



CITY OF NEEDLES

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

MEMORANDUM

TO: Honorable Mayor & Council Members
FROM: Rick Daniels, City Manager *Rick*
SUBJECT: Manager's Report
DATE: September 25, 2015

City Mgr: ** Preparing the Overland for demolition. Asbestos testing required by the Air District for a controlled burn by the Fire Department indicates that there is asbestos above limits and will require an asbestos removal company to remove ceiling tiles and properly dispose.
**Completing an assessment of the City's golf course
**Assisting the Fire Services Committee, which will report their recommendation in late October to City Council on establishing a local Fire Department.
**Responding to a request from the Rio Buena Vista Homeowner's Association to form a Benefits Assessment District to rehabilitate and maintain their water and sewer system.
**Investigating how to best add "In God we Trust" to the City logo in the Council Chambers in response to Council direction.
**Determined that the lights under the J Street and L Street underpasses were accepted by the City for maintenance. Seeking assistance from CalTrans on repairs.
**Received notification that the \$454,000 grant application for sidewalk construction was not funded. Investigating options including resubmittal during the next cycle:
**Arranging staff training for customer service, harassment, and Americans with Disabilities Act compliance,
**Attended California Joint Powers Insurance Authority Risk Management Training Forum
**Seeking furniture for the Amtrak Waiting Room
**Working with energy developer on an agreement to reimburse the City for its cost to consider its request.
**Placed 2016 water order with the Bureau of Reclamation
**Finalized the disposition plan for Redevelopment Agency owned properties
**Working with CalRecycle to determine if a food waste recycling program is required.
**Working with City Attorney on marijuana grow facility issues
**Finalizing employee benefits plan for 2016
**Preparing for 10-10 Celebration
**Water conservation has dropped from 33% in July to 25% in August, and 15% in September. Failure to achieve an average reduction of 25% between July – November 2015 when compared to the same period in 2013 will require state mandated outdoor watering restrictions of 2 days per week

City Mgr (cont) **Assisting representation at the High Desert Expo and attending a Franchise expo to recruit new businesses.
**Initiated a monthly news blast to potential new businesses.
**Preparing funding request from U.S. Department of Commerce for the Inland Port
**Finalizing cell tower lease
**Completed removal of City surplus material and will no longer rent the "7-Up" building.
**Prepared \$50,000 supplemental grant application to cover the additional right of way costs for the I-40/J Street project.
**Investigating the use of a property registry for regulating cleanup of rental and abandoned properties
**Finalizing job offers to fill Finance Assistant and HR Specialist positions. Recruiting for vacant Public Works Crew and Golf Course Attendant positions.
**Completed state mandated ethics training for City Council, Boards and Commissions and key staff.
**Placed sign at Roadside Park in North Needles.

City Clerk: ** Working with the Mohave Desert Air Quality Management District (MDAQMD) to provide video conferencing at the Council Chambers
** Responding to records requests

Finance: ** Field work for City & NPUA audits has concluded

Utilities: **Electric power compliance: Renewables Portfolio Standard ("RPS") -- SB 350 was passed by the California Legislature on 9/11/2015 increasing from 33% to 50% the amount of electricity derived from renewable sources to be achieved by year 2030. One of the RPS changes in the legislation will be beneficial for Needles: Publicly owned utilities that meet retail sales with more than 50% federal or JPA-owned large hydro during a year within a compliance period can reduce their RPS obligation based on a specific calculation. In year 1 of Compliance Period 2 (2014) Needles large hydro represented 55% of total electric sales. Being able to reduce RPS requirements means less dollars spent purchasing Tradable Renewable Energy Credits (TRECS) in the open market. In FY 2014-15 Needles was required to purchase 21,000 Vintage 2014 TRECS with a total cost of \$25,327.75.

** Electric: Replaced bad underground power cable on Riverview lane
** Worked with Santa Fe Railroad at Java Junction relocating power lines
** Repaired decorative lights on Broadway
** Responded to partial and no power calls
** Reviewed potential electric-related residential projects

** See attached service orders for the period July 29 thru September 11

Engineering: ** CDBG project for handicap access to city hall has been approved by CDBG to advertise. Job walk is set for September 30 with a bid opening on October 14. Engineer's estimate is \$25,000.
**New trench repair requirements were on the City Council agenda September 22 for first reading and will go back for a second reading on October 13. Once all approvals are completed, city staff will send out the information to all contractors that work in the city's right of way.
** Submitting reimbursement to CalTrans on the I-40 connector project for \$54,460

Engineering (cont) ** Working on an informal bid to construct a temporary cart barn to house 60 carts during the peak season for the golf course and then work towards the design of a new cart barn. This informal bid information will be requested back October 7.

Planning: ** Continuing work on renewable energy ordinance
 ** Continuing work on rental program business license ordinance
 ** Continuing work on rental inspection program
 ** Continuing work on utility building in residential zone ordinance

Golf/Parks/
Cemetery: ** Prepping to reseed the front nine holes which are closed, front nine holes are open for play
 ** Routine maintenance at parks and cemetery
 ** August comparisons:
 2014 - total revenue \$10,587; total rounds 633
 2015 - total revenue \$7,508; total rounds 444

Recreation: ** Soccer season starts October 3 thru November 7 with ten teams participating
 ** Volleyball starts October 5 with six teams
 ** Drafting flag football on Monday with 60+ kids

Jack Smith ** Coming to the end of the seven day a week schedule. Open on weekends only thru October from 9 a.m. – 4 p.m.

Aquatics: ** Last day of PE swim for the school district
 ** Beginning general maintenance and upkeep thru the winter months

attachment

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Service Orders for 7/29/15 to 9/11/15

Electric Service Orders - 338

Water Service Orders -283