



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

## AGENDA

REGULAR MEETING OF THE  
PARKS AND RECREATION COMMISSION  
CITY OF NEEDLES, CALIFORNIA  
CITY COUNCIL CHAMBERS  
1111 BAILEY AVENUE, NEEDLES

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**WEDNESDAY, FEBRUARY 21, 2024 AT 4:00 PM**

**THE PUBLIC MAY ATTEND THIS MEETING TELEPHONICALLY  
BY CALLING THE FOLLOWING NUMBER:  
1-866-576-7975 - Participant access: 853544**

**THE PUBLIC MAY SUBMIT ANY COMMENTS IN WRITING PRIOR TO 12:00 NOON THE DAY OF  
THE MEETING BY EMAILING [jvalenzuela@cityofneedles.com](mailto:jvalenzuela@cityofneedles.com)**

### CALL TO ORDER

ROLL CALL -- Administer Oath of Office to newly appointed Commissioners Longacre and Renfro

### CORRESPONDENCE

### INTRODUCTIONS

**PUBLIC APPEARANCE:** Persons wishing to address the Commission on subjects other than those scheduled are requested to do so at this time. When called by the Chairman, 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 California Government Code Sec. 54950 prohibits the Commission from taking action on a specific item until it appears on the agenda.

**REGULAR ITEMS** (A three minute time limit per person has been established per Municipal Code Section 2-18)

1. Appointment of Chair and Vice-Chair for ensuing year of 2024 (ACT)
2. Selection of All-Star Coaches for our Youth Basketball 2023-24 season (ACT)
3. Needles Aquatic Center not to exceed \$15,000 to be funded by General Fund Reserves (INF)
4. Park Donations (INF)
5. Duke Watkins Park Improvements Project - Construction Update Presentation (INF)
6. Naming the New Walking Trail at Jack Smith Park to the Marilyn Hohstadt Mathews Trail (INF)
7. Marina Park First Beach Park Improvements Project (Bob Belt Park) Construction Update (INF)

[8.](#) Recreation Reports (INF)

[9.](#) Golf Stats for September 2023-January 2024 - Financials for July-November 2023 (INF)

## **COMMISSION REQUESTS**

## **MANAGER'S REPORT**

Manager's Report 2-2-24

## **ADJOURNMENT**

**INTERNET ACCESS TO BOARD AGENDA AND STAFF REPORT MATERIAL IS AVAILABLE  
PRIOR TO THE MEETING AT: [HTTP://WWW.CITYOFNEEDLES.COM](http://www.cityofneedles.com)**

**Posted: February 16, 2024**

*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. 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).*



## City of Needles, California Staff Report

☐ CITY COUNCIL    ☒ PARK & RECREATION COMMISSION    Regular    X    Special

**Meeting Date:** February 21, 2024

**Title:** Appointment of Chair and Vice-Chair for ensuing year of 2024.

**Background:** Currently the Chair is Casey Pletcher and Vice-Chair is Lorie Long

**Fiscal Impact:** N/A

**Critical Timeline:** N/A

**Environmental:** N/A

**Recommendation:** Commission to appoint a Chair and Vice-Chair for the ensuing year of 2024.

**Submitted By:** Jennifer Valenzuela, Recreation Service Manager

City Management Review: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: <input type="checkbox"/>	Not Approved: <input type="checkbox"/>	Tabled: <input type="checkbox"/>	Other: <input type="checkbox"/>
Agenda Item: 1			



## City of Needles, California Staff Report

☐ CITY COUNCIL    ☒ PARK & RECREATION COMMISSION    Regular X    Special

**Meeting Date:** February 21, 2024

**Title:** Selection of All-Star Coaches for our youth basketball.

**Background:** Coaches have submitted letters, per the Youth Sport Handbook, requesting they be selected for All-Star coach position in the division they coached in. Below is the 2024 All-Star Coaches selection. I feel that these are the best coaches to represent our All-Star teams in tournament play. Each of these coaches have represented the City of Needles and other cities in tournament play in the past and all coaches complied with Scmaf guidelines and the Coaches Ethics of our Youth Sports Handbook (pgs. 13-16) this season. I have attached a copy of their letters for your review:

C GIRLS COACH: JR RODRIGUEZ

C BOYS COACH: CARLO CASTILLO

B GIRLS COACH: LEONARD SANTANA

B BOYS COACH: JEREMY SCHLAU

A DIVISION COACH: CHRISTIAN GOULET

**Fiscal Impact:** N/A

**Critical Timeline:** Need selected by the All-Star player draft on Feb. 22, 2024

**Environmental:** N/A

**Recommendation:** I recommend the commission agree with the selection of the All-Star coaches put forth by the Recreation Service Manager.

**Submitted By:** Jennifer Valenzuela, Recreation Service Manager

City Management Review: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: ☐    Not Approved: ☐    Tabled: ☐    Other: ☐

Agenda Item: 2



## CITY OF NEEDLES, CALIFORNIA STAFF REPORT

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**MEETING TYPE:** Regular

**MEETING DATE:** February 21, 2024

**TITLE:** Needles Aquatic Center not to exceed \$15,000 to be funded by General Fund Reserves

**BACKGROUND:** In July 2023 staff conducted an Aquatic Center audit of the Needles Aquatic swimming pools, water features, systems, and equipment. The report provided a summary of existing conditions, code violations, deficiencies, and proposed improvements for the rehabilitation of the Needles Aquatic Center. The report provided a cost estimate based on the recommendations of approximately \$5 million. City Councils recommended action directed staff to utilize the audit report to determine potential funding opportunities.

The Governor's Office of Planning and Research (OPR) released round 1 of funding through the Extreme Heat and Community Resilience Program.

The Extreme Heat and Community Resilience Program will fund planning and implementation projects to reduce the impacts of extreme heat and build community resilience. The Program will build frameworks for change and invest in local, regional, and tribal projects that strengthen communities that are vulnerable to heat.

Staff have reviewed the notice of funding opportunity released and participated in several workshops to determine that the Needles Aquatic Center rehabilitation project meets the requirements of a large implementation grant. Large implementation grant awards can range from \$500,000 up to \$4 million. OPR anticipates that \$20 Million will be available for competitive awards in Round 1. No match is required for this grant opportunity.

Staff are utilizing the Aquatic Center audit to begin drafting the application. The City is submitting for technical assistance from OPR to draft the application. The full application is due by April 23, 2024, and award notice is anticipated for late 2024.

The Needles Aquatic Center was drained in early October to evaluate the current condition and make necessary repairs. Several repairs have been made during the off-season at the site including maintenance to the slide and slide pool, equipment repairs, light fixture replacement, and swimming features repaired.

Staff have completed a thorough assessment and determined the following repairs are scheduled for the week of February 12<sup>th</sup> to get the pool operational for the upcoming season.

- Main pool – sand, paint, patch, and tile replacement - \$4,700
- Slide – epoxy cover - \$750
- Deck repairs - \$200
- Contingency 5% - \$283

The total proposed budget is \$5,933. City Council authorized the total budget not to exceed \$15,000 on February 13, 2024.

**FISCAL IMPACT:** The proposed budget for repairs of \$15,000 is to be funded by general fund reserves

**ENVIRONMENTAL IMPACT:** None

**RECOMMENDED ACTION:** Information Only

**SUBMITTED BY:** Jennifer Valenzuela

**City Manager Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Other Department Approval (when required):** \_\_\_\_\_ **Date:** \_\_\_\_\_



## CITY OF NEEDLES, CALIFORNIA STAFF REPORT

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**MEETING TYPE:** Regular

**MEETING DATE:** February 21, 2024

**TITLE:** Park Donations

**BACKGROUND:** Members of the community have donated to support the installation of a 20" X 20" solid cast bronze plaque for the Nikki Bunch Field and a 5' bench with engraved boards for the 3 Pete's Family.

The Nikki Bunch plaque will be delivered and installed by March 2024 and the 3 Pete's Memorial Bench will be installed upon completion of the park renovations.

**FISCAL IMPACT:** Approximately \$2,800 in donated funds was received to cover the expenditures associated with the plaque and bench.

**ENVIRONMENTAL  
IMPACT:** None

**RECOMMENDED  
ACTION:** Information Only

**SUBMITTED BY:** Jennifer Valenzuela

**City Manager Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Other Department Approval (when required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

### Nikki Bunch Memorial Plaque



### 3 Pete's Memorial Bench





## CITY OF NEEDLES, CALIFORNIA STAFF REPORT

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**MEETING TYPE:** Regular

**MEETING DATE:** February 21, 2024

**TITLE:** Duke Watkins Park Improvements Project - Construction Update Presentation

**BACKGROUND:** Staff to provide an update on construction activities completed to date and overall schedule for completion.

**FISCAL IMPACT:** None

**ENVIRONMENTAL IMPACT:** None

**RECOMMENDED ACTION:** Information Only

**SUBMITTED BY:** Kathy Raasch, Project Manager

**City Manager Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Other Department Approval (when required):** \_\_\_\_\_ **Date:** \_\_\_\_\_



## CITY OF NEEDLES, CALIFORNIA STAFF REPORT

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**MEETING TYPE:** Regular

**MEETING DATE:** February 21, 2024

**TITLE:** Naming the New Walking Trail at Jack Smith Park to the Marilyn Hohstadt Mathews Trail

**BACKGROUND:** On June 28, 2022, City Council adopted Resolution No. 2022-52 which established a Policy for naming City-owned land, buildings and facilities. Mayor Janet Jernigan requested naming the new Jack Smith Walking Trail after Marilyn Hohstadt Mathews on January 9, 2024. Marilyn Hohstadt Mathews was an educator for 40 years. Mrs. Mathews has been a big advocate for nature (including planting), walking and trails in the Needles community.

On February 13, 2024 City Council adopted resolution 2024-10 officially naming the walking trail at Jack Smith Park to the Marilyn Hohstadt Mathews Trail. A dedication sign will be ordered and installed.

The walking trail exercise equipment is scheduled to be installed March 4, 2024 and the project completion is set for March 15, 2024.

**FISCAL IMPACT:** None

**ENVIRONMENTAL  
IMPACT:** None

**RECOMMENDED  
ACTION:** Information Only

**SUBMITTED BY:** Kathy Raasch, Project Manager

**City Manager Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Other Department Approval (when required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**From:** [Kathy Raasch](#)  
**To:** [Kathy Raasch](#)  
**Subject:** Jsp 1  
**Date:** Wednesday, December 20, 2023 2:00:35 PM

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## CITY OF NEEDLES, CALIFORNIA STAFF REPORT

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**MEETING TYPE:** Regular

**MEETING DATE:** February 21, 2024

**TITLE:** Marina Park First Beach Park Improvements Project (Bob Belt Park)  
Construction Update

**BACKGROUND:** Staff to provide an update on construction activities completed to date and overall schedule for completion.

**FISCAL IMPACT:** None

**ENVIRONMENTAL  
IMPACT:** None

**RECOMMENDED  
ACTION:** Information Only

**SUBMITTED BY:** Kathy Raasch, Project Manager

**City Manager Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Other Department Approval (when required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **RECREATION-AQUATICS-JACK SMITH PARK REPORT**

**RECREATION:** The NUSD After-School Program currently has 267 students enrolled. We have hired our new Recreation Coordinator, Chanler Hartwick. We are in the final weeks of our Youth Basketball season and preparing for our 17<sup>th</sup> Annual Needles Spring Classic Basketball Tournament to be held on March 1-3, 2024. Dance Trax will be holding a Father/Daughter dance at the Recreation Center on Friday, February 16, 2024.

**Facility Rentals for December 2023 and January 2024:** Rodeo Grounds 1 day Arena @\$100

**AQUATICS:** General maintenance and repairs. Currently doing repairs to the plaster/tile in the main pool and preparing to fill. Preparing to repaint the slide. Found and repaired previous water features to the splash pool area and our AFO/parks maintenance built a new water feature for the splash area adjacent to the wade pool. Continuing to seek funding options for the upgrades & repairs to the entire Aquatic

**JSP:** Preparing for the upcoming season which begins Saturday, March 2<sup>nd</sup> with hours being 9:00am – 4:00pm Sat/Sun in March.

<b>Aquatics</b>	UNAUDITED			
<i>FY 2024</i>				
	<b>Fiscal YTD 07/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	4,144	9,350	5,206	
<b>Total</b>	<b>4,144</b>	<b>9,350</b>	<b>5,206</b>	<b>44%</b>
<b>Expenses</b>				
	33,635	246,913	213,278	
<b>Total</b>	<b>33,635</b>	<b>246,913</b>	<b>213,278</b>	<b>14%</b>
<b>Recreation</b>				
<i>FY 2024</i>	\$ -	\$ -		
	<b>Fiscal YTD 07/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	1,140	45,000	43,860	
<b>Total</b>	<b>1,140</b>	<b>45,000</b>	<b>43,860</b>	<b>3%</b>
<b>Expenses</b>				
	114,535	469,622	355,087	
<b>Total</b>	<b>114,535</b>	<b>469,622</b>	<b>355,087</b>	<b>24%</b>
<b>Jack Smith Park</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 07/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	38,380	243,000	204,620	
<b>Total</b>	<b>38,380</b>	<b>243,000</b>	<b>204,620</b>	<b>16%</b>
<b>Expenses</b>				
	10,620	115,646	105,026	
<b>Total</b>	<b>10,620</b>	<b>115,646</b>	<b>105,026</b>	<b>9%</b>
<b>Golf</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 07/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	16,937	693,805	676,868	
<b>Total</b>	<b>16,937</b>	<b>693,805</b>	<b>676,868</b>	<b>2%</b>
<b>Expenses</b>				
Golf Maintenance	39,067	696,256	657,189	6%
Golf Operations (Pro Shop)	20,922	442,685	421,763	5%
<b>Total</b>	<b>59,989</b>	<b>1,138,941</b>	<b>1,078,952</b>	<b>5%</b>

<b>Aquatics</b>	UNAUDITED			
<i>FY 2024</i>				
	<b>Fiscal YTD 08/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	5,132	9,350	4,218	
<b>Total</b>	<b>5,132</b>	<b>9,350</b>	<b>4,218</b>	<b>55%</b>
<b>Expenses</b>				
	57,273	246,913	189,640	
<b>Total</b>	<b>57,273</b>	<b>246,913</b>	<b>189,640</b>	<b>23%</b>
<b>Recreation</b>				
<i>FY 2024</i>	\$ -	\$ -		
	<b>Fiscal YTD 08/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	4,142	45,000	40,858	
<b>Total</b>	<b>4,142</b>	<b>45,000</b>	<b>40,858</b>	<b>9%</b>
<b>Expenses</b>				
	137,643	469,622	331,979	
<b>Total</b>	<b>137,643</b>	<b>469,622</b>	<b>331,979</b>	<b>29%</b>
<b>Jack Smith Park</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 08/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	56,860	243,000	186,140	
<b>Total</b>	<b>56,860</b>	<b>243,000</b>	<b>186,140</b>	<b>23%</b>
<b>Expenses</b>				
	20,607	115,646	95,039	
<b>Total</b>	<b>20,607</b>	<b>115,646</b>	<b>95,039</b>	<b>18%</b>
<b>Golf</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 08/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	33,535	693,805	660,270	
<b>Total</b>	<b>33,535</b>	<b>693,805</b>	<b>660,270</b>	<b>5%</b>
<b>Expenses</b>				
Golf Maintenance	100,802	696,256	595,454	14%
Golf Operations (Pro Shop)	57,536	442,685	385,149	13%
<b>Total</b>	<b>158,338</b>	<b>1,138,941</b>	<b>980,603</b>	<b>14%</b>

<b>Aquatics</b>	UNAUDITED			
<i>FY 2024</i>				
	<b>Fiscal YTD 10/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	8,022	9,350	1,328	
<b>Total</b>	<b>8,022</b>	<b>9,350</b>	<b>1,328</b>	<b>86%</b>
<b>Expenses</b>				
	81,329	246,913	165,584	
<b>Total</b>	<b>81,329</b>	<b>246,913</b>	<b>165,584</b>	<b>33%</b>
<b>Recreation</b>				
<i>FY 2024</i>	\$ -	\$ -		
	<b>Fiscal YTD 10/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	21,077	45,000	23,923	
<b>Total</b>	<b>21,077</b>	<b>45,000</b>	<b>23,923</b>	<b>47%</b>
<b>Expenses</b>				
	185,226	469,622	284,396	
<b>Total</b>	<b>185,226</b>	<b>469,622</b>	<b>284,396</b>	<b>39%</b>
<b>Jack Smith Park</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 10/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	81,103	243,000	161,897	
<b>Total</b>	<b>81,103</b>	<b>243,000</b>	<b>161,897</b>	<b>33%</b>
<b>Expenses</b>				
	32,947	115,646	82,699	
<b>Total</b>	<b>32,947</b>	<b>115,646</b>	<b>82,699</b>	<b>28%</b>
<b>Golf</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 10/31/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	98,288	693,805	595,517	
<b>Total</b>	<b>98,288</b>	<b>693,805</b>	<b>595,517</b>	<b>14%</b>
<b>Expenses</b>				
Golf Maintenance	247,577	696,256	448,679	36%
Golf Operations (Pro Shop)	142,445	442,685	300,240	32%
<b>Total</b>	<b>390,022</b>	<b>1,138,941</b>	<b>748,919</b>	<b>34%</b>

<b>Aquatics</b>	UNAUDITED			
<i>FY 2024</i>				
	<b>Fiscal YTD 11/30/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	8,022	9,350	1,328	
<b>Total</b>	<b>8,022</b>	<b>9,350</b>	<b>1,328</b>	<b>86%</b>
<b>Expenses</b>				
	88,690	246,913	158,223	
<b>Total</b>	<b>88,690</b>	<b>246,913</b>	<b>158,223</b>	<b>36%</b>
<b>Recreation</b>				
<i>FY 2024</i>	\$ -	\$ -		
	<b>Fiscal YTD 11/30/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	21,077	45,000	23,923	
<b>Total</b>	<b>21,077</b>	<b>45,000</b>	<b>23,923</b>	<b>47%</b>
<b>Expenses</b>				
	208,237	469,622	261,385	
<b>Total</b>	<b>208,237</b>	<b>469,622</b>	<b>261,385</b>	<b>44%</b>
<b>Jack Smith Park</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 11/30/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	81,103	243,000	161,897	
<b>Total</b>	<b>81,103</b>	<b>243,000</b>	<b>161,897</b>	<b>33%</b>
<b>Expenses</b>				
	37,680	115,646	77,966	
<b>Total</b>	<b>37,680</b>	<b>115,646</b>	<b>77,966</b>	<b>33%</b>
<b>Golf</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 11/30/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	170,730	693,805	523,075	
<b>Total</b>	<b>170,730</b>	<b>693,805</b>	<b>523,075</b>	<b>25%</b>
<b>Expenses</b>				
Golf Maintenance	312,977	696,256	383,279	45%
Golf Operations (Pro Shop)	182,667	442,685	260,018	41%
<b>Total</b>	<b>495,644</b>	<b>1,138,941</b>	<b>643,297</b>	<b>44%</b>

<b>Aquatics</b>	UNAUDITED			
<i>FY 2024</i>				
	<b>Fiscal YTD 09/30/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	5,372	9,350	3,978	
<b>Total</b>	<b>5,372</b>	<b>9,350</b>	<b>3,978</b>	<b>57%</b>
<b>Expenses</b>				
	69,253	246,913	177,660	
<b>Total</b>	<b>69,253</b>	<b>246,913</b>	<b>177,660</b>	<b>28%</b>
<b>Recreation</b>				
<i>FY 2024</i>	\$ -	\$ -		
	<b>Fiscal YTD 09/30/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	6,787	45,000	38,213	
<b>Total</b>	<b>6,787</b>	<b>45,000</b>	<b>38,213</b>	<b>15%</b>
<b>Expenses</b>				
	161,551	469,622	308,071	
<b>Total</b>	<b>161,551</b>	<b>469,622</b>	<b>308,071</b>	<b>34%</b>
<b>Jack Smith Park</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 09/30/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	75,292	243,000	167,708	
<b>Total</b>	<b>75,292</b>	<b>243,000</b>	<b>167,708</b>	<b>31%</b>
<b>Expenses</b>				
	27,343	115,646	88,303	
<b>Total</b>	<b>27,343</b>	<b>115,646</b>	<b>88,303</b>	<b>24%</b>
<b>Golf</b>				
<i>FY 2024</i>	Prelim	\$ -		
	<b>Fiscal YTD 09/30/23</b>	<b>Budget</b>	<b>Balance</b>	<b>%</b>
<b>Revenue</b>				
	40,078	693,805	653,727	
<b>Total</b>	<b>40,078</b>	<b>693,805</b>	<b>653,727</b>	<b>6%</b>
<b>Expenses</b>				
Golf Maintenance	186,258	696,256	509,998	27%
Golf Operations (Pro Shop)	82,004	442,685	360,681	19%
<b>Total</b>	<b>268,262</b>	<b>1,138,941</b>	<b>870,679</b>	<b>24%</b>



## City of Needles, California Commission Report

☐ CITY COUNCIL ☒ PARK AND RECREATION ☒ Regular ☐ Special

**Meeting Date:** February 21, 2024

**Title:** Golf Stats for September 2023-January 2024 - Financials for July-November 2023

**Background:**

**Fiscal Impact:**

**Recommendation:** No Action Needed - Information Only

**Submitted By:** Barbara DiLeo, Finance

**City Management Review:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Approved: ☐ Not Approved: ☐ Tabled: ☐ Other: ☐

Agenda Item: \_\_\_\_\_



Golf Course Comparisons												
		Oct-22	compared to	Oct-23								
TOTAL DOLLARS COMPARED						TOTAL GOLFERS COMPARED						
Day of Month		Current Yr. Deposit Amount	Prior Yr Deposit Amount	Variance	Mo to date Variance		Regular	Pass	Total	Prior	Variance	Mo to date Variance
1	Saturday	\$ -	\$ -	\$ -	\$ -		0	0	0	0	-	-
2	Sunday	\$ -	\$ -	\$ -	\$ -		0	0	0	0	-	-
3	Monday	\$ 606	\$ 3,630	\$ (3,024)	\$ (3,024)		112	0	112	112	-	-
4	Tuesday	\$ -	\$ 123	\$ (123)	\$ (3,147)		0	0	0	0	-	-
5	Wednesday	\$ -	\$ 2,609	\$ (2,609)	\$ (5,756)		0	0	0	0	-	-
6	Thursday	\$ 5,192	\$ -	\$ 5,192	\$ (564)		27	24	51	0	51	51
7	Friday	\$ 1,279	\$ 3,269	\$ (1,990)	\$ (2,553)		33	9	42	86	(44)	7
8	Saturday	\$ 2,320	\$ 1,211	\$ 1,110	\$ (1,444)		49	15	64	29	35	42
9	Sunday	\$ 4,402	\$ 1,211	\$ 3,191	\$ 1,747		36	22	58	56	2	44
10	Monday	\$ 848	\$ 588	\$ 260	\$ 2,008		19	15	34	29	5	49
11	Tuesday	\$ 1,375	\$ 922	\$ 453	\$ 2,461		37	17	54	41	13	62
12	Wednesday	\$ 1,364	\$ 820	\$ 544	\$ 3,005		38	9	47	116	(69)	(7)
13	Thursday	\$ 1,386	\$ 2,129	\$ (743)	\$ 2,261		47	13	60	50	10	3
14	Friday	\$ 3,513	\$ 1,089	\$ 2,424	\$ 4,686		42	2	44	37	7	10
15	Saturday	\$ 605	\$ 1,636	\$ (1,031)	\$ 3,655		26	13	39	35	4	14
16	Sunday	\$ 1,746	\$ 2,517	\$ (771)	\$ 2,884		10	14	24	53	(29)	(15)
17	Monday	\$ 892	\$ 1,809	\$ (917)	\$ 1,966		26	13	39	76	(37)	(52)
18	Tuesday	\$ 1,181	\$ 464	\$ 717	\$ 2,683		30	17	47	39	8	(44)
19	Wednesday	\$ 1,087	\$ 5,148	\$ (4,061)	\$ (1,378)		11	15	26	60	(34)	(78)
20	Thursday	\$ 1,236	\$ 1,561	\$ (325)	\$ (1,703)		32	19	51	57	(6)	(84)
21	Friday	\$ 2,542	\$ 1,393	\$ 1,149	\$ (554)		74	3	77	59	18	(66)
22	Saturday	\$ 1,913	\$ 1,555	\$ 358	\$ (196)		54	15	69	19	50	(16)
23	Sunday	\$ 718	\$ 1,306	\$ (589)	\$ (785)		16	20	36	58	(22)	(38)
24	Monday	\$ 4,110	\$ 861	\$ 3,248	\$ 2,463		38	22	60	52	8	(30)
25	Tuesday	\$ 2,442	\$ 1,325	\$ 1,117	\$ 3,580		42	23	65	63	2	(28)
26	Wednesday	\$ 1,424	\$ 1,733	\$ (309)	\$ 3,271		9	29	38	68	(30)	(58)
27	Thursday	\$ 972	\$ 532	\$ 440	\$ 3,711		56	25	81	28	53	(5)
28	Friday	\$ 1,203	\$ 2,907	\$ (1,704)	\$ 2,007		35	14	49	87	(38)	(43)
29	Saturday	\$ 386	\$ 1,047	\$ (661)	\$ 1,346		10	5	15	52	(37)	(80)
30	Sunday	\$ 432	\$ 1,048	\$ (615)	\$ 730		14	18	32	49	(17)	(97)
31	Monday	\$ 965	\$ 1,331	\$ (366)	\$ 365		18	20	38	63	(25)	(122)
		\$ 46,139	\$ 45,774	\$ 365			941	411	1352	1474	(122)	

Golf Course Comparisons											
		Nov-22	compared to	Nov-23							
TOTAL DOLLARS COMPARED						TOTAL GOLFERS COMPARED					
Day of Month		Current Yr. Deposit Amount	Prior Yr Deposit Amount	Variance	Mo to date Variance	Regular	Pass	Total	Prior	Variance	Mo to date Variance
1	Saturday	\$ 6,077	2,014.33	\$ 4,063	\$ 4,063	58	24	82	48	34	34
2	Sunday	\$ 5,616	7,383.28	\$ (1,768)	\$ 2,295	60	35	95	84	11	45
3	Monday	\$ 2,875	490.00	\$ 2,385	\$ 4,680	70	32	102	44	58	103
4	Tuesday	\$ 2,000	2,366.11	\$ (366)	\$ 4,314	55	29	84	88	(4)	99
5	Wednesday	\$ 1,457	3,140.16	\$ (1,683)	\$ 2,631	33	19	52	97	(45)	54
6	Thursday	\$ 1,212	1,808.79	\$ (597)	\$ 2,035	22	33	55	85	(30)	24
7	Friday	\$ 2,552	1,640.91	\$ 911	\$ 2,946	78	31	109	82	27	51
8	Saturday	\$ 922	441.00	\$ 481	\$ 3,427	20	22	42	37	5	56
9	Sunday	\$ 366	2,079.11	\$ (1,714)	\$ 1,713	8	10	18	69	(51)	5
10	Monday	\$ 2,606	1,476.62	\$ 1,130	\$ 2,843	72	35	107	81	26	31
11	Tuesday	\$ 2,186	1,452.06	\$ 734	\$ 3,576	61	21	82	67	15	46
12	Wednesday	\$ 5,052	5,035.43	\$ 17	\$ 3,593	85	24	109	98	11	57
13	Thursday	\$ 2,361	2,106.38	\$ 254	\$ 3,848	17	34	51	57	(6)	51
14	Friday	\$ 3,750	1,956.93	\$ 1,793	\$ 5,641	73	27	100	100	-	51
15	Saturday	\$ 3,261	257.09	\$ 3,004	\$ 8,645	95	38	133	15	118	169
16	Sunday	\$ 871	1,621.00	\$ (750)	\$ 7,895	28	22	50	9	41	210
17	Monday	\$ 2,002	2,426.34	\$ (424)	\$ 7,470	69	34	103	89	14	224
18	Tuesday	\$ 1,939	1,547.92	\$ 391	\$ 7,862	41	28	69	83	(14)	210
19	Wednesday	\$ 1,577	449.42	\$ 1,128	\$ 8,989	37	30	67	16	51	261
20	Thursday	\$ 268	971.98	\$ (704)	\$ 8,285	9	12	21	57	(36)	225
21	Friday	\$ 1,561	5,095.85	\$ (3,534)	\$ 4,751	37	18	55	94	(39)	186
22	Saturday	\$ 2,175	2,776.49	\$ (601)	\$ 4,150	62	38	100	74	26	212
23	Sunday	\$ 1,144	2,317.12	\$ (1,173)	\$ 2,976	23	19	42	91	(49)	163
24	Monday	\$ 2,992	992.88	\$ 2,000	\$ 4,976	117	37	154	38	116	279
25	Tuesday	\$ 846	3,370.56	\$ (2,524)	\$ 2,451	14	3	17	144	(127)	152
26	Wednesday	\$ 2,984	592.81	\$ 2,391	\$ 4,843	19	16	35	6	29	181
27	Thursday	\$ 4,698	1,096.46	\$ 3,601	\$ 8,444	16	16	32	60	(28)	153
28	Friday	\$ 724	5,298.26	\$ (4,574)	\$ 3,870	20	31	51	175	(124)	29
29	Saturday	\$ 2,568	1,469.85	\$ 1,098	\$ 4,969	65	40	105	54	51	80
30	Sunday	\$ 1,326	2,136.53	\$ (811)	\$ 4,158	18	34	52	79	(27)	53
		\$ 69,970	\$ 65,812	\$ 4,158		1382	792	2174	2121	53	





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## MEMORANDUM

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: PATRICK J. MARTINEZ, CITY MANAGER

SUBJECT: WEEKLY MEMORANDUM

DATE: February 2, 2024

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1. On Tuesday January 30, 2024, the City Council the City Council took decisive action by formally adopting Resolution No. 2024-7, thereby officially declaring a Local Emergency in response to the closure of the sole California pharmacy in Needles. This resolution empowers the City Manager to actively pursue essential goods, services, and mutual aid from neighboring local agencies, as well as the County of San Bernardino and the State of California. This strategic initiative is designed to ensure the swift acquisition of ample resources to address the immediate emergency, facilitating the procurement of aid and services. This guarantees that residents of Needles maintain uninterrupted access to critical medications and essential goods and services. Refer to attached emergency declaration.
2. Today, City Staff issued a press release regarding the Rite Aid Pharmacy Closure Update #1. In response to the Rite Aid Pharmacy closure, effective February 5, 2024, all prescriptions will be seamlessly transferred to CVS Fort Mohave, located at 4744 S. Highway 95, AZ 86426. Contact CVS Fort Mohave directly at (928) 763-6822 for inquiries. Alternative pharmacies include CVS 24-hour in Bullhead City, Safeway, and Riverside Pharmacy. Ensure availability and operating hours by calling ahead. As of 2/2/2024, Medi-Cal enrollment is confirmed for Safeway, CVS, and Riverside Pharmacy. Dial-a-Ride (DAR) Medical Transport and DAR Shopper Shuttle are available with reservation and prepayment for transportation options from Needles to Arizona pharmacies. Details and reservations can be made by calling the Senior Center at (760) 326-4789—additional resources, including Medi-Cal Rx, IEHP Dual Choice, and IEHP Covered, are outlined in the press release. For further updates, download the Needles Connect app or visit [www.cityofneedles.com](http://www.cityofneedles.com). Please refer to the attached document for more details.

3. The City of Needles is delighted to introduce Chanler Hartwick as the newest Recreation Coordinator within our Parks & Recreation Services Department. In her capacity, Ms. Hartwick will collaborate with the city's Recreation Services Manager to expertly plan, facilitate, instruct, and oversee a diverse range of recreation activities, including arts and crafts, games, team sports, and informal gatherings at various locations, such as parks, playgrounds, and the recreation center.
4. Today, City Staff participated in the severe weather briefing at the San Bernardino County Office of Emergency Services (OES). Anticipating a second storm front from Monday to Friday, with peak intensity on Tuesday and Wednesday, City Staff urged OES to oversee flood monitoring, especially along Needles Highway. Rigorous preparations for potential flooding are underway, and our electric crew is primed to address any storm-induced power outages. On Monday, City Staff will compile a roster of standby employees ready to respond in an emergency. The San Bernardino County Emergency Operations Center (EOC) is on standby, poised for activation in the event of damages. The City's proactive measures ensure a swift and coordinated response to any challenges the impending storm poses.
5. On January 20, 2024, City Staff actively engaged in the Colorado River Medical Center (CRMC) Community Health Needs Assessment, contributing to improving community health. Through this involvement, City Staff gained valuable insights into the community's health challenges, empowering CRMC to align services and resources more effectively to cater to the needs of the Needles population. Additionally, City Staff played a pivotal role in identifying and addressing these crucial health needs during the assessment process.

# 1. EMERGENCY DECLARATION

Item 1.

## EMERGENCY RESOLUTION 2024-7

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEEDLES, CALIFORNIA DECLARING A LOCAL EMERGENCY THREATENING PUBLIC HEALTH AND WELFARE WITHIN THE NEEDLES COMMUNITY

**WHEREAS**, the City Manager described in great detail a local emergency that occurred due to the imminent closure of the only California pharmacy within the City of Needles, which the Needles' community relies upon to purchase and obtain critical and sometimes life sustaining medications, goods and services. The closure of the sole existing pharmacy within the City will result in local residents lacking access to a California pharmacy within the City to provide needed and sometimes life sustaining medication, goods and services; and

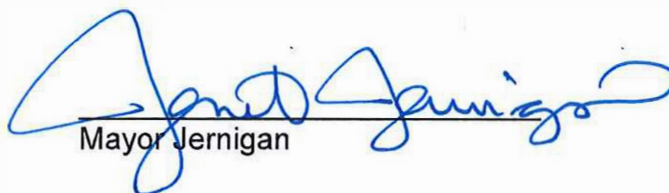
**WHEREAS**, in light of the emergency situation, there is an immediate threat to the public health, safety and welfare of residents of the City of Needles.

**NOW THEREFORE, IT IS RESOLVED AND DECLARED** that a local emergency now exists throughout the City of Needles pursuant to the Emergency Services Act, Government Code, § 8558, et. seq.; and

**BE IT FURTHER RESOLVED AND DECLARED** that the City Manager is authorized to take all actions to protect the interests of the city and protect the health, safety, and welfare of residents as a result of the closure of the sole pharmacy within the City. During the existence of said local emergency, the City Manager is directed and authorized to seek any needed goods, services and mutual aid from surrounding local agencies, as well as the County of San Bernardino and State of California to ensure that the City has access to adequate resources to address the immediate emergency and to procure aid and services to ensure that residents of Needles have access to critical medications and related goods and services.

**PASSED, APPROVED, AND ADOPTED** at a special meeting of the City Council of the City of Needles, California, held on the 30th day of January 2024, by the following roll call vote:

AYES: Council Members Campbell, Merritt, Pogue and Belt  
NOES: None  
ABSENT: Council Members Longbrake and McCorkle  
ABSTAIN: None

  
Mayor Vernigan

(Seal)

Attest:

  
City Clerk

# CITY OF NEEDLES

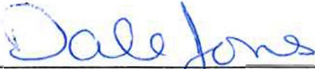
817 Third Street • Needles, California 92363  
(760) 326-2113 • FAX (760) 326-6765

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Mayor Jan Jernigan  
Vice Mayor Kirsten Merritt  
Councilmember Tona Belt  
Councilmember Ellen Campbell  
Councilmember Jamie McCorkle  
Councilmember JoAnne Pogue  
Councilmember Henry Longbrake  
City Manager Patrick Martinez

## CERTIFICATION

I, Dale Jones, City Clerk of the City of Needles, California, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2024-7



\_\_\_\_\_  
Dale Jones, CMC  
City Clerk

(SEAL)

Date: January 31, 2024



## 2. PRESS RELEASE

*City of Needles*

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

Mayor Janet Jernigan  
Vice Mayor Kirsten Merritt  
Councilmember Tona Belt  
Councilmember Ellen Campbell  
Councilmember Jamie McCorkle  
Councilmember JoAnne Pogue  
Councilmember Henry Longbrake  
City Manager Patrick Martinez

### NEWS RELEASE

FOR IMMEDIATE RELEASE  
February 2, 2024

Contact: Rainie Torrance  
Emergency Response Coordinator  
(760) 326-5700 Ext. 140  
[torrance@cityofneedles.com](mailto:torrance@cityofneedles.com)

### Rite Aid Pharmacy Closure Update #1

Needles Community – Last October, Rite Aid faced financial challenges and sought Chapter 11 bankruptcy protection, allowing for a structured evaluation of its operations. This process aimed to streamline its footprint by closing underperforming stores while addressing litigation claims fairly. Unfortunately, the City of Needles has received disheartening news regarding its only pharmacy, Rite Aid, which will cease operations on Tuesday, February 6, 2024, as part of the ongoing bankruptcy and restructuring efforts.

At the close of business on Monday, February 5, 2024, **ALL** Rite Aid pharmacy prescriptions will seamlessly transfer to CVS Fort Mohave, situated at 4744 S. Highway 95, AZ 86426. For any inquiries, please contact CVS Fort Mohave directly at (928) 763-6822. We understand the impact this may have on the community, and we appreciate your understanding during this transition period.

#### Where can I fill my prescriptions?

##### **CVS**

4744 S Highway 95  
Fort Mohave, AZ 86426  
(928) 763-6822

##### **Medi-Cal Enrolled**

##### **Safeway**

4823 S Highway 95  
Fort Mohave, AZ 86426  
(928) 704-4433

##### **Medi-Cal Enrolled**

##### **CVS 24-hour**

2350 Miracle Mile  
Bullhead City, AZ 86442  
(928) 758-2212

##### **Medi-Cal Enrolled**

##### **Riverside Pharmacy**

2410 Highway 95  
Bullhead City, AZ 86442  
(928) 219-4700

##### **Medi-Cal Enrolled**

Be sure to call the pharmacy before going to pick up your prescriptions. The pharmacy will verify over the phone that they have your medication in stock, and your refills are available to be picked up. For residents with specific insurance requirements, Safeway, CVS, and Riverside Pharmacy are confirmed to be enrolled with Medi-Cal. Be sure to verify their operating hours and explore any additional services they may provide.

**As more pharmacies get approved, we will furnish you with additional information to further assist you. Thank you for your understanding during this transitional period, and we are committed to keeping you informed about available healthcare options in the community.**

#### What resources are available for transportation from Needles to a pharmacy in Arizona?

##### **Dial-a-Ride (DAR) Medical Transport:**

Fare: \$6.00 (round-trip) from Needles Senior Center up to Safeway/CVS/Smiths, Fort Mohave, AZ or \$12.00 (round-trip) up to Laughlin Bridge in Bullhead City, AZ

Days: Tuesday/Thursday

Reservation and prepayment are required no later than 11am the day prior to the scheduled trip and, as seats are limited, all trips are on a first come first served basis.

There are no discounted or free fares on this service, the fare applies to all passengers.

#### **DAR Shopper Shuttle:**

Fare: \$9.00 (round-trip) from El Garces (leaves the parking lot at 8:15am) to Walmart, CVS, Smiths, and Safeway in Fort Mohave, AZ

Day: Wednesday

Reservation and prepayment is required no later than 11am the day prior to the scheduled trip and, as seats are limited, all trips are on a first come first served basis.

There are no discounted or free fares on this service, the fare applies to all passengers.

Call the Senior Center at (760) 326-4789 to schedule your reservation for the Medical Transport or Shopper Shuttle.

Additional information can be found on the City of Needles website [www.cityofneedles.com](http://www.cityofneedles.com).

#### **What resources are available?**

Please call Medi-Cal Rx at 1 (800) 977-2273 (TTY 1-800-977-2273) for questions about your Medi-Cal pharmacy benefit. A Medi-Cal Pharmacy can be located on the [Medi-Cal Rx website](#).

- IEHP DualChoice (Medicare/Medi-Cal)
  - 1 (877) 273-IEHP (4347)
  - TTY: 1-800-718-IEHP (4347)
- IEHP Covered (Covered California)
  - 1 (877) 433-IEHP (4347)
  - TTY: 711

Mail order pharmacy services are also available for IEHP Dual Choice and IEHP Covered members. SortPak pharmacy is an IEHP network mail order pharmacy. Starting February 6, 2024, prescriptions can be transferred by contacting SortPak Pharmacy at (877) 570-7787 and ask them to contact the CVS Pharmacy in Fort Mohave at (928) 763-6822.

#### **Department of Behavioral Health – [www.sbcounty.gov/dbh/](http://www.sbcounty.gov/dbh/)**

- Access Unit (Behavioral Health Helpline) - (888) 743-1478 (24 hours/365 days)
- Screening Assessment and Referral Center (Substance Use Disorder Helpline) - (800) 968-2636 (24 hours/365 days)
- Crisis Contact Center - Community Crisis Response Teams - (800) 398-0018 or text (909) 420-0560 (24 hours/365 days)
- Needles Behavioral Health Clinic – (760) 326-9313

#### **Department of Aging and Adult Services-Public Guardian – [hss.sbcounty.gov/daas/](http://hss.sbcounty.gov/daas/)**

- Senior Information and Assistance - (800) 510-2020  
(Non-emergency response, Monday-Friday 7 a.m. – 5 p.m.)
- Adult Protective Services - (877) 565-2020 (24-hour Hotline)
- Needles DAAS-PG Office - (760) 326-9328 (Monday-Friday 7 a.m. – 5 p.m.)

For press release information from the City of Needles, download the citizen engagement mobile app named Needles Connect in the [Apple App](#) or [Google Play Store](#) or visit [www.cityofneedles.com](http://www.cityofneedles.com)