



CITY OF NEEDLES

817 Third Street • Needles, California 92363
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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
SUBJECT: Manager's Report
DATE: July 29, 2016

City Mgr: ** Working on a private Jet Ski rental business at Jack Smith Park
** Golf: Cart Barn Construction ready for construction
Turf Removal Project will be revised and re-bid due to lack of proposals.
** Property: Offer received on Luna Vista house. Appraisal underway
** Medical Marijuana: City of Hope Final map to next Council meeting, and Conditional Use Permit to Planning Commission 8/17, then to City Council on 8/23.
1203 Broadway cultivation proposal reviewed
Bates/Stewart expected shortly
4 Dispensary Regulatory Permits under review
OPG has committed to building color change
18 total permit applications received and in process
Working with developers on cooperatively funding electric system upgrades in both north and south Needles
** Clean up: New Public Works Yard fencing estimated at \$38,000
Administrative Hearing was held on Victory Lane site violations
** Working on alternative fire suppression plan for boat storage project
** Capital Projects: Working on grant to erect a new water 1.5M gallon reservoir, and/or replace 900 feet of undersized pipe in order to increase pressure to southeast portion of town.

City Clerk: ** Processing business license renewals
** Processing nomination packets for candidates - July 18 to August 12
** Working on four initiatives that are being circulated by proponents
** Records requests

Finance: ** Closing June and starting new fiscal year
** August is audit preparation month

Utilities: ** Electric: Repair storm damage to power line – River Road/North K
** Repair underground cable failure between Broadway/Front St.
** Prepare bid for Bush Street Substation grading, fencing and cement work and materials list

** Working on master plan to provide the new electric service needs of the medical marijuana businesses

** Business Office: See attached service orders for the period July 1 thru July 26

Planning: ** Coordinate notification of applicants of medical marijuana business in south Needles of meeting to discuss electric requirements
** Prepare documentation discussing electric capacity for meeting with applicants of medical marijuana businesses-south Needles
** Work with consultant on medical marijuana documentation for planning commission/city council
** Coordinate site plan review for Autozone project
** Coordinate site plan review for medical marijuana cultivation business @ 1203 E. Broadway

Public Works: ** Cleaning out the storm water ditch that parallels the railroad tracks and E. Broadway for about 1200 feet
** Potholing and filling bad areas on North Needles Hwy and when completed, restripe the center line. Still a work in progress
** Potholing throughout town where needed
** Repairing water cuts on pavement where the water department has repaired water leaks on arterial roads
** Continue routine weed control throughout town and trash pickups
** Continue painting stops, legends, and sidewalk crossings on streets
** Installing signs at the roadside rest (No Off Road Vehicles) and at Santa Fe Park and Jack Smith Park (No Alcoholic Beverages)

Golf: ** July revenue and rounds:
2015 - total revenue \$10,407; total rounds 578
2016 - total revenue \$20,652**; total rounds 363 (**revenue includes 13 passes sold at \$995 each)
** Routine maintenance along with prepping areas for turf removal

Recreation: ** Summer day camp program ran Monday thru Thursday June 20 to July 28 with 849 participants in attendance during the six weeks
** Finishing up the pee wee basketball league with the awards being held on Saturday
** Taking sign-ups for the fall sport programs - soccer, volleyball & flag football - with articles in the paper and flyers ready for the first day of school
** Sign-ups for the after-school program are being accepted this week with a great response
** Facility rentals:
May – JSP: three private rentals for a total of 5 hrs @ \$16/hr
Duke Watkins: private rental for 1 hr @ \$16/hr
Classroom: private rental for 2 hrs @ \$15/hr
June - Santa Fe Park: private rental for 2 hrs @ \$10/hr (1/2 price non-profit Chamber of Commerce)
Gym: private rental for 2 hrs @ \$25/hr
Duke Watkins: private rental for 2 hrs @ \$16/hr
July - Gym: private rental for 2 hrs @ \$25/hr
Classroom: private rental for 2 hrs @ \$15/hr
JSP: three private rentals for a total of 8 hrs @ \$16hr

Honorable Mayor & City Council Members
July 29, 2016
Page Three

Jack Smith: ** Currently on target for revenue. Sold 425 annual passes so far this season. Memorial weekend (Fri-Mon) revenue of \$18,000 and 4th of July (Fri-Mon) revenue of \$9,355, both seeing an increase from 2015.

Aquatics: ** The last week of regular open swim for the season.
 ** A few private rentals that will go thru the month of September and PE swim for the school district in the month of September.

Animal Cntrl: ** Dog Day in the Park that was rescheduled for October 8 has been cancelled
 ** Last effort to acquire volunteers was unsuccessful. Now losing one of the steady, long time volunteers and will be down to two who work weekends.

attachment

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Service Orders for 7/01/2016 to 7/26/2016

Electric Service Orders -176

Water Service Orders – 144