



# 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 *Rick*  
SUBJECT: Manager's Report  
DATE: July 17, 2015

City Mgr: \*\* Finalized Labor Agreements  
\*\* Conducted status review of I-40/J Street Connector  
\*\* Concluding Cost of Services Study for utilities  
\*\* Submitted 2014 Storm Damage Report  
    July \$142,250  
    August \$444,753  
\*\* Reviewing City Phone/Internet Service options  
\*\* Working with BLM on trail signs  
\*\* Submitted Inland Port Grant Request to US Department of Commerce  
\*\* Met with Kingman officials on logistics planning

City Clerk: \*\* Processing business license renewals

Finance: \*\* Preparing the depository agreement  
\*\* Working on year end processes

Utilities: \*\* Met with Siemens Industry, Inc/Building Technologies Division Business Development on July 16 to determine if Siemens has products and services that will compliment the NPUA's capital project implementation and financing. Further discussions will ensue once Siemens receives certain information on utilities billing history.  
  
\*\* Electric - Replaced a malfunctioning auto voltage regulator at Eagle Pass Substation  
\*\* Completed the proposed policy changes for distributed solar installations  
\*\* Completed cost proposals for three customer-owned power line extensions  
  
\*\* Business office - shredding of old records and documents has been completed  
\*\* See attached service orders for the period June 10 thru July 10

Planning: \*\* Received Planning Commission approval for new boat and RV storage project  
\*\* Coordinating with new code enforcement officer process of outsourcing payment of citations  
\*\* Drafting conditions of approval for Ostby parcel map  
\*\* Coordinating modification requirement and installation of acoustic panels

- Planning (cont) \*\* Processing site plan review for existing mobile home expansion  
\*\* Drafted and distributed to vendors RFP for citation processing services  
\*\* Coordinated status of Valero Gas Station for quick turn-around when new owner identified  
\*\* Received net proceeds for sale of city-owned property  
\*\* Coordinating site plan reviews for two new residential structures in North Needles and one mobile home addition  
\*\* Provided County with properties with liens to be placed on next tax rolls
- Engineering: \*\* Re-working the CDBG project to provide handicap entrance in city hall  
\*\* California Ave Sewer Relief Project begins July 20
- Public Works: \*\* Continue to cut weeds on arterial and local streets when time permits  
\*\* Painting stops, limit lines, and legends when weather and time permits  
\*\* Continue doing pavement repairs where there are water cuts in the pavement throughout town  
\*\* Dirt work around the electrical vehicle charging station and continuing to work on this project as time allows  
\*\* Installing the roadside rest stop flagstone sign and two bronze placards located next to the chamber building and the train signal when time allows
- Golf: \*\* Going through cart batteries trying to get a figure on how many to replace to upgrade the fleet  
\*\* July comparisons:  
2014 - 1st-16th -- total revenue \$7,336; total rounds 399  
2015 - 1st-16th -- total revenue \$5,977; total rounds 296
- Golf Mntnc / Cemetery / Parks: \*\* Continue work on sand traps rejuvenation  
\*\* Routine maintenance at cemetery including headstone cleaning as requested and paid for by individuals
- Animal Cntrl: \*\* Seeking volunteers via word of mouth and a temporary employment agency to help with lack of staffing to maintain a constantly "full" animal shelter

attachment

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**Service Orders for 6/10/15 to 7/10/15**

Electric Service Orders - 202

Water Service Orders - 198