



# CITY OF NEEDLES

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

Mayor Edward T. Paget, M.D.  
Vice Mayor Jeff Williams  
Councilmember Tony Frazier  
Councilmember Jim Lopez  
Councilmember Tom Darcy  
Councilmember Robert Richardson, M.D.  
Councilmember Louise Evans  
City Manager Rick Daniels

## MEMORANDUM

TO: Honorable Mayor & Council Members

FROM: Rick Daniels, City Manager *Rick*

SUBJECT: Manager's Report

DATE: January 20, 2015

- City Mngr: \*\* The city is assisting the Chamber of Commerce in the planning of the upcoming boat show scheduled for February 27-28  
\*\* On January 20, staff received the draft parcel map and legal descriptions from CHP's surveyor for the hospital land sale. Will start the preliminary review process with the city's engineer in order to keep this moving forward.
- Transit: \*\* Work continues on-schedule and within budget on the construction of the new NAT office and garage at/near the El Garces. Office tenant improvements to be completed in early February 2015 and garage to be completed by spring 2015.
- Senior Cntr: \*\* On Christmas Eve, the walk-in cooler at the senior center failed and urgent steps had to be taken to replace the freezer condenser and fan coil and refer condenser and coil at a cost of \$6,500 in order to continue the senior noon meal program. Staff will be submitting this for City Council ratification at the January 27 meeting.  
\*\* In April 2013, the fire department conducted an inspection at the senior citizens center and noted that the fire suppression system over the kitchen stove was outdated and could no longer be charged. Staff sought proposals to replace the system at a cost of \$7,215 plus the cost of an electrician to do the wiring to the microswitches. This will be submitted to the City Council at the January 27 meeting requesting authorization to proceed.
- City Clerk: \*\* Processing Form 700 – conflict of interest for elected officials and city staff  
\*\* Ongoing – processing business license delinquent accounts  
\*\* Ongoing – codifying the Needles Municipal and Zoning Codes  
\*\* Ongoing – public records requests
- Finance: \*\* Midyear revision preparations are under way. Meetings with department managers are set to begin the week of January 26  
\*\* Draft reports of the City and NPUA audits have been received and will be scheduled for review
- Utilities: \*\* Water: There have been impressive reductions in the use of water on a year-over basis (2014 v. 2013) that can only be attributed to public and municipal awareness of the absolute necessity to conserve water during a drought whose duration is as yet unknown.

The City diverted 143.45 fewer acre-feet from the Lower Colorado Water Supply Project (46,743,326 gallons) in 2014 than in 2013. It must be remembered that the City's Urgency Ordinance for mandatory water conservation per Governor Brown's Emergency Drought Order did not go into effect until September 14, 2014. On July 15, 2014, the State Water Resources Control Board (SWRCB) adopted California Code of Regulations, Title 23, Sections 863-865 as an emergency regulation. In Section 863, the SWRCB made its Findings of Drought Emergency. The SWRCB's findings include Governor Brown's proclamation of a State of Emergency due to drought conditions on January 17, 2014, and his subsequent proclamation of a continued State of Emergency due to continued drought conditions on April 25, 2014.

2013 V. 2014

Pumped and used 7.2% less water in 2014  
Golf Course used 8.9% less water in 2014  
BOR Reports for 2013 and 2014 available upon request.

\*\* See attached of service orders for the period November 16, 2014 thru January 9, 2015

Public Wks: \*\* Household hazardous waste collection scheduled for Saturday, March 7 at public works yard (see attached flyer)  
\*\* Rewiring the four signal lights and vertical spire mounts for the lights and install the light assemblies on the signal mast structure as time permits  
\*\* Upgrading Jack Smith overflow parking lot to extend the area  
\*\* Crack seal roads throughout town as manpower and time permits. Starting on Coronado from J Street to Erin Drive  
\*\*Continuing to cut weeds on arterial and local streets  
\*\* Continuing to paint stops, legends, and limit lines as needed throughout town  
\*\* Continuing pavement repairs where there are water cuts in the pavement to gain access to the city water pipes as well as pothole repairs  
\*\* EV (electrical vehicle) charging station site preparation

Planning: \*\* Renewal notices/payment receipts city's business directory sign program  
\*\* Coordination of parcel map for Chamber of Commerce building  
\*\* Drafting new subdivision code to streamline the procedures  
\*\* Drafting letters to billboard owners regarding new ordinance  
\*\* Coordination of parcel maps near completion for final review @ Planning Commission/City Council

Parks: \*\* Preparing Nikki Bunch and Franz Flower Fields for overseeding for the upcoming softball season  
\*\* Ongoing routine maintenance

Golf: \*\* Total rounds November - December 2013 ---- 4269\*  
Total rounds November - December 2014 ---- 3948\*  
(\*Includes green fees, passes, and non pay rounds (comp, volunteer, employees)  
\*\* Men's and ladies clubs are in full swing  
\*\* Hosting a Super Bowl Saturday tailgate event on January 31  
\*\* Annual outside groups are scheduling their events over the next couple of months

Animal Cntri: \*\* New roof is being installed on the animal shelter building  
\*\* Dog Day In The Park, a fundraiser for the animal shelter and Spike's Desert Dog Park, will be held on March 21 at Jack Smith Park

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**Recreation:**     **\*\* Youth basketball is in full swing with 14 teams of 8 to 10 players on each team**  
                          **\*\* Preparing for the 10<sup>th</sup> annual spring classic basketball tournament scheduled for**  
                          **March 7 – 8**

**Aquatics:**       **\*\* General maintenance and prepping for the upcoming season**  
                          **\*\* Reviewing the schedule to see if we can revise to possibly increase revenues**

**attachment**

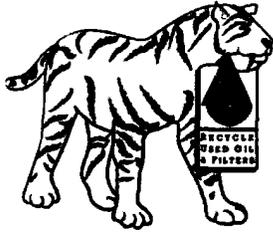
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**Service Orders for 11-16-14 to 1-9-15**

**Electric Service Orders - 241**

**Water Service Orders - 175**

# Needles Residents



*Oily Cat Says...* Buy Less, Use Less, Pollute Less and Transport no more than 15 gallons or 125 lbs. for **FREE Household Hazardous Waste, Sharps and Universal/Electronic Waste Collection Event**

*Used Oil & Filters are 100% Recyclable!*

### **Bring your unwanted...**

- Motor Oil/Used Filters
- Auto & Household Batteries
- Paint Products
- Antifreeze
- Household Cleaners
- Pesticides & Fertilizers
- Medications (excluding controlled substances, separate liquids from solids)
- Home-Generated Sharps/Needles in approved container
- TVs & Computer Monitors
- CPUs, Printers
- Fluorescent Tubes
- Microwave Ovens
- Cell/Mobile Phones, Telephones
- Space Heaters
- Stereos, Radios
- VCRs/DVD Players
- Musical Cards, Clothes Irons

### **Please do NOT bring...**

- Business/Commercial Wastes
- Wastes from foreclosed properties and non-profit organizations
- Radioactive Wastes
- Medical Wastes
- Non-sharp Medical Wastes
- Asbestos
- Explosives
- Reactives
- Tires, Appliances, Furniture, Air Conditioner, etc.

**SATURDAY, MARCH 7, 2015**

**7:00 a.m. to 11:00 a.m.**

**Needles City Yard**

**112 Robuffa**

**Needles, CA**

**San Bernardino County Residents ONLY**  
Identification will be required.

**HOUSEHOLD HAZARDOUS WASTES ONLY...  
NO BUSINESSES!**

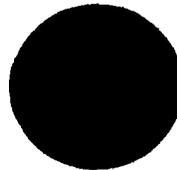
**NO EARLY BIRDS!**

*Waste must be accepted by County Fire Department personnel.  
Wastes brought before 7:00 a.m. will not be accepted.*

### **BEFORE TRANSPORTING, BE SURE THAT THE...**

- ✓ waste is properly labeled or in its original container.
- ✓ container no larger than 5-gallon.
- ✓ containers are sound and not leaking.
- ✓ wastes are placed securely in the vehicle for safe transport.
- ✓ sharps/needles in approved container, illegal to transport in coffee can, plastic bag or container.

FOR QUESTIONS OR MORE  
INFORMATION CONTACT:  
David Brownlee, City of Needles  
(760) 326-5700, Ext. 323 or call  
(909) 382-5401  
1-800-OILY-CAT (1-800-645-9228)



COSPONSORED BY: San Bernardino County Board of Supervisors, City of Needles and  
San Bernardino County Fire Department