



City of Corning

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THE CORNING FRIDAY NOTES

TO: MAYOR AND COUNCIL
FROM: KRISTINA MILLER, CITY MANAGER
DATE: April 13, 2018

CITY MANAGER:

Economic Development Action Committee Meeting

I attended an Economic Development Action Committee meeting on April 9th, whereby the Committee discussed 3CORE applying for Technical Assistance Grant Funds to complete a City visioning process as well as identifying actionable goals for this year. The top five actionable goals will be agreed upon at the next meeting. There will be a business walk meeting on May 8th whereby, the Chico Chamber of Commerce will discuss what they have learned on business walks and how to make them the most beneficial.

I will be attending a 3 CORE Regional Economic Development Strategy Meeting on April 13th.

Active Shooter Plan

Department Heads/Management Staff continue to develop an Active Shooter Plan for all City buildings. There will be changes proposed to City buildings for safety purposes as part of the budget process.

Waste Management Negotiations

I will be meeting with Waste Management on April 13th to further negotiate the Franchise Hauling Agreement.

Recreation and Youth Enrichment Program

I am meeting with Superintendents Jared Caylor and Rick Fitzpatrick on the development of the Recreation Program. Facility availability, resources, a low income fee waiver, and the details of a week-long swim lesson program for all second graders will be discussed. At the end of the week long swim lesson 2nd grade students and their families will receive five free swim days at the City pool. At the end of the week long lessons, students not at the level where they could save themselves should they fall in the water will be offered another week of swim lessons free of charge as part of the City's normal swim lesson program. These offerings are all possible through the City's Agreement with the Paskenta Band of Nomlaki Indians as part of the Promise Neighborhood Grant.

Surveys were developed to understand what our residents and community members would like to see in such a Program. I encourage parents/guardians and teens to complete the surveys. Links to the surveys by age bracket are listed below:

- Teens Ages 13-18 submit to: <https://www.surveymonkey.com/r/TFPWZXJ>;
- Parents/Guardians of Teens Ages 13-18 submit to: <https://www.surveymonkey.com/r/T39DZ75>;

- Parents/Guardians of Students Ages 6-12 submit to: <https://www.surveymonkey.com/r/T32WJ3H>;
- Parents/Guardians of Babies/Toddlers through age 5 submit to: <https://www.surveymonkey.com/r/T3J5ZQV>

The results of the surveys will be used to design our programming based on student demand.

FY 2018/2019 Budget Development

Department Head Capital Improvement Plans and Budget proposals are due April 20th.

Safety Training

Quarterly Department Safety Training Reports are due April 16th to Lisa Linnet.

PUBLIC WORKS DEPARTMENT:

Corning Senior Center Repairs:

- The Public Works Department received a quote from Streamline Engineering to prepare construction drawings for the Senior Center Repairs. The fee includes Structural Engineering services. The majority of the fire damage was to west and south walls and the roofing trusses. The damage to the west wall and to the trusses compromises the structures stability and will not just need to be repaired, but replaced. The quoted fee is \$3,750 + any reproduction costs during the bidding process quoted at \$2.50 per sheet. This expense will be included in the insurance claim.
- The City Attorney is currently reviewing contract language before Streamline Engineering is given permission from the City to proceed. The Public Works Director anticipates that the City Attorney will have the contract document prepared in time for the next City Council Meeting.
- Once the drawings are completed the Public Works Department will prepare contract documents and specifications that will be presented to City Council at the earliest most convenient City Council Meeting.
- The Public Works Department will comply with Corning Municipal Code - 15.32.040 - Notice inviting informal bids:

When a public project is to be performed which is subject to the provisions of this chapter a notice inviting informal bids shall be mailed at least ten days before bids are due to all contractors for the category of work to be bid, as shown on the list developed in accordance with the preceding section, or to all construction trade journals as specified by the California Uniform Construction Cost Accounting Commission in accordance with Section 22036 of the Public Contract Code or to both such contractors and trade journals. The notice inviting informal bids shall describe the project in general terms, how to obtain more detailed information about the project, and state the time and place for the submission of bids. Additional contractors and/or construction trade journals may be notified at the discretion of the department/agency soliciting bids; provided however:

- A.** *If there is no list of qualified contractors maintained by the city for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals specified by the commission.*

B. If the product of service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

- QBE North America Insurance has provided a replacement cost value of \$41,443.60. What we learned from the roofing replacement project is that the insurance estimate was underestimated by 250%. Their estimates do not hold true value for materials and labor costs. Once the City secured a contractor for the roofing project, the Insurance Company accepted the true value over the initial estimate. The fire damage repairs to the Senior Center are anticipated to cost more than the insurance estimate.

City Pool:

The City is currently seeking applications for Lifeguards. The application deadline is at 5 pm on Friday, April 13th.

Training Seminar:

Assistant Public Works Director Steve Lindeman will be attending the Resident Engineers Academy April 16-19, 2018 in Eureka. This course will provide training on construction administration of Federal Aid Projects.

POLICE DEPARTMENT:

Patrol:

In addition to responding to 197 calls for service, a total of 36 officer reports were taken and there were 133 officer-initiated incidents, including 70 traffic stops. Officers made 18 misdemeanor and 4 felony arrests. Officers issued 36 citations, of which; 24 were misdemeanors, 3 were felonies, 8 were infractions, and 1 was unclassified during the period of April 4, 2018 through April 11, 2018.

Training:

Officers continue to participate in POST Portal Training and Lexipol Daily Training Bulletins. Other Officer Field Training and Dispatcher Training is continuing. Officer Portillo completed a 24-hour CHP instructed ARIDE (Advanced Roadside Impaired Driver Enforcement) training this week.

Personnel:

Our newest dispatcher/clerk, Dannette Ross, began her communications training phase and employment on Thursday, April 12th.

Community:

The Peace Officer Memorial Service will be held on Wednesday, May 16, 2018 at High Point Assembly Church in Red Bluff beginning at 7:00 p.m.

“We, the unappreciated, must do, the unimaginable, and see, the unthinkable, to protect, the ungrateful.” – Unknown

FIRE DEPARTMENT:

Call Volume:

This past week the Corning Volunteer Fire Department responded to a total of 20 incidents; 19 were medical calls and 1 was a public service call. The Dispatch Center also dispatched 12 incidents for Orland and Capay Fire Departments; 5 were medicals, 3 fires, 3 traffic collisions and 1 public service.

Training:

The Chief, Assistant Chief, 1 Captain and 2 Firefighters attended HAZMAT railcar training in Dunsmuir on Thursday, April 5th. The Chief stated that they learned about hazard mitigation, communication and identification of materials and public safety that can be utilized if an event such as this were to occur in Corning.

Weed Abatement:

Spring is here; keep those weeds low and cleaned up!