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Chapter 2.04CITY COUNCIL\*Sections:

- 2.04.010 Meetings.  
2.04.020 Compensation.

2.04.010 Meetings. The city council shall meet on the second and fourth Tuesdays of each month, at the hour of seven-thirty p.m., at the city council chambers, City Hall, 3rd and Solano Streets, Corning, California or at such other location within the city as posted at the council chambers at least forty-eight hours prior to any regular meeting. (Ord. 488 §1, 1989; Ord. 374 §1, 1981; Ord. 240 §1, 1968; Ord. 192 §1, 1963).

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\* For statutory provisions for city council meeting times, see Gov. Code §36805; for provisions on the place of city council meetings, see Gov. Code §36808.

2.04.020 Compensation. Pursuant to the authority contained in Section 36516 of the Government Code of California, each member of the city council of the city of Corning shall receive a salary, which shall be in the sum of three hundred dollars per month, which salary shall be paid to the members of the city council monthly. The city council members shall not be eligible to participate in any health and welfare program or retirement program available to the employees of the city of Corning. (Ord. 612 §1, 2004; Ord. 376 §1, 1981).

Chapter 2.08CITY CLERK AND CITY TREASURER\*Sections:

- 2.08.010 Clerk--Salary.
- 2.08.020 Clerk--Duties.
- 2.08.030 Treasurer--Salary.
- 2.08.040 Treasurer--Duties.
- 2.08.050 Clerk and treasurer--Deputies.

2.08.010 Clerk--Salary. The salary of the city clerk shall be three hundred and fifty dollars per month, commencing July 1, 1966. (Ord. 220 §1, 1966).

2.08.020 Clerk--Duties. The duties of the city clerk shall be those fixed by law. (Ord. 220 §2, 1966).

2.08.030 Treasurer--Salary. The salary of the city treasurer of the City shall be fifty dollars per month. (Ord. 161 §2, 1959).

2.08.040 Treasurer--Duties. The duties of the city treasurer shall be only such as are expressly required by law to be performed by the city treasurer. (Ord. 161 §4, 1959).

2.08.050 Clerk and treasurer--Deputies. The city clerk and the city treasurer shall have the authority to appoint such deputies as are required for a complete performance of the duties of the respective officers, but the salaries or wages of such deputies or employees shall be fixed by the city council, and the city council shall approve the employment of such deputy or employee. In the absence of the approval of such employment, such employee shall not be employed. The city council may designate the mayor or some other officer to approve or disapprove the employment of any deputy or employee on behalf of the city council. (Ord. 161 §5, 1959).

\* For statutory provisions on the duties of the city clerk, see Gov. Code §40801 et seq.; for provisions on the duties of the city treasurer, see Gov. Code §41001 et seq.; for provisions on the city clerk and treasurer salaries, see Gov. Code 36517.

Chapter 2.12PROPERTY ASSESSMENT AND TAX  
COLLECTION DUTIES\*Sections:

- 2.12.010 Offices of city assessor and tax collector abolished.
- 2.12.020 Assessment and collection duties--Transferred to county officers.
- 2.12.030 Duties other than assessment--Transferred to city clerk.
- 2.12.040 Duties other than collection--Transferred to city treasurer.

2.12.010 Offices of city assessor and tax collector abolished. The offices of city assessor and tax collector are abolished. (Ord. 323 §2, 1978).

2.12.020 Assessment and collection duties--Transferred to county officers. The city of Corning, a municipal corporation of the sixth class organized under the laws of the state of California, does elect that the duties of assessing property and collecting taxes provided by law to be performed by the assessor and the tax collector of the city shall be performed by the county assessor and the county tax collector, in which such city is situated, pursuant to the provisions of the act of the Legislature of the State of California, approved March 27, 1895. (Stats. 1895, p. 219, as amended). (Ord. 74A §1, 1947).

2.12.030 Duties other than assessment--Transferred to city clerk. All duties other than the assessing of the property of such city or municipal corporation heretofore performed by the city assessor shall be transferred to, and be performed by, the clerk of the city. (Ord. 74A §2, 1947).

2.12.040 Duties other than collection--Transferred to city treasurer. All duties other than the collection of taxes heretofore performed by the city tax collector shall be transferred to, and be performed by, the city treasurer; and the chief of police and all regularly appointed and paid policemen of the city shall be his deputies for the purpose of performing such duties. (Ord. 74A §3, 1947).

\* For statutory provisions on the transfer of city assessor's duties, see Gov. Code §§51500 through 51507.

Chapter 2.16FINANCE DEPARTMENT\*Sections:

- 2.16.010 Established--Purpose--Director created.
- 2.16.020 Director--Appointment.
- 2.16.030 Director--Powers, duties and responsibilities.
- 2.16.050 Director--Bond.
- 2.16.060 Director--Financial reports.
- 2.16.070 Director--Finance or accounting duties of city clerk.
- 2.16.080 Additional duties.

2.16.010 Established--Purpose--Director created. In accordance with Title 4, Division 3, Part 3, Chapter 2, Article 1, Section 40805.5 of the Government Code of the State of California, and in order to establish a central agency for the uniform processing and development of all fiscal, accounting and budgetary functions within the city government, there is established a department of finance; and further, the office of director of finance is created. (Ord. 223 §1, 1966).

2.16.020 Director--Appointment. The position of finance director shall be filled by appointment of the city manager subject to confirmation by the city council. (Ord. 489 §1(part), 1989: Ord. 223 §6, 1966).

2.16.030 Director--Powers, duties and responsibilities. The finance director, under the general direction of the city manager, plans, organizes, directs and supervises all activities of the finance department. He or she serves as the head of the finance department. His or her primary responsibilities include accounting for all revenues and disbursements of city funds; assisting the city manager in the development of the annual city budget; and performing related cost and other financial work as required. He or she also acts as the city computer system supervisor.

The finance director also:

A. Maintains and operates the accounting, budgeting, and all other financial management systems of the city;

B. Maintains and operates, or causes to be maintained and operated under his or her supervision, all accounting records for all city funds, departments, and projects;

C. Prescribes the accounting and bookkeeping procedures which will be operated in all funds, projects or city departments;

\* For statutory provisions on transfer of city clerk financial duties to director of finance, see Gov. Code §§37209 and 40805.5.

- D. Supervises the keeping of current inventories of all city property by all city departments, offices, and agencies;
- E. Establishes and supervises the maintenance and operation of a cost accounting system;
- F. Reviews departmental budget estimates and assists in the preparation of preliminary and final budgets;
- G. Maintains proper internal control to safeguard the city's financial assets;
- H. Supervises all accounting and report preparation;
- I. Classifies expenditures and disbursements to the proper fund, account, and if necessary department;
- J. Develops improved recordkeeping, reporting, and fiscal control systems;
- K. Assists in the purchase of all services, supplies, goods, wares, merchandise, equipment and material which may be required by the city in compliance with city purchasing regulations;
- L. Performs all of those duties and responsibilities previously performed by the city clerk as specified in California Government Code Sections 40802 through 40805 and other applicable provisions of law; and
- M. Performs such other duties as may be imposed upon him or her by law. (Ord. 489 §1(part), 1989).

2.16.050 Director--Bond. The director of finance shall execute a bond to the city in the same amount as required of the city clerk by the provisions of Section 36518 of the Government Code of the state of California in the amount fixed by law. (Ord. 223 §7, 1966).

2.16.060 Director--Financial reports. The director of finance shall submit to the city council quarterly, or more frequently as the city council may direct, a statement of all receipts and disbursements in sufficient detail to show the exact financial condition of the city; and, as of the end of each fiscal year, submit a complete financial statement and report. (Ord. 223 §3, 1966).

2.16.070 Director--Finance or accounting duties of city clerk. In all ordinances or parts of ordinances and resolutions where the words "city clerk" are used pertaining to any finance or accounting duties, the words shall be read and construed to be and mean director of finance and to that extent all the ordinances, parts of ordinances and resolutions are amended to read as if the term "director of finance" were used. (Ord. 223 §8, 1966).

2.16.080 Additional duties. The department of finance shall perform such additional duties and functions as may be hereafter prescribed or required by the city manager, subject to review by the city council. (Ord. 489 §1(part), 1989; Ord. 223 §4, 1966).

Chapter 2.20AIRPORT COMMISSION\*Sections:

- 2.20.010 Established.
- 2.20.020 Members--Appointment.
- 2.20.030 Members--Term.
- 2.20.040 Members--Duties and rules.
- 2.20.050 Members--Compensation and expenses.
- 2.20.060 Members--Removal.

2.20.010 Established. An airport commission is established for the city, such commission to be known as the airport commission. (Ord. 248 §1, 1969).

2.20.020 Members--Appointment. The airport commission shall consist of five members. The members of the airport commission shall be appointed by not less than a majority of the members of the city council present at a regular, adjourned, or special meeting of the city council. (Ord. 561 (part), 1996; Ord. 431 §1, 1985: Ord. 248 §2, 1969).

2.20.030 Members--Term. The term of office of the members of the airport commission shall be four years. The initial members of the commission shall by lot select two members to serve a term of two years, and three members to serve a term of four years; and thereafter all terms shall be four years. Commissioners shall serve for their term and until the appointment of their successors in office. Excepting for the first commission, which shall assume office immediately upon appointment, the terms of office of the commission members shall commence on July 1st of the year of their appointment. (Ord. 248 §3, 1969).

2.20.040 Members--Duties and rules. Members of the airport commission shall serve in an advisory capacity to the city council in all matters relating to the operation of the municipal airport. Rules of procedure to be followed by the commission shall be adopted by it and submitted to the city council for approval by resolution. Any changes in the rules of procedure of the commission shall likewise be approved by the city council by resolution. (Ord. 248 §4, 1969).

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\* For statutory provisions on local airports, see Gov. Code §50470 et seq.

2.20.050 Members--Compensation and expenses. Members of the airport commission shall serve without compensation. Necessary expenses incurred by them may be paid by the city; provided, that the approval of such expenses shall be obtained from the city council prior to the time that such obligations are actually incurred. (Ord. 248 §6, 1969).

2.20.060 Members--Removal. Members of the airport commission may be removed from their position by the city council, upon the affirmative vote of not less than four members of the council. (Ord. 248 §5, 1969).

## Chapter 2.24

### PLANNING COMMISSION\*

#### Sections:

- 2.24.010 Created.
- 2.24.020 Members.
- 2.24.030 Powers and duties.
- 2.24.040 Members--Term.
- 2.24.050 Members--Rules.
- 2.24.060 Members--Compensation and expenses.
- 2.24.070 Members--Removal.

2.24.010 Created. There is created for the city a planning commission to be known as the Corning planning commission. (Ord. 124 §1, 1956).

2.24.020 Members. The planning commission shall consist of five members. Candidates shall be appointed to the planning commission by not less than a majority of the members of the city council present at a regular, adjourned, or special meeting of the city council. (Ord. 561 (part), 1996; Ord. 433 §1(part), 1985; Ord. 124 §2, 1956).

2.24.030 Powers and duties. The planning commission shall have the powers and duties and shall conform to the procedure established by Title 7, Chapter 3 of the Government Code of California, as the same now exists or may hereafter be amended. (Ord. 124 §3, 1956).

2.24.040 Members--Term. The term of office of the members of the planning commission shall be four years. Commissioners shall serve for their term and until the

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\* For statutory provisions on creation of local planning commissions, see Gov. Code §65150.

appointment of their successors in office. The terms of office of the commission members shall commence on July 1st of the year of their appointment. (Ord. 433 §1(part), 1985).

2.24.050 Members--Rules. Rules of procedure to be followed by the commission shall be adopted by it and submitted to the city council for approval by resolution. Any changes in the rules of procedure of the commission shall likewise be approved by the city council by resolution. No rules of procedure shall be inconsistent with any state law or other ordinance. (Ord. 433 §1(part), 1985).

2.24.060 Members--Compensation and expenses. Members of the planning commission shall serve without compensation. Necessary expenses incurred by them may be paid by the city; provided, that the approval of such expenses shall be obtained from the city council prior to the time that such obligations are actually incurred. (Ord. 433 §1(part), 1985).

2.24.070 Members--Removal. Members of the planning commission may be removed from their position by the city council, upon the affirmative vote of not less than four members of the city council. (Ord. 433 §1(part), 1985).

2.24.050 Members--Rules. Rules of procedure to be followed by the commission shall be adopted by it and submitted to the city council for approval by resolution. Any changes in the rules of procedure of the commission shall likewise be approved by the city council by resolution. No rules of procedure shall be inconsistent with any state law or other ordinance. (Ord. 433 §1(part), 1985).

2.24.060 Members--Compensation and expenses. Members of the planning commission shall serve without compensation. Necessary expenses incurred by them may be paid by the city; provided, that the approval of such expenses shall be obtained from the city council prior to the time that such obligations are actually incurred. (Ord. 433 §1(part), 1985).

2.24.070 Members--Removal. Members of the planning commission may be removed from their position by the city council, upon the affirmative vote of not less than four members of the city council. (Ord. 433 §1(part), 1985).

Chapter 2.28PUBLIC OFFICE HOURS\*Sections:

- 2.28.010 Public office hours.
- 2.28.020 Consistency with MOU's.
- 2.28.030 Effective date.

2.28.010 Public office hours. Public offices of the city will be open or closed on those days and for those hours established by resolutions adopted from time to time by the city council of the city of Corning. (Ord. 597 §2(part), 2002).

2.28.020 Consistency with MOU's. The resolutions adopted which establish office hours for public offices within the city shall be consistent with all employee Memoranda of Understanding then in effect. (Ord. 597 §2(part), 2002).

2.28.030 Effective date. The office hours established by council resolution shall remain in effect until superceded by a new resolution which changes the existing hours. (Ord. 597 §2(part), 2002).

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\* For statutory provisions authorizing closing of local public offices on holidays and Saturdays, see Penal Code §§6702 and 6704.

Chapter 2.32LAW ENFORCEMENT OFFICER TRAINING\*Sections:

- 2.32.010 Declaration of need.  
2.32.020 Adherence to standards.

2.32.010 Declaration of need. The city declares that it desires to qualify to receive aid from the state under the provisions of Chapter 1 of Title 4, Part 4 of the California Penal Code. (Ord. 233 §1, 1967).

2.32.020 Adherence to standards. Pursuant to Section 13522 of Chapter 1 of Title 4 of the California Penal Code, the city, while receiving aid from the state pursuant to said Chapter 1, will adhere to the standards for recruitment and training established by the California Commission on Peace Officer Standards and Training. (Ord. 233 §2, 1967).

\* For statutory provisions on local adherence to state standards for local law enforcement training, see Penal Code §13522.

