



CITY OF NEEDLES

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Mayor Edward T. Paget, M.D.
Vice Mayor Terry Campbell
Councilmember Tony Frazier
Councilmember Jim Lopez
Councilmember Shawn Gudmundson
Councilmember Linda Kidd
Councilmember Tom Darcy
City Manager Rick Daniels

MEMORANDUM

TO: Honorable Mayor & Council Members

FROM: Rick Daniels, City Manager *Rick*

SUBJECT: Manager's Report

DATE: March 3, 2014

Parks: ** Preparing the ball fields for the upcoming softball/baseball season.

Transit: ** Continue work on the schedule for the NAT Jack Smith Park Seasonal Express Route to begin the first of May (will run Saturday only during May and Monday thru Saturday June thru Aug). A public hearing will be held on March 25 to set the fare(s) for this route.
** Tim Lett, McDonald's Senior Vice President and NAT Managing Director, announced that the Needles Area Transit received two awards at the McDonald Transit corporate meeting of employees this past weekend. The awards are:

Third Place for Highest Ridership Increase for systems serving 250,000 or fewer passengers

First Place for Safest (Deviated) Fixed Route Transit System for systems serving 250,000 or fewer passengers

Tim said, "We are proud of the job of Needles Area Transit employees perform on a daily basis. We are also appreciative of your support in making Needles Area Transit the quality transit system it has become." Kudos goes out to the NAT employees for a job well done!!

City Clerk: ** Applied for a \$23,365.00 reimbursement for a California Public Records Act Claim for fiscal year 2010/2011 with the State Controller's Office.

Finance: ** New budget process during the first week of April.

Engineering: ** 1-40/J Street Connector Project reimbursement was sent to CalTrans on 2-26-14 in the amount of \$25,397.34
** El-Garces reimbursement was hand delivered to Anna at Omnitrans on 2-28-14 in the amount \$443,290.94
** Transient occupancy taxes - logging in monthly payments & calling/billing past due notices.

Website: ** Updating school site information.

- Utilities:
- ** Completing the contract for the recharging station for electric vehicle funds with the Mohave Desert Air Quality Management District.
 - ** Stage II Well Field Project at All American Canal – The Regional Director of the Lower Colorado Region of the Bureau of Reclamation has signed off on a requisition for disbursement of \$1 Million for the design and construction down payment on Stage II. City Manager Daniels signed the City's counterpart to that and the package was sent to Zions First National Bank Trust Department for drawdown on the Water Quality Trust fund in the amount of \$1 Million. Total cost for the design and construction of Stage II not to exceed \$1.6 million. Stage II will allow Lower Colorado Water Supply to pump 10,000 acre feet (on a consumptive basis – reflecting a 60% recharge factor) versus the Stage I statutory pumping of 5,000 acre-feet. Result when completed: lower per acre-foot cost to stakeholders and faster accumulation in the Water Quality Trust fund because Metropolitan Water District will purchase all of the project's excess water each year.
 - ** Water: Maintenance of the high water tanks located off Parkway is being done. We have the floor blasted and went in to perform the weld repairs on the shell and the floor. We had about eighty (80) spots on the floor ranging from pinholes to quarter sized areas. They were concentrated in certain areas and we had the welder pull out a coupon of the pinhole area and it looked pretty good with the exception of the pinholes. We appear to be on schedule to have the finish coat on the roof and shell, holiday detect (test) and patch that, and have the floor sprayed out by the end of the week.
 - ** Developing Drought Caused Water Reduction Plan.
 - ** See attached spreadsheet of service orders for February 17 thru February 28
 - **Electric – See attached spreadsheet of service orders for February 17 thru February 28
- Public Works:
- ** Working out on Needles Highway by the Pair of Dice Storage building where the road is rough. We will be popping of the cap where the hot mix was placed smoothing the road as much as possible. We then will sweep clean and fill pot holes and apply or float cold mix asphalt over the surface of the road.
 - ** Continue to crack seal on Needles Highway.
 - ** Continuing to restore in city yard and shop 300 feet of the original rod iron fencing for the El Garces project. This includes sorting, sandblasting, straightening, and painting the sections of fence.
- Recreation:
- ** Park & Rec Commissioner is working with a teacher who offered to help look into grants so obtaining quotes for new lighting and sound board. Received three quotes on lights just waiting on sound board.
- Aquatics:
- ** In process of doing upgrades to aquatics center per State of California regulations.
 - ** Beginning to advertise for lifeguard positions and setting up training classes with Bullhead City and Lake Havasu.
- Golf:
- ** February rounds and revenue were almost identical to last year's numbers.
February 2013 total rounds 4188
February 2014 total rounds 4107
Down 81 rounds mostly, if not all, due to some early month wind and rain on the 28th.
 - ** March is scheduled to be a busy month. Hi Desert weekend March 21-23, starting on Friday, the 21st with the golf club demo day.

- Animal Control: ** Applied for a \$5,000 to \$10,000 grant toward shelter renovation through Pedigree.
 ** Dog license reminder cards have been mailed out. A total of 80 were mailed covering Jan/Feb late notices and Mar/Apr license due.
 ** Dog park is nearing completion with a grand opening set for March 15.
- Cemetery ** Continue trimming of the salt cedar trees.
 ** Weekly maintenance (mowing, edging, etc.) on Thursday.
 ** Cremains funeral scheduled for next week.
- Business Office: ** Analyzing the computer software and hardware needs of the system.
 ** Inputting the UUT adjustments.
- Planning: ** Ongoing activity related to El Garces construction
 ** Ongoing activity code enforcement - administrative hearings/liens
 ** Working to enhance enforcement of unlicensed contractors and unpermitted construction.
 ** Coordination of sale of city owned property. Processing sale of a 610 acre and 101 acre parcel.
 ** Processing parcel maps for North Needles - residential
 ** Processing through the county a merger of parcels comprising the golf course property owned by the city.
 ** Working with the NCEC on the lease for the golf course concession.
 ** Working with the consultant on the draft Economic Development Strategic Plan and public involvement process.
 ** Seeking proposals for property leasing and management of the El Garces.

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SERVICE ORDERS 02/17/14 TO 02/28/14

ELECTRIC	DATE	CONNECT	DISCONNECT	READ BACKS FOR BILLING	DISCONNECT FOR NON PAY	LEAKS	METER			METER SET	TEMP TURN OFF
							REMOVAL	EXCHANGE	METER		
	2/17/2014	Holiday	0	0	0	0	0	0	0	0	0
	2/18/2014	6	3	0	0	0	0	0	0	0	0
	2/19/2014	7	2	7	1	0	0	0	0	0	0
	2/20/2014	0	1	0	0	0	0	0	0	0	0
	2/21/2014	6	3	1	0	0	0	0	1	0	0
	2/24/2014	4	3	3	0	0	0	0	0	0	0
	2/25/2014	3	5	4	0	0	0	0	0	0	0
	2/26/2014	2	3	2	0	0	0	0	0	0	0
	2/27/2014	3	1	1	0	0	0	1	0	0	0
	2/28/2014	4	4	0	0	0	0	0	0	0	0
WATER	2/17/2014	Holiday	0	0	0	0	0	0	0	0	0
	2/18/2014	1	1	1	0	1	0	0	0	0	0
	2/19/2014	0	1	7	1	0	0	0	0	0	0
	2/20/2014	0	0	5	0	0	0	0	0	0	0
	2/21/2014	2	1	1	0	0	0	0	0	0	0
	2/24/2014	2	1	7	0	0	0	0	0	0	0
	2/25/2014	1	2	6	0	0	0	1	0	0	0
	2/26/2014	2	2	0	0	0	0	2	0	0	0
	2/27/2014	1	1	0	0	0	0	1	0	0	0
	2/28/2014	2	2	0	0	2	0	0	0	0	0