



**CITY OF CORNING
SPECIAL CITY COUNCIL
CLOSED SESSION AGENDA
TUESDAY, MARCH 28, 2023
CITY COUNCIL CHAMBERS
794 THIRD STREET**

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

In compliance with the Americans with Disabilities Act and Title VI. If you need special assistance or translation services to participate in this meeting, please contact the City Clerk's Office at 530/824-7033 or via email at linnet@corning.org. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. CALL TO ORDER: 5:30 p.m.

B. ROLL CALL:

Council: Dave Demo
Jose "Chuy" Valerio
Shelly Hargens
Lisa Lomeli
Mayor: Robert Snow

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

C. PUBLIC COMMENTS:

D. REGULAR AGENDA:

- 1. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO SECTION 54957.6:**
Agency Negotiator: Greg Einhorn, Labor Relations Consultant
Bargaining Units: Public Safety.

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



**CORNING CITY COUNCIL
MEETING AGENDA
TUESDAY, MARCH 28, 2023
CITY COUNCIL CHAMBERS IN PERSON
AT 794 THIRD STREET**

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

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

B. ROLL CALL:

Council: Dave Demo
Jose "Chuy" Valerio
Shelly Hargens
Lisa Lomeli
Mayor: Robert Snow

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

D. INVOCATION: Led by Councilor Hargens.

E. PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, PRESENTATIONS:

1. **Public Safety Telecommunicators Week, April 9, 2023 through April 15, 2023.**
Present to accept the Proclamation will be Fire Dispatcher Daymon Schlereth and Dispatch Supervisor Ashley Knight on behalf of Police Dispatch.

F. PUBLIC COMMENTS AND BUSINESS FROM THE FLOOR:

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

2. **Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.**
3. **Waive the reading and approve the Minutes of the March 14, 2023 City Council Closed Session and Regular Agenda Meeting with any with any necessary corrections:**
4. **March 22, 2023 Claim Warrant in the amount of \$193,254.68.**
5. **March 22, 2023 Business License Report.**
6. **Authorize payment of invoice #24395 in the amount of \$5,459.47 to R.E.Y. Engineers for the West Street School ATP Connectivity Project Engineering and Environmental Services.**
7. **Authorize payment of invoice #24396 in the amount of \$5,920 to R.E.Y. Engineers for the Olive View School ATP Connectivity Project Engineering and Environmental Services.**
8. **Authorize payment of invoice #3525 in the amount of \$28,215 to CVE Contracting Group for the Building Demolition Project.**
9. **Approve donation request of \$500 to support the Corning Community Jamboree Easter Egg Hunt.**

H. ITEMS REMOVED FROM THE CONSENT AGENDA:

I. PUBLIC HEARINGS AND MEETINGS:

10. **Public Hearing and action on request for Disposal Service CPI Rate Increase of 10.89%.**

J. REGULAR AGENDA:

11. **Award Bid for the Corning Awning Program to North State Painting in the amount of \$223,500 and award thirteen (13) Grants .**
12. **Approve Task Order "D" in the amount of \$88,060 to Armstrong Consultants, Inc. for professional services for the 2023 Corning Airport Pavement Maintenance Project under Airport Engineering Services Contract 2019-6.**
13. **Authorize flying "National Childrens Memorial Flag" at City Hall on the 4th Friday in April.**

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

L. COMMUNICATIONS, CORRESPONDENCE, AND INFORMATION:

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

Demo:

Valerio:

Hargens:

Lomeli:

Snow:

N. ADJOURNMENT:

POSTED: FRIDAY, MARCH 24, 2023

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

PROCLAMATION
NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK
APRIL 9, 2023 THROUGH APRIL 15, 2023

WHEREAS, emergencies can occur in the City of Corning at any time that require police and fire services; and,

WHEREAS, when these emergencies occur, the prompt response of Law Enforcement Officers and Firefighters is critical to the protection of life and property; and,

WHEREAS, the safety of our Law Enforcement Officers and Firefighters is dependent upon the quality and accuracy of the information obtained from citizens using 9-1-1; and,

WHEREAS, the City of Corning Dispatchers are the critical first contact for citizens who need emergency services; and,

WHEREAS, City of Corning Dispatchers are the vital link for Police Officers and Firefighters by monitoring their activities by radio, providing them information and insuring their safety; and,

WHEREAS, each City of Corning Dispatcher has exhibited compassion, understanding, and professionalism during the performance of their duties in the past year;

NOW, THEREFORE, I, ROBERT SNOW, AS MAYOR OF THE CITY OF CORNING, DECLARE THE WEEK OF APRIL 9, 2023, THROUGH APRIL 15, 2023 AS NATIONAL TELECOMMUNICATORS WEEK IN THE CITY OF CORNING in honor of the men and women whose diligence and professionalism help keep our City and citizens safe.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Corning to be affixed this 28th day of March 2023

Robert Snow, Mayor

ATTEST:

Lisa M. Linnet, City Clerk



**CITY OF CORNING
SPECIAL CITY COUNCIL
CLOSED SESSION MINUTES
TUESDAY, MARCH 14, 2023
CITY COUNCIL CHAMBERS
794 THIRD STREET**

A. CALL TO ORDER: 3:00 p.m.

B. ROLL CALL:

Council: Dave Demo
Jose "Chuy" Valerio
Shelly Hargens
Lisa Lomeli
Mayor: Robert Snow

All members of the City Council were present.

C. PUBLIC COMMENTS: None.

D. REGULAR AGENDA:

- 1. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO SECTION 54957.6:**
Agency Negotiator: Greg Einhorn, Labor Relations Consultant
Bargaining Units: Public Safety.

E. ADJOURN TO REGULARLY SCHEDULED CITY COUNCIL MEETING AND REPORT ON CLOSED SESSION: Closed at: 4:05 p.m. Adjourned to Regular Meeting at 6:30 p.m. and Mayor Snow announced that Council provided direction to Agency Negotiator.



**CITY COUNCIL
REGULAR MEETING MINUTES
TUESDAY, MARCH 14, 2023
CITY COUNCIL CHAMBERS
794 THIRD STREET, CORNING, CA 96021**

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

B. ROLL CALL:

Council: Dave Demo
Jose "Chuy" Valerio
Shelly Hargens
Lisa Lomeli
Mayor: Robert Snow

All members of the City Council were present.

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

D. INVOCATION: Led by Karen Burnett.

E. PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, PRESENTATIONS:

- 1. Proclamation: March 2023 – General Aviation Appreciation Month.** Requested by Steve Fong, Communications Director, Alliance for Aviation Across America. City Clerk Lisa Linnet read the Proclamation and stated that it would be scanned and sent to Mr. Fong.

F. PUBLIC COMMENTS AND BUSINESS FROM THE FLOOR:

Lisa Linnet: Mrs. Linnet responded to statements made by Police Officers Association (POA) representative James White at the February 28th City Council meeting. She stated, as someone that sits in on Bargaining Unit Negotiations, all concerns voiced during negotiations are relayed

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

to the City Council by Attorney Greg Einhorn, the City's contracted Labor Negotiator...not City Manager Miller. The City Manager is present to respond to questions from the Union/Bargaining Unit Representatives relating to Budget, approved funding, etc. In response to the POA's statement of bargaining in "good faith" and willingness to negotiate, Mrs. Linnet stated her belief that the hurtful and premeditated character assignation of City Manager Miller is NOT bargaining in "good faith", but rather a vicious bullying tactic with no regard for the potential career and personal damages to Ms. Miller. She further stated that the verbal attack, in her opinion consisted of innuendo, some falsehoods, and one-sided half-truths as the whole picture relating to the altering of timesheets was not verbally disclosed; nor was the fact that the issue had been discussed prior with the Police Chief as well as the City Council who provided Ms. Miller with direction, she responded based upon that direction. Mrs. Linnet further stated her belief that it was a sad attempt at public manipulation...all with the end goal of obtaining higher wages.

She responded to other statements made by the POA at the previous meeting and in closing she stated that she has worked for the City for over 22 years and in that time worked with many within the POA. She stated she has admired, respected, and at times publicly defended them, the job that they do, their conduct, and moral values. However, following the statement read at the last meeting, and more importantly what she believes to be the reasons behind the statement, she is strongly disappointed.

Officer Curiel: Spoke on behalf of the POA. He stated that the POA would like to meet with the City Council. City Attorney Collin Bogener responded explaining the process.

Audience Member: Stated she is so proud of our City and the improvements taking place in the City, i.e., the new light posts, the power boxes, etc.; they really makes a difference. She is a 40-year resident, she loves the community that we have. She stated her appreciation for the Police Department and her belief that money spent on their training is of value to the City.

Councilor Demo asked the City Attorney if Council could meet with the POA after negotiations. City Attorney Bogener stated that they can, however legally they would have to meet in open session. Councilor Lomeli also asked questions regarding the Council could meeting with the POA as she feels there is a breakdown in communications.

Blaine Smith: Stated that he was disheartened about issues discussed at the previous meeting. He thanked the local Police Officers for their services and response to drag racing on Fig Lane. He asked that the City Council work with the Police Department to support the Police Department.

Mayor Snow: Reinforced the fact that he was taken back at the last meeting by the comments made directed at the City Manager. He clarified that she acts at the direction of the City Council so he

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

2. **Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.**
3. **Waive the reading and approve the Minutes of the following meetings with any necessary corrections:**
 - a) **February 28, 2023 Joint Meeting of the City Council and City Commissions – Information for City Council and Commission Members on the Brown Act, City Council/Commission Meeting Procedures, Rosenberg's Rules of Order, and Conflict of Interest;**
 - b) **February 28, 2023 Regular Meeting; and**
 - c) **February 28, 2023 City Council Closed Session.**
4. **March 8, 2023 Claim Warrant in the amount of \$460,179.20 .**
5. **March 8, 2023 Business License Report.**

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

6. **February 2023 Wages & Salaries: \$394,545.86**
7. **February 2023 Treasurer's Report.**
8. **February 2023 Building Permit Valuation Report in the amount of \$796,089.**
9. **February 2023 City of Corning Wastewater Operations Summary Report.**
10. **Authorize payment of invoice #24373 in the amount of \$5,090.53 to R.E.Y. Engineers for the West Street School ATP Connectivity Project Engineering and Environmental Services.**
11. **Authorize payment of invoice #24374 in the amount of \$1,330 to R.E.Y. Engineers for the Olive View School ATP Connectivity Project Engineering and Environmental Services.**
12. **Authorize Transfer of Lights to New Life Assembly Church.**
13. **Approve Letter of Support to the County of Tehama seeking continuation services provided by multiple County Agencies at the Corning Healthcare District's Meuser Building.**

Mayor Snow confirmed that the parking lot lights and poles reference in Consent Item G-12 were in fact those planned for demolition from the Proposition 68 Park Development Recreation Center & City Plaza Project south of City Hall.

With no further discussion, Councilor Valerio moved to approve Consent Items 2-13; Councilor Hargens seconded the motion. **Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Opposed: None. Motion approved by a 5-0 vote.**

H. ITEMS REMOVED FROM THE CONSENT AGENDA: None.

I. PUBLIC HEARINGS AND MEETINGS: None.

J. REGULAR AGENDA:

14. Presentation and acceptance of the Annual City Audit for Fiscal-Year 2021/2022.

City Manager Miller introduced contracted City Auditor, Don Reynolds who joined the meeting via ZOOM. Mr. Reynolds stated that a couple of things look a little different this year, however the information is the same, they just changed the order of presentation. He pointed out that half of the surplus is one time ARPA Funds that has been set aside for future contingencies. The City has done a good job and is keeping pace, which is good in this economy. He noted that the large expenditures listed was in the Parks and Recreation which is predominately grant related. If you discount the ARPA money the City really didn't have much change. City Manager Miller confirmed that the ARPA funds have been allocated towards getting water & sewer to the west side of I-5 utilizing a Development Reimbursement Agreement that is listed further down on the Agenda for discussion and approval, and for the Council approved Awning Program.

Councilor Demo moved to accept the Annual Audit for Fiscal Year ending June 30, 2022; Councilor Valerio seconded the motion. **Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Opposed: None. Motion approved by a 5-0 vote.**

15. FY 2022/2023 Annual Mid-Year Budget Review and General Discussion.

Presented by City Manager Kristina Miller who stated the purpose is to update the Council and the public regarding how the City is fairing financially at the mid-point of the fiscal year and largely relies on information from the Fiscal Year (FY) mid-point which is December 31, 2022. She stated that the FY 2022/23 Budget projected total revenues (excluding transfers) of \$17,318,275. She stated the total amount of proposed General Fund adjustments is \$216,500 and presented the following information:

- **Discretionary Funds:** General Fund Revenues (including Measure A) at time of budget approval were expected to make up about 47% (\$7,482,100) of total revenues. Sales tax (excluding Measure A Transactions & Use Tax) was projected to generate 51% of the total General Fund Revenue or \$3,850,000. Sales tax and Measure A Tax combined total 59% of General Fund Revenue. The City Council maintains primary discretion over how the General Fund is expended.

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

- **Non-Discretionary Funds:** The remainder, about 53% (\$9,836,175) of revenues originates from sources other than the General Fund Revenues and must be allocated (expended) for specific purposes such as grant funded projects, water, sewer, and street maintenance. These funds are referred to as "non-discretionary" because the Council has little choice regarding how they are spent.
- **Projected Sales Tax:** The City is heavily reliant on sales tax from fuel sales, that said, the percentage of sales tax revenue from fuel sales has been decreasing significantly in the last six years. In fiscal year 2013/14 fuel sales tax represented 79% of total sales tax revenue compared to 33% in fiscal year 2021/22.
 - With sales tax data for two calendar quarters for FY 2022/23 (2nd & 3rd quarters of 2022) we are on target for meeting the \$3.85 million budget for the General Fund and the \$1,350,000 in Measure A tax. General Fund is expected to receive close, or just under the \$3.85 mil., Measure A is expected to come in \$100,000 higher than budgeted. City won't receive 4th quarter totals until late March, and 1st Quarter in June.
- **Transient Occupancy Tax (TOT):** City has received 3 quarters of revenue, receipts are less than originally anticipated; propose decrease of \$100,000 (\$570,000).
- **Vehicle License Fees:** Should be greater than budgeted by approximately \$87,000.
- **Franchise Fees:** Fees collected from PG&E, Comcast Cable TV, and Waste Management; expected to be as anticipated or slightly higher, no adjustments proposed.
- **Building Permit/Plan Check Fees:** Proposed increases for Building Permits is \$20,000 and Plan Check increased by \$10,000.
- **Property Tax:** Make up about 10% of General Fund and are expected to meet, or slightly exceed budget as projected, no adjustments proposed.
- **Miscellaneous Proposed Adjustments:** Police Misc. Income/Donations – increased to \$23,000 due to grant revenue; Planning Permits/Applications – increased to \$30,000 based on current receipts; Misc. Income – increased to \$62,000 to reflect sale of 6th/Yolo St. property.

For Non-Discretionary Funds (Enterprise Funds) she presented the following:

- **Sewer Fund:** Revenues are in line with the \$2,204,500 budget projections. Sewer Fund expenditures are on target except for vehicle replacement due to bids coming in higher. Propose \$2,000 increase for vehicle replacement. An increase to Capital Replacement for be repair of damage to main sewer line at Birch Creek/Hwy. 99W is to be determined, Staff will request a budget adjustment when final costs are determined.
- **Water Fund:** Water revenues through December 31st total \$993,390, total projected for FY is \$1,770,500; revenues are slightly above projections. Expenditures are on target except for vehicle replacement which must be increased due to higher bids. Communications is proposed to be increased by \$2,000 due to postage rate increase; electricity is proposed to be increased by \$105,000. While revenues are on target, the City is experiencing over \$75,000 in bad debt as a result of not being able to shut off water for non-payment during the Pandemic. Should utility users not repay these debts in the next few months, the City will need to raise rates to remain in compliance with its rate covenant.

City Manager Miller presented the review of Department Expenditures at the mid-year point stating they were as expected with the following exceptions:

- **Personnel Costs:** Expenditures for cash out of Police and Police Dispatch compensation time; propose to increase Police Comp Time Cashed by \$40,000, and Police Dispatch Comp Time Cashed by \$50,000.
- **Solano Street Repairs:** Propose increase of \$403,466 due to repair costs exceeding amount budgeted.

Future Expenditures: Ms. Miller then briefed the Council on expected future expenditures such as:

- Expected increase in cost for the Proposition 68 Recreation Center & City Plaza by \$2 million due to construction cost increases since grant submittal.
- Additional Personnel in 2022/23:

- 1 FT Maintenance Worker/Meter Reader; 1 Police Officer; Promote 1 Police Officer to Sergeant; 1 Contracted Grant Administrator.
- Additional Personnel in 2023/24:
 - 1 Detective; 1 FT Recreation Coordinator; 1 FT Planner; 1 Public Works Maintenance Worker.
- Additional Personnel in 2024/25:
 - 1 Public Works Director
 - 1 Recreation Assistant
- Additional Personnel in 2025/26:
 - Three firefighter positions.

She announced that the City has three new businesses going in, i.e., Grocery Outlet, Dutch Bros., and store going into the former Hatfield's Hardware at the northwest corner of Solano and Toomes Avenue. A new subdivision, Magnolia Meadows near Maywood School is being constructed. She stated the importance for the City to diversify revenue sources as the Truck Stops bring in upward of 1 million dollars in sales tax revenue each year and with the new movement to electric vehicles that could adversely affect the City's tax revenues immensely. She also explained the potential effects of the increased impacts of UAL (Unfunded liability) and relayed the cost increases associated with UAL that is expected through 2029.

Bottom Line: Ms. Miller stated that the total fund balance as of June 30, 2022 is \$6,335,713 for the General Fund (including Measure A). These emphasized that the fund reserves are necessary to provide stability within the City during the next economic downturn, to fund strategic planning activities, offset construction cost increases for the new Recreation Center & City Plaza, fund emergencies & natural disaster emergency expenses, and future building replacement costs. Also, she stressed that the City must explore a means to pay down its UAL debt. She concluded by stating that the City is in a much better fiscal condition because of Measure A Revenue. We can now begin as part of our strategic planning process, to focus efforts and budget priorities on improvements of value to the Community, while keeping in mind existing staffing needs and workload levels.

Councilor Hargens moved to approve the proposed Budget Adjustments as depicted in Exhibit A & B and receive the Mid-Year Budget Report as presented. Councilor Demo seconded the motion.

Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Opposed: None.
Motion approved by a 5-0 vote.

16. Review and adopt the proposed City of Corning Recreation Code of Conduct Policy.
 Presented by City Manager Kristina Miller.

Councilor Demo moved to approve the proposed City of Corning Recreation Code of Conduct, direct Staff to obtain a signed copy of the Policy upon completion of class registration and authorize posting of the Policy on the City's website. Councilor Valerio seconded the motion.

Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Opposed: None.
Motion approved by a 5-0 vote.

17. Award the Architectural and Engineering Design Services Contract to COAR Design Group in the amount of \$898,000 for the City of Corning City Plaza and Recreation Center Project.

Presented Public Works Contract Consultant/City Engineer Robin Kampmann. The Council was briefed on services sought under this Contract and informed that two Statements of Qualifications (SOQ's) for this project had been received, one from PBK, the other from COAR Design Group. Following interviews, Staff determined that COAR ranked higher. The initial cost proposed by COAR Design Group was \$1,055,934; following discussion with their representatives, this cost was negotiated down to \$898,000. Council was informed that the project would be funded by the Department of Parks and Recreation Statewide Park Development and Community Revitalization Program of 2018 grant funding for the Downtown Recreation Center and Plaza Project.

Following discussion, Councilor Demo moved to award the Architectural and Engineering Design Services Contract to COAR Design Group in the amount of \$898,000 for the City of Corning City

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

Plaza and Recreation Center Project and authorize the City Manager to sign the Contract. Councilor Hargens seconded the motion. **Ayes: Snow, Demo. Valerio, Hargens, and Lomeli. Absent/Abstain/Opposed: None. Motion approved by a 5-0 vote.**

18. Authorize the issuance of a "Request for Proposals" (RFP's) for a Water and Sewer Extension Development Reimbursement Agreement for extending water and sewer infrastructure to the westside of Interstate 5.

Presented by City Manager Kristina Miller who explained that the City of Corning received \$1,844,396 in American Rescue Plan Act of 2021 appropriated Coronavirus State and Local Fiscal Recovery Funds. She stated that the City has been working on two crossings to expand water & sewer infrastructure to the westside of Interstate-5 for years. City Council approved use of \$1,594,396 of these funds to fund a Reimbursement Agreement for a water & sewer crossing, whereby Developers would fund the cost of the bore with the City reimbursing them for all, or a great portion of the work after it is completed. She explained that the development of the westside of Interstate-5 has been hindered by lack of water & sewer infrastructure and has resulted in major development projects pulling out after realizing there is no infrastructure in place. This has resulted in potential lost tax revenue to the City. She further explained that as the State transitions to electric vehicles, the City is at risk of losing a major tax revenue source for the City...sales tax from fuel. The City must diversify its sources to provide long-term fiscal stability to the City.

Mayor Snow asked about time schedule and preference, is there a time frame from award to completion that is required? He was informed that it could be included in the Agreement documents. City Attorney Bogener stated that some language is currently included but we can make it stronger.

Councilor Hargens moved to authorize the issuance of a request for proposals for a Water and Sewer Extension Development Reimbursement Agreement. Councilor Valerio seconded the motion. **Ayes: Snow, Demo. Valerio, Hargens, and Lomeli. Absent/Abstain/Opposed: None. Motion approved by a 5-0 vote.**

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

L. COMMUNICATIONS, CORRESPONDENCE, AND INFORMATION: None.

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

Demo: No meetings attended this month yet. He announced that the new Senior Center Board was sworn in on earlier this month.

Lomeli: Nothing.

Hargens: Reported on her attendance at the Tehama County Solid Waste Management Board Meeting.

Valerio: Reported that the Corning Library will have a book sale May 6th from 9-4 pm. Corning Christian Assistance has moved to 4th St.

Snow: Nothing.

N. ADJOURNMENT: 7:45 p.m.

Lisa M. Linnet, City Clerk



MEMORANDUM

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: LORI SIMS
ACCOUNTING TECHNICIAN

DATE: March 22, 2023

SUBJECT: Cash Disbursement Detail Report for the
Tuesday March 28, 2023 Council Meeting

PROPOSED CASH DISBURSEMENTS FOR YOUR APPROVAL CONSIST OF THE FOLLOWING:

A.	Cash Disbursements	Ending 03-22-23	\$	116,808.57
B.	Payroll Disbursements	Ending 03-22-23	\$	76,446.11

GRAND TOTAL \$ 193,254.68

REPORT.: Mar 22 23 Wednesday
 RUN....: Mar 22 23 Time: 14:05
 Run By.: LORI SIMS

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 03-23 thru 03-23 Bank Account.: 1020

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
034660	03/13/23	BLA11	BLANCO, ELENA	345.00	230313	REC INSTRUCTOR-REC
034661	03/13/23	JOH11	JOHNSON, BRAYDEN ROBERT	125.00	230225	REC INSTRUCTOR-REC
				330.00	230311	REC INSTRUCTOR-REC
			Check Total.....:	455.00		
034662	03/14/23	JAN00	JANDA, ARJAN	50.00	230304	REC INSTRUCTOR-REC
				25.00	230318	REC INSTRUCTOR-REC
			Check Total.....:	75.00		
034663	03/17/23	ATT13	AT&T	780.47	230311	COMMUNICATIONS-DISPATCH
034664	03/17/23	BUT10	BUTTE COLLEGE	1918.54	2425	TRAINING/ED-POLICE
034665	03/17/23	CAL45	CAL FIRE	2155.93	1505813	POST STORM EXPENSES-STR
034666	03/17/23	CAM02	FERGUSON ENTERPRISES INC.	712.02	1772044	MAT & SUPPLIES-WTR
				296.31	1774143	MAT & SUPPLIES-WTR
				400.83	1775754	MAT & SUPPLIES-WTR
			Check Total.....:	1409.16		
034667	03/17/23	CEN19	CENTRAL VALLEY ENVIRONMEN	28215.00	3525	SITE DEMOLITION-PROP 68 PARK
034668	03/17/23	COM06	COMCAST	13.23	230309	COMMUNICATIONS-PW ADMIN
034669	03/17/23	COR11	CORNING SAFE & LOCK	27.75	9314	MAT & SUPPLIES-PARKS
034670	03/17/23	DEP12	DEPT OF JUSTICE	356.00	639251	PROF SVCS-
				70.00	644614	PROF SVCS-POLICE
			Check Total.....:	426.00		
034671	03/17/23	EXP02	EXPRESS EMPLOYMENT PROFES	1144.56	28737917	TEMP HELP-FINANCE
034672	03/17/23	GON03	GONZALEZ, ALEXIS MARISOL	260.00	230311	REC INSTRUCTOR-REC
034673	03/17/23	LNC01	LN CURTIS & SONS	379.04	INV603932	SAFETY ITEMS-FIRE
034674	03/17/23	MGT00	MGT OF AMERICA, INC.	550.00	50306	PROF SVCS-GEN CITY
034675	03/17/23	MOO07	MOORE & BOGENER, INC.	399.78	13828	LGL SVCS-
034676	03/17/23	NOR47	NORTHSTAR	10653.75	80425	PROF SVCS-PW ADMIN
034677	03/17/23	PGE01	PG&E	38684.14	230313	Electricity General City
034678	03/17/23	PGE2B	PG&E	158.54	8170976-8	SOLAR-WWTP
034679	03/17/23	QUI02	QUILL CORPORATION	11.84	31174563	OFFICE SUPPLIES-BLD & SAFETY
				60.96	31223896	OFFICE SUPPLIES-
			Check Total.....:	72.80		
034680	03/17/23	REY05	R.E.Y. ENGINEERS, INC.	5459.47	24395	PROF SVCS ADMIN-ATP-WEST STREET SCHOOL
				5920.00	24396	PROF SVCS ADMIN-ATP-OLIVE VIEW SCHOOL
			Check Total.....:	11379.47		
034681	03/17/23	SCP00	SCP DISTRIBUTORS LLC	1203.68	SN095548	MAT & SUPPLIES-POOL
034682	03/17/23	TAN00	T AND S DVBE, INC.	2217.50	23-345	MAT & SUPPLIES-STR
				494.57	23-346	MAT & SUPPLIES-PARKS
			Check Total.....:	2712.07		
034683	03/17/23	TRI02	TRI-COUNTY NEWSPAPERS	92.75	00288191	PRINT/ADVERT-CITY CLERK
034684	03/17/23	VAL11	VALLEY PACIFIC PETROLEUM	1796.58	23-607212	VEH OP/MAINT-
				250.85	23-607213	VEH OP/MAINT-FIRE
				90.35	23-607214	VEH OP/MAINT-BLD & SAFETY
			Check Total.....:	2137.78		
034685	03/17/23	VER02	VERTIZON WIRELESS	228.06	992903411	PROP 30-MDC
034686	03/17/23	ZAG00	ZAGAL, STEPHANIE MARIE	375.00	230317	REC INSTRUCTOR-REC
034687	03/20/23	DEP03	DEPT OF TRANS/CAL TRANS	3202.64	23008696	Equip.Maint. St&Trf Light
034688	03/20/23	GRA02	GRAINGER, W.W., INC	36.49	96405636	MAT & SUPPLIES-BLD MAINT
034689	03/20/23	KIN14	KINETICS ACADEMY OF DANCE	435.00	230319	REC INSTRUCTOR-REC
034690	03/20/23	OCH02	OCHOA-MENDOZA, OSVALDO	800.00	230318	REC INSTRUCTOR-REC
034691	03/20/23	PAC29	PACE ANALYTICAL SERVICES,	220.16	230223828	PROF SVCS-WTR DEPT
				92.37	230224328	PROF SVCS-WTR DEPT
				92.37	230224428	PROF SVCS-WTR DEPT
			Check Total.....:	404.90		
034692	03/20/23	PGE09	PG&E	217.87	230316	ELECT-STONEFOX L&L-Z1, D2

REPORT.: Mar 22 23 Wednesday
RUN....: Mar 22 23 Time: 14:05
Run By.: LORI SIMS

CITY OF CORNING
Cash Disbursement Detail Report
Check Listing for 03-23 thru 03-23 Bank Account.: 1020

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
034693	03/20/23	PGE2A	PG&E	48.15	230316	ELECT-BLUE HERON CT
034694	03/20/23	QUI02	QUILL CORPORATION	112.24	31280987	OFFICE SUPPLIES-FIRE
034695	03/20/23	ROD10	RODRIGUEZ, JESENIA	630.00	230318	REC INSTRUCTOR-REC
034696	03/20/23	VAL11	VALLEY PACIFIC PETROLEUM	1689.35	23-607211	MAT & SUPPLIES-
034697	03/20/23	BLA11	BLANCO, ELENA	205.00	230318	REC INSTRUCTOR-REC
034698	03/20/23	GRE06	GREG'S HEATING & A/C	135.00	25134	BLD MAINT-BLD MAINT
034699	03/21/23	BRI02	BRISENO, NICOLAS	250.00	230318	REC INSTRUCTOR-REC
034700	03/21/23	COR02	CORNING OBSERVER	72.70	230320	COMMUNICATIONS-GEN CITY
034701	03/22/23	EXP02	EXPRESS EMPLOYMENT PROFES	1204.80	28780150	TEMP HELP-FINANCE
034702	03/22/23	HOM03	HOME DEPOT	31.24	6264320	MAT & SUPPLIES-AIRPORT
034703	03/22/23	PIT03	PITNEY BOWES, INC	449.80	102276200	MAT & SUPPLIES-
034704	03/22/23	SCH01	LES SCHWAB TIRE CENTER	301.63	00463173	VEH OP/MAINT-POLICE
034705	03/22/23	TAN00	T AND S DVBE, INC.	329.26	23-359	MAT & SUPPLIES-STR
Cash Account Total.....:				116808.57		
Total Disbursements.....:				116808.57		
Cash Account Total.....:				.00		

REPORT.: Mar 22 23 Wednesday
RUN....: Mar 22 23 Time: 14:05
Run By.: LORI SIMS

CITY OF CORNING
Cash Disbursement Detail Report - Payroll Vendor Payment(s)
Check Listing for 03-23 thru 03-23 Bank Account.: 1025

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
13717	03/22/23	BAN03	POLICE OFFICER ASSOC.	275.00	C30322	POLICE OFFICER ASSOC
13718	03/22/23	CAL37	CALIFORNIA STATE DISBURSE	138.46	C30322	WITHHOLDING ORDER
13719	03/22/23	EDD01	EMPLOYMENT DEVELOPMENT	5335.08 1560.00 .00	C30322 1C30322 2C30322	STATE INCOME TAX SDI STATE INCOME TAX
Check Total.....:				6895.08		
13720	03/22/23	FED00	FEDERAL PAYROLL TAXES (EF	14525.95 17492.12 4090.94 .00 192.20 44.96	C30322 1C30322 2C30322 3C30322 4C30322 5C30322	FEDERAL INCOME TAX FICA MEDICARE FEDERAL INCOME TAX FICA MEDICARE
Check Total.....:				36346.17		
13721	03/22/23	MIS03	MISSIONSQUARE - PLAN#3020	1894.50 215.00	C30322 1C30322	MISSIONSQUARE 457 MISSIONSQUARE 457 ER
Check Total.....:				2109.50		
13722	03/22/23	PERS1	PUBLIC EMPLOYEES RETIRE	25567.67 .00	C30322 1C30322	PERS PAYROLL REMITTANCE PERS PAYROLL REMITTANCE
Check Total.....:				25567.67		
13723	03/22/23	PERS4	Cal Pers 457 Def. Comp	2089.41 362.50	C30322 1C30322	PERS DEF. COMP. PERS DEF. COMP. ER P
Check Total.....:				2451.91		
13724	03/22/23	VAL06	VALIC	2429.82 232.50	C30322 1C30322	AIG VALIC P TAX AIG VALIC P TAX ER P
Check Total.....:				2662.32		
Cash Account Total.....:				76446.11		
Total Disbursements.....:				76446.11		

Date.: Mar 22, 2023
Time.: 2:34 pm
Run by: LORI SIMS

CITY OF CORNING
NEW BUSINESSES FOR CITY COUNCIL

Page.: 1
List.: NEWB
Group: WTFMBM

Business Name	Address	CITY/STATE/ZIP	Business Desc	Bus Start Date
CROWN CONTRACTING IN	7311 HOPI TRAIL	YUCCA VALLEY, CA 92284	GENERAL CONTRACTOR	03/17/23
DIVINE POWER USA	2500 E BELLE TERRACE #100	BAKERSFIELD, CA 93307	SOLAR SALES & INSTALLATION	03/15/23
JDG CONSTRUCTION	152 VICTORIAN PARK CT.	CORNING, CA 96021	GENERAL CONTRACT	03/13/23
PAVEMENT COATINGS CO	10240 SAN SEVAINE WAY	JURUPA VALLEY, CA 91752	PAVEMENT PRESERVATION CONTRACTOR	03/17/23
RO ENTERPRISES	3070 TOOMES AVE	CORNING, CA 96021	EQUIPMENT MAINTENANCE SHOP FOR OMEGA WAS	03/22/23

ITEM NO.: *G-6*

**AUTHORIZE PAYMENT OF INVOICE
#24395 IN THE AMOUNT OF \$5,459.47 TO
R.E.Y. ENGINEERS FOR THE WEST
STREET SCHOOL ATP CONNECTIVITY
PROJECT ENGINEERING AND
ENVIRONMENTAL SERVICES**

March 28, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KRISTINA MILLER, CITY MANAGER

ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT 

SUMMARY:

Staff requests Council authorize payment of invoice #24395 for R.E.Y. Engineers for engineering and environmental services for the West Street School ATP Connectivity Project in the amount of \$5,459.47. This will be the nineteenth payment for this contract.

A summary of work completed between February 1, 2023 to February 28, 2023 is attached to the invoice.

BACKGROUND:

On July 27, 2021 Council awarded the Professional Engineering and Environmental Services contract for the West Street School Connectivity Project to R.E.Y. Engineers in the amount of \$190,000.00.

FUNDING:

The City of Corning was awarded an ATP Grant for the West Street School Connectivity Project in the amount of \$1,304,000.00 to prepare plans, and to construct new sidewalks, curbs, gutters, and crosswalks to close gaps in the existing sidewalk infrastructure adjacent to the school.

RECOMMENDATION:

**MAYOR AND COUNCIL AUTHORIZE PAYMENT OF INVOICE #24395 IN THE AMOUNT
OF \$5,459.47 TO R.E.Y. ENGINEERS FOR THE WEST STREET SCHOOL ATP
CONNECTIVITY PROJECT ENGINEERING AND ENVIRONMENTAL SERVICES**



R.E.Y. ENGINEERS, INC.
Civil Engineers | Land Surveyors | LiDAR

905 Sutter Street, Suite 200
Folsom, CA 95630
(916) 366-3040

City of Corning
794 Third Street
Corning, CA 96021

Invoice number 24395
Date 03/13/2023

Project: 1804.001 West Street School Connectivity
Scope of Work: Project No. 118-77727-9007 / ATPSBIL-5161(017)

Professional services through February 28, 2023

Description	Contract Amount	Percent Compl	Total Billed	Prior Billed	Current Billed
1 Project Approval and Environmental Document	30,000.00	100.00	30,000.00	30,000.00	0.00
2 Plans, Specifications, and Estimates	145,000.00	90.00	130,500.00	126,840.53	3,659.47
3 Right of Way	15,000.00	97.00	14,550.00	12,750.00	1,800.00
4 Utility A Letters	0.00	100.00	884.42	884.42	0.00
Total	190,000.00	92.17	175,934.42	170,474.95	5,459.47

Invoice total 5,459.47

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
24373	02/27/2023	5,090.53	5,090.53				
24395	03/13/2023	5,459.47	5,459.47				
Total		10,550.00	10,550.00	0.00	0.00	0.00	0.00



March 10, 2023

City of Corning
794 Third Street
Corning, CA 96021

Attention: Robin Kampmann, City Engineer

Status Report: West Street Elementary School Connectivity Project
Period: February 1 – February 28, 2022

Work Performed This Period:

- Project Approval and Environmental Document
 - Complete
- Project Management
 - Status Report
 - Bi weekly check in calls
- Environmental Services
 - No work this month
- Topographic data collection
 - No work this month
- Preliminary Design
 - No work this month
- PS&E
 - Address to 90% comments.
- Right of Way
 - Adopt resolution to authorize endorsement of utility package
- Additional Tasks
 - No additional tasks this month

Work Anticipated for Next Period and Beyond:

- Final Design
 - Right of way certification
 - Authorization Request for Construction
 - 100% PS&E

Issues / Concerns:

- No issues or concerns this month.

Budget Status:

- Project is operating within budget.

Budget Summary:

Description	Contract Amount	Percent Complete	Total Billed
1 Project Approval and Environmental Document	\$30,000.00	100%	\$30,000.00
2 Plans, Specifications and Estimates	\$145,000.00	90%	\$130,500.00
3 Right of Way	\$15,000.00	97%	\$14,550.00
Additional Tasks			
4 Utility A Letters		100%	\$884.42
Total	\$190,000.00	92.17%	\$175,934.42

Submitted By,

Aaron Brusatori, PE

ITEM NO.: G-7

**AUTHORIZE PAYMENT OF INVOICE
#24396 IN THE AMOUNT OF \$5,920.00 TO
R.E.Y. ENGINEERS FOR THE OLIVE
VIEW SCHOOL ATP CONNECTIVITY
PROJECT ENGINEERING AND
ENVIRONMENTAL SERVICES**

March 28, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KRISTINA MILLER, CITY MANAGER

ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT



SUMMARY:

Staff requests Council authorize payment of invoice #24396 for R.E.Y. Engineers for engineering and environmental services for the Olive View School ATP Connectivity Project in the amount of \$5,920.00. This will be the eighteenth payment for this contract.

A summary of work completed between February 1, 2023 to February 28, 2023 is attached to the invoice.

BACKGROUND:

On July 27, 2021 Council awarded the Professional Engineering and Environmental Services contract for the Olive View School Connectivity Project to R.E.Y. Engineers in the amount of \$175,000.00.

FUNDING:

The City of Corning was awarded an ATP Grant for the Olive Street School Connectivity Project in the amount of \$1,118,000.00 to prepare plans, and to construct new sidewalks, curbs, gutters, and crosswalks to close gaps in the existing sidewalk infrastructure adjacent to the school.

RECOMMENDATION:

MAYOR AND COUNCIL AUTHORIZE PAYMENT OF INVOICE #24396 IN THE AMOUNT OF \$5,920.00 TO R.E.Y. ENGINEERS FOR THE OLIVE VIEW SCHOOL ATP CONNECTIVITY PROJECT ENGINEERING AND ENVIRONMENTAL SERVICES.



R.E.Y. ENGINEERS, INC.

Civil Engineers | Land Surveyors | LiDAR

905 Sutter Street, Suite 200
Folsom, CA 95630
(916) 366-3040

City of Corning
794 Third Street
Corning, CA 96021

Invoice number 24396
Date 03/13/2023

Project: 1804.002 Olive View School Connectivity
Scope of Work: Project No. 118-77727-9006 / ATPSBIL-5161(018)

Professional services through February 28, 2023

Description	Contract Amount	Percent Compl	Total Billed	Prior Billed	Current Billed
1 Project Approval and Environmental Document	30,000.00	100.00	30,000.00	30,000.00	0.00
2 Plans, Specifications, and Estimates	133,000.00	90.00	119,700.00	114,380.00	5,320.00
3 Right of Way	12,000.00	80.00	9,600.00	9,000.00	600.00
4 Utility A Letters	0.00	100.00	643.82	643.82	0.00
Total	175,000.00	91.06	159,943.82	154,023.82	5,920.00

Invoice total 5,920.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
24374	02/27/2023	1,330.00	1,330.00				
24396	03/13/2023	5,920.00	5,920.00				
Total		7,250.00	7,250.00	0.00	0.00	0.00	0.00



R.E.Y. ENGINEERS, INC.
CIVIL ENGINEERS | LAND SURVEYORS | UDR

March 10, 2023

City of Corning
794 Third Street
Corning, CA 96021

Attention: Robin Kampmann, City Engineer

Status Report: Olive View Elementary School Connectivity Project
Period: February 1 – February 28, 2022

Work Performed This Period:

- Preliminary Engineering
 - Project Management
 - Status Report
 - Bi weekly check in call(s)
 - Environmental Services
 - No work this month
 - Topo / Boundary
 - No work this month
 - Preliminary Design
 - No work this month
 - PS&E
 - Address 90% Comments
 - Prepare 100% plans for review
 - Right of Way
 - Update ROW Cert.
 - Request resolution from City designating who is authorized to endorse ROW Cert
- Additional Tasks
 - No additional tasks this month

Work Anticipated for Next Period and Beyond:

- Right of Way Certificate
- Request Construction Authorization
- 100% Plans

Issues / Concerns:

Budget Status:

- Project is operating within budget.

Budget Summary:

Description	Contract Amount	Percent Complete	Total Billed
1 Project Approval and Environmental Document	\$30,000.00	100%	\$30,000.00
2 Plans, Specifications and Estimates	\$133,000.00	90%	\$119,700.00
3 Right of Way	\$12,000.00	80%	\$9,600.00
Additional Tasks			
4 Utility A Letters		100%	\$643.82
Total	\$175,000.00	91.06%	\$159,943.82

Submitted By,

Aaron Brusatori, PE

ITEM NO.: **G-8**
AUTHORIZE PAYMENT OF INVOICE
#3525 IN THE AMOUNT OF \$28,215.00 TO
CVE CONTRACTING GROUP FOR THE
BUILDING DEMOLITION PROJECT

March 28, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KRISTINA MILLER, CITY MANAGER

ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT 

SUMMARY:

Staff requests Council authorize payment of invoice #3525 for CVE Contracting Group for the Building Demolition Project in the amount of \$28,215.00. This will be the first payment for this contract.

BACKGROUND:

On November 10, 2022, Council awarded the Building Demolition Project to CVE Contracting Group, Inc. dba Central Valley Environmental in the amount of \$123,150.00. The project consists of demolishing all buildings located within the entire city block south of Solano Street, north of Marin Street, west of Third Street and east of Fourth Street. The Work to include disconnection of identified utilities, removal of all asbestos and lead containing materials as stated herein, demolition of all building structure above slab level, hauling and disposal of all debris. This demolition project is the first step towards the construction of the new City Plaza and Recreation Center.

FUNDING:

The project is funded by the Department of Parks and Recreation Statewide Park Development and Community Revitalization Program of 2018 grant funding for the Downtown Recreation Center and Plaza Project

RECOMMENDATION:

MAYOR AND COUNCIL AUTHORIZE PAYMENT OF INVOICE #3525 IN THE AMOUNT OF \$28,215.00 TO CVE CONTRACTING GROUP FOR THE BUILDING DEMOLITION PROJECT.



CENTRAL VALLEY ENVIRONMENTAL

Providing Services Throughout The West Coast

Tax I.D.# 45-4137958

Invoice

BILL TO:
CITY OF CORNING
794 THIRD ST
CORNING, CA 96021

INVOICE #: 3525
DATE: 03/02/2023
DUE DATE: 03/12/2023
TERMS: NET 10

PROJECT #	PROJ. MANAGER	JOBSITE ADDRESS	P.O. #	CLAIM #
10221405	JEFF WILSON	811 FOURTH ST, CORNING, CA 96021		

DESCRIPTION	ITEM PRICE	% COMPLETE (THIS PERIOD)	% COMPLETE (TOTAL)	RETAINAGE	AMOUNT DUE
ABATEMENT	\$29,700.00	100.00%	200.00%	\$1,485.00	\$28,215.00
NOTES:					
DEMOLITION	\$0.00	0.00%	0.00%	\$0.00	\$0.00
NOTES:					

TOTAL	\$28,215.00
PAYMENTS/CREDITS	\$0.00
BALANCE DUE	\$28,215.00

Thank you for allowing CVE to be part of your project!

Remit payments online, or by mail

Accounts Receivable
Phone: (855) 644-0649
Fax: (559) 222-1174
AR@cvecorp.com

By Mail:
Central Valley Environmental
Attn: Accounts Receivable
4263 N. Selland Ave.
Fresno, CA 93722

Online: www.cvecorp.com/payments

A late fee of 1.5% will be added to the balance for every 30 days that the invoice remains unpaid

**ITEM NO.: G-9
DONATION REQUEST TO SUPPORT
CORNING COMMUNITY JAMBOREE
EASTER EGG HUNT**

March 28, 2023

**TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: KRISTINA MILLER, CITY MANAGER**

SUMMARY:

The City of Corning received a donation request in the amount of \$500 to support the Corning Community Jamboree Easter Egg Hunt. To support such an event, the City Council must declare a community benefit, otherwise, the donation would be considered a gift of public funds. The event is being heavily advertised in the community. Event organizers anticipate approximately 1,200 youth in the community to attend. If the City Council approves, the organizers of the event would be required to provide receipts up to \$500 for reimbursement for plastic easter eggs.

BACKGROUND:

The City made a donation in the amount of \$500 for the same purpose in 2022.

FINANCIAL:

There are adequate funds within Community Events Materials and Supplies budget line item # 001-6150-3190 to support this request.

RECOMMENDATION:

MAYOR AND CITY COUNCIL:

- 1. DECLARE THE CORNING COMMUNITY JAMBOREE EASTER EGG HUNT, AN EVENT THAT PROVIDES A COMMUNITY EVENT;**
- 2. REQUEST THE CITY TO BE RECOGNIZED AS A DONOR TO THE EVENT; AND**
- 3. ALLOCATE \$500 IN FUNDING ON A REIMBURSEMENT BASIS TO SUPPORT THE EVENT.**

ITEM NO.: **I-10**
PUBLIC HEARING AND ACTION ON
REQUEST FOR DISPOSAL SERVICE
CPI RATE INCREASE OF 10.89%
March 28, 2023

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: KRISTINA MILLER, CITY MANAGER *KM*
LISA M. LINNET, ADMINISTRATIVE SERVICES MANAGER *LL*

SUMMARY:

The rate increase proposed is 10.89% and includes an increase of 2.69% for fuel. The rate increase is based upon the methodology described in Section 3.4 of the Refuse Collection Agreement. The increase for residential customers with 96-gallon service will be from \$25.60 to \$28.39 per month, an increase of \$2.79. Should residents have excess capacity, they may choose to downsize their current 96-gallon cart to a 64-gallon cart at \$26.14 per month, for a monthly savings of \$2.25. The Senior Citizen rate for the smaller 32-gallon roller cart will rise from \$12.80 to \$14.19 per month, an increase of \$1.39 per month. The cost of commercial service is based on service level and would also increase by 10.89% (same as the residential rate). Rates are detailed in Exhibit E of the Agreement (attached). If approved, the new rates will become effective April 1, 2023.

The annual CPI increase, and Fuel Cost adjustments are specifically addressed within the Agreement (copy of applicable section attached as Exhibit "A"). As a result of the Agreement approved by the City Council on December 22, 2020, Staff scheduled the matter for Council consideration and sent out notices of the hearing to all utility customers.

Commercial rates vary by service need (size/frequency of service).

BACKGROUND:

The Refuse Collection Agreement between the City of Corning and Corning Disposal provides for an annual rate increase equal to the Consumer Price Index for the 12-month period ending on the prior September 30th. The Consumer Price Index (CPI) indicates that inflation for this period is 8.20%, and a fuel cost adjustment of 2.69%, for a total rate increase as previously mentioned of 10.89% (Exhibits C & D). The last rate increase was approved by the City Council on June 28, 2022 retroactive to April 1, 2022.

NOTICE:

Notices (Exhibit "B") of this hearing were sent to all utility customers on February 9, 2023 in accordance with Proposition 218, the "Right to Vote on Taxes Act". All protests received to date are attached.

RECOMMENDATION:

MAYOR AND COUNCIL, HAVING CONDUCTED THE PUBLIC HEARING AND RECEIVED ALL PROTESTS; APPROVE THE PROPOSED DISPOSAL SERVICE RATE INCREASE OF 10.89%, AS SHOWN ON THE RATE SCHEDULE ATTACHED AS EXHIBIT "C" TO BECOME EFFECTIVE APRIL 1, 2023.

EXHIBIT "A"

3.4 Annual CPI Rate Adjustment.

Commencing on April 1, 2021 and on April 1 annually thereafter, the rates set forth on Exhibit C shall, subject to CITY Council review to confirm calculations, be adjusted by a percentage equal to the percent change in the average Consumer Price Index for All Urban Consumers, U.S. city average, All Items ("CPI"), as published by the Bureau of Labor Statistics, for the 12-month period ending the previous September 30. Not later than November 30 of each year, CONTRACTOR shall notify the CITY of its intent to increase the rate and provide the rate computations and a proposed new schedule. The CITY Manager shall promptly schedule the request for a rate adjustment on the next CITY Council agenda at which action could be taken in accordance with all applicable laws and regulations.

3.5 Fuel Cost Adjustment.

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

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

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

"CPI Change" means the average CPI (defined in Section 3.4) for the most recently completed calendar year divided by such average price for the calendar year preceding the most recent calendar year.

"Fuel Percentage" means the CONTRACTOR's total cost for diesel fuel (or such other fuel as is employed by CONTRACTOR) incurred during the most recent calendar year

divided by CONTRACTOR's total operating revenue for such calendar year, in both cases calculated for CONTRACTOR's operations district that includes the CITY.

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

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

This rate adjustment for fuel costs shall be in addition to, and not in lieu of, any other rate increase to which CONTRACTOR may be entitled under this Agreement. Under no circumstances may an adjustment for fuel costs reduce a rate below the base rates as specified in Exhibit C, as increased for changes pursuant to this Section 3. Adjustments for fuel costs shall only be made to increase or reduce (but not below zero) prior adjustments for fuel costs. In addition to the preceding limitations on fuel cost adjustments, the percentage increase or decrease in the New Rate from the Old Rate in any single adjustment for fuel costs shall not exceed 2%.

Exhibit "B"

Notice to Property Owners Proposed Annual CPI Increase for Disposal Service

Each year Corning Disposal Company may request a Refuse Customer Rate Increase limited to the past year's Consumer Price Index (CPI). A Public Hearing on their proposed rate increase of 10.89% which includes an increase of 2.69% for fuel will be held on **Tuesday, March 28, 2023**. The proposed rates for residences & Senior Citizens are shown in the box below. This increase would amount to \$2.79 for 96-gal cart residential customers, \$1.39 for Senior Citizens service per month. **If approved, new rates will become effective April 1, 2023.**

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

Corning Disposal's Service includes yard waste pickup, street sweeping, recycling, and scheduled large household item pickups per customer per year at no additional cost. A second recycling cart can also be provided free of charge for residential accounts. Recycling is also included for commercial accounts.

Monthly Service Charges for both Residential and Commercial customers is proposed to increase by 5.47%.

Current Monthly Rate	Proposed Rate Effective April 1, 2022
\$24.27 for a 96 gal. roller cart	\$ 25.60
\$22.35f or a 64 gal. roller cart	\$ 23.57
\$12.14f or a 32 gal. Senior Citizen Cart	\$ 12.80

Commercial Rates will go up by 5.47%. The Commercial 96-gal roller cart will be set at \$25.50.

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

Only Written Protests filed by Property Owners will be counted. If a majority protests, the rate increase will not be enacted. Written protests should be sent to: City Clerk, 794 Third St., Corning, CA 96021 and must be received by March 28, 2023 for presentation at the Public Hearing. Written protests may also be personally delivered to the Hearing. Protests must include name, address, and the Assessor's Parcel Number of your property.

Notice of Public Hearing

The City Council encourages you to attend the Public Hearing, Tuesday, March 28, 2023, at 6:30 PM, to be held in the City Council Chambers, 794 Third Street, Corning, California

Exhibit "C"



CITY OF CORNING
RATE SCHEDULE
Effective April 1, 2023

CPI	FUEL	Total Adj.
8.20%	2.69%	10.89%

RESIDENTIAL RATES	Current Rate	CPI Adjustment	Fuel Adjustment	New Rate Effective April 1, 2023
Cart Rates				
Roller Carts (64-Gallon)	\$23.57	\$1.93	\$0.63	\$26.14
Roller Carts (96-Gallon)	\$25.60	\$2.10	\$0.69	\$28.39
Senior Citizen Roller Cart (32-Gallon)	\$12.80	\$1.05	\$0.34	\$14.19
Up to 2 - 64 Gallon Recycling and 1 - 96 Gallon Green Waste Carts (included)	\$0.00	N/A	N/A	\$0.00
Additional Recycling or Green Waste Carts	\$6.02	\$0.49	\$0.16	\$6.68

COMMERCIAL AND MULTI-FAMILY RATES	Current Rate	CPI Adjustment	Fuel Adjustment	New Rate Effective April 1, 2023
Cart Rates				
Roller Cart - 1X Week	\$25.50	\$2.09	\$0.69	\$28.28
Bin Rates				
1 Yard - 1X Week	\$81.52	\$6.68	\$2.19	\$90.40
1.5 Yard - 1X Week	\$113.98	\$9.35	\$3.07	\$126.39
1.5 Yard - 2X Week	\$208.55	\$17.10	\$5.61	\$231.26
2 Yard - 1X Week	\$146.54	\$12.02	\$3.94	\$162.50
2 Yard - 2X Week	\$288.43	\$23.65	\$7.76	\$319.84
2 Yard - 3X Week	\$368.06	\$30.18	\$9.90	\$408.14
3 Yard - 1X Week	\$208.55	\$17.10	\$5.61	\$231.26
3 Yard - 2X Week	\$373.17	\$30.60	\$10.04	\$413.81
3 Yard - 3X Week	\$483.26	\$39.63	\$13.00	\$535.89
4 Yard - 1X Week	\$273.62	\$22.44	\$7.36	\$303.42
4 Yard - 2X Week	\$467.21	\$38.31	\$12.57	\$518.09
4 Yard - 3X Week	\$631.84	\$51.81	\$17.00	\$700.65
4 Yard - 4X Week	\$856.08	\$70.20	\$23.03	\$949.31

6 Yard - 1X Week	\$373.17	\$30.60	\$10.04	\$413.81
6 Yard - 2X Week	\$631.86	\$51.81	\$17.00	\$700.67
6 Yard - 3X Week	\$890.42	\$73.01	\$23.95	\$987.39
6 Yard - 4X Week	\$1,121.94	\$92.00	\$30.18	\$1,244.12
6 Yard - 5X Week	\$1,353.46			\$1,500.85
Recycling				
1st Recycle Container up to 2 yards per week are included with service	\$0.00	\$0.00	\$0.00	\$0.00
Larger Recycle Bins (First Container)				
3 Yard Recycle Bin (Additional 1 Yard Charge)	\$46.00	\$3.77	\$1.24	\$51.01
4 Yard Recycle Bin (Additional 2 Yard Charge)	\$66.48	\$5.45	\$1.79	\$73.72
6 Yard Recycle Bin (Additional 4 Yard Charge)	\$115.48	\$9.47	\$3.11	\$128.06
Additional Recycle Carts				
Each Additional 64 Gallon Recycle Cart	\$22.92	\$1.88	\$0.62	\$25.42
Additional Recycle Bins				
Each Additional 2 Yard Recycle Bin	\$66.48	\$5.45	\$1.79	\$73.72
Each Additional 3 Yard Recycle Bin	\$95.00	\$7.79	\$2.56	\$105.35
Each Additional 4 Yard Recycle Bin	\$115.48	\$9.47	\$3.11	\$128.06
Each Additional 6 Yard Recycle Bin	\$157.30	\$12.90	\$4.23	\$174.43
Extra Pickup Rates				
Roller Cart Extra Pickup (Same Day)	\$15.00			\$15.00
1 Yard - Extra Pickup	\$17.83	\$1.46	\$0.48	\$19.77
1.5 Yard - Extra Pickup	\$24.94	\$2.05	\$0.67	\$27.66
2 Yard - Extra Pickup	\$32.09	\$2.63	\$0.86	\$35.58
3 Yard - Extra Pickup	\$45.64	\$3.74	\$1.23	\$50.61
4 Yard - Extra Pickup	\$59.91	\$4.91	\$1.61	\$66.43
6 Yard - Extra Pickup	\$81.71	\$6.70	\$2.20	\$90.61
Temporary Bin Rate				
4 Yard "BIN-A-DAY" 3 Day Rental	\$117.28	\$9.62	\$3.15	\$130.05

ROLL OFF BIN RATES	Current Rate	CPI Adjustment	Fuel Adjustment	New Rate Effective April 1, 2023
Temporary Drop Box Rates				
20 Yard Haul - includes 3 tons*	\$552.28	\$45.29	\$14.86	\$612.42
30 Yard Haul - includes 3 tons*	\$619.20	\$50.77	\$16.66	\$686.63
Compactor Rates				
Compactor Haul Rate - Any Size - does not include tonnage**	\$421.16	\$34.54	\$11.33	\$467.02

*Disposal over 3 tons are charged actual disposal charges from Tehama County/Red Bluff Landfill

**Customer owned. Actual tonnage is charged from Tehama County/Red Bluff Landfill

ANCILLARY RATES	Current Rate	CPI Adjustment	Fuel Adjustment	New Rate Effective April 1, 2023
Residential				
Extra Pickup on non-service day	Not Available	N/A	N/A	Not Available
Go back charge (same day)	\$52.11	\$4.27	\$1.40	\$57.78
Contamination charge: Recycle & Organics	\$16.88	\$1.38	\$0.45	\$18.72
Overfull Container: all material types	\$16.88	\$1.38	\$0.45	\$18.72
Replace lost or stolen cart	\$98.44	\$8.07	\$2.65	\$109.16
Replace or Exchange damaged container (not caused by WM)	\$98.44	\$8.07	\$2.65	\$109.16
Account reactivation charge (from bad pay) - no delivery	\$52.11	\$4.27	\$1.40	\$57.78
Account reactivation charge (from bad pay) - w/ delivery	\$92.64	\$7.60	\$2.49	\$102.73
Late Payment charge	2.5% of balance (\$5.00 min.)	N/A	N/A	2.5% of balance (\$5.00 min.)
Commercial				
Contamination charge: Recycle	\$58.26	\$4.78	\$1.57	\$64.60
Overfull Container: all material types	\$79.10	\$6.49	\$2.13	\$87.71
Long walk service. Up to 100 feet	\$11.41	\$0.94	\$0.31	\$12.65
Long walk service. 101 to 200 feet	\$22.81	\$1.87	\$0.61	\$25.29
Replace lost or stolen cart	\$98.44	\$8.07	\$2.65	\$109.16
Replace or Exchange damaged container (not caused by WM)	\$98.44	\$8.07	\$2.65	\$109.16
Account reactivation charge (from bad pay) - no delivery	\$52.11	\$4.27	\$1.40	\$57.78
Account reactivation charge (from bad pay) - w/ delivery	\$92.64	\$7.60	\$2.49	\$102.73
Late Payment charge	2.5% of balance (\$5.00 min.)	N/A	N/A	2.5% of balance (\$5.00 min.)
Roll Off				
Roll Off Trip Charge	\$173.72	\$14.25	\$4.67	\$192.64
Per Day rental charge after seven days	\$12.94	\$1.06	\$0.35	\$14.35
Per hour relocation charge	\$32.33	\$2.65	\$0.87	\$35.85
Late Payment charge	2.5% of balance (\$5.00 min.)	N/A	N/A	2.5% of balance (\$5.00 min.)

Exhibit "D"



CITY OF CORNING FUEL COST ADJUSTMENT CALCULATION

Adjustment Calculation:	
Diesel % Change	49.58%
CPI % Change	8.20%
Net % Change	41.38%
Fuel as a % of Operating Revenue	6.50%
Adjustment Factor	2.69%

Information for Basis of Calculation:	
Diesel (cents per gallon)	
Oct-21 - Sep-22	\$5.702
Oct-20 - Sep-21	\$3.812
Change	\$1.890
% Change	49.58%

CPI	
Sep-22	296.808
Sep-21	274.310
Change	22.498
% Change	8.20%

Corning Disposal Cost/Revenue October 2021 to September 2022 Actuals	
Fuel Cost	\$531,777
Operating Revenue	\$8,183,556
Fuel as a % of Revenue	6.50%

This letter is in protest of the proposed rate increase for Corning's Disposal's Services. We have no other choices of services that provide this service and therefore they are operating as a monopoly.

The service already charges flat rates, which are unfair as one property owner may not need as frequent of service as another. It is not right to expect smaller households to have to pick up the cost produced by larger household sizes. When rate increases have been proposed by Corning Disposal Service, they have not taken this into account.

The second objection in regards, has to do with the cost for street cleaning. Most of the streets are already not in need of as frequent street cleaning services at which are occurring. Also, the street cleaning machine is leaving plenty of debris in its pathway, while also failing to collect or entirely missing a lot of waste. Furthermore, the street cleaning machine is just one more heavy piece of equipment contributing to the unnecessary wear and tear of streets.

A third concern is whether or not this increase is entirely necessary in keeping the service functioning. There needs to be a full, detailed, and transparent assessment for the need to increase rates before just slapping people in the face with a higher rate for a service not otherwise improved in any way whatsoever.

Lastly, Corning residents are already so financially strapped from endless frivolous price increases proposed by numerous other companies who hold monopolies over this small community, which only contributes to the breakdown of the municipal infrastructure.

Name: Katherine Redenius

Address: 1413 North St., Corning CA 96021

Parcel Number:


3/3/23

RECEIVED

MAR 09 2023

CORNING CITY CLERK

ITEM NO.: J-11

**AWARD BID FOR THE CORNING
AWNING GRANT PROGRAM TO
NORTH STATE PAINTING IN THE
AMOUNT OF \$223,500 AND AWARD
THIRTEEN GRANTS**

March 28, 2023

TO: HONORABLE MAYOR AND COUNCIL MEMBERS
FROM: KRISTINA MILLER, CITY MANAGER 
CHRISSE MEEDS, PLANNER II/RECREATION COORDINATOR

SUMMARY:

American Rescue Plan Act of 2021 funds were approved to create a City of Corning Awning Grant Program to benefit Corning businesses on Solano Street from 3rd to West streets and the corresponding side streets to the alleyways. Applications were received for 17 awnings to be replaced. The City Council authorized staff to solicit bids at its February 14th City Council meeting. One bid was received on March 17, 2023 from North State Painting for a total of \$275,000, exceeding the amount budgeted for the project by \$37,340.00. Per the grant guidelines, grants shall be awarded by date application in full is received. As such, the attached locations are proposed to be awarded totaling \$223,500.00.

Staff is seeking authorization to 1) award the project to North State Painting for a total of \$223,500 to install awnings at 13 locations in downtown Corning; and 2) award 13 grants as shown attached.

BACKGROUND:

At the March 22, 2022 City Council meeting the City Council directed staff to work with 3CORE to develop and administer an Awning Grant Program utilizing American Rescue Plan Act of 2021 (Act) funds. \$250,000 was approved to be allocated towards the Awning Grant Program. At the August 23, 2022 City Council meeting the City Council approved the grant guidelines. At the December 13, 2022 City Council meeting the City Council extended qualifying locations from 3rd to West Streets and on side streets to the alleyways. The program was proposed to be limited to this confined area as it is the most distressed area of the City and also to result in the most visual impact.

The American Rescue Plan Act of 2021 (Act) appropriated Coronavirus State and Local Fiscal Recovery Funds for allocation by the U.S. Department of the Treasury to states, counties, metropolitan cities, and small cities with populations under 50,000 (referred to as non-entitlement units of local government). Award amounts are based on each entity's share of the population within each group. The City of Corning received \$1,844,396.

The City has been working on two crossings to expand water and sewer infrastructure to the westside of Interstate 5 for years. The remaining \$1,594,396 of Act funding was approved by the City Council to fund a reimbursement agreement for a

water and sewer crossing, whereby the developers would fund the cost of the bore with the City reimbursing them for all or a great portion of the work after it is completed.

FINANCIAL:

The total cost of the Awning Grant Program will be \$250,000 funded through Act funds received. Of that \$12,340 was approved for grant administration services with the remaining \$237,660 available for awning grants directly to businesses.

RECOMMENDATION:

MAYOR AND CITY COUNCIL:

- 1.) AWARD THE BID FOR THE AWNING GRANT PROGRAM TO NORTH STATE PAINTING IN THE AMOUNT OF \$223,500;
- 2.) AUTHORIZE STAFF TO EXECUTE CONTRACT; AND
- 3.) AWARD THIRTEEN GRANTS TO LOCAL DOWNTOWN BUSINESSES.



**Awning Grant Program
Bid Opening
March 17, 2023 @ 4:30pm**

[illegible]

Recommended for Funding

App. #	Name Recommended for Funding	Address	Application Rec'd & Email Sent	Funding Amount
1	Maggie D. Knight	1214 Solano St.	2-Oct.	\$11,500.00
2	Maggie D. Knight	1216 Solano St.	2-Oct.	\$12,500.00
3	Shirley & Louis Davies	1124 Solano St.	2-Oct.	\$12,000.00
4	Mykala Sanders	1202 Solano St.	4-Oct.	\$8,500.00
5	Laura & Marlon Manansala	1412 Solano St.	4-Oct.	\$42,500.00
6	Davis Vargas	1312 Solano St.	19-Oct.	\$12,500.00
7	Davis Vargas	1314 Solano St.	19-Oct.	\$16,500.00
8	John Murray	1301, 1303, & 1305 Solano St.	20-Oct.	\$28,500.00
9	Clotilde Solorio	1313 Solano St.	27-Oct.	\$14,500.00
10	Laurel Karsch	1315 Solano St.	27-Oct.	\$13,500.00
11	Christobal & Maria Lince	1321 Solano St.	28-Oct.	\$12,500.00
12	Discoteca Ruiz	1206 Solano St.	28-Oct.	\$12,000.00
13	Steven Larios Ortega	1219 Solano St.	28-Oct.	\$26,500.00
	Subtotal:			\$223,500.00

Not Recommended for Funding

App. #	Name	Address	Application Received & Email Sent	Funding Amount
14	Rosa Montoya	1212 Solano Street	31-Oct	\$ 35,000.00
15	Davis Vargas	1318 Solano Street	1-Jan	\$ 16,500.00
Subtotal				\$ 51,500.00

ITEM NO.: J-12
APPROVE TASK ORDER "D" TO
ARMSTRONG CONSULTANTS, INC FOR
PROFESSIONAL SERVICES FOR THE
2023 CORNING AIPORT PAVEMENT
MAINTENANCE PROJECT UNDER
AIRPORT ENGINEERING SERVICES
CONTRACT 2019-6

March 28, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUMMARY:

Staff requests Council approve Task Order "D" (TO-D) for Armstrong Consultants, Inc., to provide Professional Services for the 2023 Pavement Maintenance Project under Airport Engineering Services Agreement 2019-6. The provided services would include preparing plans and specification, assisting in the bidding of the construction project, construction management services and project closeout for the airport pavement maintenance project. Task Order "D" is attached for Council review.

BACKGROUND:

On January 28, 2020 Council awarded the City Airport Engineering Services contract 2019-6 to Armstrong Consultants, Inc. The proposed services fall within this contract and can be issued as a Task Order.

As required by the FAA funding guidelines staff prepared a record of negotiation for the consulting costs and find that the proposed costs appear to be reasonable and recommends approving the task order. Also attached to this staff report is a copy of the Record of Negotiations that summarize the fees and have been submitted to the FAA for compliance.

FUNDING:

Task Order D is in the amount of \$88,060.00. Funding for this task order and for the proposed project, including design, will be 90% FAA grant funded and up to a 10% City match totaling \$8,806.00. There is a potential that the City may be able to receive a portion of the City match through a Caltrans Aeronautical grant but funding availability is not know at this time.

RECOMMENDATION:

MAYOR AND COUNCIL:

- APPROVE TASK ORDER "D" TO ARMSTRONG CONSULTANTS, INC. FOR PROFESSIONAL SERVICES FOR THE 2023 CORNING AIPORT PAVEMENT PROJECT UNDER AIRPORT ENGINEERING SERVICES CONTRACT 2019-6; and,
- AUTHORIZE THE CITY MANAGER TO SIGN THE TASK ORDER AUTHORIZATIONS

**TASK ORDER D
ATTACHMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN SPONSOR AND ENGINEER,
DATED _____, 2023**

FURTHER DESCRIPTION OF SERVICES OF ENGINEER

1. This Attachment is made a part of and incorporated by reference into the Professional Services Agreement made on March 10, 2020, between **CITY OF CORNING, CALIFORNIA (Sponsor)** and **ARMSTRONG CONSULTANTS, INC., (Engineer)** providing for professional engineering services. The Services of Engineer as described in the Agreement are amended or supplemented as indicated below and the time periods for the performance of certain services are stipulated as indicated below.

2. **LOCATION** – Corning Municipal Airport – Corning, California

3. **WORK PROGRAM** – Attached

Element 1 – Rehabilitate Runway 17/35 (60'x2,699'), Taxiways A (25'x2,699') and A1-A4 (25'x200'), and North Aircraft Parking Apron (22,500 SY)

4. **FEES** - The fees will be as noted below. (All lump sums unless noted otherwise)

Element 1 – Project Development	\$3,460.00
--	-------------------

Element 1 – Design

Preliminary Design	\$12,850.00
--------------------	-------------

Final Design	\$16,780.00
--------------	-------------

Element 1 – Bidding Services	\$8,090.00
-------------------------------------	-------------------

Element 1 – Construction Period Services

Construction Administration Services	\$9,230.00
--------------------------------------	------------

Construction Inspection Services	\$24,440.00
----------------------------------	-------------

Element 1 – Project Closeout	\$3,440.00
-------------------------------------	-------------------

Element 1 – Special Services

Categorical Exclusion Form	\$3,620.00
----------------------------	------------

DBE Program Assistance	\$6,150.00
------------------------	------------

Engineering Total	\$88,060.00
--------------------------	--------------------

5. **ATTACHMENTS** - Required Contract Provisions for A/E Contracts Under Airport Improvement Program

SPONSOR:
CITY OF CORNING, CALIFORNIA

ENGINEER:
ARMSTRONG CONSULTANTS, INC.

Kristina Miller, City Manager

Dennis Corsi, President

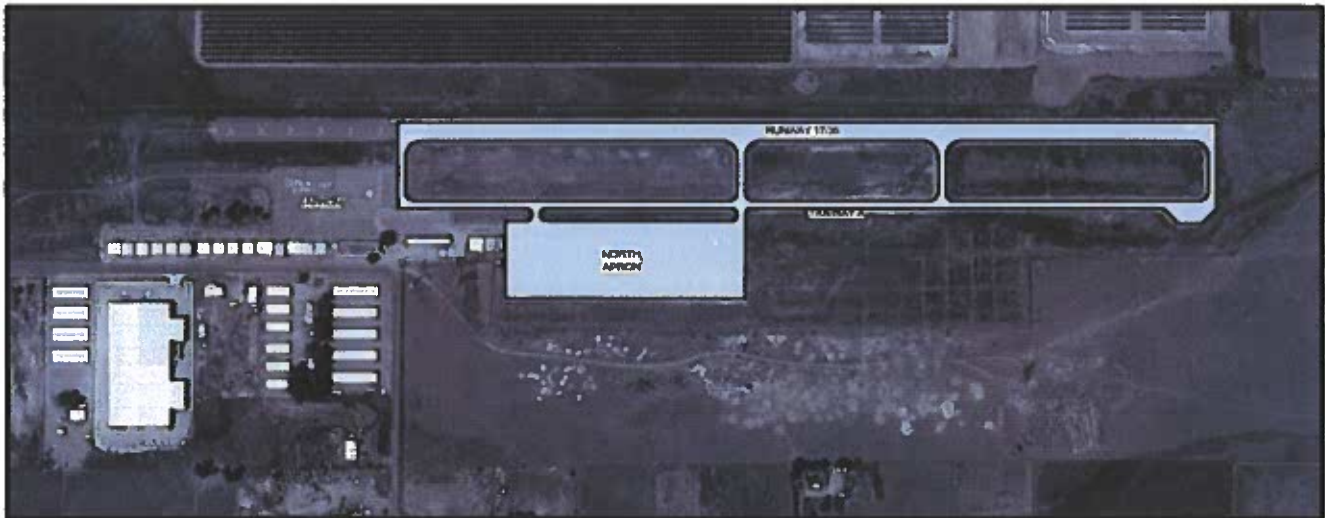
**SCOPE OF WORK
CORNING MUNICIPAL AIRPORT**

ELEMENT #1 REHABILITATE RUNWAY 17/35 (60'X2,699'), TAXIWAYS A (25'X2,699') AND A1-A4 (25'X200'), AND NORTH AIRCRAFT PARKING APRON (22,500 SY)

1. This project consists of crack sealing/repairing, applying a surface treatment, and remarking Runway 17/35, Taxiways A and A1-A4, and the north aircraft parking apron at Corning Municipal Airport. The included project sketch depicts the general layout for the project.
 - 1.1. Crack sealing will consist of applying a rubber asphalt crack sealant in all pavement cracks that are less than 1 ½ inches in width within the identified pavement area. Crack repair will consist of applying a crack repair mastic in all pavement cracks that are greater than 1 ½ inches in width within the identified pavement area.
 - 1.2. Surface treatment will either consist of applying an emulsified asphalt seal coat meeting P-608 specifications per FAA AC 150/5370-10H. Sand will be applied with the P-608 treatment application on the runway, but will not be applied elsewhere on the project. The Contractor will be required to perform friction testing on the runway.
 - 1.3. New pavement markings will be designed meet FAA AC 150/5340-1M to the maximum extent possible. Any non-standard markings that are identified to remain will be coordinated with the FAA ADO during the design process. Type I, Gradation A glass beads will be specified for the painted surfaces.
 - 1.4. In addition to the pavement maintenance work, the sign panels on the connector taxiways will be replaced to reflect the new taxiway naming scheme depicted in the draft Airport Layout Plan. This renaming will alleviate confusion with pilots and eliminate dual use of taxiway names.

Estimated Construction Cost (Element 1) is: \$345,000

Estimated Construction Period is: 14 days¹



Note: ¹ Should the Contractor exceed the specified construction period, additional construction period fees will be assessed at a rate of \$2,250/day. The Sponsor may offset these fees by charging the Contractor liquidated damages in accordance with the Contract Agreement and Special Provisions developed as part of the bid documents for the project.

I. PROJECT DEVELOPMENT

The project development phase is intended to complete the necessary preliminary actions required to initiate the project in accordance with established Federal, State and Local policies and procedures.

Activities include:

1. Conduct a pre-design meeting/scoping conference with the Sponsor and FAA to establish parameters for the project definition and work areas, budget, and schedule.
2. Develop preliminary cost estimates for the proposed work.
3. Develop a draft Scope of Work narrative for review and approval. The Sponsor may be required to have an independent fee estimate (IFE) performed to validate the proposed engineering fees. The Engineer will assist the Sponsor in getting reimbursed for the cost of this IFE as part of the grant by preparing a request for reimbursement. Upon receiving approval of the scope of work narrative, engineering fees will be calculated and provided with the final Scope of Work. The Engineer will assist the Sponsor with the submittal of a Record of Negotiations to document the fee negotiation performed for the project.
4. Prepare final Scope of Work and Contract.
5. Prepare Preliminary FAA Grant Application. Preparation of the application will include the following:
 - a. Prepare the following forms: SF424 and FAA Form 5100-100.
 - b. Prepare Project Narrative and Sketch.
 - c. Prepare Preliminary Estimate.
 - d. Prepare the Sponsor's Certifications.
 - e. Attach the current Grant Assurances.

The Engineer will submit the application to the Sponsor for approval and signatures.

II. PRELIMINARY DESIGN

The preliminary design phase is intended to identify and evaluate cost effective and practical solutions for the work items identified. The designer will complete its evaluation of alternatives through contacts with local authorities, field investigations, and a practical design approach. The design will take advantage of local knowledge and experience and utilize expertise from recent construction projects to design a cost-effective project. Cost efficiencies will be realized in a lower initial cost and in lower long-term maintenance costs.

Activities include:

1. A topographical survey will not be required nor completed as part of this project.
2. A geotechnical investigation will not be required nor completed as part of the project.
3. Prepare an overall Construction Safety and Phasing Plan (CSPP) in order to maximize project constructability and operational safety. A draft CSPP will be submitted to the FAA for review and comment when the design is approximately 25-35% complete. This final CSPP will be submitted to the FAA when plans are 95% completed. The final CSPP will be coordinated, by the FAA Program Manager, with other FAA Lines of Business (LOBs). Comments received by the FAA LOBs will be incorporated into the CSPP prior to submitting the bid advertisement for the project.
4. Review and evaluate project layout.
 - a. Determine aircraft usage through coordination with Sponsor and FAA
 - b. Verify existing ALP dimensions and data.
5. Evaluate local conditions:
 - a. Inventory local material suppliers, sources and capabilities.
 - b. Review available record drawings of the project site.
 - c. Conduct one (1) design site visit by the Senior Project Manager for familiarity with the site.
6. Prepare preliminary construction plans. Construction plans will be prepared depicting all of the work involved for Element 1. The following list of drawings will be used as a guideline.

DESCRIPTION		ELEMENT 1
a	Cover Sheet	1 Sheet
b	General Notes, Legend and Survey Control	1 Sheet
c	Marking Removals Plan	3 Sheets
d	Pavement Maintenance and Marking Layout Plans	4 Sheets
e	Typical Details	1 Sheets
f	Construction Safety and Phasing Plan	2 Sheets
TOTAL SHEET COUNT		12 Sheets

Drawings may be added or deleted during the design phase if required.

7. Prepare preliminary contract documents. The Engineer will prepare the contract documents including invitation for bids, instructions to bidders, proposal, equal employment opportunity clauses and applicable wage rates, construction contract agreement, performance bond, payment bond, general and special provisions. Preparation will include establishing the location for the bid opening and description of the work schedule. Contract documents will be prepared early during the design phase and submitted to the FAA and Sponsor for review. Sponsor is ultimately

responsible for reviewing and ensuring construction contract terms comply with local law and requirements.

8. Prepare preliminary technical specifications. The Engineer will assemble the technical specifications necessary for the intended work. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items or material that is not covered by the FAA specifications.

The standard specifications to be utilized for Element 1 may include the following items:

Item C-105	Mobilization
Item P-101	Preparation/Removal of Existing Pavements
Item P-608	Emulsified Asphalt Seal Coat
Item P-620	Runway and Taxiway Marking

9. Prepare preliminary special provisions to address conditions that require additional clarification and/or definition beyond what is described in the standard general provisions or technical specifications. Items may include:

- a. Project Location Information
- b. Insurance Requirements
- c. Contract Period and Work Schedule and Phasing
- d. Pre-Construction Conference
- e. Utilities
- f. Permits, Taxes and Compliance with Laws
- g. Field Office Requirements
- h. Haul Roads
- i. Testing and Staking
- j. Airport Security, Closure of Air Operations Areas
- k. Accident Prevention
- l. Warranty

10. Prepare and submit FAA design Modifications to Standards, if necessary.
11. Conduct preliminary review of the construction plans, technical specifications, contract documents and special provisions by submitting copies of the preliminary documents to the FAA, State and Sponsor and solicit preliminary design review comments.

III. FINAL DESIGN

In the final design phase, the designer will provide well-defined construction requirements, with selected bid alternatives as appropriate to solicit competitive construction bids. Construction schedules will be coordinated around good weather conditions and as little as practical interference with airport operations.

Activities include:

Final Design

1. Incorporate preliminary design comments and respond as necessary to requests for additional information.
2. Calculate Estimated Quantities. The Engineer will calculate all necessary quantities for the various work items in each Element.
3. Prepare Estimate of Probable Construction Cost for each Element. Using the final quantities calculated following the completion of the plans and specifications, the Engineer will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers and other databases available.
4. Prepare Engineer's Design Report. During the preparation of the construction plans and specifications, an engineer design report will be prepared. The report will include the summary of the project, pavement, schedule and cost estimate for the completion of the project. The design report will follow the current FAA Airports guidance where applicable. The design report will be submitted for Sponsor and FAA review. Review comments will be incorporated in the final revised report.
5. Develop work schedules for construction. This task involves dividing the construction work into schedules to allow for maximum contract award flexibility in cases of limited available funds, and allow the project to be executed in a manner that minimizes the disruption of the airport aircraft operations.
6. Submit final CSPP by uploading it to the OE/AAA website. Alternatively, at the request of the FAA PM, the CSPP may be submitted directly to the FAA PM.
7. Prepare 95% design construction plans, technical specifications, contract documents and special provisions.
8. Submit 95% design review package to the FAA and Sponsor and solicit design review comments.
9. Incorporate 95% design review comments and respond as necessary to requests for additional information.
10. Conduct final internal review of all design documents and incorporate any necessary changes. Final review will include one (1) site visit by the Senior Project Manager to field verify project plans and specifications and to attend a user meeting to discuss the project.
11. Prepare and submit final plans and specifications. Copies will be submitted to the FAA and Sponsor. A final set of plans, specifications and contract documents will be prepared which incorporates revisions, modifications and corrections determined during the FAA and Sponsor's review. After final plan acceptance, plan sets will be provided to the FAA and Sponsor.

12. Prepare and/or assist with necessary forms:
 - a. Sponsor Quarterly Report
 - b. Strategic Event Coordination Form
 - c. Standard Form 271
 - d. Standard Form 425

IV. BIDDING SERVICES

During the bidding phase of the project, the Engineer will assist the Airport in advertising and letting the project for bid. Engineer will assist in dialogue with potential bidders to quantify bidder questions assist Sponsor in attaining economic bids. Activities outlined below and the fees listed on pages 1-2 cover one iteration of the bidding process. Preparing multiple bid processes, packages, or re-bidding may incur additional or repeated services.

Activities include:

1. Assist the Sponsor with advertising and interpretation of the project requirements. Plans and specifications will be available via the web site of Armstrong Consultants. The Sponsor and FAA will be given a hard copy set of the final plans, specifications and contract documents.
2. Provide technical assistance and recommendations to the Airport during construction bidding.
3. Attend and assist with pre-bid conference. Answer Contractor questions and issue necessary clarifications and addenda. The pre-bid conference will be held on-site by the Senior Project Manager.
4. Provide an on-line bidding platform and read the bids aloud via online video conference at the date, and time agreed by the Sponsor.
5. Prepare an abstract of bids, perform necessary review of the bids to determine responsiveness, and prepare award recommendation letter.
6. Update preliminary Federal Grant Application prepared during Project Development phase based on bids. The Engineer will submit the application to the Sponsor for approval and signatures.
7. Assist in award notification to successful bidder and notify and return bid bonds to the unsuccessful bidders. The DBE goal and all bidding requirements will be reviewed for responsiveness. Any issues or concerns that arise from the bidding documents will be brought to the attention of the Sponsor for clarification.

V. CONSTRUCTION PERIOD SERVICES

During the construction phase of the project, the Engineer will assist the Airport with monitoring, documenting progress for quality and cost control and overall grant administration during construction.

Activities include:

A. Construction Administration Services

1. Coordinate construction contract documents for successful bidder, including contract agreement, bond forms, certificates of inclusion, and Notice to Proceed. Review contractor's bonds, insurance certificates, construction schedules. Review contractor's sub-contracts.
2. Provide Sponsor and FAA with digital copies of the Contract Documents, Specifications, and Construction Plans (digital copies upon request). Provide Contractor with hard and digital copies (one each) of the Contract Documents, Specifications, and Construction Plans; complete with all addenda.
3. Review and accept the Contractor's Safety Plan Compliance Documents prior to issuing the Notice to Proceed.
4. Prepare and submit a Strategic Event Coordination Form.
5. Conduct pre-construction conference.
6. Identify local survey control points used for project design and layout. Engineering staff will assist, as necessary, the resident inspector and Contractor's surveyor during construction by compiling and sending supplemental information regarding issues arising related to construction surveying. Work may include developing alternative survey control based on site conditions discovered during construction and/or findings of the Contractor's surveyor.
7. Provide technical assistance and recommendations to the airport during construction. This item also includes daily construction coordination from the office that does not fit in another item such as phone calls to and from the Contractor, inspector and Owner for project updates, questions, and instruction.
8. Construction Site Visits. This item includes one (1) additional trip to the job site for on-site clarification by the Senior Project Manager.
9. Prepare change orders and supplemental agreements, if required; including appropriate cost/price analyses. All coordination of change orders will be provided by the Engineer.
10. Prepare and confirm monthly payment requests. Payment requests will be reviewed for accuracy with contractor and resident project representative. Engineer will prepare FAA payment documents for the Sponsor. The Sponsor will be required to complete the payment reimbursement through the FAA e-invoicing system.

B. Construction Inspection Services

1. Provide review of all submittals for materials to be used on the project. Review all shop drawings items as required during construction.
2. Provide a full-time resident project representative to monitor and document construction progress for Element 1, confirm conformance with schedules, plans and specifications, measure and document construction pay quantities, document significant conversations or situations, document input or visits by local authorities, etc. Maintain daily log of construction activities. Conduct interviews of the Contractor's and Subcontractor's employees regarding Davis Bacon wage rates and the review of their weekly payroll reports.
3. Prepare and submit weekly inspection reports. Reports will be submitted to the FAA and Sponsor no later than the following week that the report refers to.
4. Conduct final project inspection with the Sponsor, FAA and the Contractor. Any punch list items will be noted and coordinated with the contractor for necessary action

VI. PROJECT CLOSEOUT

During the project closeout phase of the project, the Engineer will assist the Sponsor with compiling all of the reports, documents, and other items necessary to successfully close out the associated grant and provide an accurate historical record for the project.

Activities include:

1. Assist the Sponsor with completing all necessary grant closeout certifications and forms, including final SF425, SF271, draft grant closeout request letter.
2. Prepare record drawings, indicating changes made to the design during construction. The FAA, State, and Sponsor will each receive one copy of the record drawings in half size (11"x17") format, as well as one in electronic format.
3. Prepare Final Engineers Report. The final report will follow the current FAA AIP Final Report guidance.

VII. SPECIAL SERVICES

Special Services are those services that aren't considered "basic" services such as those listed above. When a Special Service is needed that we do not provide in-house, we will contract with other firms that provide those services. The following are activities that are included in this project that fall under Special Service tasks.

Activities include:

1. Prepare and submit a Categorical Exclusion (CatEx) package.
2. Assist the Sponsor with the Disadvantage Business Enterprise (DBE) Program.
 - a. Update the Sponsor's DBE Plan
 - b. Calculate a new 3-year DBE goal. Research the current State DOT certified DBE listings and area contractors to determine the availability of potential DBE contractors. Use the preliminary cost estimate, developed during the Project Development phase, to determine potential DBE work items.
 - c. Coordinate with Sponsor to assign DBE Liaison and Reconsideration officials.
 - d. Advertise developed DBE goal.
 - e. Finalize the DBE plan and goals and assist the Sponsor in submitting these items to the FAA Civil Rights Office
 - f. Assist the Sponsor with annual DBE utilization reporting.



City of Corning

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

RECORD OF NEGOTIATION

March 20, 2023

Element 1 – Rehabilitate Runway 17/35 (60'x2,699'), Taxiways A (25'x2,699') and A1-A4 (25'x200'), and North Aircraft Parking Apron (22,500 SY)

Location: Corning Municipal Airport | Corning, California

Anticipated AIP Grant: 3-06-0053-OXX-2023

1. The consulting firm of Armstrong Consultants, Inc. was selected on March 10, 2020 from those consultants who submitted their qualifications for this project.
2. The scope of work and fee proposal was developed by Armstrong Consultants, Inc. on February 22, 2023, the proposed fees are as follows:

Element 1 – Project Development	\$3,460.00
Element 1 – Design	
Preliminary Design	\$12,850.00
Final Design	\$16,780.00
Element 1 – Bidding Services	\$8,090.00
Element 1 – Construction Period Services	
Construction Administration Services	\$9,230.00
Construction Inspection Services	\$24,440.00
Element 1 – Project Closeout	\$3,440.00
Element 1 – Special Services	
Categorical Exclusion Form	\$3,620.00
DBE Program Assistance	\$6,150.00
Engineering Total	\$88,060.00

3. Based upon our experience, the fees submitted appear to be reasonable and a contract has been prepared for the agreement between the Sponsor and the Consultant. The scope of work is attached to this record of negotiations and hereby, submitted to the ADO for reasonableness of cost determination.

4. The negotiations were conducted in good faith to ensure the fees are fair and reasonable. The procedures outlined in AC 150/5100-14E have been followed.

City of Corning

A handwritten signature in blue ink, appearing to read "Robin Kampmann", with a stylized flourish at the end.

Robin Kampmann, P.E.
Public Works Director

ITEM NO.: J-13

**AUTHORIZE FLYING CHILDREN'S
MEMORIAL FLAG AT CITY HALL
STARTING ON 4TH FRIDAY IN
APRIL**

March 28, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: KRISTINA, CITY MANAGER
LISA M. LINNET, CITY CLERK**




BACKGROUND:

On April 1, 2001, the United States Congress passed a concurrent Resolution supporting the National Children's Memorial Day and its regular occurrence on the fourth Friday in April. This is a day of remembrance set aside to recognize the national tragedy of violence against children. In commemoration of this date, Staff has received a request from Michelle Hale from Tehama County's Department of Social Services, Child Protective Services to fly the National Children's Memorial Day Flag at City Hall.

Staff is now requesting City Council authorization to fly the National Children's Memorial Flag below the American Flag starting on the fourth Friday in April with the flag being removed on the following Monday. According to flag etiquette, other flags can be displayed vertically on the same pole along with the American Flag so long as:

- No other Flag is larger than the American Flag;
- Nor should any other Flag be higher on the flagpole.

RECOMMENDATION:

**MAYOR AND COUNCIL AUTHORIZE FLYING THE NATIONAL CHILDREN'S
MEMORIAL DAY FLAG AT CITY HALL ON THE LAST FRIDAY OF APRIL, WITH THE
FLAG BEING REMOVED ON THE FOLLOWING MONDAY.**