



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 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: October 30, 2015

City Mgr: ** Mosquito Infestation: County Vector Control initially sprayed and conducted follow up spraying of the following:

- 11 City Parks
- 6 Schools
- 4 Recreational Areas (2 Resorts, 1 Golf Course, 1 Cemetery)
- 2 Local Businesses (Train Depot and Public Works)
- 14 Private Resident Properties
- Treatment of 16 underground storm drains surrounding the schools
- 500 Insect Repellant Wipes were distributed (on 10/20/15 and 10/21/15)
- 1200 brochures were distributed to the community (on 10/20/15 and 10/21/15)
- 9 vector control staff throughout the city

On 10/27/15, conducted the following:

- 16 Private Resident Properties treated
- 300 brochures distributed
- 450 Insect Repellant Wipes distributed

County will continue to identify, treat and reduce any mosquito activity and accommodating residents that would like their properties sprayed. 1-800-442-2283

** Golf Course: Experiencing delays in securing approval for Bureau of Reclamation funded turf removal project. Overseed is completed on the front nine holes and work continues on the back nine.

** NPUA: Cost of services study and recommended rates work nearing completion.

** Bureau of Reclamation: Annual consultation and water order completed. May storms saved a bad year from being disaster.

** Riverview Energy Project: Secured the agreement for City review and \$100,000 deposit.

** Community events: 1) Just Perfect ribbon cutting; 2) KTOX appearance; 3) Farmer's Market; 4) Homecoming; 5) Rodeo Committee's Jeep Run on November 7

City Clerk: ** ** Working with the MDAQMD to provide video conferencing at the council chambers
** Responding to public records requests
** Creating a list of contractors and subcontractors licensed in the city for distribution to staff for use in contracting
** Contacting businesses with past due accounts

Finance: ** City auditors working to finalize audit analysis
** New Human Resource Specialist starts Monday, November 2

- Utilities:
- ** Electric power purchase: September 2015: \$24.01
 - Electric power purchase: September 2014: \$25.46
 - Represents a decrease in power purchase of 5.7%
 - ** On October 28, 2015, the California Air Resources Board distributed 10,656 Calendar Year (CY) 2016 free Greenhouse Gas ("GHG") Allowances to the City and those free GHG allowances have been booked in the City's Compliance Account for use in offsetting dirty power penalties on non-renewable energy that will be purchased in CY 2016.
 - ** Electric: Replace CT Metering at River Valley Inn
 - Installing primary underground line extension at "My Place Road"
 - Poured cement for breaker pads at Eagle Pass Substation
 - Repairing misc. light fixture problems
 - ** See attached service orders for the period September 14 to October 23
- Planning:
- ** Coordinating presentation on code enforcement automation
 - ** Coordinating misc. requirements for Dollar General project
 - ** Investigating lock door systems for Amtrak area in El Garces
 - ** Drafting state mandated outdoor water use ordinance
- Building Dept:
- ** 18 new building permits
 - ** Construction began on the temporary cart barn at the golf course. Design and permitting on the permanent rehabilitation/reconstruction of the permanent structure has begun.
 - ** Overland Demolition: During week of October 12-16 San Bernardino County Fire Department in concert with other nearby fire agencies conducted training exercises at the Overland culminating in a controlled partial burn of the building.
 - The receiver solicited bids from California contractors with a Needles business license, utilizing CARB vehicles and using prevailing wage. Once received, the remaining building demolition and debris removal will begin.
- Code Enf:
- ** Finalizing two demolition warrants
 - ** Continuing research and implementation of the modernization of the entire code enforcement process
 - ** Opening of 10 additional cases and closing out of 13
 - ** Reinstated code enforcement actions at the "Burger Hut" due to inaction on submitting rehabilitation plans in accord with agreed upon schedule to do so.
- Public Works:
- ** Constructing the electrical vehicle station around routine maintenance including installing cement slab, cement stops and painted dividers as well as rock bed landscape
 - ** Temporary surface repairs at the North K underpass and pump clean out
 - ** Continue pavement repairs where there are water cuts throughout town
 - ** Continue road repairs on Needles Hwy
 - ** Weed control throughout town when time permits and tree trimming at the animal control facility
 - ** Working with Citadel to secure two additional crew members for community clean up
 - ** Notified by County that North Needles Highway Project has been delayed until an August 2016 construction

- Engineering: ** Several Projects are beginning:
 ADA improvements will be commencing in the next month at City Hall building, at 817 Third Street with an automatic door being installed and clean up to the handicap parking spaces
 Design work in progress to remove asphalt and replace with concrete under the K Street underpass
 Design work in progress for wastewater capital projects on K Street and Bazabooth
 Design Specifications concluding on rehabilitating the east end of the El Garces
- ** Reimbursement of all outstanding grants funds due to the City is underway
- ** Ordinance No. 471-AC will be in effect on November 14. Public and private utility companies operating in the City's right-of-way will be responsible for the restoration of the damage that results and should be required to restore the driving surface of the cut area and adjoining surfaces.
- Recreation: ** Preparing packets for 11th Annual Spring Classic Basketball Tournament that is held the first weekend in March.
 ** Taking basketball sign-ups. Season begins in December.
- Jack Smith ** Season ended in October. Preparing final season report.
- Aquatics: ** Obtaining quote for fencing repairs much needed.
 ** General yearly off-season maintenance
- Animal Cntrl: ** Hiring 2 part time people with the CITADEL program this week
 ** Took in 14 cats from just one household, which has caused an overload on our already crowded shelter

attachment

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Service Orders for 9/14/15 to 10/23/15

Electric Service Orders - 287

Water Service Orders - 201