



CITY OF NEEDLES

817 Third Street • Needles, California 92363
(760) 326-2113 • FAX (760) 326-6765

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
SUBJECT: Manager's Report
DATE: July 25, 2014

City Clerk: ** Processing candidate packets for the November 4 election - deadline is August 8 at 2:30 p.m.
** Filing documents with the Registrar of Voters of the arguments, rebuttals and impartial analysis of the measure placed on the November 4 ballot regarding the following question: "Shall Chapter 20, Article III of the Needles Municipal Code be amended by ordinance to increase the current transient occupancy tax from ten percent (10%) to twelve percent (12%) and to add the definition of "Commercial Establishments" as "any home, residential dwelling or structure of any kind, including short term rentals, furnishing lodging space to transient lodgers in exchange for monetary compensation?"
** Processing the 2014-2015 business license renewals and working on delinquent accounts.

Engineering: ** Preparing bid specifications & drawings for bus stop & pedestrian grant.
** Issued to newspaper Measure I street slurry & reconstruction project – job walk August 7 with job opening on August 21, 2014.
** Employee quarterly safety meeting on Thursday, July 31.
** Yearly inspection of mining activity at the Old A-Block and Gravel Gertie mining sites. Preparing to close and final reclamation activities at A-Block Site and issue abandonment on Gravel Gertie Mine.
** Two active grading permits awaiting final inspection.

Utilities: * Staff filed Electronic Annual Report with CalRecycle (FKA California Integrated Waste Management) covering trash and recycling diversion for CY 2013. The total disposed at the Mohave County Landfill was 4,860 tons for a population estimated at 4,912 and number of employed estimated at 1,398. CalRecycle caps the allowable pounds per capital per year for Needles at 5.4 pounds. Needles met that parameter.

** Wastewater Treatment Plant: In 2013 the state deemed the plant to be a Grade IV plant effective in September 2014 giving us time to transition staffing. Contract manpower provider EUSI, LLC is staffed appropriately for this change from Grade III to Grade IV.

** Rate Studies: Winning bidder *EES Consulting Services, Inc.* reached out to staff with dates to set up a kick-off meeting. As soon as the Board of Public Utilities and the City Council/NPUA appoints members to the Rate Study Ad-Hoc Committee the kick-off meeting will be calendared.

**** Renewable Energy:** WAPA Desert Southwest Region requested that Needles provide information on the total watts of renewable energy installed.

**** DSW would like to find out how much renewable generation we have in our balancing authority. Your past and current plans include renewable generation. Specifically, you provide installation rebates for solar installation. Please provide either:**

- 1) Total installed capacity.**
- 2) If not available, report expected annual energy generation.**

Answer: Rooftop solar distributive energy: 129,941 Watts installed or 130 KW to date.

**** See attached spreadsheet of service orders for July 14 thru July 25**

- Public Wks:** **** Repairing water department cuts as needed, pot holing throughout town and North Needles Highway.**
**** Continuing to paint stops, legends, and lines as needed on the streets.**
**** Removing weeds, a dead tree in the back yard, and other debris at 1925 Luna Vista St. (city owned house) as request by code enforcement.**
- City Garage:** **** The street sweeper's auxiliary torque converter has to be rebuilt due to bearing and seal failure and will be out of service for the next five days.**
- Cemetery** **** A public hearing will be held at the August 12 Council meeting to increase fees effective as of September 1, 2014.**
- Planning:** **** Submitting information on liens to San Bernardino County to place lien amounts on tax rolls**
**** Processing zoning permit for residential garage/shop/apt**
**** Ongoing meetings for storage project – eventually CUP to be processed**
**** Processing sale of City-owned property**
**** Coordinating sale of abandoned park property**
- Recreation:** **** Finishing out the summer camp and pee wee basketball next week with the last day for each being July 31st.**
**** Beginning sign-ups for pee wee soccer and the annual tea party held at the women's club.**
**** The recreation center will be closed from August 4 to August 8 for vacations, reopening to the public on August 11.**
- Aquatics:** **** Finishing up our last session of swim lessons which ends on July 31.**
**** The aquatics center will be closing this season on July 31 instead of August 7 due to the lack of attendance because of extreme heat. Early morning lap swim and exercise will continue until August 14.**
- Animal Cntrl:** **** Rabies clinic set for Saturday, September 13 from 9 - 11 a.m.**
**** Shelter again at capacity with both dogs and cats.**

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SERVICE ORDERS 07/14/2014 to 7/25/2014

	DATE	CONNECT	DISCONNECT	READ BACKS FOR BILLING	DISCONNECT FOR NON PAY	LEAKS	METER REMOVAL	METER EXCHANGE	METER SET	TEMP TURN OFF	AFTER HOUR CALL OUT	AREA LIGHT CHANGE OUT	REPAIR METER BOX	HIGH CONSUMPTI ON CHECK	ELECTRIC SVC INSPECTION
ELECTRIC	7/14/2014	2	4	3	2	0	0	0	0	0	0	0	0	1	0
	07/15/2014	2	2	2	0	0	1	0	0	0	0	0	0	0	0
	7/16/2014	3	9	0	3	0	0	0	0	0	0	0	0	0	0
	7/17/2014	2	9	3	0	0	0	0	0	0	0	0	0	1	0
	7/18/2014	3	1	4	0	0	0	0	0	0	0	0	0	0	0
	7/21/2014	3	3	2	0	0	0	0	0	0	0	0	0	0	0
	7/22/2014	1	2	12	0	0	0	1	0	0	0	0	0	0	0
	7/23/2014	1	1	1	0	0	0	1	0	0	0	0	0	1	0
	7/24/2014	3	2	0	0	0	0	0	0	0	0	0	0	0	0
	7/25/2014	1	3	0	0	0	0	2	0	0	0	0	0	0	0

	DATE	CONNECT	DISCONNECT	READ BACKS FOR BILLING	DISCONNECT FOR NON PAY	LEAKS	METER REMOVAL	METER EXCHANGE	METER SET	TEMP TURN OFF	AFTER HOUR CALL OUT	AREA LIGHT CHANGE OUT	REPAIR METER BOX	HIGH CONSUMPTI ON CHECK	ELECTRIC SVC INSPECTION
WATER	7/14/2014	0	1	5	1	1	0	3	0	0	0	0	0	0	0
	07/15/2014	2	2	6	0	1	0	0	0	0	0	0	0	1	0
	7/16/2014	1	2	5	2	0	0	1	0	0	0	0	0	0	0
	7/17/2014	1	0	1	0	0	0	0	0	0	0	0	0	0	0
	7/18/2014	1	1	4	0	0	0	0	0	0	0	0	0	1	0
	7/21/2014	1	1	3	0	0	0	0	0	0	0	0	0	0	0
	7/22/2014	0	1	4	0	1	0	4	0	0	0	0	0	0	0
	7/23/2014	0	0	4	0	1	0	0	0	1	0	0	0	1	0
	7/24/2014	1	1	1	0	1	0	0	0	0	0	0	0	0	0
	7/25/2014	1	2	0	0	1	0	0	0	0	1	0	0	0	0