



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 
SUBJECT: Manager's Report
DATE: April 27, 2016

City Mgr: ** Working to resolve Dollar General issues
** Monitoring North Needles Highway progress
** Working to find reuse for the closed Taco Bell
** Visited new Aldi grocery and contacted Aldi again
** Reviewing LAFCo report on the fire district annexation
** Assisting with Riverwalk vision
** Prepared an RFP for the privatization of the golf course as requested by the Parks and Recreation Commission. Assisted in the Marine Drive reconstruction
** Reviewing proposal by the golf concessionaire to rent jet skis
** Assisting golf concessionaire in securing the liquor license
** Managing Medical Marijuana establishment

City Clerk: ** Preparing minutes
** Preparing the Department of Justice application for Live Scan for marijuana businesses
** Record requests
** Preparing for the November election
** Working with the MDAQMD to install video conferencing capabilities at the Chambers
** Working with Frontier Communications for the installation of the city's new phone system
** Publishing and posting the recently adopted ordinances

Finance: ** City audit has been received and is being reviewed by staff
** FY 2017 budget preparation process has begun

Utilities: ** Electric: Met with the West Power Consulting Group and the principals of the proposed "River View" solar project
** Continuing with the Fire House to Rainbo Beach 12 KV under-build project
** Repair power line at Park Moabi damaged by the recent fire at the park
** Ongoing meetings with potential applicants for medical marijuana cultivation facilities
** In-house meetings and discussion developing strategies in support of future transmission requirements
** Communicating with Western Area Power Administration to determine current electrical load capabilities and developing a strategy to increase electric load capacity in the near future

Planning: ** Developed materials in support of auction of city-owned and SARDA owned properties
** Code enforcement ordinance reducing citation process from four to two
** Prepared Planning Commission/City Council packets for code enforcement ordinances, conditional use permit for cart barn, proposed amendment to streamline entitlement process of steel buildings
** Received notification of increase in funding for El Garces East End Project – increase of \$75,000
** Meetings/discussions with medical marijuana cultivation facility applicants for location of properties, project requirements, fees, etc.

Public Works: ** Potholing and filling bad areas on North Needles Hwy and when completed, will restripe the center line
** Painting stops, limit lines and legends on streets as weather permits
** Repairing water cuts on pavement where the water department has repaired water leaks
** Completed sealcoating and striping of the city hall parking lot according to the ADA grant
** Forming and pouring concrete pedestals for the electric vehicle station shade awning structure
** Completed repairs to a damaged NAT bus stop shelter by Carl's Jr.
** Continue routine weed control throughout town and trash pickup. Weed control between N. K St. thru N St. and Spruce to Walnut inclusive to this area. This is being done by the Citadel workers.

Engineering: ** S Street Channel CIPP project received only one bid on April 12, 2016. This project will be re-bid on April 27 due to lack of bidders and over budgeted amount with a new bid opening date of May 18
** River's Edge cart barn rebuild project will finish up with the conditional use permit process on April 26 with the request for proposals commencing immediately thereafter
** El Garces east side floor repair project will be awarded to Precise Construction at the City Council meeting April 26. Construction start time is approximately May 9
** Needles Hwy project that will be completed by the County of San Bernardino has designed for two phase this far. Segment N (Beginning at N Street – Balboa St) is anticipated to start the bidding process in fall 2016 and complete in spring 2017, Segment 1A (Balboa St – Park Rd) is anticipated to start the bidding process in winter 2016 and complete in summer 2017.
** I-40 connector project is anticipating being in the construction phase by summer 2016 and completing by spring 2017
** Engineering currently in design on capital projects for K Street lift station rebuild, golf course turf removal and ATP sidewalks project which will be replacing or adding sidewalk on portions of Lilly Hill Drive, Bailey Ave, Washington St, Park Ave, Highland Street, L Street, W. Broadway, Cibola & E. Broadway.

Golf: ** March comparisons:
2015 - total revenue \$107,789; total rounds 4,005
2016 - total revenue \$66,908; total rounds 2,691
** Continuing to spray for clover on the course

Parks: ** Preparing Jack Smith Park for 3 Pete's horseshoe tournament
** Routine maintenance including sprinkler repairs from water being off during the off season

Cemetery: ** Routine maintenance
** Attempting to address desert ground squirrel problem

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Recreation: ** Preparing for end of school year in June
 ** Planning summer day camp and pee wee basketball registration

Jack Smith: ** Open 7 days a week and are on target for revenue

Aquatics: ** PE swim for school district to begin in May
 ** Yearly maintenance and preparing for our state inspection requirements

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