



(ACT) ACTION NEEDED
(INF) INFORMATION ONLY
(DIS) DISCRETIONARY

AGENDA

REGULAR MEETING OF THE CITY COUNCIL
NEEDLES PUBLIC UTILITY AUTHORITY
HOUSING AUTHORITY CITY OF NEEDLES
CITY OF NEEDLES, CALIFORNIA
COUNCIL CHAMBERS, 1111 BAILEY AVENUE

TUESDAY, OCTOBER 14, 2025
COUNCIL EXECUTIVE SESSION – 5:30 PM
CITY COUNCIL MEETING – 6:00 PM

THE PUBLIC MAY ATTEND VIA TEAMS AND MAY SUBMIT ANY COMMENTS IN WRITING PRIOR TO NOON ON THE DAY OF THE MEETING BY EMAILING cclark@cityofneedles.com

TO JOIN THE LIVE TEAMS MEETING: log into the City of Needles website at www.cityofneedles.com to access the agenda and [Click here to join the meeting](#)

If asked, enter the following: Meeting ID: 202 746 159#
OR listen in and participate by calling Teams: 202 746 159#
The meetings are being recorded.

CALL TO ORDER
ROLL CALL

PUBLIC COMMENTS PERTAINING TO THE EXECUTIVE SESSION ITEMS

A three-minute time limit per person has been established.

RECESS TO EXECUTIVE SESSION

EXECUTIVE SESSION

- (City Council/NPUA) Conference with legal counsel regarding potential initiation of litigation pursuant to Government Code 54956.9(d)(4). One potential case.
- Conference with legal counsel regarding existing litigation pursuant to Government Code 54956.9(d)(1) Sylvia Miledi v. City of Needles, et al., Superior Court of the County of San Bernardino, Case No. CIVSB2510533
- Public Employee Performance Evaluation Pursuant to Govt Code Section 54957. Title: City Manager
- Conference with Legal Counsel—Significant Exposure to Litigation pursuant to Government Code section 54956.9(d)(2): 1 potential case.

CALL TO ORDER
ROLL CALL

EXECUTIVE SESSION REPORT - by City Attorney

PLEDGE OF ALLEGIANCE
INVOCATION
APPROVAL OF AGENDA
CONFLICT OF INTEREST
CORRESPONDENCE
INTRODUCTIONS
CITY ATTORNEY – Parliamentary Procedures

As a courtesy to those in attendance, we would ask that cell phones be turned off or set in their silent mode. Thank you

PUBLIC APPEARANCE - Persons wishing to address the NPUA / City Council on subjects other than those scheduled are requested to do so at this time. When called by the Mayor, please announce your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person has been established by Municipal Code Section 2-18. Amendments to the California

Government Code Section 54950 prohibits the City Council from taking action on a specific item until it appears on the agenda.

PRESENTATION

(A ten-minute time limit per presentation has been established per Municipal Code Section 2-18.)

1. Update on the Chamber of Commerce / Visitor Center

(INF)

INTERVIEWS

2. Continuation of Interviews / appointment to fill the vacancies on the Housing Commission and the Cemetery Advisory Board. **CONTINUED TO DECEMBER 9, 2025**

COUNCIL CONSENT CALENDAR All matters listed on the Consent Calendar are considered to be routine and will be enacted by one motion in the form listed. The Mayor or any member of the City Council may pull an item from the Consent Calendar for discussion. Prior to Council action, a member of the public may address the City Council on matters scheduled on the Consent Calendar. A three-minute time limit per person applies. **RECOMMENDED ACTION:** Approve Items 3 through 6 on the Consent Calendar by affirmative roll call vote. **(ACT)**

3. Approve the Warrants Register through October 14, 2025
4. Approve the Minutes of September 23, 2025
5. Approve the minutes for the September 25, 2025 State of the City; October 3, 2025 Assembly Member Gonzalez Legislative Update Luncheon; October 3, 2025 Assembly Member Gonzalez Town Hall Meeting; and the October 7, 2025 ULI Technical Assistance Leadership Exchange Program (TAP)
6. Award bid to WEKA, Inc. for the Phase V Water Service Replacement Project in the amount of \$388,939 plus 10% contingency for a total project cost of \$427,832.90 and authorize staff to execute a Public Works Agreement with WEKA, Inc. and move forward with the Notice of Award and Notice to Proceed

END OF COUNCIL CONSENT CALENDAR

REGULAR COUNCIL ITEMS

7. Adopt Resolution 2025-42 Approving a First Amendment to the Employment Agreement with Kathy Raasch for Development Services/Capital Projects effective October 14, 2025, setting a salary of \$159,300 in compliance with SB 1436 and incorporate into the salary schedule FY 2025-2026. **(ACT)**
8. Authorize the City Manager to Execute the Agreement with San Bernardino County for the Homeless Services Program and to Issue a Request for Proposals (RFP) **(ACT)**
9. Provide Staff Direction on the purchase of Open Meeting Technologies Council voting software, equipment, installation, and staff training, for a total project cost not to exceed \$15,500. **(DIS)**
10. Provide staff direction to submit the non-binding Notice of Intent to Propose to Visit California for California Welcome Center certification; and return to City Council on October 28, 2025, with a finalized operating plan and fiscal commitments for consideration before submitting the full application due November 4, 2025. **(DIS)**
11. Approve Sixth Amendment to On-Call Consulting Services Agreement Between the City of Needles and Development Management Group, Inc. For Economic Development Consulting Services in the amount not to exceed \$70,000 and extend the term of the Agreement until June 30, 2026. **(ACT)**
12. Provide Staff Direction on consideration of a reward system for reporting crimes committed within the City of Needles. **(DIS)**

CITY ATTORNEY REPORT

CITY CLERK REPORT

CITY MANAGER REPORT

City Manager's Reports for the weeks of September 26 and October 3, 2025.

COUNCIL REQUESTS

Council Member Ford
Council Member McCorkle
Vice Mayor Campbell
Council Member Pogue
Council Member Belt
Council Member Longbrake
Mayor Jernigan

ADJOURNMENT

**INTERNET ACCESS TO CITY COUNCIL AGENDAS AND STAFF REPORT MATERIAL IS
AVAILABLE PRIOR TO CITY COUNCIL MEETINGS AT: <http://www.cityofneedles.com>**

Posted: October 10, 2025

SB 343-DOCUMENTS RELATED TO OPEN SESSION AGENDAS -- Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the City Clerk's Office, 817 Third Street, Needles, CA 92363.

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (760) 326-2113 ext 133. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-104 ADA Title II).

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting.

Dated this 10th day of October 2025

/s/ Candace Clark, CPMC, CMC, City Clerk



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: Continuation of Interviews / appointment to fill the vacancies on the Housing Commission and the Cemetery Advisory Board.

Background: The City Clerk posted and published the vacancies in the Needles Desert Star on September 3 and 10, 2025. Vacancies are as follows:

Housing Commission: One vacancy, with a term to expire December 31, 2027. The Commission meets on the fourth Wednesday of each month at 4:00 pm

Cemetery Advisory Board: Three vacancies as follows: One with a term to expire December 31, 2027, and two with terms to expire December 31, 2026. The Board meets on the third Thursday quarterly in January, April, July, and October at 3:00 pm.

The City has not received any applications at this time. In addition to these vacancies, there are possible additional vacancies due to term expirations on December 31, 2025.

Vacancies will be published in the Desert Star on November 12 and 19, 2025.

Recommended Action: This item is being continued to the December 9, 2025 regular City Council meeting, where interviews will be held to appoint to all vacant seats on the various Boards and Commissions.

Submitted By: Candace Clark, City Clerk

City Manager Approval: Patrick J. Martinez

Date: 10/9/2025

Other Department Approval (when required): _____

Date: _____



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: Warrants

Background: n/a

Fiscal Impact: See attached Warrant Registers

Environmental Impact: n/a

Recommended Action: Approve the Warrant Registers through October 14, 2025.

Submitted By: Jill Taura, Interim Director of Finance

City Manager Approval: 

Date: 10-7-25

Other Department Approval (when required): _____

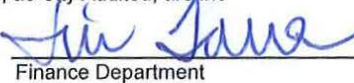
Date: _____

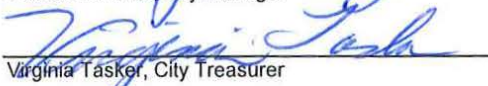
**CITY OF NEEDLES CITY COUNCIL
WARRANT SUMMARY TOTALS FOR OCTOBER 14, 2025**

		10/14/2025	FUND AMT.	YTD ACTUAL	BUDGET FY-25/26
FUND 101	GENERAL FUND	\$ -			
101.1015.412	CITY ATTORNEY	\$ -		\$ 11,784.80	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ 24.66		\$ 29,200.58	\$ 239,758.00
101.1025.415	FINANCE DEPT.	\$ 24.66		\$ 176,425.89	\$ 1,194,656.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ 79.26		\$ 28,622.57	\$ 262,348.00
101.1035.416	PLANNING /ZONING	\$ 555.06		\$ 32,122.55	\$ 264,816.00
101.1040.417	ENGINEERING	\$ 64.46		\$ 31,155.53	\$ 292,201.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 8,410.00	\$ 106,875.00
101.1070.410	SENIOR CENTER	\$ -		\$ 24,572.34	\$ 85,440.00
101.2010.421	SHERIFF	\$ 1,365.04		\$ 906,121.70	\$ 4,149,969.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ -		\$ 42,451.18	\$ 344,967.00
101.2025.424	BULDING & SAFETY	\$ 64.46		\$ 47,022.14	\$ 458,902.00
101.2030.423	CODE ENFORCEMENT	\$ 516.94		\$ 65,768.77	\$ 619,611.00
101.3010.431	PUBLIC WORKS	\$ 17.92		\$ 111,679.02	\$ 772,393.00
101.4730.472	SANITATION	\$ -		\$ 15,877.43	\$ 175,673.00
101.5770.452.	AQUATICS	\$ -		\$ 66,989.00	\$ 322,940.00
101.5772.452	PARKS	\$ 429.50		\$ 124,080.19	\$ 946,980.00
101.5773.452	JACK SMITH PARK MARINA	\$ -		\$ 24,242.08	\$ 164,115.00
101.5774.452	RECREATION	\$ 101.67		\$ 61,588.21	\$ 454,046.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ 3,243.63	\$ -	\$ 10,935,690.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 87.10	\$ 1,000,000.00
FUND 205	CDBG		\$ -	\$ -	\$ 7,900.00
FUND 206	CEMETERY		\$ 37.88	\$ 44,107.56	\$ 266,055.00
FUND 208	CALTRANS GRANTS		\$ -	\$ -	\$ -
FUND 210	SPECIAL GAS TAX		\$ -	\$ -	\$ 643,684.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ -	\$ -
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 800,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 28,703.00	\$ 283,450.00
FUND 227	HAZARD MITIGATION		\$ -	\$ -	\$ 15,000.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ -	\$ -
FUND 238	STATE RECREATION GRANTS		\$ -	\$ -	\$ -
FUND 239	CA.CONSERV RECYCLING GRANT		\$ -	\$ -	\$ 18,227.00
FUND 243	ACTIVE TRANSPORT PROGRAM		\$ -	\$ 12,302.50	\$ 1,858,995.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ -	\$ -
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ -	\$ 56,726.00
FUND 501	NPUA		\$ 1,659.55	\$ -	\$ 2,550,503.00
FUND 502	WATER DEPARTMENT		\$ 5,676.62	\$ 271,082.04	\$ 2,376,734.00
FUND 503	WASTEWATER DEPARTMENT		\$ 7,529.99	\$ 151,973.17	\$ 1,396,598.00
FUND 505	SANITATION		\$ 2,000.00	\$ 256,860.48	\$ 1,827,015.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ 47.40	\$ 21,726.43	\$ 1,246,800.00
FUND 507	GOLF FUND	\$ -		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ 14,019.94		\$ 82,804.81	\$ 665,673.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ 8,156.11		\$ 39,966.92	\$ 458,231.00
FUND 507	GOLF FUND TOTAL		\$ 22,176.05		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ 21.68	\$ 55,275.20	\$ 495,827.00
FUND 509	MIS		\$ 4,650.00	\$ 61,785.00	\$ 358,200.00
FUND 510	ADMIN. FACILITY		\$ 862.39	\$ 43,723.51	\$ 364,253.00
FUND 511	FLEET MANAGEMENT		\$ 3,047.24	\$ 48,127.84	\$ 306,904.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ -	\$ -
FUND 520	SR DIAL A RIDE		\$ -	\$ 14,255.90	\$ 629,992.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 4,177.21	\$ 55,211.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 92,591.69	\$ 16,838.00
FUND 575	HOUSING		\$ 2,375.67	\$ 232,064.88	\$ 1,107,428.00
FUND 580	ELECTRIC		\$ 1,941.82	\$ 531,616.59	\$ 12,909,933.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ -	\$ 309,089.06	\$ 573,000.00
FUND 582	NPUA CAPITAL WATER		\$ 2,185.00	\$ 188,325.00	\$ 1,850,000.00
FUND 583	NPUA CAPITAL WASTEWATER		\$ -	\$ -	\$ -
FUND 650	IMPACT FEES NORTH NEEDLES		\$ -	\$ -	\$ -
FUND 651	IMPACT FEES SOUTH AREAS		\$ -	\$ -	\$ -
TOTAL	ALL FUNDS & DEPARTMENTS		\$ 57,454.92	\$ 4,298,759.87	\$ 45,074,867.00

I certify that the expenditures/purchases to be paid by the warrants on this list have complied with the provisions of the City Code Chapter 8, Article II, Purchasing; and further, the funds to cover these purchases/expenditures, as City Audited, are inc

 10-7-25
Patrick Martinez, City Manager Date

 10/1/25
Finance Department Date

 10-7-25
Virginia Tasker, City Treasurer Date

Agenda Item 3.

PREPARED 9/30/2025, 13:44:49

ACCOUNTS PAYABLE PRELIMINARY CHECK REGISTER

PAGE 1

PROGRAM: GM348U

DISBURSEMENT PERIOD 04/2026

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25326	3750	00	AUTO ZONE	10/14/2025	316.90	.00
25327	3808	00	HATZ, BERNARD	10/14/2025	452.48	.00
25328	3313	00	BLUE RIVER WATER CORP.	10/14/2025	19.55	.00
25329	682	00	BOB'S ELECTRIC MOTORS	10/14/2025	2,177.26	.00
25330	3392	00	BUG EMERGENCY INC.	10/14/2025	52.00	.00
25331	3708	00	GAUDIN FORD	10/14/2025	1,075.42	.00
25332	2612	00	HARDWARE EXPRESS	10/14/2025	711.34	.00
25333	2612	00	HARDWARE EXPRESS	10/14/2025	140.04	.00
25334	1	00	IRENE ROMERO	10/14/2025	490.60	.00
25335	4064	00	JIM DAVIS, LLC	10/14/2025	1,359.81	.00
25336	4144	00	NAN MCKAY AND ASSOCIATES, INC.	10/14/2025	239.00	.00
25337	178	00	NAPA PARTS, TIRES & SERVICE	10/14/2025	895.62	.00
25338	15	00	QUILL LLC	10/14/2025	860.44	.00
25339	653	00	RAFTELIS FINANCIAL CONSULTANTS, INC	10/14/2025	3,815.00	.00
25340	2861	00	REINKE A/C CORP.	10/14/2025	1,839.00	.00
25341	2068	00	RICOH USA, INC.	10/14/2025	246.64	.00
25342	1	00	SAAVEDRA, JULIO	10/14/2025	235.00	.00
25343	4001	00	SIMPLOT TURF & HORTICULTURE	10/14/2025	1,131.38	.00
25344	4121	00	SMART DOCUMENT SOLUTIONS	10/14/2025	135.56	.00
25345	3929	00	STAR NURSERY, INC	10/14/2025	78.99	.00
25346	3826	00	SWEEPER SHOP	10/14/2025	4,953.27	.00
25347	1006	00	TAYLOR MADE	10/14/2025	1,750.00	.00
25348	779	00	THATCHER COMPANY OF NEVADA, INC	10/14/2025	2,543.32	.00
25349	231	00	THE MERLIN GROUP	10/14/2025	996.97	.00
25350	4008	00	THE PRINTER GUYS LLC	10/14/2025	199.00	.00
25351	1	00	THOMAS JR, JOHN W	10/14/2025	1,424.55	.00
25352	3950	00	TKE ENGINEERING INC	10/14/2025	4,002.50	.00
25353	3917	00	TOUCHSTONE GOLF LLC	10/14/2025	15,806.28	.00
25354	2819	00	TRI-STATE HOSE & FITTINGS	10/14/2025	101.67	.00
25355	3830	00	UNIFIRST CORPORATION	10/14/2025	132.23	.00
25356	761	00	USABUEBOOK	10/14/2025	124.32	.00
25357	3528	00	WESTERN ENVIRONMENTAL TESTING LAB.	10/14/2025	4,498.78	.00
25358	3828	00	3D-NETWORKS LLC	10/14/2025	4,650.00	.00
NUMBER OF CHECKS				33	GRAND TOTAL	57,454.92

PREPARED 09/30/2025, 13:51:15

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 1

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 37

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25326	3750	AUTO ZONE	002213		10/14/2025	511-3021-432.43-26	38.77	
			002214		10/14/2025	101-2010-421.43-03	96.92	
			002215		10/14/2025	511-3021-432.43-26	14.97	
			002216		10/14/2025	101-2010-421.43-03	151.82	
			002263		10/14/2025	502-4710-471.43-03	14.42	
							316.90 *	316.90
25327	3808	BERNARD J. HATZ	007901		10/14/2025	101-2030-423.55-00	452.48	
							452.48 *	452.48
25328	3313	BLUE RIVER WATER CORP.	002217		10/14/2025	507-5761-453.43-08	19.55	
							19.55 *	19.55
25329	682	BOB'S ELECTRIC MOTORS	002235		10/14/2025	503-4720-475.43-14	2,177.26	
							2,177.26 *	2,177.26
25330	3392	BUG EMERGENCY INC.	002237		10/14/2025	503-4720-475.43-02	52.00	
							52.00 *	52.00
25331	3708	GAUDIN FORD	002218		10/14/2025	101-2010-421.43-03	217.75	
			002219		10/14/2025	101-2010-421.43-03	451.44	
			002220		10/14/2025	101-2010-421.43-03	406.23	
							1,075.42 *	1,075.42
25332	2612	HARDWARE EXPRESS	002221		10/14/2025	507-5761-453.63-00	271.30	
			002238		10/14/2025	503-4720-475.43-02	21.53	
			002239		10/14/2025	206-5771-452.61-12	37.88	
			002240		10/14/2025	101-5772-452.60-40	328.14	
			002241		10/14/2025	101-5772-452.60-40	22.37	
			002242		10/14/2025	101-3010-431.43-02	8.05	
			002265		10/14/2025	575-5555-485.43-02	22.07	
							711.34 *	711.34
25333	2612	HARDWARE EXPRESS	002266		10/14/2025	575-5555-485.43-02	46.33	
			002267		10/14/2025	575-5555-485.43-02	2.98	
			002268		10/14/2025	575-5555-485.43-02	10.76	
			002269		10/14/2025	575-5555-485.43-02	33.36	
			002270		10/14/2025	575-5555-485.43-02	19.68	
			002271		10/14/2025	575-5555-485.43-02	26.93	
							140.04 *	140.04
25334	1	IRENE ROMERO	002206		10/14/2025	101-1035-416.55-00	490.60	
							490.60 *	490.60
25335	4064	JIM DAVIS, LLC	002226		10/14/2025	507-5761-453.60-10	1,359.81	
							1,359.81 *	1,359.81
25336	4144	NAN MCKAY AND ASSOCIATES,	002272		10/14/2025	575-5555-485.61-09	239.00	
							239.00 *	239.00

PREPARED 09/30/2025, 13:51:15

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 2

ACCOUNTING PERIOD 2026/04

REPORT NUMBER 37

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25337	178	NAPA PARTS, TIRES & SERVIC	002227		10/14/2025	511-3021-432.43-36	30.00	
			002228		10/14/2025	511-3021-432.43-26	10.23	
			002229		10/14/2025	101-2010-421.43-03	15.00	
			002230		10/14/2025	507-5761-453.43-04	637.82	
			002231		10/14/2025	507-5761-453.43-04	176.69	
			002232		10/14/2025	101-2010-421.43-03	25.88	
							895.62	*
								895.62
25338	15	QUILL LLC	002243		10/14/2025	506-4713-477.61-01	47.40	
			002244		10/14/2025	510-4410-405.61-01	78.36	
			002292		10/14/2025	510-4410-405.61-01	38.34	
			002293		10/14/2025	510-4410-405.61-01	114.11	
			002294		10/14/2025	510-4410-405.61-31	457.79	
			002295		10/14/2025	510-4410-405.61-01	26.93	
			002296		10/14/2025	510-4410-405.61-01	43.52	
			002297		10/14/2025	510-4410-405.61-31	53.99	
							860.44	*
								860.44
25339	653	RAFTELIS FINANCIAL CONSUL	PI0042	026020	10/14/2025	503-4720-475.31-90	3,815.00	
							3,815.00	*
								3,815.00
25340	2861	REINKE A/C CORP.	002233		10/14/2025	575-5555-485.43-02	814.00	
			002234		10/14/2025	575-5555-485.43-02	690.00	
			002323		10/14/2025	575-5555-485.43-02	335.00	
							1,839.00	*
								1,839.00
25341	2068	RICOH USA, INC.	002325		10/14/2025	101-1020-413.70-01	24.66	
			002326		10/14/2025	101-1025-415.70-01	24.66	
			002327		10/14/2025	101-1030-414.70-01	39.46	
			002328		10/14/2025	101-1035-416.70-01	24.66	
			002329		10/14/2025	101-1040-417.70-01	24.66	
			002330		10/14/2025	101-2025-424.70-01	24.66	
			002331		10/14/2025	101-2030-423.70-01	24.66	
			002332		10/14/2025	101-3010-431.70-01	9.87	
			002333		10/14/2025	510-4410-405.70-01	49.35	
							246.64	*
								246.64
25342	1	SAAVEDRA, JULIO	UT		10/14/2025	501-0000-211.00-00	235.00	
							235.00	*
								235.00
25343	4001	SIMPLOT TURF & HORTICULTU	002256		10/14/2025	507-5761-453.61-08	1,131.38	
							1,131.38	*
								1,131.38
25344	4121	SMART DOCUMENT SOLUTION	002273		10/14/2025	575-5555-485.61-02	135.56	
							135.56	*
								135.56
25345	3929	STAR NURSERY, INC	002248		10/14/2025	101-5772-452.43-44	78.99	
							78.99	*
								78.99
25346	3826	SWEEPER SHOP	002341		10/14/2025	511-3021-432.43-43	2,953.27	

PREPARED 09/30/2025, 13:51:15

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 3

ACCOUNTING PERIOD 2026/04

REPORT NUMBER 37

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25346	3826	SWEeper SHOP	002342		10/14/2025	505-4730-472.61-29	2,000.00 4,953.27 *	4,953.27
25347	1006	TAYLOR MADE	002254		10/14/2025	507-5762-454.60-50	1,750.00 1,750.00 *	1,750.00
25348	779	THATCHER COMPANY OF NEVAD	002324		10/14/2025	502-4710-471.60-32	2,543.32 2,543.32 *	2,543.32
25349	231	THE MERLIN GROUP	002253		10/14/2025	507-5761-453.61-04	996.97 996.97 *	996.97
25350	4008	THE PRINTER GUYS LLC	002298 002299 002300 002301 002302		10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025	101-1040-417.61-02 101-1035-416.61-02 101-2025-424.61-02 101-2030-423.61-02 101-1030-414.61-02	39.80 39.80 39.80 39.80 39.80 199.00 *	199.00
25351	1	THOMAS JR, JOHN W	UT		10/14/2025	501-0000-211.00-00	1,424.55 1,424.55 *	1,424.55
25352	3950	TKE ENGINEERING INC	002321 002322 002343		10/14/2025 10/14/2025 10/14/2025	582-4710-471.71-08 582-4710-471.71-07 580-4750-473.31-16	2,020.00 165.00 1,817.50 4,002.50 *	4,002.50
25353	3917	TOUCHSTONE GOLF LLC	002274 002275 002276 002277 002278 002279 002280 002281		10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025	507-5761-453.31-90 507-5762-454.31-90 507-5761-453.31-90 507-5762-454.31-90 507-5761-453.31-90 507-5762-454.31-90 507-5761-453.31-90 507-5762-454.31-90	3,904.23 2,754.33 3,904.23 2,754.33 808.98 435.60 808.98 435.60 15,806.28 *	15,806.28
25354	2819	TRI-STATE HOSE & FITTINGS	002249		10/14/2025	101-5774-452.60-55	101.67 101.67 *	101.67
25355	3830	UNIFIRST CORPORATION	002257 002261 002262 002344 002345		10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025	507-5762-454.43-08 508-4810-478.61-04 502-4710-471.61-04 502-4710-471.61-04 508-4810-478.61-04	26.25 10.84 42.15 42.15 10.84 132.23 *	132.23
25356	761	USABLUBOOK	002287		10/14/2025	580-4750-473.43-57	124.32 124.32 *	124.32

PREPARED 09/30/2025, 13:51:15

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 4
ACCOUNTING PERIOD 2026/04
REPORT NUMBER 37

PROGRAM: GM346L

CITY OF NEEDLES

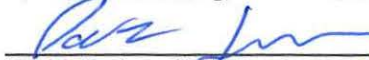
BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25357	3528	WESTERN ENVIRONMENTAL TES	002250		10/14/2025	503-4720-475.59-75	146.00	
			002251		10/14/2025	503-4720-475.59-75	598.00	
			002252		10/14/2025	503-4720-475.59-75	720.20	
			002337		10/14/2025	502-4710-471.59-75	721.08	
			002338		10/14/2025	502-4710-471.59-75	311.00	
			002339		10/14/2025	502-4710-471.59-75	806.00	
			002340		10/14/2025	502-4710-471.59-75	1,196.50	
							4,498.78 *	4,498.78
25358	3828	3D-NETWORKS LLC	002334		10/14/2025	509-4910-479.31-53	750.00	
			002335		10/14/2025	509-4910-479.31-90	1,950.00	
			002336		10/14/2025	509-4910-479.31-90	1,950.00	
							4,650.00 *	4,650.00
BANK/CHECK TOTAL							57,454.92	57,454.92
ALL BANKS/CHECKS TOTAL							57,454.92	57,454.92

**CITY OF NEEDLES CITY COUNCIL
WARRANT SUMMARY TOTALS FOR SEPTEMBER 29, 2025**

		9/29/2025	FUND AMT.	YTD ACTUAL	BUDGET FY-25/26
FUND 101	GENERAL FUND	\$ -			
101.1015.412	CITY ATTORNEY	\$ -		\$ 11,784.80	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ -		\$ 28,966.44	\$ 239,758.00
101.1025.415	FINANCE DEPT.	\$ -		\$ 176,037.09	\$ 1,194,656.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ -		\$ 27,359.66	\$ 262,348.00
101.1035.416	PLANNING /ZONING	\$ -		\$ 31,560.67	\$ 264,816.00
101.1040.417	ENGINEERING	\$ -		\$ 31,091.07	\$ 292,201.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 8,410.00	\$ 106,875.00
101.1070.410	SENIOR CENTER	\$ -		\$ 24,572.34	\$ 85,440.00
101.2010.421	SHERIFF	\$ -		\$ 904,756.66	\$ 4,149,969.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ -		\$ 43,326.51	\$ 344,967.00
101.2025.424	BULDING & SAFETY	\$ -		\$ 46,962.68	\$ 458,902.00
101.2030.423	CODE ENFORCEMENT	\$ -		\$ 65,663.95	\$ 619,611.00
101.3010.431	PUBLIC WORKS	\$ -		\$ 110,833.51	\$ 772,393.00
101.4730.472	SANITATION	\$ -		\$ 15,877.43	\$ 175,673.00
101.5770.452.	AQUATICS	\$ -		\$ 66,989.00	\$ 322,940.00
101.5772.452	PARKS	\$ -		\$ 123,220.81	\$ 946,980.00
101.5773.452	JACK SMITH PARK MARINA	\$ -		\$ 24,242.08	\$ 164,115.00
101.5774.452	RECREATION	\$ -		\$ 60,265.98	\$ 454,046.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ -	\$ -	\$ 10,935,690.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 87.10	\$ 1,000,000.00
FUND 205	CDBG		\$ -	\$ -	\$ 7,900.00
FUND 206	CEMETERY		\$ -	\$ 44,069.68	\$ 266,055.00
FUND 208	CALTRANS GRANTS		\$ -	\$ -	\$ -
FUND 210	SPECIAL GAS TAX		\$ -	\$ -	\$ 643,684.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ -	\$ -
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 800,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 28,703.00	\$ 283,450.00
FUND 227	HAZARD MITIGATION		\$ -	\$ -	\$ 15,000.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ -	\$ -
FUND 238	STATE RECREATION GRANTS		\$ -	\$ -	\$ -
FUND 239	CA.CONSERV RECYLING GRANT		\$ -	\$ -	\$ 18,227.00
FUND 243	ACTIVE TRANSPORT PROGRAM		\$ -	\$ 12,302.50	\$ 1,858,995.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ -	\$ -
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ -	\$ 56,726.00
FUND 501	NPUA		\$ -	\$ 1,573.15	\$ 2,550,503.00
FUND 502	WATER DEPARTMENT		\$ -	\$ 262,680.80	\$ 2,376,734.00
FUND 503	WASTEWATER DEPARTMENT		\$ -	\$ 143,717.99	\$ 1,396,598.00
FUND 505	SANITATION		\$ -	\$ 255,035.01	\$ 1,827,015.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ -	\$ 21,679.03	\$ 1,246,800.00
FUND 507	GOLF FUND	\$ -		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ -		\$ 68,275.81	\$ 665,673.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ -		\$ 30,909.99	\$ 458,231.00
FUND 507	GOLF FUND TOTAL		\$ -		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ -	\$ 55,253.52	\$ 495,827.00
FUND 509	MIS		\$ -	\$ 57,135.00	\$ 358,200.00
FUND 510	ADMIN. FACILITY		\$ -	\$ 42,861.12	\$ 364,253.00
FUND 511	FLEET MANAGEMENT		\$ -	\$ 44,581.04	\$ 306,904.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ -	\$ -
FUND 520	SR DIAL A RIDE		\$ -	\$ 14,255.90	\$ 629,992.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 4,150.24	\$ 55,211.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 92,591.69	\$ 16,838.00
FUND 575	HOUSING		\$ -	\$ 226,675.41	\$ 1,107,428.00
FUND 580	ELECTRIC		\$ -	\$ 526,483.74	\$ 12,909,933.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ 43,014.10	\$ 309,089.06	\$ 573,000.00
FUND 582	NPUA CAPITAL WATER		\$ -	\$ 186,140.00	\$ 1,850,000.00
FUND 583	NPUA CAPITAL WASTEWATER		\$ -	\$ -	\$ -
FUND 650	IMPACT FEES NORTH NEEDLES		\$ -	\$ -	\$ -
FUND 651	IMPACT FEES SOUTH AREAS		\$ -	\$ -	\$ -
TOTAL	ALL FUNDS & DEPARTMENTS		\$ 43,014.10	\$ 4,230,171.46	\$ 45,074,867.00

I certify that the expenditures/purchases to be paid by the warrants on this list have complied with the provisions of the City Code Chapter 8, Article II, Purchasing; and further, the funds to cover these purchases/expenditures, as City Audited, are inc.

 10-7-25
Patrick Martinez, City Manager Date

 9/29/25
Finance Department Date

 10-7-25
Virginia Tasker, City Treasurer Date

Agenda Item 3.

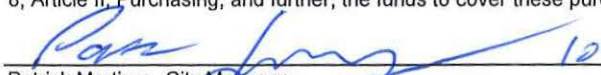
CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25325	4253	00	SHIPLEY CONSTRUCTION AND PLUMBING	09/29/2025	43,014.10	.00
NUMBER OF CHECKS			1	GRAND TOTAL	43,014.10	

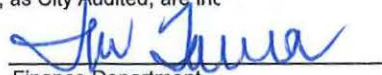
CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25325	4253	SHIPLEY CONSTRUCTION AND	PI0033		09/29/2025	581-4750-473.72-08	43,014.10 43,014.10 *	43,014.10
BANK/CHECK TOTAL							43,014.10	43,014.10
ALL BANKS/CHECKS TOTAL							43,014.10	43,014.10

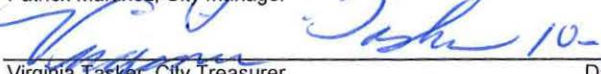
CITY OF NEEDLES CITY COUNCIL
WARRANT SUMMARY TOTALS FOR SEPTEMBER 24, 2025

		9/24/2025	FUND AMT.	YTD ACTUAL	BUDGET FY-25/26
FUND 101	GENERAL FUND	\$ -			
101.1015.412	CITY ATTORNEY	\$ -		\$ 11,784.80	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ -		\$ 29,175.92	\$ 239,758.00
101.1025.415	FINANCE DEPT.	\$ -		\$ 176,287.09	\$ 1,194,656.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ -		\$ 28,543.31	\$ 262,348.00
101.1035.416	PLANNING /ZONING	\$ (490.60)		\$ 32,048.09	\$ 264,816.00
101.1040.417	ENGINEERING	\$ -		\$ 31,091.07	\$ 292,201.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 8,410.00	\$ 106,875.00
101.1070.410	SENIOR CENTER	\$ -		\$ 24,572.34	\$ 85,440.00
101.2010.421	SHERIFF	\$ -		\$ 904,756.66	\$ 4,149,969.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ -		\$ 43,696.18	\$ 344,967.00
101.2025.424	BULDING & SAFETY	\$ -		\$ 46,962.68	\$ 458,902.00
101.2030.423	CODE ENFORCEMENT	\$ -		\$ 65,663.95	\$ 619,611.00
101.3010.431	PUBLIC WORKS	\$ -		\$ 111,118.77	\$ 772,393.00
101.4730.472	SANITATION	\$ -		\$ 15,877.43	\$ 175,673.00
101.5770.452.	AQUATICS	\$ -		\$ 66,989.00	\$ 322,940.00
101.5772.452	PARKS	\$ -		\$ 123,262.93	\$ 946,980.00
101.5773.452	JACK SMITH PARK MARINA	\$ -		\$ 24,242.08	\$ 164,115.00
101.5774.452	RECREATION	\$ -		\$ 61,486.54	\$ 454,046.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ (490.60)	\$ -	\$ 10,935,690.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 87.10	\$ 1,000,000.00
FUND 205	CDBG		\$ -	\$ -	\$ 7,900.00
FUND 206	CEMETERY		\$ -	\$ 44,069.68	\$ 266,055.00
FUND 208	CALTRANS GRANTS		\$ -	\$ -	\$ -
FUND 210	SPECIAL GAS TAX		\$ -	\$ -	\$ 643,684.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ -	\$ -
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 800,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 28,703.00	\$ 283,450.00
FUND 227	HAZARD MITIGATION		\$ -	\$ -	\$ 15,000.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ -	\$ -
FUND 238	STATE RECREATION GRANTS		\$ -	\$ -	\$ -
FUND 239	CA.CONSERV RECYCLING GRANT		\$ -	\$ -	\$ 18,227.00
FUND 243	ACTIVE TRANSPORT PROGRAM		\$ -	\$ 12,302.50	\$ 1,858,995.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ -	\$ -
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ -	\$ 56,726.00
FUND 501	NPUA		\$ -	\$ 101,593.20	\$ 2,550,503.00
FUND 502	WATER DEPARTMENT		\$ -	\$ 264,377.25	\$ 2,376,734.00
FUND 503	WASTEWATER DEPARTMENT		\$ -	\$ 144,218.96	\$ 1,396,598.00
FUND 505	SANITATION		\$ -	\$ 255,035.01	\$ 1,827,015.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ -	\$ 21,679.03	\$ 1,246,800.00
FUND 507	GOLF FUND	\$ -		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ -		\$ 68,275.81	\$ 665,673.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ -		\$ 31,810.81	\$ 458,231.00
FUND 507	GOLF FUND TOTAL		\$ -		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ -	\$ 55,253.52	\$ 495,827.00
FUND 509	MIS		\$ -	\$ 57,135.00	\$ 358,200.00
FUND 510	ADMIN. FACILITY		\$ -	\$ 42,861.12	\$ 364,253.00
FUND 511	FLEET MANAGEMENT		\$ -	\$ 44,860.76	\$ 306,904.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ -	\$ -
FUND 520	SR DIAL A RIDE		\$ -	\$ 14,255.90	\$ 629,992.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 4,150.24	\$ 55,211.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 92,591.69	\$ 16,838.00
FUND 575	HOUSING		\$ -	\$ 226,675.41	\$ 1,107,428.00
FUND 580	ELECTRIC		\$ -	\$ 529,368.63	\$ 12,909,933.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ -	\$ 309,089.06	\$ 573,000.00
FUND 582	NPUA CAPITAL WATER		\$ -	\$ 186,140.00	\$ 1,850,000.00
FUND 583	NPUA CAPITAL WASTEWATER		\$ -	\$ -	\$ -
FUND 650	IMPACT FEES NORTH NEEDLES		\$ -	\$ -	\$ -
FUND 651	IMPACT FEES SOUTH AREAS		\$ -	\$ -	\$ -
TOTAL	ALL FUNDS & DEPARTMENTS		\$ (490.60)	\$ 4,340,502.52	\$ 45,074,867.00

I certify that the expenditures/purchases to be paid by the warrants on this list have complied with the provisions of the City Code Chapter 8, Article II, Purchasing; and further, the funds to cover these purchases/expenditures, as City Audited, are inc

 10-7-25
 Patrick Martinez, City Manager Date

 9/29/25
 Finance Department Date

 10-7-25
 Virginia Tasker, City Treasurer Date

Agenda Item 3.

PREPARED 9/24/2025, 16:38:16

ACCOUNTS PAYABLE PRELIMINARY CHECK REGISTER

PAGE 1

PROGRAM: GM348U

DISBURSEMENT PERIOD 03/2026

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25322	1	00	IRENE ROMERO	09/24/2025	853.30	.00
NUMBER OF CHECKS				1	GRAND TOTAL	853.30

PREPARED 09/24/2025, 16:42:39

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

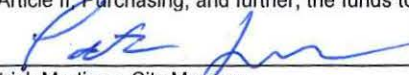
PAGE 1
ACCOUNTING PERIOD 2026/03
REPORT NUMBER 33

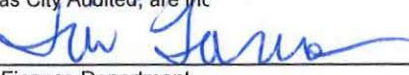
CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25252*	1	IRENE ROMERO	002148		10/14/2025	101-1035-416.55-00	362.70-	
			002149		10/14/2025	101-1035-416.55-00	490.60-	
			002206		10/14/2025	101-1035-416.55-00	490.60-	
							1,343.90- *	VOIDED
25322	1	IRENE ROMERO	002148		09/24/2025	101-1035-416.55-00	362.70	
			002149		09/24/2025	101-1035-416.55-00	490.60	
							853.30 *	853.30
BANK/CHECK TOTAL							490.60-	853.30
ALL BANKS/CHECKS TOTAL							490.60-	853.30

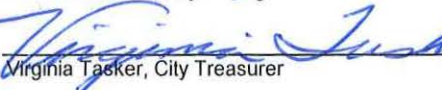
**CITY OF NEEDLES CITY COUNCIL
WARRANT SUMMARY TOTALS FOR OCTOBER 14, 2025**

		10/14/2025	FUND AMT.	YTD ACTUAL	BUDGET FY-25/26
FUND 101	GENERAL FUND	\$ -			
101.1015.412	CITY ATTORNEY	\$ -		\$ 11,784.80	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ -		\$ 28,966.44	\$ 239,758.00
101.1025.415	FINANCE DEPT.	\$ -		\$ 176,037.09	\$ 1,194,656.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ -		\$ 27,359.66	\$ 262,348.00
101.1035.416	PLANNING /ZONING	\$ -		\$ 31,560.67	\$ 264,816.00
101.1040.417	ENGINEERING	\$ -		\$ 31,091.07	\$ 292,201.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 8,410.00	\$ 106,875.00
101.1070.410	SENIOR CENTER	\$ -		\$ 24,572.34	\$ 85,440.00
101.2010.421	SHERIFF	\$ -		\$ 904,756.66	\$ 4,149,969.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ -		\$ 43,326.51	\$ 344,967.00
101.2025.424	BULDING & SAFETY	\$ -		\$ 46,962.68	\$ 458,902.00
101.2030.423	CODE ENFORCEMENT	\$ -		\$ 65,663.95	\$ 619,611.00
101.3010.431	PUBLIC WORKS	\$ -		\$ 110,833.51	\$ 772,393.00
101.4730.472	SANITATION	\$ -		\$ 15,877.43	\$ 175,673.00
101.5770.452.	AQUATICS	\$ -		\$ 66,989.00	\$ 322,940.00
101.5772.452	PARKS	\$ -		\$ 123,220.81	\$ 946,980.00
101.5773.452	JACK SMITH PARK MARINA	\$ -		\$ 24,242.08	\$ 164,115.00
101.5774.452	RECREATION	\$ -		\$ 60,265.98	\$ 454,046.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ -	\$ -	\$ 10,935,690.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 87.10	\$ 1,000,000.00
FUND 205	CDBG		\$ -	\$ -	\$ 7,900.00
FUND 206	CEMETERY		\$ -	\$ 44,069.68	\$ 266,055.00
FUND 208	CALTRANS GRANTS		\$ -	\$ -	\$ -
FUND 210	SPECIAL GAS TAX		\$ -	\$ -	\$ 643,684.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ -	\$ -
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 800,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 28,703.00	\$ 283,450.00
FUND 227	HAZARD MITIGATION		\$ -	\$ -	\$ 15,000.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ -	\$ -
FUND 238	STATE RECREATION GRANTS		\$ -	\$ -	\$ -
FUND 239	CA.CONSERV RECYCLING GRANT		\$ -	\$ -	\$ 18,227.00
FUND 243	ACTIVE TRANSPORT PROGRAM		\$ -	\$ 12,302.50	\$ 1,858,995.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ -	\$ -
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ -	\$ 56,726.00
FUND 501	NPUA		\$ -	\$ 1,573.15	\$ 2,550,503.00
FUND 502	WATER DEPARTMENT		\$ -	\$ 262,680.80	\$ 2,376,734.00
FUND 503	WASTEWATER DEPARTMENT		\$ -	\$ 143,717.99	\$ 1,396,598.00
FUND 505	SANITATION		\$ -	\$ 255,035.01	\$ 1,827,015.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ -	\$ 21,679.03	\$ 1,246,800.00
FUND 507	GOLF FUND	\$ -		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ -		\$ 68,275.81	\$ 665,673.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ -		\$ 30,909.99	\$ 458,231.00
FUND 507	GOLF FUND TOTAL		\$ -		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ -	\$ 55,253.52	\$ 495,827.00
FUND 509	MIS		\$ -	\$ 57,135.00	\$ 358,200.00
FUND 510	ADMIN. FACILITY		\$ -	\$ 42,861.12	\$ 364,253.00
FUND 511	FLEET MANAGEMENT		\$ -	\$ 44,581.04	\$ 306,904.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ -	\$ -
FUND 520	SR DIAL A RIDE		\$ -	\$ 14,255.90	\$ 629,992.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 4,150.24	\$ 55,211.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 92,591.69	\$ 16,838.00
FUND 575	HOUSING		\$ -	\$ 226,675.41	\$ 1,107,428.00
FUND 580	ELECTRIC		\$ -	\$ 526,483.74	\$ 12,909,933.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ -	\$ 309,089.06	\$ 573,000.00
FUND 582	NPUA CAPITAL WATER		\$ -	\$ 186,140.00	\$ 1,850,000.00
FUND 583	NPUA CAPITAL WASTEWATER		\$ -	\$ -	\$ -
FUND 650	IMPACT FEES NORTH NEEDLES		\$ -	\$ -	\$ -
FUND 651	IMPACT FEES SOUTH AREAS		\$ -	\$ -	\$ -
TOTAL	ALL FUNDS & DEPARTMENTS		\$ -	\$ 4,230,171.46	\$ 45,074,867.00

I certify that the expenditures/purchases to be paid by the warrants on this list have complied with the provisions of the City Code Chapter 8, Article II, Purchasing; and further, the funds to cover these purchases/expenditures, as City Audited, are inc

 10-7-25
Patrick Martinez, City Manager Date

 9/29/25
Finance Department Date

 10-7-25
Virginia Tasker, City Treasurer Date

Agenda Item 3.

PREPARED 9/25/2025, 10:16:57

ACCOUNTS PAYABLE PRELIMINARY CHECK REGISTER

PAGE 1

PROGRAM: GM348U

DISBURSEMENT PERIOD 04/2026

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25323	4289	00	BIG O TIRES	10/14/2025	1,092.00	.00
25324	2468	00	RON'S TIRES AND AUTO REPAIR LLC	10/14/2025	791.83	.00
NUMBER OF CHECKS				2	GRAND TOTAL	1,883.83

PREPARED 09/25/2025, 10:20:17

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 1
ACCOUNTING PERIOD 2026/04
REPORT NUMBER 34

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25283*	2468	RON'S TIRES AND AUTO REPA	002092		10/14/2025	101-2010-421.43-03	1,092.00-	
			002151		10/14/2025	580-4750-473.60-55	791.83-	
							1,883.83- *	VOIDED
25323	4289	BIG O TIRES	002092		10/14/2025	101-2010-421.43-03	1,092.00	
							1,092.00 *	1,092.00
25324	2468	RON'S TIRES AND AUTO REPA	002151		10/14/2025	580-4750-473.60-55	791.83	
							791.83 *	791.83
BANK/CHECK TOTAL							.00	1,883.83
ALL BANKS/CHECKS TOTAL								1,883.83

**CITY OF NEEDLES CITY COUNCIL
WARRANT SUMMARY TOTALS FOR OCTOBER 7, 2025**

		10/7/2025	FUND AMT.	YTD ACTUAL	BUDGET FY-25/26
FUND 101	GENERAL FUND	\$ -			
101.1015.412	CITY ATTORNEY	\$ -		\$ 11,784.80	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ -		\$ 40,919.25	\$ 239,758.00
101.1025.415	FINANCE DEPT.	\$ 5,587.50		\$ 212,627.84	\$ 1,194,656.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ 7.40		\$ 35,177.32	\$ 262,348.00
101.1035.416	PLANNING /ZONING	\$ -		\$ 43,031.97	\$ 264,816.00
101.1040.417	ENGINEERING	\$ 5.27		\$ 42,491.25	\$ 292,201.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 8,410.00	\$ 106,875.00
101.1070.410	SENIOR CENTER	\$ -		\$ 26,166.50	\$ 85,440.00
101.2010.421	SHERIFF	\$ -		\$ 984,711.43	\$ 4,149,969.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ 129.00		\$ 60,326.37	\$ 344,967.00
101.2025.424	BULDING & SAFETY	\$ -		\$ 65,401.40	\$ 458,902.00
101.2030.423	CODE ENFORCEMENT	\$ -		\$ 83,683.87	\$ 619,611.00
101.3010.431	PUBLIC WORKS	\$ 22.71		\$ 146,728.33	\$ 772,393.00
101.4730.472	SANITATION	\$ -		\$ 18,921.18	\$ 175,673.00
101.5770.452	AQUATICS	\$ -		\$ 77,407.87	\$ 322,940.00
101.5772.452	PARKS	\$ -		\$ 155,671.43	\$ 946,980.00
101.5773.452	JACK SMITH PARK MARINA	\$ -		\$ 32,993.54	\$ 164,115.00
101.5774.452	RECREATION	\$ 14.65		\$ 79,159.80	\$ 454,046.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ 5,766.53	\$ -	\$ 10,935,690.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 87.10	\$ 1,000,000.00
FUND 205	CDBG		\$ -	\$ -	\$ 7,900.00
FUND 206	CEMETERY		\$ -	\$ 52,169.88	\$ 266,055.00
FUND 208	CALTRANS GRANTS		\$ -	\$ -	\$ -
FUND 210	SPECIAL GAS TAX		\$ -	\$ -	\$ 643,684.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ -	\$ -
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 800,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 29,447.86	\$ 283,450.00
FUND 227	HAZARD MITIGATION		\$ -	\$ -	\$ 15,000.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ -	\$ -
FUND 238	STATE RECREATION GRANTS		\$ -	\$ -	\$ -
FUND 239	CA.CONSERV RECYCLING GRANT		\$ -	\$ -	\$ 18,227.00
FUND 243	ACTIVE TRANSPORT PROGRAM		\$ -	\$ 12,302.50	\$ 1,858,995.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ -	\$ -
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ -	\$ 56,726.00
FUND 501	NPUA		\$ 8,237.00	\$ -	\$ 2,550,503.00
FUND 502	WATER DEPARTMENT		\$ 1,961.12	\$ 333,229.68	\$ 2,376,734.00
FUND 503	WASTEWATER DEPARTMENT		\$ 2,053.82	\$ 195,778.83	\$ 1,396,598.00
FUND 505	SANITATION		\$ -	\$ 324,899.89	\$ 1,827,015.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ -	\$ 33,464.18	\$ 1,246,800.00
FUND 507	GOLF FUND	\$ 17.59		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ 34.11		\$ 83,548.89	\$ 665,673.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ 4.34		\$ 41,405.60	\$ 458,231.00
FUND 507	GOLF FUND TOTAL		\$ 56.04		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ -	\$ 79,918.41	\$ 495,827.00
FUND 509	MIS		\$ -	\$ 109,733.75	\$ 358,200.00
FUND 510	ADMIN. FACILITY		\$ 17.00	\$ 44,939.50	\$ 364,253.00
FUND 511	FLEET MANAGEMENT		\$ 3.73	\$ 52,734.38	\$ 306,904.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ -	\$ -
FUND 520	SR DIAL A RIDE		\$ -	\$ 14,255.90	\$ 629,992.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 4,177.21	\$ 55,211.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 92,591.69	\$ 16,838.00
FUND 575	HOUSING		\$ 98.00	\$ 284,974.76	\$ 1,107,428.00
FUND 580	ELECTRIC		\$ 1,908.90	\$ 634,137.17	\$ 12,909,933.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ -	\$ 309,089.06	\$ 573,000.00
FUND 582	NPUA CAPITAL WATER		\$ -	\$ 188,325.00	\$ 1,850,000.00
FUND 583	NPUA CAPITAL WASTEWATER		\$ -	\$ -	\$ -
FUND 650	IMPACT FEES NORTH NEEDLES		\$ -	\$ -	\$ -
FUND 651	IMPACT FEES SOUTH AREAS		\$ -	\$ -	\$ -
TOTAL	ALL FUNDS & DEPARTMENTS		\$ 20,102.14	\$ 5,046,825.39	\$ 45,074,867.00

I certify that the expenditures/purchases to be paid by the warrants on this list have complied with the provisions of the City Code Chapter 8, Article II, Purchasing; and further, the funds to cover these purchases/expenditures, as City Audited, are:

Patrick Martinez, City Manager

Date

Finance Department

Date

Virginia Tasker, City Treasurer

Date

Agenda Item 3.

PREPARED 10/07/2025, 8:13:36

ACCOUNTS PAYABLE PRELIMINARY CHECK REGISTER

PAGE 1
DISBURSEMENT PERIOD 04/2026

PROGRAM: GM348U

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	VENDOR SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25392	1213	00	CALIF. DEPT. OF TAX & FEE ADMIN.	10/07/2025	8,237.00	.00
25393	1213	00	CALIF. DEPT. OF TAX & FEE ADMIN.	10/07/2025	392.00	.00
25394	4160	00	CHRISTINA PERRITT	10/07/2025	64.50	.00
25395	615	00	FEDEX	10/07/2025	7.40	.00
25396	4292	00	KYLIE BECKERLE	10/07/2025	64.50	.00
25397	4183	00	LATIARRA HAAR	10/07/2025	98.00	.00
25398	4196	00	MV CHENG & ASSOCIATES INC.	10/07/2025	10,875.00	.00
25399	178	00	NAPA PARTS, TIRES & SERVICE	10/07/2025	54.92	.00
25400	3796	00	ROUTE 66 BROADBAND LLC	10/07/2025	85.00	.00
25401	284	00	SOUTHWEST GAS CORP.	10/07/2025	73.82	.00
25402	420	00	STATE CONTROLLER'S OFFICE	10/07/2025	150.00	.00
NUMBER OF CHECKS				11	GRAND TOTAL	20,102.14

PREPARED 10/07/2025, 8:16:16

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 1

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 39

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25392	1213	CALIFORNIA DEPT. OF TAX &	002567		10/07/2025	501-0000-203.00-00	8,237.00 8,237.00 *	8,237.00
25393	1213	CALIFORNIA DEPT. OF TAX &	002608		10/07/2025	101-1040-417.61-02	5.27	
			002609		10/07/2025	101-5774-452.61-04	14.65	
			002610		10/07/2025	502-4710-471.60-55	112.37	
			002611		10/07/2025	503-4720-475.31-90	228.82	
			002612		10/07/2025	507-5762-454.60-50	4.34	
			002613		10/07/2025	511-3021-432.43-26	3.73	
			002614		10/07/2025	580-4750-473.43-04	5.23	
			002615		10/07/2025	507-0000-203.00-00	17.59	
							392.00 *	392.00
25394	4160	CHRISTINA PERRITT	002621		10/07/2025	101-2020-423.55-00	64.50 64.50 *	64.50
25395	615	FEDEX	002564		10/07/2025	101-1035-416.52-20	7.40 7.40 *	7.40
25396	4292	KYLIE BECKERLE	002622		10/07/2025	101-2020-423.55-00	64.50 64.50 *	64.50
25397	4183	LATIARRA HAAR	002377		10/07/2025	575-5555-485.69-51	98.00	
			002378		10/07/2025	575-5555-485.69-51	81.00	
			002523		10/07/2025	575-5555-485.69-51	98.00	
			002524		10/07/2025	575-5555-485.69-51	81.00	
			002525		10/07/2025	575-5555-485.69-51	98.00	
							98.00 *	98.00
25398	4196	MV CHENG & ASSOCIATES INC	002572		10/07/2025	101-1025-415.31-90	5,437.50	
			002573		10/07/2025	502-4710-471.31-90	1,848.75	
			002574		10/07/2025	503-4720-475.31-90	1,740.00	
			002575		10/07/2025	580-4750-473.31-90	1,848.75	
							10,875.00 *	10,875.00
25399	178	NAPA PARTS, TIRES & SERVIC	002587		10/07/2025	580-4750-473.43-04	54.92 54.92 *	54.92
25400	3796	ROUTE 66 BROADBAND LLC	002565		10/07/2025	503-4720-475.52-10	85.00 85.00 *	85.00
25401	284	SOUTHWEST GAS CORP.	002618		10/07/2025	510-4410-405.41-60	17.00	
			002619		10/07/2025	101-3010-431.41-60	22.71	
			002620		10/07/2025	507-5761-453.41-50	34.11	
							73.82 *	73.82
25402	420	STATE CONTROLLER'S OFFICE	002566		10/07/2025	101-1025-415.31-49	150.00 150.00 *	150.00
BANK/CHECK TOTAL							20,102.14	20,102.14

PREPARED10/07/2025, 8:16:16

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

PAGE 2
ACCOUNTING PERIOD 2026/04
REPORT NUMBER 39

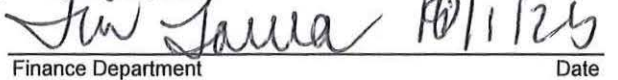
CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
ALL BANKS/CHECKS TOTAL							20,102.14	20,102.14

**CITY OF NEEDLES CITY COUNCIL
WARRANT SUMMARY TOTALS FOR OCTOBER 14, 2025**

		10/14/2025	FUND AMT.	YTD ACTUAL	BUDGET FY-25/26
FUND 101	GENERAL FUND	\$ 7,961.80			
101.1015.412	CITY ATTORNEY	\$ -		\$ 11,784.80	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ 193.91		\$ 40,919.25	\$ 239,758.00
101.1025.415	FINANCE DEPT.	\$ 700.69		\$ 206,475.38	\$ 1,194,656.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ 160.65		\$ 35,101.72	\$ 262,348.00
101.1035.416	PLANNING /ZONING	\$ 74.79		\$ 42,948.97	\$ 264,816.00
101.1040.417	ENGINEERING	\$ 352.93		\$ 42,410.38	\$ 292,201.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 8,410.00	\$ 106,875.00
101.1070.410	SENIOR CENTER	\$ -		\$ 26,166.50	\$ 85,440.00
101.2010.421	SHERIFF	\$ -		\$ 905,810.98	\$ 4,149,969.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ 166.58		\$ 60,197.37	\$ 344,967.00
101.2025.424	BULDING & SAFETY	\$ 238.15		\$ 65,325.80	\$ 458,902.00
101.2030.423	CODE ENFORCEMENT	\$ 260.67		\$ 83,608.27	\$ 619,611.00
101.3010.431	PUBLIC WORKS	\$ 1,182.13		\$ 145,230.48	\$ 772,393.00
101.4730.472	SANITATION	\$ 60.59		\$ 18,921.18	\$ 175,673.00
101.5770.452	AQUATICS	\$ 155.18		\$ 77,407.87	\$ 322,940.00
101.5772.452	PARKS	\$ 1,027.56		\$ 155,012.47	\$ 946,980.00
101.5773.452	JACK SMITH PARK MARINA	\$ 1,028.01		\$ 32,993.54	\$ 164,115.00
101.5774.452	RECREATION	\$ -		\$ 79,145.15	\$ 454,046.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ 13,563.64	\$ -	\$ 10,935,690.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 87.10	\$ 1,000,000.00
FUND 205	CDBG		\$ -	\$ -	\$ 7,900.00
FUND 206	CEMETERY		\$ 205.10	\$ 52,169.88	\$ 266,055.00
FUND 208	CALTRANS GRANTS		\$ -	\$ -	\$ -
FUND 210	SPECIAL GAS TAX		\$ -	\$ -	\$ 643,684.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ -	\$ -
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 800,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 28,703.00	\$ 283,450.00
FUND 227	HAZARD MITIGATION		\$ -	\$ -	\$ 15,000.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ -	\$ -
FUND 238	STATE RECREATION GRANTS		\$ -	\$ -	\$ -
FUND 239	CA.CONSERV RECYCLING GRANT		\$ -	\$ -	\$ 18,227.00
FUND 243	ACTIVE TRANSPORT PROGRAM		\$ -	\$ 12,302.50	\$ 1,858,995.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ -	\$ -
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ -	\$ 56,726.00
FUND 501	NPUA		\$ -	\$ 100,485.47	\$ 2,550,503.00
FUND 502	WATER DEPARTMENT		\$ 2,885.02	\$ 330,996.60	\$ 2,376,734.00
FUND 503	WASTEWATER DEPARTMENT		\$ 861.82	\$ 165,694.56	\$ 1,396,598.00
FUND 505	SANITATION		\$ -	\$ 256,860.48	\$ 1,827,015.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ 167.68	\$ 33,059.21	\$ 1,246,800.00
FUND 507	GOLF FUND	\$ -		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ 509.06		\$ 82,804.81	\$ 665,673.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ -		\$ 39,966.92	\$ 458,231.00
FUND 507	GOLF FUND TOTAL		\$ 509.06		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ 812.16	\$ 79,687.17	\$ 495,827.00
FUND 509	MIS		\$ -	\$ 61,785.00	\$ 358,200.00
FUND 510	ADMIN. FACILITY		\$ -	\$ 44,484.85	\$ 364,253.00
FUND 511	FLEET MANAGEMENT		\$ 543.33	\$ 51,801.19	\$ 306,904.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ -	\$ -
FUND 520	SR DIAL A RIDE		\$ -	\$ 14,255.90	\$ 629,992.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ 26.97	\$ 4,177.21	\$ 55,211.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 92,591.69	\$ 16,838.00
FUND 575	HOUSING		\$ 30,171.10	\$ 284,974.76	\$ 1,107,428.00
FUND 580	ELECTRIC		\$ 8,710.30	\$ 628,974.27	\$ 12,909,933.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ -	\$ 309,089.06	\$ 573,000.00
FUND 582	NPUA CAPITAL WATER		\$ -	\$ 188,325.00	\$ 1,850,000.00
FUND 583	NPUA CAPITAL WASTEWATER		\$ -	\$ -	\$ -
FUND 650	IMPACT FEES NORTH NEEDLES		\$ -	\$ -	\$ -
FUND 651	IMPACT FEES SOUTH AREAS		\$ -	\$ -	\$ -
TOTAL	ALL FUNDS & DEPARTMENTS		\$ 58,456.18	\$ 4,901,146.74	\$ 45,074,867.00

I certify that the expenditures/purchases to be paid by the warrants on this list have complied with the provisions of the City Code Chapter 8, Article II, Purchasing; and further, the funds to cover these purchases/expenditures, as City Audited, are inc

 10-7-25
Patrick Martinez, City Manager Date

 10/1/25
Jim Laura Finance Department Date

 10-7-25
Virginia Tasker, City Treasurer Date

Agenda Item 3.

PREPARED 10/01/2025, 13:50:32

ACCOUNTS PAYABLE PRELIMINARY CHECK REGISTER

PAGE 1

PROGRAM: GM348U

DISBURSEMENT PERIOD 04/2026

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25359	4112	00	APOMIX, LLC	10/03/2025	987.00	.00
25360	4194	00	AVA GROUP LLC	10/03/2025	9,234.00	.00
25361	4022	00	BENEFIT COORDINATORS CORPORATION	10/03/2025	3,281.60	.00
25362	4102	00	CHARLOTTE SCHROEDER	10/03/2025	5,692.00	.00
25363	4217	00	COLIN TSOSIE	10/03/2025	336.17	.00
25364	3286	00	COLONIAL LIFE	10/03/2025	3,771.58	.00
25365	4218	00	CRYSTAL BUTLER	10/03/2025	29.00	.00
25366	3000	00	DON MCCONE	10/03/2025	1,931.00	.00
25367	4110	00	ELIZABETH HARR	10/03/2025	81.00	.00
25368	1296	00	FRONTIER	10/03/2025	77.33	.00
25369	1305	00	GREAT WEST LIFE	10/03/2025	6,485.85	.00
25370	3634	00	GREAT-WEST LIFE & ANNUITY	10/03/2025	1,237.27	.00
25371	4109	00	HAROLD LAD RASPLICKA 2000 FAM TRUST	10/03/2025	341.00	.00
25372	4182	00	HD SUPPLY-FORMERLY HOME DEPOT PRO	10/03/2025	408.36	.00
25373	4106	00	HENRY BAGHDADY	10/03/2025	1,335.00	.00
25374	2489	00	HOME DEPOT CREDIT SERVICES	10/03/2025	800.82	.00
25375	4278	00	HOUSING AUTH COUNTY OF SAN DIEGO	10/03/2025	923.09	.00
25376	4250	00	HOUSING AUTH OF THURSTON COUNTY	10/03/2025	1,420.70	.00
25377	4242	00	INNOVATIVE PROPERTY SOLUTIONS	10/03/2025	2,730.00	.00
25378	4000	00	JARROD DELEON	10/03/2025	509.06	.00
25379	2879	00	JENNIFER VALENZUELA	10/03/2025	391.75	.00
25380	4235	00	JOY BENNETT	10/03/2025	1,750.10	.00
25381	2271	00	MAIN STREET COLLECTORS INCORP.	10/03/2025	3,450.69	.00
25382	3458	00	MUTUAL OF OMAHA	10/03/2025	4,028.73	.00
25383	4104	00	RIVER GARDENS LLC	10/03/2025	2,286.00	.00
25384	3796	00	ROUTE 66 BROADBAND LLC	10/03/2025	978.13	.00
25385	1199	00	SBPEA TEAMSTERS LOCAL 1932	10/03/2025	1,058.72	.00
25386	1199	00	SBPEA TEAMSTERS LOCAL 1932	10/03/2025	407.30	.00
25387	4107	00	SYLVIA POLEN	10/03/2025	555.00	.00
25388	4287	00	T-MOBILE USA, INC.	10/03/2025	10.36	.00
25389	1217	00	VISION SERVICE PLAN	10/03/2025	867.11	.00
25390	4116	00	WELLS FARGO (ACCT# 0806)	10/03/2025	633.54	.00
25391	4115	00	WELLS FARGO (ACCT# 3866)	10/03/2025	426.92	.00
NUMBER OF CHECKS			33	GRAND TOTAL	58,456.18	

PREPARED 10/01/2025, 13:56:12

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 1

ACCOUNTING PERIOD 2026/04

REPORT NUMBER 38

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25359	4112	APOMIX, LLC	002362		10/03/2025	575-5555-485.69-51	555.00	
			002363		10/03/2025	575-5555-485.69-51	432.00	
							987.00 *	987.00
25360	4194	AVA GROUP LLC	002258		10/03/2025	575-5555-485.69-58	96.00	
			002259		10/03/2025	575-5555-485.69-58	529.00	
			002260		10/03/2025	575-5555-485.69-58	339.00	
			002367		10/03/2025	575-5555-485.69-58	982.00	
			002368		10/03/2025	575-5555-485.69-58	824.00	
			002369		10/03/2025	575-5555-485.69-58	1,007.00	
			002370		10/03/2025	575-5555-485.69-58	1,365.00	
			002371		10/03/2025	575-5555-485.69-58	1,322.00	
			002372		10/03/2025	575-5555-485.69-58	1,020.00	
			002373		10/03/2025	575-5555-485.69-58	222.00	
			002374		10/03/2025	575-5555-485.69-58	992.00	
			002375		10/03/2025	575-5555-485.69-58	536.00	
							9,234.00 *	9,234.00
25361	4022	BENEFIT COORDINATORS CORP	002454		10/03/2025	101-1020-413.24-10	72.16	
			002455		10/03/2025	101-1025-415.24-10	224.80	
			002456		10/03/2025	101-1030-414.24-10	88.00	
			002457		10/03/2025	101-1040-417.24-10	132.00	
			002458		10/03/2025	101-2025-424.24-10	67.20	
			002459		10/03/2025	101-2030-423.24-10	88.00	
			002460		10/03/2025	101-3010-431.24-10	307.04	
			002461		10/03/2025	101-4730-472.24-10	26.40	
			002462		10/03/2025	101-5770-452.24-10	16.80	
			002463		10/03/2025	101-5772-452.24-10	307.04	
			002464		10/03/2025	101-5773-452.24-10	44.00	
			002465		10/03/2025	101-5774-452.24-10	79.20	
			002466		10/03/2025	206-5771-452.24-10	101.76	
			002467		10/03/2025	502-4710-471.24-10	428.56	
			002468		10/03/2025	503-4720-475.24-10	123.20	
			002469		10/03/2025	506-4713-477.24-10	52.80	
			002470		10/03/2025	508-4810-478.24-10	155.20	
			002471		10/03/2025	511-3020-432.24-10	114.40	
			002472		10/03/2025	575-5555-485.24-10	176.00	
			002473		10/03/2025	575-5555-485.24-15	20.80	
			002474		10/03/2025	580-4750-473.24-10	697.84	
							3,281.60 *	3,281.60
25362	4102	CHARLOTTE SCHROEDER	002346		10/03/2025	575-5555-485.69-51	1,240.00	
			002347		10/03/2025	575-5555-485.69-51	1,850.00	
			002348		10/03/2025	575-5555-485.69-51	1,208.00	
			002349		10/03/2025	575-5555-485.69-51	1,394.00	
							5,692.00 *	5,692.00
25363	4217	COLIN TSOSIE	002236		10/03/2025	502-4710-471.55-00	336.17	
							336.17 *	336.17

PREPARED 10/01/2025, 13:56:12

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 2

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 38

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25364	3286	COLONIAL LIFE	002425		10/03/2025	101-0000-209.03-01	2,493.64	
			002426		10/03/2025	502-0000-209.03-01	87.28	
			002427		10/03/2025	503-0000-209.03-01	256.32	
			002428		10/03/2025	508-0000-209.03-01	259.86	
			002429		10/03/2025	580-0000-209.03-01	606.20	
			002430		10/03/2025	511-0000-209.03-01	68.28	
							3,771.58	3,771.58
25365	4218	CRYSTAL BUTLER	002376		10/03/2025	575-5555-485.69-51	29.00	
							29.00	29.00
25366	3000	DON MCCONE	002359		10/03/2025	575-5555-485.69-51	831.00	
			002360		10/03/2025	575-5555-485.69-51	1,100.00	
							1,931.00	1,931.00
25367	4110	ELIZABETH HARR	002526		10/03/2025	575-5555-485.69-51	81.00	
							81.00	81.00
25368	1296	FRONTIER	002255		10/03/2025	101-3010-431.52-10	77.33	
							77.33	77.33
25369	1305	GREAT WEST LIFE & ANNUITY	002510		10/03/2025	101-0000-209.03-01	3,711.85	
			002511		10/03/2025	502-0000-209.03-01	435.00	
			002512		10/03/2025	580-0000-209.03-01	2,339.00	
							6,485.85	6,485.85
25370	3634	GREAT-WEST LIFE & ANNUITY	002513		10/03/2025	101-0000-209.03-01	236.88	
			002514		10/03/2025	101-0000-209.03-01	90.00	
			002515		10/03/2025	101-0000-209.03-01	213.04	
			002516		10/03/2025	101-0000-209.03-01	161.01	
			002517		10/03/2025	101-0000-209.03-01	14.40	
			002518		10/03/2025	101-0000-209.03-01	161.79	
			002519		10/03/2025	101-0000-209.03-01	15.27	
			002520		10/03/2025	101-0000-209.03-01	120.47	
			002521		10/03/2025	503-0000-209.03-01	113.81	
			002522		10/03/2025	580-0000-209.03-01	110.60	
							1,237.27	1,237.27
25371	4109	HAROLD LAD RASPLICKA 2000	002361		10/03/2025	575-5555-485.69-51	341.00	
							341.00	341.00
25372	4182	HD SUPPLY-FORMERLY HOME D	002264		10/03/2025	575-5555-485.43-02	408.36	
							408.36	408.36
25373	4106	HENRY BAGHDADY	002355		10/03/2025	575-5555-485.69-51	508.00	
			002356		10/03/2025	575-5555-485.69-51	426.00	
			002357		10/03/2025	575-5555-485.69-51	401.00	
							1,335.00	1,335.00
25374	2489	HOME DEPOT CREDIT SERVICE	002288		10/03/2025	575-5555-485.72-17	386.41	

PREPARED 10/01/2025, 13:56:12

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 3
ACCOUNTING PERIOD 2026/04
REPORT NUMBER 38

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25374	2489	HOME DEPOT CREDIT SERVICE	002289		10/03/2025	511-3020-432.43-57	219.84	
			002290		10/03/2025	575-5555-485.43-02	110.74	
			002291		10/03/2025	575-5555-485.43-02	83.83	
							800.82	*
								800.82
25375	4278	HOUSING AUTH COUNTY OF SA	002381		10/03/2025	575-5555-485.69-51	88.09	
			002382		10/03/2025	575-5555-485.69-51	835.00	
							923.09	*
								923.09
25376	4250	HOUSING AUTH OF THURSTON	002379		10/03/2025	575-5555-485.69-51	103.70	
			002380		10/03/2025	575-5555-485.69-51	1,317.00	
							1,420.70	*
								1,420.70
25377	4242	INNOVATIVE PROPERTY SOLUT	002364		10/03/2025	575-5555-485.69-51	457.00	
			002365		10/03/2025	575-5555-485.69-51	1,750.00	
			002366		10/03/2025	575-5555-485.69-58	523.00	
							2,730.00	*
								2,730.00
25378	4000	JARROD DELEON	002222		10/03/2025	507-5761-453.31-90	100.00	
			002223		10/03/2025	507-5761-453.61-04	217.15	
			002224		10/03/2025	507-5761-453.69-22	163.64	
			002225		10/03/2025	507-5761-453.43-04	28.27	
							509.06	*
								509.06
25379	2879	JENNIFER VALENZUELA	002383		10/03/2025	101-5774-452.61-06	37.76	
			002384		10/03/2025	101-5774-452.31-42	243.00	
			002385		10/03/2025	101-5774-452.60-24	110.99	
							391.75	*
								391.75
25380	4235	JOY BENNETT	002303		10/03/2025	101-1025-415.52-20	31.40	
			002304		10/03/2025	101-1025-415.61-01	82.74	
			002305		10/03/2025	101-3010-431.31-20	150.00	
			002306		10/03/2025	101-1035-416.55-00	10.00	
			002307		10/03/2025	101-2030-423.55-00	62.00	
			002308		10/03/2025	101-3010-431.31-20	150.00	
			002309		10/03/2025	101-5772-452.55-00	14.63	
			002310		10/03/2025	502-4710-471.31-40	439.40	
			002311		10/03/2025	502-4710-471.55-00	150.50	
			002312		10/03/2025	502-4710-471.61-21	73.82	
			002313		10/03/2025	502-4710-471.69-22	28.28	
			002314		10/03/2025	503-4720-475.52-10	50.00	
			002315		10/03/2025	503-4720-475.61-33	174.22	
			002316		10/03/2025	521-4740-462.53-00	26.97	
			002317		10/03/2025	580-4750-473.61-01	33.29	
			002318		10/03/2025	580-4750-473.61-21	167.97	
			002319		10/03/2025	580-4750-473.62-00	51.00	
			002320		10/03/2025	580-4750-473.69-22	53.88	
							1,750.10	*
								1,750.10
25381	2271	MAIN STREET COLLECTORS IN	002497		10/03/2025	580-4750-473.43-13	3,450.69	

PREPARED 10/01/2025, 13:56:12

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 4

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 38

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25381	2271	MAIN STREET COLLECTORS IN					3,450.69 *	3,450.69
25382	3458	MUTUAL OF OMAHA	002431		10/03/2025	101-1020-413.24-10	98.53	
			002432		10/03/2025	101-1025-415.24-10	314.68	
			002433		10/03/2025	101-1030-414.24-10	44.33	
			002434		10/03/2025	101-1035-416.24-10	64.79	
			002435		10/03/2025	101-1040-417.24-10	197.23	
			002436		10/03/2025	101-2020-423.24-10	166.58	
			002437		10/03/2025	101-2025-424.24-10	149.17	
			002438		10/03/2025	101-2030-423.24-10	94.87	
			002439		10/03/2025	101-3010-431.24-10	271.95	
			002440		10/03/2025	101-4730-472.24-10	28.20	
			002441		10/03/2025	101-5770-452.24-10	22.93	
			002442		10/03/2025	101-5772-452.24-10	271.95	
			002443		10/03/2025	101-5773-452.24-10	38.45	
			002444		10/03/2025	101-5774-452.24-10	122.49	
			002445		10/03/2025	206-5771-452.24-10	80.59	
			002446		10/03/2025	502-4710-471.24-10	552.48	
			002447		10/03/2025	503-4720-475.24-10	105.87	
			002448		10/03/2025	506-4713-477.24-10	97.89	
			002449		10/03/2025	508-4810-478.24-10	220.38	
			002450		10/03/2025	511-3020-432.24-10	107.75	
			002451		10/03/2025	575-5555-485.24-10	135.71	
			002452		10/03/2025	575-5555-485.24-15	87.84	
			002453		10/03/2025	580-4750-473.24-10	754.07	
							4,028.73 *	4,028.73
25383	4104	RIVER GARDENS LLC	002350		10/03/2025	575-5555-485.69-51	446.00	
			002351		10/03/2025	575-5555-485.69-51	445.00	
			002352		10/03/2025	575-5555-485.69-51	472.00	
			002353		10/03/2025	575-5555-485.69-51	366.00	
			002354		10/03/2025	575-5555-485.69-51	557.00	
							2,286.00 *	2,286.00
25384	3796	ROUTE 66 BROADBAND LLC	002245		10/03/2025	101-3010-431.52-10	165.00	
			002246		10/03/2025	101-5772-452.52-10	208.13	
			002247		10/03/2025	101-5772-452.52-10	165.00	
			002395		10/03/2025	101-5774-452.52-10	165.00	
			002396		10/03/2025	101-5773-452.52-10	165.00	
			002397		10/03/2025	101-5770-452.52-10	110.00	
							978.13 *	978.13
25385	1199	SBPEA TEAMSTERS LOCAL 193	002505		10/03/2025	101-0000-209.03-01	552.82	
			002506		10/03/2025	502-0000-209.03-01	104.49	
			002507		10/03/2025	508-0000-209.03-01	126.62	
			002508		10/03/2025	580-0000-209.03-01	192.16	
			002509		10/03/2025	575-0000-209.03-01	82.63	
							1,058.72 *	1,058.72
25386	1199	SBPEA TEAMSTERS LOCAL 193	002501		10/03/2025	101-0000-209.03-01	190.63	

PREPARED 10/01/2025, 13:56:12

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 5

ACCOUNTING PERIOD 2026/04

REPORT NUMBER 38

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25386	1199	SBPEA TEAMSTERS LOCAL 193	002502		10/03/2025	502-0000-209.03-01	128.30	
			002503		10/03/2025	575-0000-209.03-01	44.32	
			002504		10/03/2025	580-0000-209.03-01	44.05	
							407.30	*
								407.30
25387	4107	SYLVIA POLEN	002358		10/03/2025	575-5555-485.69-51	555.00	
							555.00	*
								555.00
25388	4287	T-MOBILE USA, INC.	002496		10/03/2025	502-4710-471.52-10	10.36	
							10.36	*
								10.36
25389	1217	VISION SERVICE PLAN	002404		10/03/2025	101-1020-413.24-10	23.22	
			002405		10/03/2025	101-1025-415.24-10	47.07	
			002406		10/03/2025	101-1030-414.24-10	28.32	
			002407		10/03/2025	101-1040-417.24-10	23.70	
			002408		10/03/2025	101-2025-424.24-10	21.78	
			002409		10/03/2025	101-2030-423.24-10	15.80	
			002410		10/03/2025	101-3010-431.24-10	60.81	
			002411		10/03/2025	101-4730-472.24-10	5.99	
			002412		10/03/2025	101-5770-452.24-10	5.45	
			002413		10/03/2025	101-5772-452.24-10	60.81	
			002414		10/03/2025	101-5773-452.24-10	7.90	
			002415		10/03/2025	101-5774-452.24-10	14.22	
			002416		10/03/2025	206-5771-452.24-10	22.75	
			002417		10/03/2025	502-4710-471.24-10	110.38	
			002418		10/03/2025	503-4720-475.24-10	38.40	
			002419		10/03/2025	506-4713-477.24-10	16.99	
			002420		10/03/2025	508-4810-478.24-10	50.10	
			002421		10/03/2025	511-3020-432.24-10	33.06	
			002422		10/03/2025	575-5555-485.24-10	44.12	
			002423		10/03/2025	575-5555-485.24-15	26.69	
			002424		10/03/2025	580-4750-473.24-10	209.55	
							867.11	*
								867.11
25390	4116	WELLS FARGO (ACCT# 0806)	002282		10/03/2025	575-5555-485.61-01	60.07	
			002283		10/03/2025	575-5555-485.43-02	573.47	
							633.54	*
								633.54
25391	4115	WELLS FARGO (ACCT# 3866)	002284		10/03/2025	575-5555-485.31-90	348.04	
			002285		10/03/2025	575-5555-485.61-01	39.04	
			002286		10/03/2025	575-5555-485.60-55	39.84	
							426.92	*
								426.92
BANK/CHECK TOTAL							58,456.18	58,456.18
ALL BANKS/CHECKS TOTAL							58,456.18	58,456.18

**CITY OF NEEDLES CITY COUNCIL
WARRANT SUMMARY TOTALS FOR SEPTEMBER 24, 2025**

		9/24/2025	FUND AMT.	YTD ACTUAL	BUDGET FY-25/26
FUND 101	GENERAL FUND	\$ 4,007.53			
101.1015.412	CITY ATTORNEY	\$ -		\$ 11,784.80	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ 209.48		\$ 29,175.92	\$ 239,758.00
101.1025.415	FINANCE DEPT.	\$ 250.00		\$ 176,287.09	\$ 1,194,656.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ 1,183.65		\$ 28,543.31	\$ 262,348.00
101.1035.416	PLANNING /ZONING	\$ 487.42		\$ 32,048.09	\$ 264,816.00
101.1040.417	ENGINEERING	\$ -		\$ 31,091.07	\$ 292,201.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 8,410.00	\$ 106,875.00
101.1070.410	SENIOR CENTER	\$ -		\$ 24,572.34	\$ 85,440.00
101.2010.421	SHERIFF	\$ -		\$ 904,756.66	\$ 4,149,969.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ 369.67		\$ 43,696.18	\$ 344,967.00
101.2025.424	BULDING & SAFETY	\$ -		\$ 46,962.68	\$ 458,902.00
101.2030.423	CODE ENFORCEMENT	\$ -		\$ 65,663.95	\$ 619,611.00
101.3010.431	PUBLIC WORKS	\$ 285.26		\$ 111,118.77	\$ 772,393.00
101.4730.472	SANITATION	\$ -		\$ 15,877.43	\$ 175,673.00
101.5770.452.	AQUATICS	\$ -		\$ 66,989.00	\$ 322,940.00
101.5772.452	PARKS	\$ 42.12		\$ 123,262.93	\$ 946,980.00
101.5773.452	JACK SMITH PARK MARINA	\$ -		\$ 24,242.08	\$ 164,115.00
101.5774.452	RECREATION	\$ 1,220.56		\$ 61,486.54	\$ 454,046.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ 8,055.69	\$ -	\$ 10,935,690.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 87.10	\$ 1,000,000.00
FUND 205	CDBG		\$ -	\$ -	\$ 7,900.00
FUND 206	CEMETERY		\$ -	\$ 44,069.68	\$ 266,055.00
FUND 208	CALTRANS GRANTS		\$ -	\$ -	\$ -
FUND 210	SPECIAL GAS TAX		\$ -	\$ -	\$ 643,684.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ -	\$ -
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 800,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 28,703.00	\$ 283,450.00
FUND 227	HAZARD MITIGATION		\$ -	\$ -	\$ 15,000.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ -	\$ -
FUND 238	STATE RECREATION GRANTS		\$ -	\$ -	\$ -
FUND 239	CA.CONSERV RECYCLING GRANT		\$ -	\$ -	\$ 18,227.00
FUND 243	ACTIVE TRANSPORT PROGRAM		\$ -	\$ 12,302.50	\$ 1,858,995.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ -	\$ -
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ -	\$ 56,726.00
FUND 501	NPUA		\$ -	\$ 101,593.20	\$ 2,550,503.00
FUND 502	WATER DEPARTMENT		\$ 1,696.45	\$ 264,377.25	\$ 2,376,734.00
FUND 503	WASTEWATER DEPARTMENT		\$ 500.97	\$ 144,218.96	\$ 1,396,598.00
FUND 505	SANITATION		\$ -	\$ 255,035.01	\$ 1,827,015.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ -	\$ 21,679.03	\$ 1,246,800.00
FUND 507	GOLF FUND	\$ -		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ -		\$ 68,275.81	\$ 665,673.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ 900.82		\$ 31,810.81	\$ 458,231.00
FUND 507	GOLF FUND TOTAL		\$ 900.82		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ -	\$ 55,253.52	\$ 495,827.00
FUND 509	MIS		\$ -	\$ 57,135.00	\$ 358,200.00
FUND 510	ADMIN. FACILITY		\$ -	\$ 42,861.12	\$ 364,253.00
FUND 511	FLEET MANAGEMENT		\$ 279.72	\$ 44,860.76	\$ 306,904.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ -	\$ -
FUND 520	SR DIAL A RIDE		\$ -	\$ 14,255.90	\$ 629,992.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 4,150.24	\$ 55,211.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 92,591.69	\$ 16,838.00
FUND 575	HOUSING		\$ -	\$ 226,675.41	\$ 1,107,428.00
FUND 580	ELECTRIC		\$ 2,884.89	\$ 529,368.63	\$ 12,909,933.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ -	\$ 309,089.06	\$ 573,000.00
FUND 582	NPUA CAPITAL WATER		\$ -	\$ 186,140.00	\$ 1,850,000.00
FUND 583	NPUA CAPITAL WASTEWATER		\$ -	\$ -	\$ -
FUND 650	IMPACT FEES NORTH NEEDLES		\$ -	\$ -	\$ -
FUND 651	IMPACT FEES SOUTH AREAS		\$ -	\$ -	\$ -
TOTAL	ALL FUNDS & DEPARTMENTS		\$ 14,318.54	\$ 4,340,502.52	\$ 45,074,867.00

I certify that the expenditures/purchases to be paid by the warrants on this list have complied with the provisions of the City Code Chapter 8, Article II, Purchasing; and further, the funds to cover these purchases/expenditures, as City Audited, are in

Patrick Martinez, City Manager

Date

Finance Department

Date

Virginia Tasker, City Treasurer

Date

Agenda Item 3.

PREPARED 9/24/2025, 15:06:37

ACCOUNTS PAYABLE PRELIMINARY CHECK REGISTER

PAGE 1
DISBURSEMENT PERIOD 03/2026

PROGRAM: GM348U

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25308	1	00	GREENS NEEDLES LLC	09/24/2025	689.54	.00
25309	3949	00	JANET JERNIGAN	09/24/2025	50.00	.00
25310	1	00	LINDA & DAVID BERTINO	09/24/2025	1,249.40	.00
25311	1	00	TIFFANY OLIVER	09/24/2025	200.00	.00
25312	1	00	TRI-STATE COMMUNITY HEALTHCARE	09/24/2025	1,655.03	.00
25313	4133	00	WELLS FARGO (ACCT # 1013)	09/24/2025	747.74	.00
25314	4130	00	WELLS FARGO (ACCT # 1203)	09/24/2025	1,340.42	.00
25315	4134	00	WELLS FARGO (ACCT # 5148)	09/24/2025	862.92	.00
25316	4128	00	WELLS FARGO (ACCT # 5585)	09/24/2025	3,155.66	.00
25317	4132	00	WELLS FARGO (ACCT # 5775)	09/24/2025	180.21	.00
25318	4127	00	WELLS FARGO (ACCT # 6046)	09/24/2025	1,270.29	.00
25319	4131	00	WELLS FARGO (ACCT # 6047)	09/24/2025	369.67	.00
25320	4225	00	WELLS FARGO (ACCT# 5154)	09/24/2025	1,133.65	.00
25321	4226	00	WELLS FARGO (ACCT# 5741)	09/24/2025	1,414.01	.00
NUMBER OF CHECKS			14	GRAND TOTAL	14,318.54	

PREPARED 09/24/2025, 15:11:52

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 1
ACCOUNTING PERIOD 2026/03
REPORT NUMBER 32

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25308	1	GREENS NEEDLES LLC	002208		09/24/2025	101-0000-204.03-01	689.54 689.54 *	689.54
25309	3949	JANET JERNIGAN	002194		09/24/2025	101-1030-414.31-40	50.00 50.00 *	50.00
25310	1	LINDA & DAVID BERTINO	002207		09/24/2025	101-0000-204.03-01	1,249.40 1,249.40 *	1,249.40
25311	1	TIFFANY OLIVER	002186		09/24/2025	101-0000-204.00-00	200.00 200.00 *	200.00
25312	1	TRI-STATE COMMUNITY HEALT	002209		09/24/2025	101-0000-204.03-01	1,655.03 1,655.03 *	1,655.03
25313	4133	WELLS FARGO (ACCT # 1013)	002155 002156 002157 002158 002159 002160 002161		09/24/2025 09/24/2025 09/24/2025 09/24/2025 09/24/2025 09/24/2025 09/24/2025	511-3020-432.43-57 101-3010-431.60-12 101-5772-452.61-06 503-4720-475.69-22 511-3021-432.43-26 101-5774-452.43-18 101-3010-431.60-11	245.33 119.37 42.12 46.94 34.39 93.70 165.89 747.74 *	747.74
25314	4130	WELLS FARGO (ACCT # 1203)	002183 002184 002185		09/24/2025 09/24/2025 09/24/2025	101-0000-204.10-00 101-5774-452.60-24 101-5774-452.61-06	213.56 691.11 435.75 1,340.42 *	1,340.42
25315	4134	WELLS FARGO (ACCT # 5148)	002164 002165 002166 002167 002168		09/24/2025 09/24/2025 09/24/2025 09/24/2025 09/24/2025	101-1025-415.31-40 101-1020-413.55-00 502-4710-471.55-00 503-4720-475.55-00 580-4750-473.55-00	250.00 209.48 134.48 134.48 134.48 862.92 *	862.92
25316	4128	WELLS FARGO (ACCT # 5585)	002174 002175 002176 002177 002178		09/24/2025 09/24/2025 09/24/2025 09/24/2025 09/24/2025	580-4750-473.43-57 580-4750-473.69-22 580-4750-473.61-04 503-4720-475.57-00 502-4710-471.31-40	2,240.35 134.58 169.98 319.55 291.20 3,155.66 *	3,155.66
25317	4132	WELLS FARGO (ACCT # 5775)	002162 002163		09/24/2025 09/24/2025	502-4710-471.31-90 502-4710-471.43-57	19.99 160.22 180.21 *	180.21
25318	4127	WELLS FARGO (ACCT # 6046)	002179 002180 002181		09/24/2025 09/24/2025 09/24/2025	502-4710-471.31-40 580-4750-473.61-21 502-4710-471.55-00	706.89 69.55 383.67	

PREPARED 09/24/2025, 15:11:52

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 2

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/03

CITY OF NEEDLES

REPORT NUMBER 32

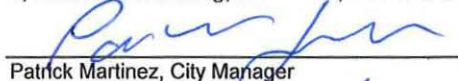
BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25318	4127	WELLS FARGO (ACCT # 6046)	002182		09/24/2025	580-4750-473.69-22	110.18 1,270.29 *	1,270.29
25319	4131	WELLS FARGO (ACCT # 6047)	002169		09/24/2025	101-2020-423.61-02	116.36	
			002170		09/24/2025	101-2020-423.61-36	65.03	
			002171		09/24/2025	101-2020-423.43-29	40.90	
			002172		09/24/2025	101-2020-423.43-42	122.38	
			002173		09/24/2025	101-2020-423.31-40	25.00	
							369.67 *	369.67
25320	4225	WELLS FARGO (ACCT# 5154)	002187		09/24/2025	101-1030-414.31-40	250.00	
			002188		09/24/2025	101-1030-414.55-00	806.88	
			002189		09/24/2025	101-1030-414.61-01	14.10	
			002190		09/24/2025	101-1030-414.61-31	62.67	
							1,133.65 *	1,133.65
25321	4226	WELLS FARGO (ACCT# 5741)	002210		09/24/2025	507-5762-454.72-10	900.82	
			002211		09/24/2025	101-1035-416.56-00	487.42	
			002212		09/24/2025	580-4750-473.43-09	25.77	
							1,414.01 *	1,414.01
						BANK/CHECK TOTAL	14,318.54	14,318.54
						ALL BANKS/CHECKS TOTAL	14,318.54	14,318.54

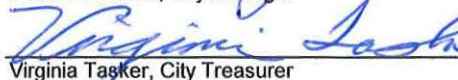
**CITY OF NEEDLES CITY COUNCIL
WARRANT SUMMARY TOTALS FOR SEPTEMBER 19, 2025**

		9/19/2025	FUND AMT.	YTD ACTUAL	BUDGET FY-25/26
FUND 101	GENERAL FUND	\$ 16,352.63			
101.1015.412	CITY ATTORNEY	\$ -		\$ 11,784.80	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ 1,739.92		\$ 28,908.63	\$ 239,758.00
101.1025.415	FINANCE DEPT.	\$ 6,860.01		\$ 170,990.79	\$ 1,194,656.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ 1,551.32		\$ 26,859.42	\$ 262,348.00
101.1035.416	PLANNING /ZONING	\$ 184.60		\$ 30,216.77	\$ 264,816.00
101.1040.417	ENGINEERING	\$ 2,216.56		\$ 31,091.07	\$ 292,201.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 8,410.00	\$ 106,875.00
101.1070.410	SENIOR CENTER	\$ -		\$ 20,144.84	\$ 85,440.00
101.2010.421	SHERIFF	\$ -		\$ 901,853.52	\$ 4,149,969.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ 50.00		\$ 43,121.88	\$ 344,967.00
101.2025.424	BULDING & SAFETY	\$ 1,611.69		\$ 45,604.99	\$ 458,902.00
101.2030.423	CODE ENFORCEMENT	\$ 1,836.57		\$ 65,624.32	\$ 619,611.00
101.3010.431	PUBLIC WORKS	\$ 6,584.12		\$ 109,693.35	\$ 772,393.00
101.4730.472	SANITATION	\$ 320.40		\$ 14,119.36	\$ 175,673.00
101.5770.452.	AQUATICS	\$ 396.19		\$ 66,733.39	\$ 322,940.00
101.5772.452	PARKS	\$ 7,644.46		\$ 122,724.87	\$ 946,980.00
101.5773.452	JACK SMITH PARK MARINA	\$ 720.02		\$ 24,144.16	\$ 164,115.00
101.5774.452	RECREATION	\$ 763.15		\$ 59,965.62	\$ 454,046.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ 48,831.64	\$ -	\$ 10,935,690.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 87.10	\$ 1,000,000.00
FUND 205	CDBG		\$ -	\$ -	\$ 7,900.00
FUND 206	CEMETERY		\$ 2,862.45	\$ 44,069.68	\$ 266,055.00
FUND 208	CALTRANS GRANTS		\$ -	\$ -	\$ -
FUND 210	SPECIAL GAS TAX		\$ -	\$ -	\$ 643,684.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ -	\$ -
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 800,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 28,703.00	\$ 283,450.00
FUND 227	HAZARD MITIGATION		\$ -	\$ -	\$ 15,000.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ -	\$ -
FUND 238	STATE RECREATION GRANTS		\$ -	\$ -	\$ -
FUND 239	CA.CONSERV RECYLING GRANT		\$ -	\$ -	\$ 18,227.00
FUND 243	ACTIVE TRANSPORT PROGRAM		\$ -	\$ 12,302.50	\$ 1,858,995.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ -	\$ -
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ -	\$ 56,726.00
FUND 501	NPUA		\$ -	\$ -	\$ 2,550,503.00
FUND 502	WATER DEPARTMENT		\$ 15,327.48	\$ 258,024.76	\$ 2,376,734.00
FUND 503	WASTEWATER DEPARTMENT		\$ 3,213.35	\$ 140,716.56	\$ 1,396,598.00
FUND 505	SANITATION		\$ -	\$ 254,736.22	\$ 1,827,015.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ 574.95	\$ 21,679.03	\$ 1,246,800.00
FUND 507	GOLF FUND	\$ -		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ -		\$ 52,797.76	\$ 665,673.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ 1,124.65		\$ 26,900.70	\$ 458,231.00
FUND 507	GOLF FUND TOTAL		\$ 1,124.65		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ 5,263.73	\$ 55,222.87	\$ 495,827.00
FUND 509	MIS		\$ -	\$ 52,233.23	\$ 358,200.00
FUND 510	ADMIN. FACILITY		\$ -	\$ 35,694.85	\$ 364,253.00
FUND 511	FLEET MANAGEMENT		\$ 5,512.69	\$ 43,984.53	\$ 306,904.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ -	\$ -
FUND 520	SR DIAL A RIDE		\$ -	\$ 14,255.90	\$ 629,992.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 4,150.24	\$ 55,211.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 92,591.69	\$ 16,838.00
FUND 575	HOUSING		\$ 7,403.78	\$ 225,098.85	\$ 1,107,428.00
FUND 580	ELECTRIC		\$ 22,021.68	\$ 510,439.16	\$ 12,909,933.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ -	\$ 309,089.06	\$ 573,000.00
FUND 582	NPUA CAPITAL WATER		\$ -	\$ 186,140.00	\$ 1,850,000.00
FUND 583	NPUA CAPITAL WASTEWATER		\$ -	\$ -	\$ -
FUND 650	IMPACT FEES NORTH NEEDLES		\$ -	\$ -	\$ -
FUND 651	IMPACT FEES SOUTH AREAS		\$ -	\$ -	\$ -
TOTAL	ALL FUNDS & DEPARTMENTS		\$ 112,136.40	\$ 4,150,909.47	\$ 45,074,867.00

I certify that the expenditures/purchases to be paid by the warrants on this list have complied with the provisions of the City Code Chapter 8, Article II, Purchasing; and further, the funds to cover these purchases/expenditures, as City Audited, are inc

 10-7-25
Patrick Martinez, City Manager Date

 9/17/25
Finance Department Date

 10-7-25
Virginia Tasker, City Treasurer Date

Agenda Item 3.

PREPARED 9/16/2025, 14:00:33

ACCOUNTS PAYABLE PRELIMINARY CHECK REGISTER

PAGE 1
DISBURSEMENT PERIOD 03/2026

PROGRAM: GM348U

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25190	3688	00	ALBERT PONCE	09/19/2025	50.00	.00
25191	4084	00	ANTHONY GIERSCHE	09/19/2025	50.00	.00
25192	3916	00	BARBARA DILEO	09/19/2025	900.00	.00
25193	3897	00	BENEBLOC, LLC	09/19/2025	266.58	.00
25194	3808	00	HATZ, BERNARD	09/19/2025	50.00	.00
25195	3870	00	BRYAN HICKSTEIN	09/19/2025	50.00	.00
25196	4126	00	CASE BRUFFETT	09/19/2025	50.00	.00
25197	3035	00	CENTURY LINK CORP.	09/19/2025	14.31	.00
25198	4217	00	COLIN TSOSIE	09/19/2025	50.00	.00
25199	4274	00	DAVID CALDERON	09/19/2025	50.00	.00
25200	4088	00	DYLAN HETRICK	09/19/2025	50.00	.00
25201	91	00	FERGUSON WATERWORKS	09/19/2025	1,136.16	.00
25202	1305	00	GREAT WEST LIFE	09/19/2025	6,685.85	.00
25203	3634	00	GREAT-WEST LIFE & ANNUITY	09/19/2025	1,123.46	.00
25204	2879	00	JENNIFER VALENZUELA	09/19/2025	50.00	.00
25205	638	00	JESSE FRAGOSO	09/19/2025	50.00	.00
25206	325	00	JIM WILLIS	09/19/2025	50.00	.00
25207	2222	00	JUSTIN SCOTT	09/19/2025	50.00	.00
25208	4070	00	KATHY RAASCH	09/19/2025	788.40	.00
25209	4212	00	KEN MANN	09/19/2025	50.00	.00
25210	3512	00	KIMBERLY KRASINSKI	09/19/2025	50.00	.00
25211	4140	00	LORENCE DELEON	09/19/2025	50.00	.00
25212	3889	00	MICHAEL WILLIS	09/19/2025	50.00	.00
25213	3767	00	PATRICK MARTINEZ	09/19/2025	50.00	.00
25214	3654	00	RAINIE TORRANCE	09/19/2025	50.00	.00
25215	3953	00	RONNY SOMMERS	09/19/2025	50.00	.00
25216	1199	00	SBPEA TEAMSTERS LOCAL 1932	09/19/2025	1,097.66	.00
25217	1199	00	SBPEA TEAMSTERS LOCAL 1932	09/19/2025	393.29	.00
25218	284	00	SOUTHWEST GAS CORP.	09/19/2025	22.99	.00
25219	3242	00	SDRMA	09/19/2025	98,457.70	.00
25220	3851	00	SY FOLEY	09/19/2025	50.00	.00
25221	3622	00	TAYLOR MILLER	09/19/2025	50.00	.00
25222	2744	00	THOMAS DELEON	09/19/2025	50.00	.00
25223	2817	00	TONY RUBALCABA	09/19/2025	50.00	.00
25224	3695	00	VINCE GARZA	09/19/2025	50.00	.00
25225	4187	00	WILLIAM GUZMAN JR.	09/19/2025	50.00	.00
NUMBER OF CHECKS			36	GRAND TOTAL	112,136.40	

PREPARED 09/16/2025, 14:06:43

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 1
 ACCOUNTING PERIOD 2026/03
 REPORT NUMBER 30

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25190	3688	ALBERT PONCE	003593		09/19/2025	502-4710-471.52-10	50.00 50.00 *	50.00
25191	4084	ANTHONY GEIRSCH	003611 003612		09/19/2025 09/19/2025	580-4750-473.52-10 502-4710-471.52-10	25.00 25.00 50.00 *	50.00
25192	3916	BARBARA DILEO	001996		09/19/2025	101-1025-415.61-01	900.00 900.00 *	900.00
25193	3897	BENEBLOC LLC	001997 001998 001999		09/19/2025 09/19/2025 09/19/2025	101-0000-209.03-01 502-0000-209.03-01 580-0000-209.03-01	213.78 38.80 14.00 266.58 *	266.58
25194	3808	BERNARD J. HATZ	003613		09/19/2025	101-2030-423.52-10	50.00 50.00 *	50.00
25195	3870	BRYAN HICKSTEIN	003590		09/19/2025	502-4710-471.52-10	50.00 50.00 *	50.00
25196	4126	CASE BRUFFETT	003594		09/19/2025	575-5555-485.52-10	50.00 50.00 *	50.00
25197	3035	CENTURY LINK CORP.	001971		09/19/2025	507-5762-454.52-10	14.31 14.31 *	14.31
25198	4217	COLIN TSOSIE	004356		09/19/2025	502-4710-471.52-10	50.00 50.00 *	50.00
25199	4274	DAVID CALDERON	000309 000310		09/19/2025 09/19/2025	101-3010-431.52-10 101-5772-452.52-10	25.00 25.00 50.00 *	50.00
25200	4088	DYLAN HETRICK	003614		09/19/2025	580-4750-473.52-10	50.00 50.00 *	50.00
25201	91	FERGUSON WATERWORKS	001935 001969 001970		09/19/2025 09/19/2025 09/19/2025	502-4710-471.60-55 502-4710-471.60-55 502-4710-471.60-55	1,054.44 1,054.44 1,136.16 1,136.16 *	1,136.16
25202	1305	GREAT WEST LIFE & ANNUITY	001972 001973 001974 001975		09/19/2025 09/19/2025 09/19/2025 09/19/2025	101-0000-209.03-01 502-0000-209.03-01 580-0000-209.03-01 503-0000-209.03-01	3,811.85 435.00 2,339.00 100.00 6,685.85 *	6,685.85
25203	3634	GREAT WEST LIFE & ANNUITY	001987 001988		09/19/2025 09/19/2025	101-0000-209.03-01 101-0000-209.03-01	236.88 90.00	

PREPARED 09/16/2025, 14:06:43

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 2

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/03

CITY OF NEEDLES

REPORT NUMBER 30

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25203	3634	GREAT-WEST LIFE & ANNUITY	001989		09/19/2025	101-0000-209.03-01	213.04	
			001990		09/19/2025	101-0000-209.03-01	161.01	
			001991		09/19/2025	101-0000-209.03-01	14.40	
			001992		09/19/2025	101-0000-209.03-01	161.79	
			001993		09/19/2025	101-0000-209.03-01	15.27	
			001994		09/19/2025	101-0000-209.03-01	120.47	
			001995		09/19/2025	580-0000-209.03-01	110.60	
							1,123.46 *	1,123.46
25204	2879	JENNIFER VALENZUELA	003595		09/19/2025	101-5774-452.52-10	50.00	
							50.00 *	50.00
25205	638	JESSE FRAGOSO	003588		09/19/2025	101-3010-431.52-10	50.00	
							50.00 *	50.00
25206	325	JIM WILLIS	003598		09/19/2025	580-4750-473.52-10	50.00	
							50.00 *	50.00
25207	2222	JUSTIN SCOTT	003592		09/19/2025	580-4750-473.52-10	50.00	
							50.00 *	50.00
25208	4070	KATHY RAASCH	001927		09/19/2025	101-1035-416.55-00	184.60	
			001928		09/19/2025	101-2030-423.55-00	184.60	
			001929		09/19/2025	101-1040-417.55-00	184.60	
			001930		09/19/2025	101-2025-424.55-00	184.60	
			003609		09/19/2025	101-1040-417.52-10	50.00	
							788.40 *	788.40
25209	4212	KEN MANN	000307		09/19/2025	101-3010-431.52-10	25.00	
			000308		09/19/2025	101-5772-452.52-10	25.00	
							50.00 *	50.00
25210	3512	KIMBERLY KRASINSKI	003610		09/19/2025	508-4810-478.52-10	50.00	
							50.00 *	50.00
25211	4140	LORENCE DELEON	003615		09/19/2025	575-5555-485.52-10	50.00	
							50.00 *	50.00
25212	3889	MICHAEL WILLIS	003601		09/19/2025	580-4750-473.52-10	50.00	
							50.00 *	50.00
25213	3767	PATRICK MARTINEZ	003602		09/19/2025	580-4750-473.52-10	16.50	
			003603		09/19/2025	101-1020-413.52-10	20.00	
			003604		09/19/2025	502-4710-471.52-10	9.50	
			003605		09/19/2025	503-4720-475.52-10	4.00	
							50.00 *	50.00
25214	3654	RAINIE TORRANCE	003606		09/19/2025	502-4710-471.52-10	16.67	
			003607		09/19/2025	503-4720-475.52-10	16.66	
			003608		09/19/2025	580-4750-473.52-10	16.67	

PREPARED09/16/2025, 14:06:43

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 3

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/03

CITY OF NEEDLES

REPORT NUMBER 30

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25214	3654	RAINIE TORRANCE					50.00 *	50.00
25215	3953	RONNY SOMMERS	003596		09/19/2025	502-4710-471.52-10	50.00 50.00 *	50.00
25216	1199	SBPEA TEAMSTERS LOCAL 193	001980 001981 001982 001983 001984 001985 001986		09/19/2025 09/19/2025 09/19/2025 09/19/2025 09/19/2025 09/19/2025 09/19/2025	101-0000-209.03-01 502-0000-209.03-01 503-0000-209.03-01 508-0000-209.03-01 511-0000-209.03-01 580-0000-209.03-01 575-0000-209.03-01	548.80 100.69 36.69 118.33 11.15 203.75 78.25 1,097.66 *	1,097.66
25217	1199	SBPEA TEAMSTERS LOCAL 193	001976 001977 001978 001979		09/19/2025 09/19/2025 09/19/2025 09/19/2025	101-0000-209.03-01 502-0000-209.03-01 575-0000-209.03-01 580-0000-209.03-01	185.02 95.90 43.01 69.36 393.29 *	393.29
25218	284	SOUTHWEST GAS CORP.	001833		09/19/2025	575-5555-485.41-50	22.99 22.99 *	22.99
25219	3242	SPECIAL DISTRICT RISK	002000 002001 002002 002003 002004 002005 002006 002007 002008 002009 002010 002011 002012 002013 002014 002015 002016 002017 002018 002019 002020 002021 002022 002023 002024 002025 002026		09/19/2025 09/19/2025	101-1020-413.24-10 101-1025-415.24-10 101-1030-414.24-10 101-1040-417.24-10 101-2025-424.24-10 101-2030-423.24-10 101-3010-431.24-10 101-4730-472.24-10 101-5770-452.24-10 101-5772-452.24-10 101-5773-452.24-10 101-5774-452.24-10 101-0000-209.03-01 206-5771-452.24-10 206-0000-209.03-01 502-4710-471.24-10 502-0000-209.03-01 503-4720-475.24-10 503-0000-209.03-01 506-4713-477.24-10 506-0000-209.03-01 507-5762-454.24-10 508-4810-478.24-10 508-0000-209.03-01 511-3020-432.24-10 511-0000-209.03-01 575-5555-485.24-10	1,719.92 5,960.01 1,551.32 1,981.96 1,377.09 1,601.97 6,484.12 320.40 396.19 7,594.46 720.02 713.15 10,580.32 2,076.89 785.56 10,580.94 2,638.82 2,235.88 770.12 419.49 155.46 1,110.34 3,682.20 1,413.20 4,491.08 1,010.46 3,278.42	

PREPARED 09/16/2025, 14:06:43

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 4
ACCOUNTING PERIOD 2026/03
REPORT NUMBER 30

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25219	3242	SPECIAL DISTRICT RISK	002027		09/19/2025	575-5555-485.24-15	1,973.35	
			002028		09/19/2025	575-0000-209.03-01	1,907.76	
			002029		09/19/2025	580-4750-473.24-10	13,146.32	
			002030		09/19/2025	580-0000-209.03-01	5,780.48	
							98,457.70 *	98,457.70
25220	3851	SY FOLEY	003587		09/19/2025	503-4720-475.52-10	50.00	
							50.00 *	50.00
25221	3622	TAYLOR MILLER	003591		09/19/2025	502-4710-471.52-10	50.00	
							50.00 *	50.00
25222	2744	THOMAS DELEON	003586		09/19/2025	580-4750-473.52-10	50.00	
							50.00 *	50.00
25223	2817	TONY RUBALCABA	003600		09/19/2025	101-2020-423.52-10	50.00	
							50.00 *	50.00
25224	3695	VINCE GARZA	003589		09/19/2025	580-4750-473.52-10	50.00	
							50.00 *	50.00
25225	4187	WILLIAM GUZMAN JR.	007760		09/19/2025	101-2025-424.52-10	50.00	
							50.00 *	50.00
BANK/CHECK TOTAL							112,136.40	112,136.40
ALL BANKS/CHECKS TOTAL							112,136.40	112,136.40

**CITY OF NEEDLES CITY COUNCIL
WARRANT SUMMARY TOTALS FOR OCTOBER 14, 2025**

		10/14/2025	FUND AMT.	YTD ACTUAL	BUDGET FY-25/26
FUND 101	GENERAL FUND	\$ 17,500.73			
101.1015.412	CITY ATTORNEY	5800		\$ 11,784.80	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ 57.81		\$ 28,966.44	\$ 239,758.00
101.1025.415	FINANCE DEPT.	\$ 14,744.10		\$ 176,037.09	\$ 1,194,656.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ 1,313.07		\$ 27,359.66	\$ 262,348.00
101.1035.416	PLANNING /ZONING	\$ 1,343.90		\$ 31,560.67	\$ 264,816.00
101.1040.417	ENGINEERING			\$ 31,091.07	\$ 292,201.00
101.1060.410	COMMUNITY PROMOTIONS	\$ 2,000.00		\$ 8,410.00	\$ 106,875.00
101.1070.410	SENIOR CENTER	\$ 6,755.57		\$ 24,572.34	\$ 85,440.00
101.2010.421	SHERIFF	\$ 2,258.89		\$ 904,756.66	\$ 4,149,969.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ 949.84		\$ 43,326.51	\$ 344,967.00
101.2025.424	BULDING & SAFETY	\$ 1,358.69		\$ 46,962.68	\$ 458,902.00
101.2030.423	CODE ENFORCEMENT	\$ 1,967.35		\$ 65,663.95	\$ 619,611.00
101.3010.431	PUBLIC WORKS	\$ 1,426.78		\$ 110,833.51	\$ 772,393.00
101.4730.472	SANITATION	\$ 1,758.07		\$ 15,877.43	\$ 175,673.00
101.5770.452.	AQUATICS	\$ 4,616.26		\$ 66,989.00	\$ 322,940.00
101.5772.452	PARKS	\$ 19,775.59		\$ 123,220.81	\$ 946,980.00
101.5773.452	JACK SMITH PARK MARINA	\$ 97.92		\$ 24,242.08	\$ 164,115.00
101.5774.452	RECREATION	\$ 3,876.79		\$ 60,265.98	\$ 454,046.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ 87,601.36	\$ -	\$ 10,935,690.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 87.10	\$ 1,000,000.00
FUND 205	CDBG		\$ -	\$ -	\$ 7,900.00
FUND 206	CEMETERY		\$ 9,907.04	\$ 44,069.68	\$ 266,055.00
FUND 208	CALTRANS GRANTS		\$ -	\$ -	\$ -
FUND 210	SPECIAL GAS TAX		\$ -	\$ -	\$ 643,684.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ -	\$ -
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 800,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 28,703.00	\$ 283,450.00
FUND 227	HAZARD MITIGATION		\$ -	\$ -	\$ 15,000.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ -	\$ -
FUND 238	STATE RECREATION GRANTS		\$ -	\$ -	\$ -
FUND 239	CA.CONSERV RECYLING GRANT		\$ -	\$ -	\$ 18,227.00
FUND 243	ACTIVE TRANSPORT PROGRAM		\$ -	\$ 12,302.50	\$ 1,858,995.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ -	\$ -
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ -	\$ 56,726.00
FUND 501	NPUA		\$ 1,573.15	\$ 1,573.15	\$ 2,550,503.00
FUND 502	WATER DEPARTMENT		\$ 16,067.26	\$ 262,680.80	\$ 2,376,734.00
FUND 503	WASTEWATER DEPARTMENT		\$ 13,733.80	\$ 143,717.99	\$ 1,396,598.00
FUND 505	SANITATION		\$ 116,019.12	\$ 255,035.01	\$ 1,827,015.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ -	\$ 21,679.03	\$ 1,246,800.00
FUND 507	GOLF FUND	\$ -		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ 15,478.05		\$ 68,275.81	\$ 665,673.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ 4,009.29		\$ 30,909.99	\$ 458,231.00
FUND 507	GOLF FUND TOTAL		\$ 19,487.34		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ 30.65	\$ 55,253.52	\$ 495,827.00
FUND 509	MIS		\$ 8,897.19	\$ 57,135.00	\$ 358,200.00
FUND 510	ADMIN. FACILITY		\$ 10,083.02	\$ 42,861.12	\$ 364,253.00
FUND 511	FLEET MANAGEMENT		\$ 1,138.36	\$ 44,581.04	\$ 306,904.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ -	\$ -
FUND 520	SR DIAL A RIDE		\$ -	\$ 14,255.90	\$ 629,992.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 4,150.24	\$ 55,211.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 92,591.69	\$ 16,838.00
FUND 575	HOUSING		\$ 11,532.94	\$ 226,675.41	\$ 1,107,428.00
FUND 580	ELECTRIC		\$ 71,902.26	\$ 526,483.74	\$ 12,909,933.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ 43,014.10	\$ 309,089.06	\$ 573,000.00
FUND 582	NPUA CAPITAL WATER		\$ 2,410.00	\$ 186,140.00	\$ 1,850,000.00
FUND 583	NPUA CAPITAL WASTEWATER		\$ -	\$ -	\$ -
FUND 650	IMPACT FEES NORTH NEEDLES		\$ -	\$ -	\$ -
FUND 651	IMPACT FEES SOUTH AREAS		\$ -	\$ -	\$ -
TOTAL	ALL FUNDS & DEPARTMENTS		\$ 413,397.59	\$ 4,230,171.46	\$ 45,074,867.00

I certify that the expenditures/purchases to be paid by the warrants on this list have complied with the provisions of the City Code Chapter 8, Article II, Purchasing; and further, the funds to cover these purchases/expenditures, as City Audited, are inc

Patrick Martinez 10-7-25
Patrick Martinez, City Manager Date

Jim Sam 9/29/25
Finance Department Date

Virginia Tasker 10-7-25
Virginia Tasker, City Treasurer Date

Agenda Item 3.

PREPARED 9/24/2025, 13:53:17

ACCOUNTS PAYABLE PRELIMINARY CHECK REGISTER

PAGE 1

PROGRAM: GM348U

DISBURSEMENT PERIOD 04/2026

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25226	2345	00	A-B COMMUNICATIONS	10/14/2025	308.75	.00
25227	1924	00	AHA MACAV POWER SERVICE	10/14/2025	901.81	.00
25228	4227	00	AMAZON CAPITAL SERVICES	10/14/2025	286.07	.00
25229	3750	00	AUTO ZONE	10/14/2025	307.44	.00
25230	3808	00	HATZ, BERNARD	10/14/2025	474.12	.00
25231	3313	00	BLUE RIVER WATER CORP.	10/14/2025	39.95	.00
25232	4143	00	BREATHE CLEAN AIR DUCT CLEANING	10/14/2025	3,180.00	.00
25233	3276	00	BRODY CHEMICAL COMP.INC.	10/14/2025	132.52	.00
25234	3392	00	BUG EMERGENCY INC.	10/14/2025	157.00	.00
25235	1	00	CHERYL L. MONTANEZ	10/14/2025	5,000.00	.00
25236	4138	00	CLUB CADDIE	10/14/2025	571.45	.00
25237	3782	00	CORE & MAIN LP	10/14/2025	212.96	.00
25238	2320	00	COUNTY OF SAN BERNARDINO	10/14/2025	3,775.09	.00
25239	455	00	CULLIGAN WATER COND.	10/14/2025	48.16	.00
25240	440	00	DECO FOODSERVICE INCORP.	10/14/2025	468.48	.00
25241	1	00	DENE PFEIFFER GEISER	10/14/2025	1,706.64	.00
25242	1	00	DEVINE HOLDINGS	10/14/2025	5,000.00	.00
25243	3580	00	DIAMOND PURE WATER	10/14/2025	83.00	.00
25244	91	00	FERGUSON WATERWORKS	10/14/2025	386.17	.00
25245	1296	00	FRONTIER	10/14/2025	3,870.88	.00
25246	3708	00	GAUDIN FORD	10/14/2025	788.69	.00
25247	3451	00	GREENS ELECTRIC, LLC	10/14/2025	526.05	.00
25248	2612	00	HARDWARE EXPRESS	10/14/2025	813.30	.00
25249	2612	00	HARDWARE EXPRESS	10/14/2025	56.84	.00
25250	1	00	HARRIS, JENNIFER	10/14/2025	1,573.15	.00
25251	1	00	HIGHWAY 66 FARMS	10/14/2025	391.55	.00
25252	1	00	IRENE ROMERO	10/14/2025	1,343.90	.00
25253	3949	00	JANET JERNIGAN	10/14/2025	655.07	.00
25254	4064	00	JIM DAVIS, LLC	10/14/2025	1,767.10	.00
25255	4286	00	JOHN PAUL LUSK	10/14/2025	2,000.00	.00
25256	2334	00	KERN TURF SUPPLY INC.	10/14/2025	1,027.69	.00
25257	1	00	LABOR LAW POSTER SERVICE	10/14/2025	109.50	.00
25258	3977	00	LANDIS+GYR TECHNOLOGY, INC	10/14/2025	2,205.00	.00
25259	3240	00	LESLIE'S POOL SUPPLIES	10/14/2025	25.24	.00
25260	4282	00	LSL, LLP	10/14/2025	12,460.00	.00
25261	1757	00	MERCHANT JT & S	10/14/2025	550.00	.00
25262	1	00	MUKESH K. PATEL	10/14/2025	4,882.54	.00
25263	1	00	MYRTLE WASHINGTON	10/14/2025	76.74	.00
25264	178	00	NAPA PARTS,TIRES & SERVICE	10/14/2025	676.79	.00
25265	178	01	NAPA PARTS,TIRES & SERVICE	10/14/2025	4.30	.00
25266	194	00	NEEDLES CHAMBER OF COMMERCE	10/14/2025	2,000.00	.00
25267	199	00	NEEDLES GLASS & MIRROR CO.	10/14/2025	307.09	.00
25268	218	00	NEWS WEST PUBLISHING CO.	10/14/2025	703.78	.00
25269	1786	00	NPUA	10/14/2025	VOID	
25270	1786	00	NPUA	10/14/2025	VOID	
25271	1786	00	NPUA	10/14/2025	76,074.23	.00
25272	1786	00	NPUA	10/14/2025	9,482.95	.00
25273	3324	00	OFFICE EXPRESS	10/14/2025	293.77	.00
25274	3767	00	PATRICK MARTINEZ	10/14/2025	57.81	.00
25275	1503	00	PHILLIP LEJEUNE	10/14/2025	123.80	.00
25276	240	00	PITNEY BOWES GLOBAL FINANCIAL LLC	10/14/2025	2,906.01	.00

PREPARED 9/24/2025, 13:53:17

ACCOUNTS PAYABLE PRELIMINARY CHECK REGISTER

PAGE 2
DISBURSEMENT PERIOD 04/2026

PROGRAM: GM348U

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
25277	1578	00	PURCHASE POWER	10/14/2025	3,133.78	.00
25278	818	00	R & R PRODUCTS INC.	10/14/2025	161.65	.00
25279	4255	00	RAYMOND BERNASCONI	10/14/2025	301.00	.00
25280	644	00	RDO EQUIPMENT COMPANY	10/14/2025	99.21	.00
25281	2861	00	REINKE A/C CORP.	10/14/2025	9,072.44	.00
25282	309	00	REPUBLIC SERVICES #785	10/14/2025	111,832.85	.00
25283	2468	00	RON'S TIRES AND AUTO REPAIR LLC	10/14/2025	1,883.83	.00
25284	3796	00	ROUTE 66 BROADBAND LLC	10/14/2025	1,227.71	.00
25285	2687	00	S.B. COUNTY FIRE PROTECTION DIST	10/14/2025	1,758.07	.00
25286	4058	00	S-NET COMMUNICATIONS INC.	10/14/2025	1,695.45	.00
25287	4253	00	SHIPLEY CONSTRUCTION AND PLUMBING	10/14/2025	43,014.10	.00
25288	3344	00	SLOVAK BARON & EMPEY LLP	10/14/2025	21,950.40	.00
25289	3929	00	STAR NURSERY, INC	10/14/2025	75.61	.00
25290	1649	00	SWRCB	10/14/2025	316.00	.00
25291	1006	00	TAYLOR MADE	10/14/2025	477.66	.00
25292	779	00	THATCHER COMPANY OF NEVADA, INC	10/14/2025	1,907.50	.00
25293	231	00	THE MERLIN GROUP	10/14/2025	210.00	.00
25294	4008	00	THE PRINTER GUYS LLC	10/14/2025	224.00	.00
25295	3950	00	TKE ENGINEERING INC	10/14/2025	2,930.00	.00
25296	3266	00	TRI STATE TOOL REPAIR	10/14/2025	296.12	.00
25297	2819	00	TRI-STATE HOSE & FITTINGS	10/14/2025	730.57	.00
25298	2798	00	U.S. DEPARTMENT OF ENERGY	10/14/2025	44,977.62	.00
25299	3825	00	ULTRA PEST CONTROL, LLC	10/14/2025	90.00	.00
25300	3830	00	UNIFIRST CORPORATION	10/14/2025	1,041.08	.00
25301	761	00	USABUEBOOK	10/14/2025	192.81	.00
25302	1917	00	VIRGINIA TASKER	10/14/2025	500.00	.00
25303	3528	00	WESTERN ENVIRONMENTAL TESTING LAB.	10/14/2025	1,178.99	.00
25304	3967	00	WILLDAN ENGINEERING	10/14/2025	1,338.88	.00
25305	3780	00	ZIA ELECTRICAL	10/14/2025	685.95	.00
25306	4284	00	ZONAR SYSTEMS	10/14/2025	673.65	.00
25307	3828	00	3D-NETWORKS LLC	10/14/2025	8,627.28	.00
NUMBER OF CHECKS				82	GRAND TOTAL	413,397.59

PREPARED 09/24/2025, 14:03:08

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 1

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 31

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25226	2345	A-B COMMUNICATIONS	002199		10/14/2025	510-4410-405.30-25	308.75 308.75 *	308.75
25227	1924	AHA MACAV POWER SERVICE	001872		10/14/2025	580-4750-473.63-12	901.81 901.81 *	901.81
25228	4227	AMAZON CAPITAL SERVICES	002116 002196		10/14/2025 10/14/2025	510-4410-405.61-01 510-4410-405.61-01	213.24 72.83 286.07 **	286.07
25229	3750	AUTO ZONE	002088 002089 002090 002091		10/14/2025 10/14/2025 10/14/2025 10/14/2025	101-2010-421.43-03 511-3020-432.43-30 101-2010-421.43-03 511-3020-432.43-57	172.39 64.65- 195.94 3.76 307.44 *	307.44
25230	3808	BERNARD J. HATZ	007901		10/14/2025	101-2030-423.55-00	474.12 474.12 *	474.12
25231	3313	BLUE RIVER WATER CORP.	001966		10/14/2025	507-5761-453.63-00	39.95 39.95 *	39.95
25232	4143	BREATHE CLEAN AIR DUCT CL	002114		10/14/2025	101-1070-410.43-04	3,180.00 3,180.00 *	3,180.00
25233	3276	BRODY CHEMICAL COMP.INC.	001865		10/14/2025	511-3020-432.61-28	132.52 132.52 *	132.52
25234	3392	BUG EMERGENCY INC.	001967 002147		10/14/2025 10/14/2025	507-5762-454.43-08 575-5555-485.31-90	72.00 85.00 157.00 *	157.00
25235	1	CHERYL L. MONTANEZ	002066		10/14/2025	101-0000-204.65-01	5,000.00 5,000.00 *	5,000.00
25236	4138	CLUB CADDIE	001961		10/14/2025	507-5762-454.61-09	571.45 571.45 *	571.45
25237	3782	CORE & MAIN LP	002036		10/14/2025	502-4710-471.60-55	212.96 212.96 *	212.96
25238	2320	COUNTY OF SAN BERNARDINO	001931		10/14/2025	505-4730-472.74-40	3,775.09 3,775.09 *	3,775.09
25239	455	CULLIGAN WATER COND.	001864		10/14/2025	511-3020-432.43-29	48.16 48.16 *	48.16
25240	440	DECO FOODSERVICE INCORP.	001840 001841		10/14/2025 10/14/2025	502-4710-471.61-21 580-4750-473.61-21	234.24 234.24 468.48 *	468.48

PREPARED 09/24/2025, 14:03:08

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 2

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 31

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25241	1	DENE PFEIFFER GEISER	001874		10/14/2025	101-0000-204.03-01	1,706.64 1,706.64 *	1,706.64
25242	1	DEVINE HOLDINGS	002069		10/14/2025	101-0000-204.42-01	5,000.00 5,000.00 *	5,000.00
25243	3580	DIAMOND PURE WATER	001815 002033 002042 002078		10/14/2025 10/14/2025 10/14/2025 10/14/2025	101-5774-452.61-01 510-4410-405.61-01 503-4720-475.61-04 511-3020-432.61-28	17.00 42.00 12.00 12.00 83.00 *	83.00
25244	91	FERGUSON WATERWORKS	002202		10/14/2025	502-4710-471.60-55	386.17 386.17 *	386.17
25245	1296	FRONTIER	002048 002049 002124 002125 002126 002127 002128 002129 002131 002132 002133 002134		10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025	101-5772-452.52-10 510-4410-405.52-10 502-4710-471.52-10 503-4720-475.52-10 503-4720-475.52-10 507-5761-453.52-10 510-4410-405.52-10 510-4410-405.52-10 510-4410-405.52-10 510-4410-405.52-10 580-4750-473.52-10 580-4750-473.52-10	127.30 127.63 360.89 535.97 383.29 141.88 126.98 262.81 323.49 859.31 414.36 206.97 3,870.88 *	3,870.88
25246	3708	GAUDIN FORD	009634 009643 000087 000266 001752 001753 001754 002095 002096 002097 002098		10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025	101-2010-421.43-03 101-2010-421.43-03 101-2010-421.43-03 101-2010-421.43-03 101-2010-421.43-03 101-2010-421.43-03 101-2010-421.43-03 101-2010-421.43-03 101-2010-421.43-03 101-2010-421.43-03 101-2010-421.43-03	322.30 862.50- 11.72 1,150.00- 663.63 185.30 185.30 425.50 194.13 212.19 601.12 788.69 *	788.69
25247	3451	GREENS ELECTRIC, LLC	001949 001950		10/14/2025 10/14/2025	580-4750-473.60-55 580-4750-473.60-55	288.99 237.06 526.05 *	526.05
25248	2612	HARDWARE EXPRESS	001835 001850 001851 001852		10/14/2025 10/14/2025 10/14/2025 10/14/2025	510-4410-405.43-01 101-3010-431.61-21 101-3010-431.43-08 101-5772-452.61-20	10.74 7.54 26.29 29.55	

PREPARED 09/24/2025, 14:03:08

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 3

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 31

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25248	2612	HARDWARE EXPRESS	001853		10/14/2025	101-5772-452.61-20	28.61	
			001854		10/14/2025	101-3010-431.60-11	14.17	
			001855		10/14/2025	101-3010-431.60-11	12.92	
			001856		10/14/2025	101-3010-431.60-11	2.69	
			001857		10/14/2025	101-3010-431.60-11	68.62	
			001858		10/14/2025	101-5772-452.61-12	2.15	
			001859		10/14/2025	101-5772-452.43-04	9.25	
			001869		10/14/2025	101-1070-410.43-01	1.35	
			001870		10/14/2025	101-1070-410.43-01	33.36	
			001945		10/14/2025	580-4750-473.60-55	3.05	
			001963		10/14/2025	507-5761-453.61-12	50.59	
			002046		10/14/2025	580-4750-473.43-57	58.16	
			002057		10/14/2025	101-5774-452.43-18	162.66	
			002058		10/14/2025	101-5774-452.60-24	37.70	
			002059		10/14/2025	101-5770-452.43-02	3.43	
			002060		10/14/2025	101-5770-452.43-02	88.58	
			002061		10/14/2025	101-5770-452.43-02	67.75	
			002074		10/14/2025	101-5772-452.61-12	20.41	
			002075		10/14/2025	101-5772-452.61-12	7.53	
			002076		10/14/2025	101-5772-452.61-12	39.60	
			002077		10/14/2025	101-5772-452.43-18	2.91	
			002118		10/14/2025	580-4750-473.43-57	23.69	
							813.30 *	813.30
25249	2612	HARDWARE EXPRESS	001925		10/14/2025	575-5555-485.43-02	17.00	
			001926		10/14/2025	575-5555-485.43-02	39.84	
							56.84 *	56.84
25250	1	HARRIS, JENNIFER	UT		10/14/2025	501-0000-211.00-00	1,573.15	
							1,573.15 *	1,573.15
25251	1	HIGHWAY 66 FARMS	002067		10/14/2025	101-0000-204.49-00	391.55	
							391.55 *	391.55
25252	1	IRENE ROMERO	002148		10/14/2025	101-1035-416.55-00	362.70	
			002149		10/14/2025	101-1035-416.55-00	490.60	
			002206		10/14/2025	101-1035-416.55-00	490.60	
							1,343.90 *	1,343.90
25253	3949	JANET JERNIGAN	001959		10/14/2025	101-1030-414.55-00	655.07	
							655.07 *	655.07
25254	4064	JIM DAVIS, LLC	002070		10/14/2025	507-5761-453.60-10	1,060.26	
			002071		10/14/2025	507-5761-453.60-10	706.84	
							1,767.10 *	1,767.10
25255	4286	JOHN PAUL LUSK	002065		10/14/2025	580-4750-473.54-62	2,000.00	
							2,000.00 *	2,000.00
25256	2334	KERN TURF SUPPLY INC.	001867		10/14/2025	101-5772-452.61-20	1,027.69	

PREPARED 09/24/2025, 14:03:08

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 4

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 31

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25256	2334	KERN TURF SUPPLY INC.					1,027.69 *	1,027.69
25257	1	LABOR LAW POSTER SERVICE	001924		10/14/2025	575-5555-485.31-90	109.50 109.50 *	109.50
25258	3977	LANDIS+GYR TECHNOLOGY, IN	001839		10/14/2025	580-4750-473.56-00	2,205.00 2,205.00 *	2,205.00
25259	3240	LESLIE'S POOL SUPPLIES	001816		10/14/2025	101-5770-452.43-02	25.24 25.24 *	25.24
25260	4282	LSL, LLP	PI0035 PI0036 PI0037 PI0038 PI0039 PI0040 PI0041	026042 026042 026042 026042 026042 026042 026042	10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025	101-1025-415.31-49 502-4710-471.31-49 503-4720-475.31-49 505-4730-472.31-49 507-5761-453.31-49 575-5555-485.31-49 580-4750-473.31-49	5,046.30 934.50 660.38 411.18 473.48 1,208.62 3,725.54 12,460.00 *	12,460.00
25261	1757	MERCHANT JOB TRAINING & S	001958		10/14/2025	580-4750-473.31-40	550.00 550.00 *	550.00
25262	1	MUKESH K. PATEL	002068		10/14/2025	101-0000-204.43-01	4,882.54 4,882.54 *	4,882.54
25263	1	MYRTLE WASHINGTON	002100		10/14/2025	580-4750-473.54-61	76.74 76.74 *	76.74
25264	178	NAPA PARTS,TIRES & SERVIC	001861 001862 001948 002047 002083 002084 002085 002086 002087 002150		10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025	511-3020-432.61-28 511-3020-432.61-28 580-4750-473.43-03 580-4750-473.43-57 101-2010-421.43-03 511-3021-432.43-24 511-3021-432.43-24 511-3021-432.43-36 511-3020-432.43-57 580-4750-473.43-57	177.72 86.19 36.61 34.47 9.87 185.12 14.54 75.74 12.38 44.15 676.79 *	676.79
25265	178	NAPA PARTS,TIRES & SERVIC	002082		10/14/2025	511-3021-432.43-26	4.30 4.30 *	4.30
25266	194	NEEDLES CHAMBER OF COMMER	001932		10/14/2025	101-1060-410.54-06	2,000.00 2,000.00 *	2,000.00
25267	199	NEEDLES GLASS & MIRROR CO	001834		10/14/2025	575-5555-485.43-02	307.09 307.09 *	307.09

PREPARED 09/24/2025, 14:03:08

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 5
ACCOUNTING PERIOD 2026/04
REPORT NUMBER 31

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25268	218	NEWS WEST PUBLISHING CO.	001960		10/14/2025	101-1030-414.53-00	117.76	
			002191		10/14/2025	502-4710-471.53-00	125.39	
			002192		10/14/2025	503-4720-475.53-00	125.39	
			002200		10/14/2025	101-1030-414.53-00	155.74	
			002201		10/14/2025	101-1030-414.53-00	179.50	
							703.78	703.78
25269	1786	NPUA						VOIDED
25270	1786	NPUA						VOIDED
25271	1786	NPUA	001817		10/14/2025	101-5774-452.41-10	40.52	
			001818		10/14/2025	101-5774-452.41-20	229.84	
			001819		10/14/2025	101-5770-452.41-10	2,145.33	
			001820		10/14/2025	101-5770-452.41-20	2,102.88	
			001821		10/14/2025	101-5770-452.41-30	87.20	
			001822		10/14/2025	101-5774-452.41-10	2,794.76	
			001823		10/14/2025	101-5774-452.41-20	247.83	
			001824		10/14/2025	101-5774-452.41-30	174.40	
			001825		10/14/2025	101-2020-423.41-10	485.57	
			001826		10/14/2025	101-2020-423.41-20	85.24	
			001827		10/14/2025	101-2020-423.41-30	174.40	
			001837		10/14/2025	502-4710-471.41-10	54.88	
			001838		10/14/2025	502-4710-471.41-10	51.56	
			001842		10/14/2025	101-1070-410.41-10	1,869.48	
			001843		10/14/2025	101-1070-410.41-20	336.68	
			001844		10/14/2025	101-1070-410.41-30	87.20	
			001845		10/14/2025	206-5771-452.41-10	46.06	
			001846		10/14/2025	206-5771-452.41-20	9,773.78	
			001847		10/14/2025	206-5771-452.41-30	87.20	
			001875		10/14/2025	101-5772-452.41-20	1,024.91	
			001876		10/14/2025	101-5772-452.41-10	52.12	
			001877		10/14/2025	101-5772-452.41-10	39.50	
			001878		10/14/2025	101-5772-452.41-20	1,350.52	
			001879		10/14/2025	101-5772-452.41-10	43.29	
			001880		10/14/2025	101-5772-452.41-20	236.96	
			001881		10/14/2025	101-5772-452.41-10	47.01	
			001882		10/14/2025	101-5772-452.41-20	316.20	
			001883		10/14/2025	101-5772-452.41-20	5,057.13	
			001884		10/14/2025	101-5772-452.41-10	324.49	
			001885		10/14/2025	101-5772-452.41-10	63.05	
			001886		10/14/2025	101-5772-452.41-20	1,041.89	
			001887		10/14/2025	101-5772-452.41-20	1,747.07	
			001888		10/14/2025	101-5772-452.41-20	52.11	
			001889		10/14/2025	101-5772-452.41-10	329.04	
			001890		10/14/2025	101-5772-452.41-20	53.83	
			001891		10/14/2025	101-5772-452.41-20	232.08	
			001892		10/14/2025	101-5772-452.41-30	87.20	
			001893		10/14/2025	101-5772-452.41-10	421.59	
			001894		10/14/2025	101-5772-452.41-10	152.95	
			001895		10/14/2025	101-5772-452.41-20	48.86	
			001896		10/14/2025	101-5772-452.41-10	587.30	

PREPARED 09/24/2025, 14:03:08

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 6

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 31

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25271	1786	NPUA	001897		10/14/2025	101-5772-452.41-10	38.04	
			001898		10/14/2025	101-5772-452.41-20	801.89	
			001899		10/14/2025	101-5772-452.41-30	87.20	
			001900		10/14/2025	101-5772-452.41-20	228.28	
			001901		10/14/2025	101-5772-452.41-20	48.86	
			001902		10/14/2025	101-5772-452.41-10	36.22	
			001903		10/14/2025	101-5772-452.41-20	1,118.93	
			001904		10/14/2025	101-5772-452.41-20	2,473.09	
			001905		10/14/2025	101-5772-452.41-10	16.49	
			001906		10/14/2025	503-4720-475.41-10	36.22	
			001907		10/14/2025	503-4720-475.41-20	257.78	
			001908		10/14/2025	503-4720-475.41-10	353.57	
			001909		10/14/2025	503-4720-475.41-20	50.06	
			001910		10/14/2025	503-4720-475.41-10	6,694.91	
			001911		10/14/2025	503-4720-475.41-20	297.66	
			001912		10/14/2025	580-4750-473.41-11	62.52	
			001913		10/14/2025	580-4750-473.41-11	61.40	
			001914		10/14/2025	502-4710-471.41-10	66.25	
			001915		10/14/2025	502-4710-471.41-10	6,203.93	
			001916		10/14/2025	502-4710-471.41-10	2,867.02	
			001942		10/14/2025	503-4720-475.41-10	56.70	
			001943		10/14/2025	503-4720-475.41-20	48.86	
			001944		10/14/2025	503-4720-475.41-10	37.68	
			001951		10/14/2025	580-4750-473.41-11	2,913.72	
			001952		10/14/2025	580-4750-473.41-11	36.22	
			001953		10/14/2025	580-4750-473.41-11	34.59	
			002038		10/14/2025	502-4710-471.41-10	152.68	
			002039		10/14/2025	502-4710-471.41-10	39.06	
			002050		10/14/2025	503-4720-475.41-10	52.04	
			002051		10/14/2025	503-4720-475.41-20	180.04	
			002052		10/14/2025	580-4750-473.41-11	38.19	
			002053		10/14/2025	580-4750-473.41-11	61.85	
			002054		10/14/2025	580-4750-473.41-11	62.90	
			002101		10/14/2025	101-3010-431.41-10	459.88	
			002102		10/14/2025	101-3010-431.41-20	125.40	
			002103		10/14/2025	101-3010-431.41-30	436.00	
			002104		10/14/2025	507-5761-453.41-20	86.04	
			002105		10/14/2025	507-5762-454.41-10	125.28	
			002106		10/14/2025	507-5762-454.41-10	1,508.90	
			002107		10/14/2025	507-5762-454.41-20	172.27	
			002108		10/14/2025	507-5762-454.41-30	261.60	
			002109		10/14/2025	507-5762-454.41-10	265.73	
			002110		10/14/2025	507-5761-453.41-20	12,333.48	
			002111		10/14/2025	507-5761-453.41-20	297.37	
			002112		10/14/2025	507-5761-453.41-20	51.65	
			002113		10/14/2025	507-5761-453.41-20	74.86	
			002119		10/14/2025	580-4750-473.41-11	62.97	
			002120		10/14/2025	580-4750-473.41-11	39.65	
			002121		10/14/2025	580-4750-473.41-11	38.84	
			002122		10/14/2025	580-4750-473.41-11	35.55	

PREPARED 09/24/2025, 14:03:08

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 7

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 31

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25271	1786	NPUA					76,074.23 *	76,074.23
25272	1786	NPUA	001933		10/14/2025	575-5555-485.41-10	593.10	
			001939		10/14/2025	575-5555-485.41-20	3,973.81	
			001940		10/14/2025	575-5555-485.41-30	4,916.04	
							9,482.95 *	9,482.95
25273	3324	OFFICE EXPRESS	002062		10/14/2025	101-5773-452.61-01	97.92	
			002063		10/14/2025	101-5774-452.61-02	100.00	
			002064		10/14/2025	101-5770-452.61-01	95.85	
							293.77 *	293.77
25274	3767	PATRICK MARTINEZ	002041		10/14/2025	101-1020-413.55-00	57.81	
							57.81 *	57.81
25275	1503	PHILLIP LEJEUNE	001873		10/14/2025	580-4750-473.54-61	123.80	
							123.80 *	123.80
25276	240	PITNEY BOWES GLOBAL FINAN	001836		10/14/2025	510-4410-405.70-03	2,906.01	
							2,906.01 *	2,906.01
25277	1578	PURCHASE POWER	002055		10/14/2025	510-4410-405.52-20	3,133.78	
							3,133.78 *	3,133.78
25278	818	R & R PRODUCTS INC.	002072		10/14/2025	507-5761-453.63-00	161.65	
							161.65 *	161.65
25279	4255	RAYMOND BERNASCONI	007902		10/14/2025	101-2030-423.55-00	301.00	
							301.00 *	301.00
25280	644	RDO EQUIPMENT COMPANY	002079		10/14/2025	101-5772-452.43-04	99.21	
							99.21 *	99.21
25281	2861	REINKE A/C CORP.	002037		10/14/2025	580-4750-473.54-62	7,824.94	
			002117		10/14/2025	101-1070-410.43-04	1,247.50	
							9,072.44 *	9,072.44
25282	309	REPUBLIC SERVICES #78	PI0034	026028	10/14/2025	505-4730-472.31-87	111,832.85	
							111,832.85 *	111,832.85
25283	2468	RON'S TIRES AND AUTO REPA	002092		10/14/2025	101-2010-421.43-03	1,092.00	
			002151		10/14/2025	580-4750-473.60-55	791.83	
							1,883.83 *	1,883.83
25284	3796	ROUTE 66 BROADBAND LLC	002130		10/14/2025	502-4710-471.31-90	79.67	
			002145		10/14/2025	509-4910-479.52-12	269.91	
			002152		10/14/2025	101-2020-423.52-10	165.00	
			002153		10/14/2025	575-5555-485.52-10	263.13	
			002193		10/14/2025	101-1030-414.52-10	165.00	
			002203		10/14/2025	580-4750-473.52-10	200.00	

PREPARED 09/24/2025, 14:03:08

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 8

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 31

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25284	3796	ROUTE 66 BROADBAND LLC	002204		10/14/2025	503-4720-475.52-10	85.00 1,227.71 *	1,227.71
25285	2687	S.B. COUNTY FIRE PROTECTI	002056		10/14/2025	101-4730-472.49-16	1,758.07 1,758.07 *	1,758.07
25286	4058	S-NET COMMUNICATIONS INC.	002146		10/14/2025	510-4410-405.52-10	1,695.45 1,695.45 *	1,695.45
25287	4253	SHIPLEY CONSTRUCTION AND	PI0033	026015	10/14/2025	581-4750-473.72-08	43,014.10 43,014.10 *	43,014.10
25288	3344	SLOVAK BARON EMPEY MURPHY	001917 001918 001919 001920 001921 001922 001923 001941		10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025 10/14/2025	502-4710-471.31-50 503-4720-475.31-50 580-4750-473.31-50 101-1025-415.31-50 101-1015-412.31-50 101-1025-415.31-50 101-2030-423.31-50 101-1025-415.31-50	1,933.34 1,933.33 1,933.33 3,774.20 5,800.00 900.00 1,152.60 4,523.60 21,950.40 *	21,950.40
25289	3929	STAR NURSERY, INC	002154		10/14/2025	101-5772-452.43-44	75.61 75.61 *	75.61
25290	1649	SWRCB	002043		10/14/2025	502-4710-471.69-03	316.00 316.00 *	316.00
25291	1006	TAYLOR MADE	002073		10/14/2025	507-5762-454.44-10	477.66 477.66 *	477.66
25292	779	THATCHER COMPANY OF NEVAD	002032		10/14/2025	502-4710-471.60-32	1,907.50 1,907.50 *	1,907.50
25293	231	THE MERLIN GROUP	002099		10/14/2025	507-5762-454.44-10	210.00 210.00 *	210.00
25294	4008	THE PRINTER GUYS LLC	001964		10/14/2025	507-5762-454.61-01	224.00 224.00 *	224.00
25295	3950	TKE ENGINEERING INC	001828 002115		10/14/2025 10/14/2025	582-4710-471.71-08 101-0000-204.03-01	2,410.00 520.00 2,930.00 *	2,930.00
25296	3266	TRI STATE TOOL REPAIR	001946 001947 001965		10/14/2025 10/14/2025 10/14/2025	580-4750-473.43-57 580-4750-473.43-57 507-5762-454.43-08	50.66 151.31 94.15 296.12 *	296.12
25297	2819	TRI-STATE HOSE & FITTINGS	001863		10/14/2025	511-3020-432.61-28	97.26	

PREPARED 09/24/2025, 14:03:08

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

PAGE 9

PROGRAM: GM346L

ACCOUNTING PERIOD 2026/04

CITY OF NEEDLES

REPORT NUMBER 31

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25297	2819	TRI-STATE HOSE & FITTINGS	002044		10/14/2025	503-4720-475.43-02	434.38	
			002093		10/14/2025	511-3021-432.43-26	101.67	
			002094		10/14/2025	511-3020-432.43-57	97.26	
							730.57 *	730.57
25298	2798	U.S. DEPARTMENT OF ENERGY	001849		10/14/2025	580-4750-473.63-10	21,661.23	
			001871		10/14/2025	580-4750-473.63-10	23,316.39	
							44,977.62 *	44,977.62
25299	3825	ULTRA PEST CONTROL, LLC	001829		10/14/2025	101-5774-452.61-01	50.00	
			001860		10/14/2025	101-1030-414.61-31	40.00	
							90.00 *	90.00
25300	3830	UNIFIRST CORPORATION	001831		10/14/2025	101-5774-452.61-06	11.04	
			001832		10/14/2025	101-5774-452.61-06	11.04	
			001866		10/14/2025	101-3010-431.61-04	154.39	
			001868		10/14/2025	101-5772-452.61-04	24.30	
			001954		10/14/2025	580-4750-473.61-04	184.90	
			001955		10/14/2025	580-4750-473.61-04	184.90	
			001968		10/14/2025	507-5762-454.43-08	26.25	
			002035		10/14/2025	508-4810-478.61-04	10.84	
			002040		10/14/2025	502-4710-471.61-04	42.15	
			002045		10/14/2025	503-4720-475.61-04	27.68	
			002080		10/14/2025	511-3020-432.61-04	154.39	
			002081		10/14/2025	101-5772-452.61-04	24.30	
			002123		10/14/2025	580-4750-473.61-04	184.90	
							1,041.08 *	1,041.08
25301	761	USABBLUEBOOK	001830		10/14/2025	503-4720-475.43-02	192.81	
							192.81 *	192.81
25302	1917	VIRGINIA TASKER	001934		10/14/2025	101-1025-415.31-90	500.00	
							500.00 *	500.00
25303	3528	WESTERN ENVIRONMENTAL TES	001956		10/14/2025	503-4720-475.59-75	382.31	
			001957		10/14/2025	503-4720-475.59-75	390.48	
			002034		10/14/2025	503-4720-475.59-75	406.20	
							1,178.99 *	1,178.99
25304	3967	WILLDAN ENGINEERING	002031		10/14/2025	101-2025-424.31-10	1,338.88	
							1,338.88 *	1,338.88
25305	3780	ZIA ELECTRICAL	001848		10/14/2025	580-4750-473.60-55	685.95	
							685.95 *	685.95
25306	4284	ZONAR SYSTEMS	002135		10/14/2025	502-4710-471.31-90	99.07	
			002136		10/14/2025	580-4750-473.31-90	118.88	
			002137		10/14/2025	101-3010-431.31-90	118.88	
			002138		10/14/2025	503-4720-475.31-90	99.06	
			002139		10/14/2025	508-4810-478.31-90	19.81	

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
25306	4284	ZONAR SYSTEMS	002140		10/14/2025	101-2030-423.31-90	39.63	
			002141		10/14/2025	101-2025-424.31-90	19.81	
			002142		10/14/2025	575-5555-485.31-90	19.81	
			002143		10/14/2025	101-5772-452.31-90	99.07	
			002144		10/14/2025	101-2020-423.31-90	39.63	
							673.65 *	673.65
25307	3828	3D-NETWORKS LLC	001936		10/14/2025	509-4910-479.31-90	1,927.92	
			001937		10/14/2025	509-4910-479.31-90	1,192.50	
			001938		10/14/2025	509-4910-479.31-53	875.00	
			002195		10/14/2025	509-4910-479.31-90	1,950.00	
			002197		10/14/2025	509-4910-479.31-90	1,931.86	
			002198		10/14/2025	509-4910-479.31-53	750.00	
							8,627.28 *	8,627.28
BANK/CHECK TOTAL							413,397.59	413,397.59
ALL BANKS/CHECKS TOTAL							413,397.59	413,397.59



MINUTES

**REGULAR MEETING OF THE CITY COUNCIL
NEEDLES PUBLIC UTILITY AUTHORITY
HOUSING AUTHORITY CITY OF NEEDLES
CITY OF NEEDLES, CALIFORNIA
COUNCIL CHAMBERES, 1111 BAILEY AVE, NEEDLES**

TUESDAY, SEPTEMBER 23, 2025 - COUNCIL EXECUTIVE SESSION – 5:00 PM - CITY COUNCIL MEETING – 6:00 PM

CALL TO ORDER - Mayor Jernigan called the meeting to order at 5:05 pm

ROLL CALL

PRESENT

Council Member McCorkle
Vice Mayor Ellen Campbell
Mayor Janet Jernigan
Council Member JoAnne Pogue
Council Member Tona Belt
Council Member Henry Longbrake
Council Member Larry Ford

Also present were City Manager Patrick Martinez, Deputy City Attorney Lena Wade, Utilities Manager Rainie Torrance, Director of Development Services/Capital Projects Kathy Raasch, and City Clerk Candace Clark.

PUBLIC COMMENTS PERTAINING TO THE EXECUTIVE SESSION - None

RECESSED TO EXECUTIVE SESSION - 5:06 PM

EXECUTIVE SESSION

- a. Public Employee Performance Evaluation Pursuant to Govt Code Section 54957. Title: City Manager

No reportable action

- b. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION Government Code section 54956.9(d)(1) City of Needles v. Tonita Reed, et al.
Superior Court of the County of San Bernardino CIVSB2316434.

No reportable action

- c. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6 Agency Negotiator: City Manager Patrick Martinez or his designee. Unrepresented Employee: Development Services Director/Capital Projects

No reportable action

CALL TO ORDER - Mayor Jernigan called the meeting to order at 6:00 pm

ROLL CALL

PRESENT

Council Member McCorkle
Vice Mayor Ellen Campbell
Mayor Janet Jernigan
Council Member JoAnne Pogue
Council Member Tona Belt
Council Member Henry Longbrake
Council Member Larry Ford

EXECUTIVE SESSION REPORT – Deputy City Attorney Lena Wade gave report as noted above.

PLEDGE OF ALLEGIANCE - led by Mayor Jernigan

INVOCATION - led by Vice Mayor Campbell

APPROVAL OF AGENDA

Council Member Pogue made a motion, second by Vice Mayor Campbell, to approve the agenda. Motion carried by the following roll call vote:

Ayes: Council Members Ford, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt, Longbrake

Noes: None

Absent: None

Abstain: None

CONFLICT OF INTEREST – None

CORRESPONDENCE – None

INTRODUCTIONS - Mayor Jernigan acknowledged former Council Member Tim Terral in attendance.

CITY ATTORNEY – Parliamentary Procedures given by Deputy City Attorney Lena Wade.

PUBLIC APPEARANCE

Kathy McConnell reported broken streetlights and globes along Broadway and requested staff adopt a street sweeping schedule that does not conflict with business traffic on front street.

Marianne Jones gave an update on the museum.

Tena McGee, Caitlyn Medley, and William Boschelli reported on Chamber and Visitor Center activities and events.

INTERVIEWS

1. Interviews / appointments to fill the vacancies on the Housing Commission and the Cemetery Advisory Board. **CONTINUED TO OCTOBER 14, 2025.**

REGULAR NPUA / COUNCIL ITEMS

2. Adopt Resolution 2025-41 Establishing a Joint Pole Rate of \$15.10 Effective December 1, 2025, and \$22.41 Effective December 1, 2026

Utility Manager Rainie Torrance gave staff report.

Council asked questions of staff and discussion ensued.

City Manager Patrick Martinez and Utility Manager Rainie Torrance answered questions of staff.

Mayor Jernigan opened public comment at 6:32pm.

Tim Terral of Route 66 Broadband cautioned that vendors will be forced to raise rates and asked council and staff to spread the increase over 4 years instead of 2.

Council asked questions and staff responded.

Mayor Jernigan closed Public Comment at 6:36 pm.

Member/Council Member Ford made a motion, second by Member/Council Member Belt, to Adopt Resolution 2025-41 Establishing a Joint Pole Rate of \$15.10 Effective December 1, 2025, and \$22.41 Effective December 1, 2026.

Motion carried by the following roll call vote:

Ayes: Members/Council Members Ford, McCorkle, Member/Vice Mayor Campbell, Member/Mayor Jernigan, Member/Council Member Belt

Noes: Members/Council Members Pogue, Longbrake

Absent: None

Abstain: None

3. Approve Change Order #1 to the Public Works Agreement with Pyramid Building and Engineering, Inc. for the Water Main and Manifold Improvements Project resulting in an increase to the contract in the amount of \$89,700.82 for a new total contract amount of \$1,218,376.82; and authorize staff to execute said Change Order.

City Manager Patrick Martinez gave staff report.

Council asked questions of staff and minimal discussion ensued.

Mayor Jernigan opened public comment at 6:43 pm.

No public comment.

Mayor Jernigan closed Public Comment at 6:43 pm.

Member/Council Member McCorkle made a motion, second by Member/Vice Mayor Campbell, to Approve Change Order #1 to the Public Works Agreement with Pyramid Building and Engineering, Inc. for the Water Main and Manifold Improvements Project resulting in an increase to the contract in the amount of \$89,700.82 for a new total contract amount of \$1,218,376.82; and authorize staff to execute said Change Order.

Motion carried by the following roll call vote:

Ayes: Members/Council Members Ford, McCorkle, Member/Vice Mayor Campbell,
Member/Mayor Jernigan, Members/Council Members Pogue, Belt, Longbrake

Noes: None

Absent: None

Abstain: None

COUNCIL CONSENT CALENDAR

Vice Mayor Campbell pulled item 7 and Council Member Belt pulled item 8 from the consent calendar.

Vice Mayor Campbell made a motion, second by Council Member Pogue, to approve items 4 through 6 on the Council Consent Calendar.

Motion carried by the following roll call vote:

Ayes: Council Members Ford, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt,
Longbrake

Noes: None

Absent: None

Abstain: None

4. Approved the Warrants Register through September 23, 2025

5. Approved the Minutes of September 9, 2025

6. Accepted and Filed the August 2025 Treasurer's Report

Pulled Items

8. Authorize the Mayor to sign a letter of support for the Palo Verde Healthcare District and Palo Verde Hospital in their efforts to restore suspended services and secure long-term sustainability as identified in the LAFCO Municipal Service Review.

City Manager Patrick Martinez gave staff report.

Council had no questions.

Mayor Jernigan opened public comment at 6:48 pm.

No public comment.

Mayor Jernigan closed Public Comment at 6:48 pm.

Vice Mayor Campbell made a motion, second by Council Member Ford, to authorize the Mayor to sign a letter of support for the Palo Verde Healthcare District and Palo Verde Hospital in their efforts to restore suspended services and secure long-term sustainability as identified in the LAFCO Municipal Service Review.

Motion carried by the following roll call vote:

Ayes: Council Members Ford, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt,
Longbrake

Noes: None

Absent: None

Abstain: None

7. Approve site location and architectural proposal for design of a new metal building for Dial-A-Ride (DAR) vehicles and accept the proposal from Selberg and Associates for architectural design services in the amount of \$14,950.

City Manager Patrick Martinez gave staff report.

Council had no questions.

Mayor Jernigan opened public comment at 6:51 pm.

No public comment.

Mayor Jernigan closed Public Comment at 6:51 pm.

Vice Mayor Campbell made a motion, second by Council Member McCorkle, to approve site location and architectural proposal for design of a new metal building for Dial-A-Ride (DAR) vehicles and accept the proposal from Selberg and Associates for architectural design services in the amount of \$14,950.

Motion carried by the following roll call vote:

Ayes: Council Members Ford, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt, Longbrake

Noes: None

Absent: None

Abstain: None

END OF COUNCIL CONSENT CALENDAR

REGULAR COUNCIL ITEMS

9. Accept Proposal from Disability Access Consultants (DAC) to Provide Consultant Professional Services for an Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan for the City of Needles' Public Facilities, Parks and Public Rights-of-Way for a total project cost of \$37,900 to be funded by CJPIA in the amount of \$23,500 and the City portion of \$14,400 to be added to the FY26 General Fund Budget.

City Manager Patrick Martinez gave staff report.

Council asked questions and minimal discussion ensued.

Mayor Jernigan opened public comment at 6:55 pm.

No public comment.

Mayor Jernigan closed Public Comment at 6:55 pm.

Council Member McCorkle made a motion, second by Vice Mayor Campbell, to accept Proposal from Disability Access Consultants (DAC) to Provide Consultant Professional Services for an Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan for the City of Needles' Public Facilities, Parks and Public Rights-of-Way for a total project cost of \$37,900 to be funded by CJPIA in the amount of \$23,500 and the City portion of \$14,400 to be added to the FY26 General Fund Budget.

Motion carried by the following roll call vote:

Ayes: Council Members Ford, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt, Longbrake

Noes: None

Absent: None

Abstain: None

10. Renaming Ed Parry Field and Phillips Field Complex.

City Manager Patrick Martinez gave staff report.

Council asked questions and minimal discussion ensued.

Mayor Jernigan opened public comment at 6:58 pm.

No public comment.

Mayor Jernigan closed Public Comment at 6:58 pm.

Council advised staff to make no changes to the current name of Ed Parry Field and Phillips Field Complex.

11. Provide Staff Direction on the proposed renaming of Quinn Court.

City Manager Patrick Martinez gave staff report.

Council asked questions and minimal discussion ensued.

Mayor Jernigan opened public comment at 7:04 pm.

Tim Terral spoke against renaming, cautioning that it may open the City up to royalty issues with the Peanuts Foundation.

Marianne Jones thanked Council Member Ford for the suggestion but suggested alternately promoting Route 66.

Tim Terral asked about getting a Route 66 drive thru sign.

Kathy McConnell warned that changing a street name has to go through the County, tax assessor, and is a monumental task.

Mayor Jernigan closed Public Comment at 7:12 pm.

After discussion and public comment, Council Member Ford directed staff to drop the item.

12. Employee Appreciation Event

City Manager Patrick Martinez gave staff report.

Council discussion ensued. Employee Appreciation event will be held Friday, December 5, 2025.

Mayor Jernigan, Vice Mayor Campbell, and Council Member Belt will be the organizing committee.

Mayor Jernigan opened public comment at 7:15 pm.

No public comment.

Mayor Jernigan closed Public Comment at 7:15 pm.

CITY ATTORNEY REPORT – given by Deputy City Attorney Lena Wade

CITY MANAGER REPORT – for the weeks of September 5 and 12, 2025, given by City Manager Patrick Martinez

COUNCIL REQUESTS

Council Member Ford

- Nothing

Council Member McCorkle

- Nothing

Vice Mayor Campbell

- Reported on attendance at the State of the County and that Mental Health services are expanding in Needles

Council Member Pogue

- Reported that she met some visitors at the 19th hole who travelled here from the Czech Republic

Council Member Belt

- Requested the California Welcome Center be agendized
- Reported NUSD HS Volleyball and Football season is starting, and they are looking for sponsors

Council Member Longbrake

- Lights on Broadway are out, and globes are discolored – especially by bank
- Sidewalk in front of building by Needles Point Liquor is a trip hazard
- Thanked City Staff for getting El Garces cleaned up
- Urged City Staff to maintain beaches and keep them clean

- Reported negative You Tube videos of Needles, requested response from City highlighting positive aspects of the City
- Requested Ballot measure for 2026 Election on increasing Council stipends
- Requested reward for reporting criminal activity

Mayor Jernigan

- Reported on attendance at Mobility 21 and topics covered
- Thanked City workers
- Promoting and Planning tourism event for the Route 66 Anniversary next year

ADJOURNMENT – Mayor Jernigan adjourned the meeting at 7:38 PM

Mayor Janet Jernigan

City Clerk Candace Clark



MINUTES
CITY OF NEEDLES
SPECIAL MEETING

THURSDAY, SEPTEMBER 25, 2025 - 6:00 PM
EL GARCES – 950 FRONT STREET
NEEDLES, CALIFORNIA

Mayor Janet Jernigan, Vice Mayor Ellen Campbell, Council Members Jamie McCorkle, JoAnne Pogue, and Henry Longbrake were in attendance.

Meeting started at 6:04 PM

Mayor Jernigan introduced Assembly Member Jeff Gonzalez, who spoke briefly.

OVER VIEW

Presented By City Manager Patrick Martinez

STATE OF THE CITY ADDRESS

Presented By Mayor Janet Jernigan

MEETING ADJOURNED AT 6:50 PM

Mayor Janet Jernigan

City Clerk Candace Clark



MINUTES
CITY OF NEEDLES
SPECIAL MEETING

FRIDAY, OCTOBER 3, 2025 - 1:00 PM
EL GARCES – 950 FRONT STREET
NEEDLES, CALIFORNIA

Luncheon and Legislative Update

36TH District Assemblymember Jeff Gonzalez & City Stakeholders

Mayor Janet Jernigan, Vice Mayor Ellen Campbell, Council Members JoAnne Pogue, Tona Belt, and Henry Longbrake were in attendance.

Meeting started at 1:16 PM

City Manager Patrick Martinez asked each person in attendance to introduce themselves.

At 1:23 PM, City Manager Martinez introduced Mayor Janet Jernigan. She spoke briefly, and introduced Assembly Member Gonzalez.

Assembly Member Gonzalez gave legislative update.

At 1:50 PM, Gonzalez responded to several questions from attendees.

Public Comment ended at 2:17 PM and the Mayor and Council presented a plaque to Assembly Member Gonzalez.

Meeting adjourned at 2:19 PM

Mayor Janet Jernigan

City Clerk Candace Clark



MINUTES
CITY OF NEEDLES
SPECIAL MEETING

FRIDAY, OCTOBER 3, 2025 - 6:00 PM
EL GARCES – 950 FRONT STREET
NEEDLES, CALIFORNIA

TOWN HALL MEETING – LEGISLATIVE UPDATE

Mayor Janet Jernigan, Vice Mayor Ellen Campbell, Council Members JoAnne Pogue, Tona Belt, and Henry Longbrake were in attendance.

36TH District Assemblymember Jeff Gonzalez opened the meeting at 6:00 PM

Assembly Member Gonzalez gave legislative update.

At 6:13 PM, Gonzalez responded to several questions from attendees.

Meeting adjourned at 6:55 PM

Mayor Janet Jernigan

City Clerk Candace Clark



MINUTES
CITY OF NEEDLES
SPECIAL MEETING

TUESDAY, OCTOBER 7, 2025 - 4:00 PM
EL GARCES – 950 FRONT STREET
NEEDLES, CALIFORNIA

Urban Land Institute (ULI) California–Nevada Technical Assistance Leadership Exchange (TAP) Presentation

Mayor Janet Jernigan, Council Members JoAnne Pogue, and Henry Longbrake, Planning Commissioners Barbara Beard and Kevin Ostby were in attendance.

City Manager Patrick Martinez asked everyone in attendance to introduce themselves.

Meeting began at 4:05 PM

ULI representatives introduced themselves and presented their findings on development strategies and community feedback.

Public Comment opened at 5:45 PM.

ULI Representatives answered questions from the audience.

Meeting adjourned at 6:10 PM

Mayor Janet Jernigan

City Clerk Candace Clark



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☒ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: Award bid to WEKA, Inc. for the Phase V Water Service Replacement Project

Background: In preparation for the Pavement Management Program, Phase V Street Improvements, staff prepared the bid package for the Water Service Replacement project for streets associated with the FY26 paving project. Streets for this project include the following: LillyHill Drive (Parkway Street to Coronado Street), Peru Street (Desoto Street to Balboa Street), Cortez Street (Desoto Street to Balboa Street), Parkway Street (LillyHill Drive to Rio Vista Street), Coronado Street (LillyHill Drive to Cortez Street), and Balboa Street (Desoto Street to Rio Vista Street).

Due to long lead times for the contractor to procure fittings needed to replace existing service laterals, staff will be issuing two Notice to Proceed's (NTP) for this project: the 1st NTP for procurement of pipe and fittings and the 2nd NTP for construction. The work is anticipated to start no later than January 2026 and be completed in approximately 90 calendar days.

The advertisement for bids was published on August 20, 2025, and bids were opened on September 10, 2025. The following six bids were received:

- | | |
|--|---------------|
| • WEKA, Inc. | \$ 388,939.00 |
| • Pyramid Building & Engineering, Inc. | \$ 389,088.00 |
| • Christensen Brothers General Engineering | \$ 412,755.97 |
| • Capo A General Contracting | \$ 414,228.00 |
| • Phillips Excavating, Inc. | \$ 420,048.00 |
| • Big Ben Engineering | \$ 554,648.00 |

Staff has completed a bid evaluation and determined WEKA, Inc., as the successful low bidder.

Fiscal Impact: The fiscal year 2026 adopted budget for the Water Capital Replacement Fund (Fund 582) included \$500,000 for the lateral replacement project, funded from Water Asset Replacement reserves. No additional budgetary appropriations are necessary.

Recommended Action: Award bid to WEKA, Inc. for the Phase V Water Service Replacement Project in the amount of \$388,939 plus 10% contingency for a total project cost of \$427,832.90 and authorize staff to execute a Public Works Agreement with WEKA, Inc. and move forward with the Notice of Award and Notice to Proceed.

Submitted By: Kathy Raasch, Director of Development Services/Capital Projects

City Manager Approval: Patrick J. Martinez

Date: 10/9/2025

Other Department Approval (when required): Jill Paura

Date: 10/10/2025

City of Needles									
Bid Results for Project PHASE V - WATER SERVICE REPLACEMENT (WA2601)									
Issued on 08/19/2025									
Bid Due on September 10, 2025 3:30 PM (PDT)									
Exported on 10/07/2025									
Line Totals (Unit Price * Quantity)									
Item No.	Description	UOM	Quantity	WEKA Inc.	Pyramid Building	Christensen Brothers	Capo A	Phillips Excavating	Big Ben
					and Engineering, Inc.	General Engineering, Inc.	General Contracting	Inc.	Engineering
1	MOBILIZATION / DEMOBILIZATION	LS	1	\$16,151.00	\$18,000.00	\$15,125.03	\$9,000.00	\$5,000.00	\$88,461.00
2	TRAFFIC CONTROL	LS	1	\$8,000.00	\$7,500.00	\$5,508.50	\$7,900.00	\$11,000.00	\$13,081.00
3	SWAPPP, BEST MANAGEMENT PRACTICE AND NPDES REQ	LS	1	\$1,500.00	\$7,500.00	\$6,310.44	\$4,250.00	\$2,500.00	\$6,541.00
4	ENCROACHMENT PERMIT (6 STREETS)	LS	1	\$3,288.00	\$3,288.00	\$3,288.00	\$3,288.00	\$3,288.00	\$3,288.00
5	REMOVE AND INSTALL 1" WATER SERVICE LATERAL (LONG)	EA	53	\$169,600.00	\$159,000.00	\$188,044.00	\$179,670.00	\$183,380.00	\$245,125.00
6	REMOVE AND INSTALL 1" WATER SERVICE LATERAL (SHORT)	EA	68	\$190,400.00	\$193,800.00	\$194,480.00	\$210,120.00	\$214,880.00	\$198,152.00
			Subtotal	\$388,939.00	\$389,088.00	\$412,755.97	\$414,228.00	\$420,048.00	\$554,648.00
			Total	\$388,939.00	\$389,088.00	\$412,755.97	\$414,228.00	\$420,048.00	\$554,648.00
Unit Price									
Item No.	Description	UOM	Quantity	WEKA Inc.	Pyramid Building	Christensen Brothers	Capo A	Phillips Excavating	Big Ben
					and Engineering, Inc.	General Engineering, Inc.	General Contracting	Inc.	Engineering
1	MOBILIZATION / DEMOBILIZATION	LS	1	\$16,151.00	\$18,000.00	\$15,125.03	\$9,000.00	\$5,000.00	\$88,461.00
2	TRAFFIC CONTROL	LS	1	\$8,000.00	\$7,500.00	\$5,508.50	\$7,900.00	\$11,000.00	\$13,081.00
3	SWAPPP, BEST MANAGEMENT PRACTICE AND NPDES REQ	LS	1	\$1,500.00	\$7,500.00	\$6,310.44	\$4,250.00	\$2,500.00	\$6,541.00
4	ENCROACHMENT PERMIT (6 STREETS)	LS	1	\$3,288.00	\$3,288.00	\$3,288.00	\$3,288.00	\$3,288.00	\$3,288.00
5	REMOVE AND INSTALL 1" WATER SERVICE LATERAL (LONG)	EA	53	\$3,200.00	\$3,000.00	\$3,548.00	\$3,390.00	\$3,460.00	\$4,625.00
6	REMOVE AND INSTALL 1" WATER SERVICE LATERAL (SHORT)	EA	68	\$2,800.00	\$2,850.00	\$2,860.00	\$3,090.00	\$3,160.00	\$2,914.00



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: City Council Resolution 2025-42 of the City Council of the City of Needles Approving the First Amendment to the Director of Development Services/Capital Projects Employment Agreement with Kathy Raasch

Background: On August 13, 2024, the City Council approved an Employment Agreement with Director of Development Services/Capital Projects Kathy Raasch, which provided for annual performance evaluations and corresponding compensation adjustments.

With negotiations now concluded, and the Teamsters receiving a 3% salary adjustment effective this fiscal year, the City Manager recommends applying the same 3% adjustment to the Director of Development Services/Capital Project's salary for 2025 to maintain alignment with represented staff. Additionally, to address the deferred compensation increase, a one-time retention payment of 2% is proposed, mirroring the adjustment provided to employees last year and recognizing the Director of Development Services/Capital Project's continued service during the review deferral period.

The proposed First Amendment to the Employment Agreement reflects these changes and leaves all other provisions of the August 13, 2024 agreement unchanged.

Fiscal Impact: The amendment provides a 5% ongoing salary increase, raising the Director of Development Services/Capital Project's base salary to \$159,300, and a one-time \$3,034 (2%) retention bonus to address the deferred compensation increase.

Recommendation: Adopt Resolution 2025-42 Approving a First Amendment to the Employment Agreement with Kathy Raasch for Director of Development Services/Capital Projects effective October 14, 2025, setting a salary of \$159,300 in compliance with SB 1436 and incorporate into the salary schedule FY 2025-2026.

Submitted By: Patrick Martinez, City Manager

City Manager Approval: Patrick J. Martinez Date: 10/9/2025

Other Department Approval (when required): Jill Taura Date: 10/10/2025

RESOLUTION NO. 2025-42
A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF NEEDLES APPROVING THE FIRST AMENDMENT TO
THE DIRECTOR OF DEVELOPMENT SERVICES/CAPITAL PROJECTS EMPLOYMENT
AGREEMENT WITH KATHY RAASCH

WHEREAS, at the City Council meeting on August 13, 2024, the Council approved the Employment Agreement (“Agreement”), attached hereto as Exhibit “A,” between the City of Needles (“City”) and Kathy Raasch, setting forth the terms and conditions of her employment as Director of Development Services/Capital Projects; and

WHEREAS, the City Manager and Council have reviewed the Agreement and renegotiated certain provisions, now set forth in a First Amendment to the Director of Development Services/Capital Projects Employment Agreement (“Amendment”), attached hereto as Exhibit “B”; and

WHEREAS, the Amendment provides for a Five percent (5%) adjustment to the Director of Development Services/Capital Projects annual base salary, effective October 14, 2025, resulting in a new annual salary of \$159,300, and further provides for a one-time retention bonus of \$3,034 (2%) in recognition of her service; and

WHEREAS, all other provisions of the original August 13, 2024, Agreement remain unchanged and in full effect.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Needles, California, hereby approves the First Amendment to the Employment Agreement between the City of Needles and Kathy Raasch and authorizes the City Manager to sign same for and on behalf of the City of Needles.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Needles, California, held on the 14th day of October 2025 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Janet Jernigan, Mayor

ATTEST:

Candace Clark, City Clerk

APPROVED AS TO FORM:

Lena Wade, Deputy City Attorney

Exhibit "A"

Employment Agreement Between the City of Needles and Kathy Raasch
(August 13, 2024)

Exhibit "B"

First Amendment to Employment Agreement Between the City of Needles and Kathy Raasch
(October 14, 2025)

DIRECTOR OF DEVELOPMENT SERVICES/CAPITAL PROJECTS
EMPLOYMENT AGREEMENT

This Director of Development Services/Capital Projects Employment Agreement (hereinafter referred to as the "AGREEMENT") is entered into and made effective the 13 day of August, 2024, by and between the CITY OF NEEDLES, (hereinafter referred to as the "CITY"), and Kathy Raasch, an individual (hereinafter referred to as "EMPLOYEE"). For purposes of this AGREEMENT, CITY and EMPLOYEE may be collectively referred to as the "Parties" or individually as a "Party."

RECITALS

WHEREAS, based on EMPLOYEE's qualifications and ability, the City Manager desires to appoint EMPLOYEE to serve as Director of Development Services/Capital Projects for CITY; and

WHEREAS, EMPLOYEE desires to perform and assume responsibility for the provision of services to CITY in the position of Director of Development Services/Capital Projects; and

WHEREAS, EMPLOYEE and CITY acknowledge and agree that this Agreement is not covered by and shall supersede any Memorandum of Understanding between City of Needles and the Teamsters Local 1932.; and

WHEREAS, the Parties wish to establish the terms and conditions of EMPLOYEE's provision of professional services to CITY through this AGREEMENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, CITY and EMPLOYEE hereby agree as follows:

1. POSITION, DUTIES AND TERM.

1.1 Incorporation of Recitals. The above recitals are incorporated herein and made a part of this Agreement.

1.2 Position. EMPLOYEE accepts employment with CITY as its Director of Development Services/Capital Projects and shall perform all functions, duties and services set forth in Section 1.5 (Duties) of this Agreement.

1.3 Effective Date of Agreement/Term. This Agreement is for an unspecified term and is subject to the "At-Will" provision in Section 1.4 and termination provision in Section 4.

1.4 Employment At-Will.

(a) EMPLOYEE's employment status with CITY shall be at-will and terminable with or without cause, at either Party's discretion, subject to the termination provisions provided herein. EMPLOYEE shall serve at the pleasure of the City Manager. EMPLOYEE

acknowledges, understands and agrees that EMPLOYEE may not avail himself/herself of any procedures, provisions or protections set forth under CITY's Employment Policies, as defined herein, in so far as such procedures, provisions or protections limit, restrict, modify, prohibit or regulate EMPLOYEE's status as an "at-will" employee of CITY or the ability of the City Manager to terminate EMPLOYEE's employment at any time for cause or for convenience and without cause. For purposes of this Agreement, the capitalized term "Employment Policies" means and refers to any ordinance, resolution, regulation, rule, memorandum of understanding, or other written policy of CITY as the same may be amended, modified or supplemented from time-to-time, and any written employment manual of the CITY which governs, regulates or otherwise relates to employment with CITY. CITY's Employment Policies shall not apply to EMPLOYEE in so far as such Employment Policies limit, restrict, modify or regulate (or may be interpreted to limit, restrict, modify or regulate) EMPLOYEE's status as an "at will" employee of the CITY.

(b) EMPLOYEE shall not be entitled to any pre-termination hearing or other similar proceeding or appeal proceeding as a precondition to any decision or action by the City Manager to terminate EMPLOYEE's employment whether for cause or for convenience and without cause. EMPLOYEE shall also not be entitled to any post-termination hearing or appeal proceedings.

(c) Nothing in this Agreement shall confer upon EMPLOYEE any right to any property interest in continued employment with CITY.

1.5 Duties. EMPLOYEE shall serve as the Director of Development Services/Capital Projects and shall have the duties and responsibilities of the Director of Development Services/Capital Projects, attached hereto as Exhibit "A" and as the same may be amended or modified from time-to-time by the City Manager, City Council, the California Codes, Needles City Code, Needles City Charter or CITY's policies and procedures approved by the City Council. EMPLOYEE's performance of EMPLOYEE's duties shall be subject to the direction of the City Manager. EMPLOYEE shall keep the City Manager fully informed of all significant operations or major undertakings by EMPLOYEE and the Development Services/Capital Projects Department ("Department"). EMPLOYEE shall also provide the City Manager with regular status reports on the operations and activities of EMPLOYEE'S Department. EMPLOYEE shall perform such duties as are customary and appropriate to the position Director of Development Services/Capital Projects as well as such special duties as may be assigned to EMPLOYEE from time to time by the City Manager. Notwithstanding EMPLOYEE's duties as Director of Development Services/Capital Projects, nothing in this Agreement shall be construed to prohibit direct communications between the City Manager and employees within EMPLOYEE'S Department. EMPLOYEE shall attend all City Council, Board and Commission meetings, unless excused or directed otherwise by the City Manager.

1.6 Work Hours. The position of Director of Development Services/Capital Projects is an exempt position under all applicable wage and hour laws. EMPLOYEE's compensation (whether salary or benefits or other allowances) is not based on hours worked. EMPLOYEE shall not be entitled to any compensation for overtime, missed meal or rest periods, reporting time, or any other wage and hour benefits conferred upon non-exempt employees under state or federal wage and hour laws, including regulations propounded in applicable Industrial Welfare Orders.

EMPLOYEE is expected to engage in those hours of work that are necessary to fulfill the obligations of the Director of Development Services/Capital Projects position. EMPLOYEE does not have set hours of work as the Director of Development Services/Capital Projects is expected to be available at all reasonable and relevant times.

1.7 Regional and Professional Activities. CITY desires that EMPLOYEE be reasonably active in professional organizations that will promote the standing of CITY and advance CITY's goals, interests and policy objectives while also providing EMPLOYEE with opportunities for the type of professional development that will enhance EMPLOYEE'S ability to serve CITY and perform EMPLOYEE'S duties as Director of Development Services/Capital Projects. Toward this end, EMPLOYEE may, upon reasonable notice and approval by the City Manager, join professional organizations and participate in the activities of such organizations in so far as such participation promotes the interests of CITY and does not unduly interfere with the performance of EMPLOYEE's duties as Director of Development Services/Capital Projects. CITY agrees to budget and, consistent with that budget, pay for the dues, conference and travel fees, and subscriptions of the Director of Development Service necessary for EMPLOYEE'S participation in national, statewide, regional or professional organizations.

1.8 Non-CITY Activities. In accordance with Government Code Section 1126, during the period of EMPLOYEE'S employment, EMPLOYEE shall not accept, without the express prior written consent of the City Manager, any other employment or engage, directly or indirectly, in any other business, commercial, or professional activity (except as permitted under Section 1.7 (Regional and Professional Activity)), whether or not for pecuniary advantage.

2. COMPENSATION AND BENEFITS AND REIMBURSEMENTS.

2.1 Base Salary. Commencing on the date EMPLOYEE commences full time work with the CITY, EMPLOYEE shall receive a base annual salary of \$151,715 per year, (hereinafter, the "Base Salary"). The Parties understand and agree that the amount of the Base Salary, as preliminarily established for the year 2024, may be adjusted from time-to-time by the CITY MANAGER following a performance evaluation, as provided for in Section 2.2 (below). In no event shall EMPLOYEE's base salary adjust automatically pursuant to any mechanism, and in no event shall EMPLOYEE's base salary exceed the maximum amount approved by the City Council, including in the City's Council approved salary table or other document that may be adopted by the City Council in the future. The Base Salary shall be payable in bi-weekly installments at the same time and in the same manner as other management employees of CITY. EMPLOYEE's salary shall be subject to customary withholding for taxes and other required deductions.

2.2 Performance Review. On or before the anniversary date of execution of this Agreement, the City Manager will undertake a job performance review of EMPLOYEE. In connection with such performance review, the City Manager may consider any adjustments in EMPLOYEE's compensation consistent with CITY's Council approved salary table. The failure of CITY to undertake a performance evaluation shall not limit CITY's ability to terminate this Agreement pursuant to Section 4 (Termination).

2.3 Benefits. In addition to Base Salary, CITY shall also provide EMPLOYEE with the following benefits:

(a) Health Insurance, Life Insurance, and Reimbursements. EMPLOYEE shall be provided with these benefits to the same extent as those benefits are provided to other City unrepresented management employees.

(b) Business Related Equipment. City shall also provide EMPLOYEE a personal computer (at work) for use in connection with CITY business. CITY shall be responsible for maintenance of said item. EMPLOYEE acknowledges and agrees that EMPLOYEE has no right to privacy with regard to business related equipment, and CITY shall be apprised of any and all passwords at all times.

(c) Participation in Additional CITY Programs. EMPLOYEE shall be eligible to participate in any other CITY program/employment benefits to the extent they are offered to non-represented CITY management employees.

(d) Cell Phone Stipend. EMPLOYEE shall receive a cell phone stipend to reimburse EMPLOYEE for business-related costs incurred when using their personally owned cell phone. As of the Effective Date, the monthly cell phone stipend is Fifty Dollars (\$50.00). CITY may review and adjust the monthly cell phone stipend from time to time.

(e) Holidays and Leave. EMPLOYEE shall accrue vacation leave, sick leave, and other leave as required by state or federal law as provided in the City of Needles Employee Handbook.

(f) To offset the number of evening City Council, Board and Commission meetings EMPLOYEE is entitled to 40 hours of comp time per year which cannot be converted to cash.

(g) PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS) ELIGIBILITY.
The City has contracted with the California Public Employees Retirement System ("CalPERS") for its employees. As used in this Agreement, the terms "Classic Members" and "New Members" shall be the same as those terms are used in the Public Employees' Pension Plan Reform Act of 2013.

As of the Effective Date of this Agreement, EMPLOYEE is a:

_____ Classic Member x New Member subject to PEPR, as may be amended from time to time.

EMPLOYEE shall receive the same CalPERS benefits as other unrepresented management employees of City, as may be amended from time to time by the City in its sole and absolute discretion. The CalPERS benefits are currently as follows:

As to New Members, the Benefits are the 2% at 62 Formula.

3. ILLNESS OR INJURY; DISABILITY AND DEATH.

3.1 Cessation of Work Due to Injury or Disability. In addition to any right of termination set forth under Section 1.4 and Section 4 (Employment With CITY "At-Will"), above, CITY also reserves the right to terminate EMPLOYEE's employment along with this Agreement if EMPLOYEE ceases to work as a result of injury or disability which results in Employee being unable to perform the essential duties of the Director of Development

Services/Capital Projects position, with or without accommodation, for a period of six (6) consecutive months or more, as documented by a healthcare provider. The foregoing notwithstanding, CITY may terminate EMPLOYEE if, in the CITY'S unilateral discretion if the disability poses a direct threat to the safety of CITY, EMPLOYEE or any other employees working for CITY, and any reasonable accommodation attempted by CITY would not mitigate or eliminate such a threat. CITY will not provide a severance payment if EMPLOYEE is terminated under this Section of this Agreement.

3.2 Compensation for Work-Related Illness or Injury. In the event EMPLOYEE suffers a physical or mental illness or disability arising out of the course of employment, EMPLOYEE's exclusive remedy or remedies against CITY for such illness, injury or disability shall be those legally allowed under the workers' compensation laws of the State of California. The Parties further agree that the California Workers Compensation Appeals Board shall be the exclusive venue for any claim of physical or mental illness or disability arising out of the course of EMPLOYEE'S employment with the CITY.

3.3 Medical Examination. EMPLOYEE agrees to submit to a medical and/or psychological examination by a qualified physician or psychiatrist selected by CITY, in the event the CITY determines a medical and/or psychological examination is needed to make a decision under Sections 3.1 through 3.2. CITY and EMPLOYEE shall receive a copy of all medical reports related to the examination.

3.4 Death of Employee. This Agreement along with EMPLOYEE's employment shall terminate automatically upon EMPLOYEE's death.

3.5 Compensation Upon Termination. Except as otherwise provided under this Agreement, if EMPLOYEE's employment is terminated pursuant to this Section 3 (Illness or Injury; Disability and Death), CITY shall pay EMPLOYEE all Base Salary, benefits, and compensation due and owing EMPLOYEE through the last day actually worked. If termination is caused by EMPLOYEE's death, CITY shall provide the compensation and benefits otherwise due EMPLOYEE to EMPLOYEE's executor, administrator, heirs, personal representatives, successors, and assigns. CITY will not provide for any "severance payment," as defined in Section 4, if EMPLOYEE is terminated under the provisions of Section 3.1 through 3.5.

4. TERMINATION.

4.1 Termination by CITY for Convenience and Without Cause. EMPLOYEE is appointed and serves at the pleasure of the CITY and is an at will employee. The CITY may terminate EMPLOYEE at any time for convenience and without cause. In the event EMPLOYEE is terminated without cause, at or during such time that EMPLOYEE is willing and able to performed his/her duties under this AGREEMENT, then in that event, CITY agrees to pay EMPLOYEE a severance equal to six (6) months' Base Salary, less any and all applicable or legally required deductions, provided EMPLOYEE has executed a CITY approved

full and final release of any and all actual or potential claims (including a Civil Code Section 1542 release) that EMPLOYEE has or could have against CITY, its officials, employee and/or agents. At the time of termination without cause, EMPLOYEE shall also receive all accrued but unused vacation. The foregoing notwithstanding, in no event shall the "severance payment" include the payment of any sums prohibited pursuant to Government Code Section 53260-53264, and any such sums shall be deducted from the "severance payment."

4.2 Termination by Employee. EMPLOYEE may terminate EMPLOYEE'S employment for any reason, and at any time, with or without cause. EMPLOYEE shall not receive a "severance payment" in the event EMPLOYEE terminates his/her employment with CITY pursuant to this Section.

4.3 Termination for Cause by CITY. CITY may immediately terminate EMPLOYEE'S employment with CITY and this Agreement at any time by providing EMPLOYEE written notice of EMPLOYEE'S termination for cause and the reason(s) for the termination, and an opportunity for a discussion with the City Manager or the City Manager's designee. In the event the City Manager and EMPLOYEE are unable to resolve any disagreement regarding the cause for EMPLOYEE'S termination, the Parties agree to binding arbitration as provided in Section 6. No "severance payment" shall be paid in the event EMPLOYEE's employment is terminated for cause, except that CITY shall pay EMPLOYEE for all earned but unpaid wages and all accrued and unused vacation, as provided for in this Agreement. The term "cause" shall be defined to include any misconduct materially related to performance of official duties, including but not be limited to any of the following: 1) breach of this AGREEMENT, 2) willful or persistent breach of duties, 3) resume fraud or other acts of material dishonesty, 4) unauthorized absence or leave not otherwise supported by valid documentation from a healthcare provider, 5) conviction of a misdemeanor involving moral turpitude (i.e., offenses contrary to justice, honesty, or morality), conviction of a misdemeanor DUI, or conviction of a felony under California law (the CITY may, in its discretion, place EMPLOYEE on paid or unpaid administrative leave until resolution of charges brought against EMPLOYEE), 6) violation of the CITY's anti-harassment policies and/or a finding that EMPLOYEE engaged in legally prohibited personal acts of harassment, discrimination, and/or retaliation against a CITY official, CITY employee, or any individual protected by state or federal laws prohibiting harassment, discrimination, and/or retaliation, 7) violation of the Needles City Code, ordinances, rules or regulations, including but not limited to the CITY's Employee Handbook, 8) use or possession of illegal drugs, 9) engaging in conduct tending to bring embarrassment or disrepute to the CITY, 10) any illegal or unethical act involving personal gain, 11) failure to carry out materially significant and legally constituted directions or policy decisions of the City Council or City Manager, or 12) gross misfeasance or gross malfeasance.

4.4 Termination Obligation. EMPLOYEE agrees that all property, including without limitation, all equipment, tangible, Proprietary Information (as defined below), credit cards, keys, passwords, cell phones, tablets, pagers, documents, records, notes, contracts, and computer-generated materials furnished to or prepared by EMPLOYEE incident to EMPLOYEE'S employment are the property of CITY and shall be returned promptly to CITY upon termination of EMPLOYEE's employment. EMPLOYEE's obligations under this subsection shall survive the

termination of EMPLOYEE'S employment and the expiration or early termination of this Agreement.

4.5 Benefits Upon Termination. All benefits to which EMPLOYEE is entitled under this Agreement shall cease upon EMPLOYEE's termination, unless expressly continued under this Agreement, under any specific written policy or benefit plan applicable to EMPLOYEE, or unless otherwise required by law.

5. CONFLICT OF INTEREST.

5.1 EMPLOYEE shall not, during the term of this Agreement, individually, as a partner, joint venture, officer or shareholder, invest or participate in any business venture conducting business in the corporate limits of CITY, except for stock ownership in any company whose capital stock is publicly held and regularly traded, without prior approval of the City Manager and City Council. EMPLOYEE shall also be subject to the conflict of interest provisions of the Government Code of the State of California, the Needles City Code, and any other conflict of interest regulations applicable to EMPLOYEE's employment with CITY. For and during the Term of this Agreement and any extension term, EMPLOYEE further agrees that except for a personal residence or residential property acquired or held for future use as EMPLOYEE'S personal residence, EMPLOYEE will not invest in any other real estate or property improvements within the corporate limits of CITY without the prior consent of the City Manager and City Council.

6. ARBITRATION OF DISPUTES.

6.1 Any claim, dispute, or controversy which would otherwise require or allow resort to any court or other governmental dispute resolution forum between EMPLOYEE and CITY arising from, related to, or having any relationship or connection whatsoever with EMPLOYEE'S employment or the terms of this Agreement, whether based on tort, contract, statutory, or equitable law, or otherwise, shall be submitted to and determined exclusively by binding arbitration under the Federal Arbitration Act, in conformity with the procedures of the California Arbitration Act (Cal. Code Civ. Proc. sec 1280 et seq.), including section 1283.05 and all of the Acts other mandatory and permissive rights to discovery); provided, however, that: in addition to requirements imposed by law, any arbitrator herein shall be a retired California Superior Court Judge and shall be subject to disqualification on the same grounds as would apply to a judge of such court. If for any reason the Parties cannot agree to an arbitrator, either Party may apply to a court of competent jurisdiction with authority over the location where the arbitration will be conducted for appointment of a neutral arbitrator. The court shall then appoint an arbitrator, who shall act under this Agreement with the same force and effect as if the Parties had selected the arbitrator by mutual agreement. The arbitrator shall then prescribe the rules and procedures for the arbitration process in accordance with laws that are applicable to the claim being raised. EMPLOYEE understands that by agreeing to this binding arbitration provision, both CITY and EMPLOYEE give up their right to a trial by jury.

7. GENERAL PROVISIONS.

7.1 Notices. All notices, requests, demands and other communications under this Agreement shall be in writing and shall be effective upon delivery by hand or three (3) business days after deposit in the United States mail, postage prepaid, certified or registered, and addressed to CITY at the address below or at the last known address maintained in EMPLOYEE personnel file. EMPLOYEE agrees to notify CITY in writing of any change in EMPLOYEE'S address during EMPLOYEE'S employment with CITY. Notice of change of address shall be effective only when accomplished in accordance with this Section.

CITY's Notice Address:

City of Needles
817 Third Street
Needles, CA 92363

Director of Development Services/Capital Projects' Notice Address:

Kathy Raasch
519 E. A Street
Mohave Valley, AZ 86440

7.2 Indemnification. Subject to, in accordance with, and to the extent provided by the California Government Claims Act (Government Code section 810 et seq.) CITY will indemnify, defend, and hold EMPLOYEE harmless from and against any action, demand, suit, monetary judgment or other legal or administrative proceeding, and any liability, injury, loss or other damages, arising out of any negligent act or omission occurring during the Term of this Agreement or any extension term. CITY shall have the discretion to compromise or settle any such claim, demand or action and pay the amount of any settlement or judgment rendered thereon. Notwithstanding the foregoing, CITY shall have no duty to indemnify, defend, or hold EMPLOYEE harmless from any criminal proceeding, or with regard to any civil, criminal or administrative proceeding initiated by EMPLOYEE.

7.3 Entire Agreement. This Agreement is intended to be the final, complete, and exclusive statement of the terms of EMPLOYEE's employment by CITY. This Agreement supersedes all other prior and contemporaneous agreements and statements, whether written or oral, express or implied, pertaining in any manner to the employment of EMPLOYEE, and it may not be contradicted by evidence of any prior or contemporaneous statements or agreements. To the extent that the practices, policies, or procedures of CITY, now or in the future, apply to EMPLOYEE and are inconsistent with the terms of this Agreement, the provisions of this Agreement shall control. However, as noted in Section 2.7 above, EMPLOYEE shall be eligible to participate in any other CITY programs/employment benefits to the extent they are offered to CITY's unrepresented management employees.

7.4 Amendments. This Agreement may not be amended except in a written document signed by EMPLOYEE, approved by the City Manager, City Council and signed by the City Attorney.

7.5 Waiver. Failure to exercise any right under this Agreement shall not constitute a waiver of such right.

7.6 Assignment. EMPLOYEE shall not assign any rights or obligations under this Agreement. CITY may, upon prior written notice to EMPLOYEE, assign its rights and obligations hereunder.

7.7 Severability. If any court of competent jurisdiction holds any provision of this Agreement to be invalid, unenforceable, or void, the remainder of this Agreement shall remain in full force and effect.

7.8 Governing Law. This Agreement is entered into and is to be performed in San Bernardino County, California and shall be governed by and construed in accordance with the controlling laws of the State of California or federal law, whichever is applicable, and the Parties agree that venue in any court proceeding shall be in San Bernardino County, California.

7.9 Interpretation. This Agreement shall be construed as a whole, according to its fair meaning, and not in favor of or against any party. By way of example and not in limitation, this Agreement shall not be construed in favor of the party receiving a benefit or against the party responsible for any particular language in this Agreement. Captions are used for reference purposes only and should be ignored in the interpretation of the Agreement. This Agreement shall not be construed in favor of or against a party on the grounds that they drafted the Agreement or language in dispute.

7.10 Statutory Obligations

a. Abuse of Office or Position. Pursuant to California Government Code Sections 53243, 53243.1 and 53243.2, which became effective on January 1, 2012, if EMPLOYEE is convicted of a crime involving an abuse of EMPLOYEE'S office or position, all of the following shall apply: (1) if EMPLOYEE is provided with an administrative leave pay pending an investigation, EMPLOYEE shall be required to fully reimburse such amounts paid by CITY; (2) if CITY pays for the criminal legal defense of EMPLOYEE (which would be in its sole discretion, as CITY is generally not obligated to pay for a criminal defense), EMPLOYEE shall be required to fully reimburse such amounts paid by CITY; and (3) if this Agreement is terminated, any cash settlement related to the termination of EMPLOYEE by CITY, said amount shall be fully reimbursed to CITY or shall be void if not yet paid to EMPLOYEE. For this Section, abuse of office or position means either: (1) an abuse of public authority, including waste, fraud, and violation of the law under the color of authority; or (2) a crime against public justice, including a crime described in Title 7 commencing with section 92 of the California Penal Code.

b. Maximum Cash Settlement Upon Termination of Agreement. Pursuant to California Government Code Sections 53260 and 53261, regardless of the term of this Agreement,

if the Agreement is terminated and a dispute arises regarding the termination, the parties agree that the maximum cash settlement that EMPLOYEE may receive shall be equal to the monthly salary of EMPLOYEE multiplied by eighteen and shall not include any other noncash items except health benefits, which may be continued for the same duration of time (18 months) or until employee finds other employment, whichever occurs first.

7.11 Incorporation of Recitals. The Parties repeat and incorporate the recitals set forth above as if fully set forth herein.

7.12 Acknowledgment. EMPLOYEE acknowledges that EMPLOYEE has had the opportunity to consult legal counsel in regard to this Agreement, that EMPLOYEE has read and understands this Agreement, that EMPLOYEE is fully aware of its legal effect, and that EMPLOYEE has entered into it freely and voluntarily and based on EMPLOYEE'S own judgment and not on any representations or promises other than those contained in this Agreement.

IN WITNESS WHEREOF, the Parties executed this AGREEMENT on the date first written above.

"EMPLOYEE"

Dated: 8-20-24

By: Kathy Haesen

"CITY"

CITY OF NEEDLES

Dated: 8-20-24

By: Patrick Martinez
Patrick Martinez, City Manager

ATTEST:

Dated: 8-20-24

By: Dale Jones
Dale Jones, City Clerk

DIRECTOR OF DEVELOPMENT SERVICES/CAPITAL PROJECTS
EMPLOYMENT AGREEMENT

Exhibit "A"

Job Description

Exhibit "A"

CITY OF NEEDLES
POSITION DESCRIPTION

Position Title: **Director of Development Services / Capital Projects**
Wage Range: **\$116,522 - \$148,720 DOQ**

Department: Development Services

Job Classification: Contract
Date: 05/23/2024

PURPOSE/OBJECTIVE OF JOB: A department head position which reports to the City Manager with responsibility for the planning and execution of capital projects and developmental functions of the City, including planning, engineering, code enforcement and building inspections. Performs lead responsibility for all construction and project management for Capital Improvement Plans/Budgets.

REPORTS TO: City Manager

EXAMPLES OF RESPONSIBILITIES:

- Participate in the development and implementation of goals, objectives, policies, procedures, and priorities for the department.
- Manages Capital Improvement Plan projects, including construction activities which includes:
 - proposing new projects
 - presenting projects to applicable advisory committees for review and approval
 - composing and assembling construction contracts, plans, and related documents
 - advertising, bidding, evaluating, negotiating, and executing professional consultant contracts
 - oversee site inspections
 - managing, directing, and coordinating consultant engineering and architectural design, ensuring compliance with applicable laws, codes, ordinances, and regulations
 - processing contractor payments; complete financial reporting
 - facilitating meetings with residents, businesses, and/or other interested parties
 - researching, analyzing, and resolving construction and project problems
 - oversee processing change orders and manage closeout of capital projects
- Prepare and administer departmental budget.

- Analyze and interpret social, economic, population and land, use data and trends; prepare written and graphic reports on various planning matters and elements of the general plan.
- Develops general plan and development code and assures timely updates and other measures to streamline regulations.
- Prepare initial studies and CEQA Compliance.
- Plans and manages all aspects of project design, development and implementation including preliminary technical research and feasibility analyses, funding and cost analyses, scheduling, public involvement, project budgeting and work plan development, project performance and results.
- Present materials at City Council, Planning Commission, other Boards and Commission and at professional and public meetings as required.
- Reviews operational procedures to ensure compliance with applicable policies recommends and initiates changes to department procedures policies and regulations including engineering design standards.
- Develops capital improvement program including the five-year capital improvement plan and annual capital projects for the City and NPUA.

MINIMUM QUALIFICATIONS:

- Advanced professional knowledge of the theory, principles, and practices of civil engineering including design, cost, construction materials and techniques, and regulations. In addition, creative skills that improve overall project results are desirable.
- Specialized knowledge of public works project funding sources and budgeting, objective development and work planning and scheduling.
- Knowledge of principles of structural design, engineering mathematics, and architectural plan review.
- Sufficient human relations skill to convey technical engineering concepts to "sell" projects concepts and lead professional trades and technical employees to work cooperatively with internal and external customers.
- Current literature, information sources and research techniques in the field of urban planning.
- Make effective public presentations to boards, commissions, and council.

- A bachelor's degree in civil engineering, and five (5) years of increasingly responsible experience in the field of civil engineering, including three (3) years of increasingly responsible experience of a supervisory, administrative, or professional nature in the design, construction, and inspection of public, commercial, industrial, or residential buildings.

Special Requirements:

- Possess a certificate of registration as a civil engineer issued by the California State Board of Registration for Professional Engineers or equivalent work experience.
- Must possess a valid driver's license and a satisfactory driving record.
- Receive satisfactory results from background investigation, physical examination which includes a drug screening, and administrative review, which meet the established qualifications standards.
- Achieve Project Management Professional (PMP) Certification within one year of employment.

GENERAL:

This classification description is not intended to be all-inclusive, and employee will also perform other reasonable related duties as assigned by management as required.

The City reserves the right to revise or change classification duties and responsibilities as the need arises. This description does not constitute a written or implied contract of employment.

**FIRST AMENDMENT TO
DIRECTOR OF DEVELOPMENT SERVICES/CAPITAL PROJECTS
EMPLOYMENT AGREEMENT**

This FIRST AMENDMENT TO DIRECTOR OF DEVELOPMENT SERVICES/CAPITAL PROJECTS EMPLOYMENT AGREEMENT (“**AMENDMENT**”) is made and entered into as of October 14, 2025 (“**EFFECTIVE DATE**”), by and between the City of Needles, a California charter city hereinafter referred to as “**CITY**” and Kathy Raasch, an individual hereinafter referred to as “**EMPLOYEE**.” CITY and EMPLOYEE may be referred to individually as a “**PARTY**” and collectively as the “**PARTIES**.”

RECITALS

WHEREAS, the PARTIES entered into that certain Director of Development Services/Capital Projects Employment Agreement dated August 13th, 2024 (“**AGREEMENT**”); and

WHEREAS, EMPLOYEE accepted employment as Director of Development Services/Capital Projects for the CITY on an “at-will” employment status, terminable with or without cause at either PARTY’s discretion, with compensation being an annual salary of One Hundred Fifty-One Thousand Seven Hundred Fifteen Dollars (\$151,715); and

WHEREAS, the PARTIES now desire to amend the AGREEMENT to provide EMPLOYEE with (i) a five percent (5%) increase to EMPLOYEE’s annual base salary thereby increasing her Amended Salary to One Hundred Fifty-Nine Thousand Three Hundred Dollars (\$159,300), and (ii) a one-time retention bonus in the amount of Three Thousand Thirty-Four Dollars (\$3,034); and

WHEREAS, the Parties desire to amend the Agreement to provide for a second year retention bonus for EMPLOYEE; and

WHEREAS, Section 7.4 of the AGREEMENT provides that no supplement, modification, or amendment shall be binding unless reduced to writing and executed by the EMPLOYEE and CITY, with approval of the City Council and signature of the City Attorney.

NOW, THEREFORE, in consideration of the foregoing Recitals and the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, CITY and EMPLOYEE agree as follows:

1. **Incorporation of Recitals.** The PARTIES hereby agree that the recitals set forth in this AMENDMENT are deemed incorporated into this AMENDMENT and the AGREEMENT by this reference.

2. **Definitions.** All capitalized terms used but not defined in this AMENDMENT shall have the meanings ascribed to them in the AGREEMENT.

3. **Amendment to Section 2.1.** The PARTIES hereby agree that Section 2.1 of the AGREEMENT is hereby amended and replaced with the following:

“2.1 Base Salary. Commencing on the EFFECTIVE DATE of this AMENDMENT, EMPLOYEE’s annual base salary shall be increased by five percent (5%), resulting in a new annual base salary of One Hundred Fifty-Nine Thousand Three Hundred Dollars (\$159,300) (hereinafter, the “Amended Salary”). The Parties understand and agree that the amount of the Amended Salary, as established for the year 2025, may be adjusted from time to time by the City Manager following a performance evaluation, as provided for in Section 2.2 of the AGREEMENT. In no event shall EMPLOYEE’s Amended Salary adjust automatically pursuant to any mechanism, and in no event shall EMPLOYEE’s Amended Salary exceed the maximum amount approved by the City Council, including in the City’s Council-approved position and salary resolution, the annual operating budget, or other document that may be adopted by the City Council in the future. The Amended Salary shall be payable in bi-weekly installments at the same time and in the same manner as other management employees of CITY. EMPLOYEE’s salary shall be subject to customary withholding for taxes and other required deductions.”

4. **Retention Bonus.** In addition to the Base Salary, EMPLOYEE shall receive a one-time retention bonus in the gross amount of Three Thousand Thirty-Four Dollars (\$3,034), payable within thirty (30) days of the Effective Date of this AMENDMENT. The retention bonus shall be subject to customary withholding for taxes and other required deductions.

5. **Second Year Retention Bonus.** EMPLOYEE shall receive an additional retention bonus equal to three percent (3%) of EMPLOYEE's Base Salary for the second year of employment, payable on the second anniversary of the Effective Date of the Agreement, provided that EMPLOYEE remains continuously employed by CITY through such date. The retention bonus shall be subject to customary withholding for taxes and other required deductions.

6. In the event EMPLOYEE's employment is terminated prior to the payment date of either retention bonus, whether by CITY for cause or convenience, or by EMPLOYEE for any reason, EMPLOYEE shall not be entitled to receive any unpaid retention bonus.

7. All other terms of the AGREEMENT not expressly amended by this AMENDMENT shall remain in full force and effect.

8. This AMENDMENT shall be governed by the laws of the State of California. Any legal action arising from or related to this AMENDMENT shall be brought in the state or federal courts of the State of California in and for the County of San Bernardino.

IN WITNESS WHEREOF, the PARTIES hereby have made and executed this AMENDMENT to be effective as of the day and year first above written.

CITY OF NEEDLES, CALIFORNIA

KATHY RAASCH

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

ATTEST:

City Clerk

Approved As To Form:

City Attorney



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: Approval of Agreement with San Bernardino County for Homeless Services Program and Authorization to Issue Request for Proposals (RFP)

Background: The San Bernardino County Community Development and Housing Department (CDH) has awarded the City of Needles a one-time \$50,000 grant to expand homeless services and resources within the City. The Homeless Services Program Agreement establishes a partnership between the County and the City to provide outreach, sheltering, and supportive services for individuals and families experiencing homelessness during the contract term of September 1, 2025, through August 31, 2026.

Under the terms of the agreement, the City will receive a lump-sum payment to administer the program and will contract with qualified nonprofit or faith-based organizations through a competitive Request for Proposals (RFP) process. The City will develop the RFP parameters to ensure compliance with all County grant requirements, including mandatory insurance and reporting provisions for participating service providers.

The program will focus on direct outreach, case management, and short-term sheltering services, with data and performance reporting through the Homeless Management Information System (HMIS) and the Coordinated Entry System (CES). The City will oversee program implementation, monitor performance, and ensure compliance with all County and federal reporting standards.

Fiscal Impact: The City will receive \$50,000 in grant funding for Fiscal Year 2025–26. The funds may be used for personnel, operational costs, and consumable supplies necessary to provide outreach and shelter services, as outlined in the County agreement. The grant is fully funded by the County, and there is no impact to the City's General Fund.

Recommended Action: That Council:

1. Approve the Agreement between the City of Needles and the County of San Bernardino Community Development and Housing Department for the Homeless Services Program in the amount of \$50,000 for the term of September 1, 2025, through August 31, 2026, and authorize the City Manager to execute the Agreement on behalf of the City and to issue a Request for Proposals (RFP) to identify and contract with qualified nonprofit or faith-based organizations to implement outreach and sheltering services consistent with the Agreement. The City will establish RFP parameters ensuring compliance with all insurance and program requirements of the County grant; and,
2. Increased appropriations and estimated revenue by \$50,000 in a new County Homeless Grant Fund.

Submitted By: Patrick Martinez, City Manager

City Manager Approval: Patrick J. Martinez

Date: 10/9/2025

Other Department Approval (when required): Jill Taura

Date: 10/10/2025

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY

Contract Number

SAP Number

Community Development and
Housing

Department Contract Representative	Carrie Harmon
Telephone Number	(909) 382-3983
City	City of Needles
City Representative	Patrick J. Martinez, City Manager
Telephone Number	760-326-2115 x113
Contract Term	9/1/2025 – 8/31/2026
Original Contract Amount	\$50,000
Amendment Amount	N/A
Total Contract Amount	\$50,000
Cost Center	6210002628
Grant Number (if applicable)	

IT IS HEREBY AGREED AS FOLLOWS:

WHEREAS, the San Bernardino County Community Development and Housing Department serves as the County’s administrative entity responsible for administering various housing and community development grant funds, including a pool of funds from residual rental receipts available to support the City’s efforts to address homelessness as a small community; and,

WHEREAS, the County recognizes the urgent need to expand homeless services and resources to effectively address homelessness within its jurisdiction, and seeks to partner with the City of Needles (“City”), which will contract with qualified nonprofit and faith-based organizations to deliver outreach, sheltering, and other related services; and,

WHEREAS, such services are essential to bridge service gaps and connect individuals and families experiencing homelessness to stable housing and essential resources; and,

WHEREAS, the City participates in the County’s Community Development Block Grant (“CDBG”) and Community Planning and Development (“CPD”) programming as a partnering city; and

WHEREAS, the City possesses the organizational capacity, administrative expertise, and financial management systems necessary to effectively oversee, manage, and administer the grant-funded homeless services program,

and further has the ability to enter into agreements with qualified nonprofit and faith-based organizations to deliver outreach and shelter services in order to maximize resources and strengthen the continuum of care; and

WHEREAS, both parties desire to enter into this contractual relationship whereby the City through nonprofit and faith based organizations will provide these vital services in accordance with all applicable federal, state, and local requirements;

NOW, THEREFORE, the County and the City mutually agree to the following terms and conditions:

A. DEFINITIONS

- A.1** City of Needles: Refers to the incorporated municipality located in San Bernardino County, California, which is a participating jurisdiction in this Agreement. Unless otherwise specified, all references to “City” shall include its elected officials, officers, employees, agents, and designated representatives acting within the scope of their duties.
- A.2** Community Development and Housing Department (CDH): The County department responsible for administering federal, state, and local community development and housing programs, including this one-time grant allocation from residual rental receipts; promoting sustainable community development initiatives; overseeing affordable housing programs; supporting neighborhood revitalization projects; and ensuring the delivery of essential services to vulnerable populations throughout San Bernardino County.
- A.3** Coordinated Entry System (CES): A centralized, community-wide process designed to identify, engage, and assist households experiencing, or at risk of experiencing, homelessness; coordinate the intake, assessment and referral for services that meet the level of assistance that is most appropriate to resolving their housing crisis; and prioritize the households with the most severe service needs for assistance in a timely manner.
- A.4** County: Refers to San Bernardino County, a political subdivision of the State of California.
- A.5** Emergency Shelter: Any facility, the primary purpose of which is to provide a temporary shelter for homeless persons, in general or for specific populations of homeless persons, and which does not require occupants to sign leases or occupancy agreements.
- A.6** Grant Funding: A one-time grant allocation from a pool of funds from residual rental receipts available to support the City’s efforts to address homelessness as a small community.
- A.7** Homeless: As defined in Section 578.3 of Title 24 of the Code of Federal Regulations.
- A.8** Homeless Management Information System (HMIS): A web-enabled database used by homeless service providers to capture information about the persons they serve. The database tracks services provided to homeless individuals and families by collaborative agencies. Services tracked include emergency, transitional, and permanent housing bed usage, employment, veteran’s status, as well as referrals to health and human service providers, or other relevant supportive service agencies. Captured information is used to make informed decisions in planning, homeless advocacy, and policy development that result in targeted services. HMIS also includes the use of comparable database by victim services provider or legal services provider that is permitted under Part 576 of Title 24 of the Code of Federal Regulations.
- A.9** Homeless Services Program: The program will be designed to provide a focused response to homelessness by addressing immediate needs through outreach, emergency shelter, and other related services. The City will contract with qualified nonprofit and faith-based organizations to deliver these services, ensuring that individuals and families experiencing homelessness are connected to safe shelter, basic necessities, and referrals to supportive community resources.

- A.10 Street Outreach:** Essential Services related to reaching out to unsheltered homeless individuals and families, connecting them with emergency shelter, housing, or critical services, and providing them with urgent, non-facility-based care.

B. CONTRACTOR RESPONSIBILITIES

City shall:

- B.1** Receive a lump-sum payment of grant funds from CDH at the outset of the contract term to administer the Homeless Services Program during the period of September 1, 2025, through August 31, 2026, as detailed in Attachment B – Budget Summary. The City shall be responsible for managing these funds in compliance with all applicable federal, state, and local regulations.
- B.2** Provide the necessary personnel and administrative support, including conducting a competitive procurement process to select qualified nonprofit and/or faith-based Homeless Service Provider(s) to render all services required to implement the Homeless Services Program, as described in Attachment A – Project/Activity Description.
- B.3** Monitor and oversee all work performed by the selected nonprofit and/or faith-based Homeless Service Provider(s) under the Homeless Services Program to ensure compliance with applicable federal, state, and local laws, regulations, and program requirements.
- B.4** Ensure that all contracted nonprofit and/or faith-based Homeless Service Provider(s) utilize both the Homeless Management Information System (HMIS) to record client-level data, service activities, and program outcomes and the Coordinated Entry System (CES) to identify, assess, and prioritize homeless individuals and families for housing and services based on vulnerability and severity of need.
- B.5** Require contracted nonprofit and/or faith-based Homeless Service Provider(s) to submit to the City, on a monthly basis, program progress status reports from HMIS and documentation of costs incurred, including receipts, invoices, and supporting financial records, as a condition of monitoring and auditing purposes.
- B.6** Submit monthly status reports from HMIS, as required by CDH to ensure the program is providing outreach, shelter, and other related services to individuals and families experiencing homelessness and are connected to safe shelter, basic necessities, and referrals to supportive community resources.
- B.7** Prepare, or cause to be prepared, required financial and programmatic audits upon completion of the Program, and return any unexpended or disallowed funds to CDH.

C. GENERAL CONTRACT REQUIREMENTS

C.1 Recitals

The recitals set forth above are true and correct and incorporated herein by this reference.

C.2 Contract Amendments

City agrees any alterations, variations, modifications, or waivers of the provisions of the Contract shall be valid only when reduced to writing, executed and attached to the original Contract and approved by the person(s) authorized to do so on behalf of City and County.

C.3 Contract Assignability

Without the prior written consent of the County, the Contract is not assignable by the City either in whole or in part.

C.4 Contract Exclusivity

This is not an exclusive Contract. The County reserves the right to enter into a contract with other Cities for the same or similar services. The County does not guarantee or represent that the City will be permitted to perform any minimum amount of work, or receive a minimum amount of compensation, under the terms of this Contract.

C.5 Attorney's Fees and Costs

If any legal action is instituted to enforce any party's rights hereunder, each party shall bear its own costs and attorney's fees, regardless of who is the prevailing party. This paragraph shall not apply to those costs and attorney's fees directly arising from a third-party legal action against a party hereto and payable under Indemnification and Insurance Requirements.

C.6 Background Checks for City Personnel

City shall ensure that its personnel (a) are authorized to work in the jurisdiction in which they are assigned to perform Services; (b) do not use legal or illegal substances in any manner which will impact their ability to provide Services to the County; and (c) are not otherwise disqualified from performing the Services under applicable law. If requested by the County and not in violation of applicable law, Contractor shall conduct a background check, at City's sole expense, on all its personnel providing Services. If requested by the County, City shall provide the results of the background check of each to the County. Such background check shall be in the form generally used by City in its initial hiring of employees or contracting for contractors or, as applicable, during the employment-screening process but must, at a minimum, have been performed within the preceding 12-month period. City personnel who do not meet the County's hiring criteria, in County's sole discretion, shall not be assigned to work on County property or Services, and County shall have the right, at its sole option, to refuse access to any Contract personnel to any County facility.

C.7 Change of Address

City shall notify the County in writing, of any change in mailing address within ten (10) business days of the change.

C.8 Choice of Law

This Contract shall be governed by and construed according to the laws of the State of California.

C. 9 Compliance with County Policy

In performing the Services and while at any County facilities, City personnel (including subcontractors) shall (a) conduct themselves in a businesslike manner; (b) comply with the policies, procedures, and rules of the County regarding health and safety, and personal, professional and ethical conduct; (c) comply with the finance, accounting, banking, Internet, security, and/or other applicable standards, policies, practices, processes, procedures, and controls of the County; and (d) abide by all laws applicable to the County facilities and the provision of the Services, and all amendments and modifications to each of the items addressed documents listed in subsections (b), (c), and (d) (collectively, "County Policies"). County Policies, and additions or modifications thereto, may be communicated orally or in writing to City or City personnel or may be made available to City or City personnel by conspicuous posting at a County facility, electronic posting, or other means generally used by County to disseminate such information to its employees or contractors. City shall be responsible for the promulgation and distribution of County Policies to City personnel to the extent necessary and appropriate.

County shall have the right to require City's employees, agents, representatives and subcontractors to exhibit identification credentials issued by County in order to exercise any right of access under this Contract.

C.10 Confidentiality

City shall protect from unauthorized use or disclosure the names and other identifying information concerning persons receiving Services pursuant to this Contract, except for statistical information

not identifying any participant. City shall not use or disclose any identifying information for any purpose other than carrying out the City's obligations under this Contract, except as may otherwise be required by law. This provision will remain in force even after the termination of the Contract.

C.11 Primary Point of Contact

City will designate an individual to serve as the primary point of contact for the Contract. City or designee must respond to County inquiries within two (2) business days. City shall not change the primary contact without written acknowledgement to the County. City will also designate a back-up point of contact in the event the primary contact is not available.

C.12 County Representative

The Community Development and Housing Department Director or his/her designee shall represent the County in all matters pertaining to the services to be rendered under this Contract, including termination and assignment of this Contract, and shall be the final authority in all matters pertaining to the Services by City. If this contract was initially approved by the San Bernardino County Board of Supervisors, then the Board of Supervisors must approve all amendments to this Contract, unless otherwise delegated.

C.13 Reserved

C.14 Debarment and Suspension

City certifies that neither it nor its principals or subcontractors is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. (See the following United States General Services Administration's System for Award Management website <https://www.sam.gov>). City further certifies that if it or any of its subcontractors are business entities that must be registered with the California Secretary of State, they are registered and in good standing with the Secretary of State.

C.15 Drug and Alcohol Free Workplace

In recognition of individual rights to work in a safe, healthful and productive work place, as a material condition of this Contract, the City agrees that the City and the City's employees, while performing service for the County, on County property, or while using County equipment:

C.15.1 Shall not be in any way impaired because of being under the influence of alcohol or an illegal or controlled substance.

C.15.2 Shall not possess an open container of alcohol or consume alcohol or possess or be under the influence of an illegal or controlled substance.

C.15.3 Shall not sell, offer, or provide alcohol or an illegal or controlled substance to another person, except where City or City's employee who, as part of the performance of normal job duties and responsibilities, prescribes or administers medically prescribed drugs.

The City shall inform all employees that are performing service for the County on County property, or using County equipment, of the County's objective of a safe, healthful and productive work place and the prohibition of drug or alcohol use or impairment from same while performing such service for the County.

The County may terminate for default or breach of this Contract and any other Contract the City has with the County, if the City or City's employees are determined by the County not to be in compliance with above.

C.16 Duration of Terms

This Contract, and all of its terms and conditions, shall be binding upon and shall inure to the benefit of the heirs, executors, administrators, successors, and assigns of the respective parties, provided no such assignment is in violation of the provisions of this Contract.

C.17 Employment Discrimination

During the term of the Contract, City shall not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, sexual orientation, age, or military and veteran status. City shall comply with Executive Orders 11246, 11375, 11625, 12138, 12432, 12250, 13672, Title VI and Title VII of the Civil Rights Act of 1964, the California Fair Employment and Housing Act and other applicable Federal, State and County laws and regulations and policies relating to equal employment and contracting opportunities, including laws and regulations hereafter enacted.

C.18 Environmental Requirements

In accordance with County Policy 11-08, the County prefers to acquire and use products with higher levels of post-consumer recycled content. Environmentally preferable goods and materials must perform satisfactorily and be available at a reasonable price. The County requires City to use recycled paper for any printed or photocopied material created as a result of this Contract. City is also required to use both sides of paper sheets for reports submitted to the County whenever practicable.

To assist the county in meeting the reporting requirements of the California Integrated Waste Management Act of 1989 (AB 939), City must be able to annually report the County's environmentally preferable purchases. City must also be able to report on environmentally preferable goods and materials used in the provision of their service to the County, utilizing a County approved form.

C.19 Improper Influence

City shall make all reasonable efforts to ensure that no County officer or employee, whose position in the County enables him/her to influence any award of the Contract or any competing offer, shall have any direct or indirect financial interest resulting from the award of the Contract or shall have any relationship to the City or officer or employee of the City.

C.20 Improper Consideration

City shall not offer (either directly or through an intermediary) any improper consideration such as, but not limited to cash, discounts, service, the provision of travel or entertainment, or any items of value to any officer, employee or agent of the County in an attempt to secure favorable treatment regarding this Contract.

The County, by written notice, may immediately terminate this Contract if it determines that any improper consideration as described in the preceding paragraph was offered to any officer, employee or agent of the County with respect to the proposal and award process. This prohibition shall apply to any amendment, extension or evaluation process once a contract has been awarded.

City shall immediately report any attempt by a County officer, employee or agent to solicit (either directly or through an intermediary) improper consideration from City. The report shall be made to the supervisor or manager charged with supervision of the employee or the County Administrative Office. In the event of a termination under this provision, the County is entitled to pursue any available legal remedies.

C.21 Informal Dispute Resolution

In the event the County determines that service is unsatisfactory, or in the event of any other dispute, claim, question or disagreement arising from or relating to this Contract or breach thereof, the parties hereto shall use their best efforts to settle the dispute, claim, question or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties.

C.22 Legality and Severability

The parties' actions under the Contract shall comply with all applicable laws, rules, regulations, court orders and governmental agency orders. The provisions of this Contract are specifically made severable. If a provision of the Contract is terminated or held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall remain in full effect.

C.23 Licenses, Permits and/or Certifications

City shall ensure that it has all necessary licenses, permits and/or certifications required by the laws of Federal, State, County, and municipal laws, ordinances, rules and regulations. The City shall maintain these licenses, permits and/or certifications in effect for the duration of this Contract. City will notify County immediately of loss or suspension of any such licenses, permits and/or certifications. Failure to maintain a required license, permit and/or certification may result in immediate termination of this Contract.

C.24 Material Misstatement/Misrepresentation

If, during the course of the administration of this Contract, the County determines that City has made a material misstatement or misrepresentation or that materially inaccurate information has been provided to the County, this Contract may be immediately terminated. If this Contract is terminated according to this provision, the County is entitled to pursue any available legal remedies.

C.25 Mutual Covenants

The parties to this Contract mutually covenant to perform all of their obligations hereunder, to exercise all discretion and rights granted hereunder, and to give all consents in a reasonable manner consistent with the standards of "good faith" and "fair dealing".

C.26 Nondisclosure

City shall hold as confidential and use reasonable care to prevent unauthorized access by, storage, disclosure, publication, dissemination to and/or use by third parties of, confidential information that is either: (1) provided by the County to City or an agent of City or otherwise made available to City or City's agent in connection with this Contract; or, (2) acquired, obtained, or learned by City or an agent of City in the performance of this Contract. For purposes of this provision, confidential information means any data, files, software, information or materials in oral, electronic, tangible or intangible form and however stored, compiled or memorialize and includes, but is not limited to:, technology infrastructure, architecture, financial data, trade secrets, equipment specifications, user lists, passwords, research data, and technology data.

C.27 Notice of Delays

Except as otherwise provided herein, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this contract, that party shall, within twenty-four (24) hours, give notice thereof, including all relevant information with respect thereto, to the other party.

C.28 Ownership of Documents

All documents, data, products, graphics, computer programs and reports prepared by City pursuant to the Contract shall be considered property of the County upon payment for services (and product, if applicable). All such items shall be delivered to County at the completion of work

under the Contract, subject to the requirements of Article D—Term of the Contract. . Unless otherwise directed by County, City may retain copies of such items.

C.29 Reserved Reserved.

C.30 Air, Water Pollution Control, Safety and Health

City shall comply with all air pollution control, water pollution, safety and health ordinances and statutes, which apply to the work performed pursuant to this Contract.

C.31 Records

City shall maintain all records and books pertaining to the delivery of services under this Contract and demonstrate accountability for contract performance. All records shall be complete and current and comply with all Contract requirements. Failure to maintain acceptable records shall be considered grounds for withholding of payments for invoices submitted and/or termination of the Contract.

All records relating to the City's personnel, City's consultants, subcontractors, Services/Scope of Work and expenses pertaining to this Contract shall be kept in a generally acceptable accounting format. Records should include primary source documents. Fiscal records shall be kept in accordance with Generally Accepted Accounting Principles and must account for all funds, tangible assets, revenue and expenditures. Fiscal records must comply with the appropriate Office of Management and Budget (OMB) Circulars, which state the administrative requirements, cost principles and other standards for accountancy.

C.32 Relationship of the Parties

Nothing contained in this Contract shall be construed as creating a joint venture, partnership, or employment arrangement between the Parties hereto, nor shall either Party have the right, power or authority to create an obligation or duty, expressed or implied, on behalf of the other Party hereto. In the performance of this Contract, City, its agents and employees, shall act in an independent capacity and not as officers, employees, or agents of the San Bernardino County. Any provision of this Contract that may appear to give the County any right to direct the City concerning the details of performing the services/Scope of Work, or to exercise any control over such performance, shall mean only that the City shall follow the direction of the County concerning the end results of the performance.

C.33 Release of Information

No news releases, advertisements, public announcements or photographs arising out of the Contract or City's relationship with County may be made or used without prior written approval of the County.

C.34 Representation of the County

In the performance of this Agreement, City, its agents and employees, shall act in an independent capacity and not as officers, employees, or agents of the San Bernardino County.

C.35 Strict Performance

Failure by a party to insist upon the strict performance of any of the provisions of this Contract by the other party, or the failure by a party to exercise its rights upon the default of the other party, shall not constitute a waiver of such party's right to insist and demand strict compliance by the other party with the terms of this Contract thereafter.

C.36 Subcontracting

City shall obtain County's written consent, which County may withhold in its sole discretion, before entering into Contracts with or otherwise engaging any subcontractors who may supply any part of the Services to County. At County's request, City shall provide information regarding the subcontractor's qualifications and a listing of a subcontractor's key personnel including, if requested by the County, resumes of proposed subcontractor personnel. City shall remain

directly responsible to County for its subcontractors and shall indemnify County for the actions or omissions of its subcontractors under the terms and conditions specified in Section G. All approved subcontractors shall be subject to the provisions of this Contract applicable to City Personnel.

For any subcontractor, City shall:

- 36.1** Be responsible for subcontractor compliance with the Contract and the subcontract terms and conditions; and
- 36.2** Ensure that the subcontractor follows County's reporting formats and procedures as specified by County.
- 36.3** Include in the subcontractor's subcontract substantially similar terms as are provided in Sections B. Contractor Responsibilities, C. General Contract Requirements and G. Insurance and Indemnification.

Upon expiration or termination of this Contract for any reason, County will have the right to enter into direct Contracts with any of the Subcontractors. City agrees that its arrangements with Subcontractors will not prohibit or restrict such Subcontractors from entering into direct Contracts with County.

C. 37 Subpoena

In the event that a subpoena or other legal process commenced by a third party in any way concerning the Goods or Services provided under this Contract is served upon City or County, such party agrees to notify the other party in the most expeditious fashion possible following receipt of such subpoena or other legal process. City and County further agree to cooperate with the other party in any lawful effort by such other party to contest the legal validity of such subpoena or other legal process commenced by a third party as may be reasonably required and at the expense of the party to whom the legal process is directed, except as otherwise provided herein in connection with defense obligations by City for County.

C.38 Termination for Convenience

The County reserves the right to terminate the Contract, for its convenience, with or without cause, with a thirty (30) day written notice of termination. Such termination may include all or part of the services described herein. Upon such termination, payment will be made to the City for services rendered and expenses reasonably incurred prior to the effective date of termination. Upon receipt of termination notice City shall promptly discontinue services unless the notice directs otherwise. City shall deliver promptly to County and transfer title (if necessary) to all completed work, and work in progress, including drafts, documents, plans, forms, data, products, graphics, computer programs and reports.

C.39 Time of the Essence

Time is of the essence in performance of this Contract and of each of its provisions.

C.40 Venue

The parties acknowledge and agree that this Contract was entered into and intended to be performed in San Bernardino County, California. The parties agree that the venue of any action or claim brought by any party to this Contract will be the Superior Court of California, County of San Bernardino County, San Bernardino District. Each party hereby waives any law or rule of the court, which would allow them to request or demand a change of venue. If any action or claim concerning this Contract is brought by any third-party and filed in another venue, the parties hereto agree to use their best efforts to obtain a change of venue to the Superior Court of California, County of San Bernardino County, San Bernardino District.

C.41 Conflict of Interest

City shall make all reasonable efforts to ensure that no conflict of interest exists between its officers, employees, or subcontractors and the County. City shall make a reasonable effort to prevent officers, employees, subcontractors, or members of governing bodies from using their positions for purposes that are, or give the appearance of being motivated by a desire for private gain for themselves or others such as those with whom they have family business, or other ties. Officers, employees, and agents of cities, counties, districts, and other local agencies are subject to applicable conflict of interest codes and state law. In the event the County determines a conflict-of-interest situation exists, any increase in costs, associated with the conflict of interest situation, may be disallowed by the County and such conflict may constitute grounds for termination of the Contract. This provision shall not be construed to prohibit employment of persons with whom City's officers, employees, or agents have family, business, or other ties so long as the employment of such persons does not result in increased costs over those associated with the employment of any other equally qualified applicant.

C.42 Former County Administrative Officials

City agrees to provide, or has already provided information on former San Bernardino County administrative officials (as defined below) who are employed by or represent City. The information provided includes a list of former County administrative officials who terminated County employment within the last five years and who are now officers, principals, partners, associates or members of the business. The information also includes the employment with or representation of City. For purposes of this provision, "County administrative official" is defined as a member of the Board of Supervisors or such officer's staff, County Executive Officer or member of such officer's staff, County department or group head, assistant department or group head, or any employee in the Exempt Group, Management Unit or Safety Management Unit.

C.43 Disclosure of Criminal and Civil Procedures

The County reserves the right to request the information described herein from The City. Failure to provide the information may result in a termination of the Contract. The County also reserves the right to obtain the requested information by way of a background check performed by an investigative firm. The City also may be requested to provide information to clarify initial responses. Negative information discovered may result in Contract termination.

City is required to disclose whether the firm, or any of its partners, principals, members, associates or key employees (as that term is defined herein), within the last ten years, has been indicted on or had charges brought against it or them (if still pending) or convicted of any crime or offense arising directly or indirectly from the conduct of the firm's business, or whether the firm, or any of its partners, principals, members, associates or key employees, has within the last ten years, been indicted on or had charges brought against it or them (if still pending) or convicted of any crime or offense involving financial misconduct or fraud. If the response is affirmative, the City will be asked to describe any such indictments or charges (and the status thereof), convictions and the surrounding circumstances in detail.

In addition, the City is required to disclose whether the firm, or any of its partners, principals, members, associates or key employees, within the last ten years, has been the subject of legal proceedings as defined herein arising directly from the provision of services by the firm or those individuals. "Legal proceedings" means any civil actions filed in a court of competent jurisdiction, or any matters filed by an administrative or regulatory body with jurisdiction over the firm or the individuals. If the response is affirmative, the City will be asked to describe any such legal proceedings (and the status and disposition thereof) and the surrounding circumstances in detail.

For purposes of this provision "key employees" includes any individuals providing direct service to the County. "Key employees" do not include clerical personnel providing service at the firm's offices or locations.

C.44 Copyright

County shall have a royalty-free, non-exclusive and irrevocable license to publish, disclose, copy, translate, and otherwise use, copyright or patent, now and hereafter, all reports, studies, information, data, statistics, forms, designs, plans, procedures, systems, and any other materials or properties developed under this Contract including those covered by copyright, and reserves the right to authorize others to use or reproduce such material. All such materials developed under the terms of this Contract shall acknowledge the San Bernardino County as the funding agency and City as the creator of the publication. No such materials, or properties produced in whole or in part under this Contract shall be subject to private use, copyright or patent right by Contractor in the United States or in any other country without the express written consent of County. Copies of all educational and training materials, curricula, audio/visual aids, printer material, and periodicals, assembled pursuant to this Contract must be filed with the County prior to publication. To the extent this Contract is federally funded, City shall provide any information necessary to the County in order to comply with Federal Acquisition Regulation 52.227-15. To the extent applicable, the provisions of Federal Acquisition Regulation 52.227-14 Rights in Data - General shall apply.

C.45 Reserved**C.46 Reserved****C.47 Reserved****C.48 California Consumer Privacy Act**

To the extent applicable, if City is a business that collects the personal information of a consumer(s) in performing Services pursuant to this Contract, City must comply with the provisions of the California Consumer Privacy Act (CCPA). (Cal. Civil Code §§1798.100, et seq.). For purposes of this provision, "business," "consumer," and "personal information" shall have the same meanings as set forth at Civil Code section 1798.140. City must contact the County immediately upon receipt of any request by a consumer submitted pursuant to the CCPA that requires any action on the part of the County, including but not limited to, providing a list of disclosures or deleting personal information. City must not sell, market or otherwise disclose personal information of a consumer provided by the County unless specifically authorized pursuant to terms of this Contract. City must immediately provide to the County any notice provided by a consumer to Contractor pursuant to Civil Code section 1798.150(b) alleging a violation of the CCPA, that involves personal information received or maintained pursuant to this Contract. City must immediately notify the County if it receives a notice of violation from the California Attorney General pursuant to Civil Code section 1798.155(b).

C.49 Reserved**C.50 Reserved****C.51 Reserved****C.52 Reserved****C.53 Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements or Statements-Representation (FAR 52.203-18).**

In compliance with Federal Acquisition Regulation 52.203-18, Contractor shall not require employees or subcontractors of Contractor seeking to report waste, fraud, or abuse, to sign internal confidentiality agreements or statement prohibiting or otherwise restricting such employees or subcontractors from lawfully reporting such waste, fraud or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information. To the extent Contractor has required employees or subcontractors to sign internal confidentiality agreements or statements in the past, Contractor shall notify current

employees and subcontractors that those prohibitions and restrictions are no longer in effect. Contractor shall include this clause in all subcontracts.

C.54 Use of Biobased Products (FAR 52.223-1)

Contractor certifies that to the extent biobased products are purchased using Contract funds, Contractor shall comply with Federal Acquisition Regulation 52.223-1.

C.55 Service Contract Labor Standards (FAR 52.222-52, 52.222-53, 22.1003-4)

To the extent applicable, Contractor agrees to comply with and to provide any information necessary for the County to comply with Federal Acquisition Regulations 52.222-52, 52.222-53, and 22.1003-4.

C.56 Reserved

D. TERM OF CONTRACT

This Contract is effective as of September 1, 2025, and expires August 31, 2026, but may be terminated earlier in accordance with provisions of this Contract.

D.1 Early Termination

Either party may terminate this Contract without cause upon thirty (30) days' written notice. The CDH Director, or designee, is authorized to exercise CDH's rights concerning any termination of the Contract. The City's Manager, or designee, has the authority to terminate this Contract on behalf of City.

E. COUNTY RESPONSIBILITIES

CDH shall:

E.1 Project Manager Assignment: Appoint a qualified staff member to serve as the Project Manager for the Homeless Services Program. The Project Manager will serve as the primary liaison between CDH and City throughout the contract term.

E.2 Program Initiation: Conduct a kick-off meeting with City within thirty (30) days of contract execution to review agreement terms, performance requirements, reporting procedures, and program expectations.

E.3 Technical Assistance and Guidance: Provide ongoing technical assistance, program guidance, and support to City, including timely communication of any concerns, recommendations for addressing operational challenges, or required procedural modifications.

E.4 Report Processing: Review City's monthly program progress reports from HMIS within thirty (30) calendar days of receipt, ensuring compliance with contract requirements.

E.5 Program Monitoring: Conduct routine monitoring of City's program implementation, including periodic site visits, file reviews, and performance assessments to ensure compliance with contractual obligations.

E.6 Program Closeout: Manage the program closeout process, including final report review, financial reconciliation, and completion of all required documentation to satisfy grant requirements.

E.7 Regulatory Compliance Oversight: Ensure compliance with all applicable federal regulations governing the Homeless Services Program. City acknowledges that CDH has sole responsibility and authority to represent the County in administering grant programs and maintaining full discretion over fund allocation decisions.

- E.8 Collaborative Outreach:** Partner with City to develop and implement outreach strategies to promote program awareness, maximize enrollment of eligible participants, and publicize program achievements and positive outcomes to stakeholders and the broader community.

F MUTUAL RESPONSIBILITIES

F.1 City and CDH shall, in good faith:

- F.1.1** Establish a satisfactory method for the exchange of information, as it may be necessary for each party to perform its duties and functions under this Contract and ensure all data and information is protected from improper disclosure in accordance with applicable laws.
- F.1.2** Establish a mutually satisfactory method for problem resolution at the lowest level possible, with a procedure to mobilize problem resolution up through City and CDH's mutual chain of command, as deemed necessary.

G. FISCAL PROVISIONS

- G.1** The maximum amount payable under this Contract shall not exceed Fifty Thousand Dollars (\$50,000), as referenced in Attachment B – Budget Summary, and is subject to the availability of grant funds. The consideration to be paid to the City, as provided herein, shall constitute full payment for all services and expenses incurred in the performance of this Contract, and is subject to proper documentation per Section I – Right to Monitor and Audit.
- G.2** CDH shall provide the City with a lump-sum payment of grant funds at the outset of the contract term to administer the Homeless Services Program. The City shall be responsible for disbursing these funds to selected nonprofit and/or faith-based service providers and for ensuring all expenditures comply with applicable federal, state, and local regulations, as well as Attachment B – Budget Summary.
- G.2.1** The City shall maintain monthly financial documentation demonstrating the use of funds, including invoices, receipts, and supporting records from the selected nonprofit/faith-based subrecipients and will be made available upon request from CDH.
- G.2.2** Monthly program progress reports from HMIS shall be submitted no later than fifteen (15) calendar days following the end of each month. Reports shall be transmitted to:
- Community Development and Housing Department
Email: CDBG.Info@cdh.sbcounty.gov
- G.2.3** CDH may review the City's documentation at any time to verify expenditures. In the event of insufficient backup documentation, questioned costs, or noncompliance, CDH may require corrective action, recapture of funds, or adjustment of the City's future funding eligibility.
- G.3** Any unexpended, unencumbered, or disallowed funds remaining at the conclusion of the contract term shall be returned to CDH within thirty (30) calendar days of contract close-out or final audit determination.
- G.4** City shall accept all payments from County via electronic funds transfer (EFT) directly deposited into the City's designated checking or other bank account. City shall promptly comply with directions and accurately complete forms provided by County required to process EFT payments.
- G.5** County is exempt from Federal excise taxes and no payment shall be made for any personal property taxes levied on City or on any taxes levied on employee wages. The County shall only pay for any State or local sales or use taxes on the services rendered or equipment and/or parts supplied to the County pursuant to the Contract.

- G.6** Costs for services under the terms of this Contract shall be incurred during the contract period except as approved by County. City shall not use current year funds to pay prior or future year obligations.
- G.7** Funds made available under this Contract shall not supplant any federal, state, or local governmental funds intended for services of the same nature as this Contract. City shall not claim reimbursement or payment from CDH for, or apply for, the sums received from CDH with respect to that portion of its obligations, that have been paid by another source of revenue. City agrees that it will not use funds received pursuant to this Contract, either directly or indirectly, as a contribution or compensation for purposes of obtaining funds from another revenue source without prior written approval of CDH.
- G.8** City shall adhere to the County's Travel Management Policy (8-02 and 08-02SP1) when travel is pursuant to this Contract (see Attachment C County's Travel Management Policy for reference). In addition, City is encouraged to utilize local transportation services, including but not limited to, the Ontario International Airport.

H. INDEMNIFICATION AND INSURANCE REQUIREMENTS

H.1 Indemnification

The City agrees to and will also ensure that the contracted nonprofits/faith based organizations indemnify, defend (with counsel reasonably approved by County) and hold harmless the County and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages and/or liability arising out of this Contract from any cause whatsoever, including the acts, errors or omissions of any person and for any costs or expenses incurred by the County on account of any claim except where such indemnification is prohibited by law. This indemnification provision shall apply regardless of the existence or degree of fault of indemnities. The City indemnification obligation applies to the County's "active" as well as "passive" negligence but does not apply to the County's "sole negligence" or "willful misconduct" within the meaning of Civil Code section 2782.

H.2 Additional Insured

All policies, except for Worker's Compensation, Errors and Omissions and Professional Liability policies shall contain additional endorsements naming the County and its officers, employees, agents and volunteers as additional named insured with respect to liabilities arising out of the performance of services hereunder. The additional insured endorsements shall not limit the scope of coverage for the County to vicarious liability but shall allow coverage for the County to the full extent provided by the policy. Such additional insured coverage shall be at least as broad as Additional Insured (Form B) endorsement form ISO, CG 2010.11 85.

H.3 Waiver of Subrogation Rights

The City shall require the carriers of required coverages to waive all rights of subrogation against the County, its officers, employees, agents, volunteers, contractors and subcontractors. All general or auto liability insurance coverage provided shall not prohibit the City and City's employees or agents from waiving the right of subrogation prior to a loss or claim. The City hereby waives all rights of subrogation against the County.

H.4 Policies Primary and Non-Contributory

All policies required herein are to be primary and non-contributory with any insurance or self-insurance programs carried or administered by the County.

H.5 Severability of Interests

The City agrees to ensure that coverage provided to meet these requirements is applicable separately to each insured and there will be no cross-liability exclusions that preclude coverage for suits between the City and the County or between the County and any other insured or additional insured under the policy.

H.6 Proof of Coverage

The City shall furnish Certificates of Insurance to the County Department administering the Contract evidencing the insurance coverage at the time the Contract is executed, additional endorsements, as required shall be provided prior to the commencement of performance of services hereunder, which certificates shall provide that such insurance shall not be terminated or expire without thirty (30) days written notice to the Department, and City shall maintain such insurance from the time City commences performance of services hereunder until the completion of such services. Within fifteen (15) days of the commencement of this contract, the City shall furnish a copy of the Declaration page for all applicable policies and will provide complete certified copies of the policies and endorsements immediately upon request.

H.7 Acceptability of Insurance Carrier

Unless otherwise approved by Risk Management, insurance shall be written by insurers authorized to do business in the State of California and with a minimum "Best" Insurance Guide rating of "A- VII".

H.8 Deductibles and Self-Insured Retention

Any and all deductibles or self-insured retentions in excess of \$10,000 shall be declared to and approved by Risk Management.

H.9 Failure to Procure Coverage

In the event that any policy of insurance required under this contract does not comply with the requirements, is not procured, or is canceled and not replaced, the County has the right but not the obligation or duty to cancel the contract or obtain insurance if it deems necessary and any premiums paid by the County will be promptly reimbursed by The City or County payments to the City will be reduced to pay for County purchased insurance.

H.10 Insurance Review

Insurance requirements are subject to periodic review by the County. The Director of Risk Management or designee is authorized, but not required, to reduce, waive or suspend any insurance requirements whenever Risk Management determines that any of the required insurance is not available, is unreasonably priced, or is not needed to protect the interests of the County. In addition, if the Department of Risk Management determines that heretofore unreasonably priced or unavailable types of insurance coverage or coverage limits become reasonably priced or available, the Director of Risk Management or designee is authorized, but not required, to change the above insurance requirements to require additional types of insurance coverage or higher coverage limits, provided that any such change is reasonable in light of past claims against the County, inflation, or any other item reasonably related to the County's risk. Any change requiring additional types of insurance coverage or higher coverage limits must be made by amendment to this contract. City agrees to execute any such amendment within thirty (30) days of receipt.

Any failure, actual or alleged, on the part of the County to monitor or enforce compliance with any of the insurance and indemnification requirements will not be deemed as a waiver of any rights on the part of the County.

H.11 The City agrees to provide insurance and will also ensure that the contracted nonprofits/faith-based organizations to provide insurance set forth in accordance with the requirements herein. If the City or the contracted nonprofits/faith-based organizations uses existing coverage to comply with these requirements and that coverage does not meet the specified requirements, the City agrees to amend, supplement or endorse the existing coverage to do so.

Without in anyway affecting the indemnity herein provided and in addition thereto, the City shall secure and maintain throughout the contract term the following types of insurance with limits as shown:

H.11.1 Workers' Compensation/Employer's Liability – A program of Workers' Compensation insurance or a state-approved, self-insurance program in an amount and form to meet all applicable requirements of the Labor Code of the State of California, including Employer's Liability with \$250,000 limits covering all persons including volunteers providing services on behalf of the City and all risks to such persons under this contract.

If City has no employees, it may certify or warrant to the County that it does not currently have any employees or individuals who are defined as "employees" under the Labor Code and the requirement for Workers' Compensation coverage will be waived by the County's Director of Risk Management.

With respect to Contractors that are non-profit corporations organized under California or Federal law, volunteers for such entities are required to be covered by Workers' Compensation insurance.

H.11.2 Commercial/General Liability Insurance –City The Contractor shall carry General Liability Insurance covering all operations performed by or on behalf of The City providing coverage for bodily injury and property damage with a combined single limit of not less than one million dollars (\$1,000,000), per occurrence. The policy coverage shall include:

- a. Premises operations and mobile equipment.
 - b. Products and completed operations.
 - c. Broad form property damage (including completed operations).
 - d. Explosion, collapse and underground hazards.
 - e. Personal injury.
 - f. Contractual liability.
- \$2,000,000 general aggregate limit.

H.11.3 Automobile Liability Insurance – Primary insurance coverage shall be written on ISO Business Auto coverage form for all owned, hired and non-owned automobiles or symbol 1 (any auto). The policy shall have a combined single limit of not less than one million dollars (\$1,000,000) for bodily injury and property damage, per occurrence.

If the City is transporting one or more non-employee passengers in performance of contract services, the automobile liability policy shall have a combined single limit of two million dollars (\$2,000,000) for bodily injury and property damage per occurrence.

If the City owns no autos, a non-owned auto endorsement to the General Liability policy described above is acceptable.

H.11.4 Umbrella Liability Insurance – An umbrella (over primary) or excess policy may be used to comply with limits or other primary coverage requirements. When used, the umbrella policy shall apply to bodily injury/property damage, personal injury/advertising injury and shall include a "dropdown" provision providing primary coverage for any liability not covered by the primary policy. The coverage shall also apply to automobile liability.

H.11.5 Professional Liability – Professional Liability Insurance with limits of not less than one million (\$1,000,000) per claim and two million (\$2,000,000) aggregate limits

or

Errors and Omissions Liability Insurance – Errors and Omissions Liability Insurance with limits of not less than one million (\$1,000,000) and two million (\$2,000,000) aggregate limits

or

Directors and Officers Insurance coverage with limits of not less than one million (\$1,000,000) shall be required for Contracts with charter labor committees or other not-for-profit organizations advising or acting on behalf of the County.

If insurance coverage is provided on a “claims made” policy, the “retroactive date” shall be shown and must be before the date of the start of the contract work. The claims made insurance shall be maintained or “tail” coverage provided for a minimum of five (5) years after contract completion.

H.11.6 Reserved

H.11.7 Cyber Liability Insurance - Cyber Liability Insurance with limits of no less than \$1,000,000 for each occurrence or event with an annual aggregate of \$2,000,000 covering privacy violations, information theft, damage to or destruction of electronic information, intentional and/or unintentional release of private information, alteration of electronic information, extortion and network security. The policy shall protect the involved County entities and cover breach response cost as well as regulatory fines and penalties.

H.11.8 Abuse/Molestation Insurance – City shall have abuse or molestation insurance providing coverage for all employees for the actual or threatened abuse or molestation by anyone of any person in the care, custody, or control of any insured, including negligent employment, investigation and supervision. The policy shall provide coverage for both defense and indemnity with liability limits of not less than one million dollars (\$1,000,000) with a two million dollars (\$2,000,000) aggregate limit.

I. RIGHT TO MONITOR AND AUDIT

- I.1** The County, State and Federal government shall have absolute right to review and audit all records, books, papers, documents, corporate minutes, and other pertinent items as requested, and shall have absolute right to monitor the performance of City in the delivery of services provided under this Contract. City shall give full cooperation in any auditing or monitoring conducted. City shall cooperate with the County in the implementation, monitoring, and evaluation of this Contract and comply with any and all reporting requirements established by the County.
- I.2** All records pertaining to services delivered and all fiscal, statistical and management books and records shall be available for examination and audit by County representatives for a period of three years after final payment under this Contract or until all pending County, State and Federal audits are completed, whichever is later.
- I.3** City agrees to prepare and submit financial, program progress, evaluations, and other such reports as required by CDH. City shall maintain such property, personnel, financial and other records and accounts as are considered necessary by the County Auditor to ensure proper accounting for the HOMELESS SERVICES PROGRAM funds. All City records, with the exception of confidential client information, shall be made available to representatives of CDH and appropriate federal agencies during normal business hours.
- I.4** City shall be responsible for maintaining complete and separate fiscal accounts for Grant Funds, which come under its control. City shall provide the fiscal reports on said grant funds as required by CDH to permit the tracing of all grant funds to its final expenditure. City will submit to CDH

complete and detailed activity descriptions, budgets, and expenses for each HOMELESS SERVICES PROGRAM, along with monthly reports of grant expenditures.

I.5 The CDH Director, or designee, will conduct periodic monitoring of City administration of the HOMELESS SERVICES PROGRAM. Monitoring will focus on the extent to which federal regulations have been met, the effectiveness of program management, and the organization and presence of all files, records, and other documents related to the performance of this Contract. City will permit on-site inspection by CDH representatives, and ensure that its employees furnish such information, as in the judgment of CDH representatives, may be relevant to a question of compliance with contractual conditions and grant directives, or the effectiveness, legality, and achievements of the program.

I.6 Records of City that do not pertain to the service under this Contract shall not be subject to review or audit unless otherwise necessary for understanding grant expenditures.

J. CORRECTION OF PERFORMANCE DEFICIENCIES

J.1 Failure by City to comply with any of the provisions, covenants, requirements or conditions of this Contract shall be a material breach of this Contract.

J.2 In the event of a non-cured breach, County may, at its sole discretion and in addition to any other remedies available at law, in equity, or otherwise specified in this Contract:

- a. Afford City thereafter a time period within which to cure the breach, which period shall be established at the sole discretion of County; and/or
- b. Discontinue reimbursement to City for and during the period in which City is in breach, which reimbursement shall not be entitled to later recovery; and/or
- c. Withhold funds pending duration of the breach; and/or
- d. Offset against any monies billed by City but yet unpaid by County those monies disallowed pursuant to Item "b" of this paragraph; and/or
- e. Terminate this Contract immediately and be relieved of the payment of any consideration to City. In the event of such termination, the County may proceed with the work in any manner deemed proper by the County. The cost to the County shall be deducted from any sum due to The City under this Contract and the balance, if any, shall be paid by The City upon demand.

K. NOTICES

All written notices provided for in this Contract or which either party desires to give to the other shall be deemed fully given, when made in writing and either served personally, or by facsimile, or deposited in the United States mail, postage prepaid, and addressed to the other party as follows:

Community Development and Housing
Attn: Carrie Harmon, Director
560 East Hospitality Lane, Suite 200
San Bernardino, CA 92415-0043

City of Needles.
Attn: Patrick J. Martinez
817 Third Street
Needles, CA 92363

Notice shall be deemed communicated two (2) County working days from the time of mailing if mailed as provided in this paragraph.

L. ENTIRE AGREEMENT

This Contract, including all Exhibits and other attachments, which are attached hereto and incorporated by reference, and other documents incorporated herein, represents the final, complete and exclusive agreement between the parties hereto. Any prior agreement, promises, negotiations or representations relating to the subject matter of this Contract not expressly set forth herein are of no force or effect. This Contract is executed without reliance upon any promise, warranty or representation by any party or any representative of any party other than those expressly contained herein. Each party has carefully read this Contract and signs the same of its own free will.

M. ELECTRONIC SIGNATURES

This Agreement may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Agreement (whether by facsimile, PDF or other mail transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Agreement upon request.

IN WITNESS WHEREOF, San Bernardino County and the City have each caused this Contract to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY



Ariel Gill, Supervising Buyer

Date: _____

City of Needles
(Print or type name of corporation, company, contractor, etc.)

By 

(Authorized signature — sign in blue ink)

Name Patrick J. Martinez
(Print or type name of person signing contract)

Title City Manager
(Print or Type)

Date: _____

Address: 817 Third Street
Needles, CA 92363

FOR COUNTY USE ONLY

Approved as to Legal Form

 _____
County Counsel

Date _____

Reviewed for Contract Compliance

 _____

Date _____

Reviewed/Approved by Department

 _____

Date _____

ATTACHMENT A

PROJECT/ACTIVITY DESCRIPTION

HOMELESS SERVICES PROGRAM:

This program will provide Grant Funding to the City of Needles to create a program to expand homeless services and resources to effectively address homelessness within its jurisdiction, and seeks to contract with qualified nonprofit and faith-based organizations to deliver outreach and sheltering services to bridge service gaps and connect individuals and families experiencing homelessness to stable housing and essential resources. The City will ensure that all contracted nonprofit and/or faith-based Homeless Service Provider(s) utilize both HMIS to record client-level data, service activities, and program outcomes and CES to identify, assess, and prioritize homeless individuals and families for housing and services based on vulnerability and severity of need. The City will then provide monthly status reports from HMIS to CDH to ensure program compliance.

The program is expected to serve around eight (8) Participants, providing weekly outreach and shelter services. Each Participant will be seen weekly, resulting in approximately 52 client visits annually. The goal of the Program is to provide case management services to increase housing stability and provide support services and to connect the Participants with employment, medical and other related services needed.

TIME OF PERFORMANCE:

September 1, 2025, through August 31, 2026

ESTIMATED MEASURABLE OUTCOME/MILESTONES

FISCAL YEAR 2025-26 (September 1, 2025 – AUGUST 31, 2026)				
	September - November	December - February	March - May	June – August
Number of Unduplicated Participants	4	4		
Number of Case Management Visits	13	13	13	13
Number of Participants Sheltered (Interim/Permanent Housing)	2	4	2	

ATTACHMENT B
BUDGET SUMMARY

Homeless Services Program	FISCAL YEAR 2025-26 Funding
Program Services -To include Personnel, Operating Costs and Consumable Supplies Needed to Provide Homeless Services.	\$50,000

Time of Performance: September 1, 2025, through August 31, 2026

Special Instructions or Restrictions:

For programs with multiple funding sources, administrative and indirect costs charged to this grant must be determined by using the approved Cost Allocation Plan.

The City shall receive an advancement of grant funds to administer the Homeless Services Program. The City and all contracted nonprofit and/or faith-based organizations shall maintain complete and accurate financial records of all costs incurred under the Program, including personnel, operating expenses, and consumable supplies necessary to provide homeless services. Such financial records shall be retained by the City and its subcontractors and made available to CDH for inspection, monitoring, or audit upon request.

The City shall submit to CDH a monthly program progress status report from HMIS no later than fifteen (15) calendar days following the end of each month, demonstrating the services provided under the Program and the corresponding use of funds.

ATTACHMENT C

TRAVEL MANAGEMENT POLICY

	COUNTY OF SAN BERNARDINO STANDARD PRACTICE	No. 08-02 SP 1 PAGE 1 OF 4 EFFECTIVE DATE January 14, 2025
POLICY: TRAVEL MANAGEMENT SP: Guidelines for Travel		APPROVED LUTHER SNOKE Chief Executive Officer

PURPOSE

It is the policy of the Board of Supervisors to manage travel in the most efficient and cost-effective manner, through uniform procedures that provide internal controls and balance the travel requirements of the County and the County Traveler (County Policy 08-02, TRAVEL MANAGEMENT).

The purpose of this Standard Practice is to promote efficient use of County resources and strengthen internal controls by establishing uniform travel procedures.

DEPARTMENTS AFFECTED

Board of Supervisors, all County Agencies, Departments, Board-Governed Special Districts, Board-Governed Entities

DEFINITIONS

Appointing Authority – The executive or administrative head of a department, division or agency.

County Business – Any activity directly related to the necessary and required purposes and functions of the County.

County Traveler – Any County employee, applicant, board/commission/committee member, volunteer, or authorized contractor or consultant that may be required to comply with this policy pursuant to a contract for professional services, traveling on County Business. To the extent possible and feasible, this policy is to be applied to witnesses, in-custody persons, and patients traveling at the expense of the County.

PROCEDURES

Travel Expenses and General Conditions

- A. Travel on County Business must be arranged and authorized in accordance with provisions specified in applicable Memoranda of Understanding with employee bargaining units, County Code, other specific Board action, and/or procedures established by the Auditor-Controller/Treasurer/Tax Collector. The Appointing Authority should consider the nature of the trip, appropriateness of the individual to represent the organization, length of stay, mode of transportation, cost effectiveness of the request and any other relevant information regarding all travel requests including, but not limited to:
 1. Local travel;
 2. Out-of-state travel (County Code § 13.0613);
 3. Out-of-country travel (County Policy No. 08-04); or
 4. Travel reimbursed by a non-County source.
- B. Arrangements for transportation, lodging or registration fees may be made with a County-approved credit card.
- C. Travel expenses shall be carefully monitored by each department, division and agency, using designated accounting strings.
- D. Taking into consideration Paragraph H, County Travelers shall seek to use the lowest rate available for the type of service or accommodation being utilized that meets their needs and minimizes risks including negotiated airline, hotel and rental car contracts (for instance, the County utilizes a negotiated contract for rental car activities). An exception for airfare travel would apply if the flight time is longer than 8 hours, as travelers would be able to purchase premium economy class flights.

**COUNTY OF SAN BERNARDINO
STANDARD PRACTICE**

No. 08-02 SP 1

PAGE 2 OF 4

EFFECTIVE DATE January 14, 2025

Business class and First Class would not be allowed. Additional exceptions may be made when an Appointing Authority determines that an overriding operational consideration, medical condition or disability, or a security consideration requires flexibility in order to serve the best interests of the County, or if a lower rate is not reasonably available.

- E. County Travelers eligible for reimbursement of actual and necessary expenses for transportation, meals, lodging and incidentals such as parking, telephone calls, tolls, and gratuities that are allowed by the department for authorized travel shall submit an Auditor-Controller/Treasurer/Tax Collector Travel Request Form (TRF) along with any supporting receipts to the Auditor-Controller/Treasurer/Tax Collector. All such reimbursements shall be subject to the conditions set forth in County Travel Policies, this Standard Practice, and the provisions of the applicable Memoranda of Understanding (MOU) with employee bargaining units and/or the Exempt Group Working Conditions Ordinance. Only expenses incurred as part of County Business and authorized by the Appointing Authority shall be included on this form and reimbursed. County Travelers who are not County Employees will be subject to the terms included in this Standard Practice when eligible for reimbursement for expenses incurred during the conduct of County business as authorized by the Appointing Authority.
- F. County Travelers shall complete the relevant expense section on the TRF for all overnight or out-of-state travel. The TRF is to be fully completed in addition to the Cal-Card Justification packet. The TRF is used to collect and report actual costs incurred for overnight or out-of state travel. Once completed, the TRF should be signed by the County Traveler, Appointing Authority (or designee) and submitted with the Cal-Card Justification packet, if applicable. The TRF is available on the Auditor-Controller/Treasurer/Tax Collector and the Purchasing Department websites.
- G. Any payment for or reimbursement of travel expenses from any non-County source must be approved by the Appointing Authority in advance of booking said travel. In certain situations, payment or reimbursement by a non-County source may create a conflict of interest, and for certain employees may be subject to reporting on financial disclosure forms. In such situations, the Appointing Authority should contact County Counsel for legal advice.
 - 1. County Travelers receiving reimbursement from a non-County source for travel on County time (such as statewide committees and vendor-paid training or product evaluation pursuant to a contract) shall forward documentation of the reimbursement to the Appointing Authority for handling and deposit if the traveler intends to submit a TRF to the County or use County resources to travel. The claim for actual and necessary expenses for transportation, meals, lodging and incidentals is subject to the conditions set forth in County Travel Policies and this Standard Practice.
 - 2. If an organization or vendor pays costs directly to an airline, hotel or other provider on a County Traveler's behalf, documentation must be provided to the Appointing Authority if a TRF is submitted to the County for reimbursement of other travel costs. Further, in situations where a County Traveler is reimbursed directly for expenses without remittance to the Appointing Authority, all County policies regarding conflict of interest, need for disclosure, ethics and vendor relations shall apply and the County Traveler will be responsible for providing appropriate documentation to support all of these requirements.
- H. Arrangements for transportation, lodging, registration fees, or other travel expenses shall be carefully monitored by the department. Reservations should be made as far in advance as possible to take advantage of discounts and special offers, and County Travelers shall request the government rate or lowest cost to the County when making travel arrangements. Non-refundable airline ticket options must be utilized whenever possible to minimize travel costs. Costs resulting from changes to non-refundable tickets in response to a County need or interest are valid County expenses.

**COUNTY OF SAN BERNARDINO
STANDARD PRACTICE**

No. 08-02 SP 1

PAGE 3 OF 4

EFFECTIVE DATE January 14, 2025

- I. Lodging costs may exceed the County's established rate(s) in the applicable MOU under special conditions:
 - 1. A conference or convention sponsored by a California state or regional association for which the sponsor has arranged for the lodging, registration at a pre-arranged group rate may be permitted with advance written authorization of the Appointing Authority.
 - 2. When a County Traveler is attending a conference or convention that is being sponsored by an organization of which the County department or employee is a member and where seminars or committee meetings are to be held at a particular hotel, or when events are scheduled for evening hours, the Appointing Authority may authorize lodging at the designated hotel.
 - 3. If County Business requires lodging in an area of unusually high cost (as defined in the applicable MOU).
- J. If cancellation is necessary, County Travelers are responsible for canceling lodging or accommodations before the cancellation period ends and should record the cancellation number and justification in case disputes arise.
- K. Departments are responsible for tracking unused refundable tickets and available credit for unused non-refundable tickets, to be applied to future County travel. The County Traveler shall retain ownership of denied boarding compensation if a County Traveler is traveling on County Business and a carrier denies the County Traveler a confirmed reserved seat on an airplane. If voluntarily vacating a seat will not interfere with the performance of official duties, and if any additional travel expenses incurred as a result of vacating the seat are borne by the employee and not reimbursed, the employee may keep the compensation from an airline for vacating a seat when the airline asks for volunteers. In this situation, the County Employee must also utilize appropriate leave for the additional hours, if volunteering delays travel during work hours.
- L. Travel expenses may not be claimed for relatives or guests of a County Traveler.
- M. Special lodging such as accommodations in apartments, recreational vehicle parks or campgrounds, or other semi-permanent lodgings that require a contractual agreement shall be presented for review and advance written authorization of the Chief Executive Officer and processed through existing County Procedures.
- N. At the discretion of the Appointing Authority, County Travelers may be able to claim lodging on the evening prior to a function, or for the last evening of a function. Costs for a Saturday night stay may be reimbursable to a County Traveler if it reduces the ticket cost to the County more than any additional lodging/meals/parking costs, and is well-documented as a clear savings to the County.
- O. If the County Traveler chooses to extend his/her stay during the work week at personal expense, Appointing Authority approval is required in advance and is subject to the County Traveler's work schedule or approval of a request for leave time. Any increase in costs to the County for modified travel arrangements shall be reimbursed to the County (e.g. switching a return flight previously scheduled for Friday to Sunday).
- P. County Travelers may upgrade tickets or accommodations, such as early bird boarding and preferred seating, provided that the County Traveler personally pays for the difference in cost for such upgrade. The County Traveler must provide written documentation of payment, and demonstrate that the cost does not exceed that which would have been incurred had the upgrade not been made.
- Q. The County will not reimburse for any type of travel insurance (trip cancellation or interruption, accidental death or disability, loss of personal belongings, etc.) unless the Appointing Authority requests the County Traveler to purchase such coverage.

**COUNTY OF SAN BERNARDINO
STANDARD PRACTICE**

No. 08-02 SP 1

PAGE 4 OF 4

EFFECTIVE DATE January 14, 2025

- R. The County will not reimburse for certain personal charges, including, but not limited to, alcohol, in-flight movie or internet charges, airport/hotel wireless internet charges (other than for a business purpose), or other miscellaneous charges at the discretion of the County Traveler's personal choice. Valet parking will not be reimbursed unless self-parking is not available or security is a concern. Exceptions may be authorized in certain circumstances with approval of the Appointing Authority.
- S. For Fair Labor Standards Act (FLSA) - covered employees, County travel may impact certain aspects of employment such as compensation for overtime. It is not the intent of the County Travel Policy or this Standard Practice to address these types of issues. Any questions on such matters should be directed to the department's Human Resources Business Partner.
- T. Non-compliance with the provisions of this Standard Practice may result in withholding reimbursement, revoking of an County approved credit card and/or other disciplinary action up to and including terminating employment.

LEAD DEPARTMENT

County Administrative Office

	COUNTY OF SAN BERNARDINO POLICY MANUAL	No. 08-02 PAGE 1 OF 1 EFFECTIVE DATE March 20, 2018
POLICY: TRAVEL MANAGEMENT		APPROVED ROBERT A. LOVINGOOD Chairman, Board of Supervisors
<u>POLICY STATEMENT AND PURPOSE</u> It is the policy of the Board of Supervisors (Board) to manage travel in the most efficient and cost-effective manner, through uniform procedures that provide internal controls and balance the travel requirements of County operations and the County Traveler(s). It is the intent of this policy to implement best practices that demonstrate transparency and accountability by using the most cost effective rates and reasonable methods for the type of services needed, and by managing reimbursements according to provisions of the Memoranda of Understanding with employee bargaining units, County Code, or other specific Board action, and in compliance with Purchasing Department and Auditor-Controller requirements. <u>DEPARTMENTS AFFECTED</u> Board of Supervisors, all County Agencies, Departments, Board-Governed Special Districts, Board-Governed Entities <u>DEFINITIONS</u> Appointing Authority – The executive or administrative head of a department, division or agency. County Business – Any activity directly related to the necessary and required purposes and functions of the County. County Traveler – Any County employee, applicant, board/commission/committee member, volunteer, or authorized contractor or consultant that may be required to comply with this policy pursuant to a contract for professional services, traveling on County Business. To the extent possible and feasible, this policy is to be applied to witnesses, in-custody persons, and patients traveling at the expense of the County. <u>POLICY AMPLIFICATION</u> The County has a fiduciary and ethical responsibility to manage and protect public funds when utilizing taxpayer dollars for transportation and other travel expenditures. County Travelers should travel only on County Business when necessary and when the Appointing Authority determines it to be in the best interest of the County. It is the responsibility of the Appointing Authority to determine the need for and approve each request to travel on County Business. Appointing Authorities are responsible for developing internal procedures that reference and meet the intent of this policy and the associated standard practice(s). <u>LEAD DEPARTMENT</u> County Administrative Office <u>APPROVAL HISTORY</u> Adopted June 23, 2015 (Item Number 37) Amended March 20, 2018 (Item Number 22) <u>REVIEW DATES</u> March 2023		



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: Provide Staff Direction on the purchase of Open Meeting Technologies Council voting software

Background: At the September 23, 2025, City Council meeting, a recommendation was presented by Council Member Longbrake directing staff to research Council voting solutions.

3-D solutions provided an estimate from Open Meeting Technologies for voting software (estimate attached).

Fiscal Impact: Cost for the software, including the first-year subscription is \$10,500. Each subsequent year's subscription cost is \$3750. This is for the software and initial support only, and does not include the tv monitor, any other equipment, or installation and staff training to be done by 3-D solutions, which would be an additional cost of up to \$5,000, for a total project cost not to exceed \$15,500.

Recommended Action: Provide Staff Direction on the purchase of Open Meeting Technologies Council voting software, equipment, installation, and staff training, for a total project cost not to exceed \$15,500.

Submitted By: City Manager Patrick Martinez (on behalf of Council Member Henry Longbrake)

City Manager Approval: Patrick J Martinez

Date: 10/9/2025

Other Department Approval (when required): Jill Taura

Date: 10/10/2025

EXHIBIT A

Open Meeting Technologies LLC (OMT)
PO Box 7306, St. Cloud, MN 56302-7306
320-249-0555



Cost & Payment Summary for Approval

The below information summarizes the cost of any software, software licenses, and services as well as to whom payments will be made. A signature from an authorized person is required to accept this proposal.

Organization Name: **Name: City of Needles, CA**
Billing Contact: **Contact: Mr. Dan McGraw**

Issue Date: 1/15/2025

Summary of all initial purchase and subscription fees paid to OMT:

Description	Estimated Quantity	Unit Price	Total Amount**
OpenMeeting ESSENTIAL Includes all of our platform applications that help visually manage and document the key components of legislative meetings such as electronic roll call, requests to speak, motions and seconds, simultaneous voting, meeting transparency through the public display, automatic time-stamping and logging of all events for easier meeting notes and minutes generation.	1	\$ 6,750	\$ 6,750
Initial Annual Subscription/Support Annual license subscriptions include phone and e-mail support, as well as free software upgrades throughout the year.	1	\$ 3,750	\$ 3,750
Add-On Subgroup License (Optional) Additional platform licenses for subgroups can be added to the existing Meeting Manger computer/server to be used by other boards/committees affiliated with the original licensed organization. Subgroups must be in the same building, meeting room(s), etc., and be supported by the same staff (management, IT, etc.) as original licensed organization. Subgroups will have unique application access credentials and all configurations, rosters, agendas, logs, etc. will be separated. Price shown is per add-on licensed subgroup. An unlimited option is also available.	0	\$ 750	\$ -
Year 1: Initial Amount Due to OMT			\$ 10,500

Ongoing annual subscription fees after year 1 payable to OMT:*

Description	Estimated Quantity	Unit Price	Total Amount**
Annual Subscription/Support - Yr 2+	1	\$ 3,750	\$ 3,750
Add-On Subgroup License - Yr 2+ (Optional)	0	\$ 750	\$ -
Years 2+: Ongoing Annual Amount Due to OMT			\$ 3,750

* OpenMeeting Technologies reserves the right to increase license subscription rates up to 5% each year if not on a multi-year contract.

** A 10% discount can be applied on the entire initial product fees as well as all 5 years of the annual subscription/support fees, IF all fees are paid in full up-front. This guarantees no price increases for a full 5 years.

\$ 25,500 Total of initial fees plus 4 years ongoing fees. **5 Year - 10% Discount: \$ 22,950**

Acceptance of Proposal:

Please select and initial one of the two payment/licensing options below, and provide an authorized signature and details. This indicates that you understand and accept the above pricing and product/service descriptions. Upon receipt of this authorization, OMT will invoice your organization with payment terms being due upon receipt, to begin the implementation process. The OpenMeeting Technologies service agreement will automatically renew until either party provides written notice of termination. A minimum of sixty (60) days' prior written notice is required to cancel renewal before the end of the current term.

Select and initial the preferred terms of payment and license subscription method:

☐

1 YEAR - Payment of the one-time initial Product Fees as well the 1st Year Subscription/Support Fees

☐

5 YEARS - Payment of the one-time initial Product Fee as well as 5 Years of pre-paid annual Subscription/Support Fees

Authorized Signature: _____

Printed Name & Title: _____

Date of Acceptance: _____



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: Direction to Submit Non-Binding Notice of Intent to Propose – California Welcome Center Certification

Background: In 2021, the City of Needles entered into a Professional Services Agreement with the Needles Chamber of Commerce, designating the Chamber as the preferred service provider to operate the City's Visitor Center. Under this five-year agreement (expiring April 21, 2026, with eight mutually agreeable three-year extension options), the City provides a fixed annual payment of \$24,000 to support Visitor Center operations.

As part of the original partnership, the Chamber invested approximately \$176,000 in tenant improvements to the Visitor Center portion of the historic El Garces to create a welcoming and functional space for travelers. The Chamber currently:

- Tracks and reports monthly visitor foot traffic,
- Maintains a visitor email contact list,
- Responds to phone inquiries and in-person questions, and
- Acts as the primary community resource hub for travelers and residents.

At the previous City Council meeting Councilmember Tona Belt directed staff to agendize a discussion on elevating the existing Visitor Center by seeking certification as an official California Welcome Center (CWC). CWCs are part of a statewide network operated by Visit California, connecting travelers to local businesses, attractions, and experiences while encouraging longer stays and increased visitor spending. This step would rebrand and integrate the current center into the statewide program rather than building a new facility.

Key benefits of becoming a CWC include:

- Proven visitor impact: A 2025 Visitor Impact Study found 39% of visitors spent more time locally, 29% visited featured attractions, and 10% extended their stay by an average of 1.6 nights after visiting a CWC.
- Statewide marketing reach: CWCs receive premium placement in the *California Visitor's Guide*, *California Road Trips*, and on VisitCalifornia.com (1M+ monthly visitors) with ad values exceeding \$275,000.
- Highway signage: Caltrans provides official freeway and directional signage to draw travelers off major routes.
- Network credibility: CWC branding builds trust with travelers and strengthens tourism marketing efforts

Visit California's current Request for Proposals (RFP) sets the following timeline:

Milestone	Date
Written Questions & Notice of Intent to Propose (non-binding)	October 14, 2025
Question & Answer Summary E-mailed	October 23, 2025
Full Proposal Due	November 4, 2025
Evaluation & Scoring by Committee	December 2025
Site Visits for Finalists	January / February 2026

Purpose of this agenda item: To obtain City Council direction on whether staff should submit the non-binding Notice of Intent to Propose and return on October 28, 2025, with a finalized operating plan and fiscal commitments before submitting the full application.

Fiscal Impact: Since the City already operates a visitor center, the cost to pursue certification is primarily branding and marketing integration, not construction. The existing \$24,000 annual payment to the Chamber of Commerce may increase as the Chamber evaluates the staffing cost of opening the center seven days per week, as expected under the CWC model. The Chamber is currently preparing an updated cost proposal to reflect this change.

Estimated additional costs for certification include:

- Application Fee (one-time): \$1,000 (non-refundable)
- Welcome Package (required signage, branded furnishings, displays): \$9,000
- Annual Membership Dues: \$5,000 (access to statewide marketing & promotions)
- Caltrans Freeway Signage: ≈ \$7,000 (directional & wayfinding)

Operating Hours: Visit California does not mandate a minimum number of hours. For Needles, staff proposes maintaining reasonable hours that mirror the surrounding downtown businesses schedule. Expanding to seven days per week will increase labor needs; the Chamber will provide an updated cost estimate to support the final fiscal plan.

Performance Tracking: The Chamber already tracks monthly visitor counts and related engagement metrics. Chamber staff will expand this to include referral tracking and quarterly reporting to Council to demonstrate local impact.

The program also encourages local business sponsorships and partnerships to offset ongoing costs and help keep the center financially self-sustaining.

Recommended Action: Provide staff direction to:

1. Submit the non-binding Notice of Intent to Propose to Visit California for California Welcome Center certification; and
2. Return to City Council on October 28, 2025 with a finalized operating plan and fiscal commitments for consideration before submitting the full application due November 4, 2025.

Submitted By: Patrick Martinez, City Manager (at the request of Councilmember Tona Belt)

City Manager Approval: Patrick J. Martinez

Date: 10/9/2025

Other Department Approval (when required): Jill Taura

Date: 10/10/2025

REQUEST FOR PROPOSAL FOR A CALIFORNIA WELCOME CENTER 2025



Photo by Max Whittaker

REQUEST FOR PROPOSAL (RFP) FOR A CALIFORNIA WELCOME CENTER

A. INTRODUCTION

California Welcome Center Mission:

California Welcome Centers (CWC) offer unique and authentic customized visitor services for explorers interested in all that California has to offer. As a network of informational hubs, the CWCs – and their friendly, knowledgeable employees – provide visitors and local residents alike with informed suggestions on how to take advantage of a variety of experiences CWCs also serve as bands ambassadors for California tourism and benefit not only each individual visitor, but also – through influence over visitor spending – our local communities, the state and all associated stakeholders.

The California Office of Tourism (California Tourism) is required to establish conditions on which to base the designation of an entity as a CWC, and to ensure consistency of operating standards among the Centers. There are currently 22 CWCs throughout California. The purpose of this RFP is to designate an entity to provide services as a California Welcome Center in various counties throughout the state that are underserved by visitors. There is to be a designated Center in each of the following regions of the state: Shasta Cascade, Desert, North Coast, Inland Empire, Gold Country, High Sierra, Central Coast, Central Valley, Los Angeles County, Orange County, San Diego County and the Bay Area. Currently, California Tourism is accepting proposals requesting designation to serve **any California region**. If proposed location is too close to an existing center and could confuse visitors, the committee can elect to disqualify the proposal. In addition, proposers should review the California Code of Regulations for California Welcome Centers, which further outlines the criteria that govern the CWCs (Attachment B).

Those submitting a proposal are required to provide a \$1,000 non-refundable application fee. If approved for designation as a California Welcome Center, each Center pays an annual fee of \$5,000 to the California Welcome Center Fund, California Office of Tourism, as required by law for reimbursement of administrative costs incurred by the State in administering the program. In addition, the Centers pay for all fees associated with required signage.

B. NOTICE OF INTENT TO PROPOSE

Notice of Intent to Propose, Attachment C, must be received by the California Office of Tourism by October 14, 2025. The notice may be emailed to rfps@visitcalifornia.com or faxed to (916) 322-3402. The notice is non-binding; however, it ensures the receipt of all items related to this RFP. Proposals will be accepted only from applicants who submitted a timely Notice of Intent to Propose.

C. ELIGIBILITY

The applicant shall be a convention center, visitor bureau, chamber of commerce, local government, state government, federal government, private entity or combination of the above. Proposer must have a permanent structure with heating and air conditioning at the proposed property site and adequate public space, parking facilities, including space for buses and recreational vehicles. In addition, the proposer must provide significant documentation of financial support to sustain CWC for a minimum of 5 years and must serve the identified area. The property must be within two miles of a major freeway or highway. The applicant must have authority to permanently display the required signage on the exterior of the proposed property site, as well as the authority to display signage on local/city streets leading from the highway to the Center.

D. DESCRIPTION OF PROPOSER

A Proposer conference call will be held on **September 30, 2025 at 9:30 AM** Pacific Daylight Time (PDT). The purpose of the conference is to address any questions that the proposers may have regarding the RFP process. The proposer may utilize the following conference information to join the audio conference: <https://visitcalifornia.zoom.us/j/88449793193>

After the conference, all proposers needing additional clarification of this RFP must submit questions in writing to the California Office of Tourism, using the contact information in Section G, by 5 p.m. PDT on October 14, 2025. Questions submitted after this date will not be answered.

Proposals, due November 4, 2025, must be accompanied by a non-refundable application fee of \$1,000 made out to the Office of Tourism, with a notation "application fee, California Welcome Center," and sent to the address in Section G.

Proposals must address each item listed below and in the Proposal Plans, giving details of how requirements will be met. Proposals may be rejected if these requirements are not met.

1. Provide the proposer's name, address, county, telephone and fax numbers, and e-mail address.
2. Provide the name of the operating entity of the proposed center, i.e. Chamber of Commerce, City, County, etc.
3. Provide the name and title of the Director or Manager, with address, telephone and facsimile numbers and e-mail address.

E. PROPOSAL PLANS AND SCORING CRITERIA

Proposal shall contain the following information and shall be scored according to the criteria listed under each section.

1. Site Plan (0 to 20 points)

- (a) The physical address of the proposed Center.
- (b) Size and location of property. Provide the actual square footage of the proposed site or property and include a description of the proximity to tourist attractions, restaurants and lodging, and distance from major freeways or highways and its ability to fit anticipated guest traffic.
- (c) Central heating and air conditioning capacity.
- (d) Description of the architectural theme of the facility and how it is representative of local surroundings. In addition, review Attachment D for exterior and interior brand standard requirements within the California Welcome Centers Visual Identity Guidelines and detail the commitment to implementing the Basic Welcome Package, Tier 1 and Tier 2 brand elements based on location relevance. Estimated investment may fluctuate based on location, vendor availability, and guest traffic.
- (e) Restroom facilities and ADA compatibility.
- (f) Describe the interior display space, which must include the following: Layout for information racks, service desk and rest rooms. The layout must include plans that allow, at a minimum, eight 3' W' x 2'D display racks or 25' of linear wall space, or 51 square feet of open space dedicated to brochure display racks, and space for a 42 " plasma screen. Include details and plans for space that will be dedicated to dioramas, regional displays or exhibits (Refer to section E, paragraph 4(c) of this document and Attachment A, "Regional and Statewide Promotion" section).
- (g) Direct Internet access, High-speed Wi-Fi, minimum 35 mb unless otherwise noted based on location limitations.
- (h) Describe parking facilities, including RV and bus parking.
- (i) Provide a proposed timeline from conditional designation to grand opening including but not limited to:
 - a. Lease Negotiation
 - b. Tenant or Building Improvements
 - c. Other Improvements

Failure to meet timelines can result in loss of designation.

2. Marketing Plan (0 to 20 points)

(a) Public Relations.

Describe any public relations efforts that will promote the proposed center.

(b) Direct Sales.

- (1) Provide a list of any merchandise to be sold at the center, the benefit the merchandise has to the traveler and the competitive pricing of the merchandise with other local vendors. Note, all CWCs must include retail merchandise that are both indicative of California as well as of the local region where the site is located.
- (2) Provide a list of any and all commercial establishments attached to the proposed property and the level of service it will provide to the traveler.
- (3) Provide a list of travel services to be provided at the center, including travel arrangements, ticket booking service and Internet service. Provide a signed statement that the California Welcome Center shall not provide any direct real estate, time-share sales, or telemarketing.
 - i. Real Estate Agents can utilize advertising space as part of relocation services or resources offered by the center.
- (4) Describe any other plans to promote the center through direct sales.

(c) Print Advertising.

Describe any plans to promote the Center through print advertising.

3. Financial Plan (0 to 20 points)

Identify funding sources including but not limited to; local DMO, City, Private Organizations, etc. and financial ability to sustain a CWC as well as associated expenses such as staffing, operational costs, payment of the annual \$5,000 fee, and costs for Caltrans freeway signage and directional city signage for the next 5 years. Financial plan should also include funds for occasional assessments for joint marketing purposes, such as printing of promotional CWC brochures, as well as attendance at the CWC management meetings, with three meetings per year located throughout California. California Welcome Centers should aim to operate at a breakeven or positive profit financial performance level through a core set of financial sponsors.

4. Operational Plan (0 to 30 points)

- (a) Description of proposed staffing, which shall include a manager with decision-making authority. Include number of full-time and part-time staff and indicate paid or volunteer. Each center is required to be staffed during operating hours.
- (b) Provide a signed statement including the commitment to operate seven days a week, except for major holidays.
- (c) Describe in detail the plan to gather, display and maintain visitor brochures and travel-related information from throughout the state. Information must promote the local region as well as the entire state.

- (d) Describe plans to incorporate dioramas, regional displays, or exhibits. Describe how the region, as well as the entire state, will be promoted visually and describe plans to depict to visitors the things to do and see in your region.
- (e) Provide plans for maintaining the building, restrooms and grounds surrounding the center.
- (f) Provide a certificate of insurance stating that there is comprehensive general liability insurance in effect for the property, with a combined single limit of not less than one million dollars per occurrence for bodily injury and property liability combined.
- (g) Provide proposed operating hours and describe how they meet the needs of travelers in the area.
- (h) Describe plans to train staff on current visitor information including new attractions, events, destinations and accommodations in the region and throughout the state.
- (i) Provide authorization by the property owner that the applicant can display required signage on the exterior of the proposed property and evidence that signage will be in compliance with any relevant city or county ordinances.
- (j) Provide the method that will be used for tracking and recording the number of visitors to the Center on a monthly basis, a photoelectric infrared non-directional people counter, or similar, is preferred. Implementation of existing methods for statistical collection at California Welcome Centers may be required upon designation.
- (k) Provide a description of visitor traffic pattern (including an estimate of current visitor numbers as well as projected numbers), and why a center is warranted in the said area. If another California Welcome Center is located within 50 miles of the proposed location, provide a description of how the visitor traffic patterns will support both centers.

5. Local or Community Support (0 to 10 points)

Provide a letter from at least two of the following supporting the establishment of a California Welcome Center in the area.

- (a) The community's principal destination marketing organization
- (b) Tourism association
- (c) City or county
- (d) Other similar organization

Eligible proposals receiving between 85 and 100 points shall be considered for designation and a site visit shall be scheduled. **The site visit, to verify the site and operational plan, and the proposer's understanding of the California Welcome Center responsibilities, will contain an additional point score of up to 20 points, beyond the original score.** The designation, which is for a five-year period, will be awarded to the proposer(s) receiving the highest cumulative score.



The first year will be a probationary period. At the end of five years, the Center shall submit in writing a letter of intent to continue operation of the Center. The California Office of Tourism will then re-evaluate the effectiveness and appropriateness of continuing a Center designation at the same location. The California Office of Tourism reserves the right not to designate a California Welcome Center as a result of this RFP.

F. TENTATIVE SCHEDULE

Request for Proposal Released	September 16, 2025
Proposer's Conference Call at 9:30 AM PST https://visitcalifornia.zoom.us/j/88449793193	September 30, 2025
<u>Notice of Intent to Propose (Non-binding document) and Written Questions Due Date</u>	<u>October 14, 2025</u>
Question and Answer Summary E-mailed (And response from Proposer's Conference)	October 23, 2025
<u>Proposal Due Date</u>	<u>November 4, 2025</u>
Evaluation Scoring by Committee (Finalists selected & notified)	December 1, 2025
Site Visits	January 2026
CWC Designation Awarded	February 16, 2026

Note: These dates represent a tentative schedule of events.
California Tourism reserves the right to modify these dates.

G. DELIVERY OF PROPOSAL

Each proposer is required to deliver five (5) printed copies of the proposal and one electronic copy along with a \$1,000 non-refundable application fee, to The California Office of Tourism at the address listed below, **no later than 5 p.m. on November 4, 2025**. The printed proposals may **not** be faxed or e-mailed, but may be sent by courier such as Federal Express, UPS, etc., to:

Attn: Sommer McCormick
California Division of Tourism
555 Capitol Mall, Ste. 1100
Sacramento, CA 95814

Electronic versions may be e-mailed to rfps@visitcalifornia.com

Attachment A

California Welcome Center Program



California Office of Tourism
555 Capitol Mall, Ste. 1100
Sacramento, CA 95814
(916) 322-1266 Telephone
(916) 322-3402 Fax

California Welcome Center Mission

California Welcome Centers (CWC) offer unique and authentic customized visitor services for explorers interested in all that California has to offer. As a network of informational hubs, the CWCs – and their friendly, knowledgeable employees – provide visitors and local residents alike with informed suggestions on how to take advantage of a variety of experiences CWCs also serve as bands ambassadors for California tourism and benefit not only each individual visitor, but also – through influence over visitor spending – our local communities, the state and all associated stakeholders.

Background

With the signing of Senate Bill 1983 in 1994, the California Office of Tourism (California Tourism) was authorized to establish conditions on which to base the designation of an entity as a California Welcome Center, and to ensure consistency of operating standards among the Welcome Centers. Assembly Bill 1356, approved by the Governor in August 2004, authorized continuation of the CWC program.

Regional & Statewide Promotion

The CWCs must prominently promote their immediate area and give travelers a reason to stay in the region a little longer, but they are also required to represent the entire state.

Consequently, the CWCs are required to provide professionally designed displays that include information about traveling within California and the immediate region. The CWCs are encouraged to partner with their local community, convention and visitors bureaus, and other agencies to create exhibits.

All CWCs provide destination, attraction, performing arts, and accommodations brochures from throughout the state. Not more than ten percent of the literature offered at a CWC may represent non-California entities. Most of the CWCs also feature some or all of the following: advertiser display boards, reservation services, Internet access, regional and California merchandise, attraction ticket sales, and flat screen advertising.

Operating Standards

CWCs are independently operated and are subject to the standards developed by the California Office of Tourism, with established hours of operation convenient to visitors and easy access to travelers. CWCs, **which must be open seven days a week**, may be operated by convention and visitor bureaus, chambers of commerce, government, private entities, or a combination of these. California Tourism staff conducts both announced and unannounced inspections of the CWCs to ensure compliance with operating standards.

The Department of Transportation (Caltrans) is responsible for the installation and maintenance of highway signs identifying CWCs. The CWCs are responsible for the cost of signage. Costs of signs vary depending on size and number of characters used.

Traveling Bear Logo

The CWC logo sign continues to broaden the branding image. Its design includes a reflective blue background with a white border and white lettering reading "California Welcome Center." Adjacent to the lettering is a cutaway of a bear crossing into a reflective yellow map outline of the State of California. This traveling bear symbol is a copyrighted mark of the state and is authorized for use by California Tourism. When using the logo on printed material, CWCs must include the phrase "A joint marketing partnership with Visit California."

Revenue/Partnerships

Several of the CWCs have found a variety of companies, individuals and public agencies for sponsorships or partnerships. Whether the contributions are monetary or provide staff, displays, land, or building materials, many opportunities exist and are encouraged.

The following are examples of CWC partnerships:

- **CWC, Anderson** – USDA Forest Service; Bureau of Land Management; National Park Service; Sierra Pacific Industries; Redding Rancheria; Shasta Outlets; Volcanic Legacy Scenic Byway, City of Anderson; Shasta Cascade Wonderland Association, among others.
- **CWC, Barstow** – Bureau of Land Management; Public Lands Interpretive Association; San Bernardino County Parks Dept.; National Park Service; Mojave National Preserve; City of Big Bear; Disney, among others.

The CWCs are free to independently determine a method for obtaining, displaying, and maintaining visitor brochures and travel-related information from throughout the State. Currently, each of the CWCs has chosen to contract independently for brochure services through Certified Folder Display Service, Inc. Through this arrangement, each CWC receives statewide information to distribute, and receives revenue for brochures they display.

The individual CWCs have incorporated various additional methods for generating revenue. Examples of revenue generation include selling advertising space, forming public/private partnerships, selling California related merchandise, or adding café services.

Current Welcome Center Locations

- Anderson (Shasta Cascade)
 - 1699 State Highway 273, Anderson, CA 96007
- Auburn (Gold Country)
 - 1103 High St., Auburn, CA 95603-3214
- Barstow (Deserts)
 - 2796 Tanger Way, Suite 100 Barstow, CA 92311
- Cabazon (Deserts)
 - 48750 Seminole Dr. #100 Cabazon, CA 92230
- El Dorado Hills (Gold Country)
 - 2085 Vine Street, Suite 105 El Dorado Hills, CA 95762-7123
- Fairfield (Central Valley)
 - 1 Jelly Belly Lane, Fairfield, CA 94533
- Gilroy (Central Coast)
 - 8155-6 Arroyo Circle, Gilroy, CA 95020
- Half Moon Bay (San Francisco Bay Area)
 - 637 Main Street, Half Moon Bay, CA 94019
- Los Angeles (Los Angeles County)
 - 100 Citadel Drive, Suite 480, Los Angeles, CA 90040

- Mammoth Lakes (High Sierra)
 - 2510 Main Street, Mammoth Lakes, CA 93546
- Modesto (Central Valley)
 - 1008 12th Street, Modesto, CA 95354
- Oceanside (San Diego County)
 - 928 N Coast Highway Oceanside, CA 92054-2136
- Ontario (Inland Empire)
 - One Mills Circle, Suite 1054 Ontario, CA 91764
- Pismo Beach (Central Coast)
 - 333 Five Cities Drive, Suite 100 Pismo Beach, CA 93449
- Ridgecrest (Desert)
 - 880 N China Lake Blvd, Ridgecrest, CA 93555
- Salinas (Central Coast)
 - 1-A Station Place, Salinas, CA 93907
- San Clemente (Orange County)
 - 101 West Avenida Vista Hermosa, San Clemente, CA 92672
- San Francisco (San Francisco Bay Area)
 - Unit B16, 2nd Level, Pier 39 San Francisco, CA 94133
- Santa Rosa (North Coast)
 - 9 Fourth Street, Santa Rosa, CA 95401
- Torrance (Los Angeles County)
 - 21250 Hawthorne Blvd #500, Torrance, CA 90503
- Ukiah (North Coast)
 - 200 South School Street, Ukiah, CA 95482
- Yucca Valley (Deserts)
 - 56711 29 Palms Highway, Yucca Valley, CA 92284-2642

Benefits of State/CWC Partnership

As valued travel industry partners, the CWCs are listed at no cost in the following State or California Travel and Tourism Commission funded marketing endeavors:

- The CWCs are promoted throughout the *California Official State Visitor's Guide and Travel Planner* (CVG), which has a circulation of 500,000 copies distributed worldwide, as well as 100,000 copies being downloaded. This exposure is valued at \$200,000 per year in advertising. In addition, the CWCs are highlighted on each regional map in the CVG. A digital version of the CVG is available online via visitcalifornia.com.
- The California *Official State Map* places information about the CWCs on the back panel of the map, which is premium placement. If this space were sold, it would be valued at \$49,000.
- The *California Road Trips* guide promotes the CWCs throughout the publication, and contains a listing that provides CWC contact information and directions and has an advertising value of \$26,000. One million copies of this publication are distributed annually.

- Each CWC has an individual page on the California Tourism Web site (visitcalifornia.com) under "California Welcome Centers," section of the website, each CWC is listed by region. Many are also featured in various trip itineraries. The site receives an average of 1.8 million unique visits per month
- As an official state-designated office, CWCs have an exclusive agreement with Caltrans to have freeway signage directing motorists to their location, in addition to smaller "trailblazer" signs on local city streets to further direct motorists off the freeway and to their site. Freeway signage increases the number of visitors to the CWCs.

Application Process

A committee of travel industry experts, including representatives from Visit California, the California Office of Tourism, and the California Welcome Center Program, meet periodically and consider inquiries from entities interested in being designated as a CWC. The area where an entity is located is reviewed to determine visitor traffic patterns, proximity to other CWCs, and overall need for a CWC. A Request for Proposal is issued in those areas that the committee feels would benefit from a CWC, and applications are accepted in accordance with California Code of Regulations Section 5372.

Those submitting a proposal are required to provide a \$1,000 non-refundable application fee. If approved for designation as a California Welcome Center, each CWC pays an annual fee of \$5,000 to the California Office of Tourism as required by law for reimbursement of administrative costs incurred by the State in administering the program.

Information

California Welcome Center Program

cwc@tourism.ca.gov

Attachment B

California Welcome Center Program California Code of Regulations Title 10, Chapter 7.67, Sections 5370-5377

§ 5370. Definitions.

The following definitions shall apply to the regulations contained in this chapter:

- (a) "Agency" means the Business, Transportation and Housing Agency.
- (b) "California Welcome Center" means a visitor information center, designated by the State which is accessible to and recognizable by tourists and which encourages tourism in California.
- (c) "Center" means the property proposed as a California Welcome Center.
- (d) "Office" means the Office of Tourism, also known as the Division of Tourism, within the Business, Transportation and Housing Agency.
- (e) "Major Holiday" means New Year's Day, Easter Sunday, Thanksgiving, and Christmas.

Note: Authority cited: sections 13995.151 Government Code. Reference: sections 13995.150 and 13995.151, Government Code.

§ 5371. Eligibility.

- (a) To be eligible for designation as a California Welcome Center, an applicant shall meet the following requirements:
 - (1) The applicant shall be a convention center, visitor bureau, chamber of commerce, local government, state government, federal government, private entity or combination of the above.
 - (2) The applicant shall have a permanent structure with heating and air conditioning at the proposed property site and adequate public parking facilities, including buses and recreational vehicles.
 - (3) The property shall be within two (2) miles of a major interstate freeway or highway.
 - (4) The applicant shall have authority to permanently display the required signage on the exterior of the proposed property site. Applicant shall also have authority to display signage on local/city streets leading from the highway to the Center.

Note: Authority cited: sections 13995.151, Government Code. Reference: sections 13995.150, 13995.152 and 13995.153, Government Code.

§ 5372. Application Process.

(a) The Office shall provide a Solicitation of an open application period for a California Welcome Center to all interested persons and shall post it on the Office website. The Solicitation shall be for a designated area(s), based on the necessity for a new or replacement Center. The Solicitation shall include a description of the Application process and the Application deadline. The Application deadline shall be no earlier than thirty (30) calendar days following the mailing of the Solicitation.

(b) Not later than the deadline described in the subsection (a), each Applicant shall submit an original and four (4) copies of a completed Application to the Office.

(c) Not later than sixty (60) calendar days following the deadline described in subsection (a), the Agency shall mail to each Applicant that submitted an Application either a notice disapproving the request or a letter of conditional designation. The letter of conditional designation shall indicate that the final designation is conditioned upon execution of an agreement between the Applicant and the Agency.

Note: Authority cited: sections 13995.151, Government Code. Reference: sections 13995.150, Government Code.

§ 5373. Application. General Information.

The General Information Section of the application shall contain the following information:

(a) Applicant Information

(1) The Applicant's name, address, county, telephone and facsimile numbers, e-mail address (if applicable).

(2) Operating entity of the proposed center, i.e. Chamber of Commerce, City, County, etc.

(3) The name and title of the Applicant's Director or Manager and address and telephone and facsimile number, if different than subsection (a) (1).

(b) A non-refundable application fee of \$1,000.

(c) Proposal plans as specified in Section 5374.

Note: Authority cited: section sections 13995.151, Government Code. Reference: sections 13995.151, Government Code.

§ 5375. Continuing Responsibility of CWC.

(a) Upon designation as a California Welcome Center, the Center shall be required to comply with the following:

- (1) An annual maintenance fee of \$5,000 shall be paid to the Office on a fiscal year basis. This payment shall be due quarterly in payments of \$1,250, due July 1, October 1, January 1 and April 1.
- (2) The Center shall pay for all fees associated with required signage, including permits, construction and placement of signs.
- (3) The Center shall report to the Office the number of visitors for each month, by the sixth of the following month.
- (4) The Center shall request approval from the Office in order to use the Traveling Bear logo, the "California Welcome Center" or the Dream Big logo on any merchandise, uniforms or signage. The Center shall submit the request to the Office.
- (5) All merchandise sold in the Center shall be appropriate for all ages of travelers.
- (6) The Center shall provide on-going training to their personnel including current visitor information on new attractions, events, destinations and accommodations in their region and throughout the State.
- (7) The Center shall display all local (city and county in which the center is located), state and federal governmental tourism information at no cost to the governmental agency. The Center may charge other organizations for the costs of displaying and providing visitor information, including graphic displays and brochures.
- (8) The operating entities of each center shall promote the California Tourism Website (www.visitcalifornia.com) in advertising, in promotional activities, in related collateral, on the physical premises, and on their website.
- (9) The Center's manager or a designated representative with decision-making authority shall attend a minimum of two manager's meetings each year. The Office shall establish the meeting dates and places and will provide the managers the opportunity to share current visitor information including new attractions, events, destinations and accommodations in their region.
- (10) The Center shall be required to pass periodic site inspections by Office staff. The site inspections shall not occur more frequently than once a year. The site inspection will verify that the Center is continually meeting the site specifications in the original proposal.

Note: Authority cited: sections 13995.151 Government Code. Reference: sections 13995.150, 13995.151, 13995.152, and 13995.153, Government Code.

§ 5376. Revocation of Designation.

(a) Failure to comply with the provisions in Section 5375, shall be cause for revocation of the California Welcome Center's designation.

(1) The Office shall provide written notice to a California Welcome Center that fails to comply with one or more the requirements in Section 5375. The notice shall describe the deficiencies and shall include a deadline for correction of the deficiencies.

(2) If the California Welcome Center fails to correct the deficiencies as required in subsection (a)(1), the designation shall be revoked. The revocation shall be effective 30 days after the deadline specified in subsection (a)(1).

Note: Authority cited: sections 13995.151, Government Code. Reference: sections 13995.150, 13995.152, and 13995.153, Government Code.

§ 5377. Appeal Process.

(a) Appeal of the revocation shall be in writing and shall include the following:

(1) Name and address of California Welcome Center making the appeal.

(2) Statement of the basis of the appeal.

(3) Documentation which supports the position of the California Welcome Center, submitted under the penalty of perjury.

(b) An appeal by a California Welcome Center shall be served on the Office within 30 days of the effective date of the revocation.

(c) The Office shall respond in writing to the appeal by the California Welcome Center within 30 days.

(d) The California Welcome Center can appeal the Office's decision to the Agency Secretary by submitting a copy of the original complaint and the Office's written decision within 30 days of the date of the Office's decision.

(e) The Secretary shall respond in writing within 30 days of receipt of the California Welcome Center's appeal and submission.

Note: Authority cited: section sections 13995.151 and 13995.155, Government Code. Reference: sections 13995.150, 13995.151, 13995.152, and 13995.153, Government Code.

Attachment C

Notice of Intent to Propose California Welcome Center, Statewide

Due by October 14, 2025 by 5:00 p.m.

Email or fax to:

rfps@visitcalifornia.com

California Welcome Center Program
California Office of Tourism
555 Capitol Mall, Suite 1100
Sacramento, CA 95814
Tel: (916) 233-0275 Fax: (916) 322-3402

<u>Name of Proposer:</u>	City of Needles
<u>Contact Person:</u>	Patrick Martinez
<u>Mailing Address:</u>	817 Third Street
<u>Agency URL:</u>	www.cityofneedles.com
<u>Telephone:</u>	760-326-5700
<u>Fax Number:</u>	760-326-5008
<u>Email Address:</u>	pmartinez@cityofneedles.com
<u>Signature & Title:</u>	<i>Patrick J Martinez</i>

Attachment D

California Welcome Centers Visual Identity Guidelines

GENERAL BRAND STANDARDS FOR LOCATION SIGNATURE MARK

CLEAR SPACE



The suggested required clear space surrounding all versions of the signature mark is equal to the height of the "C" in "CALIFORNIA." Text and graphics should not be placed within the clear space, but they may align with the edge of the clear space. The clear space must be respected on all four sides of the logo.

PRIMARY COLOR PALETTE



SINGLE COLOR - CA BLUE



SINGLE COLOR - BLACK



REVERSE COLOR



REVERSE - WHITE



AMBASSADOR BADGES & APPAREL

OXFORDS, SHORT AND LONG-SLEEVED
POLOS AND VOLUNTEER BADGES

NOTE: SHIRTS ARE NON-EMBROIDERED

VOLUNTEER BADGE (MAGNETIC)



WHITE OXFORD



CA BLUE DRY-FIT
GOLF POLO



Oceanside CWC

ORANGE LONG SLEEVE POLO



VALUE: \$1,575

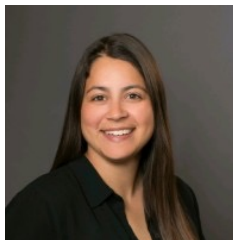
\$75 (24) Name Badges
\$500 (24) Oxford
\$500 (24) Dry Fit Polos
\$500 (24) Long Sleeve Polos



California Welcome Center - Request for Proposal 2025



RFP Committee



Amy Chambers

Director of Engagement,
Visit California



Anand Patel

CWC Committee Vice Chair
CEO, Visit Fairfield



Matthew Sabbatini

Chief Operating Officer,
Visit California



Cynthia Schmitt Easey

CWC Committee Chair
Tourism Specialist, Citadel Outlets



Hazel Hernandez

Content Manager,
Visit California



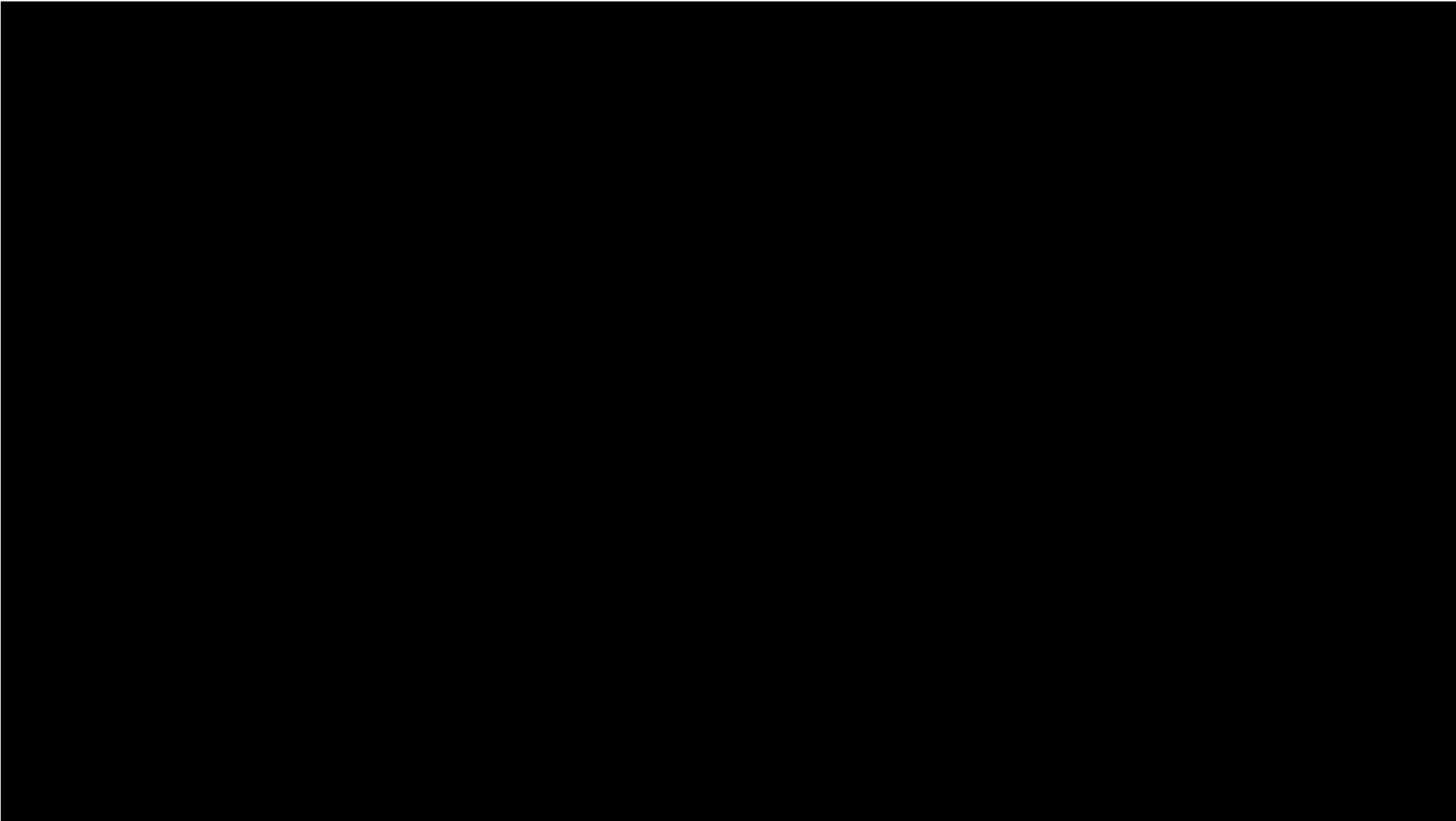
Tori Cruz-Fuchs

Welcome Center Program
Manager, Visit California



Visit California Mission:

Create desire for the California experience





'California Visitor's Guide'

- Feature & 2/3 page placement as regional resource
- Call out on regional map
- 500,000 print circulation to U.S. & Canada
- 425,000 digital downloads
- **\$200,000** ad value



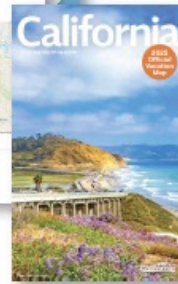
'California Road Trips'

- Promotion throughout publication
- 1 million print circulation
- **\$27,000** ad value



VisitCalifornia.com Consumer Website

- Dedicated page on VisitCalifornia.com site that receives **1 million** unique visits per month
- Included on each regional page
- Included in trip itineraries



California Official State Map

- Premium placement on the back panel
- **\$49,000** ad value



2025 Visitor Impact Study Findings

39%

spent more time in
area

29%

visited featured
attraction

10%

extended stay by
1.6 nights in area*

*by 1.8 nights in state overall

Timeline

- Written Questions and Notice of Intent to Propose (Non-binding document) Due Date - October 14, 2025
- Question and Answer Summary E-mailed - October 23, 2025
- Proposal Due Date - November 4, 2025
- Evaluation Scoring by Committee – December 2025
(finalists selected & notified)
- Site Visits – January / February 2026
- **Questions? Reach out to CWC@tourism.ca.gov**



welcome

THE WELCOME SIGNATURE MARK

California is, and will always be, a welcoming place for visitors. By incorporating a script-font to the existing font suite, CWCs are reinforcing the friendly, laid-back California vibe the Golden State is known for, with the personal touch only a CWC can provide. It suggests both approachability and accessibility for visitors.

welcome

BASIC WELCOME PACKAGE

ESTIMATED VALUE:

EXTERIOR FEATHER BANNER	\$600
ENTRY DOOR SIGNAGE	\$250
WELCOME MAT	\$575
FRONT DESK SIGNAGE	\$1,000
BRAND AMBASSADOR APPAREL	\$1,575
FRAMED PHOTOGRAPHY	\$300
CUSTOM RESTROOM SIGNS	\$200
BRANDED BROCHURE RACKS	\$0
DIMENSIONAL CALIFORNIA MAP	\$1,900
PENS, FIELD NOTES & BAGS	\$1,000
CHARGING STATION	\$700
SONOS + MUSIC SUBSCRIPTION	\$600
INTERIOR PAINT	\$300
TOTAL	\$9,000

MATERIAL HARD COST ONLY

GENERAL BRAND STANDARDS

PRIMARY COLOR PALETTE

CA BLUE PMS 7462	CA GOLD PMS 7406	CA ORANGE PMS 716
---------------------	---------------------	----------------------

SECONDARY COLOR PALETTE

PMS 540	PMS 2915	PMS 3125	PMS 338
PMS 390	PMS 361	PMS 356	PMS 357
PMS 128	PMS 157	PMS 7417	PMS 167
PMS 131	PMS 1395	PMS 477	PMS 7539
PMS 214	PMS 228	PMS 269	PMS 187

TERTIARY COLOR PALETTE

PMS 7401	PMS 573	PMS 467	PMS 7457
PMS 1345	PMS 2706	PMS 475	PMS 7527

TYPOGRAPHY

Geometric
Slabserif 703 BT

AaBbCcDd1234

abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890

Geometric Slabserif 703 BT Light
Geometric Slabserif 703 BT Medium
Geometric Slabserif 703 BT Bold
Geometric Slabserif 703 BT Extra Bold

Geometric
415 BT

AaBbCcDd1234

abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890

Geometric 415 BT Light
Geometric 415 BT Medium
Geometric 415 703 BT Black

GRAPHIC WAVE ASSETS



THE LOCATION SIGNATURE

Adding to (and playing off of) the new welcome signature mark, is a stylized location signature. Using the distinguished CWC logo and locking it up with a care-free, whimsical font creates a standardized, friendly, yet individualized mark for each center.



GENERAL BRAND STANDARDS FOR LOCATION SIGNATURE MARK

CLEAR SPACE



The suggested required clear space surrounding all versions of the signature mark is equal to the height of the “C” in “CALIFORNIA.” Text and graphics should not be placed within the clear space, but they may align with the edge of the clear space. The clear space must be respected on all four sides of the logo.

PRIMARY COLOR PALETTE



SINGLE COLOR - CA BLUE



SINGLE COLOR - BLACK



REVERSE COLOR



REVERSE - WHITE

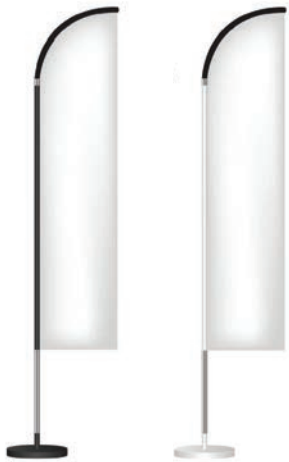


EXTERIOR BANNERS

TWO WEIGHTED FEATHER BANNERS



Truckee CWC



VALUE: \$600

ENTRY DOOR SIGNAGE

ENTRY DOOR BRANDING



Oceanside CWC



Truckee CWC

ALTERNATE DOOR SIGN
(When glass doors are unavailable)



VINYL CUT LOGO ON .25" PLASTIC

VALUE: \$250

WELCOME MAT

DREAM BIG WELCOME MAT

INTERIOR “WATERHOG” LOGO MAT



San Francisco CWC



Oceanside CWC

48"

72"

VALUE: \$575

FRONT DESK SIGNAGE

PRIMARY FOCAL WALL OR FRONT DESK BRANDING

PRIMARY LOCATION



ALTERNATE LOCATION



BANNER OR VINYL TRANSFER LOGO AVAILABLE IF RESTRICTED.



El Dorado Hills CWC



San Francisco CWC



3/8" THICK ACRYLIC

VALUE: \$1,000

AMBASSADOR BADGES & APPAREL

OXFORDS, SHORT AND LONG-SLEEVED
POLOS AND VOLUNTEER BADGES

NOTE: SHIRTS ARE NON-EMBROIDERED

VOLUNTEER BADGE (MAGNETIC)



CA BLUE DRY-FIT
GOLF POLO



Oceanside CWC

ORANGE LONG SLEEVE POLO



WHITE OXFORD

VALUE: \$1,575

- \$75 (24) Name Badges
- \$500 (24) Oxford
- \$500 (24) Dry Fit Polos
- \$500 (24) Long Sleeve Polos

Agenda Item 10.

FRAMED PHOTOGRAPHY

FRAMED CALIFORNIA PHOTOGRAPHY

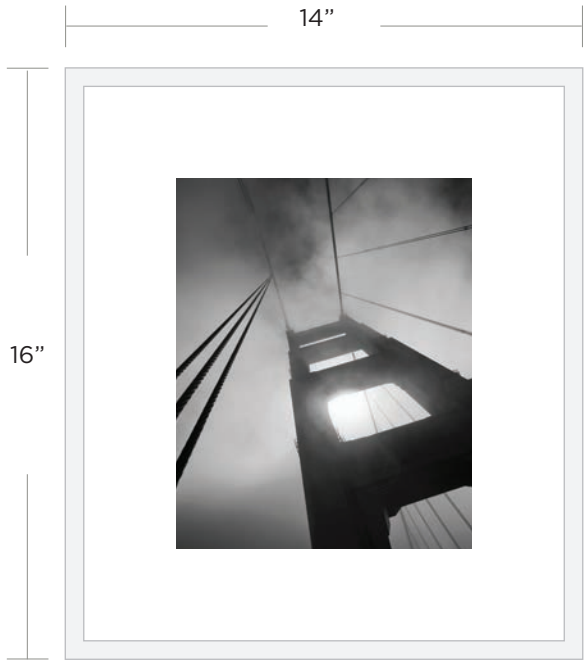
Six 16x16 frames, six 14x16 frames, three 16x20 or other combination (equaling \$300)



Ontario CWC

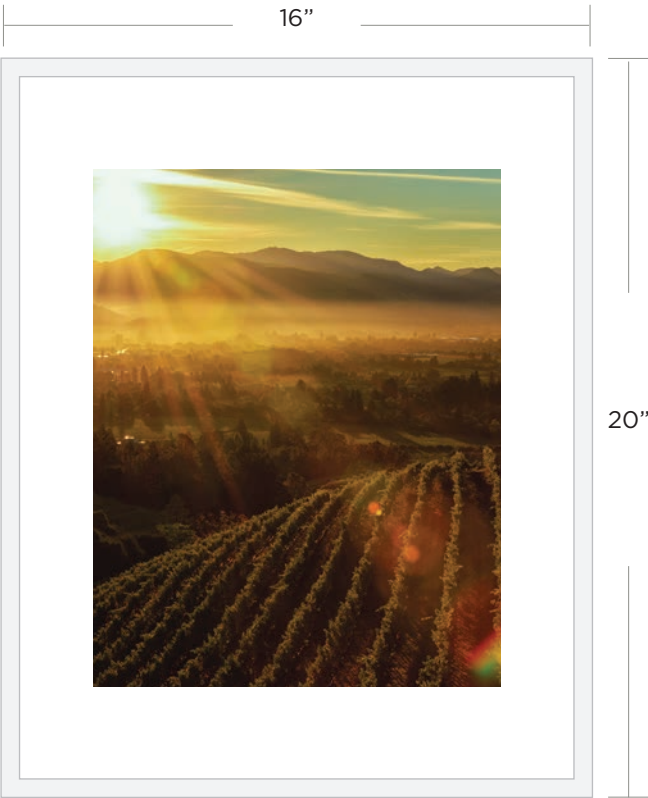


(6) FRAMED PRINTS (10"X10" PRINT)



(6) FRAMED PRINTS (8"X10" PRINT)

WHITE SATIN FRAMES WITH WHITE MATTING



(3) FRAMED PRINTS (11"X14" PRINT)

VALUE: \$300

PHOTO LIBRARY Photography for examples only. Usage rights to be confirmed and selected photography to be approved by VCA. Approved local photography is also acceptable.

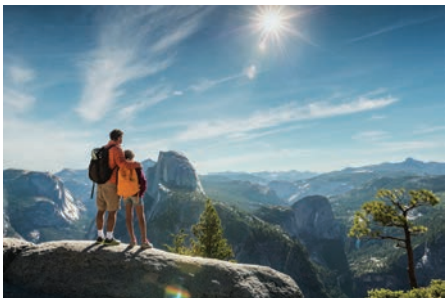
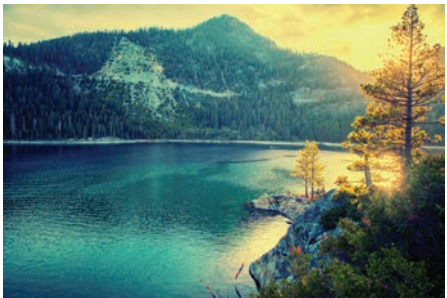


PHOTO LIBRARY Photography for examples only. Usage rights to be confirmed and selected photography to be approved by VCA. Approved local photography is also acceptable.



RESTROOM SIGNS

VCA DREAM BIG INSPIRED ADA RESTROOM SIGNAGE



SILKSCREEN OR VINYL
ON 6MM SINTRA



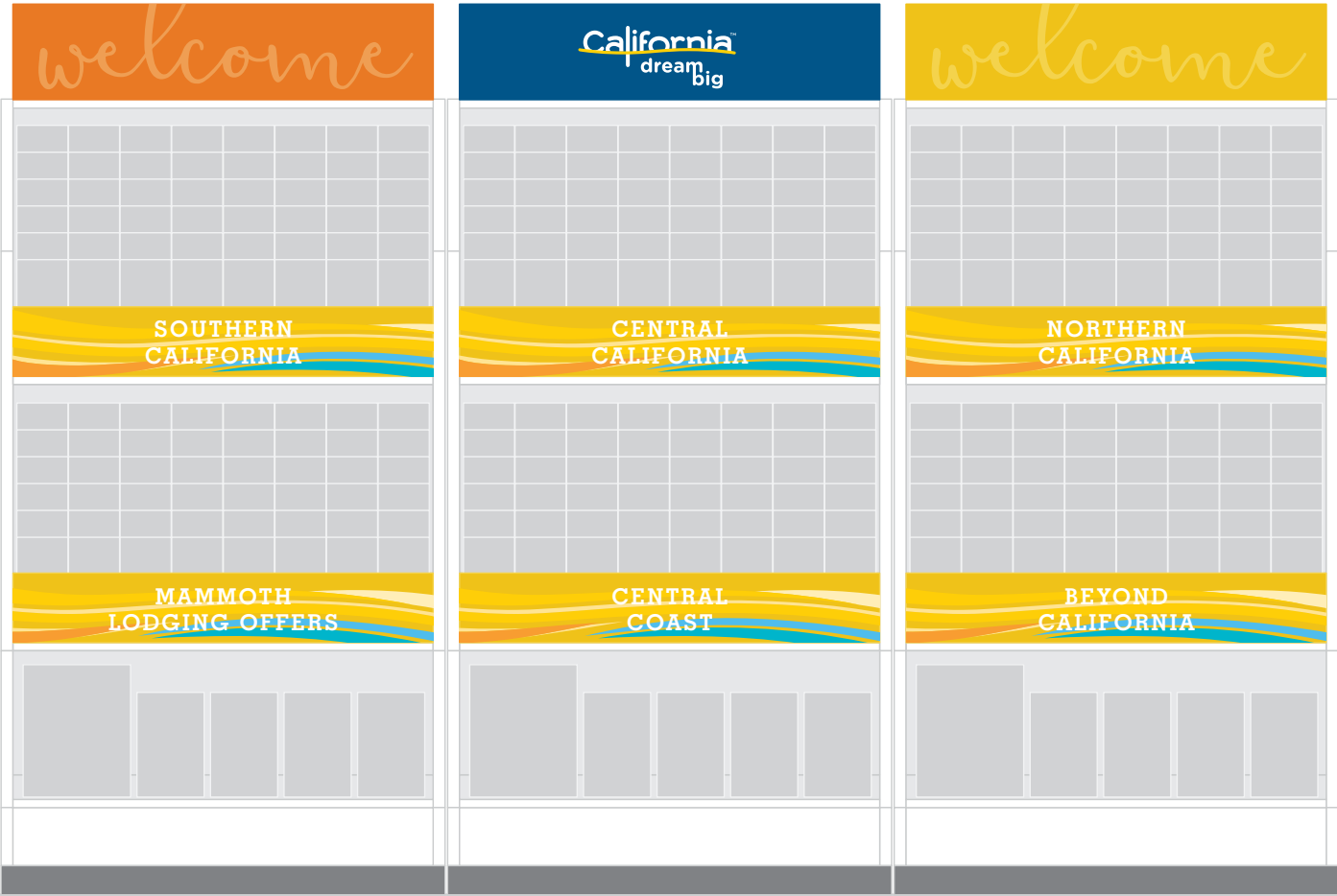
Mammoth CWC

VALUE: \$200

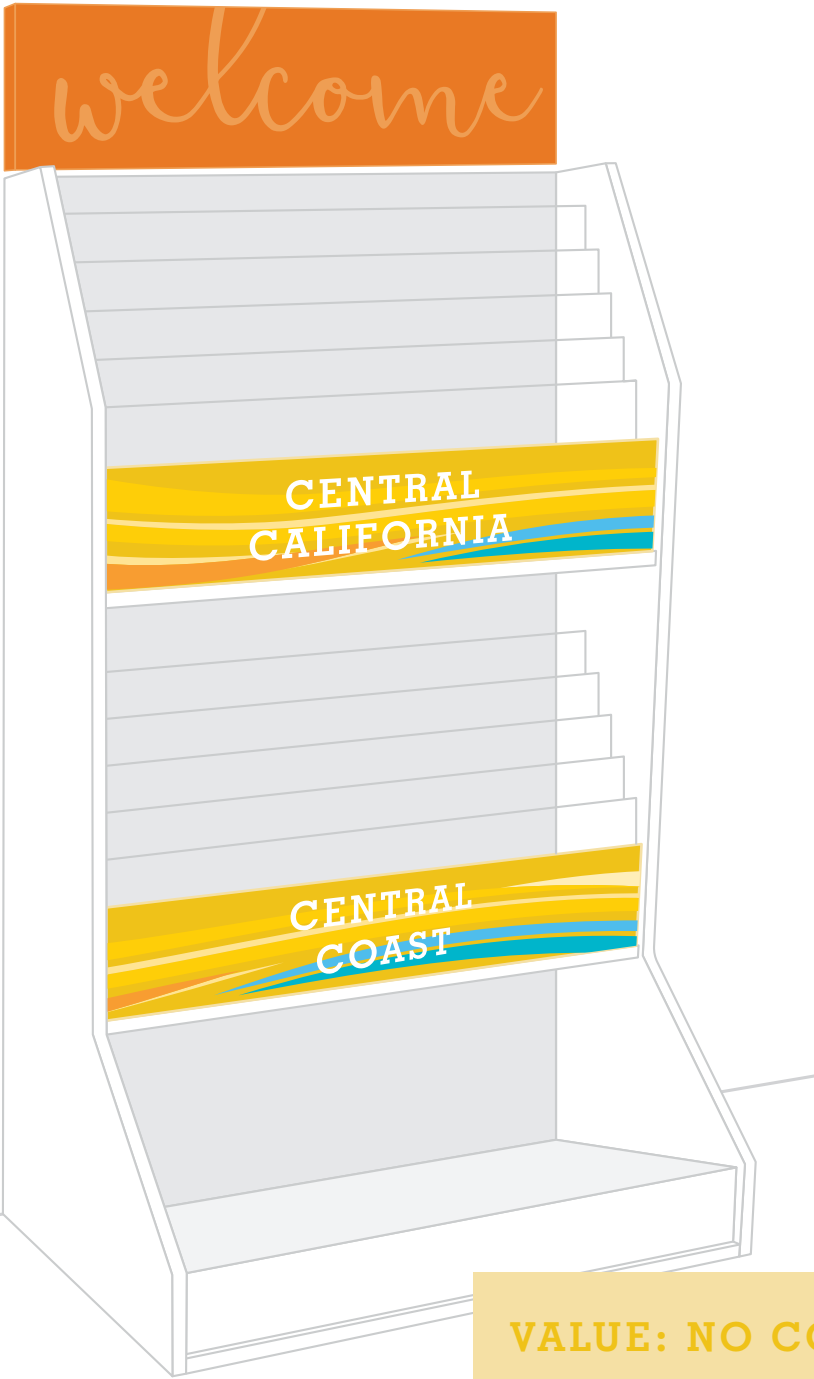
BROCHURE RACKS

BRANDED BROCHURE RACKS

Rebranded front panels and newly designed headers



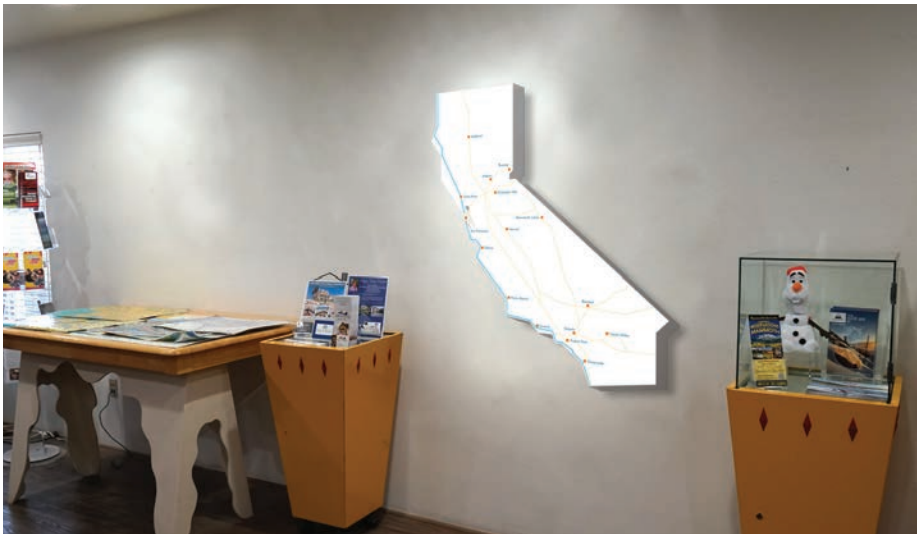
EXISTING CWC
BROCHURE
RACKS



VALUE: NO COST

CALIFORNIA MAP

GRAPHIC DIMENSIONAL MAP OF CALIFORNIA



Oceanside CWC



Oceanside CWC

NOTE: Detailed printed maps should also be available for visitors to take.

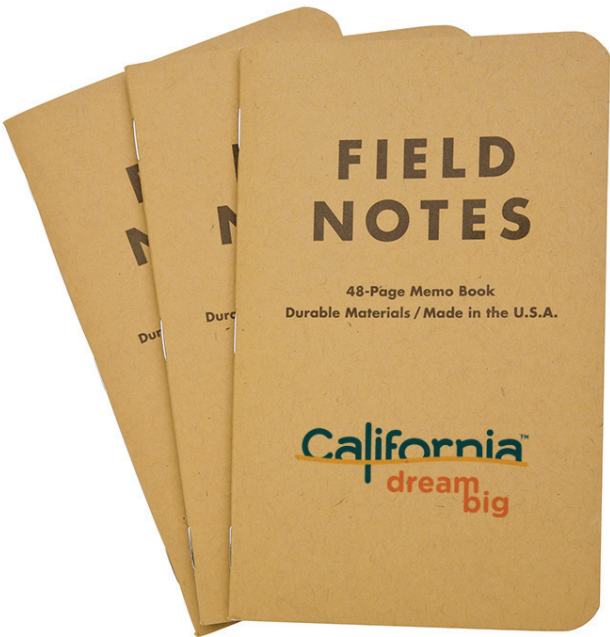
VALUE: \$1,900

PROMOTIONAL ITEMS

CWC GIVEAWAYS
Useful promotional items for the Travel Planner.



PENS



SMALL NOTE PAD

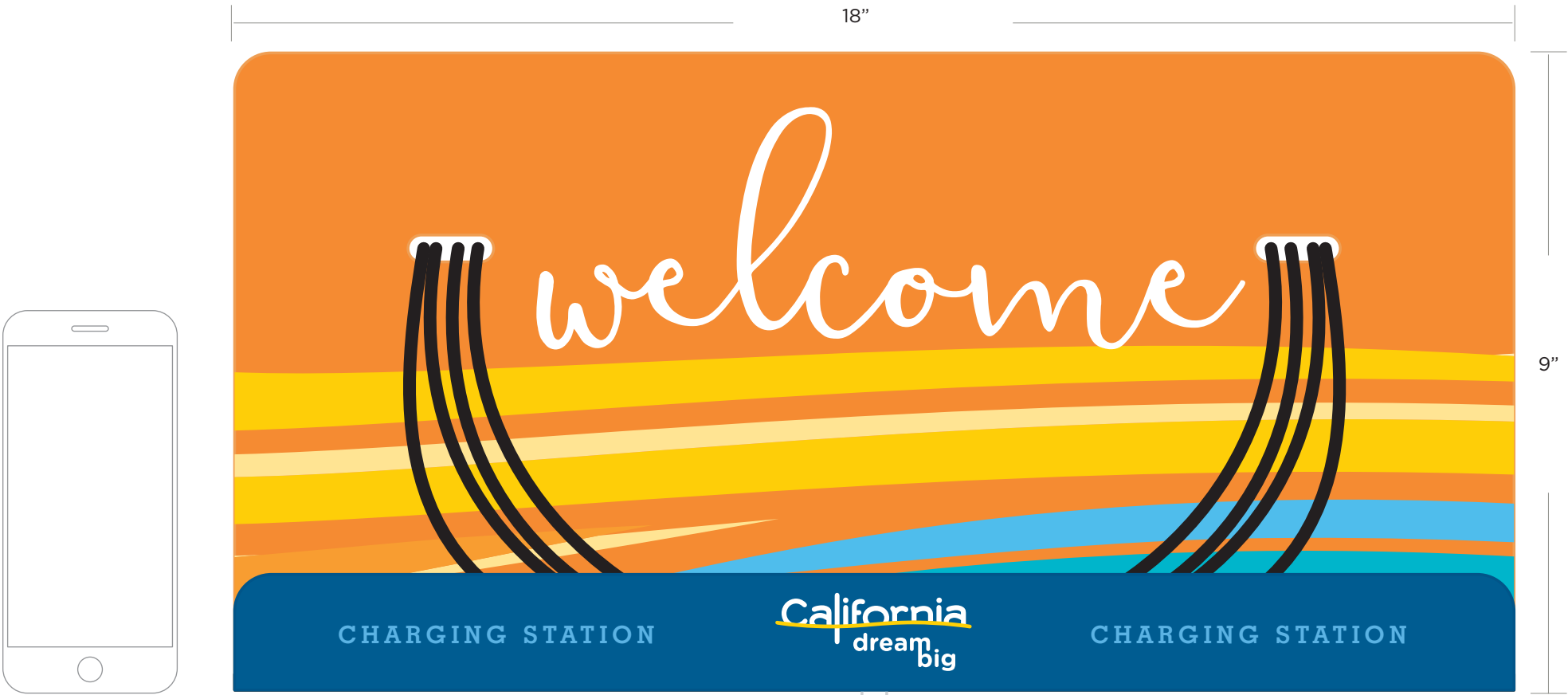


REUSABLE TOTE BAG

VALUE: \$1,000

CHARGING STATION

WALL MOUNTED OR FLOOR STANDING CHARGING STATION



IPHONE 7
FOR SCALE



kwikboost Pro Wall Mounted



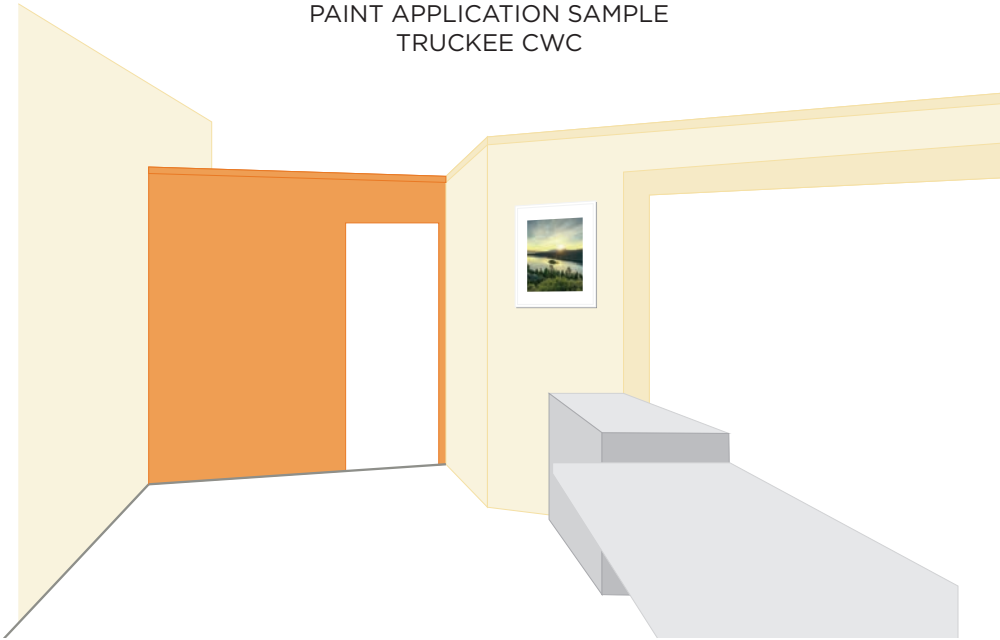
kwikboost Pro with Stand

VALUE: \$700

INTERIOR PAINT

COLOR GOES A LONG WAY

PAINT APPLICATION SAMPLE
TRUCKEE CWC



PAINT APPLICATION SAMPLE
OCEANSIDE CWC



SUGGESTED INTERIOR WALL COLORS (PAINT FORMULAS TBD):



SUGGESTED ACCENT COLORS (PAINT FORMULAS TBD):



NOTE: Paint color and name will vary by paint brand. When selecting paint bring approved Pantone color to best match your chosen brand color(s).

VALUE: \$300

Paint allowance (10 gallons)

Agenda Item 10.



AWNINGS

REBRANDED AWNINGS (WHEN APPLICABLE)
To be approved by VCA.



UTILIZING COLOR BAR FOR NECESSARY INFORMATION
(PIER 39, SAN FRANCISCO)



San Francisco CWC

COST: \$TBD

BRAND AMBASSADOR APPAREL

T-SHIRTS, POLOS AND HOODIES
(Silk screen and embroidery)

HALF ZIP FLEECE
SWEATER

CA BLUE DRY-FIT POLO
WITH EMBROIDERY

WHITE ZIP-UP HOODIE W/ SILK SCREEN



COST: TBD

\$27per Half-zip Fleece Sweater
\$25per Embroidered Dry Fit Polo
\$35per Zip-up Hoodie

Agenda Item 10.

BRANDED PROPS

VCA/CWC BRANDED DECORATIVE PROPS
Used to supplement VCA photography and graphics.



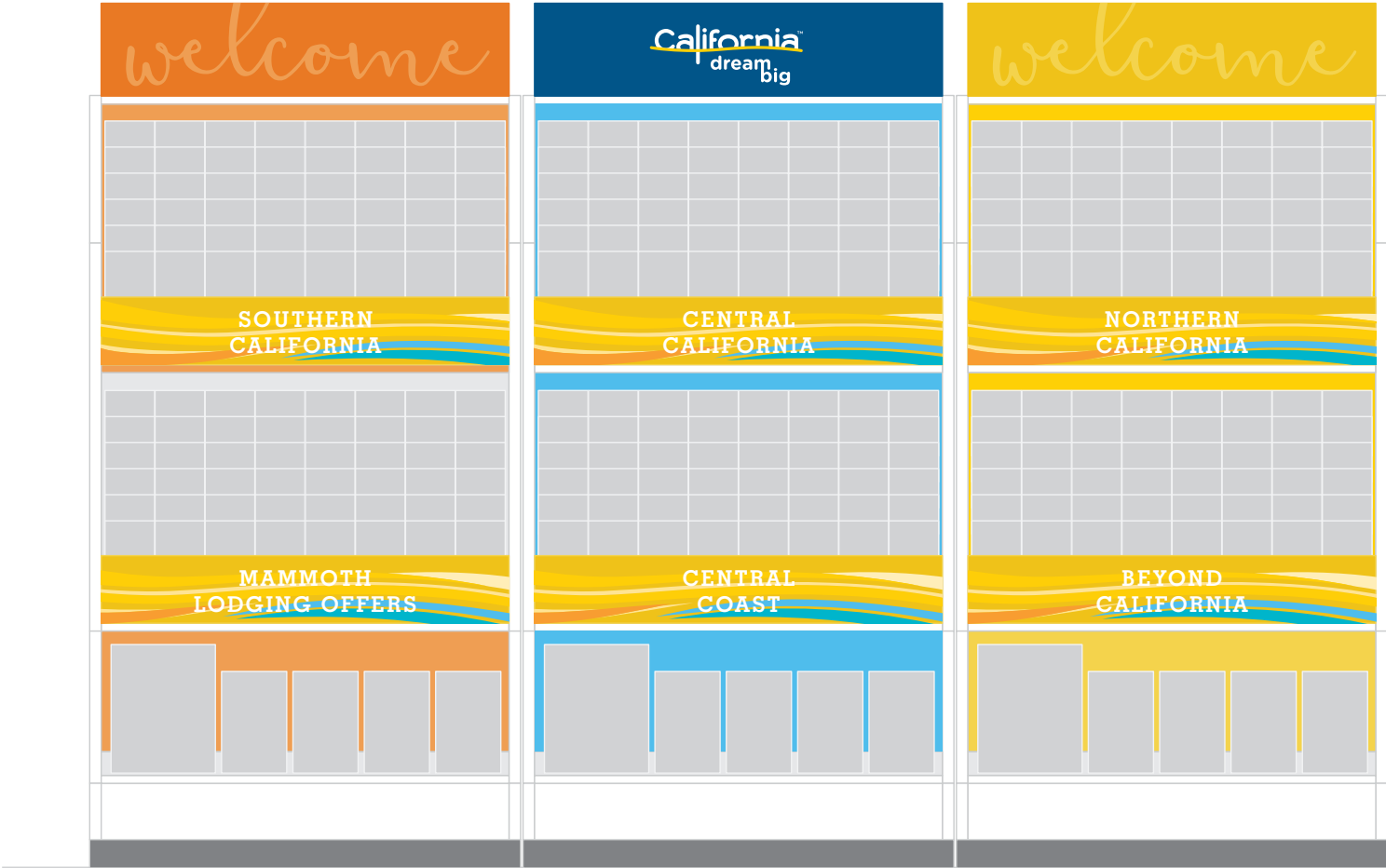
Oceanside CWC

COST: \$1,700 - 2,150

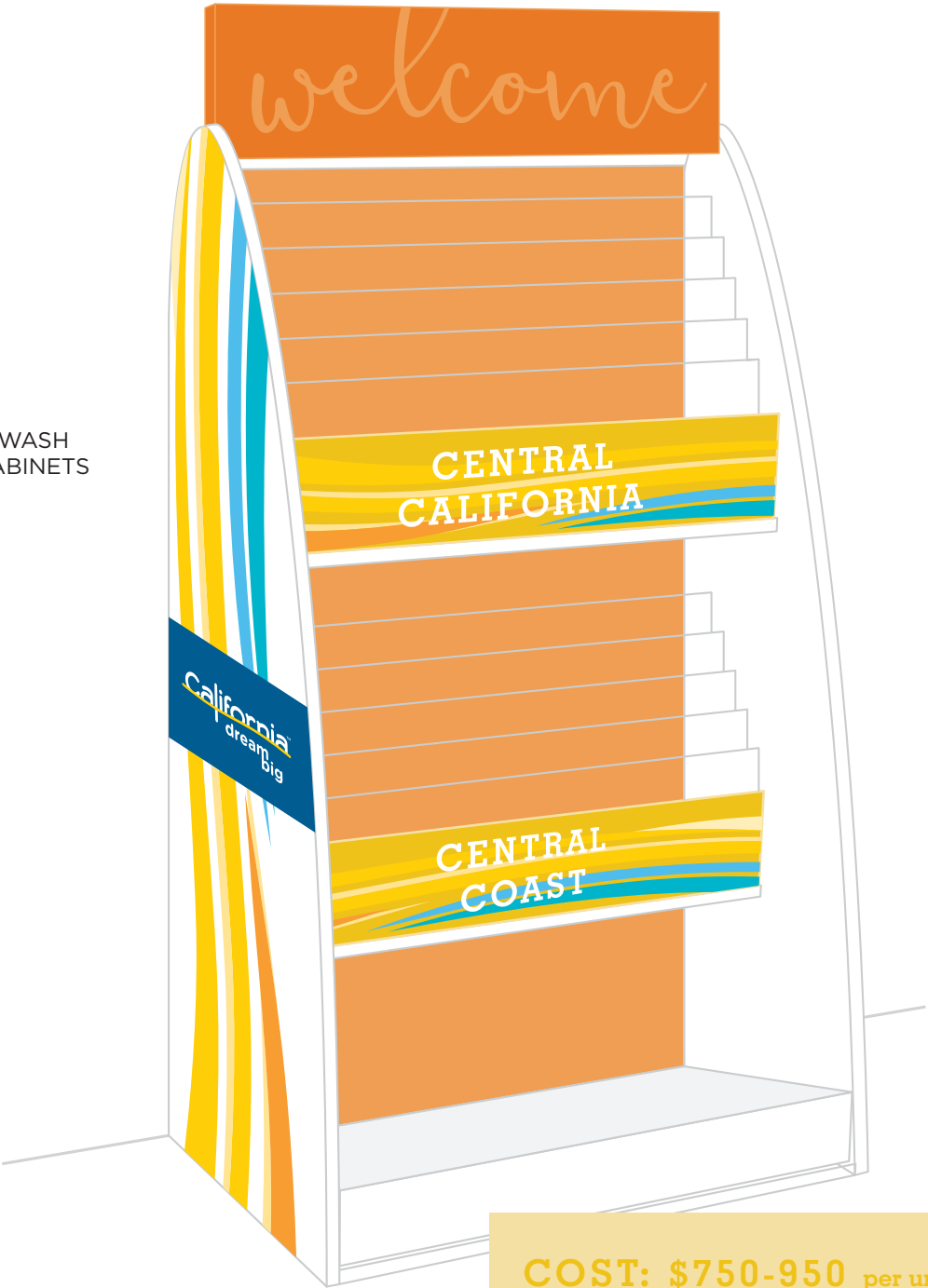
- \$150 skateboard
- \$800 - \$1,000 surfboard
- \$750 - \$1,000 snowboard

BROCHURE RACK UPGRADES

CUSTOMIZED VCA BROCHURE RACKS
Collaboration with Certified



WHITE WASH
OAK CABINETS



COST: \$750-950 per unit

INTERACTIVE

SOCIAL MEDIA PHOTO BOOTH

Custom kiosk and a monthly subscription



NOTE: See resources page or visit www.pixitybooth.com for package options.

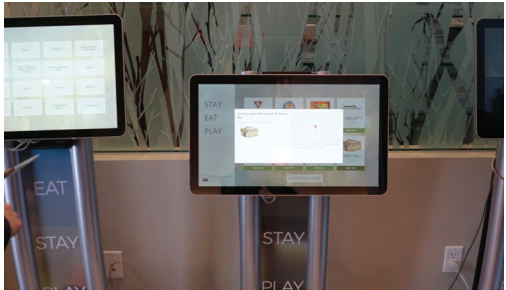
COST: \$30-200
per month (depending on features)



ACTUAL PIXITY BOOTH

EXPLORE BOARD

Touch screen kiosk available through Certified Folder Display Services



Ontario CWC



COST: \$4,000

Agenda Item 10.

LARGE INTERIOR GRAPHICS

FULL WALL GRAPHICS

Photos and placement to be approved by VCA.



EXAMPLE 1
(OCEANSIDE)

NOTE: All full wall imagery and location should be approved by VCA.
Imagery can only be applied to smooth and untextured surfaces.



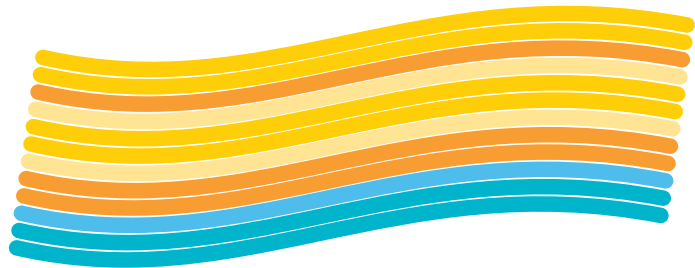
EXAMPLE 2
(TRUCKEE)

COST: \$25 / per SF (w/ install)

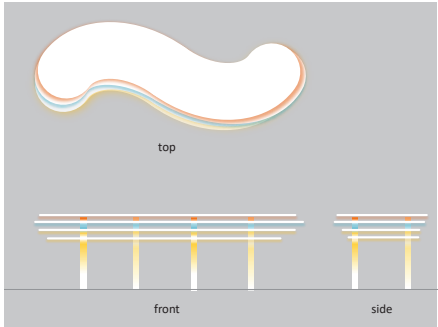
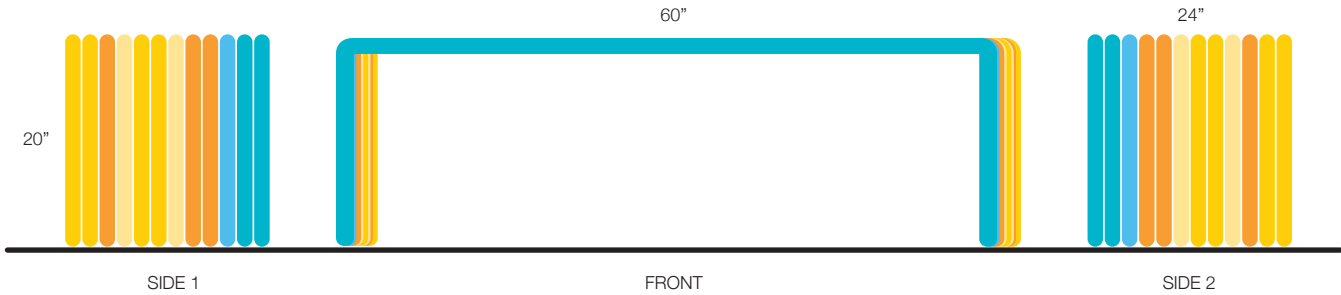


EXTERIOR BENCH

CUSTOM CWC BENCH
Produced and engineered by blankblank.



TOP



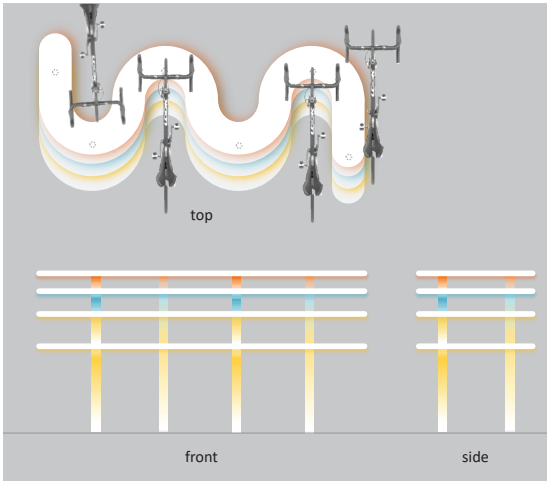
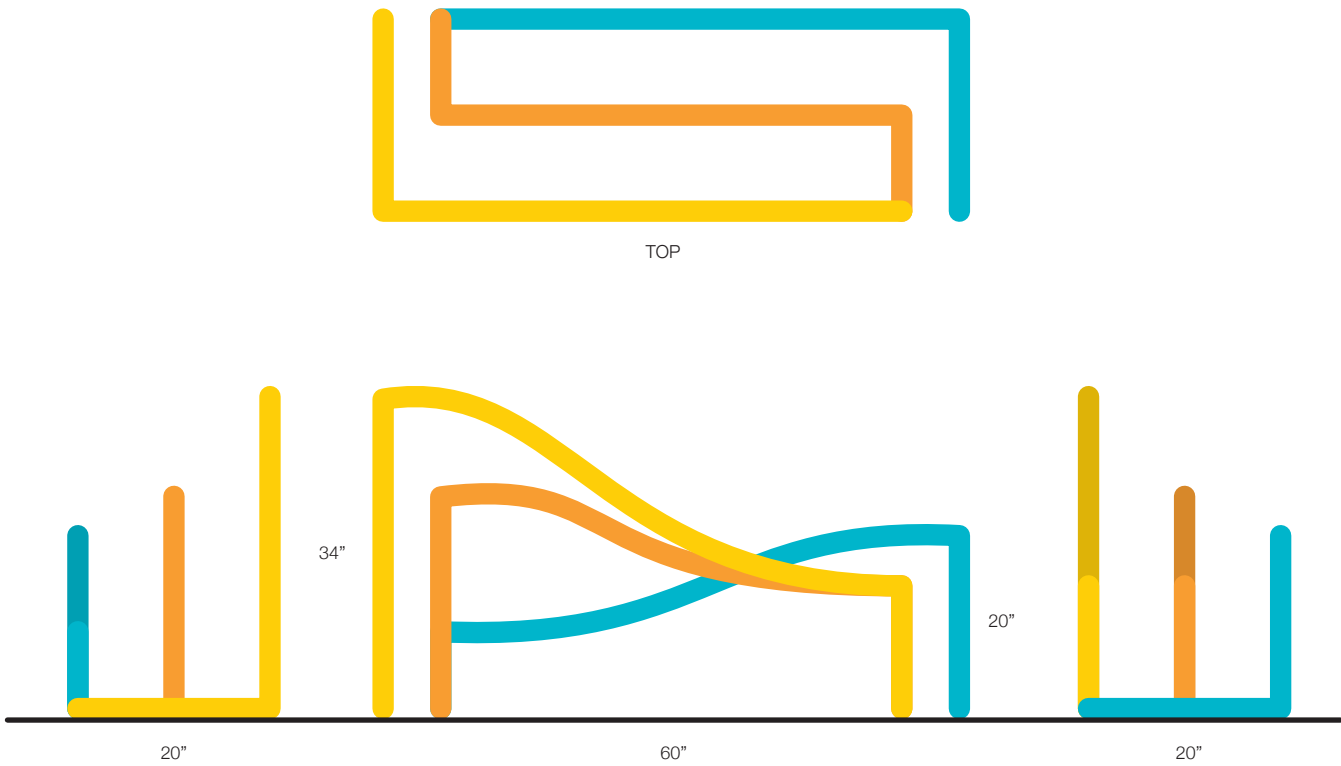
OTHER CONCEPT SKETCHES FROM blankblank



COST: \$3,200

EXTERIOR BIKE RACK

CUSTOM CWC BIKE RACK
Produced and engineered by BlankBlank.



OTHER CONCEPT SKETCH FROM blankblank

COST: \$2,625

LOCAL ADVERTISING DISPLAYS

CUSTOM KIOSK DISPLAYS

Paid local advertising or display units



SIDE VIEWS

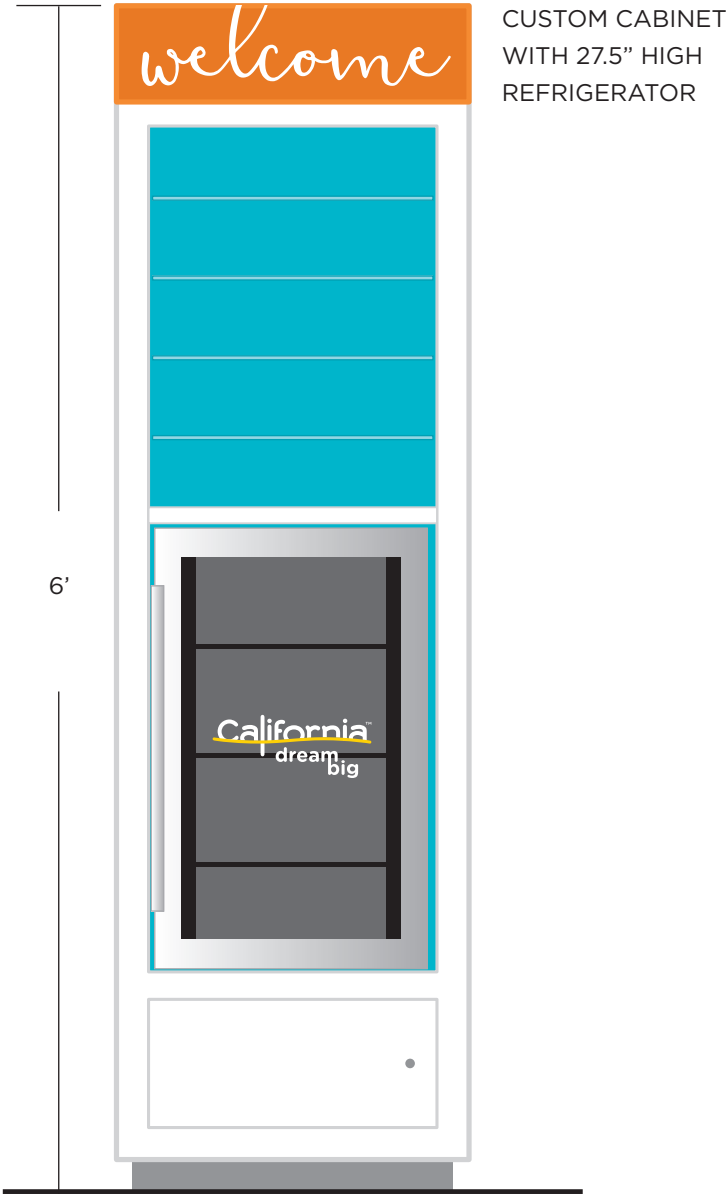


COST: \$8,000 - 10,000

VENDING/CONCESSIONS

CUSTOM VENDING CABINET OR REFRIGERATOR

COUNTER TOP REFRIGERATOR WITH GRAPHICS



COST: \$7,000 - 9,000

Large counter top refrigerator \$8,000

Agenda Item 10.

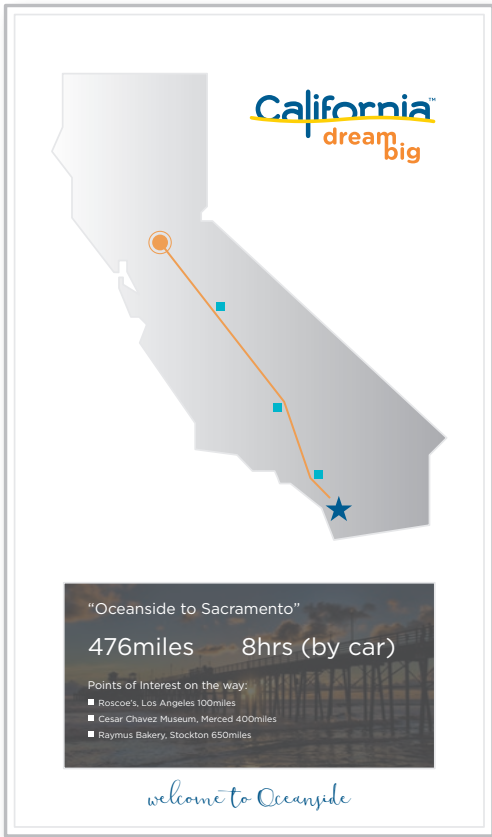
INTERACTIVE MAP

INTERACTIVE - TOUCHSCREEN WALL MOUNTED MAP

Produced and engineered by FLX Interactive.

FEATURES:

- OTHER CWC LOCATIONS AND GENERAL INFORMATION
- DISTANCE, TRAVEL TIME & DIRECTIONS (GOOGLE MAPS FEATURES)
- POINTS OF INTEREST ON TRAVEL ROUTE
- "SHARE YOUR TRIP" SOCIAL MEDIA FUNCTIONS



FRONT VIEW



SIDE VIEW

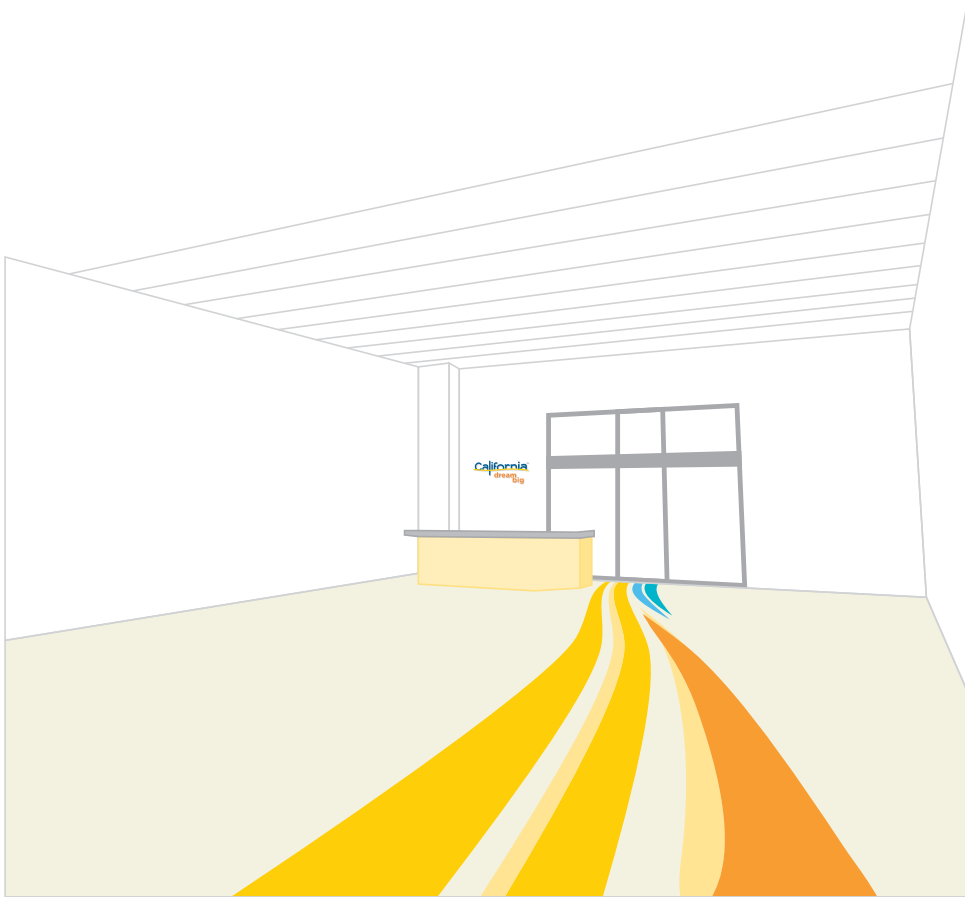


COST: \$25,000

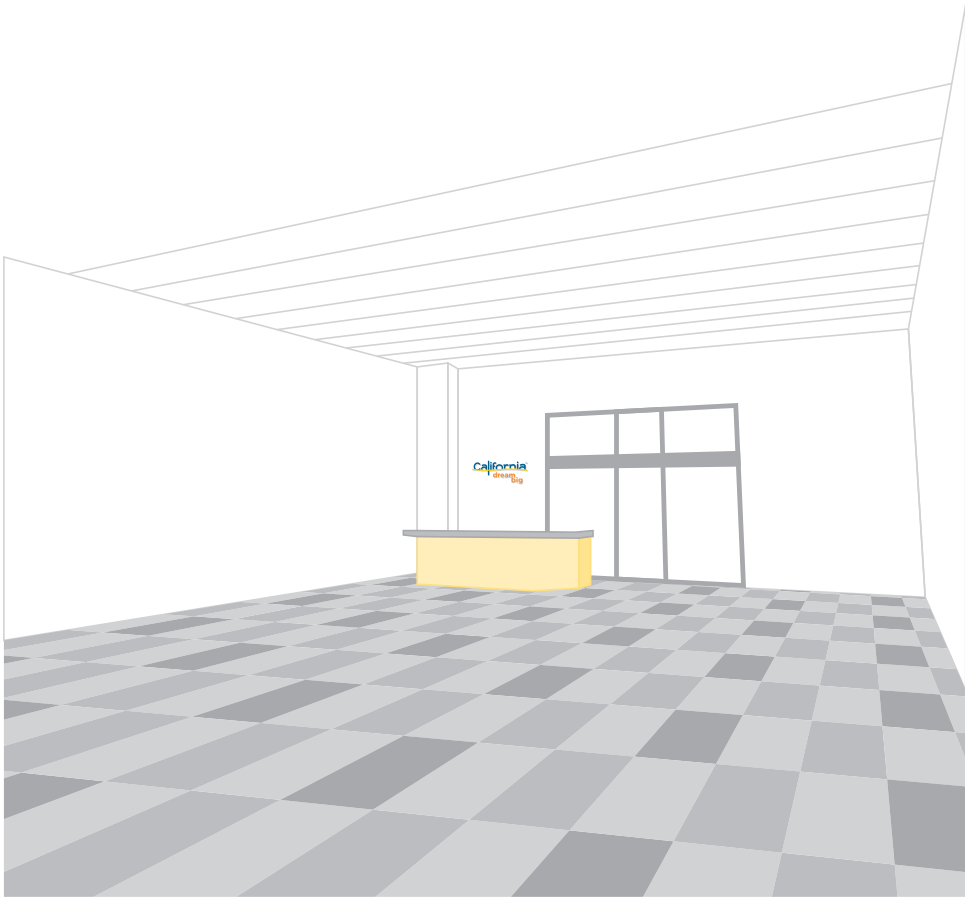
CUSTOM FLOORING

CUSTOM FLOOR TILES (TBD) OR FLOOR GRAPHICS

To be approved by VCA.

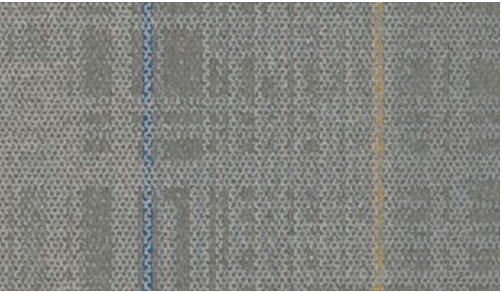


FLOOR GRAPHICS (CONCEPT ONLY)



Insight CARPET TILES

SUGGESTED PATTERNS



COST: \$6-\$8 / per SF (w/ install)

Agenda Item 10.

INTER ADD-ONS RECAP

TIER ONE:

AWNING	\$TBD
BRANDED APPAREL	\$TBD
BRANDED PROPS	\$1,700-2150
BROCHURE RACK UPGRADE	\$TBD
SOCIAL MEDIA KIOSK	\$30-200/month
EXPLORE BOARD	\$4,000

TIER TWO:

EXTERIOR BENCH	\$3,200
EXTERIOR BIKE RACK	\$2,625
DISPLAY KIOSK	\$8,000-10,000
CONCESSIONS KIOSK	\$7,000-9,000
INTERACTIVE MAP	\$25,000
FLOORING	\$TBD



VENDORS RESOURCES

Agenda Item 10.

WELCOME PACKAGE:

EXTERIOR FEATHER BANNERS

ENTRY DOOR SIGNAGE

NAME BADGES

CUSTOM RESTROOM SIGNS

PENS AND BAGS

S2K Graphics
Michelle O'Briant
800 270 7446 ext. 2331
m: 707 338 1888
Obriant@S2KGraphics.com
s2kgraphics.com

WELCOME MAT

Eagle Mat
eaglemat.com

FRONT DESK SIGNAGE & CALIFORNIA MAP

Commercial Sign Crafters
Dave Sincoff
916 287 8834
dave@comsigncrafters.com
comsigncrafters.com

BRAND AMBASSADOR APPAREL

The Cotton Shoppe
Colin Fulton
916 492 9194
info@cottonshoppe.com
cottonshoppe.com

FRAMED PHOTOGRAPHY

(FRAMES)

Art of Frame
artofframe.com

(PRINTS)

Costco Photo
costcophotocenter.com

BRANDED BROCHURE RACKS

Certified Folder Display Services Inc.
Bill Deering
800 799 7373
BillD@certifiedfolder.com
certifiedfolder.com

FIELD NOTES

Print Project Managers
Chris Cate
916 631 1673
chris@myppm.com
myppm.com

CHARGING STATION

Kwikboost
James Valera
800 676 4278
214 346 5262
m: 214 289-1093
hello@kwikboost.com
kwikboost.com

BACKGROUND MUSIC

Sonos Playstation 5
sonos.com

TIER ONE:

AWNING

JS Canvas
jscanvas@pacbell.net
www.jscanvas.com

BRANDED APPAREL

The Cotton Shoppe
Colin Fulton
916 492 9194
info@cottonshoppe.com
cottonshoppe.com

BRANDED PROPS

(SKATEBOARD)

Board Pusher
boardpusher.com

(SURFBOARD)

Board Lams
boardlams.com

(SNOWBOARD)

Disrupt Sports
disruptsports.com

BROCHURE RACK UPGRADE & EXPLORE BOARD

Certified Folder Display Services Inc.
Bill Deering
800 799 7373
BillD@certifiedfolder.com
certifiedfolder.com

SOCIAL MEDIA KIOSK

Pixity Booth
pixitybooth.com

TIER TWO:

EXTERIOR BENCH & BIKE RACK

blank blank
Robb Zinn
Phone
rob@blankblank.net
blankblank.net

DISPLAY & CONCESSIONS KIOSK

Motivational Systems Inc (MSI)
Bonny Franklin
916 635 0234 ext.12
m: 916 752 7270
bfranklin@motivational.com
www.MotivationalSystems.com

MINI FRIDGE

SG Merchandising Solutions
sgmerchandising.com

INTERACTIVE MAP

FLX Interactive
Brandon Lee
916 706 2746
m: 916 524 6977
brandon@flxinteractive.com
flxinteractive.com

FLOORING

(CARPET TILES)

Interface
800 634 6032
interface.com

(FLOOR GRAPHICS)

Vehicle Wrap Inc.
Joe Menendez
916 993 5880
vehiclewrapdesigns@gmail.com
vehiclewraps.com



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: Approve Sixth Amendment to On-Call Consulting Services Agreement Between the City of Needles and Development Management Group, Inc. for Economic Development Consulting Services

Background: On August 13, 2024, the City Council extended Development Management Group, Inc.'s (DMG) contract for on-call economic development services until June 30, 2025.

As our dedicated economic development consultant, DMG has worked collaboratively with the City Council and City Staff to provide affordable housing units to our community and worked diligently to negotiate a new lease agreement with the 19th Hole Bar & Restaurant. Their successful recruitment efforts have brought notable companies such as Dollar General, AutoZone, and Hampton Inn to the City of Needles and they continue to work with Needles property owners to build new housing in our community and convert vacant motel space to micro apartment units.

DMG continues to represent the City at numerous events throughout the year. Last September, DMG hosted a City of Needles booth at ICSC Western 2025 in Palm Springs, working diligently to attract retailers to the City of Needles with Vice Mayor Campbell and Councilmember McCorkle.

Fiscal Impact: The contract is within the existing budget appropriation for FY 25-26.

Recommendation: Approve Sixth Amendment to On-Call Consulting Services Agreement Between the City of Needles and Development Management Group, Inc. For Economic Development Consulting Services in the amount not to exceed \$70,000 and extend the term of the Agreement until June 30, 2026.

Submitted By: Patrick Martinez, City Manager

City Manager Approval: Patrick J. Martinez

Date: 10/10/2025

Other Department Approval (when required): Jill Taura

Date: 10/10/2025

SCOPE OF WORK

1. DMG shall create, build and maintain relationships with:

Economic Development Committee/Commission

Chamber of Commerce

City Council

Community Development/Planning

Public Works/Engineering

Finance

City Manager's Office

Film Commission (Inland Empire)

City Attorney's Office

Other professional service consultants under contract

Real Estate Developers / Commercial and Residential Real Estate Brokers

Lending Sources (Banks and other Lending Institutions)

Retailers, Office and Industrial Development Users

Renewable Energy Developers and Users

Residential Developers

Additional Potential Businesses that may add to the Employment or Economic Base of the City of Needles

2. Point of Contact

DMG shall serve as the initial point of contact for developers and businesses that seek to locate in the City of Needles. DMG shall use office and mobile phone contact along with email for use by said businesses to communicate with DMG.

3. Ombudsperson

DMG shall serve as an economic ombudsman to the City of Needles and those parties interested in making economic investments. In the role of ombudsman, DMG shall assist in shepherding projects through the entitlement and permit process. DMG shall be furnished with office, mobile phone and email contact information for all department heads in the City of Needles and authorized alternate contacts. The City of Needles shall

endeavor to return all communication from DMG, Inc. regarding projects and clients (usually status-type or technical communication) four (4) business hours.

4. Sales & Marketing

DMG shall work in concert with City of Needles staff and any other consultants/professionals under contract relative to the sales & marketing of the City of Needles to target businesses, industries and professionals that could lead to economic investment in the City. This shall include, but not limited to industry groups (such as the International Council of Shopping Centers (and their members).

5. Regional Economic Development Summit

Working with City of Needles staff, Tribal leadership and neighboring cities and counties (including in Nevada and Arizona), plan a regional economic development summit that highlights economic opportunities in the Colorado River Tri-State Region for which to encourage investment in the community. Said summit would focus on retail, industrial, office and residential uses.

6. Technical Assistance

On an as-needed basis, DMG shall work with identified persons and companies seeking to make economic investments in the City of Needles and provide them with the names and contact information for persons and entities within the region that can assist them with their endeavors (such referrals could include architects, financial sources, accountants and other professional services). Referrals shall be made to those persons/entities in which there is no financial or business conflict between that entity and DMG. Additionally, where possible, DMG shall provide multiple referrals so that there is no preference shown.

7. Economic Impact Briefs

As projects move through the entitlement or permitting process, DMG shall produce an economic impact analysis (brief version) for said projects at the request of the City Manager and/or Community Development Director. From time to time as a project is being considered by a Planning Commission and/or City Council, the body will desire an Economic Impact Brief. This is usually a one-to-two-page memorandum with a page of general calculations (in Excel). Economic Impact Briefs are included in the retainer agreement.

8. Demographics/Economic Updates

DMG shall complete and a demographic analysis to the City Council, Chamber of Commerce and other business/community organizations in the City of Needles on an annual basis. Further, DMG shall produce an annual economic brief for the City, Chamber and community utilizing available and generally respected third-party data.

9. Calculation of Economic Activity

On an annual basis, DMG shall work with the City Manager and the staff to calculate the overall economic impact of the previous years' activity including economic investment and job creation in order to put a figure on the value of overall economic, entitlement and permitting efforts.

10. Reporting/Invoicing

DMG shall provide the City of Needles with project updates either verbally (in the case of certain projects that may need additional confidentiality) or in writing on not less than a monthly basis. Further, DMG shall meet with the City Manager of the City of Needles (by conference call or in person) at a minimum of once a month to discuss projects and updates.

11. Other Duties as Requested/Mutually Agreed

It is understood that Michael Bracken, as an individual and managing partner of Development Management Group, Inc. has extensive experience in both municipal management and economic development and as such he will avail himself to other duties that may be requested by the City Manager for the City of Needles in which are mutually agreeable.

12. Training

DMG, Inc. shall take on responsibilities to assist the City in long-term development of key staff members and departments by helping introduce designated persons to economic development, guide and mentor them by offering specific training and inclusion in the development process. Further, DMG, Inc. shall offer the City "full staff" economic development training via a 3-hour workshop that DMG, Inc. has produced and utilized in other communities.

13. Known Events/Opportunities

- A. ICSC Western (Palm Springs) September 2024
- B. ICSC Las Vegas May 2025
- C. Regional Economic Summit, TBA Winter/Spring 2025

14. Financial Arrangement:

DMG, Inc. is requesting consideration of a two (2) year contract whereby during year one (1) (Fiscal Year 2024-25) that the monthly retainer amount is \$5,000. During year two (2) (Fiscal Year 2025-26) that the monthly retainer amount is \$5,500. The second year of the contract would be a mutual option.

The Retainer Agreement shall include travel to Needles, CA on an as needed basis. Expenses related to travel on behalf of the City of Needles (outside the City) shall be subject to reimbursement at the Internal Revenue Service stated rate for the corresponding time period. All expenses shall be approved in advance by the City of Needles and reimbursed as approved.

Economy of Scale: As DMG, Inc. does represent other communities, where there are opportunities for shared expenses, DMG, Inc. shall identify those and take appropriate action as well as providing written documentation where said cost sharing is able to or did occur.

**SIXTH AMENDMENT TO
CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF NEEDLES
AND DEVELOPMENT MANAGEMENT GROUP, INC.
FOR ECONOMIC DEVELOPMENT CONSULTING SERVICES**

1. PARTIES AND DATE.

This SIXTH AMENDMENT TO CONSULTING SERVICES AGREEMENT is made and entered into October 14, 2025 (“Effective Date”), by and between the CITY OF NEEDLES, a California Charter City, (hereinafter referred to as the “City”) and Development Management Group, Inc., a California corporation (hereinafter referred to as “DMG”). City and DMG are sometimes individually referred to as “Party” and collectively as “Parties.”

2. RECITALS.

City and DMG entered into that certain CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF NEEDLES AND DEVELOPMENT MANAGEMENT GROUP, INC. FOR ECONOMIC DEVELOPMENT CONSULTING SERVICES (“Agreement”) dated December 1, 2013 with a term commencing December 1, 2013 and and end date of June 30, 2015;

City and DMG entered into a FIRST AMENDMENT TO CONSULTING SERVICES AGREEMENT dated March 22, 2022 (“First Amendment”) which among other things increased the authorized compensation to DMG in the amount of Thirty Thousand Dollars;

City and DMG entered into a SECOND AMENDMENT TO CONSULTING SERVICES AGREEMENT dated April 26, 2022 (“Second Amendment”) which amended the Agreement to supersede the compensation terms in the First Amendment to authorize payments previously made by City and to be made against invoices through March 22, 2023.

City and DMG entered into a THIRD AMENDMENT TO CONSULTING SERVICES AGREEMENT dated March 28, 2023 (“Third Amendment”) which increased the authorized compensation to DMG in the amount of fifteen thousand four hundred dollars extended until June 30, 2023.

City and DMG entered into a FOURTH AMENDMENT TO CONSULTING SERVICES AGREEMENT dated July 11, 2023 (“Fourth Amendment”) which increased the authorized compensation to DMG in the amount of Seventy Thousand Dollars.

City and DMG entered into a FIFTH AMENDMENT TO CONSULTING SERVICES AGREEMENT dated August 13, 2024 (“Fifth Amendment”) which increased the authorized compensation to DMG in the amount of Seventy Thousand Dollars.

The parties wish to further amend the Agreement to increase the term and compensation to as follows:

3. AMENDMENT.

Section 2 is hereby amended to read as follows:

Section 2. COMPENSATION. *The term of the Agreement is extended through June 30, 2026. Compensation for this extended period commencing with the execution of this Sixth Amendment through June 30, 2026 shall be \$5,500 per month. CONSULTANT and CITY acknowledge and agree that compensation paid by CITY to CONSULTANTS under this Agreement, as amended, is based upon Consultant's written proposal dated October 9, 2025, for providing the services required hereunder, a copy of which is attached hereto as Exhibit "A" and made a part hereof by this reference. CONSULTANT and CITY further agree that the total compensation due hereunder for this extended term shall not exceed Seventy Thousand Dollars (\$70,000.00) without written approval from CITY.*

All other terms of the Agreement not specifically amended shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date and year set forth above.

City of Needles

By: _____

Its: _____

Date: _____

ATTEST:

By: _____

Its: City Clerk

Date: _____

**Development Management Group, Inc., a
California corporation**

By: _____

Michael Bracken, Managing Partner

Date: _____



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: Reward for Information on Criminal Activity

Background: At the September 23, 2025 City Council meeting, Councilmember Longbrake requested consideration of a reward system for reporting crimes committed within the City of Needles.

City staff conducted research and determined that the San Bernardino County Sheriff's Department, which provides contracted law enforcement services to the City, currently participates in the We-Tip Anonymous Crime Reporting Program.

We-Tip is a national nonprofit organization that allows the public to confidentially and anonymously report criminal activity. The program offers rewards of up to \$1,000 for information leading to an arrest and conviction based on a successful tip.

Callers wishing to remain anonymous may contact the We-Tip Hotline at 1-800-78-CRIME (27463) or submit information online at www.wetip.com.

The program is already available to City of Needles residents through the County's existing contract with We-Tip. Rewards are processed and issued by the County following verification of an arrest and conviction. The amount of the reward varies depending on the severity of the offense.

The Sheriff's Department also offers incident-specific flyers to encourage community participation and can assist the City in promoting the hotline locally.

If the City wishes to establish its own dedicated We-Tip line, the annual cost would be approximately \$3,000. However, calls would still be handled by the Sheriff's Department, and all rewards would continue to be issued through the County program. Establishing a separate City program would therefore be duplicative and could raise confidentiality concerns.

Fiscal Impact: There is no financial impact to the City if it continues utilizing the existing We-Tip program through the San Bernardino County Sheriff's Department.

A dedicated City-specific We-Tip line would cost approximately \$3,000 annually, but it is not recommended at this time since the County program already serves Needles residents and includes incident-specific outreach materials at no cost to the City.

Recommended Action: Staff recommends that the City Council:

1. Continue to utilize the existing We-Tip program provided through the San Bernardino County Sheriff's Department; and
2. Promote community awareness of the anonymous reporting options by sharing hotline information through the City's website, Needles Connect app, and public safety outreach materials.

Submitted By: City Manager Patrick Martinez (on behalf of Council Member Henry Longbrake)

City Manager Approval: Patrick J. Martinez

Date: 10/10/2025

Other Department Approval (when required): Jill Taura

Date: 10/10/2025



City of Needles

817 Third Street, Needles, California 92363
(760) 326-2113 • FAX (760) 326-6765
www.cityofneedles.com

Mayor, Janet Jernigan
Vice Mayor Ellen Campbell
Councilmember Tona Belt
Councilmember Jamie McCorkle
Councilmember JoAnne Pogue
Councilmember Henry Longbrake
Councilmember Larry Ford

City Manager Patrick J. Martinez

MEMORANDUM

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: PATRICK J. MARTINEZ, CITY MANAGER

SUBJECT: WEEKLY MEMORANDUM

DATE: September 26, 2025

1. **2025 State of the City — City of Needles Recap**

On September 25, the City of Needles, in partnership with the Needles Chamber of Commerce and Visitor Center, hosted the 2025 State of the City. This year's theme, *'From Planning to Progress,'* highlighted the City's momentum and the results of coordinated leadership among the City Council, staff, businesses, and residents. Mayor Janet Jernigan reflected on significant achievements, including a 91% increase in citywide property values since 2017, over \$10 million reinvested in streets, water infrastructure, and safe drinking water, and the transformation of parks such as Duke Watkins Park and Bob Belt Beach Park — the latter recognized as the APWA Project of the Year. The program also celebrated new housing solutions, including the delivery of 29 affordable micro-units converted from the former River Valley Inn Motel, expanded HUD-VASH veteran housing support, and a thriving local economy fueled by tourism and more than 600 new jobs in the emerging cannabis industry. With the upcoming Route 66 Centennial and several major infrastructure and development projects underway, Needles continues to build a stronger, more vibrant future. Refer to the attached press release for more information.

2. **Free Community Food Distribution at Tri-State Community Healthcare**

Tri-State Community Healthcare will host a free food distribution **tomorrow, Saturday, September 27, beginning at 7:00 a.m.** at its clinic located at 820 West Broadway. A semi-trailer carrying 40,000 pounds of fresh mixed produce is expected to arrive, and distribution may begin earlier if unloading is completed ahead of schedule. This event is open to the entire community — no clinic affiliation is required — and residents are encouraged to arrive early and bring their own bags. The distribution provides a valuable opportunity for families to access fresh, healthy produce and supports ongoing efforts to promote community wellness.

3. **Needles Highlighted in Lifestyle Feature on Affordable Desert Living**
Needles was recently featured in an online lifestyle article titled *“The Desert Town in California That’s Perfect for Starting Over and Simple Living,”* written by travel and lifestyle writer Emily Appelbaum and published on September 26, 2025. The piece describes Needles as an affordable, welcoming community with a rich history, Route 66 heritage, Colorado River access, and opportunities for those seeking a fresh start in California. It highlights landmarks such as the El Garces, our small-town character, and local dining and recreation options. While the feature comes from a lifestyle/travel outlet rather than a major news organization, it provides positive exposure that reinforces Needles’ appeal to newcomers and potential investors while showcasing the city’s character and lifestyle advantages. Refer to the attached article for a glimpse
4. **Final Reminder – Assemblymember Gonzalez Community Town Hall**
Assemblymember Jeff Gonzalez will host a Community Town Hall in Needles on **Friday, October 3, 2025, from 6:00 p.m. to 7:00 p.m.** at El Garces (950 Front Street). This event offers residents the opportunity to engage directly with their State Assemblymember, share perspectives, and hear updates on legislative initiatives that affect our community. Attendance supports the City Council’s goal of fostering civic engagement and strong partnerships with state leaders. We encourage all residents to participate in this important conversation. For more information and to RSVP, please see the attached flyer or use the provided [link](#).
5. **Fall Spay & Neuter Clinic – Sold Out**
The Needles Animal Shelter hosted its Fall Spay & Neuter Clinic on **September 25–26** in partnership with Dr. Angelina Beeks of Angels Touch Mobile Vet, and the event was a resounding success — fully booked in advance with every appointment slot filled. This bi-annual clinic remains one of our most in-demand animal welfare programs, helping residents access affordable spay and neuter services while reducing pet overpopulation. By supporting responsible pet ownership and improving public health, the clinic directly advances the City Council’s goals of fostering a safe, healthy, and family-friendly community. Please see the attached images for a glimpse of the event. Looking ahead, the shelter will host a Vaccination & Licensing Clinic on November 15 — see the attached flyer for details.
6. **Preparing Fields for Fall Youth Sports**
This week, Public Works crews stripped and prepared the City’s sports fields in anticipation of the upcoming fall youth sports season, which is scheduled to begin in the coming weeks. The Parks & Recreation Department has wrapped up registration for Peewee and Jr. Peewee Soccer, Flag Football, and Volleyball, with games scheduled from early October through late November. These efforts support the City Council’s goal of fostering a safe, healthy, and family-friendly community by maintaining quality recreation spaces and providing youth programs that promote fitness, teamwork, and community pride.

7. Resume Building Workshop at Palo Verde College

Palo Verde College Needles Center will host a Resume Building Workshop on **Wednesday, October 15, 2025, from 1:00 p.m. to 2:00 p.m.** (725 W. Broadway Street, Needles). This free workshop is designed to help residents craft professional resumes, better position themselves for employment, and pursue career growth. The event aligns with the City Council's goals to strengthen workforce development, support economic opportunity, and prepare residents for jobs created through the city's ongoing business and infrastructure investments. Partnering with local educational institutions on skill-building programs like this helps ensure that Needles residents can benefit directly from the community's growth. Please see the attached flyer for additional details.

8. Rivers Edge Golf Course — Opening Day

We're excited to announce that the Rivers Edge Golf Course will be back open for full-time hours beginning Friday, October 3rd! Building on last season's successful reopening, the course is ready to welcome golfers of all levels to enjoy Needles' premier riverfront fairways. Players can now book tee times at regular seasonal rates and experience one of our community's most scenic recreational assets. This opening represents another step in revitalizing local amenities and continues to draw both residents and visitors to Needles, strengthening our reputation as a destination for outdoor recreation and leisure.

9. 16th Annual Lynne's Little Ladies Tea Party

The City of Needles Recreation Center, in partnership with the Needles Women's Club, hosted the 16th Annual Lynne's Little Ladies Tea Party on Saturday, September 20, 2025. This cherished community tradition welcomed 46 young ladies ages 5–12 from across the tri-state region for an afternoon of tea, treats, and memorable activities at the historic Women's Club. The event sold out in advance, underscoring its enduring popularity. Sponsorships helped ensure broader participation, and the Recreation Center's team provided outstanding coordination to keep this long-standing program thriving. Events like the Tea Party strengthen community connections, celebrate Needles' traditions, and create lasting memories for local families.

10. Community Events Calendar Now Live

The City's new website now features a [Community Events Calendar](#)—your go-to source for what's happening in Needles. From festivals to meetings, it's designed to keep residents and visitors connected. Local organizations are invited to submit or update events through the City Clerk's Office to keep the calendar fresh and inclusive. Contact Candace Clark at cclark@cityofneedles.com to participate. Together, we can showcase the best of Needles, strengthen community spirit, and make it easier than ever to stay informed. The calendar can also be downloaded directly to your phone.



City of Needles

817 Third Street, Needles, California 92363

(760) 326-2113 • FAX (760) 326-6765

www.cityofneedles.com

Mayor Janet Jernigan
Vice Mayor Ellen Campbell
Councilmember Tona Belt
Councilmember Jamie McCorkle
Councilmember JoAnne Pogue
Councilmember Henry Longbrake
Councilmember Larry Ford

City Manager Patrick Martinez

FOR IMMEDIATE RELEASE

September 25, 2025

City of Needles — State of the City 2025

Mayor Janet Jernigan: “From Planning to Progress — the best is yet to come for Needles.

NEEDLES, CA — In partnership with the Needles Chamber of Commerce, the City of Needles hosted the 2025 State of the City program, featuring a community proclamation by Assemblymember Jeff Gonzalez and a forward-looking address from Mayor Janet Jernigan. City Manager Patrick Martinez opened the evening by recognizing the teamwork of the City Council, staff, and community partners driving Needles’ momentum.

Night at a Glance

- **Host & Partner:** City of Needles + Needles Chamber of Commerce
- **Special Guests:** Assemblymember Jeff Gonzalez; Board of Commissioners; County Fire Battalion Chief Travis Aguirre; Sheriff’s Captain Jacob Gault; Needles Unified Superintendent Dr. Garry Cameron; Discover Inland Empire CEO Freddy Bi
- **Program Notes:** Community proclamation, progress video showcase, Mayor’s address

Mayor’s Core Message

“Together — Council, staff, businesses, and residents — we’ve turned vision into action,” said Mayor Jernigan. **“Our streets are smoother, our water is safer, our parks are alive again, and opportunity is rising for families and employers. From planning to progress, the best is yet to come.”**

Top Wins to Celebrate

Fiscal Strength & Growth

- **Balanced Budgets:** FY2025 General Fund \$10.8M revenues / \$10.6M expenditures; FY2026 \$12.4M / \$11.6M.
- **Property Values Up:** Total assessed value \$593M — up 91% since 2017 and 5.4% in the past year.

Economic Engines

- **Cannabis Industry:** \$28M+ in City revenue since Measure S; \$5.8M in 2025 (~43% of budget); 600+ jobs created.

— more —

- **Tourism Growth:** Hotel revenues up 66% over a decade; Jack Smith Park boat-launch up 32% since 2017.
- **Business Investment:** New restaurants plus reinvestment from Arrowhead Credit Union, Hardware Express/UPS Store, and Route 66 Pharmacy.

Infrastructure & Utilities

- **Stronger Streets:** \$10.7M invested since 2020; 17.7 miles treated (≈39% of network).
- **Safe Water:** \$8.9M Well 11 Treatment Plant now delivering reliable drinking water citywide; \$14M in system upgrades and smart metering underway.
- **Energy Efficiency:** New LED lighting improving safety and reducing costs.

Parks & Community

- **Modernized Parks:** Duke Watkins Park (\$3.96M) and Bob Belt Beach Park (\$2.1M Clean CA Grant, APWA Project of the Year).
- **Youth & Recreation:** Free summer day camp (150+ kids), golf and basketball programs boosting sports tourism.
- **Health & Wellness:** Mobile health and dental clinics; SPIKES Clubhouse supporting adult recovery.
- **Housing:** Housing Authority at 100% occupancy; HUD-VASH launch housing local veterans.

Quality of Life

- **Transit:** New Fort Mohave/Bullhead Shuttle.
- **Neighborhood Pride:** Expanded clean-ups, free bulky-item pickup (3x/year), stronger code enforcement.
- **Sustainability:** CRMC solar project cutting costs and strengthening resilience.

Media Contact

City Manager's Office — City of Needles
(760) 326-2113 | Patrick Martinez, City Manager
pmartinez@cityofneedles.com

About the City of Needles

Located along the **Colorado River** and historic **Route 66**, the City of Needles is growing as a recreational destination and regional hub for tourism, housing, and economic development. With balanced budgets, strong partnerships, and a forward-looking Council, **Needles is moving from planning to progress.**

1. STATE OF THE CITY 2025



2. CITYWIDE BEAUTIFICATION

FREE



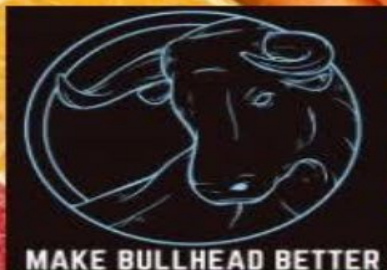
Mixed Fruit & Veggies

TRI-STATE COMMUNITY HEALTHCARE

SATURDAY - SEPT 27

7:00 AM

820 W BROADWAY, NEEDLES, CA



IE  HP

3. FEATURED ARTICLE

The Desert Town In California That's Perfect For Starting Over and Simple Living

By: Author [Emily Appelbaum](#)

Posted on September 26, 2025

Categories [California](#), [Destinations](#), [News](#), [USA](#)

Imagine a place where the morning sun paints the desert mountains gold and your bank account doesn't have a nervous breakdown every time rent comes due.

That place exists, and it's called Needles, California – a small desert community where second chances and simple living aren't just possible, they're practically the town motto.



The El Garces Hotel stands like a white desert mirage, its historic architecture a testament to Needles' railroad glory days. Blue skies promise endless possibilities. Photo credit: [Austin Dodge](#)

When most Californians think about starting over, they picture themselves in trendy neighborhoods of Oakland or the bohemian enclaves of Joshua Tree – places where “affordable” still means “prepare to sell a kidney.”

But tucked into California's eastern border, where the state meets Arizona and Nevada along the Colorado River, Needles offers something increasingly rare: a chance to live in the Golden State without requiring a gold mine.

This isn't just another dusty desert town you speed past on Interstate 40 – though admittedly, that's exactly what most people do.

Needles is a place with history, character, and the kind of wide-open possibilities that come when your cost of living plummets while your quality of life soars.



Nothing says “you’ve arrived” quite like a wooden wagon announcing your presence. Needles’ iconic welcome sign greets visitors with Route 66 nostalgia. Photo credit: [AEROQUEEN](#)

The town got its name from the pointed mountain peaks nearby, not from any abundance of sewing implements – though you might need to pinch yourself when you see the housing prices.

Driving into Needles feels like entering a different California altogether – one where time moves a bit slower and your dollar stretches a whole lot further.

The iconic wooden wagon sign welcoming you to “NEEDLES CALIFORNIA” stands as the first indication you’ve arrived somewhere special, a place where Route 66 nostalgia meets desert practicality.

The Colorado River forms the town’s eastern boundary, a surprising ribbon of blue cutting through the arid landscape and providing both recreation and a psychological oasis.



The Wagon Wheel Restaurant serves up hearty Americana with a side of nostalgia. Where truckers, tourists, and locals break bread under the same desert sky. Photo credit: [Jeff Hines](#)

Broadway Street, the main thoroughfare, offers a glimpse into both past and present – historic buildings from the railroad era standing alongside the practical businesses that serve today’s residents.

The El Garces, a former Harvey House hotel and train station built in the early 1900s, anchors the town’s historical district with its impressive white stucco presence.

This beautifully restored building serves as a reminder of when the Santa Fe Railway brought prosperity to this desert outpost.

For history enthusiasts, Needles offers a tangible connection to America's westward expansion, the golden age of rail travel, and the iconic Route 66 era that defined mid-century road culture.



History buffs, rejoice! The Needles Museum preserves the town's storied past in an Art Deco building that's as much an artifact as what's inside. Photo credit: [x](#)

But the real story here isn't just history – it's possibility.

In a state where coastal residents regularly sacrifice half their income to housing, Needles presents an alternative economic reality that feels almost too good to be true.

Housing costs in Needles sit at a fraction of what you'd pay in most California communities.

Modest homes can be found for rent at prices that would barely cover a parking space in San Francisco.

For those looking to buy, the market offers opportunities that seem plucked from a different decade – small homes sometimes available for under \$150,000, a number that might get you a storage unit in Los Angeles.



The Colorado River flows like liquid sapphire through the desert landscape, offering cool respite from Needles' famous heat. Nature's air conditioning at its finest. Photo credit: [riitta kostia](#)

Mobile homes and RV living provide even more affordable options, with several parks offering full hookups and basic amenities at prices that leave room in your budget for, well, having a life.

This housing affordability creates a unique opportunity for people looking to start over – whether recovering from financial setbacks, career changes, divorce, or simply seeking a simpler existence.

The math is compelling: when housing consumes a smaller portion of your income, other possibilities open up.

The cost equation in Needles does have one significant variable: utilities.

Summer temperatures regularly soar well above 110 degrees, making air conditioning not a luxury but a necessity.



Downtown Needles embraces that classic small-town vibe where palm trees stand sentinel over quiet streets. Rush hour here means three cars at a stop sign. Photo credit: [Jacqueline Alban](#)

Summer electric bills can be substantial, though many residents have embraced solar power to offset these costs.

The flip side is winter, when the mild desert climate means minimal heating expenses and outdoor living at its finest.

Many residents find that the overall annual utility costs average out to reasonable figures, especially compared to the total cost of living in coastal areas.

Grocery shopping in Needles offers the basics without the boutique prices found in trendier California communities.

The local markets provide essential items, though selection may be more limited than what city dwellers expect.



This historical marker overlooking the Colorado River reminds us that before GPS, pioneers navigated these waters with courage and probably a lot of colorful language. Photo credit: [Christopher Cook](#)

Many residents make occasional shopping trips to larger towns across the border in Arizona, combining errands with the adventure of a day trip.

For those who enjoy dining out without the accompanying financial stress, Needles offers several unpretentious options that deliver satisfaction without the big-city markup.

The Wagon Wheel Restaurant embraces the town's Route 66 heritage while serving hearty American classics that leave no one hungry.

Their breakfast menu has developed something of a cult following among both locals and travelers passing through.



Weekend warriors find paradise on the Colorado River, where jet skis carve temporary signatures on water that's been flowing since before anyone cared about retirement accounts. Photo credit: [Kerri](#)

Juicy's River Cafe offers riverside dining with comfort food favorites – burgers, sandwiches, and other classics that remind you sometimes the simple things really are the best.

For Mexican cuisine cravings, Munchy's serves authentic dishes that deliver big flavors without the big check at the end of your meal.

Healthcare considerations are important for anyone contemplating a move to a smaller community, and this is an area where Needles presents some challenges.

The town has a small hospital – Colorado River Medical Center – providing basic emergency and medical services.

For specialized care, residents typically travel to larger facilities in nearby cities like Lake Havasu City, Bullhead City, or even Las Vegas.

This reality requires thoughtful planning, especially for those with ongoing medical needs, but many residents find the trade-off worthwhile for the overall lifestyle benefits.



Route 66 rest areas: where road-weary travelers can contemplate the desert's vastness under a shaded pavilion. The original social distancing spot. Photo credit: [Chris Walden](#)

Transportation in Needles is refreshingly uncomplicated compared to California's metropolitan areas.

Traffic jams are virtually nonexistent, parking is plentiful and free, and the wear and tear on vehicles (and nerves) is significantly reduced.

The town's remote location does mean having a reliable vehicle is important for most residents.

Public transportation options are limited, though there are services available for those who no longer drive.

The central area of town offers reasonable walkability, though the summer heat makes early morning or evening the only practical times for pedestrian activities during the hottest months.



Colorful Route 66 murals transform ordinary buildings into Instagram-worthy backdrops. Desert towns understand that sometimes you need to paint your own excitement. Photo credit: [biancamilione](#)

Recreation and entertainment in Needles center around natural beauty and simple pleasures rather than commercial attractions.

The Colorado River provides a playground for fishing, boating, swimming, and water sports, with several access points near town.

The surrounding desert, including the nearby Mojave National Preserve, offers spectacular landscapes for hiking, photography, and some of the most breathtaking stargazing you'll ever experience.

The night sky above Needles, unpolluted by big-city lights, reveals a universe of stars that city dwellers forget exists – a nightly show that costs nothing but delivers wonder in abundance.



The Hampton Inn brings modern comfort to the edge of the desert. After a day exploring Needles, air conditioning becomes less luxury and more salvation. Photo credit: [Hampton Inn Needles](#)

For indoor entertainment, the Needles Regional Museum chronicles the area's rich history, from Native American heritage through the railroad boom and Route 66 era.

Community events often celebrate the town's unique heritage, with car shows and festivals that draw visitors from surrounding areas.

The Needles Recreation Center offers activities for residents of all ages, providing affordable options for fitness and social interaction.

Local churches and community organizations host regular gatherings that foster connection – something increasingly valuable in our digitally isolated world.

This sense of community represents one of Needles' greatest assets for those seeking to start over.



Community gatherings under palm trees prove that Needles' social scene thrives despite the heat. Small-town celebrations where everybody knows your sunscreen brand. Photo credit: [City Of Needles](#)

In a town of approximately 5,000 residents, anonymity isn't really an option – and most locals consider that a feature, not a bug.

Newcomers often remark on how quickly they're welcomed into the community fabric, with neighbors who actually introduce themselves and look out for one another.

This social environment creates a support network that's particularly valuable for those rebuilding their lives or seeking a fresh start.

The pace of life in Needles moves deliberately, allowing for genuine human connection that often gets sacrificed in the rush of urban existence.

Safety considerations factor into any relocation decision, and Needles generally offers a secure environment with lower crime rates than many larger communities.



Boat docks wait patiently for weekend captains, offering gateway adventures on the Colorado River. Water access: the desert's most valuable real estate amenity. Photo credit: [Sarah](#)

The small-town dynamic means unusual activities rarely go unnoticed, creating an informal community awareness that supplements official law enforcement.

Weather in Needles defines much of the rhythm of daily life.

Summer brings intense heat that reshapes activities around early mornings and evenings, with midday retreats to air-conditioned interiors.

Winter, spring and fall offer gloriously mild temperatures that make outdoor living a joy when much of the country is shoveling snow or battling humidity.

This seasonal pattern creates a distinctive lifestyle that many residents come to appreciate – a natural cycle that connects them to the environment in ways urban living rarely allows.

The clear, dry desert air can be beneficial for those with certain respiratory conditions, though the extreme heat requires respect and adaptation.



Palm-lined streets and that iconic wagon sign welcome travelers to a town where California meets Arizona attitude. The desert's version of a red carpet. Photo credit: [City Of Needles](#)

Cultural amenities in Needles may be more modest than in metropolitan areas, but the town's rich historical heritage provides its own form of cultural wealth.

The influence of Route 66, the railroad era, and Native American traditions creates a unique cultural identity reflected in local architecture, events, and community practices.

For those who occasionally crave more diverse cultural experiences, Las Vegas lies about two hours away – close enough for day trips or weekend excursions without the daily stress of big-city living.

Technology connectivity, once a significant challenge in remote areas, has improved substantially in Needles.

Most areas now have access to reliable internet service, allowing residents to stay connected with distant family and friends through video calls and social media.

This digital access also facilitates remote work opportunities, online education, and entertainment options that supplement the town's physical amenities.

The financial advantages of living in Needles extend beyond housing and daily expenses.



From above, Needles reveals its true oasis character—a green golf course and blue waters carving life into the desert landscape. Nature’s most dramatic before-and-after picture.

Photo credit: [City Of Needles](#)

California’s tax structure, while generally considered high, includes some benefits that residents can leverage.

Property taxes in San Bernardino County are relatively reasonable compared to coastal counties, and Needles’ lower property values translate to lower tax bills.

For those relocating from higher-cost areas, selling property elsewhere and purchasing in Needles can potentially free up significant equity to fund new beginnings or business ventures.

This financial reset has allowed many newcomers to eliminate mortgage payments entirely, dramatically reducing monthly obligations and opening up new possibilities.

The entrepreneurial opportunities in Needles present another avenue for those seeking fresh starts.

The lower cost of entry for starting small businesses means dreams of ownership become more accessible.

From small retail shops to service businesses to creative endeavors, the financial barriers are significantly lower than in California's more competitive markets.

The town's location along Interstate 40 and historic Route 66 creates potential for tourism-related businesses that cater to travelers passing through.

The proximity to the Colorado River opens possibilities for recreation-focused enterprises that serve both locals and visitors.

Of course, life in Needles isn't for everyone.

The remote location, extreme summer heat, and limited amenities present real challenges that potential residents should carefully consider.

Those who thrive on urban energy, require specialized services, or can't tolerate high temperatures might find the trade-offs too significant.

But for people seeking an affordable fresh start in California, Needles offers something increasingly rare: possibility without prohibitive cost.

The financial breathing room that comes with dramatically lower living expenses allows many residents to pursue dreams that would remain forever out of reach in the state's high-cost areas.

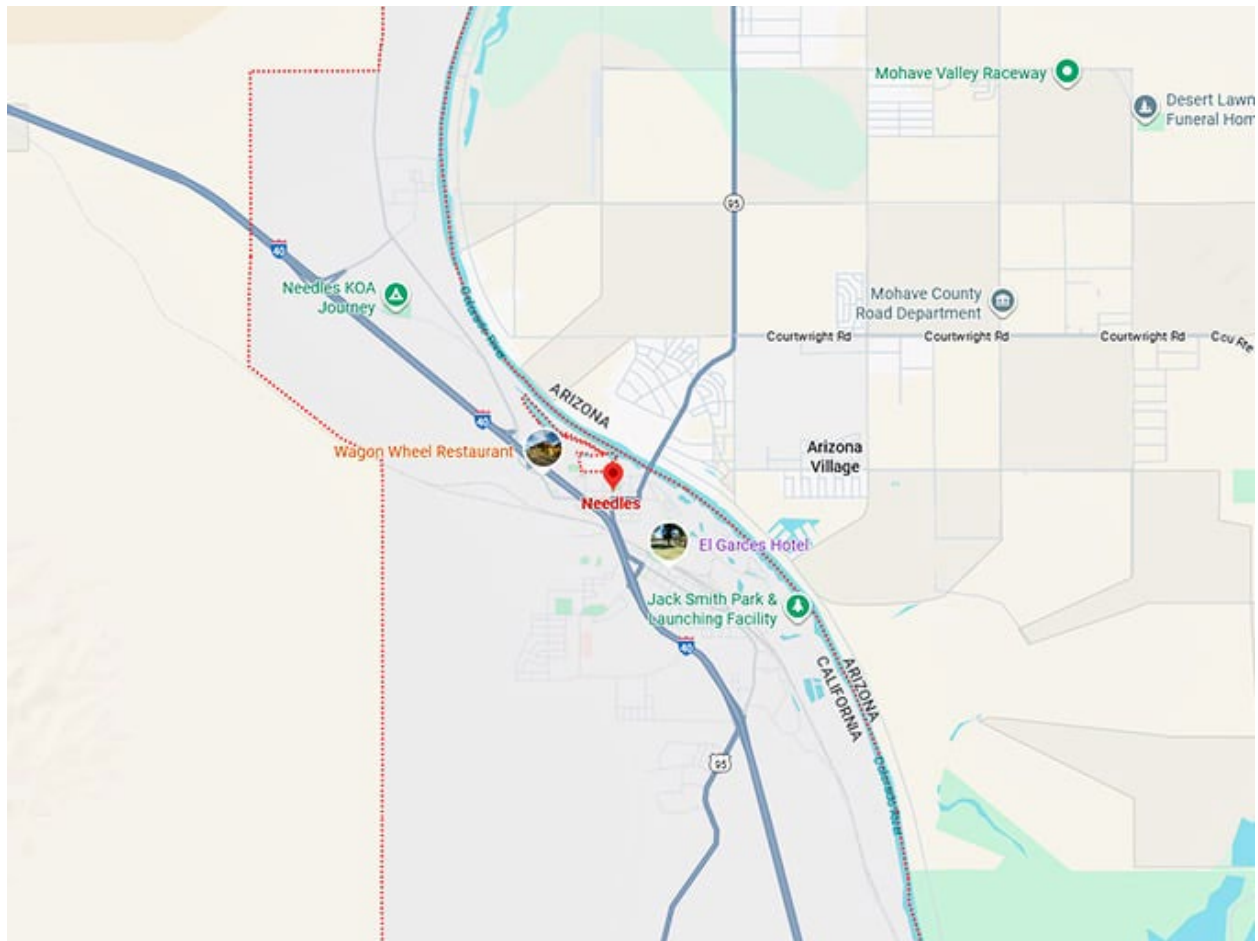
In many ways, Needles represents an alternative vision of California living – one based not on status and acquisition, but on simplicity, affordability, and connection to both nature and community.

It's a place where starting over doesn't require a fortune, where neighbors become friends, and where the spectacular desert landscape reminds you daily of what really matters.

The town's welcome sign, featuring that iconic wooden wagon, might as well add: "Where your second act can begin without a second mortgage."

For more information about Needles and what it offers to potential residents, visit the city's official [website](#) or [Facebook page](#).

Use this [map](#) to explore the town's layout and get a better sense of its proximity to the Colorado River and neighboring states.



Where: Needles, CA 92363

Next time life has you considering a fresh start, remember there's a little desert town on California's eastern edge where new beginnings don't require a tech salary – just an open mind and a readiness for simpler living.

4. ASSEMBLYMAN RSVP TOWNHALL

Please join Assemblyman
JEFF GONZALEZ
for a

COMMUNITY Town Hall



Friday
OCT. 3

6:00PM – 7:00PM

EL GARCES

950 FRONT ST, NEEDLES, CA 92363



**TO RSVP TO THIS EVENT, SCAN THE QR CODE OR VISIT:
[ASMRC.ORG/CF/RSVPTODAY](https://asmrc.org/cf/rsvp TODAY)**

5. SPAY AND NEUTER CLINIC



5. ANIMAL SHELTER FALL EVENT

Vaccination & Licensing Clinic

Saturday, Nov 15, 2025

9:30-12:30 CA Time

Petsmart Veterinary Services
Dr. Joseph Velasco



Rabies DA2PP FVRCP

Bordetella Rattlesnake Microchips

Needles Animal Shelter
1662 Flip Mendez Pkwy
Needles, CA 92363
(760)326-4952

Cats must be in
carrier and dogs
on leashes.

Special Price for
City License
Altered \$15
Unaltered \$25



**PETSMART
VETERINARY
SERVICES**

6. FALL YOUTH SPORTS



7. PALO VERDE RESUME WORKSHOP

PALO VERDE COLLEGE

WHERE KNOWLEDGE TAKES ROOT AND OPPORTUNITY GROWS

RESUME BUILDING WORKSHOP

Wednesday, October 15, 2025
1 pm-2 pm - B07

Join our Resume Writing Workshop! Learn how to craft a professional resume that stands out. Tailor your experience, highlight your key skills, format it like a pro, and avoid common mistakes. Get the tips you need to land your next opportunity!

- Write a Targeted Resume – Learn how to tailor your resume for specific jobs.
- Tips & Tricks – Create a clean, professional layout that stands out.
- Essential Skills & Structure – Highlight your strengths effectively.
- What Employers Look For – Understand key hiring criteria.
- The “Don’ts” – Avoid common resume mistakes.



Palo Verde College Needles Center
725 W. Broadway St. Needles, CA 92363

artemiza.lujano@paloverde.edu



8. OPENING DAY GOLF COURSE

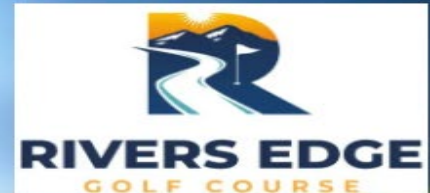


8. OPENING DAY GOLF COURSE

RIVERS EDGE GOLF COURSE
OPENING DAY!

Friday, October 3rd

Back Open to Full-Time
Hours & Rates



Book Your Favorite Tee Time Today! (760) 326-3931

Rivers Edge Golf Course www.golfneedlesca.com

9. LITTLE LADIES TEA PARTY





City of Needles

817 Third Street, Needles, California 92363
(760) 326-2113 • FAX (760) 326-6765
www.cityofneedles.com

Mayor, Janet Jernigan
Vice Mayor Ellen Campbell
Councilmember Tona Belt
Councilmember Jamie McCorkle
Councilmember JoAnne Pogue
Councilmember Henry Longbrake
Councilmember Larry Ford

City Manager Patrick J. Martinez

MEMORANDUM

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: PATRICK J. MARTINEZ, CITY MANAGER

SUBJECT: WEEKLY MEMORANDUM

DATE: October 03, 2025

1. **Assemblymember Gonzalez Needles Visit**

The City of Needles was pleased to welcome Assemblymember Jeff Gonzalez for the second time in as many weeks, as he returned to host community meetings at the historic El Garces. Assemblymember Gonzalez — who serves as Vice Chair of the Assembly Committees on Military and Veterans Affairs and on Water, Parks, and Wildlife — commended Needles for its positive progress and emphasized the importance of working together to build a stronger community for residents. City officials, staff, and community members gathered to discuss local priorities and hear updates on legislative initiatives impacting Needles. This visit directly supported the City Council's goal of fostering civic engagement and strengthening partnerships with state leaders. The City sincerely thanks Assemblymember Gonzalez for spending the day in Needles, engaging with local leaders, and meaningfully connecting with our community. A special thank you is also extended to the City staff — including Parks & Recreation, Public Works, and supporting departments — whose efforts ensured the success of these meetings.

2. **Supporting Housing & Healthcare: Assemblymember Gonzalez Site Visits**

Today, Assemblymember Jeff Gonzalez toured key sites in Needles, including the Colorado River Medical Center, highlighting the vital role rural hospitals play in supporting community health and economic stability. He also visited the River Valley Inn, once a blighted motor inn and now transformed into 29 affordable micro-apartments through a partnership between the City, the State of California, and developer Armen Ghadimian, supported by \$410,000 in Prohousing Incentive Program state housing funds. This work advances the City Council's goals to expand quality housing, strengthen essential services, and build a resilient, healthy community for residents. During the visit, Assemblymember Gonzalez presented Mr. Ghadimian with a proclamation recognizing this milestone. A ribbon cutting is scheduled for next month, with more information to follow — see the attached photo for a glimpse of the event.

3. ICSC Western Conference – Palm Springs

This week, Vice Mayor Ellen Campbell, Councilmember Jamie McCorkle, and the City Manager represented Needles at the 2025 ICSC Western Conference in Palm Springs. With a regional population of 146,500, more than 23,000 vehicles traveling Interstate 40 daily, and a growing tourism and industrial base, Needles is well positioned for new investment. The delegation met with developers, retailers, and investors to market key properties, highlight riverfront recreation and hospitality opportunities, and attract growth that will help fill vacancies, bring new amenities, and strengthen Needles' standing as a pro-growth destination in the Southwest. While in the desert, City officials also met with Congressman Raul Ruiz and his staff to discuss ways to collaborate on improving the quality of life for Needles residents, including advancing behavioral health resources and veterans' services. These conversations and connections will help position the City for new partnerships and support future community needs.

4. Monster Truck Insanity – Next Level Tour

The Monster Truck Insanity Next Level Tour is coming to the Needles Rodeo Grounds on **November 7–8, 2025**, bringing high-energy motorsports and family-friendly entertainment to our community. Fans will experience monster truck freestyle competitions, the free pre-show Insanity Fest meet-and-greet, and rides in a real monster truck, with showtime at 7:00 PM. This event supports the City Council's goals to position Needles as a regional recreation and tourism destination and to drive local economic activity by attracting visitors who support area businesses. Residents and visitors are encouraged to purchase their tickets today by clicking on [this link](#) and enjoy an action-packed weekend in Needles. Refer to the attached Flyer for event details.

5. Urban Land Institute (ULI) Technical Assistance Program Presentation

The City of Needles was honored to be selected as one of only six cities in California and Nevada to participate in the Urban Land Institute (ULI) California–Nevada Technical Assistance Program (TAP), a fully grant-funded initiative led by ULI Orange County/Inland Empire (ULI OCIE). Over the past several days, a volunteer panel of real estate and land use experts has met with local stakeholders to craft actionable strategies for housing and economic growth, infrastructure improvements, climate resilience (extreme heat, drought, seismic risks), and community safety — all of which directly support the City Council's long-term goals for sustainable growth and resilience. The Mayor, City Council, and members of the public are invited to attend the panel's presentation of recommendations on **Tuesday, October 7, 2025, at 4:00 p.m.** at the El Garces Hotel.

6. Needles Pride Program & Infrastructure Improvements

The Needles Pride Program continues to unite residents, property owners, and businesses in a shared effort to beautify neighborhoods, promote civic pride, and support property maintenance. Alongside these community-driven efforts, the City remains committed to investing in critical infrastructure, public safety,

and enhanced public spaces. This week, Public Works completed ADA sidewalk repairs and replacements near the southwest corner of Broadway and I Street, performed pothole maintenance along D Street, Larchwood, and in Chesney's, and removed weeds and cleaned Bob Belt Beach Park to maintain safe, welcoming riverfront access. City Parks staff also overseeded Manny Morris Park and Nikki Bunch Park in preparation for the cooler season; the new seed is expected to sprout in 7–10 days. Meanwhile, the Electric Department repaired streetlights at the Wagon Wheel near the Shell station and installed additional LED lighting at Jack Smith Park as part of its ongoing lighting improvement program, which will continue as supplies allow. Residents can report concerns by calling 760-326-2115 (press #9) or using the Needles Connect app on [Google Play Store](#) (Android) and [Apple Store](#) (iOS). Together, we're building a safer, stronger Needles!

7. Upcoming Event: Fall 2025 Vaccination & Licensing Clinic

This is a reminder that the City of Needles Animal Shelter will host its Fall 2025 Vaccination & Licensing Clinic on Saturday, November 15, 2025, from 9:30 a.m. to 12:30 p.m. at 1662 Flip Mendez Parkway. PetSmart Veterinary Services (Dr. Joseph Velasco) will provide rabies, DA2PP (dogs), FVRCP (cats), Bordetella, rattlesnake vaccinations, and microchipping. City pet licenses will be available at special event rates: \$15 (altered) / \$25 (unaltered). Please remind residents to keep cats in carriers and dogs on leashes. For questions, call (760) 326-4952. This clinic supports the City Council's priorities on public health, animal welfare, and responsible pet ownership. See the attached flyer for details.

8. Needles Housing Authority – Security Fencing Project Update

This week, the Needles Housing Authority (HACN) began construction on its Security Fencing Project, awarded to Golden West Fence for a total project cost of \$233,000 funded through HACN Capital Funds. The project will install approximately 1,500 linear feet of new wrought iron fencing along J Street, Balboa Street, and Bailey Avenue to enhance the security of Housing Authority property. During initial demolition, staff identified existing wall and sidewalk conditions that were not fully apparent until removal began. To remain within budget while maintaining the planned level of security, the project design was adjusted to incorporate the structurally sound existing wall, with areas in need of grout or repair to be addressed as part of the work. Construction is now actively underway and will continue over the coming weeks. Refer to the attached photos for current project progress

9. City Staff End-of-Summer Safety Celebration

City staff gathered this week for an End-of-Summer Safety BBQ to celebrate a successful summer season marked by limited workplace incidents and a strong commitment to safety. Maintaining a safe and prepared workforce is critical to the City Council's goals of providing reliable services, protecting public resources, and fostering a positive, high-performing work environment. This event recognized the dedication of employees across all departments who kept operations running smoothly and safely during one of the City's busiest times of

the year, ensuring essential services continued without disruption to the community. Refer to the attached image for a glimpse of the event.

10. Rivers Edge Golf Course — Season Reopening

The Rivers Edge Golf Course officially reopened for the season today, Friday, October 3. Building on last year's successful return, the course is once again welcoming golfers of all levels to enjoy Needles' premier riverfront fairways. Tee times are now available at regular seasonal rates, offering residents and visitors one of our community's most scenic recreational amenities. This reopening continues the City's efforts to revitalize local amenities and strengthen Needles' position as a destination for outdoor recreation and leisure.

11. Needles Holiday Fun Fair & Lighted Parade

The City of Needles, in partnership with the Needles Youth Development and Education Foundation, Needles Community Partners, and the Needles Chamber of Commerce, will host the annual Needles Holiday Fun Fair & Lighted Parade on Saturday, **December 6, 2025**. Festivities will take place on Broadway between D and F Street and inside the Palo Verde College Needles Center from 10:00 a.m. to 4:00 p.m. (CA Time), featuring vendors, crafts, music, games, Pee Wee Races, and a performance by Dance Trax 51. The celebration will conclude with the beloved Lighted Parade at 5:00 p.m. This year's theme is "It's a Snoopy Christmas on Rt. 66, Charlie Brown!" For additional details, please refer to the attached flyer or contact Gina McGee at 760-985-4050.

12. Celebrate 70 Years of Mustang Tradition: NHS Homecoming 2025

Next week, Needles High School will celebrate its 70th annual Homecoming beginning **Thursday, October 9, 2025**, with the Mustang Drive at 5:30 PM, followed by the Community Pep Rally at 6:00 PM and the Senior Class Bonfire at 7:00 PM. The celebration continues on Friday, October 10, with a Pep Rally at 11:30 AM, Coronation at 1:00 PM, the Homecoming Parade at 1:45 PM, and the Varsity Football Homecoming Game vs. Lincoln at 7:00 PM. For a full schedule of Homecoming Week activities — including student events and Saturday's Homecoming Dance — please refer to the attached flyer.

13. River Floats Show N' Shine – October 11, 2025

This Saturday, the Needles Marina Resort will host the 4th Annual River Floats Show N' Shine, running from 9:00 AM to 2:00 PM with boat arrivals beginning at 7:00 AM. This popular event showcases race and custom-built boats, drawing boating enthusiasts, visitors, and local families to the Colorado River waterfront. At 12:45 PM, participants will "run and roar" their boats for spectators, creating an exciting experience for attendees. Events like this directly support the City Council's goals to enhance tourism, activate the riverfront, and foster a family-friendly community atmosphere while promoting local businesses and hospitality services. See attached flyer for event details.

14. Needles Branch Library – Book Club

The Needles Branch Library has launched its weekly Book Club, supporting the City Council's goal of enhancing quality of life by fostering literacy, cultural

enrichment, and community connection. The first program will take place on Monday, **October 20, 2025**, featuring *The Butcher and the Wren* by Alaina Urquhart. Meetings will continue every Monday from 4:00 to 5:00 p.m., providing residents a welcoming space to read, reflect, and engage in meaningful discussion. Upcoming titles and dates are listed on the attached flyer, inviting residents of all ages to participate and strengthen community ties through shared learning.

15. Community Events Calendar Now Live

The City's new website now features a [Community Events Calendar](#)—your go-to source for what's happening in Needles. From festivals to meetings, it's designed to keep residents and visitors connected. Local organizations are invited to submit or update events through the City Clerk's Office to keep the calendar fresh and inclusive. Contact Candace Clark at cclark@cityofneedles.com to participate. Together, we can showcase the best of Needles, strengthen community spirit, and make it easier than ever to stay informed. The calendar can also be downloaded directly to your phone.

1. ASSEMBLYMAN GONZALEZ COMMUNITY MEETING



STATE CAPITOL
P.O. BOX 942849
SACRAMENTO, CA 94249-0036
(916) 319-2036
FAX (916) 319-2136

DISTRICT OFFICE
81893 DR CARREON BOULEVARD, SUITE 5
INDIO, CA, 92201
(760) 347-2360

1101 AIRPORT ROAD, SUITE D
IMPERIAL, CA 92251
(760) 355-8656



COMMITTEES
VICE CHAIR, MILITARY AND
VETERANS AFFAIRS
VICE CHAIR, WATER, PARKS AND
WILDLIFE
AGING AND LONG-TERM CARE
AGRICULTURE
ARTS, ENTERTAINMENT, SPORTS,
AND TOURISM
HIGHER EDUCATION

Assemblyman Jeff Gonzalez' 2025 Bill Update

AB 513: California Global Warming Solutions Act of 2006: scoping plan

SUMMARY: Would require the California Air Resources Board to include greenhouse gas emissions from wildland and forest fires in the state scoping plan. This would ensure that California is considering all major sources of emissions when developing solutions to our climate crisis.

STATUS: 2-Year Bill in Assembly Natural Resources

AB 634: Controlled substances: tianeptine.

SUMMARY: Would add Tianeptine (also known as "gas station heroin"), a dangerous and addictive substance currently available for retail sale, to the list of Schedule 1 Drugs.

STATUS: 2-Year Bill in Public Safety

AB 641: Drug-Induced Movement Disorder Awareness Program.

SUMMARY: Drug-induced movement disorders are neurological conditions caused by antipsychotic medications that can be pervasive, debilitating, and irreversible. This Bill would require the State to establish a public awareness program.

STATUS: Held in Assembly Appropriations

AB 658: Vehicles: registration fees.

SUMMARY: Would require the California Department of Motor Vehicles (DMV) to complete an affordability impact analysis within six months of any vehicle registration fee increase. This analysis would enable California

to better track the impacts of registration fees throughout the state, which contribute to the overall affordability crisis plaguing California.

STATUS: 2-Year Bill in Assembly Transportation

AB 676: Medi-Cal: unrecovered payments: interest rate.

SUMMARY: Authorizes the Department of Health Care Services (DHCS) to waive the interest that would otherwise accrue when DHCS

seeks to recover an overpayment made to a Medi-Cal service provider.

STATUS: Held in Assembly Appropriations

AB 709: Sustainable Groundwater Management Act: groundwater sustainability plans.

SUMMARY: Provides local groundwater agencies with the flexibility, between official state assessments, to govern themselves and manage groundwater for long-term sustainability, without materially changing an approved Groundwater Sustainability Plan.

STATUS: Awaiting Governor's Signature

AB 764: Birds and mammals: nongame birds: mute swans.

SUMMARY: Adds mute swans, a highly invasive species, to the list of exotic nongame birds that can be legally taken, in order to reduce and better control their populations in California

STATUS: Awaiting Governor's Signature

AB 795: California Commission on the United States Semiquincentennial.

SUMMARY: Establishes the California Commission on the United States Semiquincentennial to plan and coordinate commemorations of the 250th anniversary of the Declaration of Independence and the American Revolution.

STATUS: Held in Assembly Appropriations

AB 826: Veterans' benefits: protections.

SUMMARY: Prohibits individuals or businesses that are not accredited by the United States Department of Veterans Affairs (USVA) from charging a veteran a fee to assist them with filing a veterans' benefit claim with the USVA. Enacts a civil penalty per violation of \$2,000, half to be distributed to the Veterans Service Office Fund, and half to be distributed to the filing district attorney.

STATUS: 2-Year Bill in Assembly Judiciary

AB 1016: Power facility and site certifications: thermal powerplants: geothermal resources.

SUMMARY: Removes regulatory and permitting obstacles to get geothermal powerplants online faster, while retaining high environmental and labor standards.

STATUS: 2-Year Bill in Senate Energy

AB 1031: Hazardous waste control laws: exemption: geothermal resources.

SUMMARY: Caps the generation and handling fee rate for geothermal hazardous waste control laws to no more than \$10 per ton.

STATUS: Held in Assembly Appropriations

AB 1058: Motor Vehicle Fuel Tax Law: suspension of tax.

SUMMARY: Would suspend the Gas Tax for one year, and require all savings as a result to be passed on to the consumer.

STATUS: 2-Year Bill in Assembly Transportation

AB 1145: State highways: safety: State Highway Route 74: report.

SUMMARY: Would require CalTrans to conduct a highway safety study on State Highway Route 74.

STATUS: 2-Year Bill in Senate Transportation

AB 1169: Wildlife grants: Shared Habitat Alliance for Recreational Enhancement program.

SUMMARY: Would help to expand the number of outdoor recreation opportunities offered to the public through the Department of Fish and Wildlife's (DFW) Shared Habitat Alliance for Recreational Enhancement (SHARE) Program.

STATUS: Held in Senate Appropriations

AB 1282: Personal Income Tax Law: credits: medical expenses.

SUMMARY: Would create an income tax deduction for out-of-pocket medical costs from January 1, 2025 to January 1, 2030,

STATUS: Held in Assembly Revenue & Taxation

AB 1335: Habilitation services.

SUMMARY: Removes the requirement that employment programs administered under the Department of Developmental Services obtain unnecessary accreditation from the Commission on Accreditation of Rehabilitation Facilities to be eligible as a Regional Center vendor.

STATUS: Held in Assembly Human Services

AB 1412: Special education: pupil transfers: residency requirements: records.

SUMMARY: Requires a local education agency receiving a transfer of a military child with special needs to promptly work with parents to obtain official records, and to implement the pupil's individual education plan (IEP) adopted in the previous school, or to craft a new IEP within 30 days.

STATUS: Awaiting Governor's Signature

2. ASSEMBLYMAN GONZALEZ SITE VISITS



3. ICSC WESTERN CONFERENCE



3. ICSC WESTERN CONFERENCE



4. MONSTER TRUCK INSANITY TOUR



NEEDLES CALIFORNIA

November 7-8, 2025
Needles Rodeo Grounds

FRIDAY GATES 5:30, SHOWTIME 7PM
SATURDAY GATES 11:30, SHOWTIME 1PM
SATURDAY GATES 5:30, SHOWTIME 7PM



See Monster Truck Freestyle LIVE!



Enjoy the FREE Pre-Show Insanity Fest! Get up-close and personal with the stars of the Monster Truck Insanity Tour!



Ride in a REAL Monster Truck with our Monster Truck Ride Experience!

CA ticket holders can purchase ride truck tickets for an addtl. fee at the show

5. ULI CA-NV TA LEADERSHIP EXCHANGE



City of Needles: Technical Assistance Leadership Exchange



ULI OCIE is thrilled to announce the participation of the City of Needles in the ULI California-Nevada Technical Assistance Leadership Exchange!

The [ULI California-Nevada Technical Assistance Leadership Exchange](#) is a transformative year-long program designed to help local governments in California and Nevada become climate resilient and tackle land use challenges through expert guidance and collaboration with ULI's District Councils.

As part of the exchange, the participating communities will each host a ULI technical assistance panel (TAP) to address a local resilience challenge and receive expert advice around potential strategies and solutions. During the TAP, a panel of eight to ten volunteer ULI members will tour the community, interview stakeholders, and put forward a set of recommendations for addressing the land use issue identified by the agency.

The TAPs will explore a range of topics related to climate change and other environmental vulnerabilities, such as extreme heat, drought, and seismic resilience, along with the associated economic, social, and environmental impacts.

“

The City of Needles is already feeling the impacts of climate change, from more frequent extreme heat events to increased strain on our infrastructure. Participating in this program and hosting the technical assistance panel gives us a unique opportunity to explore strategies tailored to our local challenges. This collaboration will help us strengthen our community's resilience and plan for a more sustainable future.

IRENE ROMERO
CITY PLANNER - CITY OF NEEDLES

”

ULI Orange County/Inland Empire is partnering with the City of Needles to identify strategic opportunities for sustainable growth and resilience. The project will focus on how Needles can grow by attracting businesses and housing, thrive by addressing community needs, and mitigate extreme heat, infrastructure challenges, and safety concerns. The team will deliver actionable recommendations to support the city's long-term prosperity. To learn more about the program, check out our [recent article](#)!

TAPs bring together experts to help tackle complex land use challenges and provide actionable recommendations for our communities.

Interested in being a panelist on a TAP? We'd love to hear from you!
Contact: kendra.chandler@uli.org

This program is generously supported by the
[ULI Randall Lewis Center for Sustainability in Real Estate](#).

Thank you to our Annual Sponsors!

6. NEEDLES BEAUTIFICATION



6. NEEDLES BEAUTIFICATION



6. NEEDLES BEAUTIFICATION



7. ANIMAL SHELTER FALL EVENT

Vaccination & Licensing Clinic

Saturday, Nov 15, 2025

9:30-12:30 CA Time

Petsmart Veterinary Services
Dr. Joseph Velasco



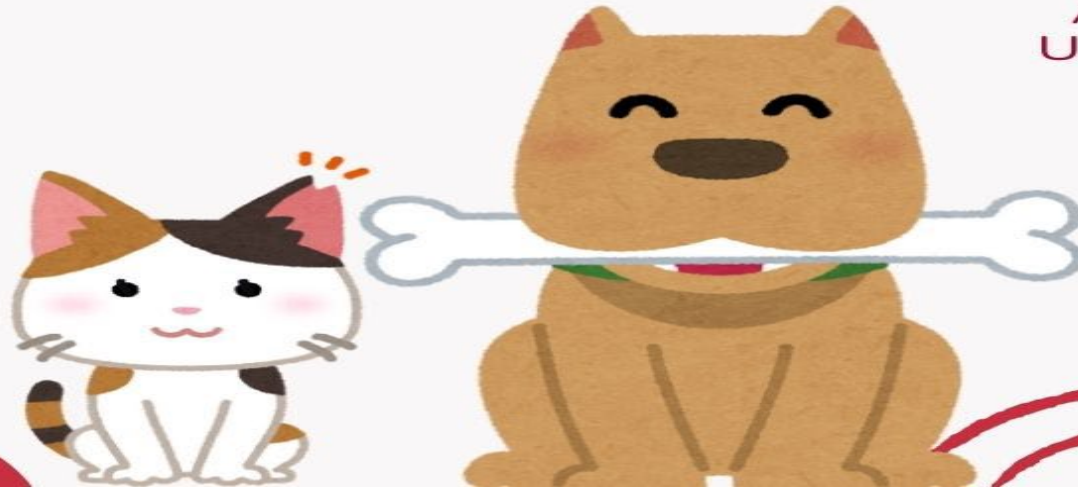
Rabies DA2PP FVRCP

Bordetella Rattlesnake Microchips

Needles Animal Shelter
1662 Flip Mendez Pkwy
Needles, CA 92363
(760)326-4952

Cats must be in
carrier and dogs
on leashes.

Special Price for
City License
Altered \$15
Unaltered \$25



**PETSMART
VETERINARY
SERVICES**

8. HACN SECURITY WALL PROJECT



9. STAFF SAFETY MEETING



10. GOLF COURSE REOPENING



11. HOLIDAY FUN FAIR



"It's A Spike's Christmas, On Rt. 66, Charlie Brown"

The Needles Youth Development and Education Foundation,
Needles Community Partners, Needles Chamber of Commerce and The City of Needles

Needles Holiday Fun Fair and Lighted Parade

On Broadway between D and F Street

With Activities Inside - Palo Verde College Needles Center

Saturday ~ December 6, 2025

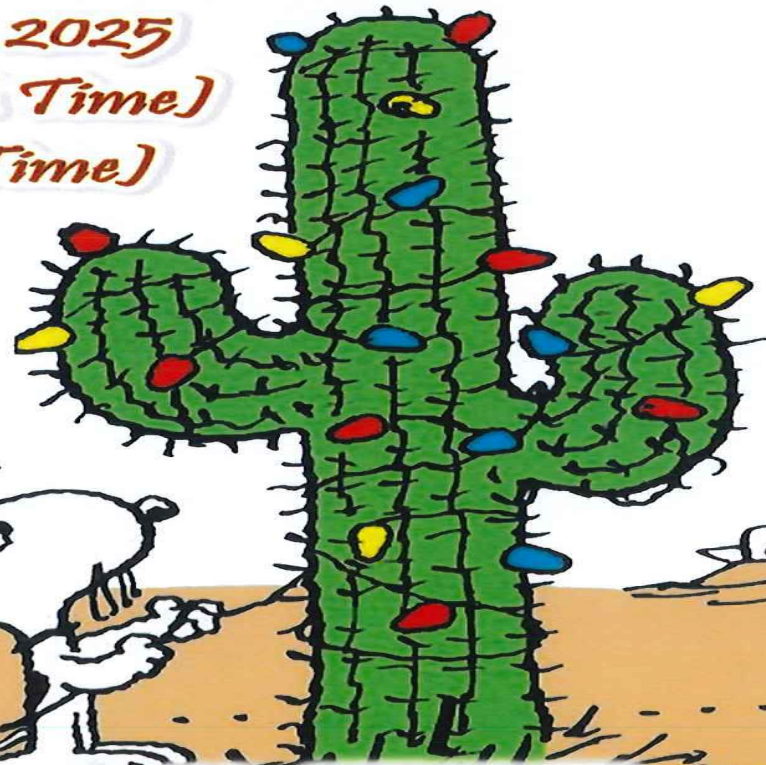
10:00am - 4:00pm ~ (CA Time)

Parade 5:00pm ~ (CA Time)

**Pee Wee
Races**

**Dance Trax 51
Performance**

**Vendors
Crafts
Music
Games**



For More Information Contact Tena McGee @ 760.985.4050

12. 2025 HOMECOMING



HOMECOMING WEEK

MONDAY
10/6

SENIOR SUNRISE
5:30/6AM

TUESDAY
10/7

POWDERPUFF
GAMES
BOYS VB @ 6
GIRLS FLAG FB @ 7

WEDNESDAY
10/8

SENIOR
APPRECIATION DAY
TALENT SHOW @ 11:30

THURSDAY
10/9

MUSTANG
DRIVE @ 5:30
COMMUNITY PEP RALLY @ 6
BONFIRE @ 7

FRIDAY
10/10

PEP RALLY @ 11:30
CORONATION @ 1
HOCO PARADE @ 1:45
JV VOLLEYBALL @ 3/4
V VOLLEYBALL @ 5/6
V FOOTBALL vs. LINCOLN @ 7PM

SATURDAY
10/11

HOMECOMING
DANCE
INTO IBIZA
AT THE AVI
GRAND BALLROOM
FROM 8-11PM



13. 4th ANNUAL RIVER FLOAT EVENT

4th ANNUAL

RIVER FLOATS



Saturday October 11TH 2025
9:00AM – 2:00 PM
Boat Arrivals 7:00 – 8:30AM

Needles Marina Resort
100 Marina Dr. Needles, CA

\$20 Entry fee per boat

SHOW N'

SHINE



Come see
Race & Custom-Built Boats!!

12:45 – Hear them Run, Hear them Roar



14. NEEDLES LIBRARY BOOK CLUB

**Needles Branch Library
Book Club
Every Monday 4pm - 5pm**

Dates and Titles

10/20/25 The Butcher and the Wren
By: Alaina Urquhart

10/27/25 Witch craft for Wayward Girls
By: Grady Hendrix

11/3/25 Death of the Author
By: Nnedi Okorafor

11/10/25 The Seven Husbands of Evelyn Hugo
By: Taylor Jenkins Reid

11/17/25 The Invisible Life of Addie LaRue
By: V. E. Schwab

Stay Cool, Read, and Reflect!