

CITY OF CORNING

2018-2019

Classes start June 12th

Visit www.corning.org



*Video Game Coding *Pinterest Projects
*Kiddie Crafts *Digital Photography
*Taekwondo *American Idol
...and more to come

Register at Corning City Hall 794 Third St

Recreation 
CITY OF
CORNING

CORNING FOOD TRUCK TUESDAY



June 5th- Loki Miller Band
Aug. 7th- Off the Record
Sept. 18th- The Rockhounds
Oct. 2nd- Michelle Lambert

A family fun event
with music & crafts
5 PM-8 PM

BETWEEN 4th & 6th STREETS, DOWNTOWN CORNING

Budget and Program of Service



**ITEM NO: J-16
ADOPT RESOLUTION NO. 07-10-2018-05
AND APPROVE 2018-2019 PROGRAM OF
SERVICE AND ANNUAL BUDGET**

JULY 10, 2018

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

FROM: KRISTINA MILLER, CITY MANAGER

SUMMARY:

The Annual Budget for 2018-2019 was presented to the City Council on June 26, 2018 for adoption tonight following review and work by the City Council and City Staff. The Resolution incorporates the budget document presented to the City Council at its regular meeting on June 26, 2018 with a few minor changes as follows:

- The addition of a full-time Planner I/Recreation Coordinator
- An additional \$1,500 for a total of \$11,000 for the annual fire fee payment

The Budget represents the financial plan that supports the "Program of Service" defining the City Council's policies for the delivery of service in the Community.

Attached you will find the proposed FY 2018/2019 budget. This will be the second full year the City will receive Transactions and Use Tax Revenue funded from the passage of Measure A. The one-half cent sales tax (Measure A) is estimated to yield \$1,080,000 in FY 2018/2019. A significant amount of capital improvement is proposed to be funded this year. This is also the second year benefits are budgeted separately from salaries. This makes it difficult to compare FY 2018/19 salaries and benefits costs from years prior to FY 2017/18. In future years, the comparison will be straight forward while providing more transparency to the public.

SUMMARY:

If approved in their entirety the Budget will:

- Continue to maintain "full-time" Municipal Operations at current staffing levels.
- New this year a Full-time combined Planner I and Recreation Coordinator will be hired. 50% of the position is grant-funded for at least the first year.
- No new full-time positions will be filled and no lay-offs will occur. In the event a vacancy occurs in a currently staffed position, it will be refilled.
- Continue the independent Planning Consultant arrangement (at approximately 7 hours per week), and CPA Services Agreement with Roy Seiler on an as-needed basis.
- Fund the development of a Recreation Program utilizing grant funding
- \$500,104 to Capital Improvement and Replacement Reserve account is proposed to be funded for the future replacement of City equipment.
- Fire Rescue Squad 7 Replacement in the amount of \$150,000
- Thermal Imaging Cameras for the Fire Department in the amount of \$7,000
- A Police Vehicle in the amount of \$50,000
- A Skid Steer Loader in the amount of \$75,000
- In-vehicle Radar Equipment in the amount of \$6,000
- A License Plate Reader in the amount of \$15,000
- A F-350 Plumber's Truck in the amount of \$70,600
- Funding in the amount of \$3,000 for the feral cat program
- Funding to replace the handheld water meter reading device
- The Replacement of 5 desktops at City Hall and Office 365 licenses for City Hall

- Estimated repairs in the amount of \$75,000 set aside for the exterior of City Hall
- Replacement of the Waste Water Treatment Plant office and shop roofs
- \$6,200 to support additional community events within the City
- \$25,000 for updated software for the Building Department
- \$25,000 to support playground improvements at Yost Park
- Additional funds department-wide for City staff to maintain up-to-date in terms of training and conference attendance
- \$520,000 in funding for two street projects in FY 2018/2019

ACTION NEEDED AT THIS TIME:

Immediately following this Staff Report is the Resolution of the City Council adopting the Budget for the Program of Service for the coming Fiscal Year, 2018-2019. Only the General Fund, 001, is discretionary in its use. All of the other Funds listed are special purpose Funds dedicated by the City Code or State Law to a particular use like road maintenance or sewer maintenance.

The Budget Resolution sets the Appropriation of expected Revenue for each Fund. A Fund represents a specific revenue source such as "Sec. 2106 Gas Tax" or in the General Fund, a group of revenue sources like Sales Tax and Property Tax. Then the Resolution establishes the limit on expenditures as reflected in the budget. The third column (Net Change in Fund Balance) represents the period increase or decrease in estimated revenues less appropriated expenditures and does not represent the projected fund balance at June 30, 2019. Grand totals have not been provided. Due to the unique nature of each fund, including a grand total would not provide any beneficial information. Actual Fund balances are shown in the Annual Audit.

RECOMMENDATION

MAYOR AND COUNCIL ADOPT RESOLUTION 07-10-2018-05 SETTING THE APPROPRIATION AND EXPENDITURE LIMITS FOR ALL CITY FUNDS TO IMPLEMENT THE 2018-2019 PROGRAM OF SERVICE AND ANNUAL BUDGET.

RESOLUTION NO.: 07-10-2018-05
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORNING
ADOPTING THE ANNUAL PROGRAM OF SERVICES AND CITY BUDGET
FOR FISCAL YEAR 2018-2019

WHEREAS, the draft Budget and Program of Service for Fiscal Year 2018-2019 was posted to the City's website (www.corning.org) on June 26th and is being presented to the City Council for review and discussion tonight, July 10, 2018. Tonight's Regular Council Meeting affords the Council the opportunity for further public discussion and possible adoption.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Corning approves the Annual Program of Service and Budget, with changes, by adopting the Appropriations and Expenditures for each City Fund as listed in the following table:

FUND DESCRIPTION	ESTIMATED REVENUE AND TRANSFERS	APPROPRIATED EXPEND. & TRANS	NET CHANGE IN FUND BALANCE
001 General Fund	\$5,916,900	\$5,924,067	\$ (7,167)
071 PD Equip. Replace. Fund	\$ 125,252	\$ 87,250	\$ 38,002
072 ACO F & A Restricted	\$ 3,000	\$ 3,000	\$ -0-
073 Proposition 30, Police	\$ -0-	\$ 21,400	\$ (21,400)
076 Fire Equip Replace. Fund	\$ 206,400	\$ 221,500	\$ (15,100)
078 PW Equip Replace. Fund	\$ 185,952	\$ 32,500	\$ 153,452
080 Business License ADA	\$ 200	\$ 200	\$ -0-
105 Rural Planning	\$ 21,000	\$ 18,050	\$ 2,950
106 SB 1 Road Maintenance	\$ 136,929	\$ 155,000	\$ (18,071)
108 Federal RSTP	\$ 53,100	\$ 80,050	\$ (26,950)
109 Gas Tax #2105	\$ 44,939	\$ 111,584	\$ (66,645)
110 Gas Tax #2106	\$ 31,287	\$ 76,984	\$ (45,697)
111 Gas Tax #2107	\$ 55,762	\$ 110,984	\$ (55,222)
112 Gas Tax #2107.5	\$ 2,000	\$ 2,000	\$ -0-
114 Transportation Sales Tax	\$ 104,900	\$ 162,700	\$ (57,800)
115 Gas Tax #2103	\$ 29,427	\$ 147,684	\$ (118,257)
116 Traffic Mitigation Fees	\$ 5,000	\$ 1,000	\$ 4,000
160 Promise Grant-REC	\$ 200,000	\$ 132,556	\$ 67,444
190 BSCC Grant – RB	\$ 12,717	\$ 12,717	\$ -0-
192 Prop 47 Grant	\$ 301,000	\$ 301,000	\$ -0-
193 Promise Neighborhood	\$ 200,000	\$ 100,000	\$ 100,000
323 Prog. Income Unrestricted	\$ 10,000	\$ -0-	\$ 10,000
325 Prog. Income Ec Dev Infrs.	\$ 6,500	\$ 4,000	\$ 2,500
326 1992 CDBG	\$ 500	\$ -0-	\$ 500
341 Park Acquisition	\$ 5,100	\$ 29,000	\$ (23,900)
344 Salado Wall Deposit	\$ 200	\$ -0-	\$ 200

<u>FUND DESCRIPTION</u>	<u>ESTIMATED REVENUE AND TRANSFERS</u>	<u>APPROPRIATED EXPEND. & TRANS</u>	<u>NET CHANGE IN FUND BALANCE</u>
345 Drainage	\$ 11,000	\$ -0-	\$ 11,000
346 Water Capital Improve.	\$ 6,500	\$ 18,000	\$ (11,500)
347 Sewer Capital Improve.	\$ 2,500	\$ 2,500	\$ -0-
348 WWTP Sewer	\$ 220,500	\$ 220,200	\$ 300
352 Park & Rec. Revolving Fund	\$ 500	\$ 2,000	\$ (1,500)
353 Park Recycling Gant	\$ 5,000	\$ 5,000	\$ -0-
355 Parkland Acquisition	\$ 600	\$ -0-	\$ 600
370 Way Finding Sign Deposit	\$ -0-	\$ 1,200	\$ (1,200)
380 WWTP Capital Replace	\$ 85,300	\$ 134,500	\$ (49,200)
381 Sewer Capital Replace.	\$ 40,200	\$ 145,600	\$ (105,400)
383 Water Capital Replace.	\$ 79,000	\$ 137,500	\$ (58,500)
401 JT Levy Trust	\$ 500	\$ 500	\$ -0-
403 Ridell Library Trust	\$ -0-	\$ 10,000	\$ (10,000)
610 Sewer Enterprise	\$1,897,600	\$1,782,813	\$ 114,787
615 Solid Waste	\$ 453,700	\$ 453,500	\$ 200
620 Airport	\$ 28,479	\$ 21,900	\$ 6,579
625 Transportation Center	\$ 18,220	\$ 20,800	\$ (2,580)
630 Water Enterprise	\$1,379,000	\$1,477,867	\$ (98,867)
701 Lighting & Landscape D1,Z1	\$ 900	\$ 950	\$ (50)
702 Lighting & Landscape D1,Z2	\$ 7,280	\$ 11,950	\$ (4,670)
703 Lighting & Landscape D1,Z3	\$ 3,000	\$ 13,300	\$ (10,300)
704 Lighting & Landscape D1,Z4	\$ 4,825	\$ 6,400	\$ (1,575)
Totals	\$11,902,669	\$12,201,706	\$ (299,037)

BE IT FURTHER RESOLVED, that the City Council hereby maintains the following policies:

1. Should Public Safety Sales Tax money be received this year, which was approved by the voters in Prop. 172, it shall be distributed to the Police Equipment Replacement Fund 071 and Fire Equipment Replacement Fund 076.
2. Should the State Indian Gaming money be received this year, it shall be deposited in the General Fund Revenue Acct. 001-4160 to be used for the funding of front-line law enforcement personnel costs.
3. Deposit Fire Dispatch Contract income into the General Fund revenue account 001-4671 to support the Fire Dispatch Center.
4. From the General Fund 001, transfer \$125,052 to the Police Equipment Replacement Fund 071.

5. From the General Fund 001, transfer \$206,200 to the Fire Equipment Replacement Fund 076.
6. From the General Fund 001, transfer \$168,852 to the Public Works Equipment Replacement Fund 078.
7. The \$5,000 Annual rent for PAL Program Use shall be paid to the Transportation Center Fund 625 by the General Fund 001-6600-2201 PAL Program.
8. Transfer to the General Fund 001, the excess interest earned from the Solid Waste Fund 615, equal to the June 30, Fund 615 balance less the amount payable to Waste Management, Inc.
9. From the Sewer Enterprise Fund 610, transfer \$85,000 to the WWTP Capital Replacement Fund 380.
10. From the Sewer Enterprise Fund 610, transfer \$200,000 to the WWTP Sewer Expansion Fund 348 in order to meet debt service requirements.
11. From the Water Enterprise Fund 630, transfer \$78,500 to the Water Capital Replacement Fund 383.
12. Following is a listing of City Funds which are complete, inactive or unusual in nature, along with the necessary action:

Fund 328, HOME 2013 Fund: Close fund 328 with a transfer in the amount of \$1,819.89 from Fund 323, Program Income Unrestricted.

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Corning, held on July 10, 2018, by the following vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

Douglas Hatley Jr., Mayor

ATTEST:

Lisa M. Linnet, City Clerk

I, Lisa M. Linnet, City Clerk of the City of Corning, California, DO HEREBY CERTIFY that the foregoing Resolution No. 07-10-2018-05 was duly introduced, approved and adopted by the City Council of the City of Corning at a regular meeting of said Council held on the July 10, 2018 by the votes listed above.

Lisa M. Linnet, City Clerk

ITEM NO.: J-15
PRESENTATION OF FISCAL YEAR 2018-
2019 PROGRAM OF SERVICE AND
ANNUAL BUDGET

JUNE 26, 2018

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

FROM: KRISTINA MILLER, CITY MANAGER
ROY SEILER, CPA; ACCOUNTING CONSULTANT

INTRODUCTION:

City Staff hereby present the City Council with the proposed "Annual Program of Service and Fiscal Year 2018-2019 City Budget".

BACKGROUND:

Attached you will find the proposed FY 2018/2019 budget. This will be the second full year the City will receive Transactions and Use Tax Revenue funded from the passage of Measure A. The one-half cent sales tax (Measure A) is estimated to yield \$1,080,000 in FY 2018/2019. A significant amount of capital improvement is proposed to be funded this year. This is also the second year benefits are budgeted separately from salaries. This makes it difficult to compare FY 2018/19 salaries and benefits costs from years prior to FY 2017/18. In future years, the comparison will be straight forward while providing more transparency to the public.

SUMMARY:

If approved in their entirety the Budget will:

- Continue to maintain "full-time" Municipal Operations at current staffing levels.
- New this year a full-time combine Planner I/Recreation Coordinator will be hired.
- No new full-time positions will be filled and no lay-offs will occur. In the event a vacancy occurs in a currently staffed position, it will be refilled.
- Continue the independent Planning Consultant arrangement (at approximately 7 hours per week), and CPA Services Agreement with Roy Seiler on an as-needed basis.
- Fund the development of a Recreation Program utilizing grant funding
- \$500,104 to Capital Improvement and Replacement Reserve account is proposed to be funded for the future replacement of City equipment.
- Fire Rescue Squad 7 Replacement in the amount of \$150,000
- Thermal Imaging Cameras for the Fire Department in the amount of \$7,000
- A Police Vehicle in the amount of \$50,000
- A Skid Steer Loader in the amount of \$75,000
- In-vehicle Radar Equipment in the amount of \$6,000
- A License Plate Reader in the amount of \$15,000
- A F-350 Plumber's Truck in the amount of \$70,600
- Funding in the amount of \$3,000 for the feral cat program
- Funding to replace the handheld water meter reading device
- The Replacement of 5 desktops at City Hall and Office 365 licenses for City Hall
- Estimated repairs in the amount of \$75,000 set aside for the exterior of City Hall
- Replacement of the Waste Water Treatment Plant office and shop roofs
- \$6,200 to support additional community events within the City
- \$25,000 for updated software for the Building Department
- \$25,000 to support playground improvements at Yost Park
- Additional funds department-wide for City staff to maintain up-to-date in terms of training and conference attendance

- \$520,000 in funding for two street projects in FY 2018/2019
- Decrease the City's Operating Reserve by \$7,167 from \$2,038,039 to \$2,030,872.

We've continued the budget format utilized last year. In the staff report we have included many of the charts that were provided last year. All recommended expenditures are accounted for in the budget document and/or described in this staff report.

EXECUTIVE SUMMARY:

- **FY 2018-2019 Total Projected City-wide Revenues (excluding transfers): \$10,998,065**
- **FY 2018-2019 Total Expenditures (excluding transfers): \$11,297,102**
- **FY 2018-2019 Total Expenditures exceed Total Projected Revenues due to additional street projects being completed this year with revenue received in previous years.**
- **Anticipated General Fund Revenues will total: \$5,916,900.**
- **Recommended General Fund Expenditures will total: \$5,924,067.**
- **General Fund Reserves will decrease by approximately \$7,167, as is indicated in Exhibit A.**

BUDGET FORMAT:

The budget document presented tonight has two primary components: this "Budget Message" staff report with pages marked in lower case Roman Numerals, and the large binder document labeled "City of Corning 2018-2019 Budget & Program of Services" with regular page numbers. The document should be considered a "Draft" at this time.

Following this budget message is the Table of Contents and the Financial Projections Tab. Use the information under that tab to understand the financial status of the City's important funding sources.

The next two Tabs display the sources and history of the "General Fund" and all "Other Fund Revenues". There is a detailed narrative explaining each revenue source. The Department Summaries Tab provides a short history of expenditures in each of the City's Departments. Tabs with individual expenditure plans for each Department and service are provided for detailed review when necessary.

IMPLEMENTING THE PROGRAM OF SERVICE AND ANNUAL BUDGET:

Tonight, and if necessary, at an additional session, Staff will present their budget recommendations to the City Council. Council will also entertain the public's comments and suggestions, and then deliberate and make any changes deemed necessary and/or appropriate.

The City Manager and Accounting Consultant Roy Seiler, CPA will then incorporate those changes in a final budget Resolution document. The current schedule calls for Council to work toward completing the budget review in order to adopt the Resolution at the July 10, 2018, regular meeting. The individual line items of the budget will not be adopted; instead the Council will use the Resolution to set the budget limits for each of the Operating Funds that support City services. Staff will then operate within these budget limits to carry out the City Council's adopted Program of Services.

THE BUDGET:

"Budgeting" is a process to project revenues and then allocate those funds as expenditures in order to implement the Council's desired programs, services and projects.

The budget addresses anticipated revenues and expenditures affecting the "General Fund" and "Other Funds" that account for the Water & Sewer utilities, the Airport, Street Maintenance, and maintaining the Transportation Center. Revenues and expenditures for those "Other Funds" are earmarked for specific uses and must balance. That leaves little discretion to the City Council for those "Other Funds". For that reason, we primarily focus on the General Fund.

The General Fund budget can be viewed in three primary parts:

1. **History.** We start with "actual numbers" from the audit at last fiscal year's end (FY 2016-2017; ending June 30, 2017).
2. **2017-2018 Projected.** We normally prepare the budget before the current fiscal year "closes out". For this reason, we must "project" what the fund balance will be at fiscal year-end (June 30, 2018) based on ten months of data (July through April).

Sales Tax revenue is improving. That, along with Measure A funding, Transient Occupancy Tax, Vehicle License Fees & Building Permit Fees our budgeted revenue is anticipated to be higher than in FY 2017/2018. Our General Fund balance at June 30, 2018 is anticipated to be higher than two years ago.

- 3. 2018-2019 Budgeted.** We utilize various sources to make projections about the "Income" or "revenue" we'll receive for the next fiscal year. Staff then use those projections to make recommendations about which programs, services and projects we can fund. From all that we can make preliminary projections about where we expect to be on June 30, 2019.

Fuel prices increased in 2017-18 and are expected to remain higher in 2018-19. Our sales tax consulting firm estimates that sales tax will be slightly higher in 2018-19, as will Measure A revenues. Other revenue sources are expected to remain at or near 2017-2018 levels, but our future costs to provide services are increasing. Measure A funding is allowing the City to maintain its existing services, while funding a significant amount of capital improvement expense and increasing general fund reserves.

Please refer to the "General Fund Summary and Projections" spreadsheets on the following pages. It details the recent history and projects the current and future balances of the General Fund.

As a final statement, the City needs to increase our reserves to a minimum of six months of general fund expenditures. General Fund Reserves at June 30, 2019 are anticipated to reach slightly more than four months of general fund expenditures.

Exhibit "A"
GENERAL FUND SUMMARY
AND PROJECTIONS

City of Corning
Budget Summary
GENERAL FUND
2018-2019

TOTAL

Audit Balance, June 30, 2017	\$ <u>1,992,395</u>
 <u>2017-2018 Budgeted</u>	
Revenues and Transfers In	\$ 6,021,710
Estimated Change in Revenues over Projections	\$ 100,000
Expenditures and Transfers Out	\$ (6,076,066)
Estimated Change in Expenditures Over Budget,	\$ <u>-</u>
 Net Change in Fund Balance	 \$ <u>45,644</u>
 Projected Fund Balance, June 30, 2018	 \$ <u>2,038,039</u>
 <u>2018-2019 Budgeted</u>	
Revenues and Transfers In	\$ 5,916,900
Expenditures and Transfers Out	\$ <u>(5,924,067)</u>
 Net Change in Fund Balance	 \$ <u>(7,167)</u>
 Budgeted Fund Balance, June 30, 2019	 \$ <u>2,030,872</u>

SUMMARY OF PROPOSED REVENUES AND EXPENDITURES FY 2018-2019

“REVENUES”: THE SOURCES OF FUNDS FOR CITY OPERATIONS:

The **total City revenues** from all sources for Fiscal Year 2018-2019 are projected to reach \$10,998,065. City operating income comes from a number of sources which are described fully in the Draft Budget Book sections under the Tab **“General Fund Revenues”** beginning on page 18 of the Budget book and **“Other Fund Revenues”** beginning on page 24.

GENERAL FUND REVENUES:

We project General Fund Revenues to be \$5,916,900 for FY 2018-2019. That amounts to 53.8% of total projected revenues. General Fund revenues are largely “discretionary”; meaning the City Council can largely decide how these funds are expended.

The revenue sources for the General Fund include the five major categories (Sales Tax, Transactions and Use Tax (Measure A), Transient Occupancy Tax, Property Tax, Motor Vehicle License Fees Tax and “Other GF Revenues”) shown on the spreadsheet marked “General Fund Revenue Projections” that’s attached as page 1. The spreadsheet shows how the fund amounts have varied among the recent budget cycles. The categories totals are also graphed on Page 2.

“Sales Tax” is a significant component of the General Fund. See the graph at Page 3 showing the history of sales tax receipts.

OTHER FUND REVENUES:

The Council has limited discretion regarding **“Other Fund” (Non-General Fund) Revenues**. These funds are restricted to specific purposes. Some refer to these as “earmarked” funds. For example, gas taxes must go to street maintenance such as repaving projects, and water revenues may be spent only on water-related repairs or improvements, etc. The sum of all **Other Fund Revenues** anticipated for FY 2018-2019 is \$5,081,165. That makes up 46.2% of the City’s total revenues.

See the “Financial Projection” Tab following this report. Under that tab are separate spreadsheets for the Street Funds, the Sewer Enterprise and the Water Enterprise included at Pages 4, 5, 6, 8, and 10, respectively.

Street Maintenance Funds are reliant on the various Gas Taxes collected from fuel sales and funds provided via the Tehama County Transportation Commission. See Page 6.

Please refer to the Sewer Enterprise Fund spreadsheet (Page 8). The Council approved Resolution No. 05-27-2014-01 on May 27th, 2014. The Resolution implements a series of five separate 3.5% annual increases to the Sewer Rates on July 1 of 2014 and each of the following four years. With those increases, the Sewer Enterprise Fund net operating reserve will increase to an estimated \$923,175 in fiscal year 2018/2019. The City Council will need to consider future sewer rate increases in fiscal year 2018/2019 in order to satisfy the City’s rate covenant requirements as part of the water and sewer debt refinancing.

Now, see the Water Enterprise Fund Spreadsheet (Page 10). In 2018, the City implemented a series of five annual 3.5% water rate increases. Unless consumption returns to

levels consumed prior to the drought, the 3.5% rate increase will not be sufficient to satisfy the City's rate covenant requirement. There will be a negative operating income for FY 2018/2019 and operating losses will slowly decline thereafter. The positive net income for FY 2017/18 is due to the refinancing of the City's water and sewer debt.

EXPENDITURES-HOW THE CITY SPENDS ITS MONEY:

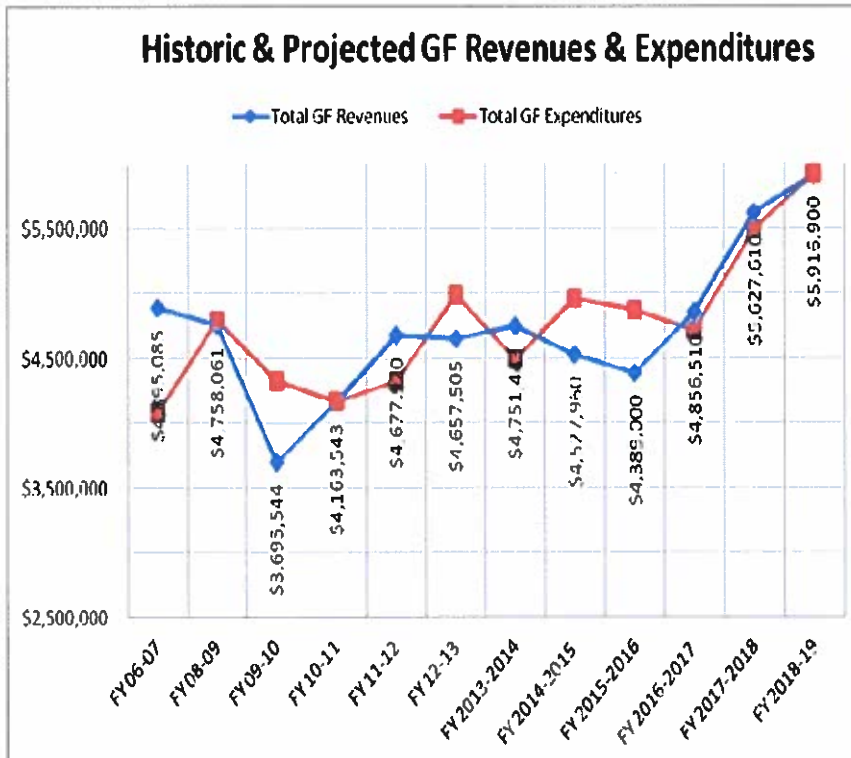
The Draft Budget document includes Staff recommended expenditures (excluding transfers) totaling \$11,297,102.

The passage of Measure A allows the City to begin to build back up its reserves and fund capital improvement while maintaining existing services. Senate Bill 1 will allow the City to fund more street projects over the next ten years.

HISTORY, ANALYSIS AND TRENDS:

GENERAL FUND ANALYSIS AND EXPECTATIONS:

As described previously, we focus on the General Fund because it provides the discretionary revenue that funds many of the City's important services and programs.

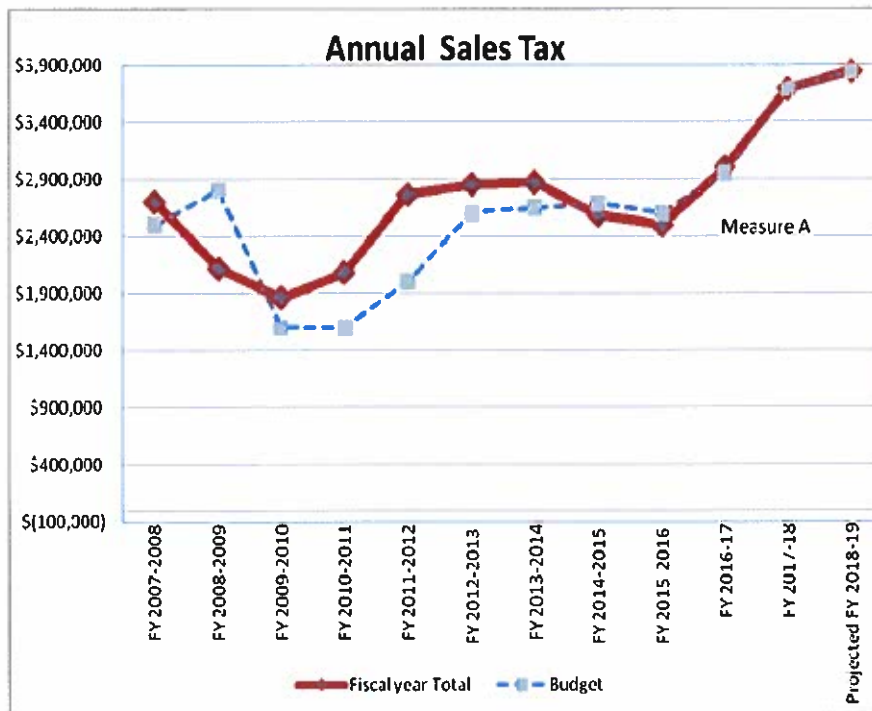


The spreadsheet that's the basis of the chart to the left is included under the Financial Projections Tab at page 1 of the Draft Budget document and titled "General Fund Revenue History Projections". The spreadsheet shows the various sources of General Fund revenue for each fiscal year and the corresponding amount received. We are projecting the following:

	Revenue	Expenditures
General Fund	\$ 5,916,900	\$ 5,924,067

Due to the importance of the key General Fund Revenues, please see the detailed spreadsheets and charts at pages 1, 2, & 3 in the Financial Projections Section.

SALES TAX REVENUE:



Sales Tax is the principal component of General Fund Revenues. Note how the chart to the left mirrors the General Fund Revenue Chart on page vii. In fact, it is anticipated that sales tax revenues will be over 46% of General Fund Revenues. Due to the boost in sales tax from the passage of Measure A, in 2018-2019 65% of General Fund revenue can be attributed to sales tax and transactions and use tax. Since we rely so heavily on sales tax revenue, our fiscal stability can be significantly

affected by recessionary economic conditions and fuel prices. Two industry groups (Fuel Sales and Auto Sales) typically account for over 80% of our sales tax revenues. Fuel sales typically account for between 45-55% of our total sales tax revenue, with the remainder coming from auto sales.

A one percent swing in sales tax revenue equates to about a \$38,450 effect on our General Fund. Fuel costs are tied to crude oil prices, which can be quite volatile.

TRANSIENT OCCUPANCY TAX:

This is a 10% room tax that's collected at the motels in town. For 2018-2019, we anticipate receiving \$425,000. This is \$15,000 more than what was budgeted in FY 2017-18.

PROPERTY TAX:

We have exceeded our 2017-2018 budget projection of \$526,000 for property tax revenues. We're projecting \$535,000 for FY 2018-2019.

VEHICLE LICENSE FEES:

This is property tax paid by the County Auditor in lieu of Vehicle License Fees. We expect to receive \$22,000 more than budgeted for FY 2017-2018 and increased our expectation accordingly to \$580,000 for FY 2018-2019.

CURRENT BUDGET MANAGEMENT:

The following bullet points summarize Staff's recommendations contained in the 2018-2019 Draft Budget and for the future.

- The City needs to continue its work to increase General Fund reserves to six months of operating expenditures.

- The City needs to invest in economic development to expand its tax base to allow it to increase its services and maintain existing services.
- The City must continue to fund Capital Improvement at appropriate levels.

SUBSEQUENT YEARS; FY 2019-2020 AND BEYOND:

- Increased development activity will generate Development Impact Fees, some of which would pay down indebtedness attributable to previous Water, Sewer and WWTP expansion and improve the Water and Sewer Enterprise Funds.
- The City will need to fund the Recreation Program beyond the grant term. While this is an additional General Fund expense, recreational programs decrease criminal activity and support youth development.
- The maintenance of City infrastructure should remain a priority for the City.
- Long-term pension obligations and sales tax revenue should remain a concern when considering the hiring of additional staffing.
- We should carefully consider changes that we can undertake to improve the efficiency of our service delivery and increase revenue opportunities through the analysis and possible renegotiation of our long standing contracts.

**City of Corning
2018-2019
Budget**

Table of Contents

<u>Department</u>	<u>Page</u>	<u>Department</u>	<u>Page</u>
FINANCIAL PROJECTIONS	1	<u>PUBLIC WORKS:</u>	112
GENERAL FUND	18	Library - 1700	116
OTHER FUND REVENUE	23	Street Maintenance - 3000	118
DEPARTMENT SUMMARIES	44	Street Projects - 3001	122
<u>GENERAL CITY:</u>	49	Streets & Traffic Lights- 3100	125
City Council - 1100	51	Community Events - 3190	127
City Administration – 1200	53	Building Maintenance - 3600	129
City Clerk – 1300	56	Mechanical Maintenance - 3700	131
Legal Services - 1400	58	Public Works Adm. - 3800	1336
Finance Department – 1500	60	Landscape & Lighting 1 - 3901	136
General City – 1600	64	Landscape & Lighting 2 - 3902	138
City Treasurer – 1900	67	Landscape & Lighting 3 - 3903	140
Prop. 47 - 2107	69	Landscape & Lighting 4 - 3904	142
Recreation - 3300	71	Engineering - 4200	144
Economic Development – 4010	73	Parks Maintenance - 6100	146
Housing Rehab - 4020	75	Park Special Projects - 6101	148
Planning Department - 4100	77	Rodgers Theatre - 6125	150
Building & Safety - 4300	79	Pool - 6200	152
Gen. Transfers - 5500	82	<u>ENTERPRISE FUNDS:</u>	154
Solid Waste - 8000	84	Transportation Center - 3160	156
		Airport - 3500	159
<u>POLICE DEPARTMENT:</u>	86	Sewer & Wastewater Treatment Plant	161
Police Dept. Patrol Division – 2114	88	Sewer Maintenance - 5000	162
Police Dept. Capt'l Replacement- 2116	92	WWTP - 5200	165
Police Dept. Dispatch Division – 2119	94	Sewer Capt'l Improvement - 5250	167
Police Animal Control/CSO - 2200	97	WWTP& Sewer Capt'l Rplcmt./Debt Transfers -5300	169
Police Dept. PAL Program - 2201	100	Water:	171
<u>FIRE DEPARTMENT:</u>	102	Water Department - 7100	172
Fire Department - 2300	104	Water Transfers - 7300	175
Fire Capt'l Replacement - 2301	108	Water Capt'l Improvement - 7420	177
Fire Dispatch - 2302	110		

Financial Projections

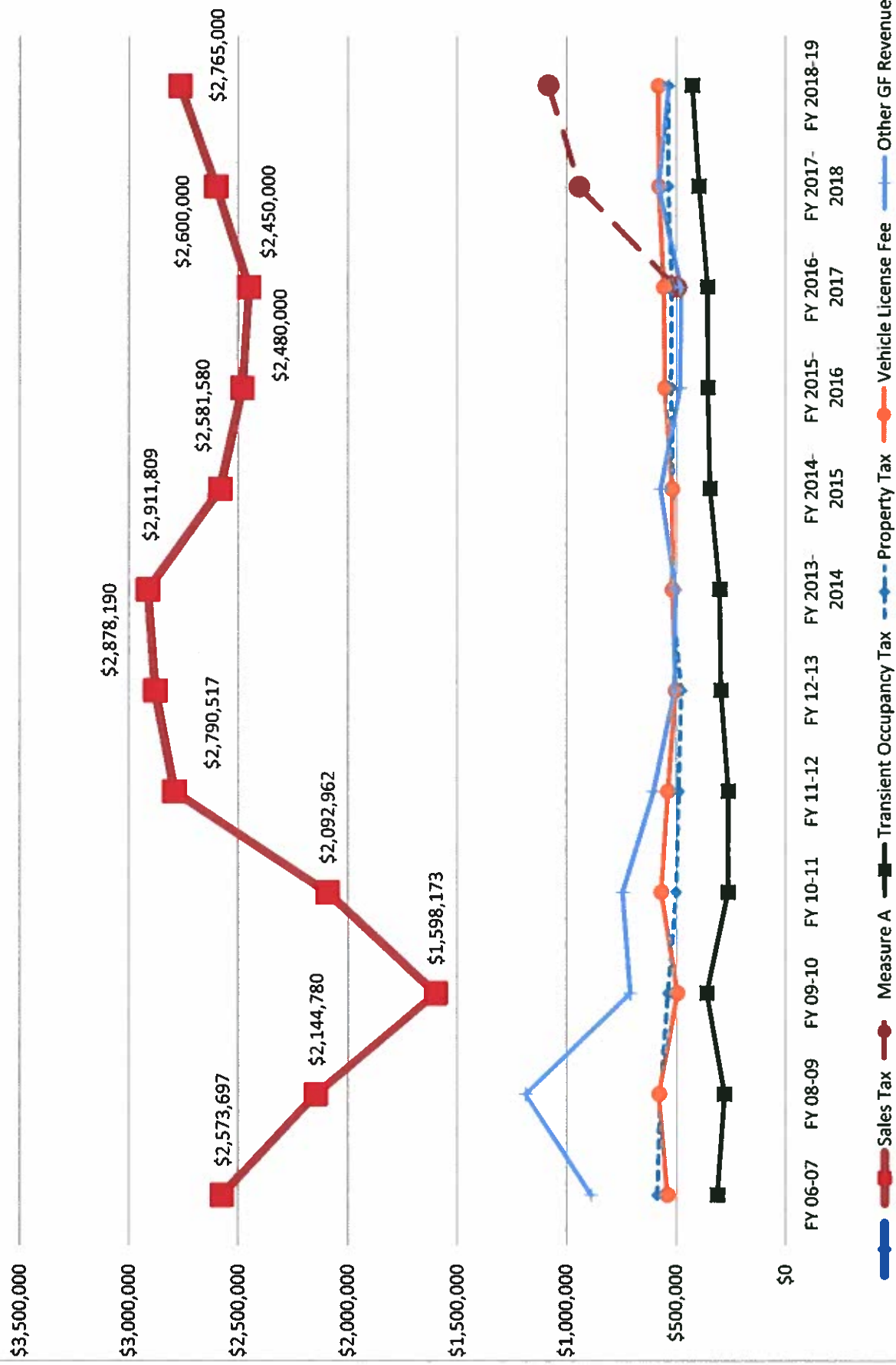
GENERAL FUND REVENUE HISTORY PROJECTIONS

City of Corning, CA

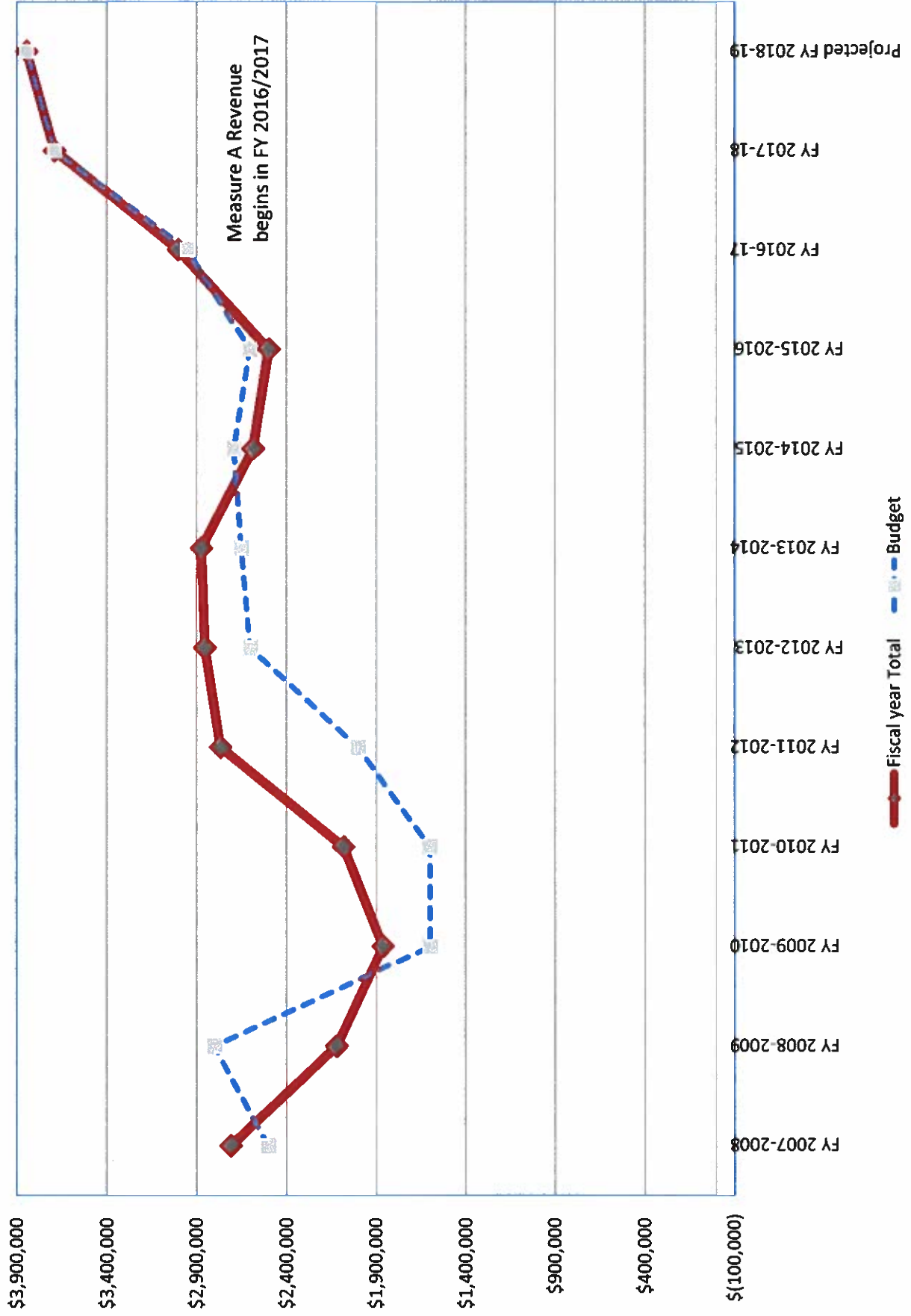
Revised: 7/2/2018

Revenue Source	FY 12-13	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-19
Sales Tax	\$ 2,878,190	\$ 2,911,809	\$ 2,581,580	\$ 2,480,000	\$ 2,450,000	\$ 2,600,000	\$ 2,765,000
Measure A					\$ 500,000	\$ 940,000	\$ 1,080,000
Transient Occupancy Tax	\$ 294,083	\$ 299,987	\$ 344,295	\$ 354,000	\$ 355,000	\$ 395,000	\$ 425,000
Property Tax	\$ 475,929	\$ 519,858	\$ 514,540	\$ 523,000	\$ 519,000	\$ 535,300	\$ 535,000
Vehicle License Fee	\$ 503,262	\$ 516,779	\$ 518,093	\$ 550,000	\$ 555,000	\$ 578,000	\$ 580,000
Other GF Revenue	\$ 506,041	\$ 503,010	\$ 569,452	\$ 482,000	\$ 477,510	\$ 579,310	\$ 531,900
Total GF Revenues	\$ 4,657,505	\$ 4,751,443	\$ 4,527,960	\$ 4,389,000	\$ 4,856,510	\$ 5,627,610	\$ 5,916,900
Total GF Expenditures	\$ 4,993,929	\$ 4,491,494	\$ 4,959,856	\$ 4,877,376	\$ 4,714,736	\$ 5,493,985	\$ 5,924,067
Net (Revs minus Exp)	\$ (336,424)	\$ 259,949	\$ (431,896)	\$ (488,376)	\$ 141,774	\$ 133,625	\$ (7,167)

GENERAL FUND REVENUE HISTORY AND PROJECTIONS



Annual Sales Tax



STREET MAINTENANCE FUNDS STATUS
City of Corning, CA

Fund Number	109	110	111	112	115	114	106	108	001	GRAND
Revenue Source	Gas Tax 2105	Gas Tax 2106	Gas Tax 2107	Gas Tax 2107.5	Gas Tax 2103	LTE/DA From County	SB 1 Road Maint. Streets	RSTP From County	GENERAL FUND PARTICIPATION Streets	TOTALS
CURRENT YEAR PROJECTIONS 2017-18										
Audit Balance, July 1, 2017	128,588	82,643	111,102	3,874	152,925	184,559	-	143,886	787,377	787,377
Revenues	44,800	31,800	57,800	2,000	30,800	158,100	53,458	53,100	431,458	759,541
Available for Expenditure	173,188	114,443	168,702	5,874	183,725	322,659	53,458	196,786	1,216,835	1,546,918
Projected Expenditures Rolled over to Following FY	(117,238) 20,000	(82,977) 15,000	(139,549) 30,000	(2,000)	(94,700) 10,000	(292,700) 75,000	(40,000) 15,000	(128,815) 35,000	(897,977) 200,000	(1,226,080) 200,000
Projected Balance June 30, 2018	75,952	48,466	59,153	3,874	99,025	104,959	28,458	102,971	520,858	\$20,858
BUDGET YEAR 2018-2019:										
Revenues, Budgeted	44,939	31,287	55,762	2,000	29,427	104,900	136,929	53,100	458,344	874,470
Available for Expenditure	120,891	77,753	114,915	5,874	128,452	208,859	165,397	156,071	979,202	1,395,328
Expenditures, Maintenance Expenditures, Projects	(61,564) (30,000)	(76,984) (76,984)	(110,964) (110,964)	(2,000) (2,000)	(137,684) (10,000)	(132,700) (30,000)	(155,000) (155,000)	(45,050) (35,000)	(586,966) (280,000)	(981,612) (520,000)
Total Budgeted Expenditures	(111,594)	(76,984)	(110,964)	(2,000)	(147,684)	(162,700)	(155,000)	(80,050)	(846,966)	(1,201,612)
Budgeted Balance June 30, 2019	9,397	769	3,931	3,874	(19,232)	47,189	10,387	76,021	132,216	193,716

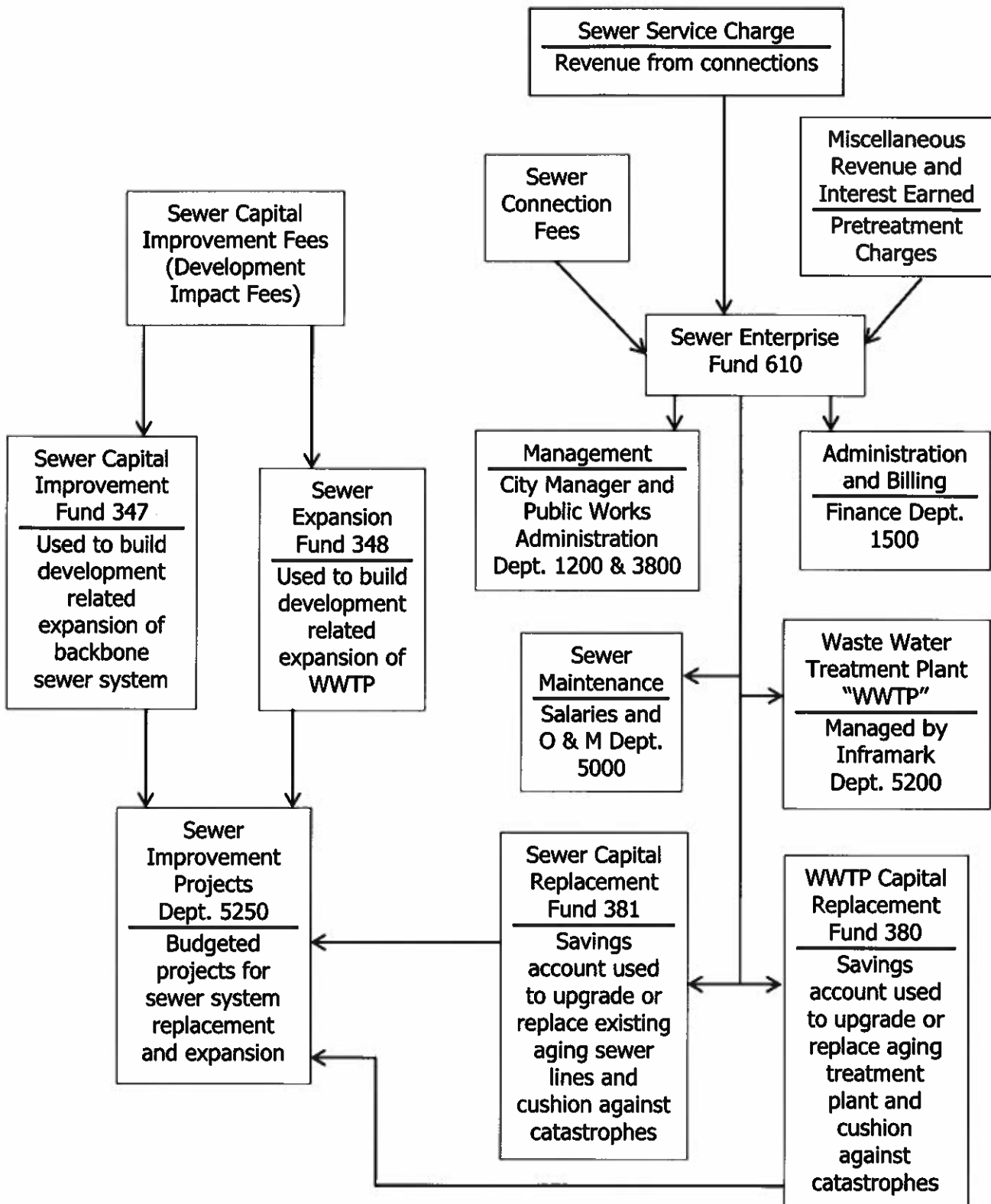
Notes:
1 Fund 114- Local Transportation Funds come to the City through the County; they are generated by a Statewide transportation sales tax (special quarter cent gas tax)
2 Gas Tax and SB 1 revenue estimates from Michael Coleman through the League of California Cities.
3 Required Maintenance of Effort (MOE), General Fund Street and Street Light Related: \$234,447

Local Streets and Roads - Projected Revenues

Estimated May 2018

	2017-18				2018-19			
	Hwy Users Tax Account	Loan Repayment	Road Mntnc Rehab Acct	TOTAL	Hwy Users Tax Account	Loan Repayment	Road Mntnc Rehab Acct	TOTAL
STANISLAUS COUNTY								
CERES	988,792	54,288	278,844	1,321,924	978,850	54,288	799,020	1,832,158
HUGHSON	156,937	8,334	42,807	208,078	155,411	8,334	122,662	286,407
MODESTO	4,419,594	244,509	1,255,892	5,919,995	4,374,816	244,509	3,598,720	8,218,045
NEWMAN	236,457	12,693	65,194	314,344	234,132	12,693	186,813	433,638
OAKDALE	474,917	25,818	132,614	633,349	470,188	25,818	380,001	876,007
PATTERSON	475,306	25,840	132,725	633,871	470,574	25,840	380,319	876,732
RIVERBANK	513,808	27,977	143,702	685,487	508,684	27,977	411,775	948,436
TURLOCK	1,504,847	82,851	425,554	2,013,252	1,489,674	82,851	1,219,412	2,791,937
WATERFORD	189,193	10,125	52,004	251,321	187,339	10,125	149,015	346,478
County of Stanislaus	11,100,724	625,608	3,211,093	14,937,425	10,984,441	625,608	9,201,291	20,811,341
Total Cities & County: Stanislaus	20,060,573	1,118,043	5,740,430	26,919,046	19,854,109	1,118,043	16,449,028	37,421,180
SUTTER COUNTY								
LIVE OAK	183,447	9,818	50,427	243,692	181,649	9,818	144,498	335,964
YUBA CITY	1,391,873	76,673	393,824	1,862,370	1,377,828	76,673	1,128,490	2,582,992
County of Sutter	2,900,867	192,341	989,221	4,082,429	2,864,281	192,341	2,834,583	5,891,206
Total Cities & County: Sutter	4,476,188	278,832	1,433,472	6,188,492	4,423,759	278,832	4,107,571	8,810,162
TEHAMA COUNTY								
CORNING	164,608	8,712	44,746	218,065	163,014	8,712	128,217	299,943
RED BLUFF	297,673	16,002	82,192	395,867	294,746	16,002	235,520	546,268
TEHAMA	14,593	485	2,493	17,572	14,504	485	7,144	22,134
County of Tehama	3,081,594	217,731	1,117,820	4,397,145	3,024,981	217,731	3,203,079	6,445,792
Total Cities & County: Tehama	3,538,468	242,930	1,247,251	5,028,649	3,497,245	242,930	3,573,961	7,314,136
TRINITY COUNTY								
County of Trinity	1,766,731	116,249	597,197	2,480,176	1,748,854	116,249	1,711,248	3,576,351
TULARE COUNTY								
DINUBA	512,236	28,263	145,168	685,667	507,046	28,263	415,975	951,283
EXETER	229,805	12,488	64,143	306,436	227,512	12,488	183,801	423,801
FARMERSVILLE	235,120	12,787	65,679	313,586	232,772	12,787	188,202	433,761
LINDSAY	270,204	14,761	75,816	360,781	267,494	14,761	217,248	499,502
PORTERVILLE	1,223,029	68,105	349,814	1,640,948	1,210,523	68,105	1,002,381	2,281,009
TULARE	1,319,086	73,508	377,568	1,770,162	1,305,588	73,508	1,081,908	2,461,005
VISALIA	2,705,756	151,370	777,493	3,634,619	2,677,960	151,370	2,227,884	5,057,214
WOODLAKE	163,790	8,831	45,359	217,980	162,168	8,831	129,974	300,974
County of Tulare	11,181,252	758,719	3,898,154	15,838,124	11,036,453	758,719	11,170,044	22,965,216
Total Cities & County: Tulare	17,840,277	1,128,831	5,799,194	24,768,303	17,627,516	1,128,831	16,617,418	35,373,765
TUOLUMNE COUNTY								
SONORA	116,913	5,574	28,630	151,117	115,915	5,574	82,037	203,526
County of Tuolumne	2,638,790	152,067	780,784	3,571,642	2,612,002	152,067	2,237,312	5,001,382
Total City & County: Tuolumne	2,755,704	157,641	809,414	3,722,759	2,727,917	157,641	2,319,349	5,204,908

Sewer Enterprise Organization



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

BUDGET 2018-2019

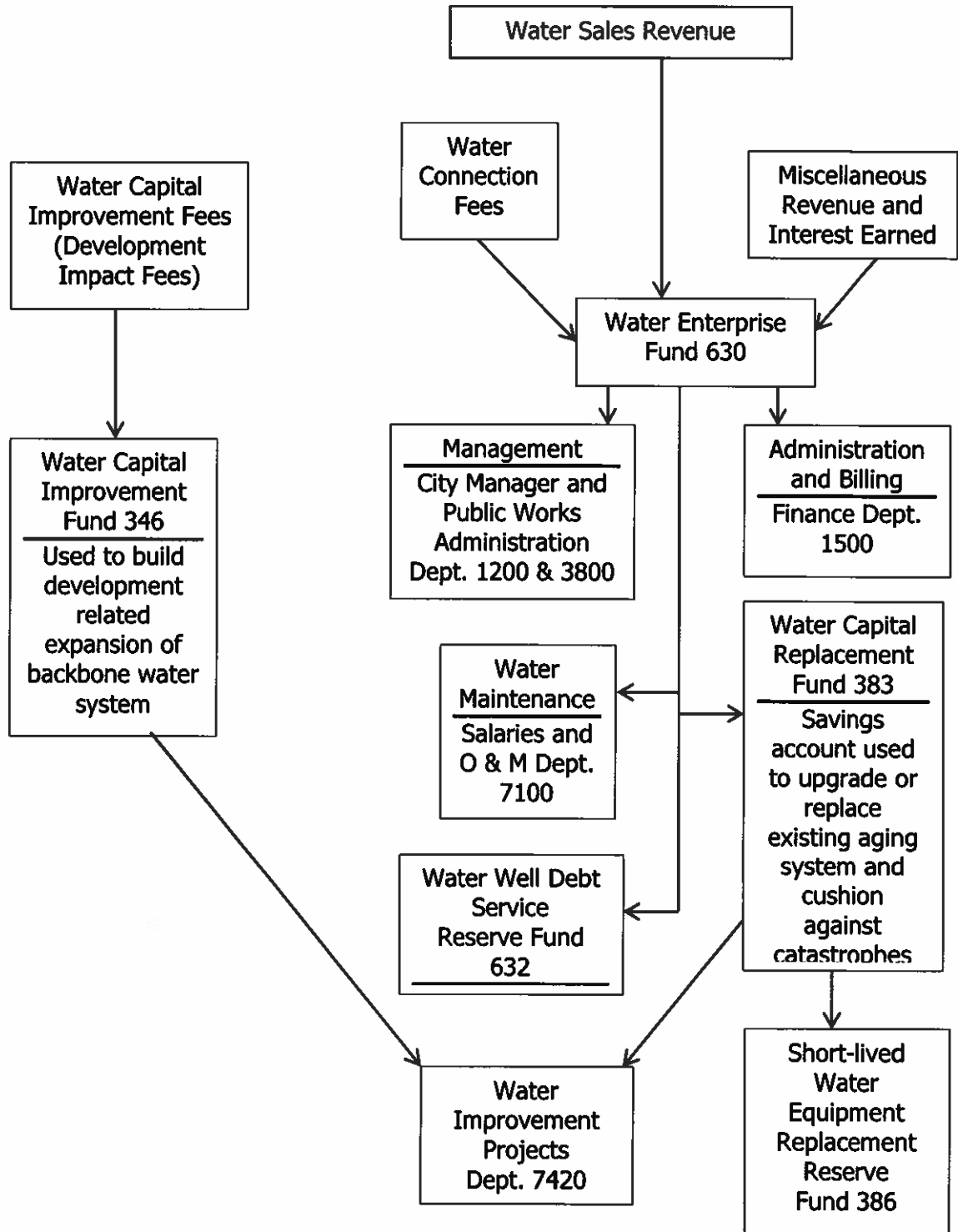
A 4% inflation rate in Expenditures and a 3.5% increase in revenues through 2018-19 is shown.

	BUDGETED						BUDGETED		PROJECTED		HISTORICAL (ACTUAL)			
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2016-17	
Sewer System Revenues														
Service Charges	1,825,000	1,885,000	1,885,000	1,885,000	1,885,000	1,885,000	1,766,384	1,698,077	1,698,077	1,698,077	1,698,077	1,766,384	1,766,384	
Annual Rate Change	3.5%	3.5%	0.0%	0.0%	0.0%	0.0%	3.5%	3.5%	0.0%	0.0%	0.0%	3.5%	3.5%	
Connection Fees	3,000	3,000	3,000	3,000	3,000	3,000	6375	6,375	6,375	6,375	6,375	6,375	6,375	
Interest Income	1,000	1,000	1,000	1,000	1,000	1,000	207	236	236	236	236	236	236	
Other Revenues	3,600	8,600	3,600	3,600	3,600	3,600	92,781	51,289	51,289	51,289	51,289	92,781	92,781	
Total Revenues	1,832,600	1,897,600	1,892,600	1,892,600	1,892,600	1,892,600	1,862,009	1,755,741	1,755,741	1,755,741	1,755,741	1,862,009	1,862,009	
Sewer System Operation and Maintenance Expenses (Exclusive of Capital Expenditures and Depreciation)														
	1,288,916	1,353,713	1,407,862	1,464,176	1,522,743	1,583,653	1,251,410	1,270,160	1,270,160	1,270,160	1,270,160	1,251,410	1,251,410	
Net Revenues from Sewer Enterprise System (Total Net Revenues Available for Installment Payments)														
	543,684	543,887	484,738	428,424	369,857	308,947	610,599	485,581	485,581	485,581	485,581	610,599	610,599	
1999 COP - USDA														
2005 COP- SERIES A (&) Wiedbush Installment Payments														
							98,390	99,211	99,211	99,211	99,211	98,390	98,390	
							37,239	37,653	37,653	37,653	37,653	37,239	37,239	
2005 COP Series B, USDA (WWTP Exp Ln)														
2017 Debt Refinance														
	329,900	304,100	324,225	325,025	329,225	328,025	240,000	240,000	240,000	240,000	240,000	240,000	240,000	
							18,970	18,970	18,970	18,970	18,970	18,970	18,970	
TOTAL DEBT SERVICE	329,900	304,100	324,225	325,025	329,225	328,025	394,699	376,864	376,864	376,864	376,864	394,699	394,699	
Sewer & Equip Replacement Trnsfr														
WWTP Repl. Fund Transfer	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	
	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	
TOTAL TRANSFERS	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	
Annual Net Income *	88,784	114,787	35,513	(21,601)	(84,368)	(144,076)	91,000	23,717	23,717	23,717	23,717	91,000	91,000	
Required Adjustments							272,080	(9,664)	(9,664)	(9,664)	(9,664)	272,080	272,080	
Net Operating Reserve **	808,388	923,175	958,689	937,088	852,720	708,642	719,604	356,524	356,524	356,524	356,524	719,604	719,604	
Sewer Capital Improvement (347)														
Sewer Capital Replacement (381)														
WWTP Expansion Fund (Net of Loan)(348)														
WWTP Capital Replacement Fund (380)														

* 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.

QA:
 PERS Side fund Debt Service is included in O&M expenses

Water Enterprise Organization



WATER ENTERPRISE SYSTEM

BUDGET 2018-2019

A 4% inflation rate in Expenditures and a 3.5% increase per year in revenues is shown.

	HISTORICAL (ACTUAL)							BUDGETED	PROJECTED														
	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	1,346,562	1,452,821	1,337,097	1,287,873	1,237,610	1,337,266	1,375,000	1,450,625	1,515,903	1,584,119	1,655,404										
Annual Rate Change	3.00%	3.00%	3.00%	3.00%	0.00%	0.00%	0.00%	0.00%	3.50%	3.50%	3.50%	3.50%	3.50%										
Volume Increase	0	1,725	2,101	1,730	1,186	3,145	650	1,000	1,000	1,000	1,000	1,000	1,000										
Connection Fees	3,708	1,450	1,040	625	843	777	777	1,000	1,000	1,000	1,000	1,000	1,000										
Interest Income	4,125	2,766	12	32	2,695	3,068	2,680	2,000	2,000	2,000	2,000	2,000	2,000										
Other Revenues																							
Total Revenues	1,280,197	1,289,651	1,349,715	1,455,208	1,341,531	1,284,084	1,241,717	1,341,266	1,379,000	1,454,625	1,519,903	1,588,119	1,659,404										
Water System Operation & Maintenance Expenses																							
Exclusive of Capital Expen. & Depreciation (2)	778,032	849,604	941,948	986,763	1,019,972	1,063,232	1,234,763	1,030,345	1,114,617	1,199,202	1,206,570	1,253,793	1,303,944										
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	6,964	310,920	264,383	295,423	314,333	334,326	355,460										
DEBT SERVICE																							
1999 COP's USDA Est. Installment Pymts.	131,512	130,696	130,649	130,580	130,504	130,512	130,425																
2005 Series A Est. Installment Pymts. (1)	151,686	149,286	150,610	151,585	152,304	152,734	148,954																
Water Well Debt Service - 2011 COP (4)		16,185	27,745	27,745	27,745	27,745	41,827																
2017 Debt Refinance								211,500	284,750	289,950	289,850	287,850	288,800										
Total Debt Service	283,198	296,167	309,004	309,910	310,553	310,991	360,763	211,500	284,750	299,950	289,850	287,850	288,900										
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)				27,000	27,000	27,000	27,000																
2011 COP Debt Serv. Reserve Fund 632		2,800	2,800	2,800	2,800	2,800	2,800																
Total Transfers	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 Annual Net Income *	145,467	38,080	1,063	46,335	(92,594)	(179,939)	(435,099)	20,920	(98,867)	(73,027)	(54,017)	(32,024)	(11,840)										
Required Adjustments (3)	(12,636)	(10,780)	(10,236)	(10,149)	(11,933)	(75,779)	40,489																
Cum. Net Operating Reserve **	688,099	715,399	706,224	742,410	637,863	382,165	(12,445)	8,475	(90,392)	(163,419)	(217,435)	(249,459)	(281,298)										
Water Capital Improvement Fund 346	185,452	74,466	49,948	48,833	36,667	32,723	33,361																
Water Capital Replacement Fund 383	287,557	318,026	257,487	329,216	396,835	432,824	417,104																

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
GENERAL FUND 001						
PROPERTY TAXES						
PROP TAX/CURRENT/SEC #4110	468,457-	495,612-	512,109-	494,000-	502,170-	503,000-
PROPERTY TAX/CURRENT/UNSECURED # 4111	18,006-	19,501-	19,860-	20,000-	20,608-	20,000-
PROPERTY TAX PRIOR/UNSECURED #4113	767-	635-				
PROP TAX SUPP/CURRENT #4114	6,269-	8,083-	11,972-	10,800-	5,400-	9,000-
PROPERTY TAX PROP 1A #4116					43	
PROPERTY TAX UNITARY #4117	26,838-	28,792-	31,548-	25,500-	34,188-	26,000-
COUNTY PROP ADMIN FEE #4118	20,741	22,108	22,900	23,000	21,375	23,000
REAL PROP TRANS TAX #4126	14,944-	10,441-	9,097-	8,000-	15,137-	10,000-
PROPERTY ABSTRACT/BUYOUT DEL TAX #4119			831-		680-	
SUBTOTAL	514,540-	540,956-	562,517-	535,300-	556,765-	545,000-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
=====						
OTHER TAXES						

AIRPORT TAX #4115	750-	808-	736-	1,100-	449-	1,100-
SALES TAX (T&U) #4009			445,682-	940,000-	998,322-	1,080,000-
SALES-USE TAX #4121	2,581,580-	2,525,050-	2,788,838-	2,750,000-	2,598,913-	2,765,000-
SAFETY SALES TAX/SB 509 #4122	25,923-	26,696-	26,843-	23,000-	27,471-	23,000-
TRANSIENT OCCUPANCY TAX #4128	344,295-	354,024-	391,313-	410,000-	423,362-	425,000-
FISH& WILDLIFE/REFUGE, REV. SH #4129	256-	166-	38-		182-	
BUSINESS LICENSE FEE #4400	20,285-	19,911-	20,334-	18,000-	19,857-	18,000-

SUBTOTAL ----->	2,973,089-	2,926,655-	3,673,784-	4,142,100-	4,068,556-	4,312,100-

FRANCHISES						

GAS/ELECTRIC/FRANCHISE #4123	56,475-	58,652-	62,798-	63,000-	66,326-	66,000-
CABLE TV FRANCHISE #4124	21,718-	24,303-	27,142-	20,000-	27,950-	21,000-
DISPOSAL FRANCHISE #4125	36,000-	36,000-	36,000-	36,000-	36,000-	36,000-

SUBTOTAL ----->	114,193-	118,955-	125,940-	119,000-	130,276-	123,000-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET

SUBVENTIONS AND GRANTS						

MOTOR VEHICLE IN LIEU TAX #4511	518,093-	552,103-	574,763-	571,000-	592,977-	580,000-
HOME OWNERS EXEMPTION #4515	10,019-	9,768-	9,612-	10,000-	4,612-	10,000-
MANDATED COST REIMBURSEMENT #4519	34,687-	9,096-	6,768-	4,000-	20-	2,000-
POST REIMBURSEMENT #4521	5,225-	3,226-	3,363-	5,000-	935-	5,000-
TIDE REIMBURSEMENT #4522	9,682-					
SOBRIETY FUNDS #4523		473-	321-	500-	537-	500-
CAL COPS #4553	100,062-	100,214-	100,628-	100,000-	16,501-	100,000-
OTHER POLICE GRANTS #4556		6,774-				

SUBTOTAL ----->	677,768-	681,654-	695,455-	690,500-	615,582-	697,500-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
=====						
LICENSES AND PERMITS						

ACO LICENSE/FEE/SERVICES #4410	5,090-	4,783-	4,233-	5,000-	3,562-	5,000-
BICYCLE LICENSE #4420	6-	12-	9-		15-	
BUILDING PERMIT #4430	39,145-	68,212-	97,181-	60,000-	51,360-	60,000-
BLDG INSPECTIONS FEES #4633	1,101-	647-	50-	250-		200-
POLICE PARKING VIOLATION TICKETS #4525	765-	2,915-	1,577-	1,500-	1,170-	1,500-
ACO NEW ADOPTION FEE #4411	1,480-	2,050-	1,560-	2,000-	1,040-	2,000-
POLICE MISC. DONATIONS, ETC. #4528	1,337-	35,138-	7,661-	2,000-	2,175-	2,000-
SUBTOTAL ----->	48,924-	113,757-	112,271-	70,750-	59,322-	70,700-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
RECREATION PROGRAMS						
REC/LESSONS/PROG/GATE/ETC #4650	22,199-	23,975-	26,586-	20,000-	18,788-	20,000-
RECREATION PROGRAMS/DESIGNATED/SPLIT #4652	11,178-	4,929-	8,823-	8,000-	6,943-	10,000-
PARK LIGHTS #4655	16-					
SUBTOTAL	33,393-	28,904-	35,409-	28,000-	25,731-	30,000-
FINES AND FORFEITURES						
GENERAL FINES AND FORFEITURES # 4670	13,956-	11,488-	16,644-	15,000-	13,608-	15,000-
USE OF MONEY AND PROPERTY						
RENT INCOME #4660	15,706-	15,455-	16,772-	15,000-	17,107-	15,000-
INTEREST #4661	470-	251-	2,580-	1,000-		1,000-
SUBTOTAL	30,132-	27,194-	35,996-	31,000-	30,715-	31,000-
CURRENT SERVICES CHARGES						
BUILDING PLAN CHECK #4610	12,118-	11,119-	15,363-	15,000-	34,473-	20,000-
SALES/MAPS AND PUBLICATIONS #4611		546-			150-	
SUBTOTAL	12,118-	11,665-	15,363-	15,000-	34,623-	20,000-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
OTHER FEES/PERMITS						
BUILDING DEPT FINES/OTHER #4431		30-	45-	60-	42-	100-
REPOSSESSION FEE/POLICE DEPT #4520						
PERMITS & APPLICATIONS #4612	1,820-	4,980-	2,830-	2,000-	3,110-	2,000-
ENCROACHMENT FEES #4619	370-	420-	1,835-	200-	270-	200-
FINGERPRINT FEE #4622	106-	105-	96-		123-	
CONCEALED WEAPON PERMIT #4625	2,485-	3,145-	3,983-	1,000-	4,003-	2,000-
POLICE IMPOUND FEE #4628	2,356-	3,800-	3,534-	2,700-	3,131-	2,700-
SUBTOTAL	7,137-	12,480-	13,997-	5,960-	10,679-	7,000-

CITY OF CORNING
GENERAL FUND REVENUE
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
MISCELLANEOUS						
MISC INCOME/LIBRARY #4617	184-	90-	46-			
MISCELLANEOUS INCOME #4618	11,619-	15,290-	65,726-	323,500-	240,040-	20,000-
SALARY REIMBURSEMENT #4526	57,411-	5,084-	50,396-	27,600-	50,203-	27,600-
CREDIT CARD PROC FEE #4588	2,850-	2,531-	2,467-	2,000-	1,257-	2,000-
PUBLIC WORKS MISC. INCOME #4540	139-		81,980-		4,420-	
WOODSON PARK OLIVE INCOME #4653					480-	
REIMBURSEMENT/DISPATCH #4671	26,202-	32,590-	40,219-	30,000-	31,928-	30,000-
OPERATING TRANSFERS IN REVENUE #4680	18,400-			1,000-		1,000-
SUBTOTAL ----->	116,805-	55,585-	240,834-	384,100-	328,328-	80,600-
FUND TOTAL ----->	4,528,099-	4,517,805-	5,511,566-	6,021,710-	5,860,577-	5,916,900-

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 1st through June 30th) 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 its 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 13. 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/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 – 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 REIMBURSEMENTS FROM OTHER AGENCIES – Other Agencies
001-4519 001-4520 (Generally the State) reimburse the City for certain costs incurred.
001-4521 001-4522 Reimbursements include P.O.S.T., T.I.D.E. and State mandated
001-4523 001-4546 costs which are determined on an annual basis.
001-4553 001-4671

LICENSES AND PERMITS:

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

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

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

001-4526 001-4527 001-4528 **OTHER REFUNDS/REIMBURSEMENTS** – Other refunds and reimbursements include Salary reimbursements when paid by other sources (such as Workers' 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 Investment Fund" deposits.

001-4662 **SALE OF PERSONAL PROPERTY** – Receipts from the sale of surplus Capital Equipment.

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

CURRENT SERVICE 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 001-4614 **SUBDIVISION FEES** – Fees charged for reviewing the proposed 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 001-4588 001-4612 001-4617 001-4619 001-4620 001-4621 001-4622 001-4623 001-4624 001-4625 001-4627 001-4628 001-4633 001-4653 001-4708 **OTHER FEES/PERMITS** – The City charges and collects revenues to offset the cost of providing specific services. Revenues include Permits and Applications, Environmental Review, Encroachment Fees, Police Services for special occasions, Weed Abatement, Fingerprinting, Animal Housing, Concealed Weapon Permits and Impound Fees.

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**

Other Fund Revenue Detail

Other Fund Revenue Detail:

This section of the Budget Book provides the reader with a description of each type of Revenue of “Non-General Fund” Revenue Sources that support 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 1st through June 30th) 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, Park Development Funds, and Water & Sewer Funds, all with the latest information from the last certified “Annual Audit”.

CITY OF CORNING

EXPLANATION OF REVENUE ACCOUNTS

OTHER FUNDS

PUBLIC SAFETY CAPITAL ACQUISITION AND REPLACEMENT FUNDS:

071	072	These Police, Fire and Public Works Replacement Funds receive periodic transfers from the General Fund and also hold proceeds from the sale of surplus Department Equipment.
076	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 monies 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	<u>GAS TAX 2105</u> – 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	<u>GAS TAX 2106</u> – 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	<u>GAS TAX 2107</u> – 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	<u>GAS TAX 2107.5</u> – 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	<u>LOCAL TRANSPORTATION SALES TAX</u> – Also known as "LIF". ¼ 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	<u>GAS TAX 2103</u> replaced the State Traffic Congestion Relief Fund State gas tax money approved by a vote of the People as "Proposition 42". In the past, the Governor and the State Legislature 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** – 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 Corning applies for funding during each application period (every two years).

BUSINESS LICENSE, AMERICANS WITH DISABILITIES ACT FUND – 080:

080-4401 On September 19, 2012, Governor Brown signed into law SB-1186. This 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/1,000 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 the south boundary of the Salado Orchard project if multi-family development occurs next to existing Single Family neighborhood. The 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 – WWPT – Represents fees charged on new construction for the improvement and expansion of sewer Waste Water Treatment Plant “WWTP”.

PARK AND RECREATION REVOLVING FUND – 352:

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

PARK RECYCLING GRANT 353:

353-4157 Funds received by the City from the State Solid Waste Management Board and forwarded on to the County-Wide Solid Waste Management Department for recycling programs serving Corning.

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. 03.32.030 (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 & GUTTER – The City Code provides for a “Curb and Gutter Revolving Fund” to promote the installation of curb & 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 Funds were deposited by participating businesses for the purchase and installation of the two ladderboard entrance directional signs at the intersections of Hwy. 99W/South and Hwy. 99W/Solano Streets.

WWTP CAPITAL IMPROVEMENT FUND -380:

380-4642 SEWER WASTEWATER TREATMENT PLANT CAPITAL REPLACEMENT – Receives funds transferred annually from the Sewer Enterprise Fund to provide a reserve for future ongoing facility replacement for lab equipment to major structures.

SEWER CAPITAL REPLACEMENT FUND -381:

381-4642 SEWER CAPITAL REPLACEMENT – Receives funds transferred annually from the Sewer Enterprise Fund to provide a reserve for future ongoing collection system (the sewer lines) replacement, 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, 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 LEVEY TRUST FUND – A Scholarship Fund for graduating Valedictorians of Corning Union High School.

402 RODGERS TRUST FUND – Established to fund restoration improvements to the Rodgers Theatre.

403 RIDELL TRUST FUND – Established to provide for non-maintenance needs of the Corning Library.

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 – Misc. Income revenues.

610-4643 Revenues received for specific services such as Connection Fees,
610-4713 Pretreatment Program and Land Leases.

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 (provider of garbage services to the City).

AIRPORT ENTERPRISE – 620:

620-4536 AIRPORT GRANT – Federal/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:

625-4660/4669 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
630-4632 services required in the turn on/reinstatement of water services.

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/large equipment. Short-lived assets include those items not covered under Operations and Maintenance. Long-Lived facility replacement should be funded with long-term financing.

WATER RATE STABILIZATION FUND - 631

LIGHTING AND LANDSCAPE DISTRICTS – 700:

701 DISTRICT 1, ZONE 1 affects the Blackburn Estates Subdivision on North Alex Lane.

702 DISTRICT 1, ZONE 2 affects the Stonefox Subdivision.

703 DISTRICT 1, Zone 3 affects the SHHIP Blossom Avenue Development.

704 District 1, Zone 4 affects Salado Orchard Apt., Phase 1.

BCJI (Byrne Criminal Justice Innovation Program Grant) - 166: Programs funded by the Byrne Criminal Justice Grant.

4574 BCJI PROGRAM.

4623 BCJI POLICE/SCHOOL PROGRAMS

SOLANO STREET PROJECT:

359 SOLANO STREETSCAPE PROJECT – Funding received from Federal/State sources for the Solano Streetscape Project.

AIRPORT ENTERPRISE FUND:

320 AIRPORT ENTERPRISE FUND

620-4658 Blackburn Avenue Property Rental (House).

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
POLICE EQUIPMENT REPLACEMENT FUND #071						

Equipment Fund #4527	1,530-	8,569-	1,890-			
Interest #4661	15-	118-	40-	100-		200-
Operating Transfers in Revenue #4680	57,000-	89,330-	13,422-	192,760-	192,760-	125,052-
ACO F&A RESTRICTED FUND #072						

ACO - F&A Fee #4412	1,270-	1,559-	1,030-	3,000-	935-	3,000-
Interest #4661	1-	2-	5-			
PROP 30 Police FUND #073						

PROP 30 Funds #4573					12,614-	
Interest #4661	11-	20-	29-			
Police K9 Program FUND #074						

Police Misc Inc/Donations #4528			22,561-			
FIRE EQUIPMENT REPLACEMENT FUND #076						

Equipment Fund #4527	13,562-	46,699-	5,325-		28,191-	
Interest #4661	53-	176-	253-	100-		200-
Operating Transfers in Revenue #4680	22,400-	40,500-	13,422-	220,585-	220,585-	206,200-

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
PUBLIC WORKS EQUIPMENT REPLACEMENT FUND #078						
Equipment Fund #4527	12,957-	13,015-	17,225-	17,000-	14,241-	17,000-
Interest #4661	20-	54-	118-	100-		100-
Operating Transfers in Revenue #4680				226,655-	226,655-	168,852-
BUSINESS LICENSE ADA #080						
Business License ADA #4401	389-	421-	473-	100-	1,596-	200-
RURAL PLANNING FUND #105						
Rural Planning Funds #4141	26,582-			21,000-		21,000-
Interest #4661	11-	26-	21-			
SB1 Road Maintenance FUND #106						
Road Maint. Rehab #4537				52,400-	21,148-	136,929-
FED TRANS FUND #108						
FEDERAL TRANS #4529	104,783-	53,709-	50,777-	53,100-		53,100-
Misc. Income #4618			2,492-			
Interest #4661	90-	223-	204-			

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
=====						
GAS TAX FUND #109 - #113						

GAS TAX #2105	41,753-	43,023-	43,058-	44,500-	34,224-	44,839-
GAS TAX #2106	31,731-	31,323-	31,431-	31,700-	25,762-	31,187-
GAS TAX # 2107	53,378-	56,023-	54,590-	57,500-	44,163-	55,662-
GAS TAX #2107.5	4,000-	2,000-	2,000-	2,000-	2,000-	2,000-
Misc. Income #4618			583-			
INTEREST #4661	241-	598-	791-	300-		300-
GAS TAX TOTAL ----->	131,103-	132,967-	132,453-	136,000-	106,149-	133,988-
=====						
LOCAL TRANSPORTATION FUND #114						

LOCAL TRANSPORTATION SALES TAX #4120	105,414-	104,970-	117,308-	104,900-	158,061-	104,900-
Public Wrks, Misc. Income #4540			168-			
Misc Income #4618	98-	236-	3,323-			
INTEREST #4661			604-			
TRAFFIC CONGESTION FUND #115						

TRAFFIC CONGESTION RELIEF #4142	71,280-	39,365-	20,453-	30,700-	34,887-	29,327-
Misc. Income #4618			4,153-			
Interest #4661	116-	297-	446-	100-		100-
TRAFFIC MITIGATION FUND #116						

Traffic Mitigation Fees #4634	27,017-	3,701-	15,729-	5,000-	66,618-	5,000-
Interest #4661	134-	273-	424-			
SAFE ROUTES TO SCHOOL #118						

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 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-		
FLOOD MIT FEMA #152						
Promise Grant (REC PROG) Fund #160						200,000-
Promise Nghbrhd Grant-REC #4566					50-	
Recreation Programs/Fees #4652						
BCJI Program FUND #166						
BCJI Program #4574	122,276-	319,906-	301,179-	454,800-	110,108-	
BCJI Police/School Programs #4623	7,840-	360				

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
ABANDONED VEHICLE FUND #170						
Abandoned Vehicle #4546					12,334-	
SAFE GRANT #188						
HOMELAND SECURITY GRANT #189						
Homeland Security Grant #4575		3,500-	14,500-		15,384-	
BSCC GRANT (R.B.) #190						
BSCC GRANT (RB) #4576			12,717-	12,717-		12,717-
BSCC GRANT (TCSO) #191						
BSCC GRANT (TCSO) #4577			10,000-			
PROP 47 Grant FUND #192						
PROP 47 Grant #4578					130,542-	301,000-
Grant Proceeds #4700				298,000-		
Prom Neighborhood Grant FUND #193						
Promise Neighborhood Grant #4579					83,504-	200,000-
Grant Proceeds #4700				200,000-		
GENERAL PLAN UPDATE #302						
State Grant #4601			86,762-			
PROG. INC-UNRES FUND # 323						
Interest #4661	4-	27-	6-			
CDBG Program Income #4668	2,150-	19,907-	13,287-	10,000-	1,100-	10,000-

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
=====						
1990 CDBG FUND #324						

REUSE FUNDS-ECN FUND #325						

Loan Payments #4568	913-	1,247-	153-	3,500-		3,500-
Interest #4661		6-	21-	500-		500-
CDBG Program Income #4668	2,542-	2,387-	2,310-	2,500-	1,730-	2,500-
=====						
REUSE FUNDS HOUSING FUND #326						

Interest #4661		3-	127-			
CDBG Program Income #4668	1,200-	500-	42,072-	500-		500-
=====						
HOUSING ACQ, RLF #327						

HOME Grant 2013 #328						

Misc. Income #4618			30-			
CDBG Program Income #4668			118,501-			
=====						
NEW CONSTRUCTION RLF #329						

PARK ACQUISITION/CONSTRUCTION FUND #341						

Park Acquisition/Construction #4127	4,052-	555-	1,110-	5,000-	9,990-	5,000-
Public Works/Misc Income #4540					1,149-	
Misc Income #4618	207-	395-	1,422-	100-		100-
Interest #4661			431-			

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET

SALADO WALL DEPOSIT FUND #344						
Interest # 4661	96-	183-	268-	200-		200-

DRAINAGE FEES FUND #345						

DRAINAGE FEES #4636	5,911-	692-	3,642-	10,000-	18,793-	10,000-
INTEREST #4661	131-	185-	256-	1,000-		1,000-

WATER CAPITAL IMPROVEMENT FUND #346						

WATER CAPITAL IMPROVEMENT #4530	2,994-	499-	10,978-	5,000-	8,982-	5,000-
INTEREST #4661	48-	66-	90-	1,500-		1,500-

SEWER CAPITAL IMPROVEMENT FUND #347						

SEWER CAPITAL IMPROVEMENT #4642	3,744-	936-	3,744-	2,500-	16,848-	2,500-

WWTP EXPANSION FUND #348						

MISC INCOME, ETC... #4618	19,136-	4,784-	19,136-	20,000-	86,112-	20,000-
INTEREST #4661	67-	149-	350-	500-	72,908-	500-
Operating Transfers in Rev. # 4680	240,000-	240,000-	463,658-	225,000-	225,000-	200,000-

YOST FIELD FUND #352						

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

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
=====						
PARK VOL. FUND #353						

Recycling Grant #4157					5,000-	5,000-
Interest #4661	5-	10-	15-			

PROP 84 PARK BOND #354						

Bond Proceeds #4552	1,284,656-					

PARKLAND ACQUISITION FUND #355						

Bedroom Tax #4605	1,200-	500-	900-	500-	9,700-	500-
Interest #4661	80-	64-	60-			

STREET SCAPE #359						

Grant Proceeds #4700		60,367-	824,817-		104,076-	

CURB AND GUTTER FUND #365						

INTEREST #4661			1-			

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

39

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET

RODGERS, FMW&D FUND #402						

RIDELL LIBRARY TRUST FUND #403						

Interest #4661	273-	519-	757-			

SEWER ENTERPRISE FUND #610						

SEWER SERVICE #4640	1,672,784-	1,698,077-	1,766,384-	1,825,000-	1,731,989-	1,885,000-
SEWER CONNECTION FEE #4641	655-	6,375-		3,000-	12,765-	3,000-
INDUSTRIAL WWTP LAND LEASE #4643	7,962-	8,169-	8,463-		8,759-	5,000-
MISCELLANEOUS #4618		42,699-	84,318-	3,600-	7,557-	3,600-
INTEREST #4661	207-	422-	2,844-	1,000-		1,000-
FUND TOTAL ----->	1,681,608-	1,755,742-	1,862,009-	1,832,600-	1,761,070-	1,897,600-

SOLID WASTE FUND #615						

Solid Waste #4639	473,245-	477,386-	477,491-	451,000-	440,359-	453,200-
Interest #4661	66-	129-	157-	1,000-		500-

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
=====						
AIRPORT ENTERPRISE FUND #620						

AIRPORT GRANT #4536	10,000-	10,000-	10,000-	10,000-	10,000-	10,000-
Misc, Income, Etc. # 4618			21,795-	2,579-		2,579-
RENT BLACKBURN #4658	8,400-	8,400-	8,400-	8,400-	8,400-	8,400-
RENTS/LEASES #4660	8,498-	8,924-	8,795-	7,000-	8,534-	7,500-
INTEREST #4661	21-	62-	131-			
=====						
AIRPORT IMPROVEMENTS #621						

TRANSPORTATION CENTER FUND #625						

TRANS. SALES TAX #4120				8,220-		
Misc Income, Etc... #4618	5,750-	6,000-	6,000-		6,120-	8,220-
Lease-Commercial Park #4659	5,000-	5,000-	5,000-	5,000-	5,000-	5,000-
RENTS/LEASES #4660	3,300-	12,338-	5,000-	5,000-	4,800-	5,000-
INTEREST #4661						
=====						
FUND TOTAL ----->	14-	30-	45-			
	14,064-	23,368-	16,045-	18,220-	15,920-	18,220-
=====						

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
=====						
WATER ENTERPRISE FUND #630						

MISC INCOME, ETC. #4618		50			255-	
WATER SALES #4630	1,337,097-	1,257,873-	1,237,310-	1,337,265-	1,180,382-	1,375,000-
WATER CONNECTION FEE #4631	1,196-	3,145-	650-	1,000-	10,400-	1,000-
METER READING/TURN ON #4632	2,695-	2,400-	2,680-	2,000-	2,600-	2,000-
INTEREST #4661	543-	716-	777-	1,000-		1,000-
Operating Transfers in Revenue #4680			425,852-			

FUND TOTAL ----->	1,341,531-	1,264,084-	1,241,417-	1,341,265-	1,193,637-	1,379,000-
=====						
WATER WELL LOAN RESERVE #632						

Interest #4661	12-	28-	49-			
Operating Transfers in Revenue #4680	2,800-	2,800-	2,800-			

CITY OF CORNING
OTHER FUNDS
FISCAL YEAR 2018-2019

	2014-2015 YEAR END	2015-2016 YEAR END	2016-2017 YEAR END	2017-2018 BUDGET	2017-2018 TO DATE	2018-2019 BUDGET
=====						
L&L DIST 1 ZN 1 #701						

Lighting & Landscaping Assess #4649	883-	920-	883-	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-	7,280-
Interest #4661			7-			
L&L DIST 1 ZN 3 #703						

Lighting & Landscaping Assess #4649	4,263-	4,192-	4,263-	2,900-	4,334-	2,900-
Interest # 4661	21-	46-	75-	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-	11-	12-	50-		50-

	9,949-	9,943-	17,294-	16,005-	17,270-	16,005-
=====						
GRAND TOTAL OF NON GEN FUNDS	6,107,227-	5,315,832-	6,597,432-	6,211,086-	5,656,440-	5,985,769-
=====						

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 Department or Operating Division of a Department.

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

These spreadsheets 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 sized 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 2018-2019

Total Expenses -----	59,384	0	0
----------------------	--------	---	---

Total (9026) Park Ir	59,384	0	0
----------------------	--------	---	---

Dept Summary Report (June through June)					2017-2018 TO DATE	2018-2019 BUDGET
Dept	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017		
NO NAME						
1100	City Council	24,912	26,067	0	0	
1200	City Admin.	219,243	294,600		25,578	
1300	City Clerk	16,269	11,514		227,563	
1400	Legal Services	67,252	81,198		15,106	
1500	Finance Dept.	293,052	322,019		81,606	
1600	General City	782,737	704,782		336,600	
1700	Library	20,094	19,009		661,657	
1900	Treasurer	646	646		19,241	
2105	BCJI PROGRAM	151,174	238,944		646	
2114	Police Services	2,079,882	1,958,045		263,298	
2116	Police Cap Rplc	52,500	75,616		1,871,641	
2119	Police Dispatch.	445,083	477,100		3,196	
2121	Homeland Sec Gr	0	3,500		463,909	
2122	K-9 Program	0	0		0	
2200	ACO/CSO	87,052	102,625		26	
2201	PAL PROGRAM	5,460	5,485		108,491	
2300	Fire Department	231,209	222,772		5,245	
2301	Fire Cap Replc	9,521	47,129		275,786	
2302	FIRE DISPATCH	354,552	350,240		6,579	
3000	Streets	262,088	216,417		355,531	
3001	Street Projects	228,442	1,138,626		295,545	
					1,172,803	

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

3100 St&Trf Lights	80,063	86,312	88,708
3120 Gen Plan Update	58,648	23,029	0
3160 TranspFacility	16,021	18,580	18,174
3190 CommunityEvents	6,798	5,993	8,624
3300 Recreation Dept	9,474	3,523	7,844
3360 Drainage	0	0	6,630
3500 Airport	14,058	16,641	12,380
3600 BuildingMaint.	78,034	78,854	54,779
3700 Mech Maint	1,898	879	4,470
3800 Pub.Works Admin	209,950	193,747	200,176
3901 L&L 1	880	1,051	831
3902 L&L 2 (STONEFX)	0	174	432
3903 L&L 3	1,469	1,697	1,773
3904 L&L 4	4,610	8,688	4,616
4010 Economic Devel	23,500	21,708	27,000
4020 HousngRehabCDBG	23,766	925	100,206
4021 HOME Grant	0	10,838	8,433
4045 PED TRANS GRANT	43,154	106,258	0
4100 Planning Admin.	36,921	38,282	34,428
4200 Engineering Ser	35,602	19,875	12,248
4300 Bldg & Safety	124,918	150,575	120,305
5000 Sewer Dept	134,465	140,476	145,883
5200 WWTP	735,598	725,220	765,008
5250 Swr Improvemnts	261,705	311,743	5,753,715
5300 Sewer Transfers	326,200	325,000	365,000
5500 Gen Trans	97,800	129,830	26,843
6100 Parks Maint.	224,657	185,427	194,678
6101 Prk Spec Prjct	0	450	96,501
6125 RodgersTheatre	19,360	7,933	4,759
6200 POOL	70,491	67,812	71,489
7100 Water Dept	563,412	582,389	604,542

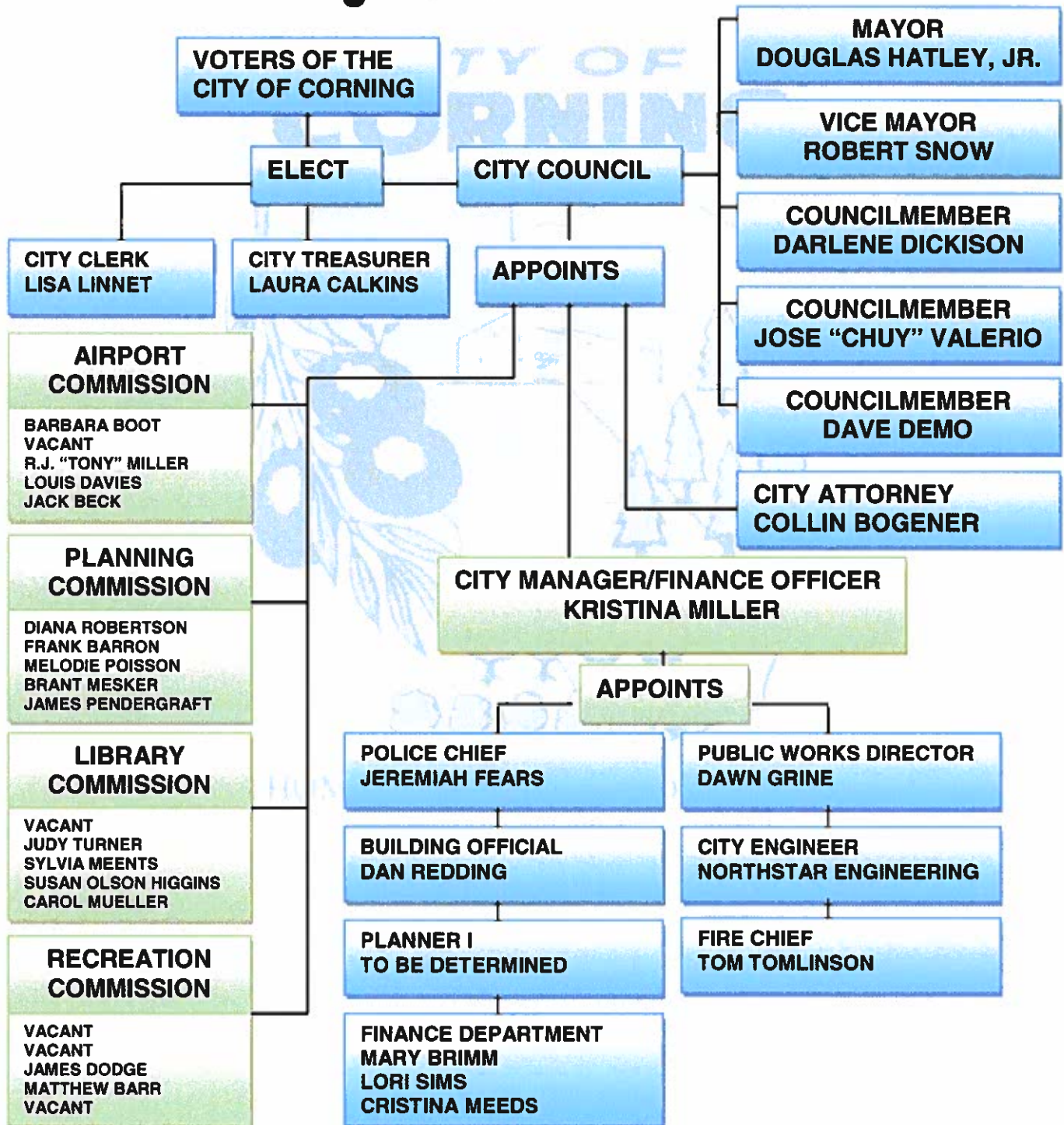
CITY OF CORNING			
ANNUAL BUDGET			
FISCAL YEAR 2018-2019			
7300 Water Cap Trans	100,800	77,000	78,500
7410 Wtr Cap Replace	27,000	27,000	27,000
7420 WtrCapImprovent	218,970	189,153	-4,514,688
7430 Debt Serv. Res.	2,800	2,800	2,800
8000 SOLID WASTE	473,278	477,324	477,491
9020 Prop 84 NonCons	2,585	0	0
9025 PROP 84 Const	1,385,750	0	0
9026 Park Improve.	59,384	0	0

DeptS TOTAL	10,805,186	10,333,519	11,001,623
=====			

General City

City of Corning

Organizational Chart



**CITY OF CORNING
2018- 2019 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 Robert Snow, Darlene Dickison, Jose "Chuy" Valerio and Dave Demo.** 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 for each City Council member and the Mayor.

5910 – FICA: This account provides funding for the required Federal Insurance Contributions Act Tax (FICA).

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 2018-2019

Dept #: 1100		Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
Name: City Council						
Expenses	Description					
001 5100	DirectLabor	18,000	18,000	18,000	16,200	18,000
001 5910	FICA-CityPaid	1,377	1,377	1,377	1,239	1,500
001 6100	Office Supplies	9	35	24	0	100
001 6150	Mat/Supplies	892	823	1,489	1,576	2,400
001 7000	Assoc.Dues	3,953	4,082	4,113	4,841	5,000
001 7200	Conf/Meetings	181	1,000	75	70	1,000
401 7600	Scholarship	500	750	500	250	500
	Total Expenses	24,912	26,067	25,578	24,177	28,500
Total (1100) City Council		24,912	26,067	25,578	24,177	28,500

**CITY OF CORNING
2018 – 2019 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.

5350/5400/5650/5700/5850 – 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.

5910 – FICA: This account provides funding for the required Federal Insurance Contributions Act Tax (FICA).

SUPPLIES:

- 001-6100 OFFICE SUPPLIES:** Funds the purchase of miscellaneous supplies such as paper, pens, etc. from the General (001), Sewer Enterprise (610) and Water (630) Enterprise Funds for various miscellaneous materials/supplies.
- 001-6150 MATERIALS & SUPPLIES:** Provides funding from the General Fund for various miscellaneous materials/supplies.
- 610-6150 MATERIALS & SUPPLIES:** Provides funding from the Sewer Enterprise Fund for various miscellaneous materials/supplies.
- 630-6150 MATERIALS & SUPPLIES:** Provides funding from the Water Enterprise Fund for various miscellaneous materials/supplies.
- 001-6350 COMMUNICATIONS:** Funded by the General (001), Sewer (610) and Water (630) 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.
- 001-7406 COMPUTER EQUIPMENT/SOFTWARE:** Provides funding for necessary computer equipment/software purchases/replacements.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 1200

Name: City Admin.

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	161,731	202,678	158,664	158,424	180,395
5900	Benefits	54,187	88,328	63,791	64,271	55,170
001 6100	Office Supplies	237	224	385	110	500
610 6100	Office Supplies	249	329	153	184	300
630 6100	Office Supplies	249	317	140	184	300
001 6150	Mat/Supplies	116	408	632	141	500
610 6150	Mat/Supplies	0	0	0	5	50
630 6150	Mat/Supplies	0	0	0	5	50
001 6350	Communications	924	1,201	1,074	695	1,100
610 6350	Communications	162	0	20	0	300
630 6350	Communications	0	0	20	0	300
001 7000	Assoc.Dues	964	110	135	613	800
001 7200	Conf/Meetings	426	1,004	1,886	6,070	4,650
001 7406	Comp/Equip/Soft	0	0	0	0	7,500
001 7500	Veh Opr/Maint	0	0	650	0	0
	Total Expenses -----	219,243	294,600	227,563	230,702	251,915
Total (1200) City Admin.		219,243	294,600	227,563	230,702	251,915

**2018-2019 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.

5910 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 numbered 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 2018-2019

Dept #: 1300

Name: City Clerk

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
001 5100	DirectLabor	4,200	4,199	4,200	3,877	4,200
001 5910	FICA-CityPaid	321	321	321	297	350
001 6100	Office Supplies	51	37	21	0	100
001 6150	Mat/Supplies	751	880	981	1,273	1,500
001 6300	ProfServices	1,000	1,497	926	731	1,500
001 6310	Elections	6,118	0	6,219	0	6,500
001 6350	Communications	0	55	0	2,634	4,000
001 6500	Print/Advert.	3,647	4,435	2,438	90	150
001 7000	Assoc.Dues	180	90	0	55	500
	Total Expenses -----	16,269	11,514	15,106	8,956	18,800
Total (1300) City Clerk		16,269	11,514	15,106	8,956	18,800

**CITY OF CORNING
2018 – 2019 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 Moore & Bogener, Inc., specifically **Collin Bogener**, currently serves as the City Attorney. 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).
- 6345 CITY ATTORNEY SERVICES:** Provides funding for legal services associated legal litigations against the City.
- 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 2018-2019

Dept #: 1400

Name: Legal Services

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
001 6301	Consulting Serv	53,040	53,040	54,319	83,705	55,700
610 6301	Consulting Serv	6,630	6,630	6,668	6,959	7,000
630 6301	Consulting Serv	6,630	6,630	6,668	6,959	7,000
001 6304	EE Relations	855	5,000	4,550	505	700
610 6304	EE Relations	0	5,000	4,550	0	700
630 6304	EE Relations	0	4,899	4,550	0	700
001 6345	Consult, Lit.	0	0	0	0	20,000
001 7200	Conf/Meetings	0	0	0	0	250
610 7200	Conf/Meetings	0	0	0	0	250
630 7200	Conf/Meetings	0	0	0	0	250
001 8001	Books/Periodic.	33	0	100	0	250
610 8001	Books/Periodic.	32	0	100	0	250
630 8001	Books/Periodic.	32	0	100	0	250
	Total Expenses -----	67,252	81,198	81,606	98,127	93,300
Total (1400)	LegalServices	67,252	81,198	81,606	98,127	93,300

**CITY OF CORNING
2018 – 2019 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%.

5300 – 5900: 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 following funds: General (001); Sewer Enterprise (610), and the Water Enterprise (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).
- 7000 MEMBERSHIP/DUES:** Provides funding for Mary's membership in the American Payroll Association.
- 7100 TRAINING/EDUCATION:** Provides funding for training.
- 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 2018-2019

Dept #: 1500

Name: Finance Dept.

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	135,993	143,636	147,206	148,949	166,520
5900	Benefits	76,206	80,687	76,443	69,002	79,216
001 6100	Office Supplies	2,300	5,206	2,208	1,227	2,000
610 6100	Office Supplies	3,452	3,510	2,744	1,952	3,500
615 6100	Office Supplies	761	347	1,127	2,648	2,500
630 6100	Office Supplies	3,452	4,624	2,871	2,164	3,500
001 6150	Mat/Supplies	2,520	381	116	889	600
610 6150	Mat/Supplies	0	252	154	36	500
630 6150	Mat/Supplies	0	91	154	46	500
001 6300	ProfServices	21,339	22,231	40,047	21,108	24,150
080 6300	ProfServices	106	173	59	156	200
610 6300	ProfServices	8,046	13,943	12,625	12,622	12,075
630 6300	ProfServices	8,046	13,943	12,625	11,941	12,075
001 6350	Communications	1,160	1,470	1,145	948	1,500
610 6350	Communications	1,124	1,162	1,111	920	1,500
630 6350	Communications	1,124	1,162	1,111	920	1,500
001 6600	Rents/Leases	344	353	351	321	100
610 6600	Rents/Leases	668	686	681	622	1,200
630 6600	Rents/Leases	1,012	1,039	1,032	943	1,200
001 6700	Equip.Maint.	0	0	343	0	10,200
610 6700	Equip.Maint.	4,993	4,790	6,960	5,048	15,700
615 6700	Equip.Maint.	0	0	2,002	125	0
630 6700	Equip.Maint.	5,534	5,315	7,055	5,530	15,700
610 6950	Uncollectibles	3,098	8,050	3,020	8,794	4,000
630 6950	Uncollectibles	3,569	4,102	1,846	2,582	2,500
001 7000	Assoc.Dues	0	0	0	0	150

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 1500

Name: Finance Dept.

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
610 7000	Assoc.Dues	0	0	0	0	150
630 7000	Assoc.Dues	0	0	0	0	150
001 7100	Traing/Educ.	0	0	0	0	350
610 7100	Traing/Educ.	0	0	0	0	350
630 7100	Traing/Educ.	0	0	0	0	350
001 7200	Conf/Meetings	0	0	0	0	350
610 7200	Conf/Meetings	0	58	58	223	350
630 7200	Conf/Meetings	0	58	185	223	350
001 7985	Cash-Over Under	97	116	1,057	70	0
610 7985	Cash-Over Under	0	0	0	0	650
630 7985	Cash-Over Under	0	0	0	0	650
001 9300	Mach/Equip.	110	64	2,144	3,843	8,000
610 9300	Mach/Equip.	4,000	388	0	3,843	8,000
630 9300	Mach/Equip.	4,000	4,180	4,654	7,675	8,000
	Total Expenses -----	293,052	322,019	336,600	315,371	390,286
Total (1500) Finance Dept.		293,052	322,019	336,600	315,371	390,286

CITY OF CORNING
2018 – 2019 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 2018-2019

Dept #: 1600

Name: General City

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
001 5935	UAL UnfdAcrlLiab	0	0	0	203,581	275,200
610 5935	UAL UnfdAcrlLiab	0	0	0	18,571	25,100
630 5935	UAL UnfdAcrlLiab	0	0	0	31,677	42,500
001 5940	WorkmensComp.	56,481	46,944	111,545	100,259	81,800
610 5940	WorkmensComp.	56,481	46,944	15,258	13,753	10,900
630 5940	WorkmensComp.	58,192	48,366	22,678	20,421	16,300
001 6150	Mat/Supplies	24	349	103	5	0
001 6175	Weed/Tree Spray	0	0	0	4,957	6,650
001 6300	ProfServices	1,500	1,500	2,250	1,500	2,250
001 6313	Senior Center	2,834	3,783	3,065	3,813	3,500
001 6350	Communications	21,867	20,924	25,534	5,900	6,000
001 6410	Electricity	56,791	54,485	55,111	49,124	55,000
001 6430	Natural Gas	5,619	6,326	7,081	7,875	8,000
001 6700	Equip.Maint.	7,242	1,286	1,274	1,409	1,500
610 6700	Equip.Maint.	1,624	766	868	1,222	1,000
630 6700	Equip.Maint.	8,480	9,622	13,295	10,853	12,400
001 6800	Gen.Insurance	31,581	31,892	251	31,170	32,000
610 6800	Gen.Insurance	15,469	15,710	43	15,502	16,000
630 6800	Gen.Insurance	15,469	15,710	43	15,502	16,000
001 6810	Liability Ins.	59,948	56,919	59,956	55,996	52,900
610 6810	Liability Ins.	29,974	28,459	29,978	27,998	26,200
630 6810	Liability Ins.	29,974	28,459	29,978	27,998	26,200
001 6815	UNEMPLOYMNT INS	4,372	3,979	0	4,050	4,900
001 9860	Debt, Side Fund	285,489	282,359	283,347	219,153	286,200
	Total Expenses -----	782,737	704,782	661,657	872,288	1,008,500
Total (1600) General City		782,737	704,782	661,657	872,288	1,008,500

CITY OF CORNING
2018 – 2019 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.

5910 - BENEFITS: This account provides City funding for the required Federal Insurance Contributions Act Tax (FICA).

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 1900							
Name: Treasurer							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
001 5100	DirectLabor	600	600	600	550	600	
001 5910	FICA-CityPaid	46	46	46	42	50	
	Total Expenses -----	646	646	646	592	650	
Total (1900) Treasurer		646	646	646	592	650	

CITY OF CORNING
2018- 2019 ANNUAL PROGRAM OF SERVICES
PROP. 47
(2107)

ACTIVITY DESCRIPTION:

Proposition 47 was a voter-approved initiative on the November 2014 ballot. As stated in the proposition, its purpose is as follows:

- The people enact the Safe Neighborhoods and Schools Act to ensure that prison spending is focused on violent and serious offenses;
- To maximize alternatives for non-serious, non-violent crime; and
- To invest the savings generated from this Act into prevention and support programs in K–12 schools, victim services, and mental health and drug treatment.

Proposition 47 requires the Board of State and Community Corrections (BSCC) to administer grant programs aimed at supporting mental health treatment, substance abuse treatment, and diversion programs for people in the criminal justice system, with an emphasis on programs that reduce recidivism of people convicted of less serious crimes. In Fiscal Year 2016-17, the total Proposition 47 Program allocation to the BSCC will be \$35.6 million.

On November 18, 2016 the California Board of State & Community Corrections released a Request for Proposals (RFP) for Proposition 47 Program Grants. Matt Russell of the Center for Evaluation and Research (CER) applied for the grant on the City's behalf. The City was largely successful in its application due to the previous work and research funded by the Paskenta Band of Nomlaki Indians.

The City's grant proposal was funded by the Board of State and Community Corrections in the amount of \$1,000,000. We ranked 3rd coming in higher than applications from San Francisco and Los Angeles. We are by far the smallest City to be funded. We should feel proud and grateful to the Tribe and CER for their previous and current work that enabled the City to be competitive in its application. In combination with other grant sources the funds will be used to continue the:

- Corning Restore Program for three years;
- Expand the Restore Program to Red Bluff and north Tehama County; and
- To provide mental health and Drug & Alcohol counseling for youth in both programs.

SUPPLIES:

192 - 6182 PROFESSIONAL SERVICES: Provides Funding for counselling services in support of the Prop. 47 RESTORE Program.

192 - 6183 INTERGOVERNMENTAL SERVICES: Provides funding for Drug and Alcohol Counseling services associated with the Prop. 47 Program.

192 - 6184 MATERIALS & SUPPLIES: Funds the purchase of necessary materials and supplies in support of the Pro. 47 Programs.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 2107			
Name: BSCC - PROP 47			
Expenses	Description	2017-2018 TO DATE	2018-2019 BUDGET
192 6173	Prsn/Trvl/Reimb	381	0
192 6182	Counselor	223,568	201,000
192 6183	Drug&Alch(TCPH)	0	75,000
192 6184	Data Eval(CER)	18,750	25,000
	Total Expenses ----->	242,699	301,000
Total (2107) BSCC - PROP 47		242,699	301,000

**CITY OF CORNING
2018 – 2019 ANNUAL BUDGET DETAIL
RECREATION DEPARTMENT
(3300)**

ACTIVITY DESCRIPTION:

The Recreation Department is responsible for the development and implementation of a 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.

PREVIOUS 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
---------------------	---------------------	-------------------------	---------------------------

NEW RECREATIONAL PROGRAMS:

New Programs will be funded through the Promise Neighborhood Grant.

PERSONNEL SERVICES:

5100 - SALARIES: Recreation Coordinator direct labor costs funded by Grant Funds through the Promise Neighborhood Grant.

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.) Previous City approved programs will not be funded through Promise Neighborhood Grant Funds; new Programs will be funded through the Promise Neighborhood.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 3300

Name: Recreation Dept

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
160 5100	DirectLabor	0	0	0	0	20,602
160 5900	Budgetd Benfit.	0	0	0	0	11,954
001 6150	Mat/Supplies	0	0	0	0	10,000
001 6150	Mat/Supplies	2,713	358	554	0	50,000
001 6348	Rec Refunds	112	0	0	0	0
001 6349	RECREATION INST	6,649	3,165	7,290	4,484	0
160 6349	RECREATION INST	0	0	0	0	50,000
	Total Expenses -----	9,474	3,523	7,844	4,484	142,556
Total (3300) Recreation Dept						142,556

**CITY OF CORNING
2018- 2019 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. **The City has allocated \$7,500 for the City's portion of the 2018-2019 local grant match.**

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.
- Assistance in developing a new Downtown Business Facade Program.
- Assistance with the creation of a Vision for the City.

PAST 3CORE CORNING ACTIVITIES COMPLETED:

- Secured private grant funding to host workshops for small businesses:
- Secured private grant funding to provide direct technical assistance to small businesses located in the City of Corning.
- Marketing Workshop held at Rolling Hills Casino.
- Conducted business walks with former Chamber Director James Pendergraft and met with over 40 businesses to hear feedback on business climate.
- 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 \$7,500 annual Planning Grant match for 3CORE funded by the City's General Fund.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 4010									
Name: Economic Development									
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET			
001 6312	CngChamberComm	16,000	16,000	16,000	15,000	16,000			
001 6314	Tehama EDC	2,500	208	0	0	0			
001 7408	3 CORE	5,000	5,500	11,000	0	7,500			
	Total Expenses -----	23,500	21,708	27,000	15,000	23,500			
Total (4010) Economic Devel		23,500	21,708	27,000	15,000	23,500			

**CITY OF CORNING
2018 - 2019 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.

SUPPLIES:

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

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 4020		Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
Expenses	Description					
325 7727	Prof Serv Admin	345	50	0	455	4,000
328 7727	Prof Serv Admin	15,981	875	3,055	0	0
329 7727	Prof Serv Admin	2,520	0	0	0	0
328 9481	HOUSING REHAB	0	0	97,151	0	0
329 9482	HOUSING CONST.	3,782	0	0	0	0
325 9483	INFRASTRUCTURE	1,138	0	0	0	0
	Total Expenses -----	23,766	925	100,206	455	4,000
Total (4020) HousngRehabCDE		23,766	925	100,206	455	4,000

**CITY OF CORNING
2018 - 2019 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.

During the 2008-2012 recession home building nearly stopped. As a result of this downturn, the City entered into a Consulting Contract for planning services. The City is currently in the process of filling a Planner 1 position to assist development applicants through the planning process on a project by project basis. The City will, with Council approval, retain for one more year on an "as needed" basis, the services of Planning Consultant John Stoufer to train and assist the Planner 1.

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: Provides funding for the salary of the Planner 1 position and Planning Consultant Services.

5900 – BENEFITS: Provides funds for the Planner 1 benefits..

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
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 4100

Name: Planning Admin.

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
001 5100	DirectLabor	0	0	0	0	20,602
001 5900	Budgetd Benfit.	0	0	0	0	11,954
001 6100	Office Supplies	263	200	275	247	500
001 6150	Mat/Supplies	8	83	224	39	250
001 6300	ProfServices	31,113	32,468	28,934	24,816	13,000
105 6300	ProfServices	3,432	4,359	3,946	3,384	1,800
105 6331	GIS Support	200	0	0	0	5,000
001 6350	Communications	1,063	1,099	947	454	1,100
001 6700	Equip.Maint.	119	73	102	100	200
001 7000	Assoc.Dues	723	0	0	0	500
001 7200	Conf/Meetings	0	0	0	0	500
	Total Expenses -----	36,921	38,282	34,428	29,041	55,406
Total (4100) Planning Admin.						55,406

**CITY OF CORNING
2018 – 2019 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:

5100/5300/5400 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.

5125 PART TIME BUILDING INSPECTOR SALARY: Funds the wages for the part-time Building Inspector.

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

5910 – FICA: This account provides funding for the required Federal Insurance Contributions Act Tax (FICA).

SUPPLIES:

6100 OFFICE SUPPLIES: Funds costs of necessary department supplies such as paper, envelopes, and forms.

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

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

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

6700 EQUIPMENT MAINTENANCE: Funds 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 2018-2019

Dept #: 4300							
Name: Bldg & Safety							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
5100	Total Labor	80,262	96,566	71,482	72,446	90,287	
5900	Benefits	34,906	38,035	26,864	26,020	31,040	
001 6100	Office Supplies	249	941	1,985	601	900	
001 6150	Mat/Supplies	145	667	217	317	250	
001 6300	ProfServices	6,327	10,078	8,421	7,372	6,000	
001 6350	Communications	1,093	1,357	1,386	749	1,200	
001 6700	Equip.Maint.	0	386	0	332	500	
001 7000	Assoc.Dues	278	200	65	0	200	
001 7100	Traing/Educ.	0	0	0	135	0	
001 7200	Conf/Meetings	98	500	764	399	500	
001 7500	Veh Opr/Maint	1,297	1,314	836	593	1,000	
001 9060	Kaufman Bldg	0	0	7,480	0	0	
001 9071	Track It Soft.	0	0	0	0	25,000	
001 9200	SB1473	263	532	558	202	300	
001 9201	StrongMotion	0	0	248	0	150	
	Total Expenses -----	124,918	150,575	120,305	109,167	157,327	
Total (4300) Bldg & Safety		124,918	150,575	120,305	109,167	157,327	

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
GENERAL TRANSFERS
(5500)**

ACTIVITY DESCRIPTION:

The line items below provide funding for the monetary transfers necessary to fund capital improvement needs for the water capital replacement items, and for the required payments on the refinanced (2017) Water Debt Service.

PROFESSIONAL SERVICES/MATERIALS/SUPPLIES:

- 001-9501: CAPT'L REPLACEMENT TRANSFERS – POLICE DEPT.:** Represents monies transferred for the future capital replacement needs of the Police Department.
- 001-9829: CAPT'L REPLACEMENT TRANSFERS – PUBLIC WORKS DEPT.:** Represents monies transferred for the future capital replacement needs of the Public Works Department.
- 001-9830 CAPT'L REPLACEMENT TRANSFERS – FIRE DEPT.:** Represents monies transferred for the future capital replacement needs of the Fire Department.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 5500							
Name: Gen Trans							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
001 9501	Cap Rep TransPD	57,000	89,330	13,422	192,760	125,052	
001 9829	Cap Trans-PW	0	0	0	226,655	168,852	
341 9800	Fund Transfers	18,400	0	0	0	0	
001 9830	CapRepTran/Fire	22,400	40,500	13,422	220,585	206,200	
	Total Expenses -----	97,800	129,830	26,843	640,000	500,104	
Total (5500) Gen Trans		97,800	129,830	26,843	640,000	500,104	

**CITY OF CORNING
2018-2019 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.

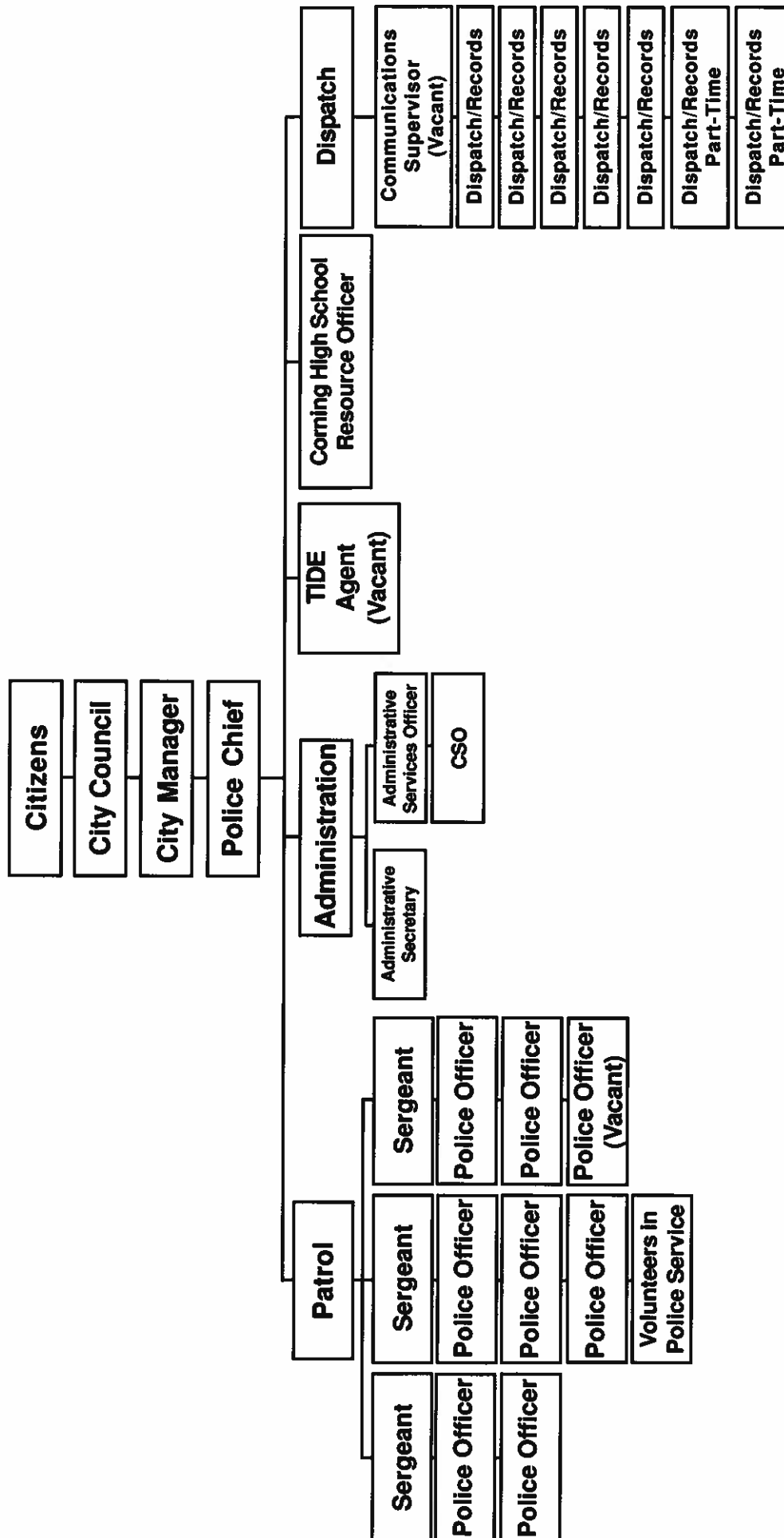
615-9818: Transfer to General Fund: Provides funding in the amount of \$1,000 for transfer to the General Fund.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 8000						
Name: SOLID WASTE						
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
615 7450	Waste Mgmt/Pmts	473,278	477,324	477,491	359,199	450,000
615 9818	TRAN TO GENERAL				0	1,000
	Total Expenses -----	473,278	477,324	477,491	359,199	451,000
Total (8000) SOLID WASTE		473,278	477,324	477,491	359,199	451,000

Police Services

Corning Police Department



CITY OF CORNING
2018/2019 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)
(7) Patrol Officers	(1 Unstaffed)
(1) Detective	(Unfunded)
(1) Drug Task Force Officer (TIDE)	(Unstaffed)
(1) Corning Union High School District School Resource Officer	(Funded)
(1) Administrative Services Manager	
(1) Administrative Secretary	

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

2017/2018 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 50% match funding from the High School.

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 continues to provide mandated training to personnel, however, more continual education and training, including in-house 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 three (3) 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.

2018/2019 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, 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.

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.

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

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 2114									
Name: Police Services									
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET			
5100	Total Labor	1,297,164	1,223,742	1,170,537	1,151,677	1,350,043			
5900	Benefits	683,648	655,757	606,671	464,139	540,231			
001 5960	Uniform/Allow.	11,400	8,700	10,800	6,300	12,300			
001 6150	Mat/Supplies	3,470	3,948	4,838	2,323	5,000			
071 6150	Mat/Supplies	0	0	14,500	0	0			
001 6250	Small Tools	493	436	1,251	2,019	5,500			
001 6260	Uniform/Cloth.	3,015	3,546	2,662	4,729	3,000			
001 6300	ProfServices	7,417	9,430	8,543	9,470	6,000			
001 6303	PkngCiteToCnty	300	1,025	600	313	1,000			
001 6316	Pol/School Prog	0	497	324	180	500			
001 6552	Safety Items	11,772	6,415	6,323	29,556	14,100			
001 6750	Bldg.Maint.	0	0	0	247	8,500			
001 7000	Assoc.Dues	440	806	115	446	700			
001 7100	Traing/Educ.	11,480	6,314	14,391	8,419	15,000			
190 7100	Traing/Educ.	0	0	276	224	12,717			
192 7100	Traing/Educ.	0	0	0	635	0			
001 7403	Secret Witness	1,020	1,020	1,020	1,020	1,020			
001 7500	Veh Opr/Maint	32,501	33,296	26,399	40,201	30,000			
072 8007	PROP 30 Alloc.	2,500	0	0	248	0			
073 8007	PROP 30 Alloc.	0	0	0	1,256	21,400			
001 9160	Computer	4,883	359	2,392	2,564	10,000			
001 9302	K9-Program	8,379	2,754	0	0	1,000			
	Total Expenses -----	2,079,882	1,958,045	1,871,641	1,725,965	2,038,011			
Total (2114) Police Services		2,079,882	1,958,045	1,871,641	1,725,965	2,038,011			

**CITY OF CORNING
2018/2019 ANNUAL BUDGET DETAIL
POLICE DEPARTMENT – CAPITAL REPLACEMENT
(#2116)**

ACTIVITY DESCRIPTION

The Capital Replacement account contains the Department's desired capital replacement projects, listed by priority of need.

2017/2018 CAPITAL IMPROVEMENT ACCOMPLISHMENTS:

DISPATCH RADIO CARD REPLACEMENT: The replacement of the Dispatch Radio Cards and Base Radios was completed.

RADAR TRAILER REPLACEMENT: The radar trailer with computer and software upgrade was purchased and put into service.

EQUIPMENT REPLACEMENT: This is to secure funding for body armor replacement for the Department's sworn police officers and Community Service officer.

K-9 PROGRAM: This secures funding for the replacement of the Department's K-9, which will occur in the near future.

2018/19 CAPITAL IMPROVEMENT GOALS:

Priority (1) VEHICLE REPLACEMENT PROGRAM: The Department is requesting one new patrol vehicle.

Priority (2) RADAR EQUIPMENT: The Department is requesting purchase and installation of non-hand-held radar equipment to be installed in current and new police patrol vehicles.

Priority (3) NEW VEHICLE IN-VEHICLE MOBILE AUTOMATED LICENSE PLATE READER: The use of the ALPR's, both stationary and in patrol vehicles, provides added security to the community. The Department would like to install an ALPR in each new vehicle henceforth.

Priority (4) PAVE POLICE PARKING LOT: The Department would like to pave the parking lot where police vehicles are currently stored in order to: maintain the appearance of the parking lot and patrol vehicles, and to secure footing for personnel.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 2116						
Name: Police Capital Replacement						
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
071 9181	Pol. Disp.Radio	0	0	0	73,886	0
071 9182	Radar Trailer	0	0	0	7,250	0
071 9301	EquipReplacemnt	0	6,680	3,196	2,145	31,000
071 9302	K9-Program	0	0	0	0	6,250
071 9500	Vehicle/Replace	45,900	45,431	0	0	50,000
	Total Expenses -----	52,500	75,616	3,196	83,281	87,250
Total (2116) Police Cap Rplc		52,500	75,616	3,196	83,281	87,250

**CITY OF CORNING
2018/2019 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.

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.

2017/2018 ACCOMPLISHMENTS:

1. The Department recently filled the vacated dispatcher/clerk positions, 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. Successful transition to a new radio console system and installation of new base radios.

2018/2019 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.

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, telephone-related expenses, licensing fees and maintenance expenses in connection with computer and Internet systems, radio maintenance and technical support, plus Cloud licensing.

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:** Maintenance contract for Computer Aided Dispatch and Records Management Software System (RIMS).

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 2119

Name: Police Dispatch

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	244,506	262,232	253,964	268,023	296,865
5900	Total Benefits	115,146	127,316	123,759	94,954	126,771
001 5960	Uniform/Allow.	3,125	1,875	2,500	1,875	3,750
001 6100	Office Supplies	5,180	5,661	5,564	4,349	6,000
001 6300	ProfServices	2,818	1,025	1,488	4,491	2,500
001 6350	Communications	31,474	33,371	34,758	35,409	24,500
001 6351	CletsUserFees	5,480	5,480	3,480	0	0
001 6500	Print/Advert.	3,286	2,261	2,912	4,008	5,000
001 6700	Equip.Maint.	4,003	5,359	5,453	6,451	6,000
001 6750	Bldg.Maint.	327	743	118	1,207	1,500
001 7100	Traing/Educ.	3,756	5,793	3,936	2,984	5,000
001 7406	Comp/Equip/Soft	25,982	25,982	25,981	25,982	9,100
001 7500	Veh Opr/Maint	0	0	-3	0	0
	Total Expenses -----	445,083	477,100	463,909	449,733	486,986
Total (2119) PoliceDispatch.		445,083	477,100	463,909	449,733	486,986

CITY OF CORNING
2018/2019 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) |

2017/2018 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.

2018/2019 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, Life Insurance, Deferred Compensation, FICA, Taxes, etc.

SUPPLIES:

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, and other professional services in connection with animal control, to include the agreement with Second Chance Pet Rescue.

- 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.
- 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.
- 170-6306 VEHICLE ABATEMENT PROGRAM:** Provides for the costs associated with abating vehicles. These costs are reimbursed by the State, via the County, through the Abandoned Vehicle Abatement Program.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 2200

Name: ACO/CSO

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	41,634	52,941	48,262	41,675	46,224
5900	Benefits	25,821	28,316	28,974	22,545	25,720
001 6100	Office Supplies	903	939	0	0	0
001 6150	Mat/Supplies	4,896	4,849	4,337	3,571	5,000
001 6300	ProfServices	6,794	7,427	18,181	22,600	28,000
072 6300	ProfServices	840	1,120	910	910	3,000
001 6324	Nuisance Abate	0	0	300	0	0
001 6430	Natural Gas	244	757	1,510	1,514	2,000
001 6750	Bldg.Maint.	997	1,047	1,322	209	1,500
001 7100	Traing/Educ.	1,082	1,328	35	100	1,000
001 7500	Veh Opr/Maint	3,841	3,901	4,660	3,037	3,000
	Total Expenses -----	87,052	102,625	108,491	96,161	115,444
Total (2200) ACO/CSO		87,052	102,625	108,491	96,161	115,444

**CITY OF CORNING
2018/2019 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).

2017/2018 ACCOMPLISHMENTS:

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

2018/19 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.

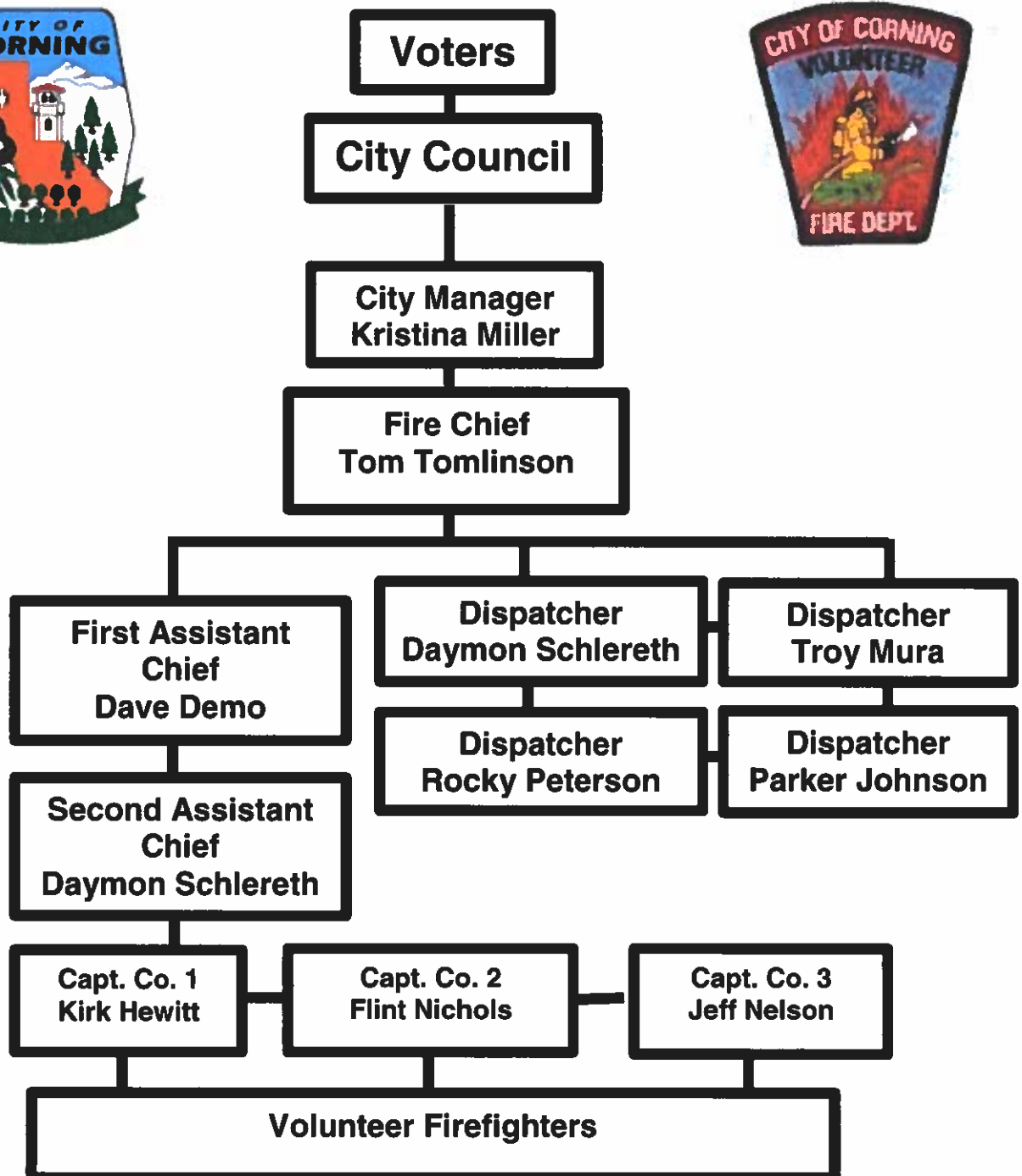
6600 RENTS/LEASES: Provides for the annual building lease and utilities.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 2201							
Name: PAL PROGRAM							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
001 6150	Mat/Supplies	460	485	245	108	500	
001 6600	Rents/Leases	5,000	5,000	5,000	5,000	5,000	
	Total Expenses -----	5,460	5,485	5,245	5,108	5,500	
Total (2201) PAL PROGRAM		5,460	5,485	5,245	5,108	5,500	

Fire Services

Corning Volunteer Fire Department



**CITY OF CORNING
2018-2019 ANNUAL BUDGET DETAIL
FIRE DEPARTMENT
(2300)**

INTRODUCTION

The Fire Department is manned 24-hours a day, 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 25 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, other calls for public service and HAZMAT incidents. The Volunteers have spent 1,837 man-hours in training and 3,641 hours in responding to 1,075 calls for a total of 5,478 man-hours. In 2018 the Department responded to:

- 33 Fires
- 762 Medical Aids
- 32 Mutual Aid Fires with CAL FIRE
- 27 Traffic Collisions
- 22 False Alarms, and
- 199 Requests for Public Service.
- The department provided medical standby for the Jr. Rodeo, Olive Festival/Car Show, Junior Football and Corning High School Athletic events.

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

ACCOMPLISHMENTS

- Purchased, received and trained on use of new extrication equipment.
- Ordered new fire truck to be delivered later this year.
- Hydro tested all the Self Contained Breathing Apparatus (SCBA's) bottles.
- Safety inspection of ladder truck #3.
- Volunteers continue necessary and required training weekly throughout the year with a priority on medical and structural firefighting.
- Responded to several State fires as part of OES strike teams.
- Acquired non-profit status (503-C)
- Weed and Property Abatement.
- Supplied Toys and Food to 91 families to help provide a good Christmas.

PERSONNEL SERVICES:

5100 SALARIES: Provides funding for the Fire Chief.

5100 ACCRUAL BUYOUT: Retirement closeouts, etc.

5200 OVERTIME: Overtime Pay.

- 5900 BENEFITS:** Funds City contributions to FICA, Public Employees Retirement System, Fire Service Award, Health Insurance, Life Insurance, Compensatory Time, Administrative Leave, Disability Insurance, Medicare, 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 to purchase small tools enabling accomplishment of maintenance and repair.
- 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/EQUIPMENT/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 2018-2019

Dept #: 2300

Name: Fire Department

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	99,900	99,442	104,606	122,045	105,200
5900	Benefits	42,092	43,987	48,385	28,784	31,837
001 5923	Fire Serv Award	3,500	3,850	2,450	2,859	3,500
001 5930	Health Ins.	14,655	14,422	15,131	18,338	0
630 5930	Health Ins.	905	1,345	1,481	901	0
001 5950	LifeInsurance	127	154	211	241	0
630 5950	LifeInsurance	12	16	20	11	0
001 5960	Uniform/Allow.	300	300	300	300	300
001 6100	Office Supplies	433	485	504	777	1,000
001 6150	Mat/Supplies	4,933	2,097	1,571	2,808	3,000
001 6240	AnnualFire/Fee	9,500	9,500	9,500	9,500	11,000
001 6250	Small Tools	288	8	418	178	450
001 6300	ProfServices	4,261	3,563	1,913	1,982	4,000
001 6350	Communications	1,898	322	307	54	0
001 6410	Electricity	18,016	17,764	18,669	15,391	16,800
001 6430	Natural Gas	3,352	3,049	5,512	4,516	6,000
001 6550	HealthDeptSrv.	366	0	190	665	600
001 6551	Emp Physicals	195	0	295	146	300
001 6552	Safety Items	3,518	1,623	1,344	22,068	2,000
001 6700	Equip.Maint.	4,075	2,700	3,446	3,645	4,500
001 6750	Bldg.Maint.	5,059	3,451	6,796	2,887	5,000
001 7100	Traing/Educ.	3,238	0	1,213	2,415	4,000
001 7200	Conf/Meetings	50	0	0	146	1,500
001 7405	Weed Abatement	511	700	179	1,278	2,000
001 7406	Comp/Equip/Soft	769	675	1,878	3,740	1,500

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 2300

Name: Fire Department

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
001 7500	Veh Opr/Maint	9,256	13,320	49,464	10,477	15,000
	Total Expenses -----	231,209	222,772	275,786	256,152	219,487

**CITY OF CORNING
2018-2019 ANNUAL BUDGET DETAIL
FIRE CAPITAL REPLACEMENT
(2301)**

CAPITAL IMPROVEMENT PRIORITIES:

Capital Improvement priorities include replacement of:

- A Rescue Squad
- Self-Contained Breathing Apparatus (SCBA)
- A Thermal Imaging Camera (TIC)
- Personal Protective Equipment

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 is used daily responding to calls, was purchased in 1995 and is currently past its service life. The equipment listed is vital in fire fighting for the safety and protection for our Firefighters.

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:

- 9301 EQUIPMENT REPLACEMENT:** Provides annual contribution towards funding the replacement of necessary firefighting equipment such as vehicles, SCBA's, Turnouts, and extrication equipment.
- 9341 FIRE ENGINE #12:** Provides annual payment for the financing for the new fire truck in 2018.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 2301								
Name: Fire Cap Replacement								
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET		
076 9178	Radio Positron	0	0	0	39,899	0		
076 9179	Extrication Eq.	0	0	0	29,924	0		
076 9301	EquipReplacemnt	9,521	47,129	6,579	28,191	0		
076 9341	Fire Eng. No 12	0	0	0	50,000	64,500		
076 9342	Rescue SquadVeh	0	0	0	0	150,000		
076 9343	Thermo Imag Cam	0	0	0	0	7,000		
	Total Expenses -----	9,521	47,129	6,579	148,014	221,500		
Total (2301) Fire Cap Replc		9,521	47,129	6,579	148,014	221,500		

**CITY OF CORNING
2018–2019 ANNUAL BUDGET DETAIL
FIRE DISPATCH
(2302)**

INTRODUCTION

The Fire Department's Dispatch Center is manned 24-hours a day, 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. The call volume effectively handled by the Dispatch Center consisted of:

City of Corning only:

- 33 Fires
- 762 Medical Aids
- 32 Mutual Aid Fires (CAL Fire)
- 27 Traffic Collisions
- 22 False Alarms, and
- 199 Requests for Public Service.

Outside City:

- 738 Orland
- 67 Capay

PERSONNEL SERVICES:

- 5100 SALARIES:** Provides funding for the four fulltime Fire Dispatchers.
- 5100 ACCRUAL BUYOUT:** Retirement closeouts, etc.
- 5200 OVERTIME:** Overtime Pay.
- 5900 BENEFITS:** Funds City contributions to FICA, Public Employees Retirement System, Fire Service Award, Health Insurance, Life Insurance, Compensatory Time, Disability Insurance, Uniform Allowance, Medicare, State Unemployment, and Taxes.

SUPPLIES:

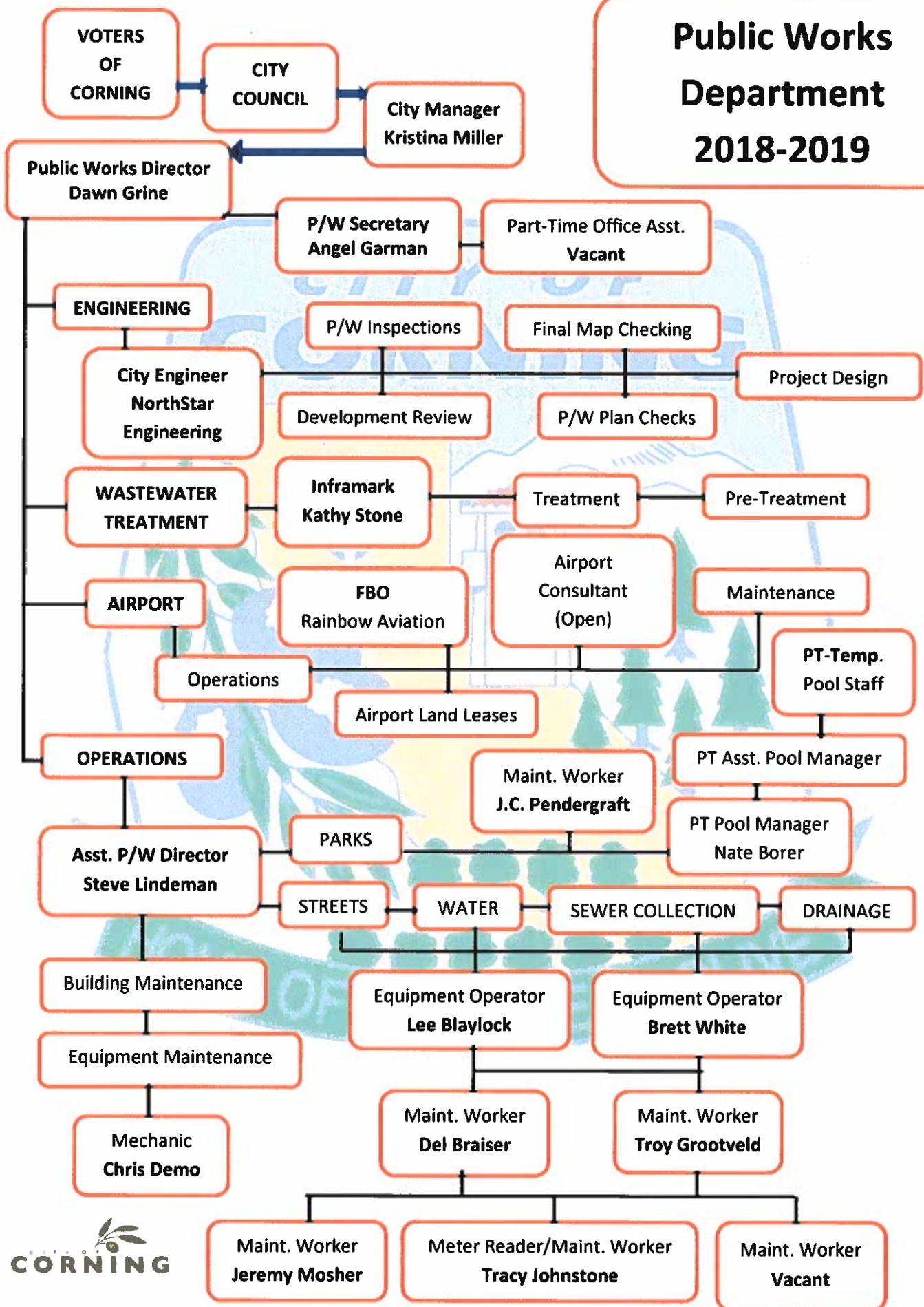
- 6350 COMMUNICATIONS:** Provides funding for the phone and radio services.
- 6700 EQUIPMENT MAINTENANCE:** Provides necessary funding to maintain, replace, or upgrade existing tools as needed.
- 7406 COMPUTER/EQUIPMENT/SOFTWARE:** Funds any necessary computer repairs or replacements and software updates for the Dispatch Center's Programs.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 2302							
Name: FIRE DISPATCH							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
5100	Total Labor	237,377	230,940	235,586	226,426	250,698	
5900	Benefits	111,486	114,962	113,580	96,742	109,730	
001 6350	Communications	5,149	4,338	5,065	2,619	4,300	
001 6700	Equip.Maint.	540	0	0	375	1,500	
001 7406	Comp/Equip/Soft	0	0	1,300	603	2,000	
	Total Expenses -----	354,552	350,240	355,531	326,766	368,228	
Total (2302) FIRE DISPATCH		354,552	350,240	355,531	326,766	368,228	

Public Works Services

Public Works Department 2018-2019



**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
PUBLIC WORKS DEPARTMENT**

Corning's Public Works Department consists of eleven permanent full-time employees. This includes the **Public Works Director**, her **Secretary**, the **Assistant Public Works Director**, one **Equipment Mechanic**, two **Equipment Operators**, four full time **Maintenance Workers** and one **Meter Reader/Maintenance Worker**. Three of the crew are certified D2 and rotate 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 Inframark.

The Public Works Director 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 Public Works Director 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 2018-2019 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 is currently with Pestmaster Services for a 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 pest/weed control of City buildings, properties, and right-of-ways.
- * **Landscape Maintenance Services:** Contract is currently 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:** Contract is currently with Inframark to provide services to the WWTP, sewer system and storm drains. This contract expires 1/1/2022.
- * **Engineering Services:** Contracted with an independent Engineering Firm who serves as City Engineer to provide as needed engineering services to the City.
- * **Janitorial Services:** Ochoa 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 2018/2019 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 County wide funding.

**CITY OF CORNING
2018-2019 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 machines/equipment purchased by the trust.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 1700

Name: Library

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
001 5100	DirectLabor	0	0	230	353	0
5900	Benefits	0	0	515	724	0
001 6150	Mat/Supplies	141	253	216	156	250
001 6320	Janitorial Srv.	5,391	5,391	3,503	2,864	3,300
001 6410	Electricity	9,731	10,202	10,843	10,866	10,350
001 6430	Natural Gas	1,519	1,780	2,404	2,426	2,500
001 6750	Bldg. Maint.	83	27	196	185	10,000
001 8001	Books/Perodic.	528	780	565	732	800
403 8001	Books/Perodic.	0	0	0	0	5,000
403 9101	Painting/Repair	2,700	576	1,000	0	0
403 9300	Mach/Equip.	0	0	0	0	5,000
	Total Expenses -----	20,094	19,009	19,241	17,952	37,200
Total (1700) Library		20,094	19,009	19,241	17,952	37,200

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
STREET MAINTENANCE (3000)**

ACTIVITY DESCRIPTION:

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

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

The Weed and Tree Spraying contract is on year three (3) of a three (3) year contract. 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 Inframark. 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 the 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, Retirement, Medicare, State Unemployment and Deferred Comp.

SUPPLIES & SERVICES:

- 108-6150 MATERIALS/SUPPLIES:** Funds provided from the General Fund, Gas Tax 2105 fund and/or Transportation Sales Tax Fund for needed materials/supplies.
- 110-6150 MATERIALS/SUPPLIES:** Funds provided from the General Fund, Gas Tax 2105 fund and/or Transportation Sales Tax Fund for needed materials/supplies.
- 114-6150 MATERIALS/SUPPLIES:** Funds provided from the General Fund, Gas Tax 2105 fund and/or Transportation Sales Tax Fund for needed materials/supplies.

- 115-6150 MATERIALS/SUPPLIES:** Funds provided from the General Fund, Gas Tax 2105 fund and/or Transportation Sales Tax Fund for needed materials/supplies.
- 108-6175 PEST & WEED/TREE SPRAYING:** This account funds the pest and 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:** Provides funding for any underground service alert checks needed by the City prior to construction work.
- 110-6700 Equipment Maintenance:** Provides maintenance for Corp Yard equipment
- 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.
- 114-7500 VEHICLE OPR./MAINT.:** Provides funding for vehicle operation and any needed vehicle maintenance.
- 111-8002 TREE PRUNING:** The gas Tax fund provides funding for City tree pruning.
- 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.
- 114-9467 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 2018-2019

Dept #: 3000

Name: Streets

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	73,994	87,028	110,801	102,333	239,856
5900	Benefits	48,678	52,838	57,755	31,523	113,266
001 6150	Mat/Supplies	43	0	0	0	0
108 6150	Mat/Supplies	9,651	9,471	16,921	8,921	30,000
109 6150	Mat/Supplies	0	0	0	0	10,000
110 6150	Mat/Supplies	1,488	1,828	2,820	1,511	5,000
114 6150	Mat/Supplies	14,264	6,233	22,511	11,864	50,000
115 6150	Mat/Supplies	20,492	21,450	28,089	15,395	30,200
352 6150	Mat/Supplies	3	0	0	0	0
610 6150	Mat/Supplies	6	0	83	9	0
630 6150	Mat/Supplies	8	0	118	11	0
108 6175	Weed/Tree Spray	16,732	8,874	18,039	4,957	6,650
001 6250	Small Tools	0	5	51	66	0
114 6250	Small Tools	547	224	840	496	8,000
114 6321	USA Serv Alerts	153	163	320	442	500
110 6700	Equip. Maint.	0	0	0	0	1,000
630 6350	Communications	0	4	0	0	0
110 7364	Sign Replacemnt	1,209	261	2,352	472	0
115 7364	Sign Replacemnt	781	323	177	36	7,500
001 7500	Veh Opr/Maint	66	53	272	283	0
114 7500	Veh Opr/Maint	2,239	2,649	1,870	2,081	6,000
610 7500	Veh Opr/Maint	33	0	0	97	0
630 7500	Veh Opr/Maint	33	0	0	97	0
111 8002	Tree Pruning	24,672	0	22,500	22,560	40,000
111 8004	CG&S Replacement	5,235	2,638	0	5,458	0

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 3000

Name: Streets

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
115 8004	CG&SReplacement	0	0	0	0	15,000
610 8011	Cleaning/Cntrct	8,153	10,293	8,488	12,501	18,000
115 9101	Painting/Repair	0	0	0	0	1,000
115 9112	TrafCntrlImprov	0	0	0	0	3,000
114 9126	Street Barricds	0	573	346	455	800
114 9220	Thermo Plastic	32,991	0	0	3,900	30,000
078 9283	Skip Loader	0	0	0	0	25,000
078 9300	Mach/Equip.	616	236	298	796	7,500
108 9467	A/C Citywide	0	777	188	1,655	8,400
114 9467	A/C Citywide	0	0	492	4,333	22,400
115 9467	A/C Citywide	0	2,682	215	1,891	10,000
001 9500	Vehicle/Replace	0	7,815	0	0	0
	Total Expenses -----	262,088	216,417	295,545	234,142	689,072
Total (3000) Streets		262,088	216,417	295,545	234,142	689,072

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
STREET PROJECTS (3001)**

ACTIVITY DESCRIPTION:

Street Projects 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.

2018 STREET PAVING PROJECTS:

Street Projects planned this fiscal-year include:

3001 2018 Street Paving Project (\$233,200)

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 3001

Name: Street Projects

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
610 8011	Cleaning/Cntrct	310	0	0		
359 9278	SOLANO STR SCP	0	677,519	1,001,457	4,265	0
108 9285	Marin Street	71,195	0	0	0	0
114 9285	Marin Street	34,787	0	0	0	0
109 9286	CDBG Street Pro	0	15,914	0	0	0
119 9286	CDBG Street Pro	7,875	445,192	0	0	0
108 9293	2016 St. Proj	0	0	71,943	0	0
109 9293	2016 St. Proj	0	0	41,828	0	0
110 9293	2016 St. Proj	0	0	20,077	0	0
111 9293	2016 St. Proj	0	0	33,462	0	0
106 9294	2018 Street Pro	0	0	0	21,020	0
108 9294	2018 Street Pro	0	0	746	44,668	0
109 9294	2018 Street Pro	0	0	483	28,903	0
110 9294	2018 Street Pro	0	0	351	21,020	0
111 9294	2018 Street Pro	0	0	702	42,041	0
114 9294	2018 Street Pro	0	0	1,492	89,337	0
115 9294	2018 Street Pro	0	0	263	15,765	0
001 9295	2019 Street Pro	0	0	0	0	260,000
106 9295	2019 Street Pro	0	0	0	0	155,000
108 9295	2019 Street Pro	0	0	0	0	35,000
109 9295	2019 Street Pro	0	0	0	0	30,000
114 9295	2019 Street Pro	0	0	0	0	30,000
115 9295	2019 Street Pro	0	0	0	0	10,000
110 9428	West Street Pro	20,542	0	0	0	0
111 9428	West Street Pro	19,597	0	0	0	0

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 3001

Name: Street Projects

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
114 9428	West Street Pro	74,136	0	0	0	0
	Total Expenses -----	228,442	1,138,626	1,172,803	267,020	520,000
Total (3001) Street Projects		228,442	1,138,626	1,172,803	267,020	520,000

**CITY OF CORNING
2018-2019 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 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: Funds are 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 2018-2019

Dept #: 3100						
Name: St&Trf Lights						
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
001 6410	Electricity	66,903	69,682	68,710	67,822	61,000
001 6700	Equip.Maint.	13,160	16,629	19,998	10,287	15,000
	Total Expenses -----	80,063	86,312	88,708	78,109	76,000
Total (3100) St&Trf Lights		80,063	86,312	88,708	78,109	76,000

**CITY OF CORNING
2018-2019 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, Airport events, Food Truck Tuesdays, and the Olive Festival/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.

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 2018-2019

Dept #: 3190						
Name: Community Events						
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	4,126	3,412	4,623	2,673	0
5900	Benefits	2,156	1,981	3,502	1,802	0
001 6150	Mat/Supplies	517	600	499	974	5,000
370 6157	Wayfinding Mnt	0	0	0	0	1,200
	Total Expenses -----	6,798	5,993	8,624	5,449	6,200
Total (3190) Community Events		6,798	5,993	8,624	5,449	6,200

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
BUILDING MAINTENANCE (3600)**

ACTIVITY DESCRIPTION:

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

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

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

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, Retirement, Medicare, State Unemployment and Deferred Comp.

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.

001-7418 CERTIFICATION OF CITY FIRE EXTINGUISHERS: The General Fund provides funding for the inspection and certification of all fire extinguishers in City Buildings.

078-9265 CITY HALL EXTERERIOR: Provides funding for the repair to City Hall exterior south/east wall.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 3600

Name: Building Maintenance

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	23,190	28,041	13,759	12,545	0
5900	Benefits	10,496	16,037	7,490	7,721	0
001 6150	Mat/Supplies	14,020	16,126	11,991	7,376	12,000
108 6150	Mat/Supplies	54	0	0	3	0
115 6150	Mat/Supplies	4	0	0	0	0
001 6250	Small Tools	225	0	0	24	200
001 6320	Janitorial Srv.	7,547	7,547	5,848	5,990	6,600
610 6320	Janitorial Srv.	4,313	4,313	3,465	3,569	4,200
630 6320	Janitorial Srv.	4,313	4,313	3,465	3,569	4,200
001 6700	Equip.Maint.	0	52	0	0	150
001 6750	Bldg.Maint.	4,909	2,052	8,375	96,680	23,000
001 7418	Cert of Extng	455	374	384	730	400
001 9072	City Hall Exter	0	0	0	0	0
078 9265	CTY HALL CARPET	8,509	0	0	3,003	75,000
	Total Expenses -----	78,034	78,854	54,779	141,209	125,750
Total (3600) BuildingMaint.		78,034	78,854	54,779	141,209	125,750

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
MECHANICAL MAINTENANCE (3700)**

ACTIVITY DESCRIPTION:

The mechanical maintenance 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 2018-2019

Dept #: 3700									
Name: Mechanic Maintenance									
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET			
001 6150	Mat/Supplies	1	0	0	0	0			
610 6150	Mat/Supplies	113	0	103	45	150			
630 6150	Mat/Supplies	114	0	103	45	150			
001 6250	Small Tools	0	0	0	156	0			
610 6250	Small Tools	0	0	0	24	1,000			
630 6250	Small Tools	0	0	0	24	1,000			
381 6250	Small Tools	246	77	1,690	0	0			
383 6250	Small Tools	137	43	949	0	0			
610 6250	Small Tools	4	1	36	0	0			
630 6250	Small Tools	4	1	36	0	0			
610 6461	Req. Pmts/Cnty.	0	0	0	0	150			
630 6461	Req. Pmts/Cnty.	0	0	0	0	150			
610 6700	Equip. Maint.	504	247	625	57	500			
630 6700	Equip. Maint.	504	247	625	57	500			
610 6750	Bldg. Maint.	116	112	152	344	500			
630 6750	Bldg. Maint.	116	112	152	344	500			
610 7500	Veh Opr/Maint	19	20	0	0	100			
630 7500	Veh Opr/Maint	19	20	0	0	100			
	Total Expenses -----	1,898	879	4,470	1,098	4,800			
Total (3700) Mech Maint		1,898	879	4,470	1,098	4,800			

**CITY OF CORNING
2018-2019 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 Public Works Equipment Replacement 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 2018-2019

Dept #: 3800

Name: Public Works Administration

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	131,240	122,805	127,133	129,151	150,216
5900	Benefits	54,528	57,068	58,536	51,193	59,388
001 6100	Office Supplies	336	211	337	290	400
610 6100	Office Supplies	396	329	539	212	500
630 6100	Office Supplies	237	213	425	212	500
078 6250	Small Tools	6,752	0	0	0	5,000
610 6300	ProfServices	227	0	0	0	1,000
630 6300	ProfServices	227	0	0	32	500
001 6350	Communications	2,586	2,714	2,626	2,215	2,600
610 6350	Communications	2,511	2,634	2,545	2,153	2,600
630 6350	Communications	2,511	2,630	2,545	2,153	2,600
109 6551	Emp Physicals	892	113	82	633	600
114 6552	Safety Items	3,046	2,275	2,166	2,504	3,000
001 6700	Equip.Maint.	1,084	851	914	729	900
610 6700	Equip.Maint.	1,084	851	925	687	900
630 6700	Equip.Maint.	1,084	851	925	687	900
105 7200	Conf/Meetings	1,118	156	411	2,582	3,250
610 7200	Conf/Meetings	0	0	35	1,020	1,750
630 7200	Conf/Meetings	89	46	35	1,020	1,750
	Total Expenses -----	209,950	193,747	200,176	197,472	238,354
Total (3800)	Pub.Works Admir	209,950	193,747	200,176	197,472	238,354

**CITY OF CORNING
2018-2019 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.

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, Retirement, Medicare, State Unemployment and Deferred Comp.

CAPITAL IMPROVEMENTS:

701-6150 MATERIALS AND SUPPLIES: This account funds maintenance and repair costs for the landscape improvements in the public right-of-way within the district.

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 2018-2019

Dept #: 3901							
Name: L&L 1							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
5100	Total Labor	0	0	0	350	0	0
5900	Benefits	0	0	0	195	0	0
701 6150	Mat/Supplies	9	87	0	16	100	100
701 6315	Landscape Maint	303	288	127	282	150	150
701 6410	Electricity	568	676	638	522	600	600
701 6500	Print/Advert.	0	0	67	19	100	100
	Total Expenses -----	880	1,051	831	1,384	950	950
Total (3901) L&L 1		880	1,051	831	1,384	950	

**CITY OF CORNING
2018-2019 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 provides Street Light 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 annual storm sewer cleaning and the Landscape Contractor for landscape maintenance.

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 2018-2019

Dept #: 3902							
Name: L&L 2 (STONEFX)							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
702 6150	Mat/Supplies	0	174	105	0	10,000	
702 6315	Landscape Maint	0	0	254	926	400	
702 6410	Electricity	0	0	0	0	900	
702 6500	Print/Advert.	0	0	74	19	650	
	Total Expenses -----	0	174	432	945	11,950	
Total (3902) L&L 2 (STONEFX)		0	174	432	945	11,950	

**CITY OF CORNING
2018-2019 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 Light 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 landscape irrigation, maintenance of streetlights and continued maintenance of the storm water retention system and appurtenant facilities and emergency access and bike path.

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.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 3903

Name: L&L 3

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
703 6150	Mat/Supplies	0	91	0	0	10,000
703 6315	Landscape Maint	0	0	7	0	0
703 6410	Electricity	1,469	1,606	1,696	2,504	2,900
703 6500	Print/Advert.	0	0	70	19	400
	Total Expenses -----	1,469	1,697	1,773	2,523	13,300
Total (3903) L&L 3		1,469	1,697	1,773	2,523	13,300

**CITY OF CORNING
2018-2019 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 complex along Blackburn and Toomes Avenues.

CAPITAL IMPROVEMENTS:

704-6150 MATERIALS AND SUPPLIES: This account funds necessary materials needed to make repairs to the landscape irrigation system.

704-6315 LANDSCAPE MAINTENANCE: This account funds the Landscape 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.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 3904
Name: L&L 4

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	0	1,783	0	0	0
5900	Benefits	0	965	0	0	0
704 6150	Mat/Supplies	14	1,356	0	0	1,500
704 6315	Landscape Maint	2,742	2,622	2,494	5,245	2,650
704 6410	Electricity	1,853	1,962	2,040	1,381	1,800
704 6500	Print/Advert.	0	0	82	19	450
	Total Expenses -----	4,610	8,688	4,616	6,645	6,400
Total (3904) L&L 4		4,610	8,688	4,616	6,645	6,400

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
ENGINEERING (4200)**

ACTIVITY DESCRIPTION:

The City contracts with an Engineer Consultant who serves as the City Engineer and provides Civil Engineering services on an as needed basis.

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

The City Engineer also reviews all discretionary development applications and recommends conditions of approval to satisfy the City's land division standards. In addition, they also review and approve 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 2018-2019

Dept #: 4200		Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
Name: Engineering Services						
Expenses	Description					
105 6300	ProfServices	7,442	1,593	1,712	173	6,000
112 6300	ProfServices	2,201	2,528	1,430	815	2,000
114 6300	ProfServices	16,868	5,790	1,172	1,238	12,000
116 6300	ProfServices	3,701	498	865	325	1,000
347 6300	ProfServices	2,027	1,429	424	1,031	2,500
348 6300	ProfServices	913	433	77	0	1,000
610 6300	ProfServices	0	0	0	0	2,000
630 6300	ProfServices	1,877	7,296	5,680	3,244	7,000
001 6340	DEV ENGINEERING	0	0	338	0	0
105 6353	Prof Svc Airpt	575	310	549	0	2,000
	Total Expenses -----	35,602	19,875	12,248	6,825	35,500
Total (4200) Engineering Ser		35,602	19,875	12,248	6,825	35,500

**CITY OF CORNING
2018-2019 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.

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 2018-2019

Dept #: 6100								
Name: Parks Maintenance								
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET		
5100	Total Labor	14,723	18,331	15,141	98,581	91,837		
5900	Benefits	42,667	45,279	52,533	49,505	50,437		
001 6140	Martini Plz Rpr	42,832	0	0	0	0		
001 6150	Mat/Supplies	18,038	13,758	18,172	11,099	16,000		
352 6150	Mat/Supplies	2,256	1,692	2,253	1,371	2,000		
001 6187	LGRD CERT&TEST	1,039	0	0	0	0		
001 6315	Landscape Maint	9,942	9,847	9,306	19,232	47,904		
001 6320	Janitorial Srv.	7,308	8,628	5,716	4,706	5,400		
001 6410	Electricity	9,624	14,925	12,457	14,783	16,100		
001 6551	Emp Physicals	0	0	57	22	300		
001 6750	Bldg.Maint.	0	12	45	0	5,000		
355 7350	Soccer Goals	0	4,856	0	0	0		
001 7500	Veh Opr/Maint	937	1,577	619	60	1,500		
078 9300	Mach/Equip.	646	523	1,082	0	0		
	Total Expenses -----	224,657	185,427	194,678	199,357	236,478		
Total (6100) Parks Maint.		224,657	185,427	194,678	199,357	236,478		

**CITY OF CORNING
2018-2019 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
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 6101							
Name: Prk Spec Prjct							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
353 8325	Recycling costs	0	0	0	0	5,000	
341 9304	Park Imp fund	0	450	96,501	3,304	25,000	
	Total Expenses -----	0	450	96,501	3,304	30,000	
Total (6101) Prk Spec Prjct		0	450	96,501	3,304	30,000	

**CITY OF CORNING
2018-2019 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 used for community events.

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 2018-2019

Dept #: 6125		Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
Name: Rodgers Theatre						
Expenses	Description					
001 6150	Mat/Supplies	0	0	0	22	1,500
001 6410	Electricity	1,711	1,977	2,108	7,241	9,000
001 6430	Natural Gas	250	138	161	1,561	1,700
341 9147	Marquee	0	1,401	2,479	2,690	4,000
402 9147	Marquee	4,467	0	0	0	0
130 9175	Theater Floorin	12,932	0	0	20,000	0
355 9175	Theater Floorin	0	4,417	11	15,000	0
	Total Expenses -----	19,360	7,933	4,759	46,513	16,200
Total (6125) Rodgers Theatre		19,360	7,933	4,759	46,513	16,200

**CITY OF CORNING
2018-2019 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.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 6200							
Name: POOL							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
5100	Total Labor	47,656	47,182	45,972	39,986	63,523	
5900	Benefits	6,731	6,670	5,491	3,054	4,630	
001 6150	Mat/Supplies	15,450	10,471	18,624	14,604	22,500	
001 6187	LGRD CERT&TEST	215	1,575	1,345	900	2,250	
001 6551	Emp Physicals	439	1,914	57	1,451	2,700	
001 9090	Pool Resurface	0	0	0	90,706	15,000	
	Total Expenses -----	70,491	67,812	71,489	150,700	110,603	
Total (6200) POOL		70,491	67,812	71,489	150,700	110,603	

Enterprise Fund Operations

Transportation Center

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
TRANSPORTATION FACILITY (3160)**

ACTIVITY DESCRIPTION:

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

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

- Suite A is currently rented as a café which has been open for business since March 2010 under various owners.
- Suite B is currently used by the Corning Police Department for the PAL (Police Activities League) Boxing 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 Tehama County for Janitorial services at the facility. This is contracted until June 30, 2022.

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.

625-7365 LANDSCAPING: Funding for landscaping services at the Transportation Center.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 3160

Name: Transportation Facility

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
625 6410	Electricity	5,207	5,271	6,619	5,277	6,000
625 6430	Natural Gas	558	317	779	911	1,000
001 6750	Bldg.Maint.	0	0	117	106	0
625 6750	Bldg.Maint.	8,449	11,219	8,614	6,897	10,000
625 7365	Landscaping	1,808	1,773	2,045	3,447	3,800
	Total Expenses -----	16,021	18,580	18,174	16,638	20,800
Total (3160) Transp Facility		16,021	18,580	18,174	16,638	20,800

Airport

**CITY OF CORNING
2018-2019 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 Airport Enterprise Fund provides funding for materials and supplies to maintain the airport.

620-6185 CONSULTANT SERVICES: Funding provided for consultant services for Airport improvement and construction.

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 Airport Enterprise Fund provides funding for Airport electricity costs.

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

620-6462 STATE REQ. PERMITS: Funding is provided by the Airport Enterprise Fund for State required permits regarding storm water runoff.

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

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

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 3500

Name: Airport

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	2,864	1,076	191	3,549	0
5900	Benefits	1,417	639	79	2,334	0
620 6150	Mat/Supplies	959	2,803	1,451	1,061	5,000
620 6185	Consultant Serv	0	0	316	275	500
620 6186	Taxes	150	78	0	0	100
620 6300	ProfServices	0	1,976	0	0	500
620 6410	Electricity	3,873	3,852	3,802	4,034	4,800
620 6420	Propane	513	824	696	1,162	2,000
620 6462	ReqPmts.State	0	1,282	1,676	1,400	2,000
001 6750	Bldg.Maint.	0	14	0	0	0
620 6750	Bldg.Maint.	185	0	74	23,924	1,000
620 6810	Liability Ins.	4,096	4,096	4,096	4,096	6,000
	Total Expenses -----	14,058	16,641	12,380	41,834	21,900
Total (3500) Airport		14,058	16,641	12,380	41,834	21,900

Sewer & Waste Water Treatment Plant

**CITY OF CORNING
2018-2019 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 Inframark, 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 Side Fund Refinance.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 5000

Name: Sewer Dept

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	49,338	45,964	61,613	47,544	29,910
610 5900	Budgetd Benfit.	0	0	0	0	11,593
610 5910	FICA-CityPaid	3,920	4,109	5,145	4,137	0
630 5910	FICA-CityPaid	0	0	0	0	0
610 5915	Disability Ins.	76	69	76	56	0
630 5915	Disability Ins.	0	0	0	0	0
610 5920	ER PERS	4,597	3,610	4,690	3,651	0
630 5920	ER PERS	0	0	0	0	0
610 5921	EE PERS	2,023	1,818	1,414	605	0
630 5921	EE PERS	6	0	0	0	0
610 5930	Health Ins.	13,615	13,326	14,340	12,639	0
630 5930	Health Ins.	2	0	0	0	0
610 5950	LifInsurance	119	143	202	156	0
630 5950	LifInsurance	0	0	0	0	0
5900	Benefits	24,360	23,074	25,867	21,243	11,593
610 6100	Office Supplies	934	3,959	721	542	1,400
673 6100	Office Supplies	0	0	406	0	0
674 6100	Office Supplies	11	0	0	0	0
681 6100	Office Supplies	0	0	140	0	0
692 6100	Office Supplies	0	0	80	0	0
001 6150	Mat/Supplies	0	0	0	5	0
610 6150	Mat/Supplies	8,337	5,464	4,265	9,872	15,000
001 6250	Small Tools	0	0	51	66	0
610 6250	Small Tools	479	121	875	630	1,000
610 6350	Communications	0	0	0	8,492	10,000

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 5000		Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
Name: Sewer Dept						
Expenses	Description					
610 6410	Electricity	5,440	6,077	6,535	5,035	6,000
610 6700	Equip.Maint.	415	495	1,162	1,221	1,000
610 7100	Traing/Educ.	458	8	195	0	2,000
610 7368	PreTreat.Prog	36,340	36,321	37,338	35,238	39,100
001 7500	Veh Opr/Maint	0	0	0	17	0
610 7500	Veh Opr/Maint	1,744	2,538	1,799	1,497	4,000
610 9265	CTY HALL CARPET	2,096	0	0	0	0
381 9283	Skip Loader	0	0	0	0	25,000
610 9300	Mach/Equip.	1,019	5,464	1,923	2,472	4,600
381 9500	Vehicle/Replace	0	7,815	0	33,158	70,600
610 9860	Debt, Side Fund	3,495	3,178	2,911	8,140	10,950
	Total Expenses -----	134,465	140,476	145,883	175,174	232,153
Total (5000) Sewer Dept		134,465	140,476	145,883	175,174	232,153

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
WASTE WATER TREATMENT PLANT (5200)**

ACTIVITY DESCRIPTION:

Inframark 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.

Included in the contract, is 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 pests at the WWTP.

610-6300 PROFESSIONAL SERVICES: The Sewer Enterprise Fund provides funding for the Inframark service contract and sludge removal.

610-6410 ELECTRICITY: This account funds electrical usage at the WWTP.

610-6461 REQUIRED PAYMENTS/COUNTY: Required County permits are purchased with funds provided by the Sewer Enterprise Fund.

610-7376 RWQCB ANNUAL PERMIT: The Sewer Enterprise Fund provides funding for the Regional Water Quality Control Board Annual Permit.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 5200							
Name: WWTP							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
610 6175	Weed/Tree Spray	3,235	1,856	3,591	4,957	6,650	
001 6300	ProfServices	0	0	0	974	0	
610 6300	ProfServices	612,144	619,706	643,741	592,458	683,000	
610 6410	Electricity	83,156	90,545	101,546	62,565	72,500	
610 6461	Req.Pmts/Cnty.	570	964	964	635	1,200	
610 7376	Annual Permit	4,056	10,450	15,166	10,654	16,000	
380 9262	Mixing Zone Sty	32,437	1,700	0	0	0	
	Total Expenses -----	735,598	725,220	765,008	672,243	779,350	
Total (5200) WWTP		735,598	725,220	765,008	672,243	779,350	

**CITY OF CORNING
2018-2019 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 2018-2019

Dept #: 5250

Name: Swr Improvemnts

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
348 6810	Liability Ins.	0	0	16,901	0	0
610 6810	Liability Ins.	0	0	8,011	0	0
630 6810	Liability Ins.	0	0	52,211	0	0
381 9135	SWR Line Rplcmt	0	14,777	17,047	0	50,000
380 9206	CapReplacement	7,544	44,560	4,985	0	134,500
348 9812	Sewer Debt Serv	168,870	168,500	163,220	218,984	219,200
610 9812	Sewer Debt Serv	85,208	83,839	80,120	103,809	104,100
647 9812	Sewer Debt Serv	0	0	-1	0	0
651 9812	Sewer Debt Serv	0	0	-1	0	0
652 9812	Sewer Debt Serv	0	0	172,504	0	0
673 9812	Sewer Debt Serv	4	16	611,647	0	0
674 9812	Sewer Debt Serv	0	0	31	0	0
675 9812	Sewer Debt Serv	4	0	811,294	0	0
681 9812	Sewer Debt Serv	2	8	130,030	0	0
692 9812	Sewer Debt Serv	73	42	3,708,090	0	0
693 9812	Sewer Debt Serv	0	0	-22,373	0	0
610 9825	Interfund Int.	0	0	0	72,908	0
	Total Expenses -----	261,705	311,743	5,753,715	395,701	507,800
Total (5250) Swr Improvemnts		261,705	311,743	5,753,715	395,701	507,800

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
WWTP & SEWER CAPT'L REPLACEMENT/DEBT 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/MATERIALS/SUPPLIES:

- 610-9801: WWPT 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:** This 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.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 5300						
Name: Sewer Transfers						
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
610 9801	WWTP CapRepITrs	65,000	65,000	85,000	85,000	85,000
610 9802	SwrCapRepTrans.	21,200	20,000	40,000	40,000	40,000
610 9804	WWTP Debt Trans	240,000	240,000	240,000	225,000	200,000
	Total Expenses -----	326,200	325,000	365,000	350,000	325,000
Total (5300) Sewer Transfers		326,200	325,000	365,000	350,000	325,000

Water

**CITY OF CORNING
2018-2019 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 annual 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 pest, 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 Side Fund Refinance.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 7100

Name: Water Dept

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
5100	Total Labor	171,444	201,255	208,892	167,154	140,884
5900	Benefits	78,859	93,687	97,277	83,039	65,012
610 6100	Office Supplies	17	0	0	0	0
630 6100	Office Supplies	936	3,846	721	542	4,000
673 6100	Office Supplies	0	0	539	0	0
674 6100	Office Supplies	15	0	0	0	0
681 6100	Office Supplies	0	0	35	0	0
001 6150	Mat/Supplies	0	643	601	1	0
630 6150	Mat/Supplies	43,501	31,188	32,250	44,416	50,000
630 6175	Weed/Tree Spray	0	0	0	4,957	5,400
001 6250	Small Tools	0	0	51	66	0
630 6250	Small Tools	479	320	909	658	750
630 6260	Uniform/Cloth.	0	0	6	0	0
630 6300	ProfServices	12,996	9,859	12,981	11,635	15,000
630 6350	Communications	0	0	0	8,492	10,000
001 6410	Electricity	0	42	0	0	0
630 6410	Electricity	200,238	199,800	220,093	190,190	180,000
630 6462	ReqPmts.State	16,764	6,583	19,135	11,462	20,000
630 6700	Equip.Maint.	8,505	1,699	2,885	3,386	10,000
630 7100	Traing/Educ.	1,196	1,852	370	937	5,000
001 7500	Veh Opr/Maint	0	0	0	26	0
630 7500	Veh Opr/Maint	4,716	2,598	3,034	1,898	6,000
630 8006	Refuse DispSite	14,709	15,221	0	0	0
630 9265	CTY HALL CARPET	2,096	0	0	0	0
383 9283	Skip Loader	0	0	0	0	25,000

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 7100							
Name: Water Dept							
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET	
630 9300	Mach/Equip.	573	198	298	796	4,000	
383 9500	Vehicle/Replace	0	7,815	0	0	0	
630 9860	Debt, Side Fund	6,367	5,784	4,464	14,972	19,400	
	Total Expenses -----	563,412	582,389	604,542	544,627	560,446	
Total (7100) Water Dept		563,412	582,389	604,542	544,627	560,446	

**CITY OF CORNING
2018-2019 ANNUAL BUDGET NARRATIVE
WATER TRANSFERS
(7300)**

ACTIVITY DESCRIPTION:

The line items below provide funding for the monetary transfers necessary to fund capital improvement needs for the water capital replacement items, and for the required payments on the refinanced (2017) Water Debt Service.

PROFESSIONAL SERVICES/MATERIALS/SUPPLIES:

630-9814: **FUND 383 TRANSFER:** Represents monies transferred to Fund 383 for the future capital replacement needs of the Water System.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 7300						
Name: Water Capital Transfer						
Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
630 9814	FUND 383 TRNSFR	100,800	77,000	78,500	78,500	78,500
	Total Expenses -----	100,800	77,000	78,500	78,500	78,500
Total (7300) Water Cap Trans		100,800	77,000	78,500	78,500	78,500

**CITY OF CORNING
2018-2019 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 offline due to various reasons. Wells offline at this time are: Well No. 004 (due to PCE chemicals in area water samples) and the Well No. 6 and 7 (due to potential contamination of MTBE from the old Dudley's Truck Stop).

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 Well No. 19.

CITY OF CORNING
ANNUAL BUDGET
FISCAL YEAR 2018-2019

Dept #: 7420

Name: Water Capital Improvement

Expenses	Description	Actual 2014-2015	Actual 2015-2016	Actual 2016-2017	2017-2018 TO DATE	2018-2019 BUDGET
630 6300	ProfServices	0	0	0	0	500
346 8045	Hydrant Install	2,215	0	0	9,620	20,000
383 9168	Pump Improve.	0	0	43,956	0	60,000
630 9216	Handheld Mtr Rd	0	0	0	0	7,000
346 9237	Telemetry	12,993	4,509	10,618	18,238	18,000
630 9276	Water Meter Rep	13,572	1,928	0	14,792	25,000
383 9281	Well Chlorinator	0	430	0	0	1,500
383 9417	WELL REPAIRS	7,459	5,592	21,885	30,604	31,000
630 9811	Wtr Debt Service	182,694	176,670	200,428	237,210	284,750
641 9811	Wtr Debt Service	0	0	-1	0	0
645 9811	Wtr Debt Service	0	0	-1	0	0
653 9811	Wtr Debt Service	0	0	-8,104,209	0	0
673 9811	Wtr Debt Service	5	22	810,788	0	0
674 9811	Wtr Debt Service	0	0	41	0	0
675 9811	Wtr Debt Service	6	0	1,075,436	0	0
681 9811	Wtr Debt Service	0	2	32,507	0	0
682 9811	Wtr Debt Service	26	0	1,393,864	0	0
	Total Expenses -----	218,970	189,153	-4,514,688	310,463	447,750
Total (7420)	WtrCapImprove	218,970	189,153	-4,514,688	310,463	447,750