-

General Fund Revenue Detail

General Fund Revenue Detail:

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

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

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

If you’d like to know how much money the City actually has, you look to the “Financial Projections” Tab of this Budget Book which starts with data from the last certified “Annual Audit”.

CITY OF CORNING
EXPLANATION OF REVENUE ACCOUNTS
GENERAL FUND - 001

PROPERTY TAXES

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

OTHER TAXES

- 001-4115 AIRPORT TAX - An unsecured Property Tax on aircraft in Corning.
- 001-4121 SALES TAX - Sales Tax is comprised of 9/10 of 1% of the State Sales Tax levy collected from merchants on retail sales and taxable services transacted within the City and remitted, through the County, by the State Board of Equalization.
- 001-4122 SAFETY SALES TAX - This money comes from a Statewide half - cent Sales Tax approved by California Voters as Proposition 172. The State Legislature chose to allocate it, with a complicated formula to Cities and Counties, only if each maintains a minimum Public Safety funding, using the 1992-93 Budget Year as a base. These Safety Funds are divided evenly between the Police and Fire Departments as a part of their annual Capital Replacement Transfer.

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

SUBVENTIONS AND GRANTS

- 001-4511
- MOTOR VEHICLE IN-LIEU TAX - Account represents motor vehicle license fees imposed annually by the State in-lieu of taxes on motor vehicles. Revenues derived from the motor vehicle license fees are distributed based on the proportion that the population of each city bears to the total population of all cities.

The VLF is 0.65% - (65/100 of a %) The original fee was 2%, set in statute, and our package does not change that. What it does is constitutionally protect 0.65% - which is the rate that consumers are currently paying - for cities and counties. If the legislature should decide at some future time to lower the rate below 0.65%, they would be obligated to backfill cities and counties for the difference between 0.65% and the lower effective rate charged consumers.

- 001-4515
- HOMEOWNER'S EXEMPTION - Subvention from the State due to legislative reduction of the property tax assessment base for owner occupied residential properties.

- 001-4129
001-4130
001-4519
001-4520
001-4521
001-4522
001-4523
001-4546
001-4553
001-4671
- REIMBURSEMENTS FROM OTHER AGENCIES - Other Agencies (Generally the State) reimburse the City for certain costs incurred. Reimbursements include P.O.S.T., T.I.D.E. and State mandated costs which are, determined on an annual basis.

LICENSES AND PERMITS

001-4410 BICYCLE AND ANIMAL LICENSES - Represents License Fees
001-4411 administered and collected by the City for Bicycle Safety and Animal
001-4420 Control.

001-4430 BUILDING PERMITS - Fees charged to defray the cost of inspecting
building construction to assure compliance with City building codes
and applicable standards.

001-4461 RECREATION PROGRAMS/GATE FEES/RENTALS - Fees
001-4650 charged to defray the costs of providing recreational programs and
001-4652 maintaining recreational facilities.

001-4524 BOOKING FEES - Represents amounts collected from jailed
001-4525 inmates to partially offset costs incurred.

001-4526 OTHER REFUNDS/REIMBURSEMENTS - Other refunds and
001-4527 reimbursements include Salary reimbursements when paid by
001-4528 other sources (such as Workmen's Compensation), and
miscellaneous items.

FINES AND FORFEITURES

001-4670 GENERAL FINES AND FORFEITURES - Represents Fines or
Forfeitures Bail for violators of a City Ordinance.

USE OF MONEY AND PROPERTY

001-4660 RENT INCOME - Receipts from outside parties renting City owned
facilities.

001-4661 INTEREST - Represents interest earned on the General Fund bank
accounts and the State Treasurer's "Local Agency Investment Fund"
deposits.

001-4662 SALES OF PERSONAL PROPERTY - Receipts from the sale of
surplus Capital Equipment.

001-4667 RENT INCOME - RODGERS THEATRE - Rent received for use of
the City owned theatre property.

CURRENT SERVICES CHARGES

- 001-4610 BUILDING PLAN CHECK - This account represents fees collected for reviewing building construction plans to assure compliance with City construction codes and applicable standards.
- 001-4611 SALES/MAPS AND PUBLICATIONS - Provides for the receipt of fees from the sale of various maps, publications and photocopies.
- 001-4613 SUBDIVISION FEES - Fees charged for reviewing the proposed
001-4614 split of one parcel of land into several to ascertain compliance with City codes and standards, or to review proposed revision of lot lines.
- 001-4520 OTHER FEES/PERMITS - The City charges and collects revenues
001-4588 to offset the cost of providing specific services. Revenues include
001-4612 Permits and Applications, Environmental review, Encroachment Fees, Police Services for
001-4617 special occasions, Weed Abatement, Fingerprinting, Animal housing,
001-4619 Concealed Weapon Permits, and Impound Fees
001-4620
001-4621
001-4622
001-4623
001-4624
001-4625
001-4627
001-4628
001-4633
001-4653
001-4708
- 001-4710 PUBLIC WORKS PLAN CHECK - Provides for the receipt of fees from owners and developers for plan checking done by the Public Works Department.

MISCELLANEOUS

- 001-4618 MISCELLANEOUS INCOME - This Account is used for unusual, non-recurring and/or insignificant revenue items.
- 001-4160 Indian Gaming Monies
- 001-4162 Paskenta Tribe Revenue to assist with the annual payment for a Fire Vehicle

Other Fund Revenue Detail

Other Fund Revenue Detail:

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

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

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

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

EXPLANATION OF REVENUE ACCOUNTS OTHER FUNDS

PUBLIC SAFETY CAPITAL ACQUISITION AND REPLACEMENT FUNDS

- 071 These Police, Fire and Public Works Replacement Funds receive
072 periodic transfers from the General Fund and also hold proceeds
076 from the sale of surplus Department Equipment.
078
- 073 Represents Proposition 30 monies to be used for Police related
expenditures.

STREET MAINTENANCE AND IMPROVEMENT FUNDS

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

- 105-4141 Rural Planning-Roads Transportation moneys received through the Tehama County Transportation Commission and used for project and long range planning. Includes money from "OWP", "R/STIP" and Aviation Planning sources. The OWP is funded by Rural Planning Assistance (RPA) funds, through the State Office of Regional and Interagency Planning (ORIP).
- 108-4529 Federal Transportation Fund receives Federal Program money distributed by the Tehama County Transportation Commission.
- 109-4716 GAS TAX 2105 - Funds received from the state which are derived from a charge on each gallon of gasoline sold and allocated to the City on a per-capita basis to be used for maintenance of City streets. Authorized by Proposition 111.
- 110-4531 GAS TAX 2106 - State funds received from the sale of gasoline throughout the State which may only be expended for select system street construction or maintenance.
- 111-4532 GAS TAX 2107 - Funds received from the State which are derived from a charge on each gallon of gas sold throughout the State and allocated to the City on a per-capita basis for maintenance or construction of a City street.
- 112-4533 GAS TAX 2107.5 - State funds received from the sale of gasoline throughout the State which may only be expended for engineering costs and administrative expenses with respect to City streets.

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

115-4142 GAS TAX 2103 replaced the State Traffic Congestion Relief Fund State gas tax money approved by a vote of the People* as Proposition 42". In the latest budget action of the Governor and the State Legislature, the State took the Prop. 42 monies to help cover the State Budget deficit and replaced them with a new Gas Tax "Streets and Highways Code Section 2103"

116-4634 Traffic Mitigation Fees- are paid by new development to mitigate the traffic impact caused by the increased vehicle traffic resulting from the new development

118-4145 Safe Routes to Schools- The State Safe routes to Schools program provides funding for sidewalk and other pedestrian traffic safety improvements. The Program is highly competitive and Coming qualified last year for funding.

BUSINESS LICENSE; AMERICANS WITH DISABILITIES ACT FUND-080

080-4401 On September 19, 2012 Governor Brown signed into law SB-1186. The law mandates a state fee of \$1 on any applicant for a local business license or similar instrument or permit, or renewal thereof. The purpose is to increase disability access and compliance with construction-related accessibility requirements and to develop educational resources for businesses in order to facilitate compliance with federal and state disability laws.

RODGERS THEATRE RESTORATION- 130

130- Funds received from grants and contributions for the restoration of the Rodgers Theatre.

PLANNING ENVIRONMENTAL REVIEW FUND -150

150- Funds received from development project applicants to cover the cost of special environmental review consultants for CEQA and NEPA work.

OTS: STATE OFFICE OF TRAFFIC SAFETY - 164

164-4553 State Office of Traffic Safety Grant funds

GENERAL PLAN UPDATE FUND-302

302- CDBG Grant Funds for the update of the City's General Plan.

CDBG FUNDS - 323 - 329

323 -4668 PROGRAM INCOME - Represents principle and interest received on Housing Program Loans.

PARKLAND DEVELOPMENT FUND - 341

341-4127 PARK ACQUISITION/CONSTRUCTION - Represents fees charged (as a part of the Building Permit) on new construction for future Park Acquisition and Improvements pursuant to CMC Sec. 3.40.010 and Resolution 08-09-05-06-objective is acquisition @ 5 acres/1000 population. Applies to lots created since 1991.

SALADO WALL DEPOSIT FUND-344

City collected funds to ensure the construction of a land use barrier along south boundary of Salado Orchard project if multi-family development occurs next to existing Single Family neighborhood. Wall will not be constructed so long as Phase 2 of the project is entitled.

DRAINAGE FEES - 345

345-4636 DRAINAGE FEES - Fees charged on new construction for the improvement and expansion of storm and drainage facilities.

WATER CAPITAL IMPROVEMENT FUND - 346

346- 4530 WATER CAPITAL IMPROVEMENT - Represents fees charged on new construction for the improvement and expansion of sewer collection facilities.

SEWER CAPITAL IMPROVEMENT FUND - 347

347-4642 SEWER CAPITAL IMPROVEMENT - Represents fees charged on new construction for the improvement and expansion of sewer collection facilities.

WWTP SEWER EXPANSION FUND - 348

348-4645 **SEWER EXPANSION FEE** -WWTP Represents fees charged on new construction for the improvement and expansion of sewer Waste Water Treatment Plant "WWTP".

PARK AND RECREATION REVIVING FUND - 352

352-4654 **BASEBALL FEES** - Fees charged for use of the Yost Field Baseball Facilities.

PARK RECYCLING GRANT 353-4157

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

PROPOSITION 84 PARK BOND FUND-354

354- Proposition 84 funds received pursuant to 2010 grant by the City for development of the Corning Community Park

PARKLAND ACQUISITION,IMPROVEMENT & EXPANSION FUND - 355

355-4605 **PARKLAND PURCHASE FEE** - Represents fees charged on new construction for the acquisition, improvement and expansion of park facilities., pursuant to CMC Sec. 3.32.030 (aka Bedroom Tax).

TRAIL DEVELOPMENT FEES - 356

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

CURB AND GUTTER - 365

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

WAYFINDING SIGN MAINTENANCE FUND - 370

370-4170

The Business Community and the City worked together to install entrance directional signage at the intersection of Hwy99W and South Street and at Hwy99W and Solano Street. Two large "ladderboard" signs provide directions to tourist destinations in the Community. These funds were deposited by the businesses participating in the purchase and installation of the signs.

WWTP CAPITAL IMPROVEMENT FUND - 380

380-4642

SEWER WASTE WATER TREATMENT PLANT CAPITAL REPLACEMENT receives funds transferred annually from the Sewer Enterprise Fund in order to provide a reserve for future ongoing facility replacement, including everything from lab equipment to major structures.

SEWER CAPITAL REPLACEMENT FUND - 381

381-4642

SEWER CAPITAL REPLACEMENT - receives funds transferred annually from the Sewer Enterprise Fund in order to provide a reserve for future ongoing collection system (the sewer lines) replacement and Sewer Service equipment and rolling stock.

WATER CAPITAL REPLACEMENT FUND - 383

383-4642

WATER CAPITAL REPLACEMENT - receives funds transferred annually from the Water Enterprise Fund in order to provide a reserve for future ongoing water system replacement and Water Service equipment and rolling stock.

TRUST FUNDS- 401-403

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

401

JT Levy Trust Fund, a Scholarship Fund for graduating Coming High School seniors.

402

RODGERS Trust Fund, established to benefit improvements and restoration of the Rodgers Theatre.

403

RIDELL Trust Fund, established to benefit the Coming Library and currently dedicated to future building expansion.

SEWER ENTERPRISE - 610

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

SOLID WASTE-615

- 620-4639 Revenues charged for solid waste collection services. Monies paid to Waste Management, which provides services to the city.

AIRPORT ENTERPRISE - 620

- 620-4536 AIRPORT GRANT - Federal and State revenues for the maintenance and improvement of Airport facilities.
- 620-4660 RENTS/LEASES - Rents collected for building and hangar space at the Airport facilities.

TRANSPORTATION CENTER ENTERPRISE 625

- 625-4120 STATE LOCAL TRANSPORTATION FUNDS (LTF) The City receives \$ 8,220 per year since July 1, 2007. It is paid on a monthly basis in arrears at 1/12th per month. (\$685 per month)
- 625-4660/4669 RENTS/LEASES Rents collected for facility space at the Transportation Center.

WATER ENTERPRISE - 630

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

REQUIRED ENTERPRISE RESERVE FUNDS

WATER, SHORT LIVED ASSET RESERVE FUND-386

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

SEWER RATE STABILIZATION FUND-611

WATER WELL LOAN RESERVE-632

LIGHTING AND LANDSCAPE DISTRICTS- 700

701 District One, Zone One-affects the Blackburn Estates Subvision on North Alex Lane

703 District One, Zone Three-affects the SHHIP Blossom Avenue Development

704 District One, Zone Four-affect Salado Orchard Apt. Phase 1

702 District One, Zone Two - Stonefox Subdivision

BCJI Program-- 166 Programs funded by the Byrne Criminal Justice Grant.

4574 BCJI Program

4623 BCJI Police/School Programs

359 Streetscape Project - Funding received from Federal & State sources for th Solano Streetscape Project.

620 Airport Enterprise Fund

620-4658 Blackburn Avenue Property Rental (house).

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
POLICE EQUIPMENT REPLACEMENT FUND #071						
Equipment Fund #4527		1,530-	8,569-		1,890-	
Interest #4661	29-	15-	118-	100-		100-
Operating Transfers in Revenue #4680	30,000-	57,000-	89,330-			192,760-
ACO F&A RESTRICTED FUND #072						
ACO - F&A Fee #4412	1,145-	1,270-	1,559-	3,000-	960-	3,000-
Interest #4661		1-	2-			
FIRE EQUIPMENT REPLACEMENT FUND #076						
Paskenta Tribe Revenue #4162	26,308-					
Equipment Fund #4527		13,562-	46,699-		5,325-	
Interest #4661	44-	53-	176-	100-		100-
Operating Transfers in Revenue #4680	39,500-	22,400-	40,500-			220,585-

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
17,218-	12,957-	13,015-	17,000-	16,842-	17,000-
29-	20-	54-	100-		100-
					226,655-

PUBLIC WORKS EQUIPMENT REPLACEMENT FUND #078

Equipment Fund #4527

Interest #4661

Operating Transfers in Revenue #4680

BUSINESS LICENSE ADA #080

Business License ADA #4401

RURAL PLANNING FUND #105

Rural Planning Funds #4141

Interest #4661

PROP ONE B #107

FED TRANS FUND #108

FEDERAL TRANS #4529

Misc. Income #4618

Interest #4661

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
=====						
GAS TAX FUND #109 - #113						

GAS TAX #2105	51,896-	41,753-	43,023-	47,900-	34,559-	44,500-
GAS TAX #2106	30,261-	31,731-	31,323-	28,000-	26,122-	31,700-
GAS TAX # 2107	55,515-	53,378-	56,023-	66,500-	42,846-	57,500-
GAS TAX #2107.5	2,000-	4,000-	2,000-	2,000-	2,000-	2,000-
Misc. Income #4618					415-	
INTEREST #4661	197-	241-	598-	300-		300-

GAS TAX TOTAL ----->	139,869-	131,103-	132,967-	144,700-	105,942-	136,000-
=====						
LOCAL TRANSPORTATION FUND #114						

LOCAL TRANSPORTATION SALES TAX #4120	105,753-	105,414-	104,970-	104,900-	117,308-	104,900-
Public Wrks, Misc. Income #4540					168-	
Misc Income #4618					3,323-	
INTEREST #4661	100-	98-	236-			

TRAFFIC CONGESTION FUND #115						

TRAFFIC CONGESTION RELIEF #4142	106,305-	71,280-	39,365-	18,000-	16,919-	30,700-
Misc. Income #4618					4,153-	
Interest #4661	52-	116-	297-	100-		100-

TRAFFIC MITIGATION FUND #116						

Traffic Mitigation Fees #4634	12,409-	27,017-	3,701-	5,000-	12,028-	5,000-
Interest #4661	114-	134-	273-			

SAFE ROUTES TO SCHOOL #118						

Safe Routes to School #4145	150,584-					

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
STREET - CDBG #119						
INTEREST #4661			489-			
RODGERS RESTORATION FUND #130						
Theatre Restoration #4138			44,000-			
PEDESTRIAN TRANSPORTATION GRANT #145						
Pedestrian Trans Grant #4714		20,926-	283,448-			
FLOOD MIT FEMA #152						
Federal Grant Proceeds #4702	18,812-					
BCJI PROGRAM #166						
BCJI Program #4574	75,438-	122,276-	319,906-	454,800-	233,592-	454,800-
BCJI Police/School Programs #4623		7,840-	360			

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
ABANDONED VEHICLE FUND #170						
SAFE GRANT #188						
HOMELAND SECURITY GRANT #189						
Homeland Security Grant #4575			3,500-		14,500-	
BSCC GRANT (R.B.) #190						
BSCC GRANT (RB) #4576					12,717-	12,717-
BSCC GRANT (TCSO) #191						
BSCC GRANT (TCSO) #4577					10,000-	
GENERAL PLAN UPDATE #302						
State Grant #4601	12,999-		86,762-			
PROG. INC-UNRES FUND # 323						
Interest #4661	12-	4-	27-			
CDBG Program Income #4668	28,225-	2,150-	19,907-	10,000-	13,187-	10,000-

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
=====						
1990 CDBG FUND #324						

Interest # 4661	28-					

REUSE FUNDS-ECN FUND #325						

Loan Payments #4568	989-	913-	1,247-	3,500-	153-	3,500-
Interest #4661	218-		6-	500-		500-
CDBG Program Income #4668	217,042-	2,542-	2,387-	2,500-	2,129-	2,500-

REUSE FUNDS HOUSING FUND #326						

Interest #4661	40-		3-			
CDBG Program Income #4668	16,565-	1,200-	500-	500-	42,072-	500-
HOUSING ACQ, RLF #327						

Interest # 4661	50-					

HOME Grant 2013 #328						

Misc. Income #4618					30-	
CDBG Program Income #4668					118,501-	
Interest #4661	43-					
Grant Proceeds #4700				500,000-		

NEW CONSTRUCTION RLF #329						

Interest # 4661	10-					

PARK ACQUISITION/CONSTRUCTION FUND #341						

PARK ACQUISITION/CONSTRUCTION #4127	3,858-	4,052-	555-	5,000-	555-	5,000-
INTEREST #4661	219-	207-	395-	100-		100-

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
=====						
SALADO WALL DEPOSIT FUND #344						

Interest # 4661	96-	96-	183-	200-		200-

DRAINAGE FEES FUND #345						

DRAINAGE FEES #4636	2,063-	5,911-	692-	10,000-	2,675-	10,000-
INTEREST #4661	126-	131-	185-	1,000-		1,000-

WATER CAPITAL IMPROVEMENT FUND #346						

WATER CAPITAL IMPROVEMENT #4530	2,148-	2,994-	499-	5,000-	10,479-	5,000-
INTEREST #4661	52-	48-	66-	1,500-		1,500-

SEWER CAPITAL IMPROVEMENT FUND #347						

SEWER CAPITAL IMPROVEMENT #4642	1,284-	3,744-	936-	2,500-	2,808-	2,500-

WWTP EXPANSION FUND #348						

MISC INCOME, ETC... #4618	8,000-	19,136-	4,784-	20,000-	14,352-	20,000-
INTEREST #4661	92-	67-	149-	500-		500-
Operating Transfers in Rev. # 4680	240,000-	240,000-	240,000-	240,000-	240,000-	225,000-
YOST FIELD FUND #352						

BASEBALL FEES #4654	600-	1,186-	240-	500-	180-	500-
Interest # 4661	5-	3-	4-			

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET TO DATE	2017-2018 BUDGET
PARK VOL. FUND #353					
Recycling Grant #4157	5,000				
Interest #4661	5-	5-	10-		
PROP 84 PARK BOND #354					
Bond Proceeds #4552	1,757,212-	1,284,656-			
PARKLAND ACQUISITION FUND #355					
Bedroom Tax #4605	200-	1,200-	500-	600-	400-
Interest #4661	131-	80-	64-		600-
CALRECYCLE-BARK #358					
STREET SCAPE #359					
Grant Proceeds #4700			60,367-	2,195,000-	824,817-
CURB AND GUTTER FUND #365					
INTEREST #4661					1-

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
CAPITAL REPLACEMENT WTP FUND #380						
Interest #4661	321-	345-	714-	300-		300-
Operating Transfers in Revenue #4680	60,000-	65,000-	65,000-	85,000-	85,000-	85,000-
SEWER CAPITAL REPLACEMENT FUND #381						
Interest #4661	147-	167-	350-	200-		200-
Operating Transfers in Rev #4680	20,600-	21,200-	20,000-	40,000-	40,000-	40,000-
WATER CAPITAL REPLACEMENT FUND #383						
Interest #4661	345-	415-	869-	500-		500-
Operating Transfers in Revenue #4680	109,400-	100,800-	77,000-	78,500-	78,500-	78,500-
SHORT LIVED WATER REVENUE #386						
Interest #4661	84-	113-	269-			
Operating Transfers in Revenue #4680	27,000-	27,000-	27,000-	27,000-	27,000-	
JT LEVY TRUST FUND #401						
Interest #4661	28-	28-	52-	500-		500-

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
=====						
RODGERS, FMW&D FUND #402						

Interest #4661						

RIDELL LIBRARY TRUST FUND #403						

Interest #4661	273-	273-	519-			

SEWER ENTERPRISE FUND #610						

SEWER SERVICE #4640	1,633,669-	1,672,784-	1,698,077-	1,821,243-	1,614,935-	1,825,000-
SEWER CONNECTION FEE #4641		655-	6,375-	3,000-		3,000-
INDUSTRIAL WWTP LAND LEASE #4643	7,715-	7,962-	8,169-		8,463-	
MISCELLANEOUS #4618	6,231-		42,699-	3,600-	84,318-	3,600-
INTEREST #4661	236-	207-	422-	1,000-		1,000-
FUND TOTAL ----->	1,647,851-	1,681,608-	1,755,742-	1,828,843-	1,707,716-	1,832,600-
=====						
SOLID WASTE FUND #615						

Misc Income, Etc. #4618	578-					
Solid Waste #4639	459,787-	473,245-	477,386-	451,000-	437,627-	451,000-
Interest #4661	52-	66-	129-	1,000-		1,000-
=====						

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
AIRPORT ENTERPRISE FUND #620						
AIRPORT GRANT #4536						
Misc. Income, Etc. # 4618				2,579-		2,579-
RENT BLACKBURN #4658						
RENTS/LEASES #4660	8,400-	8,400-	8,400-	8,400-	7,700-	8,400-
INTEREST #4661	6,492-	8,498-	8,924-	7,000-	8,547-	7,000-
	8-	21-	62-			
AIRPORT IMPROVEMENTS #621						
TRANSPORTATION CENTER FUND #625						
TRANS. SALES TAX #4120						
Misc Income, Etc... #4618		5,750-	6,000-	8,220-		8,220-
Lease-Commercial Park #4659						
RENTS/LEASES #4660	5,000-	5,000-	5,000-	5,000-	5,000-	5,000-
INTEREST #4661	5,362-	3,300-	12,338-	5,000-	5,000-	5,000-
FUND TOTAL						
	22-	14-	30-			
	16,384-	14,064-	23,368-	18,220-	15,500-	18,220-

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
=====						
WATER ENTERPRISE FUND #630						

MISC INCOME, ETC. #4618	32-			50		
WATER SALES #4630						
WATER CONNECTION FEE #4631		1,196-	3,145-	1,000-	650-	1,000-
METER READING/TURN ON #4632	1,730-	2,695-	2,400-	2,000-	2,365-	2,000-
INTEREST #4661	625-	543-	716-	1,000-		1,000-
FUND TOTAL ----->	1,455,208-	1,341,531-	1,264,084-	1,341,265-	1,134,239-	1,341,265-
=====						
WATER WELL LOAN RESERVE #632						

Interest #4661	9-	12-	28-			
Operating Transfers in Revenue #4680	2,800-	2,800-	2,800-	2,800-	2,800-	

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2017-2018

	2013-2014 YEAR END	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET

L&L DIST 1 ZN 1 #701						

Lighting & Landscaping Assess #4649	852-	883-	920-	900-	883-	900-
Interest # 4661	1-	1-	1-			

L&L DIST 1 ZN 2 #702						

Lighting & Landscaping Assess #4649				7,280-	7,280-	7,280-

L&L DIST 1 ZN 3 #703						

Lighting & Landscaping Assess #4649	4,263-	4,263-	4,192-	2,900-	4,263-	2,900-
Interest # 4661	19-	21-	46-	100-		100-

L&L DIST 1 ZN 4 #704						

Lighting & Landscaping Assess #4649	4,773-	4,773-	4,773-	4,775-	4,773-	4,775-
Interest # 4661	8-	8-	11-	50-		50-

	9,916-	9,949-	9,943-	16,005-	17,199-	16,005-

GRAND TOTAL OF NON GEN FUNDS ----->	6,907,436-	6,107,216-	5,315,812-	7,740,012-	5,402,547-	5,660,686-

Dept. Summaries by Fiscal Year

Department Summaries by Fiscal Year:

This section of the Budget Book provides a summary by year of the actual expenditures of each City Department or operating division of a Department.

These expenditures are supported by the revenues explained in the prior sections of the Book.

These spread sheets pull the information from the actual computerized accounting records of the City.

The reader should appreciate that the four pages in this section represent computer commands taking up over sixteen feet of ledger size computer paper! The detail of this Book is possible through the combined efforts and talent of the City Staff.

CITY OF CORNING							
ANNUAL BUDGET							
FISCAL YEAR 2017-2018							
DEPARTMENT HISTORY BY FISCAL YEAR							
2013-2014	2014-2015	2015-2016	2016-2017	2016-2017	2016-2017	2017-2018	
ACTUAL	ACTUAL	ACTUAL	BUDGET	TO DATE	BUDGET	BUDGET	
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GENERAL CITY							

City Council #1100	24,679	24,912	26,067	26,200	23,713	27,800	
City Clerk #1300	8,793	16,269	11,514	17,600	14,387	18,500	
City Treasurer #1900	592	646	646	650	592	650	
City Administration #1200	223,175	219,243	294,600	212,815	208,010	228,001	
Legal Services #1400	83,651	67,252	81,198	82,200	76,081	73,300	
Recreation #3300	8,481	9,474	3,523	6,000	7,419	9,000	
Building & Safety #4300	121,169	124,918	150,575	171,180	110,572	147,540	
Planning Dept #4100	42,347	36,921	38,282	40,700	28,702	46,950	
Economic Development #4010	23,500	23,500	21,708	21,500	26,000	21,500	
Flood Mitigation #2310	37						
General Plan Update #3120	3,823	58,648	23,029				

CITY OF CORNING						
ANNUAL BUDGET						
FISCAL YEAR 2017-2018						
DEPARTMENT HISTORY BY FISCAL YEAR						
	2013-2014	2014-2015	2015-2016	2016-2017	2016-2017	2017-2018
	ACTUAL	ACTUAL	ACTUAL	BUDGET	TO DATE	BUDGET
Housing Rehab #4020	36,129	23,766	925	4,000	100,206	4,000
HOME Grant #4021			10,838	500,000	8,433	
Finance Dept #1500	316,059	293,052	322,019	331,842	307,634	330,458
Solid Waste #8000	459,787	473,278	477,324	451,000	358,143	451,000
General City #1600	611,126	782,737	704,782	740,000	585,958	707,750
GENERAL CITY TOTAL	1,963,348	2,154,615	2,157,030	2,605,687	1,855,850	2,066,449

CITY OF CORNING ANNUAL BUDGET FISCAL YEAR 2017-2018 DEPARTMENT HISTORY BY FISCAL YEAR						
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
PUBLIC SAFETY						

Fire Department #2300	220,675	231,209	222,772	221,469	256,932	237,928
Fire Cap Replacement #2301	57,853	9,521	47,129		6,579	131,600
Fire Dispatch #2302	338,939	354,552	350,240	354,077	328,756	357,594
Police Department #2114	2,045,753	2,079,882	1,958,045	2,045,936	1,750,338	1,918,318
Animal Control #2200	81,114	87,052	102,625	131,644	99,340	115,900
Police Dispatch #2119	452,625	445,083	477,100	501,123	426,118	509,902
Police Cap Replacement #2116	46,891	52,500	75,616	24,350		98,300
PAL Program #2201	5,250	5,460	5,485	5,500	5,053	5,500
BCJI #2105	47,059	151,174	238,944	368,194	191,045	378,194
Homeland Security Grant #2121			3,500			

PUBLIC SAFETY TOTAL	3,296,159	3,416,433	3,481,456	3,652,293	3,064,161	3,753,236

CITY OF CORNING ANNUAL BUDGET FISCAL YEAR 2017-2018 DEPARTMENT HISTORY BY FISCAL YEAR							
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET	
PUBLIC WORKS							
Public Works Admin #3800	206,254	209,950	193,747	209,814	184,083	225,714	
Engineering #4200	17,255	35,602	19,875	25,500	11,198	29,500	
Library #1700	17,214	20,094	19,009	35,750	18,629	29,600	
Streets #3000	303,459	262,088	216,417	665,713	274,915	677,193	
Street Projects #3001	72,108	228,442	1,138,626	2,395,000	1,167,717	500,000	
Street and Traffic Lights #3100	77,097	80,063	86,312	79,000	88,194	74,000	
Pedestrian Trans Grant #4045	27	43,154	106,258				
Parks Maintenance #6100	206,368	224,657	185,427	97,617	175,248	109,613	
Park Special Project #6101			450	155,000	94,461	30,000	
Pool #6200	64,720	70,491	67,812	127,725	54,548	189,708	
Prop 84 Park Non-Construct #9020	76,248	2,585					
Prop 84 Park Acquisition #9024							
Prop 84 Park Construction #9025	1,238,116	1,385,750					
Park Improvements #9026	44,088	59,384					
Community Events #3190	3,817	6,798	5,993	2,400	8,624	6,200	
Building Maintenance #3600	39,293	78,034	78,854	41,050	47,960	50,050	
Mechanical Maintenance #3700	2,202	1,898	879	9,400	4,017	9,800	
Rodgers Theatre #6125	1,713	19,360	7,933	21,200	4,759	21,250	
L&L 1 #3901	901	880	1,051	950	703	950	
L&L 2 #3902			174	4,000	279	4,000	
L&L 3 #3903	1,603	1,469	1,697	7,200	1,701	7,200	

CITY OF CORNING							
ANNUAL BUDGET							
FISCAL YEAR 2017-2018							
DEPARTMENT HISTORY BY FISCAL YEAR							
	2013-2014	2014-2015	2015-2016	2016-2017	2016-2017	2016-2017	2017-2018
	ACTUAL	ACTUAL	ACTUAL	BUDGET	TO DATE	BUDGET	
L&L 4 #3904	4,364	4,610	8,688	6,400	3,827	6,400	

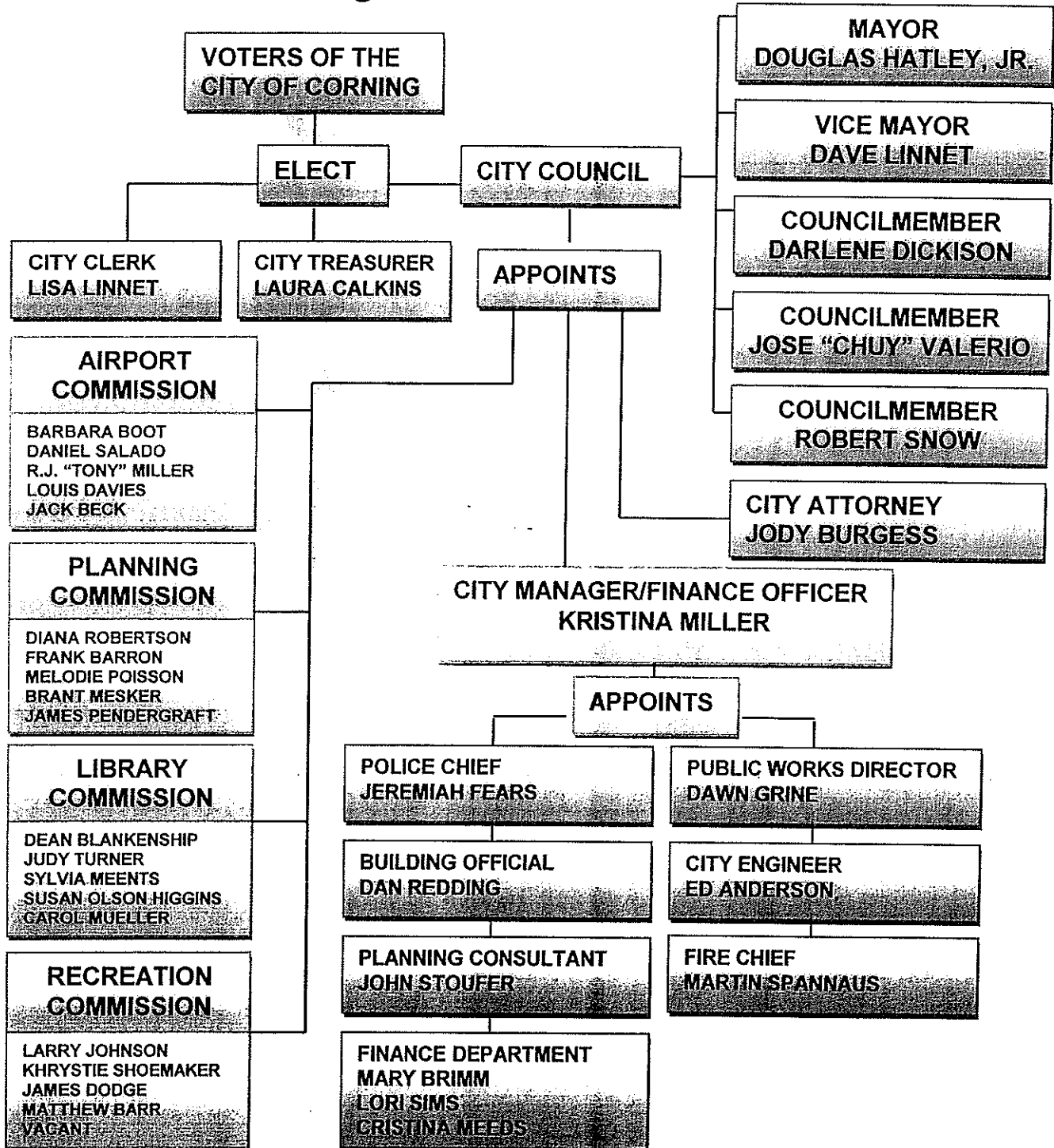
PUBLIC WORKS TOTAL	2,376,847	2,735,309	2,139,202	3,883,719	2,140,863	1,971,178	
=====							

CITY OF CORNING ANNUAL BUDGET FISCAL YEAR 2017-2018 DEPARTMENT HISTORY BY FISCAL YEAR						
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
ENTERPRISE FUNDS						
Corning Airport #3500	16,864	14,058	16,641	21,200	12,159	20,900
Transportation Center #3160	25,402	16,021	18,580	17,350	16,404	20,000
Sewer Maintenance #5000	177,843	134,465	140,476	115,026	141,689	180,642
Sewer Improvements #5250	275,706	261,705	311,743	496,864	408,511	451,400
WWTP #5200	647,773	735,598	725,220	754,700	669,194	761,100
Sewer Transfers #5300	320,600	326,200	325,000	365,000	365,000	350,000
Water Department #7100	545,651	563,412	582,389	551,872	570,552	524,452
Water Cap Improvement #7410	27,000	27,000	27,000	27,000	27,000	
Water Improvements #7420	219,915	218,970	189,153	510,500	366,242	367,500
Drainage #3360				11,000	6,630	
ENTERPRISE FUNDS TOTALS	2,256,754	2,297,429	2,336,202	2,870,512	2,583,381	2,675,994
GRAND TOTALS	9,893,108	10,603,787	10,123,890	13,012,211	9,644,255	10,466,857

General City

City of Corning

Organizational Chart



**CITY OF CORNING
2017- 2018 ANNUAL PROGRAM OF SERVICES
CITY COUNCIL
(1100)**

ACTIVITY DESCRIPTION:

The City Council is elected by the citizens of Corning as their representatives to make the legislative and policy decisions of the City subject to the provisions of City Ordinances, Resolutions, Government Code and the Constitution of the State of California. Members of the current City Council are: **Mayor Douglas Hatley, Jr.** and four **Council Members: Vice Mayor Dave Linnet, Darlene Dickison, Jose "Chuy" Valerio and Robert Snow.** The Mayor and City Council members also serve as City representatives on various Committees/Commissions and represent the City at official functions.

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

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

PERSONNEL SERVICES:

5100 - SALARIES: This account provides for \$300 salary per month per Council member and Mayor.

SUPPLIES:

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

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

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

7200 CONFERENCES/MEETINGS: Funds Council Members attendance at the League of California Cities Conference and any other necessary meetings.

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

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
CITY COUNCIL #1100						
5100 + SALARIES	18,000	18,000	18,000	18,000	16,500	18,000
5900 + BENEFITS	1,377	1,377	1,377	1,500	1,262	1,500
TOTAL SALARIES/BENEFITS	19,377	19,377	19,377	19,500	17,762	19,500
001 6100 1100 Office Supplies	68	9	35	100	24	100
001 6150 1100 Mat/Supplies	1,093	892	823	900	1,489	1,800
001 7000 1100 Assoc.Dues	3,953	3,953	4,082	4,200	4,113	4,900
001 7200 1100 Conf/Meetings	189	181	1,000	1,000	75	1,000
401 7600 1100 Scholarship	0	500	750	500	250	500
TOTAL OTHER OPERATING EXP.	5,303	5,535	6,690	6,700	5,951	8,300
TOTAL FOR DEPT	24,680	24,912	26,067	26,200	23,713	27,800

CITY OF CORNING
2017 – 2018 ANNUAL BUDGET DETAIL
CITY ADMINISTRATION
(1200)

ACTIVITY DESCRIPTION:

City Manager Kristina Miller is employed as the full time City Manager and serves as the City's Chief Executive and "Administrative Head of the Government" under the direction and control of the City Council. She is responsible to the City Council for the day-to-day management of all City affairs and the leadership of City Department Heads. The City Manager also serves as the Finance and Personnel Director. She is directly responsible for the continual review and analysis of all City administrative operations including budget preparation and control, organizational and procedural studies, personnel actions and staffing. The City Manager's responsibilities, authority, and limits on authority are clearly defined in the City's Municipal Code, Chapter 2.44.

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

ACCOMPLISHMENTS:

The greatest responsibility of the City Manager's Office is to support the City Council and the Operating Departments. There is very little that the Manager can cite as fully her achievements alone, and this is as it should be. The majority of accomplishments by the City Manager's Office are achieved through participation and teamwork between the City Manager and City Staff in the various Departments.

PERSONNEL SERVICES:

5100 - SALARIES: The City Manager and City Manager's Administrative Assistant are funded 60% by the General Fund, 20% by Water and 20% by Sewer Enterprise Funds.

5100 – ACCRUAL BUYOUTS: Funds payouts for Administrative Leave; Compensatory Time; Vacation Payouts; Holiday Pay; and Vacation Leave balances & allotted percentage of Sick Leave balances upon retirement.

5900 – BENEFITS: Funds the City contribution towards Health Insurance; Life Insurance, Deferred Compensation; FICA; Taxes, etc.

SUPPLIES:

001-6100 OFFICE SUPPLIES: Funds the purchase of miscellaneous supplies such as paper, pens, etc.

610-6100 OFFICE SUPPLIES: Funds the purchase of miscellaneous supplies from the Sewer Enterprise Fund.

630-6100 OFFICE SUPPLIES: Funding is provided from the Water Enterprise Fund for Miscellaneous supplies.

001-6350 COMMUNICATIONS: Funded by the General, Water and Sewer Funds, provides share of departments phone system and reimbursement for calls on Manager's cell phone.

610-6350 COMMUNICATIONS: Funding provided by the Sewer Enterprise Fund.

630-6350 COMMUNICATIONS: Funding provided by the Water Enterprise Fund.

- 001-7000 ASSOCIATION DUES:** League of California Cities and the California City Managers Association & Foundation. These Organizations provide the City with: professional development; best practices for the home jurisdiction, methods to eliminate reinvention of the wheel; collaboration among peers; increased credibility/confidence that the City is managed with a strong code of ethics/professionalism; accessibility to research materials/networking.
- 001-7200 CONFERENCE AND MEETINGS:** When funding is available, funds City Manager's attendance at League of California Cities Annual Meeting and League's Manager's Department Meeting. Funds reimbursement costs for private vehicle mileage and meeting attendance in support of City business.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
CITY ADMINISTRATION #1200						
5100 + SALARIES	152,150	161,731	202,678	206,965	145,298	165,315
5100 + ACCRUAL BUY OUT	0	0	0	0	0	5,000
5900 + BENEFITS	67,504	54,187	88,328	0	59,142	51,736
TOTAL SALARIES/BENEFITS	219,654	215,918	291,006	206,965	203,440	222,051
001 6100 1200 Office Supplies						
610 6100 1200 Office Supplies	386	237	224	500	385	500
630 6100 1200 Office Supplies	332	249	329	300	153	300
001 6150 1200 Mat/Supplies	332	249	317	300	140	300
630 6300 1200 Prof/Services	221	116	408	500	337	500
001 6350 1200 Communications	0	0	0	0	13	0
610 6350 1200 Communications	386	924	1,201	1,100	818	1,100
630 6350 1200 Communications	317	162	0	300	20	300
001 7000 1200 Assoc.Dues	346	0	0	300	20	300
001 7200 1200 Conf/Meetings	786	964	110	900	135	500
001 7500 1200 Veh Opr/Maint	415	426	1,004	1,650	1,901	2,150
	0	0	0	0	650	0
TOTAL OTHER OPERATING EXP.	3,521	3,327	3,593	5,850	4,572	5,950
TOTAL FOR DEPT						
	223,175	219,245	294,599	212,815	208,012	228,001

**2017-2018 ANNUAL BUDGET DETAIL
CITY CLERK
(1300)**

ACTIVITY DESCRIPTION:

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

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

PERSONNEL SERVICES:

5100 SALARIES: Provides for City Clerk Salary of \$350 per month pre-tax.

5900 BENEFITS: Provides for the City cost of FICA and taxes.

SUPPLIES:

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

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

6300 PROFESSIONAL SERVICES: Finances Codification Services to codify new Ordinance and update the City's Municipal Code and the online website copy.

6310 ELECTIONS: Funds City's Election costs held in November on even years.

6500 PRINT-ADVERTISING: Funds noticing of all City Public Hearings, Meetings, Sealed Bid/Proposals, Ordinance publications and any other necessary notices.

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

7200 CONFERENCES AND MEETINGS: When funding is available, funds City Clerk's attendance at City Clerk Training/Meetings and League of California Cities Convention.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
CITY CLERK #1300						
5100 + SALARIES	4,200	4,200	4,199	4,200	3,877	4,200
5900 + BENEFITS	321	321	321	350	297	350
TOTAL SALARIES/BENEFITS	4,521	4,521	4,520	4,550	4,174	4,550
001 6100 1300 Office Supplies	171	51	37	100	21	100
001 6150 1300 Mat/Supplies	757	751	880	800	981	1,200
001 6300 1300 ProfServices	1,297	1,000	1,497	1,500	814	1,500
001 6310 1300 Elections	0	6,118	0	6,500	6,219	6,500
001 6350 1300 Communications	0	0	55	0	0	0
001 6500 1300 Print/Advert.	2,047	3,647	4,435	4,000	2,179	4,000
001 7000 1300 Assoc.Dues	0	180	90	150	0	150
001 7200 1300 Conf/Meetings	0	0	0	0	0	500
TOTAL OTHER OPERATING EXP.	4,272	11,747	6,994	13,050	10,214	13,950
TOTAL FOR DEPT.	8,793	16,268	11,514	17,600	14,388	18,500

CITY OF CORNING
2017 – 2018 ANNUAL PROGRAM OF SERVICE
LEGAL SERVICES
(1400)

ACTIVITY DESCRIPTION:

The City Attorney is appointed by and serves at the pleasure of the City Council. The firm of Burgess and Bogener, Inc., specifically **Jody Burgess**, is currently the City Attorney and has served in this capacity since July 1, 2013. The City Attorney is a contracted Consultant under a flat monthly fixed rate contract and is appointed by and serves at the will of the City Council.

The City Attorney serves as Legal Counsel to the City in its day-to-day operations and serves as Legal Advisor to the City Council, Commissions and Departments of the City. He does not provide assistance to the general public.

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

PROFESSIONAL SERVICES:

- 6301 CITY ATTORNEY SERVICES:** This account provides for the City Attorney to attend Council Meetings, fax, copies, phone costs, and for preparation of City Ordinances. Funding for this service is provided from funds 001 (General Fund), 610 (Sewer Enterprise Fund) and 630 (Water Enterprise Fund).

- 6304 EMPLOYEE RELATIONS SERVICES:** Provides for the Labor Relations Consultant William May, and for specialized Legal Counsel when necessary. Funding for this service is provided from funds 001 (General Fund), 610 (Sewer Enterprise Fund) and 630 (Water Enterprise Fund).

- 7200 CONFERENCES AND MEETINGS:** Funding to attend conferences is not provided this year due to the reduced income of the City. Funding for this service is provided from funds 001 (General Fund), 610 (Sewer Enterprise Fund) and 630 (Water Enterprise Fund).

- 8001 BOOKS AND PERIODICALS:** Funds costs for necessary reference books needed to support the City Attorney. Funding for this service is provided from funds 001 (General Fund), 610 (Sewer Enterprise Fund) and 630 (Water Enterprise Fund).

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
LEGAL SERVICES #1400						
001 6301 1400 Consulting Serv	51,480	53,040	53,040	53,520	49,899	55,700
610 6301 1400 Consulting Serv	6,435	6,630	6,630	6,690	6,116	7,000
630 6301 1400 Consulting Serv	6,435	6,630	6,630	6,690	6,116	7,000
001 6304 1400 EE Relations	19,222	855	5,000	5,000	4,550	700
610 6304 1400 EE Relations	0	0	5,000	5,000	4,550	700
630 6304 1400 EE Relations	0	0	4,899	5,000	4,550	700
001 7200 1400 Conf/Meetings	0	0	0	0	0	250
610 7200 1400 Conf/Meetings	0	0	0	0	0	250
630 7200 1400 Conf/Meetings	0	0	0	0	0	250
001 8001 1400 Books/Periodic.	52	33	0	100	100	250
610 8001 1400 Books/Periodic.	13	32	0	100	100	250
630 8001 1400 Books/Periodic.	13	32	0	100	100	250
TOTAL OTHER OPERATING EXP.	83,650	67,252	81,199	82,200	76,081	73,300
TOTAL FOR DEPT	83,650	67,252	81,199	82,200	76,081	73,300

CITY OF CORNING
2017 – 2018 ANNUAL BUDGET DETAIL
FINANCE DEPARTMENT
(1500)

ACTIVITY DESCRIPTION:

The Finance Department is responsible for maintaining the Financial Records of all the City Departments. This includes the Water, Solid Waste & Sewer Billing System, Business & Dog Licenses, Motel Taxes, Employee Payroll and all Accounts Receivable & Payable. This Department consists of Senior Accounting Technician **Mary Brimm**, Accounting Technician **Lori Sims** and Accounting Assistant **Christina Meeds**. The City Manager serves as the Finance Director.

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

5100 SALARIES: Finances salaries for the Senior Accounting Technician, an Accounting Technician and Accounting Assistant. These salaries are split between three Funds: General Fund 10%, Water Fund 40% and Sewer Fund 50%.

5100 ACCRUAL BUYOUTS: Funds payouts for Administrative Leave; Compensatory Time; Vacation Payouts; Holiday Pay; and Vacation Leave balances & allotted percentage of Sick Leave balances upon retirement.

5200 – OVERTIME

5900 – BENEFITS: Funds the City contribution towards Health Insurance; Retirement; Life Insurance, Deferred Compensation; FICA; Taxes, etc.

SUPPLIES:

6100 OFFICE SUPPLIES: Funds purchases of general office supplies, stationery, and computer supplies. Funding is provided from the General Fund (001), Sewer Enterprise Fund (610), Solid Waste Fund (615) and the Water Enterprise Fund (630).

6150 MATERIALS & SUPPLIES: Provides funding for necessary supplies other than paper and general office supplies. Funding is provided from the General Fund (001), Sewer Enterprise Fund (610), and the Water Enterprise Fund (630).

6300 PROFESSIONAL SERVICES: Funds the cost of the City's independent Auditor and Accounting Consultant that provide accounting/auditing services, the City does not have a full-time Accountant. Also provides funding for HdL. Funding is provided from the General Fund (001), Business License ADA Fund (080), Sewer Enterprise Fund (610), and the Water Enterprise Fund (630).

6350 COMMUNICATIONS: Funds this Departments share of the phone system and costs of membership in the Parcel Quest Software Program. Funding is provided from the General Fund (001), Sewer Enterprise Fund (610), and the Water Enterprise Fund (630).

6600 RENTS AND LEASES: Funds the Postage Machine Lease. Funding is provided from the General Fund (001), Sewer Enterprise Fund (610), and the Water Enterprise Fund (630).

6700 EQUIPMENT MAINTENANCE: Provides funding for various Maintenance Agreements such as: City's Postage Machine, Copy Machine, MOM System (Corbin Willits) and a portion of the Computer Consultant Services. These costs have steadily increased as the City has added more complex office equipment. The computer network requires continued maintenance and care. Funding is provided from the General Fund (001), Sewer Enterprise Fund (610), Solid Waste Fund (615) and the Water Enterprise Fund (630).

- 6950 UNCOLLECTIBLES:** Funds the un-collectible bad debt from water and sewer bills, (for example, in 1996/97 sewer was \$478 and water \$352, 1998/99 totals were \$490). This bad debt, when compared to over \$1,500,000 per year in billings is very small. Funding is provided from the Sewer Enterprise Fund (610) and the Water Enterprise Fund (630).
- 7200 CONFERENCES/MEETINGS:** Funds are only included to cover personal vehicle mileage and meals, if any, in support of City operations. Funding is provided from the Sewer Enterprise Fund (610) and the Water Enterprise Fund (630).
- 7985 CASH OVER/UNDER:** Provides funds to balance Finance's cash drawer. Funding is provided from the General Fund (001) and the Water Enterprise Fund (630).
- 9300 MACHINERY/EQUIPMENT:** Funds unforeseen equipment replacement; unused funds at the end of the year remain in the General Fund. Funding is provided from the General Fund (001), Sewer Capital Replacement Fund (381), Water Capital Replacement Fund (383), Sewer Enterprise Fund (610), and the Water Enterprise Fund (630).

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
FINANCE DEPARTMENT #1500						
5100 + SALARIES	141,464	135,993	143,636	214,992	135,517	155,502
5100 + ACCRUAL BUY OUT	0	0	0	0	0	4,500
5900 + BENEFITS	80,530	76,206	80,687	0	70,519	75,356
	221,994	212,199	224,323	214,992	206,036	235,358
TTL SALARIES/BENES						
001 6100 1500 Office Supplies	2,549	2,300	5,206	2,500	1,717	2,000
610 6100 1500 Office Supplies	3,470	3,452	3,510	4,000	2,512	3,500
615 6100 1500 Office Supplies	1,668	761	347	1,000	1,127	2,500
630 6100 1500 Office Supplies	3,348	3,452	4,624	4,000	2,639	3,500
001 6150 1500 Mat/Supplies	157	2,520	381	500	103	600
610 6150 1500 Mat/Supplies	0	0	252	500	154	500
630 6150 1500 Mat/Supplies	122	0	91	500	154	500
001 6300 1500 ProfServices	23,185	21,339	22,231	24,000	36,713	24,000
080 6300 1500 ProfServices	228	106	173	200	59	200
610 6300 1500 ProfServices	6,890	8,046	13,943	12,000	10,958	12,000
630 6300 1500 ProfServices	6,861	8,046	13,943	12,000	10,958	12,000
001 6350 1500 Communications	1,009	1,160	1,470	1,500	1,035	1,500
610 6350 1500 Communications	873	1,124	1,162	1,500	1,004	1,500
630 6350 1500 Communications	873	1,124	1,162	1,500	1,004	1,500
001 6600 1500 Rents/Leases	394	344	353	100	322	100
610 6600 1500 Rents/Leases	764	668	686	1,200	625	1,200
630 6600 1500 Rents/Leases	1,158	1,012	1,039	1,200	947	1,200
001 6700 1500 Equip.Maint.	0	0	0	0	343	0
610 6700 1500 Equip.Maint.	4,917	4,993	4,790	5,500	6,581	5,500
615 6700 1500 Equip.Maint.	0	0	0	0	2,002	0
630 6700 1500 Equip.Maint.	5,474	5,534	5,315	5,500	6,632	5,500
610 6950 1500 Uncollectibles *	12,019	3,098	8,050	7,500	2,650	4,000
630 6950 1500 Uncollectibles	4,170	3,569	4,102	6,000	1,509	2,500
610 7200 1500 Conf/Meetings	11	0	58	500	58	1,000
630 7200 1500 Conf/Meetings	11	0	58	500	185	1,000
001 7985 1500 Cash-Over Under	100	97	116	0	1,045	650
630 7985 1500 Cash-Over Under	0	0	0	150	0	650
	80,251	72,745	93,062	93,850	93,036	89,100
TTL OTHER OPERATING EXP						
001 9300 1500 Mach/Equip.	3,684	110	64	1,000	1,794	2,000
381 9300 1500 Mach/Equip.	0	0	0	10,000	1,464	0
383 9300 1500 Mach/Equip.	0	0	0	10,000	1,464	0
610 9300 1500 Mach/Equip.	5,067	4,000	388	1,000	0	2,000
630 9300 1500 Mach/Equip.	5,067	4,000	4,180	1,000	3,938	2,000
	13,818	8,110	4,632	23,000	8,660	6,000
TTL CAPITAL EXPENDITURES						
	316,063	293,054	322,017	331,842	307,732	330,458
TOTAL FOR DEPT.						

CITY OF CORNING
2017 – 2018 ANNUAL BUDGET DETAIL
GENERAL CITY
(1600)

ACTIVITY DESCRIPTION:

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

- 5900 BENEFITS-WORKERS' COMPENSATION:** Workers' Compensation deposits are placed in this General City Division for all operating Departments. Costs are apportioned between the General (75%), Water (15%) and Sewer Funds (10%) based on current City employment levels in the funds. The Northern California Cities Self Insurance Fund (NCCSIF) provides insurance coverage for the City of Corning. State Law allows Cities to self-insure rather than obtaining commercial insurance. NCCSIF is a Joint Powers Authority (JPA) under State Law. Working together, JPA Member Cities seek and obtain the best insurance coverage for their Cities. Each City bears the first \$100,000 cost per Workers' Compensation claim; costs over \$100,000 are shared by the Cities' "pool" and costs over \$500,000 are insured by a larger agency.
- 6150 MATERIALS AND SUPPLIES:** Finances materials/supplies not associated with a specific department.
- 6175 WEED/TREE SPRAYING:** Funds 25% of weed/tree spraying costs.
- 6300 PROFESSIONAL SERVICES:** Funds the contract with MGT of America for SB-90 Claims Recovery.
- 6313 SENIOR CITIZENS CENTER:** Funds the annual \$2,700 contribution by the City to the Corning Senior Center, Inc. and building maintenance. The Center obtains funding for their daily operations and support of Social Services by leasing the City owned facility.
- 6350 COMMUNICATIONS:** Finances expenses not easily attributed to individual departments such as telephone and postage. In prior years' all postage costs were being billed out of this account. The costs for water and sewer postage are now being funded by the water and sewer funds.
- 6410 ELECTRICITY:** Finances electrical utility bills not easily attributed to individual departments.
- 6430 NATURAL GAS:** Provides funding for the City Hall complex PG&E Natural Gas bill.
- 6700 EQUIPMENT MAINTENANCE:** Finances Maintenance Agreements on the copy and fax machines in City Hall. Funding provided by the General Fund (001), Sewer Enterprise Fund (610) and the Water Enterprise Fund (630).
- 6800 GENERAL INSURANCE:** Finances Fire and Damage Insurance for all City structures and Motor Vehicle Insurance for City vehicles. Charges for Water, Sewer and Airport Equipment and facilities are charged directly to those Enterprise Funds and will not be reflected in this General City Account. Funding provided by the General Fund (001), Sewer Enterprise Fund (610) and the Water Enterprise Fund (630).

- 6810 **LIABILITY INSURANCE:** Charges here reflect the City's deposits for liability coverage through the Northern California Cities Self Insurance Fund. Costs are apportioned between the General, Water and Sewer Funds. The City is directly responsible for the first \$50,000 in Liability coverage costs called the "Banking Layer"; all City members of the JPA "pool" share the cost of claims over \$50,000 up to \$500,000; "Excess Insurance" coverage is then provided up to \$10,000,000 through membership of our NCCSIF in the much larger California Joint Powers Risk Management Authority "CJPRMA". Funding provided by the General Fund (001), Sewer Enterprise Fund (610) and the Water Enterprise Fund (630).
- 6815 **UNEMPLOYMENT INSURANCE:** Funded by the General Fund and finances unemployment costs charged to the City.
- 9860 **CALPERS SIDE FUND DEBT REFINANCE:** Funded by the General Fund and financed through Umpqua Bank.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
GENERAL CITY #1600						
5900 + BENEFITS	118,157	171,154	142,254	144,000	149,481	132,700
TOTAL SALARIES/BENEFITS	118,157	171,154	142,254	144,000	149,481	132,700
001 6150 1600 Mat/Supplies	193	24	349	400	81	400
001 6175 1600 Weed/Tree Spray	0	0	0	0	0	5,400
001 6300 1600 Prof/Services	1,530	1,500	1,500	1,500	2,250	2,250
001 6313 1600 Senior Center	2,725	2,834	3,783	2,700	3,025	3,000
001 6350 1600 Communications	20,077	21,867	20,924	24,500	24,656	2,000
001 6410 1600 Electricity	51,598	56,791	54,485	55,400	52,538	47,000
001 6430 1600 Natural Gas	6,052	5,619	6,326	9,500	7,081	7,000
001 6700 1600 Equip.Maint.	7,449	7,242	1,286	2,000	1,131	1,500
610 6700 1600 Equip.Maint.	1,573	1,624	766	1,000	780	1,000
630 6700 1600 Equip.Maint.	8,733	8,480	9,622	10,000	11,205	12,400
001 6800 1600 Gen.Insurance	28,051	31,581	31,892	31,000	251	31,000
610 6800 1600 Gen.Insurance	16,796	15,469	15,710	15,500	43	15,500
630 6800 1600 Gen.Insurance	17,412	15,469	15,710	15,500	43	15,500
001 6810 1600 Liability Ins.	46,419	59,948	56,919	70,000	59,956	70,000
610 6810 1600 Liability Ins.	24,102	29,974	28,459	35,000	29,978	35,000
630 6810 1600 Liability Ins.	24,156	29,974	28,459	35,000	29,978	35,000
001 6815 1600 UNEMPLOYMENT INS	2,971	4,372	3,979	4,900	0	4,900
001 9169 1600 Parking Lot	0	33,330	0	0	0	0
001 9860 1600 Debt, Side Fund	233,133	285,489	282,359	283,100	213,484	286,200
TOTAL OTHER OPERATING EXP.	492,970	611,587	562,528	596,000	436,480	575,050
TOTAL FOR DEPT	611,127	782,741	704,782	740,000	585,961	707,750

CITY OF CORNING
2017 – 2018 ANNUAL BUDGET DETAIL
CITY TREASURER
(1900)

ACTIVITY DESCRIPTION:

Elected as City Treasurer in November of 2017, **Laura Calkins** is also a fulltime City Merit System employee (Administrative Secretary to the Police Chief). The City Treasurer is elected by the voters every four years and works in cooperation with the City Manager/Finance Director and the City Clerk.

The City Treasurer makes the investments and projects the need for funds to be available to meet the City's financial obligations. Once a month the City Treasurer prepares and presents a written report of the City Investments to the City Clerk who files a copy with the City Council.

The duties of the elected City Treasurer have been largely replaced by the City Finance Department and City Manager. The Treasurer however remains as one of four City positions required to co-sign City warrants, which require two of the four signatures.

PERSONNEL SERVICES:

5100 - SALARIES: Funds the monthly City Treasurer salary which is currently set at \$50 per month.

5900 - BENEFITS: Funds the City cost of FICA.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
TREASURER #1900						
5100 + SALARIES	550	600	600	600	550	600
5900 + BENEFITS	42	46	46	50	42	50
TOTAL SALARIES/BENEFITS	592	646	646	650	592	650
TOTAL FOR DEPT	592	646	646	650	592	650

CITY OF CORNING
2017 – 2018 ANNUAL BUDGET DETAIL
RECREATION DEPARTMENT
(3300)

ACTIVITY DESCRIPTION: *Currently Suspended due to economic recession*

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

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

CURRENT CITY APPROVED PROGRAMS:

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

Kenpo Karate	Kenpo Robics	Youth Basketball	Lifeguard Training
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PERSONNEL SERVICES:

5100 - SALARIES: Recreation Supervisor salary was funded through the General Fund. (Not funded in this fiscal year.)

SUPPLIES:

6150 MATERIALS AND SUPPLIES: Finances advertising & promotion, office supplies and program supplies.

6349 RECREATION INSTRUCTOR: Payments to Fee Based Instructors working as City temporary employees on contract. (City collects program fees and distributes to independent Program Director, retaining 5% for processing.)

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
RECREATION #3300						
001 6150 3300 Mat/Supplies	2,167	2,713	358	2,000	554	3,000
001 6348 3300 Rec Refunds	0	112	0	0	0	0
001 6349 3300 RECREATION INST	6,314	6,649	3,165	4,000	6,865	6,000
TOTAL OTHER OPERATING EXP.	8,481	9,474	3,523	6,000	7,419	9,000
TOTAL FOR DEPT.	8,481	9,474	3,523	6,000	7,419	9,000

CITY OF CORNING
2017- 2018 ANNUAL PROGRAM OF SERVICES
ECONOMIC DEVELOPMENT PROGRAM
(4010)

ACTIVITY DESCRIPTION:

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

1. **THE CORNING CHAMBER OF COMMERCE:** Their purpose is to foster business growth within the City by promoting local businesses and encourage quality development and residential growth. The Chamber coordinates many community activities designed to bring visitors to Corning. **Currently the City allocates an annual contribution of \$12,000 and pledges an additional annual large business donation match not to exceed \$4,000.**
2. **3CORE:** A private, Non-Profit Corporation working in the Tri-County Region (Tehama, Glenn and Butte Counties) as a financial "go-between" for small businesses, assisting them in locating financial capital needed to reach their business goals.

UPCOMING ACTIVITIES:

- Continued quarterly meetings with City of Corning Staff.
- Continuation of direct business services included in current, private grant funding.
- Activities outlined in Partnership Agreement.

PAST 3CORE CORNING ACTIVITIES COMPLETED:

- Secured private grant funding to host workshops for small businesses:
- Marketing and Finance Workshops held during the summer of 2016.
- Secured private grant funding to provide direct technical assistance to small businesses located in the City of Corning.
- Conducted business walks with Chamber Director James Pendergraft and met with over 40 businesses to hear feedback on business climate.
- Attended Workforce Development Meeting hosted by NoRTEC, Tehama County Job Training Center and Alliance for Workforce Development.
- Hosted 5-Year Strategic Planning process for the Region.
- Met numerous times with City Staff to discuss potential infrastructure projects.
- Conducted regional Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis to be included in 5-Year Strategic Plan.

ECONOMIC DEVELOPMENT:

We continue efforts to acquire a "First Time Homebuyers" grant for down payment assistance.

BUDGET DETAIL:

- 001-6312 CHAMBER OF COMMERCE:** Funds \$12,000 per year and yearly business donation match not to exceed \$4,000 for a total of \$16,000 annually.
- 001-7408 3CORE:** Funds a \$5,500 annual Planning Grant match for 3CORE funded by the City's General Fund.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
ECONOMIC DEVELOPMENT #4010						
001 6312 4010 CngChamberComm.	16,000	16,000	16,000	16,000	15,000	16,000
001 6314 4010 Tehama EDC	2,500	2,500	208	0	0	0
001 7408 4010 3 CORE	5,000	5,000	5,500	5,500	11,000	5,500
TOTAL OTHER OPERATING EXP	23,500	23,500	21,708	21,500	26,000	21,500
TOTAL FOR DEPT.						

**CITY OF CORNING
2016 - 2017 ANNUAL BUDGET DETAIL
HOUSING REHAB
(4020)**

ACTIVITY DESCRIPTION:

The City of Corning was awarded "HOME" Program funding on July 24, 2014 (grant execution date) in the amount of \$500,000 through the State Department of Housing and Community Development (H&CD) to fund the City's "Owner-Occupied Housing Rehabilitation Assistance Program". This project closed on 3/31/2017.

The funds in the Housing Rehab line item is for any close out costs for the Professional Service Contract of JoAnn Anders for program monitoring, processing/preparing City H&CD required Program Income Reports related to this grant.

FINANCING:

The total amount of the Grant is \$500,000 with the breakdown as follows:

- \$487,500 for owner occupied housing rehabilitation loans (this amount includes up to 24% for activity delivery.
- \$12,500 for General Administration costs.
- All Program Funds must be expended (not encumbered) by 1/31/17 with the final draw down no later than 3/31/17.

SUPPLIES:

325-7727 PROFESSIONAL SERVICES ADMINISTRATION: Provides funding for JoAnn Anders contract for Professional Services for program monitoring, processing and preparing the City's H&CD Program Income Reports.

CITY OF CORNING
2017 - 2018 ANNUAL BUDGET DETAIL
PLANNING DEPARTMENT
(4100)

ACTIVITY DESCRIPTION:

The Planning Department is responsible for implementation of the General Plan, Zoning, Environmental Reviews, Use & Variance Permit processing, and processing of Parcel and Subdivision Maps. In addition to processing and monitoring those planning applications and projects, Staff continually reviews informal "concept plans" and compiles the responses of the various City Departments to those concept plans. The Department must involve citizens in the Planning process and coordinate this planning with other Governmental agencies.

Land Use Planning involves collaboration between City Departments such as Public Works, Building, Fire, Police, Engineering, and the City Attorney with the oversight of the Planning Commission and City Council.

From 2003 through 2008 the City experienced an "upsurge" in residential growth and development as result of low interest rates, "spill over" growth from surrounding communities, low land costs, etc. The recession (2008 through 2012) nearly stopped home building, mirroring statewide and national housing start slowdown, resulting in the reduced planning related projects. As a result, the City now contracts for planning services. Currently Planning Consultant John Stoufer assists development applicants through the planning process on a project by project basis.

ACCOMPLISHMENTS:

Notable recent completed planning projects:

1. Completed the General Plan Update and currently working on the Housing Element Update.
2. Completed the City of Corning Bicycle and Pedestrian Transportation Improvement Plan.

PERSONNEL SERVICES:

5100 - SALARIES: None; the City currently contracts with a Planning Consultant for such services.

5900 - BENEFITS: None, the City currently contracts with a Planning Consultant for such services.

SUPPLIES:

6100 OFFICE SUPPLIES: Funds permit forms and other necessary department supplies.

6150 MATERIAL/SUPPLIES: Provides for paper, envelopes, equipment, etc.

6300 PROFESSIONAL SERVICES: Funds City Engineer and Planning Consultant services for Parcel/Subdivision Map reviews, meeting attendance, and a Planning Consultant to assist with preparation of Environmental Assessments/Development reviews. Costs for these services are partially offset by fees included in Revenue Account 001-4613.

6300 PROFESSIONAL SERVICES: Funds Professional Services associated with Rural Planning.

6331 GIS SUPPORT: Funds continuing support services to improve/maintain the City's Geographic Information System and was previously reimbursed with County Rural Planning funds. Rural Planning Funds are no longer allowed to be used for this purpose. The City's zoning maps need to be updated.

6350 COMMUNICATIONS: Funds phone and copy costs of the Planning Department.

6700 EQUIPMENT MAINTENANCE: Funds office equipment service.

7000 ASSOCIATION DUES: Funds Planning Association dues.

7200 CONFERENCES & MEETINGS: Funds costs for meetings and attendance at the annual League of California Cities Planners Institute.

**CITY OF CORNING
2017 – 2018 ANNUAL BUDGET DETAIL
BUILDING AND SAFETY DEPARTMENT
(4300)**

ACTIVITY DESCRIPTION:

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

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

The Building Department's only Staff Member consists of the Building Official who is also responsible for and performs Public Works project/permit inspections and enforcement of the City's Zoning Code and Business License requirements. The position is funded from the general fund, and water and sewer funds.

PERSONNEL SERVICES:

5100 - SALARIES: Funds Building Official wages, vacation & sick leave.

5100 - ACCRUAL BUYOUTS: Funds payouts for Administrative Leave; Compensatory Time; Vacation Payouts; Holiday Pay; and payment of Vacation Leave balances & allotted percentage of Sick Leave balances upon retirement.

5900 - BENEFITS: Funds the City contribution towards Health Insurance; Life Insurance, Retirement, Deferred Compensation; FICA; Taxes, etc.

SUPPLIES:

6100 OFFICE SUPPLIES: Funds costs of necessary department supplies (paper, envelopes, etc.) and building permit forms.

6150 MATERIALS & SUPPLIES: Funds other costs not associated with office supplies.

6300 ENGINEERING PROFESSIONAL SERVICES: Funds occasional costs for necessary plan check outsourcing services.

6350 COMMUNICATIONS: Finances department costs for cell phone, computer, etc.

6700 EQUIPMENT MAINTENANCE: Finances repairs, software service and maintenance of office equipment.

7000 ASSOCIATION DUES: Funds costs for International Conference of Building Officials Annual Dues, professional publications and subscriptions.

7200 CONFERENCES/MEETINGS: Funds costs for internal and external education/training necessary to maintain required Building/Public Works Inspector State certifications.

7500 VEHICLE OPERATION/MAINTENANCE: Funds vehicle operation/maintenance costs.

9071 BUILDING PERMIT SOFTWARE: Provides funding for software to replace the antiquated TRAK IT Software currently being utilized without support.

- 9200 SB1473:** Provides an expenditure account to pay the mandated State fee for the Development of State Building Standards that is collected with the Building Permit fees.
- 9201 STRONG MOTION:** Provides an expenditure account to pay the required State of California Earthquake fees collected with the Building Permit fees on new construction (residential and commercial).

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
BUILDING & SAFETY #4300						
5100 + SALARIES	81,832	80,262	96,566	100,680	65,551	79,530
5100 + ACCRUAL BUY OUT	0	0	0	0	0	3,000
5900 + BENEFITS	34,402	34,906	38,035	0	24,629	29,010
TOTAL SALARIES/BENEFITS	116,234	115,168	134,601	100,680	90,180	111,540
001 6100 4300 Office Supplies						
001 6150 4300 Mat/Supplies	175	249	941	900	1,985	900
001 6300 4300 Prof/Services	497	145	667	250	217	250
001 6350 4300 Communications	1,710	6,327	10,078	6,000	7,541	6,000
001 6700 4300 Equip.Maint.	1,028	1,093	1,357	1,200	1,211	1,200
001 7000 4300 Assoc.Dues	0	0	386	500	0	500
001 7200 4300 Conf/Meetings	190	278	200	200	0	200
001 7406 4300 Comp/Equip/Soft	100	98	500	500	794	500
001 7500 4300 Veh Opr/Maint	0	0	0	9,500	0	0
TOTAL OTHER OPERATING EXP.	1,032	1,297	1,314	1,000	736	1,000
001 9060 4300 Kaufman Bldg	4,732	9,487	15,443	20,050	12,484	10,550
001 9071 4300 Track It Soft.	0	0	0	50,000	7,480	0
001 9200 4300 SB1473	0	0	0	0	0	25,000
001 9201 4300 StrongMotion	203	263	532	300	428	300
TOTAL CAPITAL EXPENDITURES	0	0	0	150	0	150
TOTAL FOR DEPT.	203	263	532	50,450	7,908	25,450
001 9201 4300 StrongMotion	121,169	124,918	150,576	171,180	110,572	147,540

CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
SOLID WASTE
(8000)

ACTIVITY DESCRIPTION:

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

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

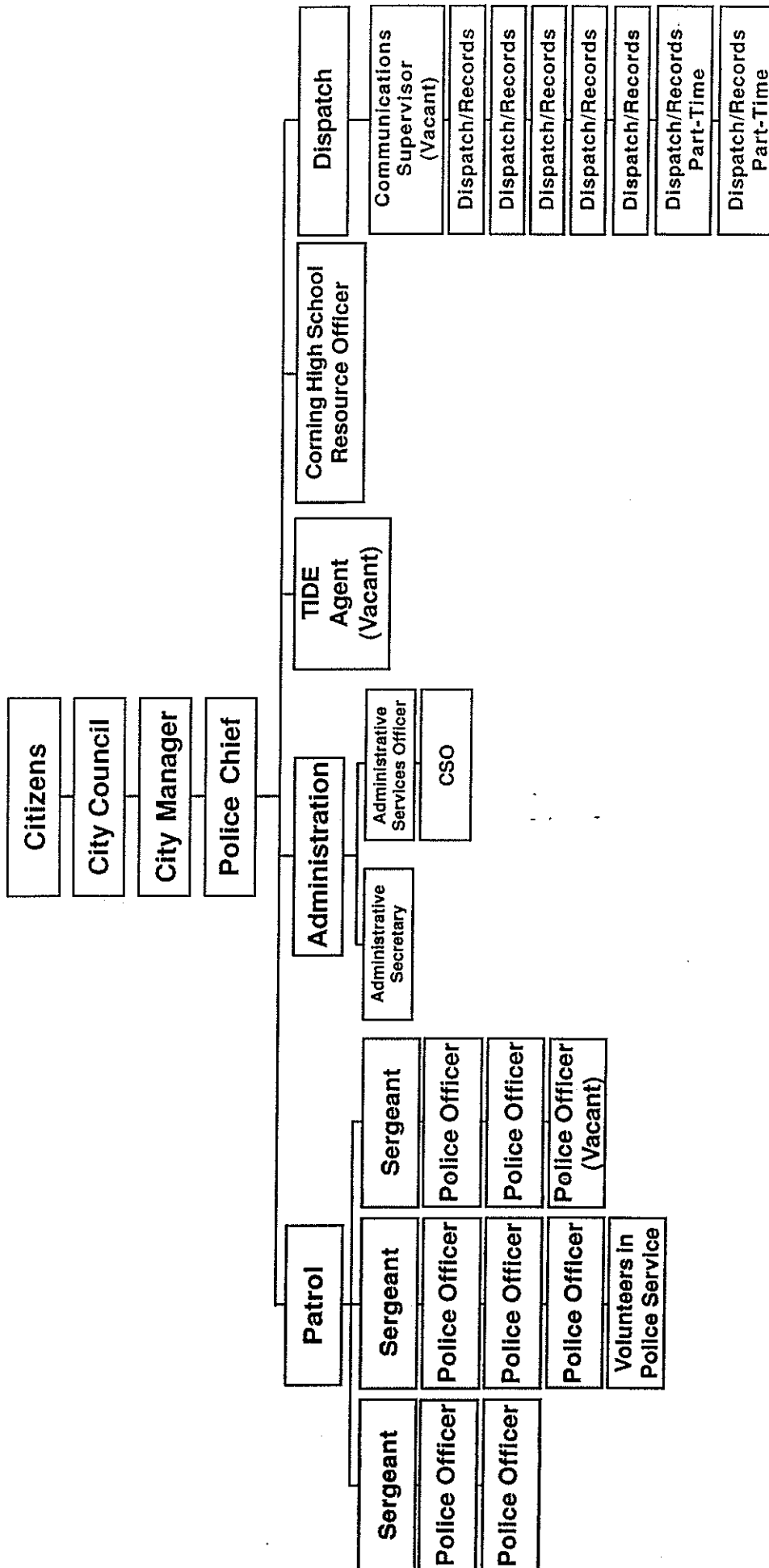
615-9818: Transfer to General Fund: Provides funding in the amount of \$1,000 for transfer to the General Fund.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
SOLID WASTE #8000						
615 7450 8000 Waste Mgmt/Pmts	459,787	473,278	477,324	450,000	358,143	450,000
TOTAL OTHER OPERATING EXP	459,787	473,278	477,324	450,000	358,143	450,000
615 9818 8000 TRAN TO GENERAL	0	0	0	1,000	0	1,000
TOTAL CAPITAL EXPENDITURES	0	0	0	1,000	0	1,000
TOTAL FOR DEPT.	459,787	473,278	477,324	451,000	358,143	451,000

Police

Corning Police Department



ID: D183Y-----JUN 01 2017

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

2013-2014	2014-2015	2015-2016	2016-2017	2016-2017	2017-2018
ACTUAL	ACTUAL	ACTUAL	BUDGET	TO DATE	BUDGET
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OTS #2100

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

ECJI #2105

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
166 6150 2105 Mat/Supplies	0	0	141	11,100	0	11,100
166 6182 2105 Counselor	0	77,850	192,841	235,400	162,154	235,400
166 6260 2105 Uniform/Cloth.	0	0	0	0	569	0
166 6300 2105 ProfServices	43,420	55,037	45,309	121,294	26,988	121,294
191 6300 2105 ProfServices	0	0	0	0	0	10,000
166 6316 2105 Pol/School Prog	0	322	626	0	120	0
166 7100 2105 Training/Educ.	0	186	0	400	0	400
166 7406 2105 Comp/Equip/Soft	3,639	17,780	0	0	0	0
166 7500 2105 Veh Opz/Maint	0	0	28	0	1,213	0
TOTAL OTHER OPERATING EXP.	47,059	151,175	238,945	368,194	191,044	378,194
TOTAL FOR DEPT	47,059	151,175	238,945	368,194	191,044	378,194

CITY OF CORNING
2017/2018 ANNUAL BUDGET DETAIL
POLICE DEPARTMENT - PATROL DIVISION
(#2114)

ACTIVITY DESCRIPTION

The Patrol Division is responsible for a variety of programs designed to maintain law and order, protect life and property, control traffic, prevent crime and apprehend law violators. The authorized level of service is 14 sworn officers and 2 administrative staff, broken down as follows:

(1) Police Chief	
(4) Police Sergeants	(1 Unfunded)
(8) Patrol Officers	(2 Unstaffed)
(1) Detective	(Unfunded)
(1) Drug Task Force Officer (TIDE)	(Unstaffed)
(1) Corning Union High School District School Resource Officer	
(1) Administrative Services Manager	
(1) Administrative Secretary	

Note: The Department has been without a Detective and 4th Sergeant since March 2012

2016/2017 ACCOMPLISHMENTS:

The Department continues the pursuit of community policing by the combined approach of education, intervention and enforcement to deter crime and address crime-related community issues.

The Corning Police Department was able to continue the assignment of a School Resource Officer to Corning Union High School and Centennial High School through funds from the Byrne Criminal Justice Innovation Program grant. In Fiscal Year 2017/2018 the School Resource Officer (SRO) position is being budgeted 100% from the General Fund. It is hoped the High School will share the cost 50/50 with the City for the SRO position moving forward.

The Corning Police Department completed the planning phase of the Byrne Criminal Justice Innovation Program grant that targets the reduction and prevention of crime and seeks to catalyze and sustain change through active involvement and leadership with police, neighborhood residents and other public agencies. This program is currently in Year Two of the Implementation Phase.

The Corning Police Department will continue to be an active participant in the Tehama Interagency Drug Enforcement (TIDE) Task Force when the Department is fully staffed.

The Department provided mandated training to personnel, however, more continual education and training, including in-house training in firearms qualification and stun gun qualification training is needed.

The Department also continues with its involvement with citizens over the age of 18 through the Volunteer in Police Services (VIPS) Program. This program currently has four (4) VIPS volunteers who have completed in-house training. The COPS conduct random patrol, house and business security checks, and help out with community events and other functions.

2017/2018 GOALS:

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

3. Continue to provide a School Resource Officer at Corning Union High School and Centennial High School when funding and staffing allow.

PERSONNEL SERVICES:

5100 SALARIES

5100 ACCRUAL BUYOUTS: Administrative Admin Leave payouts, vacation payouts, compensatory time payouts, holiday pay, sick leave and vacation payout upon retirement, etc.

5200 OVERTIME

5900 BENEFITS: City contributions toward health insurance, life insurance, Deferred Compensation, Cal PERS retirement contributions, FICA, taxes, etc.

Note: Funding of personnel costs is partially augmented with various grant funds

SUPPLIES:

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

6250 SMALL TOOLS: This fund is used to replace broken non-accountable equipment or materials. This category is increased this year to fund the purchase of radar guns.

6260 UNIFORM/CLOTHING: For new patrol officer, dispatcher, community service officer and VIPS uniforms and replacement of existing officer uniforms, uniform equipment and clothing which become damaged or destroyed during the course of duties.

6300 PROFESSIONAL SERVICES: Provides for background investigations, new Department employee fingerprint fees, medical examinations (including new employee physicals), lab analysis including blood alcohol analysis for individuals driving under the influence of drugs or alcohol, psychological evaluations, vaccinations, Concealed Weapons Permit applicant fingerprinting fees, and other professional services.

6303 PARKING CITATIONS TO COUNTY: Covers fees payable to the County for parking citations issued by the City.

6316 SCHOOL PROGRAMS: Provides for the supplies and maintenance for various school and youth programs.

6552 SAFETY ITEMS: To purchase safety items directly connected to officer safety, such as ammunition, protective training equipment, body armor, stun guns (Taser) supplies, and replacement of damaged safety equipment. This fund is increased this year to support the purchase of Tasers and Body Armor for the new Officers.

6750 BUILDING MAINTENANCE: Maintenance to the Police Department Building.

7000 ASSOCIATION DUES: Membership fees to professional organizations.

7100 TRAINING & EDUCATION: Provides for necessary education to maintain California Peace Officer Standards and Training (POST) certification of all officers within the Department. A portion of all POST-certified training is reimbursed by POST.

7403 SECRET WITNESS: Provides for the local portion of a county-wide Secret Witness Program, which is charged on a per capita basis.

7500 VEHICLE OPERATION & MAINTENANCE: Provides for periodic maintenance, repairs, safety inspections and fuel for all Department vehicles (excluding Animal Control).

8007 2012/13 PROP 30 FUND CARRYOVER: This line item contains funds from Red Bluff Police Department and is to be used for maintenance costs associated with the Mobile Digital Computers.

9160 COMPUTERS: Funds computer replacements/repairs.

9302 CANINE PROGRAM: Provides for further training and legal updates for the Department's K-9 Program.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

POLICE DEPARTMENT #2114

5100 + SALARIES
5100 + ACCRUAL BUY OUT
5200 + OVERTIME
5900 + BENEFITS

TOTAL SALARIES/BENEFITS

001 6150 2114 Mat/Supplies
071 6150 2114 Mat/Supplies
001 6250 2114 Small Tools
001 6260 2114 Uniform/Cloth.
001 6300 2114 ProfServices
001 6303 2114 PkgGditeCnty
001 6316 2114 Pol/School Prog
001 6552 2114 Safety Items
001 6750 2114 Bldg.Maint.
001 7000 2114 Assoc.Dues
001 7100 2114 Traing/Educ.
090 7100 2114 Traing/Educ.
001 7403 2114 Secret Witness
001 7500 2114 Veh Opr/Maint

TOTAL OTHER OPERATING EXP.

073 8007 2114 PROP 30 Alloc.
001 9160 2114 Computer
001 9302 2114 K9-Program

TOTAL CAPITAL EXPENDITURES

TOTAL FOR DEPT.

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
5100 + SALARIES						
5100 + ACCRUAL BUY OUT	1,178,312	1,259,756	1,190,840	1,905,966	1,061,930	1,100,089
5200 + OVERTIME	0	0	0	0	0	140,000
5900 + BENEFITS	42,263	37,408	32,902	40,000	30,135	40,000
	694,123	695,048	664,457	12,300	591,554	521,692
TOTAL SALARIES/BENEFITS	1,914,698	1,992,212	1,888,199	1,958,266	1,683,619	1,801,781
001 6150 2114 Mat/Supplies	4,408	3,470	3,948	4,500	3,754	4,500
071 6150 2114 Mat/Supplies	0	0	0	0	14,500	0
001 6250 2114 Small Tools	569	493	436	500	1,251	5,500
001 6260 2114 Uniform/Cloth.	2,248	3,015	3,546	3,000	876	3,000
001 6300 2114 ProfServices	3,949	7,417	9,430	6,000	3,965	6,000
001 6303 2114 PkgGditeCnty	650	300	1,025	850	538	1,000
001 6316 2114 Pol/School Prog	508	0	497	500	324	500
001 6552 2114 Safety Items	8,088	11,772	6,415	11,600	3,364	14,100
001 6750 2114 Bldg.Maint.	0	0	0	0	0	8,500
001 7000 2114 Assoc.Dues	445	440	806	700	115	700
001 7100 2114 Traing/Educ.	10,735	11,480	6,314	10,000	13,801	15,000
090 7100 2114 Traing/Educ.	0	0	0	0	276	12,717
001 7403 2114 Secret Witness	1,020	1,020	1,020	1,020	1,020	1,020
001 7500 2114 Veh Opr/Maint	48,052	32,501	33,296	35,000	22,471	30,000
TOTAL OTHER OPERATING EXP.	80,672	71,908	66,733	73,670	66,255	102,537
073 8007 2114 PROP 30 Alloc.	33,288	2,500	0	10,000	0	10,000
001 9160 2114 Computer	5,610	4,883	359	3,000	465	3,000
001 9302 2114 K9-Program	11,485	8,379	2,754	1,000	0	1,000
TOTAL CAPITAL EXPENDITURES	50,383	15,762	3,113	14,000	465	14,000
TOTAL FOR DEPT.	2,045,753	2,079,882	1,958,045	2,045,936	1,750,339	1,918,318

**CITY OF CORNING
2017 – 2018 ANNUAL BUDGET DETAIL
POLICE CAPITAL REPLACEMENT
(2116)**

CAPITAL IMPROVEMENT PRIORITIES:

Capital Improvement priorities include replacement of:

- Police Dispatch Radios
- Radar Trailer
- K-9 Program Initiation

SUPPLIES:

9181 Police Dispatch Radio

9182 Radar Trailer

9301 Equipment Replacement

9302 K-9 Program

Account	1967	1968	1969	1970	1971	1972	1973	1974	1975	1976	1977	1978	1979	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144	2145	2146	2147	2148	2149	2150	2151	2152	2153	2154	2155	2156	2157	2158	2159	2160	2161	2162	2163	2164	2165	2166	2167	2168	2169	2170	2171	2172	2173	2174	2175	2176	2177	2178	2179	2180	2181	2182	2183	2184	2185	2186	2187	2188	2189	2190	2191	2192	2193	2194	2195	2196	2197	2198	2199	2200	2201	2202	2203	2204	2205	2206	2207	2208	2209	2210	2211	2212	2213	2214	2215	2216	2217	2218	2219	2220	2221	2222	2223	2224	2225	2226	2227	2228	2229	2230	2231	2232	2233	2234	2235	2236	2237	2238	2239	2240	2241	2242	2243	2244	2245	2246	2247	2248	2249	2250	2251	2252	2253	2254	2255	2256	2257	2258	2259	2260	2261	2262	2263	2264	2265	2266	2267	2268	2269	2270	2271	2272	2273	2274	2275	2276	2277	2278	2279	2280	2281	2282	2283	2284	2285	2286	2287	2288	2289	2290	2291	2292	2293	2294	2295	2296	2297	2298	2299	2300	2301	2302	2303	2304	2305	2306	2307	2308	2309	2310	2311	2312	2313	2314	2315	2316	2317	2318	2319	2320	2321	2322	2323	2324	2325	2326	2327	2328	2329	2330	2331	2332	2333	2334	2335	2336	2337	2338	2339	2340	2341	2342	2343	2344	2345	2346	2347	2348	2349	2350	2351	2352	2353	2354	2355	2356	2357	2358	2359	2360	2361	2362	2363	2364	2365	2366	2367	2368	2369	2370	2371	2372	2373	2374</
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CITY OF CORNING
2017/2018 ANNUAL BUDGET DETAIL
POLICE DEPARTMENT – DISPATCH DIVISION
(#2119)

ACTIVITY DESCRIPTION:

The Dispatch Division is responsible for the initial response and prioritization of the community's request for police services, the dispatching of officers to calls for service, and providing information during emergency and non-emergency incidents. The division is responsible for the data input and dissemination of all Department records to other agencies and the public. As of July 1, 2016 through May 31, 2017, the Department provides the following statistical information:

Total Incidents		Total Officer Reports		Total Arrests		Total Citations		Other	
Calls for Service	9084	Accident	31	Misdemeanor	508	Animal	22	CCW	60
Officer Initiated:		Crime Report	1003	Felony Arrests	83	Felony	24	Offender Registrations	47
Traffic Stops	1668	Criminal Collision	13			Infraction	170	Citizen Report Releases	46
Other	2091	Information	237			Misdemeanor	518	Vehicle Releases	143
Business & Building Checks	12	Property	113			Parking	127		
Veh/Ped Checks	304	Voided	45			Unclassified	10		
		Unclassified	5						

The current authorized level of service is:

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

Note: *The Department has been without a Dispatch/Records Supervisor since November 2012.*

2016/2017 ACCOMPLISHMENTS:

- 1. The Department filled the vacated dispatcher/clerk position, bringing the Department to its authorized number of dispatcher/clerk positions.
- 2. The Department successfully completed a Peace Officer Standards and Training (POST) audit.
- 3. The Department has been able to purge all files and records over ten (10) years old, bringing files and records current.

2017/2018 GOALS:

- 1. Keep all records and files up-to-date and purge files over ten (10) years old on a monthly basis.
- 2. Provide required POST-approved training for all Department Dispatcher/Clerks.
- 3. Successfully transition to a new two-position radio console system and install new base radios.

PERSONNEL SERVICES:

5100 SALARIES

5100 ACCRUAL BUYOUTS: Administrative Admin Leave payouts, vacation payouts, compensatory time payouts, holiday pay, sick leave and vacation payout upon retirement, etc.

5200 OVERTIME

5900 BENEFITS: City contributions toward health insurance, life insurance, Deferred Compensation, FICA, taxes, etc.

SUPPLIES:

6100 OFFICE SUPPLIES: This fund provides for office supplies for the Department.

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

6350 COMMUNICATIONS: Covers computer transmission line fees, office equipment leases, telephone-related expenses, licensing fees and maintenance expenses in connection with computer and Internet systems.

6500 PRINTING/ADVERTISING: Provides for printing of various Department forms, business cards, letterhead stationery, and personnel employment advertising.

6700 EQUIPMENT MAINTENANCE: Provides for the ongoing maintenance of Department computers, voice logger, two-way radios and radio repeater and all applicable service and maintenance contracts including APBNet and office equipment leases.

6750 BUILDING MAINTENANCE: Provides for costs associated to Department building maintenance and minor improvements.

7100 TRAINING/EDUCATION: This provides for necessary and/or required Dispatcher POST-certified or Department of Justice training.

7406 COMPUTER/EQUIP/SOFTWARE: Pays for lease and maintenance contract for Computer Aided Dispatch and Records Management Software System (RIMS).

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
POLICE DISPATCH #2119						
5100 + SALARIES	237,937	231,792	253,083	408,373	230,092	272,707
5100 + ACCRUAL BUY OUT	0	0	0	0	0	20,000
5200 + OVERTIME	5,935	12,714	9,149	10,000	5,173	10,000
5900 + BENEFITS	126,701	118,271	129,191	3,750	116,693	128,195
TOTAL SALARIES/BENEFITS	370,573	362,777	391,423	422,123	351,958	430,902
001 6100 2119 Office Supplies	6,042	5,180	5,661	6,000	5,363	6,000
001 6300 2119 ProfServices	0	2,818	1,025	2,500	1,488	2,500
001 6350 2119 Communications	28,746	31,474	33,371	25,000	29,599	30,000
001 6351 2119 ClatsUserFees	5,480	5,480	5,480	6,000	1,740	0
001 6500 2119 Print/Advert.	2,805	3,286	2,261	2,000	2,818	3,000
001 6700 2119 Equip.Maint.	5,143	4,003	5,359	5,000	3,272	5,000
001 6750 2119 Bldg.Maint.	1,834	327	743	1,500	118	1,500
001 7100 2119 Traing/Educ.	6,020	3,756	5,793	5,000	3,785	5,000
001 7406 2119 Comp/Equip/Soft	25,982	25,982	25,982	26,000	25,981	26,000
001 7500 2119 Veh Opr/Maint	0	0	0	0	(3)	0
TOTAL OTHER OPERATING EXP.	82,052	82,306	85,675	79,000	74,161	79,000
TOTAL FOR DEPT.	452,625	445,083	477,098	501,123	426,119	509,902

CITY OF CORNING
2017/2018 ANNUAL BUDGET DETAIL
POLICE DEPARTMENT – ANIMAL CONTROL/COMMUNITY SERVICES DIVISION
(#2200)

ACTIVITY DESCRIPTION

The Animal Control/Community Service Division is responsible for the enforcement of municipal ordinances and State humane laws governing the keeping of animals in the City, including the collection and transporting of animals to the City Animal Shelter. Besides ensuring the proper disposition of problems with domestic and wild animals, the Division is also responsible for assisting with any issues that may arise at the City Animal Shelter. The current authorized level of service is:

- (1) Full-time Community Service Officer
- (1) Part-time Community Service Officer (**Unstaffed**)

2016/2017 ACCOMPLISHMENTS:

The Community Service Officer continues to handle parking enforcement, vehicle abatement, animal control issues and evidence. This fiscal year, as of May 31, 2017, 64 vehicles (or parts thereof) have been abated.

2017/2018 GOALS:

1. Continue promoting the professional image of the Division by promoting positive community outreach programs.
2. Continue to provide up-to-date training for the Community Service Officer.
3. Continue with city-wide vehicle abatement.

PERSONNEL SERVICES:

5100 SALARIES

5100 ACCRUAL BUYOUTS: Administrative Leave payouts, vacation payouts, compensatory time payouts, holiday pay, sick leave and vacation payout upon retirement, etc.

5200 OVERTIME

5900 BENEFITS: City contributions toward Health Insurance, CalPERS Retirement Contributions, Life Insurance, Deferred Compensation, FICA, Taxes, etc.

SUPPLIES:

6100 OFFICE SUPPLIES: Provides for printing of the forms for dog licenses.

6150 MATERIALS/SUPPLIES: Provides for the purchase of veterinary supplies and other supplies pertinent to animal control.

6300 PROFESSIONAL SERVICES: Provides for veterinary clinic expenses, rabies testing, \$3,000 in support of a feral cats program, and other professional services in connection with animal control, to include the agreement with Second Chance Pet Rescue.

072-6300 SPAY/NEUTER PROGRAM: Provides for the Spay/Neuter Program funded from Department of Food and Agriculture fines collected from owners for non-altered dogs caught running-at-large and not in compliance with leash laws.

6430 PROPANE GAS: Provides for propane used for heating the Animal Shelter.

6750 BUILDING MAINTENANCE: Provides for costs associated with building maintenance at the Animal Shelter.

7100 TRAINING & EDUCATION: Provides funds for training of the employee(s) responsible for animal control and code enforcement services.

7500 VEHICLE OPERATION & MAINTENANCE: Provides for maintenance, repair and fuel for the Animal Control vehicle.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
ACO/CSO #2200						
5100 + SALARIES	37,693	40,751	51,789	94,261	45,189	44,952
5100 + ACCRUAL BUY OUT	0	0	0	0	0	0
5200 + OVERTIME	1,261	883	1,152	600	0	600
5900 + BENEFITS	25,750	25,821	28,316	0	27,041	24,648
TOTAL SALARIES/BENEFITS	64,704	67,455	81,257	94,861	72,230	70,200
001 6100 2200 Office Supplies	0	903	939	900	0	900
001 6150 2200 Mat/Supplies	2,595	4,896	4,849	5,000	4,187	5,000
001 6300 2200 ProfServices	5,969	6,794	7,427	19,083	15,753	28,000
072 6300 2200 ProfServices	980	840	1,120	3,000	490	3,000
001 6324 2200 Nuisance Abate	540	0	0	0	300	0
001 6430 2200 Natural Gas	460	244	757	800	1,510	1,300
001 6750 2200 Bldg.Maint.	1,016	997	1,047	1,000	645	1,500
001 7100 2200 Traing/Educ.	613	1,082	1,328	2,000	35	1,000
001 7500 2200 Veh Opr/Maint	4,238	3,841	3,901	5,000	4,192	5,000
TOTAL OTHER OPERATING EXP.	16,411	19,597	21,368	36,783	27,112	45,700
TOTAL FOR DEPT	81,115	87,052	102,625	131,644	99,342	115,900

**CITY OF CORNING
2017/2018 ANNUAL BUDGET DETAIL
POLICE DEPARTMENT – PAL PROGRAMS
(#2201)**

ACTIVITY DESCRIPTION

The Tehama County Police Activities League (PAL) includes participation from all law enforcement agencies in Tehama County and provides recreational opportunities free to youth 8-18 years of age. These agencies believe that alternative activities and positive role models are protective factors that deter youth involvement in criminal and anti-social behavior. In conjunction with the Tehama County Police Activities League (PAL), the Police Department currently oversees the year-round PAL Wrestling/Boxing Programs (housed at the Transportation Center).

2016/2017 ACCOMPLISHMENTS:

Continued support of the year-round PAL Wrestling/Boxing Program.

2017/18 GOALS:

To continue to support Coach Luis Hernandez and community volunteers with the PAL Wrestling/Boxing Program, which allow youth in the community alternative activities through recreational opportunities.

SUPPLIES:

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

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

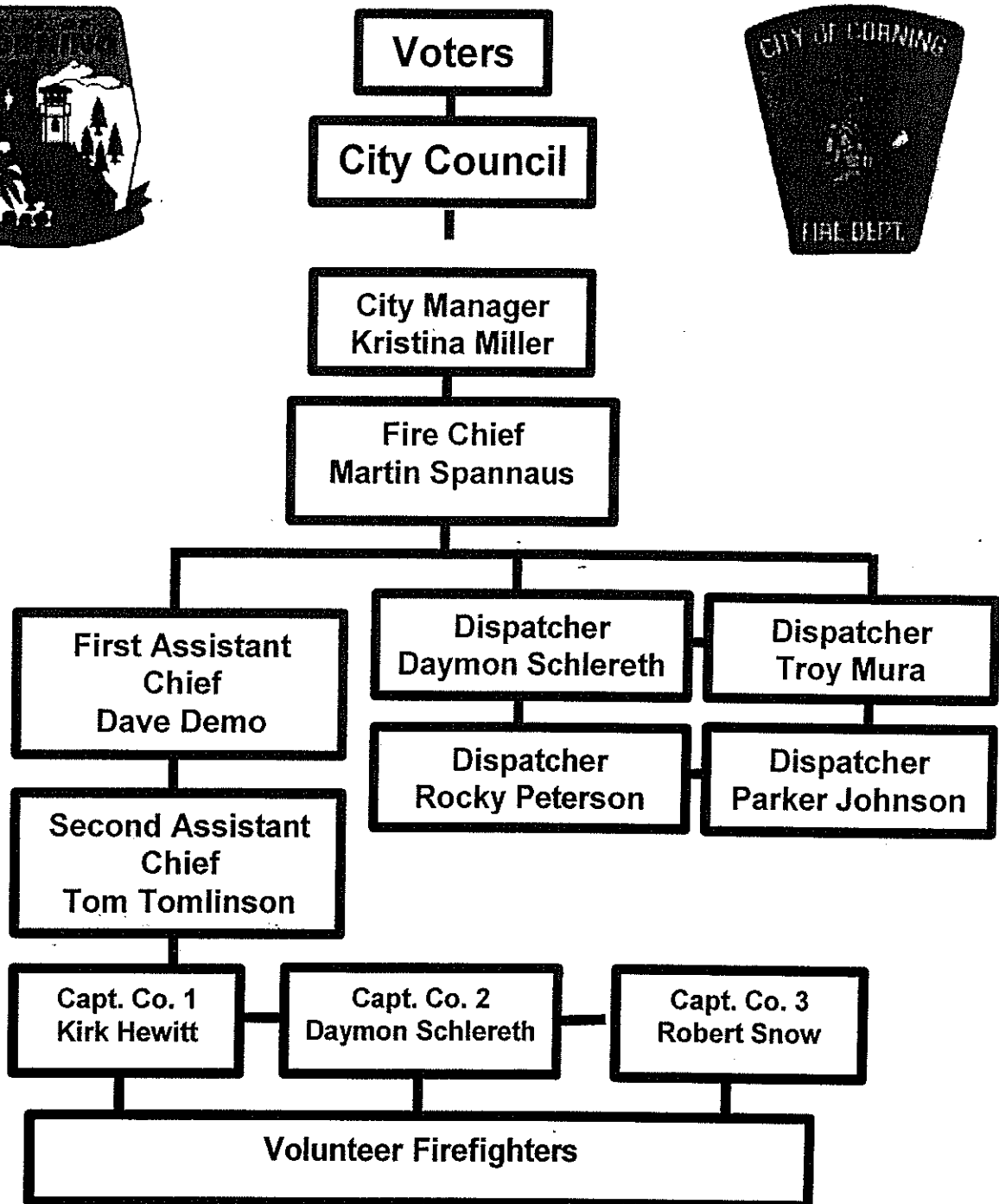
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TOTAL OTHER OPERATING EXP.

[illegible]

Fire

Corning Volunteer Fire Department



**CITY OF CORNING
2017-2018 ANNUAL BUDGET DETAIL
FIRE DEPARTMENT
(2300)**

INTRODUCTION

The Fire Department is manned 24-hours, seven days a week by a full time Staff consisting of the Fire Chief and four Dispatchers. The firefighting force, all Volunteers, include the First and Second Assistant Chiefs, three Captains and 31 Firefighters. The Department maintains an ISO rating of four.

ACTIVITY DESCRIPTION

The Department provides fire protection to the commercial and residential areas located within the City as well as responding to medical aids, traffic accidents and other calls for public service. The Volunteers have spent 1,965 man-hours in training and 2,927 hours answering alarms for a total of 4,892 man-hours. In 2016 the Department responded to:

- 33 Fires,
- 911 Medical Aids,
- 38 Mutual Aid Fires with the County
- 17 Vehicle Accidents
- 15 False Alarms, and
- 116 Requests for Public Service.
- The department provided medical standby for the Jr. Rodeo, Junior Football and Corning High School Athletic events.

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

ACCOMPLISHMENTS

- Completed testing of all breathing apparatus including the hydro testing of 13 bottles for the Self Contained Breathing Apparatus (SCBA's).
- Completed ISO Audit and retained our 4 rating based on training and equipment.
- Inspected all Ground ladders.
- All Volunteers have completed and passed First Responder Training and the "Fit" Test with continuous training with a priority on medical and structural firefighting.
- Responded to request for the many large fires in the North State and assisted communities with suppression and support.
- Weed Abatement.
- Completed Fence around Training area with Volunteer funds.
- Purchased a used engine using Volunteer funds
- Replace our 911 dispatch Equipment
- Provided Toys and Food to 64 needy Families in Corning.

PERSONNEL SERVICES:

5100 SALARIES: Provides funding for the Fire Chief.

5100 ACCRUAL BUYOUT: Administrative leave, compensatory leave, and vacation payouts. Retirement closeouts, i.e. Vacation & Sick Leave payouts as provided in the Memorandum of Understanding.

5200 OVERTIME: Overtime Pay.

5900 BENEFITS: Funds City contributions to FICA, Public Employees Retirement System, Fire Service Award, Health Insurance, Life Insurance, Deferred Comp., Uniform Allowance, Disability Insurance, State Unemployment, and Taxes.

SUPPLIES:

- 6100 **OFFICE SUPPLIES:** Funds the purchase of office supplies such as paper, pens, etc.
- 6150 **MATERIALS/SUPPLIES:** Provides funding for any necessary departmental materials and/or supplies.
- 6240 **ANNUAL FIREFIGHTER FEES:** Provides annual funding in the amount of \$9,500 paid to the Corning Volunteer Fire Department for department response to fire alarms, miscellaneous incidents and training attendance.
- 6250 **SMALL TOOLS:** Provides funding for small tools for the Department.
- 6300 **PROFESSIONAL SERVICES:** Funds the monthly stipend for the 1st and 2nd Assistant Chiefs.
- 6410 **ELECTRICITY:** Funds the electricity at the Fire Hall Complex.
- 6430 **NATURAL GAS:** Provides funding for heat and cooking.
- 6550 **HEALTH DEPARTMENT SERVICES:** Funds the State mandated hepatitis shots.
- 6551 **EMPLOYEE PHYSICALS:** Provides funding for physical examinations/drug testing for new Volunteers and paid Staff.
- 6552 **SAFETY ITEMS:** Funds certifications of SCBA's and the Aerial Truck and miscellaneous safety items such as gloves, boots, helmets, protective splash clothing, first aid kits, etc.
- 6700 **EQUIPMENT MAINTENANCE:** Provides funding for repairs of non-emergency tools and equipment.
- 6750 **BUILDING MAINTENANCE:** Funds any necessary maintenance of Fire Department Buildings.
- 7100 **TRAINING/EDUCATION:** Funds LifeScan and Fingerprinting of new Volunteers, purchase/rental of training aids and books, and Training Instructor fees.
- 7200 **CONFERENCES/MEETINGS:** Provides funding to attend classes/seminars relating to Fire Codes, Sprinkler Systems, Hazardous Materials, Safety Management as well as County Committee meetings, etc.
- 7405 **WEED ABATEMENT:** Funds any costs associated with weed abatement enforcement such as public notices, mailers, etc.
- 7406 **COMPUTER HARDWARE/SOFTWARE:** Provides funding for any necessary repairs, maintenance, upgrades, etc. for the departments Fire Service Programs.
- 7500 **VEHICLE OPERATIONS/MAINTENANCE:** Funds the maintenance and operation of departmental vehicles.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
FIRE DEPARTMENT #2300						
5100 + SALARIES	93,104	99,900	99,442	157,519	96,675	96,818
5100 + ACCRUAL BUY OUT	0	0	0	0	0	20,000
5900 + BENEFITS	60,771	61,591	64,074	4,300	64,144	47,560
	153,875	161,491	163,516	161,819	160,819	164,378
TOTAL SALARIES/BENEFITS						
001 6100 2300 Office Supplies	707	433	485	600	504	1,000
001 6150 2300 Mat/Supplies	4,059	4,933	2,097	2,000	1,424	3,000
001 6240 2300 Annual Fire/Fee	9,500	9,500	9,500	9,500	9,500	9,500
001 6250 2300 Small Tools	290	288	8	450	412	450
001 6300 2300 Prof Services	4,473	4,261	3,563	3,000	1,753	4,000
001 6350 2300 Communications	1,294	1,898	322	1,000	0	0
001 6410 2300 Electricity	15,042	18,016	17,764	15,000	17,815	15,000
001 6430 2300 Natural Gas	3,088	3,352	3,049	4,000	5,512	6,000
001 6550 2300 Health Dept Srv.	82	366	0	300	190	300
001 6551 2300 Emp Physicals	0	195	0	300	295	300
001 6552 2300 Safety Items	3,995	3,518	1,623	1,500	886	2,000
001 6700 2300 Equip. Maint.	4,653	4,075	2,700	3,000	3,200	4,500
001 6750 2300 Bldg. Maint.	2,041	5,059	3,451	3,000	5,154	5,000
001 7100 2300 Training/Educ.	40	3,238	0	1,000	1,213	3,000
001 7200 2300 Conf/Meetings	0	50	0	200	0	1,000
001 7405 2300 Weed Abatement	90	511	700	800	179	2,000
001 7406 2300 Comp/Equip/Soft	625	769	675	1,500	1,203	1,500
001 7500 2300 Veh Opr/Maint	15,023	9,256	13,320	12,500	46,873	15,000
TOTAL OTHER OPERATING EXP.	65,002	69,718	59,257	59,650	96,113	73,550
076 9301 2300 Equip Replacemnt	1,797	0	0	0	0	0
TOTAL CAPITAL EXPENDITURES	1,797	0	0	0	0	0
TOTAL FOR DEPT.	220,674	231,209	222,773	221,459	256,932	237,928

CITY OF CORNING
2017 – 2018 ANNUAL BUDGET DETAIL
FIRE CAPITAL REPLACEMENT
(2301)

CAPITAL IMPROVEMENT PRIORITIES:

Capital Improvement priorities include replacement of:

- Radio Positron
- Extrication Equipment
- Personal Protective Gear (Turnouts)
- Fire Engine Number 12 Replacement

The above named equipment, some of which are currently beyond the standard service life, require annual maintenance, repairs and replacement as necessary. The Rescue Squad and Fire Chief's Utility Vehicle were both purchased in 1995 and are currently past their service life. Both will need to be replaced in the next few years. Fire hose replacement and replacement of extrication equipment are also needed as our current inventory of hose declines due to age and wear and tear.

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

SUPPLIES:

9178 RADIO POSITRON: Funds the purchase of a new radio positron.

9179 EXTRICATION EQUIPMENT: Funds the replacement of extrication equipment (jaws-of-life).

9341 Fire Engine Number 12: Funds the replacement of Fire Engine #12 via financing.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
076 9178 2301 Radio Positron	0	0	0	0	0	51,600
076 9179 2301 Extrication Eq.	0	0	0	0	0	30,000
076 9301 2301 EquipReplacemnt	10,544	9,521	47,129	0	6,579	0
076 9315 2301 Fire Engine#114	47,309	0	0	0	0	0
076 9341 2301 Fire Eng. No 12	0	0	0	0	0	50,000
TTL CAP EXPEND	57,853	9,521	47,129	0	6,579	131,600
TOTAL FOR DEPT.	57,853	9,521	47,129	0	6,579	131,600

Fire Capital Replacement #2301

CITY OF CORNING
2017 – 2018 ANNUAL BUDGET DETAIL
FIRE DISPATCH
(2302)

INTRODUCTION

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

ACTIVITY DESCRIPTION

Fire Dispatch is a vital community communications link. This link ensures a timely and safe response of trained fire protection and emergency response personnel to the commercial and residential areas located within the City to deal not only with fire situations, but medical aids, vehicle accidents, hazmat spills, etc. In addition to dispatching 68 calls for the Capay Fire District and 682 calls for the City of Orland, the call volume effectively handled by the Center for the **City of Corning** consisted of:

- 33 Fires,
- 911 Medical Aids,
- 38 Mutual Aid Fires with the County
- 17 Vehicle Accidents
- 15 False Alarms, and
- 116 Requests for Public Service.
- The department provided medical standby for the Jr. Rodeo, , Junior Football and Corning High School Athletic events.

PERSONNEL SERVICES:

5100 SALARIES: Provides funding for the four fulltime Fire Dispatchers.

5100 ACCRUAL BUYOUT: Administrative leave, compensatory leave, and vacation payouts. Retirement closeouts, i.e. Vacation & Sick Leave payouts as provided in the Memorandum of Understanding.

5200 OVERTIME: Overtime Pay.

5900 BENEFITS: Funds City contributions to FICA, Public Employees Retirement System, Fire Service Award, Health Insurance, Life Insurance, Deferred Comp., Disability Insurance, State Unemployment, Uniform Allowance and Taxes.

SUPPLIES:

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

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

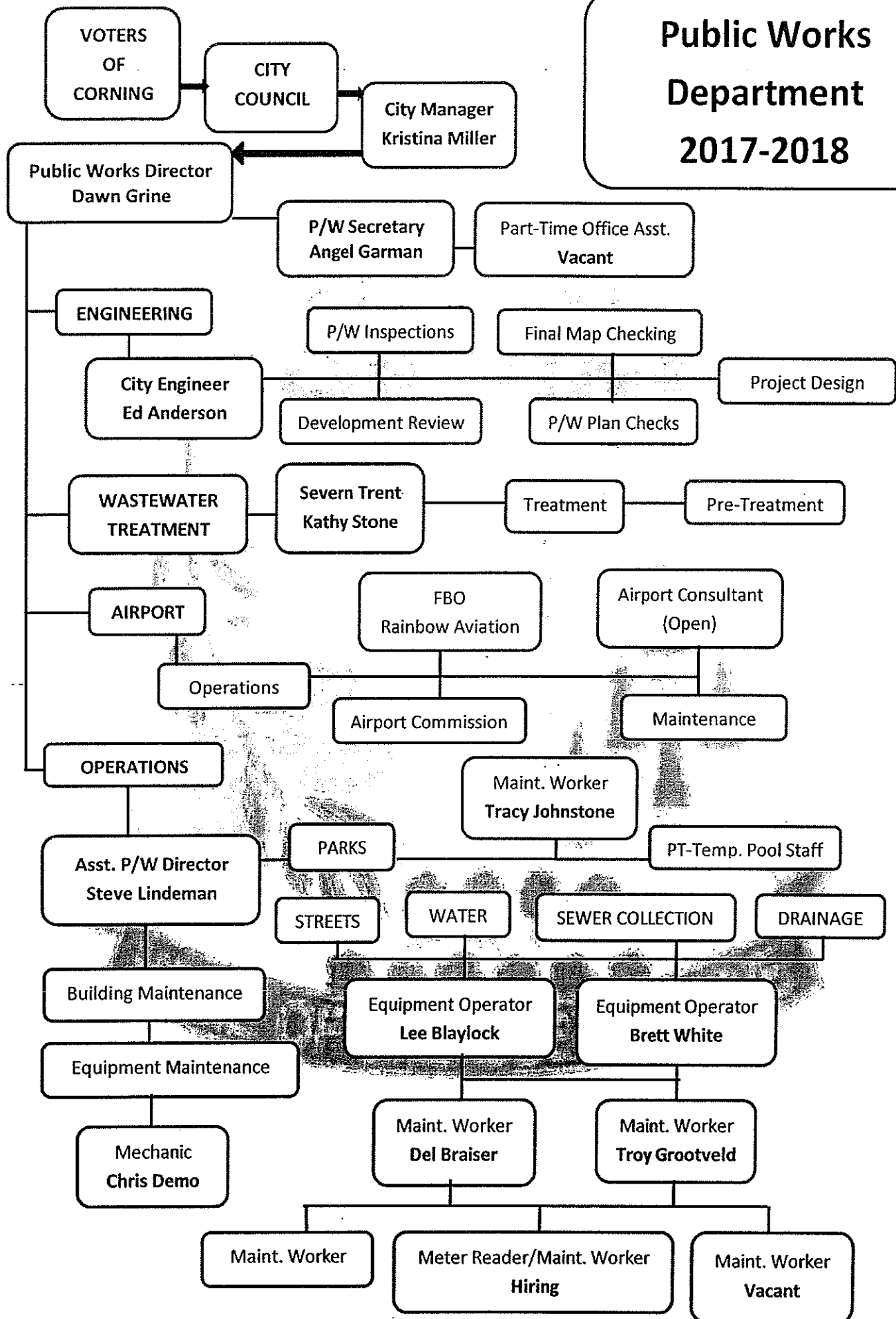
7406 COMPUTER EQUIPMENT/SOFTWARE: Funds any necessary computer repairs/replacements and software updates for the Dispatch Centers Programs.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
FIRE DISPATCH #2302						
5100 + SALARIES	205,235	220,638	203,515	333,977	199,053	226,619
5100 + ACCRUAL BUY OUT	0	0	0	0	0	7,500
5200 + OVERTIME	15,595	16,739	27,425	11,000	18,336	11,000
5900 + BENEFITS	112,424	111,486	114,962	2,100	105,692	104,975
TOTAL SALARIES/BENEFITS	333,254	348,863	345,902	347,077	323,081	350,094
001 6350 2302 Communications						
001 6700 2302 Equip. Maint.	5,026	5,149	4,338	4,000	4,375	4,000
001 7406 2302 Comp/Equip/soft	495	540	0	1,500	0	1,500
TOTAL OTHER OPERATING EXP.	163	0	0	1,500	1,300	2,000
TOTAL FOR DEPT.	338,938	354,552	350,240	354,077	328,756	357,594

Public Works Services

Public Works Department 2017-2018



**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
PUBLIC WORKS DEPARTMENT**

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

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

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

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

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

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

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

The 2017-2018 objectives for the City of Corning Public Works Department consist of the following:

- * Obtaining continued Department of Transportation STIP/RTIP/HBRR/TE Program support for road and bridge maintenance/replacement.
- * Planning for expanded growth in Residential/Commercial construction.
- * Completing studies of future drainage areas.
- * Continuation of curb and gutter installation throughout the City to eliminate drainage problems, and repairing/replacing existing CG&S as funding allows.
- * Submit a grant application, seek proposals, and monitor the construction of the Airport perimeter fence project.
- * Continue to identify asphalt replacement areas and prioritize them. Replace or overlay as the budget allows.

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

- * **Pest, Weed and Tree Spraying:** Contract currently with Pestmaster Services for the total amount of \$1,802.50 per month for three years. This contract will expire December 31, 2018 and is used for tree disease eradication and insect/weed control of City buildings.
- * **Landscape Maintenance Services:** Contract with Sierra Landscape and Maintenance for services at City Hall, Library, Transportation Center, Martini Plaza and various City locations.
- * **Gravel, Asphalt, Oil, Gasoline and Diesel.** The City has separate three-year contracts for each of these products. Current contracts will expire on June 30, 2020.
- * **Tree Trimming Contract:** Each year the City seeks bids to provide trimming services of City trees.
- * **Wastewater Treatment Plant:** Based upon past performance, Council approved changes in the sewer plant management contract with Severn Trent Services in 2013.
- * **Engineering Services:** Ed Anderson Engineering provides engineering services to the City.
- * **Janitorial Services:** Ochoa Office Cleaning Services provides janitorial services for City Hall, Police Department, Library, Transportation Center, Corporation Yard, Martini Plaza Restrooms, Woodson Park Restrooms, Northside Park Restrooms and Corning Community Park Restrooms (Skate/Bike Park & Lennox Fields).

All Public Works projects and Capital Improvement projects are listed in the new Fiscal Year 2017/2018 Budget. Each project is listed under the funding department along with a narrative to explain each of the associated budget items and the estimated cost for the project. Street paving and improvements, which are a top priority for the City, will remain a challenge because of the lack of State Funding. State Transportation Improvement Project funds (STIP) are no longer available for street maintenance.

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

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
LIBRARY (1700)**

ACTIVITY DESCRIPTION:

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

The Corning Library Commission is appointed by the Corning City Council. They interact with City Staff and Tehama County Librarian Todd Deck and advise the Council of Library needs.

The Friends of the Library, a volunteer group, contribute many hours of time working in the Library. They stock shelves, check books in/out and help keep the Library functional. Annually in the Spring and Fall, the Friends of the Library conduct fund raising book sales. Funds from these sales are utilized to purchase items needed and are donated to the library at no cost to the City.

The William W. Ridell Library Trust was established many years ago by an appreciative patron with the stipulation that the funds, by a joint decision of the County Librarian and the Corning Library Commission, are **"to be exclusively used for major expenditures, not operating expenses"** associated with operation of the Corning Library. Interest earned may be used for important Library priorities by recommendation of the Corning Library Commission and the County Librarian followed by approval of the City Council.

SUPPLIES:

GENERAL FUND SUPPORT:

001-6150 MATERIALS/SUPPLIES: Funds supplies/miscellaneous items not included in other line item accounts.

001-6320 JANITORIAL SERVICES: Finances the Janitorial Services Contract.

001-6410 ELECTRICITY: Provides funding for electricity use at the Library.

001-6430 NATURAL GAS: Provides funding for natural gas use at the Library.

001-6750 BUILDING MAINTENANCE: Finances maintenance/repairs at the Library.

001-8001 BOOKS/PERIODICALS: Finances purchase of Library books/magazines.

WILLIAM W. RIDELL LIBRARY TRUST SUPPORT:

403-8001 BOOKS: Provides remaining funding not to exceed the \$5,000 for purchase of new books with the stipulation that the new books are to be stamped as property of the City of Corning at time of delivery and remain at the Corning Branch (per City Council Meeting on 5/22/2012 and not used due to grant funds received).

403-9300 Funds computer equipment purchased by the trust

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
LIBRARY #1700						
5100 + SALARIES	0	0	0	0	344	0
5100 + ACCRUAL BUY OUT	0	0	0	0	0	0
5900 + BENEFITS	0	0	0	0	171	0
TOTAL SALARIES/BENEFITS	0	0	0	0	515	0
001 6150 1700 Mat/Supplies						
001 6320 1700 Janitorial Srv.	80	141	253	250	150	250
001 6410 1700 Electricity	5,358	5,391	5,391	5,400	3,242	3,700
001 6430 1700 Natural Gas	8,314	9,731	10,202	10,350	10,558	10,350
001 6750 1700 Bldg.Maint.	1,804	1,519	1,780	2,450	2,404	2,500
	807	83	27	500	196	2,000
TOTAL OTHER OPERATING EXP.	16,363	16,865	17,653	18,950	16,550	18,800
001 8001 1700 Books/Periodic.						
403 8001 1700 Books/Periodic.	850	528	780	800	565	800
403 9101 1700 Painting/Repair	0	0	0	5,000	0	5,000
403 9300 1700 Mach/Equip.	0	2,700	576	1,000	1,000	0
	0	0	0	10,000	0	5,000
TOTAL CAPITAL EXPENDITURES	850	3,228	1,356	16,800	1,565	10,800
TOTAL FOR DEPT.	17,213	20,093	19,009	35,750	18,630	29,600

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
STREET MAINTENANCE (3000)**

ACTIVITY DESCRIPTION:

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

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

The Weed and Tree Spraying contract is on year two (2) of a three (3) year contract. All Park and City trees within the right-of-way are sprayed annually and as needed to prevent disease growth and infection. City grounds, parks and parking lots, drain ditches, alleys, and street shoulders are sprayed for weed control as needed.

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

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

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

PERSONNEL SERVICES:

5100 SALARIES: This account includes wages for public works employees working in street maintenance related activities.

5100 ACCRUAL BUYOUT: Administrative Admin. Leave payouts, vacation payouts, Comp. time

5200 OVERTIME: Overtime Pay.

5900 EMPLOYEE BENEFITS: This account provides for City contributions to FICA-City paid, PERS, Health Insurance, Life Insurance, Taxes, Life and Private Disability, Medicare, State Unemployment and Deferred Comp.

SUPPLIES & SERVICES:

108-6150 MATERIALS/SUPPLIES: Funding provided from the General Fund, Gas Tax 2105 fund and/or Transportation Sales Tax Fund for needed materials/supplies.

110-6150 MATERIALS/SUPPLIES: Funding provided from the General Fund, Gas Tax 2105 fund and/or Transportation Sales Tax Fund for needed materials/supplies.

114-6150 MATERIALS/SUPPLIES: Funding provided from the General Fund, Gas Tax 2105 fund and/or Transportation Sales Tax Fund for needed materials/supplies.

- 115-6150 **MATERIALS/SUPPLIES:** Funding provided from the General Fund, Gas Tax 2105 fund and/or Transportation Sales Tax Fund for needed materials/supplies.
- 108-6175 **WEED/TREE SPRAYING:** This account funds the weed/tree spraying contract including spraying the Olive Trees for Fruit Flies.
- 114-6250 **SMALL TOOLS:** Provides funding to purchase any needed small tools.
- 114-6321 **USA SERV. ALERTS:** This provides funding for any underground service alert checks needed by the City prior to construction work.
- 110-7364 **SIGN REPLACEMENT:** Provides funding for the purchase of any needed new street signs including the Freeway Solano Street signage.
- 115-7364 **SIGN REPLACEMENT:** Provides funding for the purchase of any needed new street signs including the Freeway Solano Street signage.
- 7500 **VEHICLE OPR./MAINT.:** Provides funding for vehicle operation and any needed vehicle maintenance.
- 111-8002 **TREE PRUNING:** The gas Tax fund provides funding for City tree pruning.
- 111-8004 **CG&S REPLACEMENT:** Provides funding for the replacement of damaged curbs, gutters and sidewalks throughout the City.
- 610-8011 **CLEANING/CONTRACT:** Funding is provided by the Sewer Enterprise Fund for the annual Storm Drain and Streambed cleaning.
- 115-9101 **PAINTING/REPAIR:** Provides funding for the painting and/or repair of street traffic markings.
- 115-9112 **TRAFFIC CONTROL IMPROV.:** Provides funding for Raised Pedestrian Crosswalks.
- 114-9126 **STREET BARRICADES:** Provides funding from Transportation Sales Tax to purchase street barricades.
- 114-9220 **THERMO PLASTIC:** This account provides funding for the thermo plastic used for street striping.
- 078-9300 **MACH./EQUIP.:** Funds purchase of necessary machines/equipment for street maintenance.
- 108-9467 **A/C CITYWIDE:** Funding is provided from the Federal Program for repairs and asphalt overlays of various street sections Citywide.
- 108-9467 **A/C CITYWIDE:** Funding is provided from the Federal Program for repairs and asphalt overlays of various street sections Citywide.
- 115-9467 **A/C CITYWIDE:** Funding is provided from the Federal Program for repairs and asphalt overlays of various street sections Citywide.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
TREETS #3000						
5100 + SALARIES	62,008	73,293	86,704	347,398	98,031	250,541
5100 + ACCRUAL BUY OUT	0	0	0	0	0	8,500
5200 + OVERTIME	654	701	324	0	1,092	0
5900 + BENEFITS	47,374	48,678	52,838	0	54,864	125,937
	110,036	122,672	139,866	347,398	153,987	384,978
TTL SALARIES/BENES						
101 6150 3000 Mat/Supplies	0	43	0	0	0	0
108 6150 3000 Mat/Supplies	14,241	9,651	9,471	30,000	16,152	30,000
110 6150 3000 Mat/Supplies	3,079	1,488	1,828	5,000	2,692	5,000
114 6150 3000 Mat/Supplies	0	14,264	6,233	40,000	21,527	40,000
115 6150 3000 Mat/Supplies	76,336	20,492	21,450	50,200	26,859	50,200
152 6150 3000 Mat/Supplies	0	3	0	0	0	0
110 6150 3000 Mat/Supplies	0	6	0	0	41	0
130 6150 3000 Mat/Supplies	0	8	0	0	67	0
108 6175 3000 Weed/Tree Spray	16,772	16,732	8,874	23,000	16,536	5,400
101 6250 3000 Small Tools	0	0	5	0	51	0
114 6250 3000 Small Tools	195	547	224	8,000	691	8,000
110 6319 3000 TEMPORARY HELP	5,008	0	0	0	0	0
130 6319 3000 TEMPORARY HELP	5,008	0	0	0	0	0
114 6321 3000 USA Serv Alerts	153	153	163	500	320	500
130 6350 3000 Communications	0	0	4	0	0	0
110 7364 3000 Sign Replacemnt	1,702	1,209	261	7,000	2,352	7,000
115 7364 3000 Sign Replacemnt	0	781	323	500	177	500
101 7500 3000 Veh Opr/Maint	115	66	53	0	272	500
114 7500 3000 Veh Opr/Maint	5,248	2,239	12,649	8,000	1,767	6,000
152 7500 3000 Veh Opr/Maint	12	0	0	0	0	0
110 7500 3000 Veh Opr/Maint	0	33	0	0	0	0
130 7500 3000 Veh Opr/Maint	0	33	0	0	0	0
TTL OTHER OPERATING EXP	127,869	67,748	51,538	172,200	89,504	153,100
111 8002 3000 Tree Pruning	25,500	24,672	0	30,000	22,500	23,000
111 8004 3000 CG&SReplacemnt	6,229	5,235	2,638	15,000	0	15,000
110 8011 3000 Cleaning/Cntrct	12,102	8,153	10,293	18,000	8,295	18,000
115 9101 3000 Painting/Repair	0	0	0	1,000	0	1,000
115 9112 3000 TrafCntrlImprov	0	0	0	3,000	0	3,000
114 9126 3000 Street Barriads	797	0	573	800	346	800
114 9220 3000 Thermo Plastic	0	32,991	0	30,000	0	30,000
178 9300 3000 Mach/Equip.	0	616	236	7,500	285	7,500
108 9467 3000 A/C Citywide	2,256	0	777	8,415	0	8,415
114 9467 3000 A/C Citywide	0	0	0	22,400	0	22,400
115 9467 3000 A/C Citywide	18,671	0	2,682	10,000	0	10,000
101 9500 3000 Vehicle/Replace	0	0	7,815	0	0	0
TTL CAPITAL EXPENDITURES	65,555	71,667	25,014	146,115	31,426	139,115
TOTAL FOR DEPT.	303,460	262,087	216,418	665,713	274,917	677,193

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
STREET PROJECTS (3001)**

ACTIVITY DESCRIPTION:

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

2017 STREET PAVING PROJECTS:

Street Projects planned this fiscal-year include:

9294 2017/18 Funds two street paving projects at \$250,000 each. One anticipated in August/September 2017 and one anticipated in June 2018.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

		2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
STREET PROJECTS #3001							
341 6300	3001 ProfServices	1,605	0	0	0	0	0
TTL OTHER OPERATING EXP		1,605	0	0	0	0	0
610 8011	3001 Cleaning/Cntret	0	310	0	0	0	0
118 9258	3001 SafeRts/Cycle10	66,615	0	0	0	0	0
359 9278	3001 SOLANO STR SCP	0	0	677,519	2,195,000	1,000,407	0
108 9285	3001 Marin Street	0	71,195	0	0	0	0
114 9285	3001 Marin Street	0	34,787	0	0	0	0
109 9286	3001 CDBG Street Pro	0	0	15,914	0	0	0
119 9286	3001 CDBG Street Pro	0	7,875	445,192	0	0	0
108 9293	3001 2016 St. Proj	0	0	0	85,000	71,943	0
109 9293	3001 2016 St. Proj	0	0	0	50,000	41,828	0
110 9293	3001 2016 St. Proj	0	0	0	25,000	20,077	0
111 9293	3001 2016 St. Proj	0	0	0	40,000	33,462	0
106 9294	3001 2018 Street Pro	0	0	0	0	0	40,000
108 9294	3001 2018 Street Pro	0	0	0	0	0	85,000
109 9294	3001 2018 Street Pro	0	0	0	0	0	55,000
110 9294	3001 2018 Street Pro	0	0	0	0	0	40,000
111 9294	3001 2018 Street Pro	0	0	0	0	0	80,000
114 9294	3001 2018 Street Pro	0	0	0	0	0	170,000
115 9294	3001 2018 Street Pro	0	0	0	0	0	30,000
110 9428	3001 West Street Pro	0	20,542	0	0	0	0
111 9428	3001 West Street Pro	0	19,597	0	0	0	0
114 9428	3001 West Street Pro	0	74,136	0	0	0	0
341 9455	3001 Eliz. Strm Drain	3,888	0	0	0	0	0
TTL CAPITAL EXPENDITURES		70,503	228,442	1,138,625	2,395,000	1,167,717	500,000
TOTAL FOR DEPT.							
		72,108	228,442	1,138,625	2,395,000	1,167,717	500,000

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
STREET & TRAFFIC LIGHTS (3100)**

ACTIVITY DESCRIPTION:

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

The City owns the seven (7) sets of traffic signals; four on Solano Street and the three located at South Avenue and Old Highway 99W and at the interchange ramps. The City pays the utility bills for these. The City has an agreement with Caltrans for the maintenance and repair of the traffic signals.

PROFESSIONAL SERVICES:

001-6410 **ELECTRICITY:** Funding is provided from the General Fund for electricity for the City Street and traffic lights.

001-6700 **EQUIPMENT MAINTENANCE:** This account provides funding from the General Fund for the Caltrans maintenance contract for traffic signals.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET

STREET & TRAFFIC LIGHTS #3100						
001 6410 3100 Electricity	64,449	66,903	69,682	69,000	68,568	59,000
001 6700 3100 Equip.Maint.	12,648	13,160	16,629	10,000	19,627	15,000
TOTAL OTHER OPERATING EXP	77,097	80,063	86,311	79,000	88,195	74,000
TOTAL FOR DEPT.	77,097	80,063	86,311	79,000	88,195	74,000

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
COMMUNITY EVENTS (3190)**

ACTIVITY DESCRIPTION:

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

PERSONNEL SERVICES:

5100 SALARIES: This account includes wages for Public Works Employees working on City Special Event Projects.

5100 ACCRUAL BUYOUT: Administrative Admin. Leave payouts, vacation payouts, Comp. time

5200 OVERTIME: Overtime Pay.

5900 EMPLOYEE BENEFITS: This account provides for City contributions to FICA-City paid, PERS, Health Insurance, Life Insurance, Taxes, Life and Private Disability, Retirement, Medicare, State Unemployment and Deferred Comp.

SUPPLIES:

001-6150 MATERIALS AND SUPPLIES: Funding is provided from the General Fund for necessary materials and supplies such as printing, postage, etc. Funding is proposed to be increased this fiscal year to support more community event outreach.

370-6157 LADDERBOARD WAYFINDING SIGNS: Funds the maintenance of the Ladderboard & Wayfinding signs at Solano Street & South Avenue.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
COMMUNITY EVENTS #3190						
5100 + SALARIES	1,517	3,665	2,970	0	4,576	0
5100 + ACCRUAL BUY OUT	0	0	0	0	0	0
5200 + OVERTIME	0	461	442	0	47	0
5900 + BENEFITS	1,322	2,156	1,981	0	3,502	0
TOTAL SALARIES/BENEFITS	2,839	6,282	5,393	0	8,125	0
001 6150 3190 Mat/Supplies	978	517	600	1,200	499	5,000
370 6157 3190 Wayfinding Mnt	0	0	0	1,200	0	1,200
TOTAL OTHER OPERATING EXP.	978	517	600	2,400	499	6,200
TOTAL FOR DEPT.	3,817	6,799	5,993	2,400	8,624	6,200

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
BUILDING MAINTENANCE (3600)**

ACTIVITY DESCRIPTION:

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

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

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

SUPPLIES:

- 001-6150 MATERIALS/SUPPLIES:** The General Fund provides the funding for any materials/supplies necessary for the maintenance and/or repairs to the City Hall building.
- 001-6250 SMALL TOOLS:** The General Fund provides funds for the purchase of necessary small hand tools.
- 001-6320 JANITORIAL SERVICE:** Funds the contracted Janitorial Service Agreement for City Hall, the Police Department, and the Public Works Corporation Yard office.
- 610-6320 JANITORIAL SERVICE:** Funds the contracted Janitorial Service Agreement for City Hall, the Police Department, and the Public Works Corporation Yard office.
- 630-6320 JANITORIAL SERVICE:** Funds the contracted Janitorial Service Agreement for City Hall, the Police Department, and the Public Works Corporation Yard office.
- 001-6700 EQUIPMENT MAINTENANCE:** Provides funding from the General Fund for any repair work needed on office equipment, such as computers and typewriters.
- 001-6750 BUILDING MAINTENANCE:** Provides funding for general building maintenance needs not covered under materials and supplies. Major anticipated repairs are now included in 001-9072.
- 001-7418 CERTIFICATION OF CITY FIRE EXTINGUISHERS:** The General Fund provides funding for the inspection and certification of all fire extinguishers in City Buildings.
- 001-9072 CITY HALL EXTERIOR:** Provides \$20,000 to repair the exterior of City Hall.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
BUILDING MAINTENANCE #3600						
5100 + SALARIES	6,939	23,190	28,034	0	12,650	0
5100 + ACCRUAL BUY OUT	0	0	0	0	0	0
5200 + OVERTIME	0	0	7	0	37	0
5900 + BENEFITS	3,427	10,496	16,037	0	6,894	0
TOTAL SALARIES/BENEFITS	10,366	33,686	44,078	0	19,581	0
001 6150 3600 Mat/Supplies	10,766	14,020	16,126	16,000	8,855	12,000
108 6150 3600 Mat/Supplies	1	54	0	0	0	0
115 6150 3600 Mat/Supplies	0	4	0	0	0	0
001 6250 3600 Small Tools	0	225	0	200	0	200
001 6320 3600 Janitorial Srvc.	7,518	7,547	7,547	7,600	5,304	7,600
610 6320 3600 Janitorial Srvc.	4,287	4,313	4,313	4,350	3,141	4,350
630 6320 3600 Janitorial Srvc.	4,287	4,313	4,313	4,350	3,141	4,350
001 6700 3600 Equip.Maint.	0	0	52	150	0	150
001 6750 3600 Bldg.Maint.	1,485	4,909	2,052	8,000	7,555	1,000
001 7418 3600 Cert of Extng	584	455	374	400	384	400
001 9072 3600 City Hall Exter	0	0	0	0	0	20,000
078 9265 3600 CTY HALL CARPET	0	8,509	0	0	0	0
TOTAL OTHER OPERATING EXP.	28,928	44,349	34,777	41,050	28,380	50,050
TOTAL FOR DEPT	39,294	78,035	78,855	41,050	47,961	50,050

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
MECHANICAL MAINTENANCE (3700)**

ACTIVITY DESCRIPTION:

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

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

SUPPLIES:

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

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
MECHANICAL MAINTENANCE #3700						
01 6150 3700 Mat/Supplies	0	1	0	0	0	0
10 6150 3700 Mat/Supplies	312	113	0	150	103	150
30 6150 3700 Mat/Supplies	451	114	0	150	103	150
81 6250 3700 Small Tools	857	246	77	4,500	1,679	0
83 6250 3700 Small Tools	169	137	43	2,500	942	0
10 6250 3700 Small Tools	4	4	1	100	36	3,500
30 6250 3700 Small Tools	4	4	1	100	36	3,500
10 6461 3700 Req.Pmts/Cnty.	0	0	0	150	0	150
30 6461 3700 Req.Pmts/Cnty.	0	0	0	150	0	150
10 6700 3700 Equip.Maint.	0	504	247	500	408	500
30 6700 3700 Equip.Maint.	0	504	247	500	408	500
10 6750 3700 Bldg.Maint.	36	116	112	200	152	500
30 6750 3700 Bldg.Maint.	36	116	112	200	152	500
10 7500 3700 Veh Opr/Maint	167	19	20	100	0	100
30 7500 3700 Veh Opr/Maint	167	19	20	100	0	100
TOTAL OTHER OPERATING EXP.	2,202	1,897	880	9,400	4,019	9,800
TOTAL FOR DEPT	2,202	1,897	880	9,400	4,019	9,800

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
PUBLIC WORKS ADMINISTRATION (3800)**

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

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

PERSONNEL SERVICES:

- 5100 SALARIES:** This account provides for the Public Works Director, Operations Superintendent, and Public Works Secretary.
- 5100 ACCRUAL BUYOUT:** Administrative Admin. Leave payouts, vacation payouts, Comp. time.
- 5200 OVERTIME:** Overtime Pay.
- 5900 EMPLOYEE BENEFITS:** This account provides for City contributions to FICA-City paid, PERS, Health Insurance, Life Insurance, Taxes, Life and Private Disability, Retirement, Medicare, State Unemployment and Deferred Comp.

SUPPLIES & SERVICES:

- 001-6100 OFFICE SUPPLIES:** Provides funding from the General Fund for the purchase of office supplies used in Public Works.
- 610-6100 OFFICE SUPPLIES:** Provides funding from the Sewer Enterprise Fund for the purchase of office supplies used in Public Works.
- 630-6100 OFFICE SUPPLIES:** Provides funding from the Water Enterprise Fund for the purchase of office supplies used in Public Works.
- 001-6250 SMALL TOOLS:** Funding is provided from the General Fund for replacement and/or purchase of any needed small tools.
- 610-6300 PROFESSIONAL SERVICES:** Provides funding from the Sewer Enterprise Fund for Professional Services as needed.
- 630-6300 PROFESSIONAL SERVICES:** Provides funding from the Water Enterprise Fund for Professional Services as needed.
- 001-6350 COMMUNICATIONS:** Provides funding for department phone and radio services.
- 610-6350 COMMUNICATIONS:** Provides funding for department phone and radio services.
- 630-6350 COMMUNICATIONS:** Provides funding for department phone and radio services.
- 109-6551 EMPLOYEE PHYSICAL:** This account provides funding for physicals for new employees.
- 114-6552 SAFETY ITEMS:** This account provides funding from transportation sales tax for purchase of required safety items.
- 001-6700 EQUIPMENT MAINTENANCE:** Provides funding from the General Fund for any repair work needed on office equipment, such as computers and typewriters.
- 610-6700 EQUIPMENT MAINTENANCE:** Provides funding from the Sewer Enterprise fund for any necessary office equipment repairs.

- 630-6700** **EQUIPMENT MAINTENANCE:** Provides funding from the Water Enterprise fund for any necessary office equipment repairs.
- 105-7200** **CONFERENCE AND MEETINGS:** Provides funding from the General Fund for attending conferences, meetings and training.
- 610-7200** **CONFERENCE AND MEETINGS:** Provides funding from the Sewer Enterprise fund for attending conferences, meetings and training
- 630-7200** **CONFERENCE AND MEETINGS:** Provides funding from the Water Enterprise fund for attending conferences, meetings and training.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
PUBLIC WORKS ADMINISTRATION #3800						
5100 + SALARIES	129,950	133,550	122,404	182,364	117,116	137,572
5100 + ACCRUAL BUY OUT	0	0	0	0	0	5,000
5200 + OVERTIME	0	0	401	600	0	600
5900 + BENEFITS	57,223	52,219	57,068	0	54,435	56,042
TOTAL SALARIES/BENEFITS	187,173	185,769	179,873	182,964	171,551	199,214
001 6100 3800 Office Supplies	166	336	211	400	278	400
610 6100 3800 Office Supplies	294	396	329	500	465	500
630 6100 3800 Office Supplies	121	237	213	300	379	500
001 6250 3800 Small Tools	0	0	0	0	0	5,000
078 6250 3800 Small Tools	5,888	6,752	0	9,000	0	0
610 6300 3800 ProfServices	0	227	0	1,000	0	1,000
630 6300 3800 ProfServices	0	227	0	500	0	500
001 6350 3800 Communications	2,505	2,586	2,714	2,600	2,124	2,600
610 6350 3800 Communications	2,295	2,511	2,634	2,600	2,057	2,600
630 6350 3800 Communications	2,295	2,511	2,630	2,600	2,057	2,600
109 6551 3800 Emp Physicals	144	892	113	600	0	600
114 6552 3800 Safety Items	2,140	3,046	2,275	2,500	2,139	3,000
001 6700 3800 Equip.Maint.	919	1,084	851	750	872	900
610 6700 3800 Equip.Maint.	919	1,084	851	750	882	900
630 6700 3800 Equip.Maint.	919	1,084	851	750	882	900
105 7200 3800 Conf/Meetings	182	1,118	156	1,000	360	2,500
610 7200 3800 Conf/Meetings	0	0	0	500	17	1,000
630 7200 3800 Conf/Meetings	87	89	46	500	17	1,000
610 7381 3800 DATCO Dge&alctst	208	0	0	0	0	0
TOTAL OTHER OPERATING EXP.	19,082	24,180	13,874	26,850	12,529	26,500
TOTAL FOR DEPT.	206,255	209,949	193,747	209,814	184,080	225,714

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
LANDSCAPE & LIGHTING DISTRICT ONE, ZONE 1 (3901)**

ACTIVITY DESCRIPTION:

The City Council following a Public Hearing on November 22, 2005 in accordance with the State Landscaping and Lighting Act of 1972 formed the City of Corning Landscaping and Lighting District Number One (1), Zone 1.

District 1, Zone 1 is to provide street lighting, irrigation and landscape maintenance adjacent to the Blackburn Estates Subdivision located on North Alex Lane and north of Blackburn Avenue.

CAPITAL IMPROVEMENTS:

- 701-6150 MATERIALS AND SUPPLIES:** This account funds necessary materials needed to make repairs to the Landscaping sprinkler system.
- 701-6315 LANDSCAPE MAINTENANCE:** This account funds the Landscaping Contractor to maintain the shrubbery and complete annual storm-sewer cleaning.
- 701-6410 ELECTRICITY:** This account funds the electrical payment to Pacific Gas & Electric for the street lights within the district.
- 701-6500 PRINTING & ADVERTISING:** This account funds the printing and advertising expense associated to this district

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
L&L 1 #3901						
701 6150 3901 Mat/Supplies	75	9	87	100	0	100
701 6315 3901 Landscape Maint	283	303	288	100	125	150
701 6410 3901 Electricity	543	568	676	650	578	600
701 6500 3901 Print/Advert.	0	0	0	100	0	100
TOTAL OTHER OPERATING EXP.	901	880	1,051	950	703	950
TOTAL FOR DEPT.	901	880	1,051	950	703	950

CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
LANDSCAPE & LIGHTING DISTRICT ONE, ZONE 2 (3902)

ACTIVITY DESCRIPTION:

The City Council following a Public Hearing on October 27, 2015 in accordance with the State Landscaping and Lighting District Act of 1972 formed the City of Corning Landscaping and Lighting District Number One (1), Zone 2.

District 1, Zone 2 is to provide Street Lighting maintenance, Landscape maintenance, Storm Water Retention maintenance and Emergency Access and Bike Path maintenance in the "Stonefox" Subdivision located along the south side of Solano Street and the north side of Carona Avenue directly south of the Solano Street and El Paso Avenue intersection.

CAPITAL IMPROVEMENTS:

- 702-6150 MATERIALS AND SUPPLIES:** This account funds the necessary materials and supplies needed to make repairs within this District.
- 702-6315 LANDSCAPE MAINTENANCE:** This account funds the Landscaping Contractor to maintain the shrubbery and complete annual storm-sewer cleaning.
- 702-6410 ELECTRICITY:** This account funds the electrical payment to Pacific Gas & Electric for the street lights within this District.
- 702-6500 PRINTING & ADVERTISING:** This account funds the printing and advertising expense associated to this District

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
L&L 2 #3902						
702 6150 3902 Mat/Supplies	0	0	174	2,050	105	2,050
702 6315 3902 Landscape Maint	0	0	0	400	174	400
702 6410 3902 Electricity	0	0	0	900	0	900
702 6500 3902 Print/Advert.	0	0	0	650	0	650
TOTAL OTHER OPERATING EXP.	0	0	174	4,000	279	4,000
TOTAL FOR DEPT.	0	0	174	4,000	279	4,000

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
LANDSCAPE & LIGHTING DISTRICT ONE, ZONE 3 (3903)**

ACTIVITY DESCRIPTION:

The City Council following a Public Hearing on August 10, 2007 in accordance with the State Landscaping and Lighting District Act of 1972 formed the City of Corning Landscaping and Lighting District Number One (1), Zone 3.

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

CAPITAL IMPROVEMENTS:

- 703-6150** **MATERIALS AND SUPPLIES:** This account funds the necessary materials and supplies needed to make repairs within this District.
- 703-6410** **ELECTRICITY:** This account funds the electrical payment to Pacific Gas & Electric for the street lights within this District.
- 703-6500** **PRINTING & ADVERTISING:** This account funds the printing and advertising expense associated to this District

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CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
L&L 3 #3903						
703 6150 3903 Mat/Supplies	79	0	91	5,000	0	5,000
703 6315 3903 Landscape Maint	0	0	0	0	5	0
703 6410 3903 Electricity	1,525	1,469	1,606	1,800	1,696	1,800
703 6500 3903 Print/Advert.	0	0	0	400	0	400
TOTAL OTHER OPERATING EXP.	1,604	1,469	1,697	7,200	1,701	7,200
TOTAL FOR DEPT.	1,604	1,469	1,697	7,200	1,701	7,200

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
LANDSCAPE & LIGHTING DISTRICT ONE, ZONE 4 (3904)**

ACTIVITY DESCRIPTION:

The City Council following a Public Hearing on June 27, 2008 in accordance with the State Landscaping and Lighting Act of 1972 formed the City of Corning Landscaping and Lighting District Number One (1), Zone 4.

District 1, Zone 4 is to provide street lighting, irrigation and landscape maintenance adjacent to the Salado Orchard Apartment project along Blackburn and Toomes Avenues.

CAPITAL IMPROVEMENTS:

- 704-6150 MATERIALS AND SUPPLIES:** This account funds necessary materials needed to make repairs to the Landscaping sprinkler system.
- 704-6315 LANDSCAPE MAINTENANCE:** This account funds the Landscaping Contractor to maintain the lawn and shrubbery.
- 704-6410 ELECTRICITY:** This account funds the electrical payment to Pacific Gas & Electric for the street lights within the district.
- 704-6500 PRINTING & ADVERTISING:** This account funds the printing and advertising expense associated to this district.

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CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
L&L 4 #3904						
704 6150 3904 Mat/Supplies	87	14	1,356	1,500	0	1,500
704 6315 3904 Landscape Maint	2,551	2,742	2,622	2,650	2,021	2,650
704 6410 3904 Electricity	1,726	1,853	1,962	1,800	1,806	1,800
704 6500 3904 Print/Advert.	0	0	0	450	0	450
TOTAL OTHER OPERATING EXP.	4,364	4,609	5,940	6,400	3,827	6,400
TOTAL FOR DEPT.	4,364	4,609	5,940	6,400	3,827	6,400

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
ENGINEERING (4200)**

ACTIVITY DESCRIPTION:

Ed Anderson serves as the City Engineer and provides Civil Engineering services on a contract basis. Ed has served the City in this capacity for over 48 years.

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

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

PROFESSIONAL SERVICES:

- 105-6300** **PROFESSIONAL SERVICES:** Funding is provided from the Rural Planning Fund for engineering services related to Streets; includes GIS and Airport engineering support.
- 112-6300** **PROFESSIONAL SERVICES:** Gas tax provides funding for street engineering services.
- 114-6300** **PROFESSIONAL SERVICES:** Provides funding from Local Transportation Gas Tax funds.
- 116-6300** **PROFESSIONAL SERVICES:** Provides funding from Traffic Mitigation Development Impact Fees.
- 347-6300** **PROFESSIONAL SERVICES:** This fund provides funding for sewer Improvement engineering.
- 348-6300** **PROFESSIONAL SERVICES:** This fund provides funding for future WWTP sewer expansion projects.
- 630-6300** **PROFESSIONAL SERVICES:** Funding is provided from the Water Enterprise Fund for engineering services related to the water department.
- 105-6353** **PROFESSIONAL SERVICES – AIRPORT:** Provides funding from Rural Planning for the Airport.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
ENGINEERING #4200						
105 6300 4200 ProfServices	8,867	7,442	1,593	4,000	1,712	4,000
109 6300 4200 ProfServices	3,980	0	0	0	0	0
112 6300 4200 ProfServices	1,388	2,201	2,528	2,000	1,430	2,000
114 6300 4200 ProfServices	316	16,868	5,790	12,000	909	12,000
116 6300 4200 ProfServices	316	3,701	498	1,000	865	1,000
347 6300 4200 ProfServices	402	2,027	1,429	2,000	424	2,500
348 6300 4200 ProfServices	316	913	433	1,000	77	1,000
630 6300 4200 ProfServices	1,040	1,877	7,296	1,000	5,230	5,000
001 6340 4200 DEV ENGINEERING	316	0	0	0	0	0
105 6353 4200 Prof Svc Airt	316	575	310	2,500	549	2,000
TOTAL OTHER OPERATING EXP.	17,257	35,604	19,877	25,500	11,196	29,500
TOTAL FOR DEPT.						
	17,257	35,604	19,877	25,500	11,196	29,500

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
PARK MAINTENANCE (6100)**

ACTIVITY DESCRIPTION:

This section provides for personnel requirements and services, supplies and improvements needed to maintain nine (9) City Parks including the new Corning Community Park; The Skate/Bike Park and Lennox Fields.

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

The Park Maintenance budget also funds the Janitorial Services for Woodson Park, Northside Park, Corning Community Park (Skate/Bike Park & Lennox Fields) and Martini Plaza. As Council has requested in the past Public Works has included in this fiscal years budget the funding to have the Janitorial Contractor close these park restrooms Monday through Friday and open and close them on the weekends and Holidays.

PERSONNEL SERVICES:

5100 SALARIES: This account provides funds for wages for park maintenance personnel.

5100 ACCRUAL BUYOUT: Administrative Admin. Leave payouts, vacation payouts, Comp. time

5200 OVERTIME: Overtime Pay.

5900 EMPLOYEE BENEFITS: This account provides for City contributions to FICA-City paid, PERS, Health Insurance, Life Insurance, Taxes, Life and Private Disability, Retirement, Medicare, State Unemployment and Deferred Comp.

SUPPLIES:

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

352-6150 MATERIAL/SUPPLIES: Funding provided for the purchase of needed materials/supplies utilized for park maintenance.

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

001-6320 JANITORIAL SERVICES: Funding provided from the General Fund for Janitorial Services at Woodson Park, Martini Plaza, Corning Community Park (Skate/Bike Park & Lennox Fields) and Northside Park. The fund also includes the funding for the Janitorial Contractor to close these restrooms during the week and open and close them on weekends and Holidays.

001-6410 ELECTRICITY: Funding is provided from the General Fund for electric expenses for the parks and lighting.

001-6551 EMPLOYEE PHYSICAL: This account provides funding for physicals for new employees.

001-6750 BUILDING MAINTENANCE: Provides funding for building maintenance of related park buildings.

001-7500 VEHICLE OPERATIONS/MAINTENANCE: The General Fund provides funding for vehicle fuel, maintenance and repairs.

078-9300 MACHINERY/EQUIPMENT: Funds any necessary machinery/equipment.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
PARKS MAINTENANCE #6100						
5100 + SALARIES	79,961	89,208	84,221	43,189	83,911	38,607
5100 + ACCRUAL BUY OUT	0	0	0	0	0	0
5200 + OVERTIME	0	160	108	200	414	200
5900 + BENEFITS	42,166	42,667	45,279	0	47,749	19,806
TTL SALARIES/BENES	122,127	132,035	129,608	43,389	132,074	58,613
001 6140 6100 Martini Plz Rpr	0	42,832	0	0	0	0
001 6150 6100 Mat/Supplies	19,162	18,038	13,758	16,000	15,037	16,000
352 6150 6100 Mat/Supplies	2,066	2,256	1,692	2,000	1,849	2,000
001 6187 6100 IGRD CERT&TEST	0	1,039	0	0	0	0
001 6315 6100 Landscape Maint	9,615	9,942	9,847	9,800	7,564	9,800
001 6320 6100 Janitorial Serv.	7,139	7,308	8,628	8,628	5,288	5,400
001 6410 6100 Electricity	13,585	9,624	14,925	15,000	11,765	11,000
001 6551 6100 Emp Physicals	0	0	0	300	0	300
001 6750 6100 Bldg Maint.	0	0	12	0	45	5,000
355 7350 6100 Soccer Goals	0	0	4,856	0	0	0
001 7500 6100 Veh Opr/Maint	1,956	937	1,577	1,500	543	1,500
TTL OTHER OPERATING EXP	53,523	91,976	55,295	53,228	42,091	51,000
078 9300 6100 Mach/Equip.	484	646	523	1,000	1,082	0
078 9520 6100 Mower/Trailer	30,234	0	0	0	0	0
TTL CAPITAL EXPENDITURES	30,718	646	523	1,000	1,082	0
TOTAL FOR DEPT.	206,368	224,657	185,426	97,617	175,247	109,613

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
PARK SPECIAL PROJECTS (6101)**

ACTIVITY DESCRIPTION:

This section provides funding in support of park related special projects at any of the City's Parks.

SUPPLIES:

353-8325 **RECYCLING COSTS:** Provides funding in support of recycling costs associated with the City's Parks.

341-9304 **PARK IMPROVEMENT FUND:** Provides funding for any necessary park improvements.

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
RODGERS THEATRE (6125)**

ACTIVITY DESCRIPTION:

In the past, a contracted Concessionaire had operated the Theatre building owned by the City of Corning. Currently the Theater is closed because of health and hazard conditions. A group of concerned citizens has formed a Committee called the Friends of the Theater and has raised some funds to refurbish the Theater.

We've completed a new roof, insulation, and installed a new HVAC and electrical service to the building, completed roof reinforcements, abated asbestos and lead containing materials and refinished the façade, through the use of four funding sources; Energy Efficiency Grant, Park Bond, McConnell Foundation Grant, and Friends of the Theater Donations.

On March 24, 2015 the City of Corning co-hosted with the Friends of the Theater a reopening ceremony in which community members were invited to visit the newly renovated Theater. The City is currently working to extend the existing stage and will need to improve the interior décor.

PROFESSIONAL SERVICES:

- 001-6150** **MATERIAL/SUPPLIES:** Funding provided for the purchase of needed materials/supplies utilized for maintenance.
- 001-6410** **ELECTRICITY:** The General Fund provides funding for electrical expenses.
- 001-6430** **NATURAL GAS:** The General Fund provides funding for natural gas expenses.
- 341-9147** **THEATRE MARQUEE:** Provides funding for future repairs to the Theatre Marquee.
- 355-9175** **THEATER FLOORING:** Provides funding for repairs/replacement to the Theater Flooring.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
RODGERS THEATRE #6125						
001 6150 6125 Mat/Supplies	5	0	0	50	0	50
001 6410 6125 Electricity	1,609	1,711	1,977	2,000	2,108	2,000
001 6430 6125 Natural Gas	99	250	138	150	161	200
TOTAL OTHER OPERATING EXP	1,713	1,961	2,115	2,200	2,269	2,250
341 9147 6125 Marquee						
402 9147 6125 Marquee	0	0	1,401	4,000	2,479	4,000
130 9175 6125 Theater Floorin	0	4,467	0	0	0	0
355 9175 6125 Theater Floorin	0	12,932	0	0	0	0
TOTAL CAPITAL EXPENDITURES	0	0	4,417	15,000	11	15,000
TOTAL FOR DEPT.	1,713	19,360	7,933	21,200	4,759	21,250

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
POOL (6200)**

ACTIVITY DESCRIPTION:

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

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

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

PERSONNEL SERVICES:

5100 SALARIES: The account provides funds for employee labor supplied by the City for Pool maintenance related activities.

5200 OVERTIME: Overtime Pay.

5900 EMPLOYEE BENEFITS: This account provides for City contributions to FICA, Taxes, Disability, Medicare, State Unemployment.

SUPPLIES:

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

001-6187 REIMBURSEMENT FOR LIFEGUARD CERTIFICATION: Funding provided from the General Fund for the Lifeguard training reimbursement to employees staying until the end of the season. The reimbursement was created to offset expenses incurred by employees for required training and certification. Only Lifeguards that incurred expenses for the current year qualify for this fund.

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

001-9090 POOL RESURFACING: Provides funding for resurfacing the pools.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
POOL #6200						
5100 + SALARIES	38,344	42,932	44,297	99,375	34,459	84,185
5100 + ACCRUAL BUY OUT	0	0	0	0	0	0
5200 + OVERTIME	2,748	5,502	3,676	3,000	3,524	3,000
5900 + BENEFITS	4,976	5,953	5,879	0	4,869	17,173
TTL SALARIES/BENES	46,068	54,387	53,852	102,375	42,852	104,358
001 6150 6200 Mat/Supplies	16,515	15,450	10,471	22,500	10,350	22,500
001 6187 6200 LGRD CERT&TEST	700	215	1,575	1,650	1,345	1,650
001 6551 6200 Emp Physicals	1,437	439	1,914	1,200	0	1,200
TTL OTHER OPERATING EXP	18,652	16,104	13,960	25,350	11,695	25,350
001 9090 6200 Pool Resurface	0	0	0	0	0	60,000
TTL CAPITAL EXPENDITURES	0	0	0	0	0	60,000
TOTAL FOR DEPT.	64,720	70,491	67,812	127,725	54,547	189,708

Transportation Center

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
TRANSPORTATION FACILITY (3160)**

ACTIVITY DESCRIPTION:

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

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

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

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

Funding to support the Transportation center is from the City General Fund and Local Transportation Funds (LTF). The City also receives \$6,000 annually from the County Transportation Commission for Janitorial service at the facility.

SUPPLIES:

625-6410 **ELECTRICITY:** Funding for electricity for the Transportation Center.

625-6430 **NATURAL GAS:** Funding for natural gas at the facility.

625-6750 **BUILDING MAINTENANCE:** Funding for building maintenance/repairs at the Transportation Center. Repairs have increase in the last fiscal year due to damage from transients/homeless.

625-7365 **LANDSCAPING:** Landscaping services at the Transportation Center.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
TRANSPORTATION CENTER #3160						
625 6410 3160 Electricity	4,473	5,207	5,271	5,200	5,716	5,200
625 6430 3160 Natural Gas	418	558	317	350	732	1,000
001 6750 3160 Bldg.Maint.	143	0	0	0	117	0
625 6750 3160 Bldg.Maint.	18,643	8,449	11,219	10,000	8,155	10,000
625 7365 3160 Landscaping	1,726	1,808	1,773	1,800	1,685	3,900
TOTAL OTHER OPERATING EXP	25,403	16,022	18,580	17,350	16,405	20,000
TOTAL FOR DEPT.	25,403	16,022	18,580	17,350	16,405	20,000

Airport

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
AIRPORT (3500)**

ACTIVITY DESCRIPTION:

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

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

The Airport budget is managed as an "Enterprise Fund" which isolates operating costs and dedicated funding sources. Funding comes from \$10,000 per year received from Caltrans Division of Aeronautics, and from rental income; no support is required from the City's General Fund.

PERSONNEL SERVICES:

- 5100 SALARIES:** This account funds wages for Airport maintenance.
- 5100 ACCRUAL BUYOUT:** Administrative Admin. Leave payouts, vacation payouts, Comp. time
- 5200 OVERTIME:** Overtime Pay.
- 5900 EMPLOYEE BENEFITS:** This account provides for City contributions to FICA-City paid, PERS, Health Insurance, Life Insurance, Taxes, Life and Private Disability, Retirement, Medicare, State Unemployment and Deferred Comp.

SUPPLIES:

- 620-6150 MATERIALS/SUPPLIES:** The Air Enterprise Fund provides funding for materials and supplies to maintain the airport.
- 620-6185 CONSULTANT SERVICES:** Provides a small amount of funding in the event there is a need for consulting services at the Airport
- 620-6186 TAXES:** Funding is provided for Mosquito Abatement, Tehama County Mosquito and Vector Control.
- 620-6300 PROFESSIONAL SERVICES:** Funding is provided for Airport improvement services.
- 620-6410 ELECTRICITY:** The Air Enterprise Fund provides funding for Airport electricity costs.
- 620-6420 PROPANE:** Funding is provided by the Air Enterprise Fund for the purchase of propane to heat the airport administration building.
- 620-6462 STATE REQ. PERMITS:** Funding is provided by the Air Enterprise Fund for State required permits regarding storm water runoff.
- 620-6750 BUILDING MAINTENANCE:** The Air Enterprise Fund provides funding for any necessary repairs to City buildings at the Airport.
- 620-6810 LIABILITY INSURANCE:** Funding is provided by the Air Enterprise Fund for liability insurance at the airport.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
AIRPORT #3500						
5100 + SALARIES	2,068	2,864	1,076	0	191	0
5100 + ACCRUAL BUY OUT	0	0	0	0	0	0
5900 + BENEFITS	798	1,417	639	0	79	0
TOTAL SALARIES/BENEFITS	2,866	4,281	1,715	0	270	0
620 6150 3500 Mat/Supplies	3,130	959	2,803	5,000	1,441	5,000
620 6185 3500 Consultant Serv	0	0	0	0	316	500
620 6186 3500 Taxes	216	150	78	100	0	100
620 6300 3500 ProfServices	0	0	1,976	1,800	0	500
001 6410 3500 Electricity	328	0	0	0	0	0
620 6410 3500 Electricity	3,240	3,873	3,852	3,800	3,590	3,800
620 6420 3500 Propane	809	513	824	2,000	696	2,000
620 6462 3500 Reqmts.State	1,791	0	1,282	1,500	1,676	2,000
001 6750 3500 Bldg.Maint.	0	0	14	0	0	0
620 6750 3500 Bldg.Maint.	387	185	0	1,000	74	1,000
620 6810 3500 Liability Ins.	4,096	4,096	4,096	6,000	4,096	6,000
TOTAL OTHER OPERATING EXP.	13,997	9,776	14,925	21,200	11,889	20,900
TOTAL FOR DEPT.	16,863	14,057	16,640	21,200	12,159	20,900

Sewer & Waste Water Treatment Plant

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
SEWER MAINTENANCE (5000)**

ACTIVITY DESCRIPTION:

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

The Sewer Pre-Treatment Program, contracted through Severn-Trent Services, is a continuous program utilized for monitoring the sewer discharge from industrial and commercial users on a quarterly basis.

PERSONNEL SERVICES:

- 5100 SALARIES:** This account provides funds for City employee wages performing sewer maintenance tasks.
- 5100 ACCRUAL BUYOUT:** Administrative Admin. Leave payouts, vacation payouts, Comp. time.
- 5200 OVERTIME:** Overtime Pay.
- 5900 EMPLOYEE BENEFITS:** This account provides for City contributions to FICA-City paid, PERS, Health Insurance, Life Insurance, Taxes, Life and Private Disability, Retirement, Medicare, State Unemployment and Deferred Comp.

SUPPLIES:

- 610-6100 OFFICE SUPPLIES:** The Sewer Enterprise Fund provides funds for purchasing office supplies.
- 610-6150 MATERIAL/SUPPLIES:** The Sewer Enterprise Fund provides funds for purchasing any necessary materials/supplies.
- 610-6250 SMALL TOOLS:** Funding from the Sewer Enterprise Fund provides for the purchase of necessary low cost tools that are subject to periodic replacement.
- 610-6350 COMMUNICATIONS:** Provides funding for phone & radio service.
- 610-6410 ELECTRICITY:** The Sewer Enterprise Fund provides funding for electrical costs to power the sewer lift station on 99 W at South Avenue.
- 610-6700 EQUIPMENT MAINTENANCE:** The Sewer Enterprise Fund provides funding for equipment maintenance and repairs.
- 610-7100 TRAINING/EDUCATION:** Provides funding for any necessary employee training.
- 610-7368 PRE-TREATMENT PROGRAM:** Funding to support a State mandated Monitoring Program of Industrial Sewer Waste is provided from the Sewer Enterprise Fund.
- 610-7500 VEHICLE OPERATION/MAINTENANCE:** The Sewer Enterprise Fund provides funding for vehicle fuel and repair.
- 610-9300 MACH./EQUIPMENT:** Funds purchase of necessary machines/equipment for sewer maintenance.
- 381-9500 VEHICLE/REPLACE:** Provides funding for vehicle replacement.
- 610-9860 PERS SIDEFUND DEBT SERVICE:** Funds a portion of the PERS Sidefund Refinance.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
SEWER DEPARTMENT #5000						
5100 + SALARIES	48,108	48,462	45,338	37,526	56,138	28,483
5100 + ACCRUAL BUY OUT	359	77	2,298	0	0	0
5200 + OVERTIME	768	876	626	1,000	848	1,000
5900 + BENEFITS	23,436	24,360	23,074	0	26,508	11,109
TOTAL SALARIES/BENEFITS	72,671	73,775	71,336	38,526	83,494	40,592
610 6100 5000 Office Supplies	1,231	934	3,959	1,400	408	1,400
674 6100 5000 Office Supplies	4	11	0	0	0	0
610 6150 5000 Mat/Supplies	9,317	8,337	5,464	15,000	3,880	15,000
001 6250 5000 Small Tools	0	0	0	0	51	0
610 6250 5000 Small Tools	166	479	121	500	726	1,000
610 6350 5000 Communications	0	0	0	0	0	10,000
610 6410 5000 Electricity	6,482	5,440	6,077	6,000	6,393	6,000
610 6700 5000 Equip.Maint.	83	415	495	500	1,129	1,000
610 7100 5000 Traing/Educ.	52	458	8	2,000	113	2,000
610 7368 5000 Pretreat.Prog	80,188	36,340	36,321	32,000	34,181	39,100
610 7500 5000 Veh Opr/Maint	4,400	1,744	2,538	4,000	1,696	4,000
610 9265 5000 CTY HALL CARPET	0	2,096	0	0	0	0
610 9300 5000 Mach/Equip.	0	1,019	5,464	4,600	1,660	4,600
381 9500 5000 Vehicle/Replace	0	0	7,815	0	0	45,000
610 9860 5000 Debt, Side Fund	3,607	3,495	3,178	10,500	7,959	10,950
TOTAL OTHER OPERATING EXP.	105,530	60,768	71,440	76,500	58,196	140,050
TOTAL FOR DEPT	178,201	134,543	142,776	115,026	141,690	180,642

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
WASTE WATER TREATMENT PLANT (5200)**

ACTIVITY DESCRIPTION:

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

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

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

PERSONNEL SERVICES:

- 5100 SALARIES:** This funds employee wages associated with the wastewater Treatment Plant.
- 5100 ACCRUAL BUYOUT:** Administrative Admin. Leave payouts, vacation payouts, Comp. time.
- 5200 OVERTIME:** Overtime Pay.
- 5900 EMPLOYEE BENEFITS:** This account provides for City contributions to FICA-City paid, PERS, Health Insurance, Life Insurance, Taxes, Life and Private Disability, Retirement, Medicare, State Unemployment and Deferred Comp.

PROFESSIONAL SERVICES/MAT./SUPPLIES:

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

WWTP #5200

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
WWTP #5200						
610 6175 5200 Weed/Tree Spray	3,195	3,235	1,856	5,000	3,392	5,400
610 6300 5200 ProfServices	554,969	612,144	619,706	650,000	590,942	666,000
610 6322 5200 CA Toxic Testing	0	0	0	4,000	0	0
610 6410 5200 Electricity	78,318	83,156	90,545	82,200	58,830	72,500
610 6461 5200 Reg.Pmts/Cnty.	394	570	964	1,000	964	1,200
610 7376 5200 Annual Permit	10,897	4,056	10,450	12,500	15,166	16,000
TOTAL OTHER OPERATING EXP.	647,773	703,161	723,521	754,700	669,194	761,100
380 9262 5200 Mixing Zone Sty	0	32,437	1,700	0	0	0
TOTAL CAPITAL EXPENDITURES	0	32,437	1,700	0	0	0
TOTAL FOR DEPT.	647,773	735,598	725,221	754,700	669,194	761,100

**CITY OF CORNING
2016-2017 ANNUAL BUDGET NARRATIVE
SEWER CAPITAL IMPROVEMENT (5250)**

ACTIVITY DESCRIPTION:

Sewer Capital Improvement includes funds for replacement of broken or damaged sewer mains, and the refinanced (2017) debt service which funded the City's Sewer and Water Replacement Programs, Phase I, II & III. Phase III of the Sewer and Water Replacement Program was completed in January of 2000.

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

PROFESSIONAL SERVICES/MAT./SUPPLIES:

- 381-9135 SEWER LINE REPLACEMENT:** This fund provides for replacement of broken or damaged sewer lines throughout the City.
- 380-9206 CAPITAL REPLACEMENT:** This account funds purchases and repairs at the WWTP.
- 348-9812 SEWER DEBT. SERV. & TRUST ADMIN:** Funded from the WWTP Sewer Expansion, this provides funding for the refinanced (2017) series A & B Bonds (Union Bank) for Sewer Improvement & Replacement Program completed in 2000.
- 610-9812 SEWER DEBT. SERV. & TRUST ADMIN:** Funded from the Sewer Enterprise Fund, this provides funding for the refinanced (2017) series A & B Bonds (Union Bank) for Sewer Improvement & Replacement Program completed in 2000.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET

SEWER IMPROVEMENTS #5250						

381 9135 5250 SWR Line Rplcmt	0	0	14,777	50,000	17,047	50,000
380 9206 5250 CapReplacement	19,160	7,544	44,560	75,000	4,985	75,000
348 9812 5250 Sewer Debt Serv	168,464	168,870	168,500	235,000	248,729	221,500
610 9812 5250 Sewer Debt Serv	88,057	85,208	83,839	136,864	137,751	104,900
673 9812 5250 Sewer Debt Serv	2	4	16	0	0	0
675 9812 5250 Sewer Debt Serv	3	4	0	0	0	0
681 9812 5250 Sewer Debt Serv	3	2	8	0	0	0
692 9812 5250 Sewer Debt Serv	16	73	42	0	0	0

TOTAL OTHER OPERATING EXP.	275,705	261,705	311,742	496,864	408,512	451,400

TOTAL FOR DEPT	275,705	261,705	311,742	496,864	408,512	451,400
=====						

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
SEWER TRANSFERS (5300)**

ACTIVITY DESCRIPTION:

The line items below provide funding for the monetary transfers necessary to fund capital improvement needs for the Wastewater Treatment Plant (WWTP), necessary sewer capital replacement items, and for the required payments on the refinanced (2017) Wastewater Treatment Plant Debt.

PROFESSIONAL SERVICES/MAT./SUPPLIES:

- 610-9801 WWTP CAPT'L REPLACEMENT TRANSFERS:** Represents monies transferred to Fund 380 for the future capital replacement needs of the WWTP.
- 610-9802 SEWER CAPT'L REPLACEMENT TRANSFERS:** Represents monies transferred to Fund 381 for the future capital replacement needs of the City's sewer system.
- 610-9804 WWTP DEBT TRANSFERS:** The portion of the overall sewer system's long term debt that applies to the WWTP expansion project is held in Fund 348. As a result of the recent housing slow down, monies are transferred from Fund 610 to Fund 348 to meet the ongoing debt service requirements for that portion of the long term debt.

610 9801	5300 WWTP CapRepl'ts
610 9802	5300 SwrCapRept'ns.
610 9804	5300 WWTP Debt Trans
	TOTAL OTHER OPERATING EXP.

TOTAL FOR DEPT

Water

**CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
WATER MAINTENANCE (7100)**

ACTIVITY DESCRIPTION:

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

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

PERSONNEL SERVICES:

- 5100** **SALARIES:** This account includes wages for Public Works employees working in water maintenance related activities.
- 5100** **ACCRUAL BUYOUT:** Administrative Admin. Leave payouts, vacation payouts, Comp. time.
- 5200** **OVERTIME:** Overtime Pay.
- 5900** **EMPLOYEE BENEFITS:** This account provides for City contributions to FICA-City paid, PERS, Health Insurance, Life Insurance, Taxes, Life and Private Disability, Retirement, Medicare, State Unemployment and Deferred Comp.

SUPPLIES:

- 630-6100** **OFFICE SUPPLIES:** Provides funding for necessary office supplies
- 630-6150** **MATERIALS/SUPPLIES:** Funding is provided from the Water Enterprise Fund for the purchase of materials and supplies necessary to maintain the water system.
- 630-6175** **WEED/TREE SPRAYING:** Provides partial funding for the City's weed & tree spraying contract.
- 630-6250** **SMALL TOOLS:** The Water Enterprise Fund provides funding to purchase small tools for the plumbers enabling them to accomplish maintenance and repair duties.
- 630-6300** **PROFESSIONAL SERVICES:** The Water Enterprise Fund provides funding for water tests required by the State Health Department.
- 630-6350** **COMMUNICATIONS:** Provides funding for phone & radio service.
- 630-6410** **ELECTRICITY:** The Water Enterprise Fund provides funding for PG&E charges to operate the water pumps at the City wells.
- 630-6462** **PERMITS/STATE REQUIRED:** The Water Enterprise Fund provides funding for the State Health Department for the services they provide the City.
- 630-6700** **EQUIPMENT MAINTENANCE:** The Water Enterprise Fund provides funding for pump repair and equipment maintenance.
- 630-7100** **TRAINING:** Provides funding for any necessary employee training.
- 630-7500** **VEHICLE/OPERATION/MAINTENANCE:** The Water Enterprise Fund provides funding for fuel and vehicle repairs.
- 630-9300** **MACH./EQUIPMENT:** Funds purchase of necessary machines/equipment for water maintenance.
- 630-9860** **PERS SIDEFUND DEBT SERVICE:** Funds a portion of the PERS Sidefund Refinance.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2017-2018

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 BUDGET	2016-2017 TO DATE	2017-2018 BUDGET
WATER DEPARTMENT #7100						
5100 + SALARIES	156,571	169,587	197,524	247,972	184,670	132,215
5100 + ACCRUAL BUY OUT	359	77	0	0	0	3,000
5200 + OVERTIME	1,316	1,857	3,731	0	2,344	0
5900 + BENEFITS	69,702	78,859	93,687	0	91,476	59,687
TTL SALARIES/BENES	227,948	250,380	294,942	247,972	278,490	194,902
610 6100 7100 Office Supplies	0	17	0	0	0	0
630 6100 7100 Office Supplies	1,271	936	3,846	4,000	408	4,000
674 6100 7100 Office Supplies	6	15	0	0	0	0
684 6100 7100 Office Supplies	1	0	0	0	0	0
001 6150 7100 Mat/Supplies	0	0	643	0	601	0
630 6150 7100 Mat/Supplies	44,788	43,501	31,188	50,000	27,609	50,000
630 6175 7100 Weed/Tree Spray	0	0	0	0	0	5,400
001 6250 7100 Small Tools	0	0	0	0	51	0
630 6250 7100 Small Tools	192	479	320	500	760	750
630 6260 7100 Uniform/Cloth.	0	0	0	0	6	0
630 6300 7100 ProfServices	10,587	12,996	9,859	15,000	12,225	15,000
630 6350 7100 Communications	0	0	0	0	0	10,000
001 6410 7100 Electricity	0	0	42	0	0	0
630 6410 7100 Electricity	235,170	200,238	199,800	180,000	210,271	180,000
630 6462 7100 ReqPmts.State	8,236	16,764	6,583	10,000	19,135	20,000
630 6700 7100 Equip.Maint.	3,331	8,505	1,699	10,000	2,879	10,000
630 7100 7100 Traing/Educ.	534	1,196	1,852	5,000	288	5,000
630 7500 7100 Veh Opr/Maint	5,602	4,716	2,598	6,000	2,931	6,000
TTL OTHER OPERATING EXP	309,718	289,363	258,430	280,500	277,164	306,150
630 8006 7100 Refuse Dispsite						
630 9265 7100 CTY HALL CARPET	1,753	14,709	15,221	0	0	0
630 9300 7100 Mach/Equip.	0	2,096	0	0	0	0
383 9500 7100 Vehicle/Replace	0	573	198	4,000	285	4,000
630 9860 7100 Debt, Side Fund	0	0	7,815	0	0	0
	6,592	6,367	5,784	19,400	14,614	19,400
TTL CAPITAL EXPENDITURES	8,345	23,745	29,018	23,400	14,899	23,400
TOTAL FOR DEPT.	546,011	563,488	582,390	551,872	570,553	524,452

CITY OF CORNING
2017-2018 ANNUAL BUDGET NARRATIVE
WATER CAPITAL IMPROVEMENTS (7420)

ACTIVITY DESCRIPTION:

Previously the Farm Home Water and Sewer Replacement Program loan acquired in prior years provided funds for the replacement of the antiquated water and sewer lines throughout the City (this loan was refinanced in 2017). Phases I - III were completed in 1998 making our system very reliable and more cost efficient to operate.

This Improvement Program also funds Capital items needed for the operation of the water system, such as funding a Consultant for well Telemetry repairs and replacement of telemetry equipment (the electronics that interconnect the wells and make them work together to maintain balanced pressure throughout the system).

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

PERSONNEL SERVICES:

No Salaries are shown in this Project Department; see Water Department # 7100 for all Water employee costs.

630-6300 PROFESSIONAL SERVICES: Funds the engineering costs in support of projects.

CAPITAL IMPROVEMENTS:

383-8045 HYDRANT INSTALLATION: Provides funding for hydrant repair and replacement.

383-9168 PUMP IMPROVEMENTS: Funding for all well improvements.

346-9237 WELL TELEMETRY: Water Capital Improvement Fund provides funding for a well telemetry Consultant.

630-9276 WATER METER REPLACEMENT PROGRAM: Provides funding for the replacement of old water meters.

383-9281 WELL CHLORINATOR: Funding for well chlorinator supplies

383-9417 WELL REPAIRS: Funding for work on all City Wells.

630-9811 WATER DEBT SERV. & TRUST ADMIN.: The Water Enterprise Fund provides funding for series A & B Bonds for Water Improvement & Replacement Program completed in 2000 and the new Clark Park Well.

630 6300 7420 ProfServices

346	8045	7420 Hydrant Install
383	8045	7420 Hydrant Install
383	9168	7420 Pump Improve.
383	9237	7420 Telemetry
630	9276	7420 Water Meter Rep
383	9277	7420 Petro Well
383	9281	7420 Well Chlorinator
383	9417	7420 WELL REPAIRS
630	9811	7420 Wtr Debt Service
673	9811	7420 Wtr Debt Service
675	9811	7420 Wtr Debt Service
681	9811	7420 Wtr Debt Service
682	9811	7420 Wtr Debt Service
682	9811	7420 Sewer Debt Serv
683	9812	7420 Sewer Debt Serv

TOTAL FOR DEPT.

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