



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

AGENDA

REGULAR MEETING OF THE PLANNING COMMISSION
CITY OF NEEDLES, CALIFORNIA
WEDNESDAY, DECEMBER 06, 2023 AT 4:00 PM
CITY COUNCIL CHAMBERS
1111 BAILEY AVENUE, NEEDLES

**THE PUBLIC MAY ALSO ATTEND VIA TEAMS OR IN PERSON
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: 274 024 336#
OR listen in and participate by calling Teams: 1-323-488-2227 - Meeting ID: 274 024 336#
The meetings are being recorded.***

CALL TO ORDER
ROLL CALL
PLEDGE OF ALLEGIANCE
APPROVAL OF AGENDA
CONFLICT OF INTEREST
CORRESPONDENCE
INTRODUCTIONS

**AS A COURTESY TO THOSE IN ATTENDANCE, WE WOULD ASK THAT CELL PHONES BE
TURNED OFF OR SET IN THEIR SILENT MODE. THANK YOU**

PRESENTATIONS

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

1. Presentation to Linda Kidd in recognition of her service to the Planning Commission and the City of Needles

PUBLIC APPEARANCE - Persons wishing to address the Commissioners on subjects other than those scheduled are requested to do so at this time. When called by the Chair, 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 Commissioners from taking action on a specific item until it appears on the agenda.

REGULAR ITEMS

- [2.](#) Approve the Minutes of October 4, 2023
- [3.](#) Cannabis Update

COMMISSIONER REQUESTS

CITY MANAGER REPORT

4. City Manager Report

ADJOURNMENT

**INTERNET ACCESS TO PLANNING COMMISSION AGENDAS AND STAFF REPORT MATERIAL IS
AVAILABLE PRIOR TO PLANNING COMMISSION MEETINGS AT:
[HTTP://WWW.CITYOFNEEDLES.COM](http://www.cityofneedles.com)**

Posted: December 1, 2023

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 a meeting is available for public inspection at the Needles Administrative Office, 817 Third Street, Needles, CA 92363.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Candace Clark, Assistant City Clerk, 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)

If a decision is made at this hearing and you later disagree with the decision, only issues raised at the public hearing or in written form at or before the public hearing can be considered.

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 1st day of December, 2023

/s/ Candace Clark, CPMC, Assistant City Clerk



MINUTES

Item 2.

REGULAR MEETING OF THE PLANNING COMMISSION CITY OF NEEDLES, CALIFORNIA

WEDNESDAY, OCTOBER 04, 2023 AT 4:00 PM

CITY COUNCIL CHAMBERS

1111 BAILEY AVENUE, NEEDLES

CALL TO ORDER - Chair Kidd called the meeting to order at 4pm

ROLL CALL

PRESENT

Chair Linda Kidd

Commissioner Michael Wright

Commissioner Barbara Beard

Commissioner Kevin Ostby

Commissioner Charles Dressler

Commissioner Will Bosboom

ABSENT

Commissioner Bob Rath

PLEDGE OF ALLEGIANCE - led by Chair Kidd

APPROVAL OF AGENDA

Chair Kidd called for a motion to approve the agenda. Commissioner Beard moved, second by Commissioner Wright, motion carried by the following vote:

Ayes: Chair Kidd, Commissioners Wright, Beard, Ostby, Dressler and Bosboom

Noes: None

Absent: Commissioner Rath

CONFLICT OF INTEREST - None

CORRESPONDENCE - None

INTRODUCTIONS - Chair Kidd acknowledged Council Member Pogue and Mayor Jernigan in attendance.

Chair Kidd moved to excuse the absence of Commissioner Rath, second by Commissioner Ostby, motion carried by the following vote:

Ayes: Chair Kidd, Commissioners Wright, Beard, Ostby, Dressler and Bosboom

Noes: None

Absent: Commissioner Rath

PUBLIC APPEARANCE - None

PUBLIC HEARINGS

Commissioner Beard made a motion to request moving Public Hearing Item 2 to Item 1, second by Chair Kidd, motion carried by the following vote:

Ayes: Chair Kidd, Commissioners Wright, Beard, Ostby, Dressler and Bosboom

Noes: None

Absent: Commissioner Rath

2. Public hearing held to consider all evidence and testimony for or against Planning Commission Resolution No. 10-04-2023-2 PC recommending to the City Council Approval of an Amendment to Conditional Use Permit 10-19-2022-1 PC Adding Cannabis Consumption to the existing 2,399 Sq. Ft. Retail Cannabis Business to be located at 2701 Columbus Drive also known as APN 0660-081-40-0000 in the C-2 General Commercial Zone.

City Manager Patrick Martinez reported, commissioners asked questions and minimal discussion ensued. Applicant Cheryl Montanez addressed council questions.

Chair Kidd opened the public hearing at 4:15 pm

During Public Comment JoAnne Pogue expressed concern over consumption and subsequent driving.

Chair Kidd closed the public hearing at 4:17 pm

City Manager Patrick Martinez addressed commissioners' parking questions and commented on public transit that is available adjacent to the property.

After minimal discussion, Commissioner Beard moved, second by Commissioner Ostby, to approve Planning Commission Resolution No. 10-04-2023-2 PC recommending to the City Council Approval of an Amendment to Conditional Use Permit 10-19-2022-1 PC Adding Cannabis Consumption to the existing 2,399 Sq. Ft. Retail Cannabis Business to be located at 2701 Columbus Drive also known as APN 0660-081-40-0000 in the C-2 General Commercial Zone. Motion carried by the following vote:

Ayes: Chair Kidd, Commissioners Wright, Beard, Ostby, Dressler and Bosboom
 Noes: None
 Absent: Commissioner Rath

1. Public hearing held to consider all evidence and testimony for or against Planning Commission Resolution No. 10-04-2023-1 PC, recommending to City Council an Amendment to the Needles Municipal Code (NMC) sections of the Zoning Ordinance as follows: Section 94 "Permits", Section 96 "Uses", Section 97 "Intensity of Uses", Section 98 "Site Requirements", Section 99 "Development Standards", Section 111 "Vehicular Provisions", Section 112 "Special Requirements for Certain Users", Section 115 "Nonconforming Situations", Needles Municipal Code Chapter 19 "Subdivision of Land"

Retiring City Manager Rick Daniels reported, commissioners asked questions and discussion ensued.

Chair Kidd opened the public hearing at 5:01 pm

During Public Comment Janet Jernigan raised concern about commercial truck parking in residential areas. Discussion among commissioners ensued, staff addressed concerns.

Chair Kidd closed the public hearing at 5:05 pm

After discussion, Commissioner Beard moved, second by Commissioner Dressler, to approve Resolution No. 10-04-2023-1 PC, recommending to City Council an Amendment to the Needles Municipal Code (NMC) sections of the Zoning Ordinance as follows: Section 94 "Permits", Section 96 "Uses", Section 97 "Intensity of Uses", Section 98 "Site Requirements", Section 99 "Development Standards", Section 111 "Vehicular Provisions", Section 112 "Special Requirements for Certain Users", Section 115 "Nonconforming Situations", Needles Municipal Code Chapter 19 "Subdivision of Land". Motion carried by the following vote:

Ayes: Chair Kidd, Commissioners Wright, Beard, Ostby, Dressler and Bosboom
 Noes: None
 Absent: Commissioner Rath

REGULAR ITEMS

3. Approve the Minutes of August 2, 2023

Commissioner Ostby moved, second by Chair Kidd, to approve the minutes of August 2, 2023. Motion carried by the following vote.

Ayes: Chair Kidd, Commissioners Wright, Beard, Ostby, Dressler and Bosboom
 Noes: None

Absent: Commissioner Rath

PRESENTATIONS

4. Certificate of Recognition for Rick Daniels

Chair Kidd presented a Certificate of Recognition to Retiring City Manager Rick Daniels.

COMMISSIONER REQUESTS

Commissioner Wright - no requests

Commissioner Beard - Asked about the status of BNSF road access; commended Retiring City Manager Rick Daniels on years of prompt response, availability to commissioners, staff, and the public; and ability and willingness to solve problems.

Commissioner Ostby - reported on road damage on Needles Highway and inquired about Destination 66 project on Broadway.

Commissioner Dressler - no requests

Commissioner Bosboom - no requests

Chair Kidd - no requests

CITY MANAGER REPORT

Retiring City Manager Rick Daniels gave report

ADJOURNMENT

Chair Kidd called for a motion to adjourn. Commissioner Ostby moved, second by Commissioner Dressler, meeting was adjourned at 5:36 pm.

Linda Kidd
Chair

Candace Clark, CPMC
Assistant City Clerk



City of Needles, California Staff Report

Item 3.

☒ PLANNING COMMISSION

☒ Regular ☐ Special

Meeting Date: December 6, 2023

Title: State of Cannabis Industry- City of Needles

Background: In 1996, California recognized the medicinal value of cannabis with the passage of the Compassionate Use Act through Proposition 215, legalizing its use, possession, and cultivation for patients with a physician's recommendation

Timeline of Significant Cannabis Policy Events:

- **2012 Measure S:** City voters overwhelmingly approved the Marijuana Business Tax Ordinance, allowing for the collection of a 10% tax on gross receipts from marijuana businesses. This measure received an 81% approval rate.
- **2015 Medical Marijuana Regulation and Safety Act:** Statewide regulations were established for licensing, cultivating, processing, transporting, testing, and distributing medical cannabis. Local control was maintained through a dual licensing system requiring both local and state approval.
- **2016 Ordinance 574-AC:** The City enacted legislation to regulate Marijuana Businesses in accordance with state law, ensuring the safety and welfare of residents and businesses within the City. This led to the creation of Section 12A of the NMC.
- **2016 Proposition 64:** Legalized the possession, cultivation, and use of marijuana for personal use and allowed for the sale and taxation of recreational marijuana. 60% of Needles Residents voted in favor of the Statewide Ballot Measure.
- **2018 Ordinance 606-AC:** The City introduced legislation allowing the sale, cultivation, and manufacturing of adult-use (recreational) cannabis.
- **2020 Ordinance 629-AC:** Additional retail cannabis businesses and onsite cannabis consumption were permitted under this legislation.
- **2022 Ordinance 656-AC:** This ordinance streamlined application requirements and made amendments related to grounds for license denial and identification card issuance.

Over the period spanning from 2017 to the present, the city has granted a total of 93 Conditional Use Permits for cannabis business enterprises, encompassing a substantial 941,721 square feet dedicated to cannabis-related businesses. Presently, the City of Needles hosts a cannabis sector with 34 operational businesses (269,981 sq. ft.). There is a total of 120,000 sq. ft. that is under construction and anticipated to come online within the next year. This diverse landscape consists of:

- 1 Consumption Lounge
- 3 Manufacturing Facilities
- 7 Cannabis Retail Businesses
- 5 Distribution Facilities
- 18 Cultivation Facilities

The City has not only leveraged the advantages of cannabis tax revenue to propel economic growth, ensure regulatory adherence, and improve our community's infrastructure, but it has also drawn in businesses, resulting in the creation of 586 jobs in the industry itself and indirectly

created the need for additional jobs in the restaurant and hotel/motel industries as their contractors came to Needles. This underscores how responsible cannabis taxation and regulation have not only enhanced our community's well-being but also stimulated employment opportunities and business growth.

Financial Impacts: In 2012, the City took a significant step forward by implementing a cannabis tax collection system. Under Measure S, the Marijuana Business Tax Ordinance was established, which imposed up to a 10% gross receipts tax on the revenue of cannabis businesses.

In the inaugural year of 2013, the city initiated the tax collection process, and through a self-reporting system, approximately \$14,920 in revenue was collected. The following year, in 2014, an essential shift occurred as the City Manager took proactive measures, initiating a thorough audit of reported gross receipts, which revealed an additional \$56,520 in revenue. Since the inception of Measure S, the city has collected a total of \$18 million in cannabis tax revenue. Additionally, the city has experienced an increase in sales tax (186% since FY 14) as a result of the city receiving its share of state sales tax. The above has produced a steady growth of revenue for the City improving its long-term financial sustainability.

The City invested revenues generated by cannabis in furtherance of community enhancement and to improve the quality of life for Needles' residents. Cannabis revenues have been instrumental in supporting various aspects of our community, contributing to both its growth and development while establishing a healthy level of reserves. Some examples of community enhancement and programs funded by cannabis revenue include the following:

- **Economic Development Program:** The City allocates 10% of Cannabis Tax Revenues to an Economic Development Program. This initiative is dedicated to fostering the expansion and creation of non-cannabis businesses within our community and so far has assisted with the development of an 82 room Hampton Inn Hotel, a new 66,560 Sq. Ft. boat storage facility, and a renovated coffee shop at an auto service center.
- **Street Improvements:** Progress has been made with respect to the City Council's goal of improving the quality of life for Needles' residents in that cannabis revenues have funded \$8 million in essential street improvements.
- **Infrastructure Improvements:** With aging infrastructure needing to be addressed the cannabis tax revenue provided interim funding for the \$1.2 million Arizona Bridge Reconstruction.
- **Cannabis Compliance:** A portion of the revenue is invested in critical aspects of law enforcement and code enforcement to ensure that cannabis-related activities are in compliance with established regulations.
- **Philanthropy:** In addition to the above, various cannabis owners as individuals have given back to the City by participating in community events (BMX Freestyle Event, Trunk or Treat, Holiday present giveaways) and have donated to the City of Needles (recreation center basketball hoops and donations to the animal shelter).

The economic model implemented by the City has effectively cultivated a business-friendly environment, resulting in a noteworthy influx of businesses to Needles. This surge in business activities, primarily driven by the cannabis economy, has substantially contributed to job creation and population growth within the City. Moreover, this economic synergy extends its reach, indirectly bolstering and supporting other sectors, including the hospitality and restaurant industries. The cannabis industry's growth has brought forth a multitude of secondary economic benefits, notably elevating the City's total property value by a remarkable 72% (equivalent to \$224 million) since 2017, with a recent year-over-year increase of 9.1% (\$45 million). This upsurge can be directly attributed to the heightened demand for lodging services and dining establishments resulting from the construction of cannabis-related facilities.

Utilities: The Needles Public Utility Authority which manages the utilities for the City has also benefited from the growing cannabis industry. In 2017, the NPUA required that all cannabis businesses provide a \$100,000 per/MW deposit to the NPUA to assist financially in completing certain related electrical facilities which provided the cannabis projects with electrical power. The residents of the City have benefited greatly from improving the electric delivery system and expanding it to meet the needs of the new cannabis businesses that were brought online. The following projects were completed to improve system reliability and deliver power:

- NPUA increased its power allotment allocation from 30 MW to 60MW which provides the City with the opportunity to grow and expand.
- City has increased load from a peak max of 9 MW to 23 MW per hour which provides additional revenue to the NPUA for the sale of electrical power. NPUA budget has doubled in the last five years to (\$15 Mil. Projected FY 24)
- \$1.2 Mil. Bill Yoney Substation Replacement
- \$1.8 Mil. Intertie to South Needles
- \$1.2 Mil. Murl Shaver Needles Substation (New)
- Replaced over 60 outdated, 1950's vintage insulators
- Initiated a system wide pole replacement program to improve system reliability
- The \$100,000 per/MW deposits have helped fund engineering work, equipment and assisted in performing future improvements to our electric grid necessitated by the growth of the cannabis industry in the City.

The NPUA has worked closely with the Cannabis businesses to ensure that they are successful. However, factors such as market saturation, economies of scale, and competition from the illicit market have contributed to fluctuations in the cannabis market with the result that some cannabis businesses have fallen behind on utility and other payments owed to the City. The NPUA's Terms and Conditions allow for a long-term payment arrangement for utility accounts that are delinquent for all residents and business. Out of the 34 operating cannabis businesses, only 4 have needed to utilize the long-term payment plan allowed by the NPUA Terms and Conditions. The largest of those payment plans was with the MIH entities for past due utilities and past due taxes. The total amount of past due utilities was \$848,976 and the total amount of past due taxes was \$914,862. The MIH entities are currently up to date on the payments due under their payment plan, but still owe approximately \$848,000 with the final payment being due in June of 2024.

Enforcement: The City has a robust Code Enforcement Program, ensuring compliance with regulations among cannabis facilities. Each facility is inspected at least monthly. The Code

Enforcement Officer oversees various permit requirements and conditions, including inventory and sales documentation for the cannabis businesses.

The Code Enforcement Department has issued 186 citations for violations of the municipal code. Violations encompass issues such as odor, tax delinquency, the absence of an active state license, odor and non-compliant signage. The City has and will continue to take aggressive enforcement action, ranging from issuance of citations to license revocation, against cannabis entities that violate the City Municipal Code or fail to pay sums owed to the City/NPUA.

Furthermore, the City actively combats illegal operators attempting to bypass regulations. Approximately nine (9) illicit cannabis code enforcement actions have been taken, resulting in the closure of each illegal operation. The City has aggressively mitigated illicit cannabis activity and has worked with the various agencies to shut them down.

Submitted By: Patrick Martinez, City Manager

Recommended Action: Information Item

City Management Review: Patrick J. Martinez

Date: 11-29-23

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 3

City Growth Through Cannabis Innovation



City of Needles
December 6, 2023



City of Needles Cannabis Business Timeline

1996 Proposition 215: The Compassionate Use Act legalized the use, possession, and cultivation cannabis by patients with physician's recommendation.

2010: Six cannabis retail businesses opened in Needles without permits or approvals. In response the City Council adopted a ban on such places. The City initiated review of the issue by appointed a citizens committed to study the matter.

2012 Measure S: The City voters approved the adoption of the Marijuana Business Tax Ordinance and authorized the collection of a Marijuana Business Tax at 10% of gross receipts. Approved by 81% of the voters.

2015 Medical Marijuana Regulation and Safety Act: Established statewide regulatory scheme for the licensing, cultivating, processing, transporting, testing, and distrusting of medical cannabis. The act protected local control by providing for a dual licensing scheme needed local and state approval.

2016 Ordinance 574-AC: Enacted new City legislation to regulate Marijuana Businesses operating within the City in accordance with state law, in order to protect the health, safety, and general welfare of the residents and businesses within the City creating Section 12A of the NMC.

2016 Proposition 64: Legalized the possession, cultivation, and use of marijuana for personal use and allowed for the sale and taxation of recreational marijuana.

2018 Ordinance 606-AC: Enacted new City legislation to allow the sale, cultivation, and manufacturing of Adult-use (recreational) cannabis.

2020 Ordinance 629-AC: Enacted new City legislation to allow additional retail cannabis businesses and cannabis consumption onsite.

2022 Ordinance 656-AC: Removed duplicative application requirements and amended convictions that constitute ground for denial of a license and/or identification card.



City Economic Indicators



A Population Increase to 6,125, in 2023, up from 5,044 in 2017



93 Land Use Entitlements Issued by the City Council for Cannabis Businesses



277,451 Sq. Ft. of Cannabis Industry Operational Today
173,015 Sq. Ft. of Cannabis Industry Operational within Next Six Months
491,254 Sq. Ft. of Potential New Cannabis Industry to the City
941,721 Sq. Ft. Total Permitted Cannabis Businesses

(As of 09/19/2023)

1	1 Ice House Rd (Bldg 5)	Cultivation
2	105 W. Broadway	Cultivation
3	111 "D" St. (Phase I)	Cultivation
4	1203 E. Broadway	Cultivation
5	219 I Street	Cultivation
6	2204 Needles Hwy	Cultivation
7	250 Balboa St. (Building 1 Suite C)	Cultivation
8	2701 Columbus Drive (Building 1)	Cultivation
9	2701 Columbus Drive (building 2)	Cultivation
10	318 San Clemente	Cultivation
11	3241 Ndls Hwy (Building 1)	Cultivation
12	3253 Ndls Hwy (Building 3)	Cultivation
13	708 Quinn Court 138 (Phase 1)	Cultivation
14	HWY 95 (Victory & Broadway) Bldg B (1)	Cultivation
15	101 E. Spikes Road (Suite B)	Cultivation
16	1105 Lilly hill	Cultivation
17	3515 Ndls Hwy (Building 2)	Cultivation
18	2109 Ndls Hwy (Suite B)	Cultivation
19	2205 Needles Highway Suite 101	Disp. & Lounge
20	1005 E Broadway	Dispensary
21	1400 Needles Hwy Suite 100	Dispensary
22	2208 Needles Highway Building 1 Phase 1	Dispensary
23	221 H Street	Dispensary
24	300 J Street	Dispensary
		Dispensary Micro
25	101 E. Spikes Road (Suite A)	
26	101 E. Spikes Road (Suite D)	Distribution
27	2109 Ndls Hwy (Suite A)	Distribution
28	2205 Needles Highway Suite 100	Distribution
29	3247 Ndls Hwy (Bldg 2/Suite E)	Distribution
30	1100 E. Broadway Suite B (Phase 1)	Distribution
31	110 Cibola	Manufacturing
32	1100 E. Broadway Suite C (Phase 1)	Manufacturing
33	3247 Ndls Hwy (Bldg 2/Suite A)	Manufacturing



Presently, the City of Needles hosts a thriving cannabis sector with 34 operational businesses (271,106 sq. ft.). This diverse landscape consists of:

- 1 Consumption Lounge
- 3 Manufacturing Facilities
- 7 Cannabis Retail Businesses
- 5 Distribution Facilities
- 18 Cultivation Facilities



City's Economic Development Strategy

Create a
Business-
Friendly
Environment

Attract
Businesses
and Create
Jobs

People Need
Housing

Increases
Population

Brings
Developers
and Retailers
to Follow

Cannabis Businesses Stimulate New Jobs



☐ **586 Actively Working Employees**

Active Employee Location

☐ **118 Needles Residents**

☐ **340 Arizona Residents**

☐ **22 Nevada**

☐ **106 Other**

(As of 08/30/2023)

*Serving
Mohave County*

June 2018

Volume 18 Issue 4

COMPLIMENTARY

Economic Development

JOURNAL

of Mohave County



Item 3.

Needles economy on path to rapid recovery

NEEDLES, Calif. – There are clear signs that city of Needles, Calif., which has been in steady economic decline in recent years, is bouncing back because of new commercial developments that will generate approximately 3,200 new jobs with a projected payroll estimated at \$115 million in the next three years.

“Now, that doesn’t sound like

much in some quarters, but the city lost \$50 million in property valuations since the recession so we’re taking a big bite out of that loss,” said Needles City Manager Rick Daniels. The 3,200 new jobs are also significant because the current entire workforce of the city of Needles is roughly 2,000.

Since the middle of June 2016, the Needles City Council

approved a total of 53 cannabis permits and more than 40 buildings totaling over 600,000 square feet of commercial space on approximately two-dozen pieces of property.

“Right now, we have eight buildings that are operating and six under construction,” said Daniels, “and those are just cultivating and

See Recovery, Page 24

*Serving
Mohave County*

March 2019

Volume 19 Issue 1

COMPLIMENTARY

Economic Development

JOURNAL

of Mohave County



Item 3.

City of Needles earns coveted statewide Economic Development Excellence Award



**California Association for
Local Economic Development**

By Michelle Stephens

NEEDLES, Calif. – The City of Needles was recently informed that it has been selected as the 2019 Economic Development Award of Excellence winner in the Game-changer category by the California Association for Local Economic Development (CALED).

The Economic Development

Excellence Award is the highest in this category. The Game-changer award identifies an impactful economic development project that was transformational to the community and local economy. The award will be presented at CALED's annual conference in late March.

"The City Council, previous councils and the community have

worked diligently over many years to create new private investment economic opportunities for our residents and businesses. We are happy that CALED recognizes that effort," said Mayor Jeff Williams.

The City of Needles was invited to apply for its "City of Needles "Green" Cannabis-

See Award, Page 4

**2019 Economic Development Award
of Excellence winner "Gamechanger"**

\$600,000,000

\$535,809,818

Item 3.

\$500,000,000

\$400,000,000

\$300,000,000

\$200,000,000

\$100,000,000

\$0

2008

2009

2010

2011

2012

2013

2014

2015

2016

2017

2018

2019

2020

2021

2022

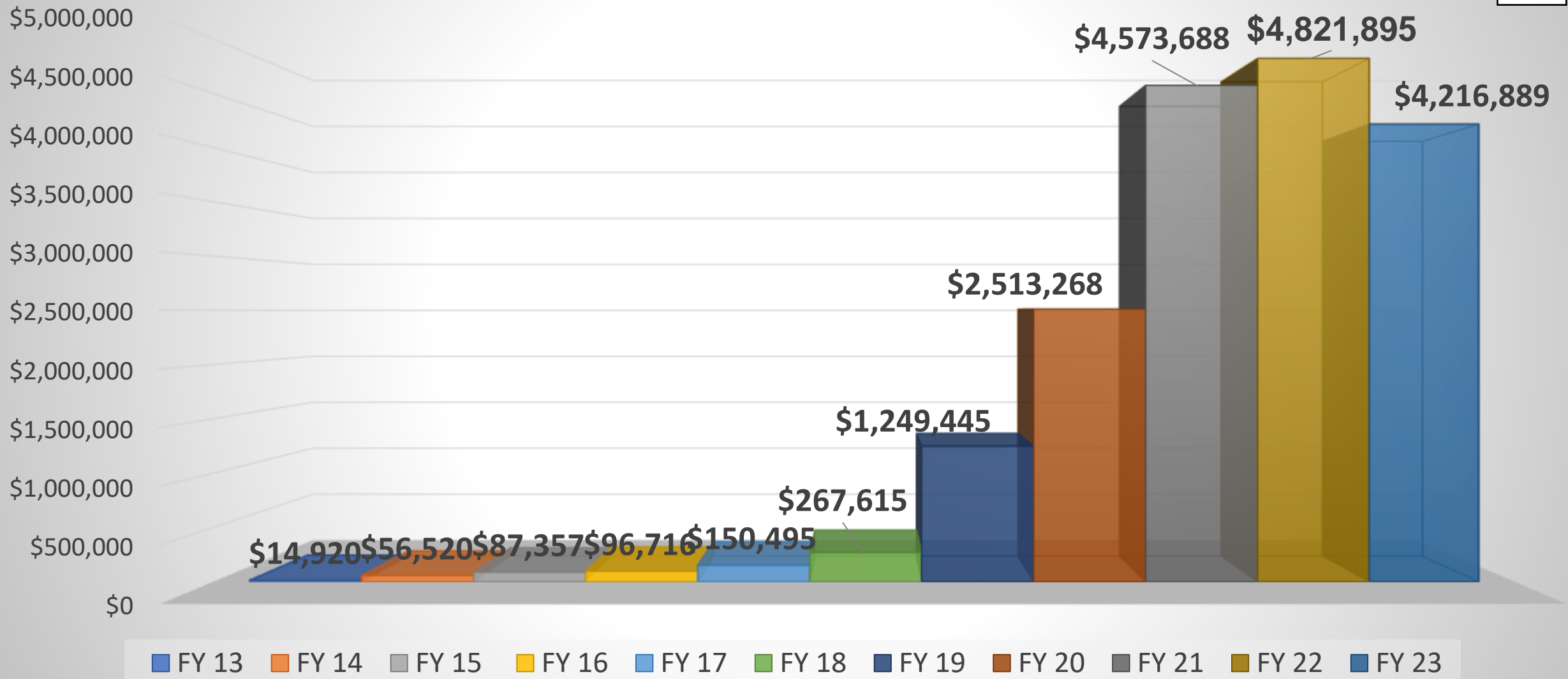
2023



The 2023 City of Needles Total Property to be Valued at \$536 Million Increased by 72% (\$225 mil.) from the 2017 Assessment Roll and 9.1% from 2022 (\$45 mil.)

Needles, CA Cannabis Tax Revenues

Item 3.



Needles has received \$18 Million in Tax Revenues since Measure S was approved by the voters



Business

The New York Times

Item 3.

MONDAY, DECEMBER 10, 2018

A nearly forgotten stop along Route 66 looks to cannabis as a way to bring in jobs and revenue.



JOE BUDEWILC FOR THE NEW YORK TIMES

Almost every block in Needles, Calif., has a run-down building like this former hotel, which is being converted into a cannabis growing facility. Four stores already sell marijuana to the public.

A Desert Town's Green Gamble

By NATHANIEL POPPER

NEEDLES, CALIF. — Jeff Williams, the incoming mayor of this small desert city near the Arizona border, arrested a lot of people for selling marijuana in his days as a county sheriff. He voted against legalizing the stuff in a 2016 state-wide referendum.

But Mr. Williams also knows the city he has called home since he was in second grade has seen better days. The railroad jobs have mostly gone away. And people don't stop off on the old Route 66 as they used to.

So Mr. Williams, 54, has become the unlikely leader of Need-



les's unlikely effort to turn itself into a new kind of industry town dedicated to the growing business of cannabis.

"If a small community like this isn't growing, it's dying — and that's what we were doing," Mr. Williams said. "We needed to do something."

The City Council in this solidly Republican community of 5,000 people has approved 81 permits for cannabis businesses since 2015. Four stores are selling marijuana to the public — about 100 times the number of dispensaries per person over the entire state.

Almost every block in Needles

has a run-down building like the old Relax Inn, which is being converted into a cannabis growing facility. Or a new building going up for manufacturing oils and edibles. If all the projects pan out, local officials hope they will generate more jobs — an estimated 2,100 — than Needles has altogether right now.

"You would be hard-pressed to find someone in town who their brother, uncle, sister, aunt, cousin or themselves isn't involved in the industry," Rick Daniels, the city manager, said in an interview at Needles's single-story City Hall.

CONTINUED ON PAGE B8



Item 3.

Hampton Inn

Hampton Inn (Now Open)



Item 3.



Needles Marina Storage



Item 3.



The Filter Change Coffee and Automotive




**YOUR CANNABIS
TAX DOLLARS AT WORK!
\$3 MILLION
STREET IMPROVEMENTS**

MAYOR JEFF WILLIAMS	CITY COUNCIL TONA BELT
VICE MAYOR EDWARD PAGET M.D.	TIM TERREL
	ZACHERY LONGACRE
	KRISTEN MERRITT
	ELLEN CAMPBELL



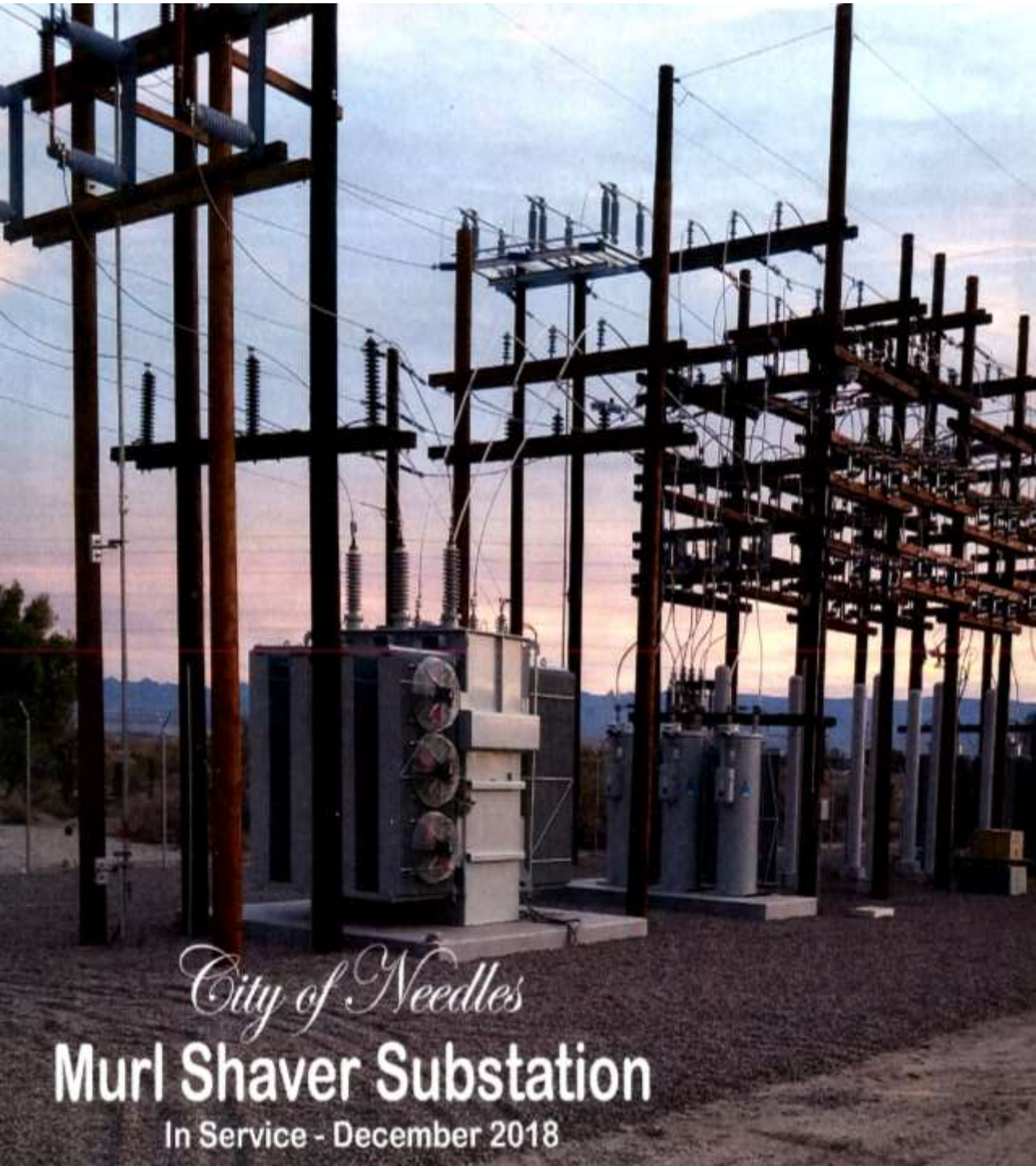
City of Needles

**WATER & STREET
IMPROVEMENTS**

**CANNABIS
TAX DOLLARS AT WORK
\$2,050,000**

CITY COUNCIL:
JEFF WILLIAMS, Mayor
EDWARD PACET, Vice Mayor
TONA BELT
ZACHERY LONGADRE
KRISTEN MERRITT
ELLEN CAMPBELL
WADE EVANS

For More Information:
Call (760) 326-5740 x160
or
www.cityofneedles.com



City of Needles
Murl Shaver Substation
In Service - December 2018



City of Needles
YONEY SUBSTATION
In Service January 2018



Item 3.

City-wide System Reliability Upgrades
Yoney and Shaver Substation



Item 3.



City-wide System Reliability Upgrades
Yoney to Spikes Road Intertie

© 2018 Google



Item 3.





Item 3.





Item 3.



Stanford | Local Governance Summer Institute

JULY 21-26, 2024 | STANFORD UNIVERSITY



Stanford | Local Governance Summer Institute

CALIFORNIA-GLOBAL ENERGY, WATER & INFRASTRUCTURE INNOVATION INITIATIVE

co-sponsored by:

Stanford | Precourt Institute
for Energy



STANFORD UNIVERSITY
THE BILL LANE CENTER
FOR THE AMERICAN WEST

Stanford University faculty, Silicon Valley innovators and entrepreneurs, and highly experienced managers in city and county government introduce innovative problem-solving approaches, leadership skills, and strategic thinking necessary to navigate the new realities of accelerating technological and environmental change in the American West and around the world.



LOCAL GOVERNMENTS are the new hotbeds of policy innovation and governance most affecting people's day-to-day lives in the United States. They are the epicenters of societal transformation occurring in the global rush towards smart, zero emissions and carbon neutral futures. Local governments are providing policy leadership on issues of national and global significance such as equity, climate change, and broader sustainability. These new roles require strong, innovative, and inclusive leadership from local government executives.

LGSI@Stanford offers city managers, county executives, regional directors, and other senior local government officials the opportunity to exchange and acquire tools for improving local government performance and the analytical capacity to innovate and anticipate societal change. This program will strengthen individual capacities in public finance, negotiating and strategic planning skills, while exposing participants to innovative solutions and technological advance supporting the emergence of smarter, more resilient, sustainable, and equitable communities in California and around the world.

Stanford University faculty, Silicon Valley visionaries, and highly experienced leaders in the local government management profession challenge participants to consider long-view policy considerations and issues, such as technological advances and the transition to a low carbon economy in local government decision-making, while at the same time addressing current challenges facing our communities.



Themes covered have included strategic problem solving, smart financial management practices, community engagement, ethical practice and negotiations skills, regional energy transition and water management policy challenges, smart transport and urban infrastructure upgrading to enhance economic competitiveness at the local and regional level, and many others.

Each year the program selects a set of salient and pressing challenges for local government and brings together Stanford, industry, and local governance experts to help participants innovate appropriate solutions for their communities.

LGSI@Stanford fosters active participation and provokes insightful discussion and debate on public management issues. The program encourages networking and collaborative exchange among participants, instructors, and dedicated coaches. Participants work through group projects which allow them to merge their own professional experience with the training and guidance provided through the program. At the onset of the program, participants are paired with a senior executive coach with whom they meet at select intervals throughout the seminar, focusing on goals, professional development, and the application of lessons learned in the program to the specific context of the participants' careers. The program is hosted in the stimulating environment of Stanford University, Silicon Valley, and the San Francisco Bay Area.

Projected Themes

MODULE 1

The Path of Leadership

Water in the West

Emerging Challenges in Local Government

Policy Innovation, Disruption and the Clean Economy

MODULE 2

Leading Change for Sustainability

Sustainable Energy and Transport Systems

Public Finance Management Strategy and Local Government

Sustainable Urban Systems

MODULE 3

Leadership, Communities and Change

Design Thinking for Smarter and Sustainable Communities

Civic Engagement, Technology and Strategy

Entrepreneurship, Innovation and Impact Investment

MODULE 4

Ethics and Public Service

Smarter Communities

Silicon Valley Visit

MODULE 5

Innovation and Sustainability

American Politics, Governance and the American West

Clean Innovation Solutions Lab: LGSJ Team Presentations

Stanford University

Stanford University, located between San Francisco and San Jose in the heart of California's Silicon Valley, is one of the world's leading teaching and research universities. Since its opening in 1891, Stanford has been dedicated to finding solutions to big challenges and to preparing students for leadership in a complex world.

Doerr School of Sustainability (SDSS)

SDSS is the university's first new school in 70 years. Across all its activities, SDSS embeds equity, access, inclusion, and a commitment to generating solutions that benefit all people, especially those most harmed by climate change and environmental damage.

Precourt Institute for Energy

Stanford University's Precourt Institute for Energy at SDSS concentrates the full talents of the University on energy research and education, from basic science and technology to policy and business. Additionally, the Institute helps the University develop energy-literate leaders through educational programs and disseminating research results. The Precourt Institute draws on experts and resources across the University to help accelerate the transition to an affordable, low-carbon energy system for the world.

Bill Lane Center

The Bill Lane Center for the American West is dedicated to advancing scholarly and public understanding of the past, present, and future of western North America. The Center supports research, teaching, and reporting about western land and life in the United States, Canada, and Mexico. The Center is also engaged in efforts to improve governance at the state, regional and national levels in the West.

The Rise of Silicon Valley

In 1939, with the encouragement of their professor and mentor, Frederick Terman, Stanford alumni David Packard and William Hewlett established a little electronics company in a Palo Alto garage. That garage would later be dubbed "the Birthplace of Silicon Valley." Over the following years, Stanford would be a wellspring of innovation, producing advances in research and the formation of many companies that have made Silicon Valley one of the most innovative and productive high-tech regions in the world.





Stanford | Local Governance Summer Institute

To apply, please visit us at lgsi.stanford.edu

Stanford | ENERGY

Stanford | Doerr
School of Sustainability

The Jerry Yang & Akiko Yamazaki Environment and Energy Building
473 Via Ortega, Suite 324, Stanford, CA 94305-4240



CITY OF NEEDLES

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

Mayor Janet
Vice Mayor Kirsta
Councilmember
Councilmember Ellen Campbell
Councilmember Jamie McCorkle
Councilmember JoAnne Pogue
Councilmember Henry Longbrake
City Manager Patrick Martinez

Item 4.

MEMORANDUM

TO: Honorable Mayor & Council Members,
Boards and Commissions, and
Interested Parties

FROM: Patrick Martinez, City Manager

SUBJECT: Manager's Report

DATE: November 16, 2023

- City Manager
 - ** See weekly reports attached
- City Clerk
 - ** Waiting on cost to codify the recently adopted zoning ordinance to put on the city's website
 - ** Responding to record requests
- Community Services
 - Transit, Senior Center, Recreation, Aquatics, Parks, Cemetery:
 - ** Covered senior center in absence of the senior aide
 - ** Participated in meetings and community outreach with San Bernardino County Transportation Authority (SBCTA) and consultant staff regarding the Short Range Transit Plan (S RTP) for the 2024-2030 period
 - Transit: ** Shopper shuttle had a total of 17 roundtrip passengers (34 boardings) for the four weeks in October averaging 4.25 riders per trip (maximum bus capacity is 9)
 - ** One roundtrip medical transport in October
 - ** DAR accommodated 525 passenger boardings averaging 23.87 boardings per day
 - Senior Center: ** Average daily use was 33 participants/visitors for lunch and other senior activities/services
 - ** Craft project for October was canvas painting with 6 participants
 - ** Started an afternoon movie with a total of 10 staying after lunch on two occasions during October
 - ** Bingo saw an average of 12 players
 - Recreation: ** After-school program currently has 252 students enrolled
 - ** Volleyball and flag football tournaments and award ceremonies will be held November 13-15 with soccer to be held November 27
 - ** Youth basketball skills & drills on November 16 and teams will be drafted the week of November 27. Games will begin the second week of December
 - ** Taking registration for 13th Annual Pee Wee Derby on Dec. 2 & Santa's Workshop on Dec.9
 - ** Facility rentals for November 2023:
 - Jack Smith Park: 1-4hr rental @ \$25hr
 - Santa Fe Park: 1- 4hr and 1- 2 day full rental @ \$200 a day
 - Aquatics: ** Continuing general maintenance of landscaping and painting various areas throughout the facility

Honorable Mayor & Council Members, Boards and Commissions, and Interested Parties
 November 16, 2023
 Page Two

Jack Smith Park: ** Closed for the season until the first weekend in March 2024

** The 2023 holiday reports will be presented at the Parks & Recreation Commission meeting in January

Cemetery: ** Two interments in October

** General maintenance including trimming of headstones

Parks: ** General maintenance including basic tree trimming, weed control and irrigation repairs

- Development Services

Planning, Building/Safety, Engineering, Code Enforcement, Capital Improvement Plan (CIP):

Planning: ** Submittals for improvements such as accessory units, pools, and house additions

** Hotels and new residential lots are coming slow to test the market

** Two businesses with emergency dispatch operations are looking for property

** Zoning code is being implemented with its new changes

** New planning consultant has been retained and understands the importance of follow through and customer service

Code Enforcement: ** Routine cannabis, residential and commercial inspections

** Aided the sheriff's office

** Assisted the city attorney's office with requested documents and postings

** Parking enforcement

** Organizing community clean up event

Building & Safety: ** Currently have 88 active permits, 17 permits ready to issue, and 8 projects under review

** Issued 10 permits (6 residential: 1 plumbing, 1 demolition, 3 mechanical, and 1 generator; and 4 commercial: 1 plumbing, 2 temporary trailer, and 1 metal building)

** Completed 21 inspections and finalized 17 permits

Engineering: ** Held Duke Watkins Park and Jack Smith Park Groundbreakings

- Finance and Administration

Finance, HR, Risk Management:

** NPUA and Housing FY 23 audit fieldwork continues

** Transit audits for FY 23 have begun

** MCWI/pool technician position has been filled

** Continue advertising for city planner and recreation coordinator

- Public Works

Streets, Fleet, Buildings, Sanitation:

** Painted crosswalks and stop legends

** Weed control, pothole repairs and trash removal throughout town

- Public Safety

Animal Control, Sheriff, Fire, Emergency Management:

Animal Control: ** On November 11, the animal shelter held its annual fall rabies/license clinic at which 125 rabies shot were given and 60 dog licenses sold

** The shelter received an endowment from the Estate of Kippy Poulson. Staff will be meeting to discuss the best capital improvement for these funds.

- Utilities

Electric, Water, Wastewater, Billing Office:

Wastewater: ** Conducted 30,000 linear feet of main hydro vac cleaning

** Updated the Sewer Management Plan and Overflow Emergency Response Plan

** Procured effluent equalization pumps

Water: ** 22 water service line repairs

** 50+ underground utility locates

Honorable Mayor & Council Members, Boards and Commissions, and Interested Parties
 November 16, 2023
 Page Three

** 40+ water service orders completed
 ** New water service installed on Broadway from main to meter
 ** Continued work with contractors and engineers on L Street booster, Lilly Hill booster and well #11 treatment plant
 ** Completed monthly water sampling and reporting for the state
 ** Completed monthly reports for Bureau of Reclamation
Electric: ** Continued routine maintenance
 ** Installed 5 new streetlights and repaired 4
 ** Replaced crossarm on Needles Hwy; energized building on Victory; and installed routers on poles at the golf course
 ** Trimmed trees on River Road and Cibola street
 ** Repaired parking lot lights at the rec center
Billing Office: ** 48 connects and 55 disconnects in October

- Golf

Pro Shop, Maintenance:

Pro Shop: ** October 2023 revenue and rounds:

2022 - total revenue \$45,774; total rounds 1474

2023 - total revenue \$46,139; total rounds 1352

(note: course closed for overseeding Sept 4 through Oct 2)

** Fundraiser held November 2 to benefit the Needles golf team

** Men's & ladies club back for the golf season

** Pro shop restrooms now operational

Maintenance: ** Great customer reviews regarding course conditions

- Housing Authority

** Maintaining construction building updates

** Continue to network with other public entities for community resources

** Working on additions and revisions to the 5 year administrative plan

attachment

cks



City of Needles

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

Mayor, Janet Jernigan
Vice Mayor Kirsten
Councilmember To Item 4.
Councilmember Ellen Campbell
Councilmember Jamie McCorkle
Councilmember JoAnne Pogue
Councilmember Henry Longbrake

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: November 2, 2023

1. On October 27, 2023, a structure fire at 208 Cibola Street resulted in the home being red-tagged as uninhabitable. City staff reached out to the Red Cross to provide temporary housing over the weekend. By October 30, 2023, City staff began outlining the steps required to remove the red tag and facilitate the family's return. On November 1, 2023, the Building Official successfully removed the red tag, allowing the family to return home. City Staff also collaborated with the San Bernardino County Department of Aging and Adult Services (DAAS), securing 6 new smoke detectors from Mohave County Fire, and clothing and bedding vouchers for the family through the Salvation Army in Bullhead.
2. City Staff has thoughtfully curated a resource list designed to provide essential support to residents facing challenging circumstances (attached). The resources available in Needles encompass a diverse array of offerings, including educational, healthcare, and support services, all aimed at assisting and uplifting our community during times of need.
3. On October 27, 2023, the City informed the coach a complaint related to the incident on October 19, 2023 was filed against him. A hearing was initially scheduled for November 2, 2023, but regrettably, the Parks and Recreation Committee lacked a quorum to proceed. Subsequently, on November 1, 2023, we received notification from the San Bernardino County Sheriff's Department that the matter had been referred to the San Bernardino County District Attorney's Office for review. The Parks and Recreation Commission will convene a meeting to address this issue as soon as a decision is reached by the DA's Office. During this interim period, the coach involved has been placed on temporary suspension. This suspension will remain in effect until the Parks and Recreation Commission concludes its review and communicates its findings.

4. City staff recently met with the San Bernardino County Department of Public Health's Division of Environmental Health Services to facilitate the introduction of potential food truck owners from Arizona into Needles. Two health permit options for food trucks or trailers were discussed:
- Temporary Food Facility (TFF) Health Permit: This permit is suitable for food trucks operating at community events (car shows, festivals, fairs, Farmer's Markets, swap meets, movies in the park, concerts etc.) within San Bernardino County, subject to city approval. TFF permits are straightforward to obtain and do not require inspections. An annual TFF vendor permit costs \$492, allowing participation in numerous events throughout the year. For single or one-time events, the fee for a food preparation TFF vendor is \$200. The TFF application and vendor requirements are attached.
 - Mobile Food Facility (MFF) Health Permit: MFFs have the flexibility to operate throughout San Bernardino County but necessitate a health permit which is upwards of \$50. Additionally, approval of plans and a food truck inspection are required for MFFs.

The city and county believe that promoting the Temporary Food Facility (TFF) permit is an effective way to attract food trucks from Arizona, as it offers a more accessible entry point compared to the Mobile Food Facility (MFF) permit.

5. The San Bernardino County Sheriff's Annual Trunk or Treat event was a resounding success. Residents had the chance to connect with a variety of support service groups, including the CHP, Department of Public Health, Department of Aging and Adult Services, Department of Behavioral Health, and BLM. The event also featured employees from the utilities department, who showcased our bucket truck and distributed candy, adding to the festive atmosphere.
6. City Manager one-on-one: If you haven't already, I kindly request that you reach out to me to schedule a meeting. I am eager to engage in meaningful discussions regarding our future collaborations. I've had the pleasure of meeting with some of you. Your insights and perspectives are invaluable as we move forward. Please let me know your availability, and we'll arrange a time that works best for you. I look forward to productive and inspiring conversations.

Low Income Housing

- Needles Housing Authority (760) 326-3222
- Lilly Hill Apartments (760) 326-2433
- Mesa Grande Apartments (760) 326-2404
- Riverview Terrace Apartments (760) 326-4800

Social Services

- Adult Protective Services/ In-Home Support Services (760)326-9328
- Behavioral Health Services (DBH) (760)326-9313
- Children and Family Services (760)326-9339
- Transitional Assistance Department (TAD) (877) 410-8829
- Social Security Administration (866) 931-4956
- Fort Mohave Tribal Social Services (928) 346-1550
- Department of Child Support (866) 901-3212

Employment Resources

- First Institute (657) 799-6388
- California Indian Manpower Consortium (CIMC) (800)640-2462
- Department of Labor (800) 333-4636
- Employment Development Department (EDD) Unemployment (800)300-5616
- Fair Employment and Housing (800) 884-1684
- Paid Family Leave Act (877) 480-3287
- San Bernardino County Job Line (909) 387-5611

Shelters

- Set Free Church (760) 326-2941
- Salvation Army Emergency Shelter (909) 888-4880
- Domestic Violence Unity Home (760) 366-9663

Food Distribution/Meal Program

- St. Vincent De Paul (760) 326-4420
- St. Ann's Catholic Church (760) 326-2721
- Santa Fe Park (760) 326-3522
- Salvation Army (760) 877-3940
- Isabel's Pantry (760) 443-4342
- Calvary Church Of Needles (760) 326-2904
- Meals on Wheels (760) 326-2898
- Needles Senior Center (760) 326-4789
- Ft. Mohave Tribal Senior Nutrition Program (760) 629-2371
- Needles CAPK WIC Program (866)327-3074

Utility Assistance Programs

- Lifeline Telephone Service (866)-272-0349
- Home Energy Assistance Program (HEAP) (909) 723-1500
- Salvation Army Utility Help (760) 228-0114

Local Utility Companies

- Needles Public Utility Association (NPUA) (760) 326-5700
- Southwest Gas Co. (877) 860-6020
- Rt. 66 Broadband (760) 326-4190
- Frontier Communications (928) 453-0532
- Mohave Broadband (928) 768- 0110

Transportation

- Needles Area Transit (NAT) (760) 326-2113
- Victor Valley Transit Authority (VVTA) (760) 948-3030
- Silver Rider (760) 326-4789
- Dial-A-Ride (760) 326-4789

Medical Supply

- Sheld Healthcare (800) 557-8797
- Anything Medical (928) 763-5959
- Preferred Home Care (928) 704-4654
- Lin-Care (928)704-9033

City Of Needles Resources

Item 4.



City of Needles (760) 326-2113

Educational Resources

- Department of Environmental Health Services (800) 442-2283
- Needles Unified School District Administration (760) 326-3891
- Katie Hohstadt School HeadStart/Preschool (760) 326-5221
- Vista Colorado Elementary School (760) 326-2167
- Needles Middle School (760) 326-3894
- Needles High School/ Educational Training Center (ETC) (760) 326-2191
- Seventh Day Adventist School (760) 326-4406
- WIOA Program (760) 326-4590
- Palo Verde Community College (760) 326-5033
- Mohave Community College (928) 758-3926
- First 5/ West Care (760) 326-3135

Homeless/ Low Income Veterans

- Nations Finest (928) 615-4965 Ask for Khristina
- VA Loma Linda Healthcare System HCHV Program (800) 741- 8387
- Veterans National Homeless Call Center (877) 424- 3838
- VA Crisis Chat Line 988 then press 1

Legal

- Inland County Legal Services (888) 805-6455 Ext: 4520
- Inland Fair Housing and Mediation (800) 321-0911
- Victim Witness (760) 552-6946
- Joshua Tree Superior Court (760) 974-3048

Health Services

- Health Department (760) 326-9230
- Colorado River Medical Center (CRMC) (760) 326-7100
- Valley View Medical Center (928) 788-2273
- Western Arizona Regional Medical Center (WARMC) (928) 763-2273
- Havasu Regional Medical Center (928) 855-8185
- Department of Veterans Affairs (800) 827-1000
- Tri-State Community HealthCare (760) 326-0222

Safety

- Ambulance (760) 326-5299
- Highway Patrol (760) 326-2000
- Fire Department (760) 326-2833
- Sheriff Station (760) 326-9200
- Poison Control (800) 222-1222
- Teen Rescue (800) 494-2200

Hotlines

- Adult & Elder Abuse (877) 565-2020
- Child Abuse (800) 827-8724
- Database Information 211
- WE TIP (800) 782-7462 Report Crime
- Alcoholics Anonymous (760) 242-9292
- Gamblers Anonymous (760) 261-4267
- Narcotics Anonymous (888) 322-6817
- Victim Witness Services (800) 777-9229
- National Sexual Assault (800) 656-4673
- National Domestic Violence (800) 799-7233

Churches

Item 4.

- Needles Assembly of God (760) 326-2751
- Christian Church of Needles (760) 326-2781
- Needles Church of Christ (760) 326-2441
- Church of Jesus Christ of Latter-Day Saints (760) 326-3363
- Calvary Chapel (760) 326-2904
- Set Free (760) 326-2941
- Grace Lutheran(760) 326-3128
- Kingdom Hall of Jehovah's Witness (760) 326-2520
- St. Ann's Catholic Church (760) 326-2721
- St. John's Episcopal Church (760) 326-3552
- Seventh Day Adventist (760) 326-4406
- Church of God in Christ (760) 326-3113
- Fire House Ministries (760) 443-4342

Support Services

- Department of Social Services (DSS) (877) 410-8829
- Needles Center for Change (760) 326-4590
- Needles Animal Center (760) 326-4952
- Inland Medical Center (909) 890-3000 Family Caregiver Support Program (FCSP) (760) 326-9224
- Department of Veterans Affairs (800) 827-1000
- Health Insurance Counseling & Advocacy Program (HICAP) (800) 434-0222
- California Relay Services (877) 546-7414 Fort Mohave Tribal Vocational Rehabilitation (928) 768-1144
- Camp Good Grief (909) 558-8212



Temporary Food Facility Vendor Checklist



A Temporary Food Facility (TFF) Vendor can only operate at community events approved by San Bernardino County Department of Public Health, Environmental Health Services (EHS). It is the responsibility of each TFF Vendor at the event to comply with food safety and sanitary requirements enforced by EHS.

Vendors at an event are required to obtain a valid health permit and have it readily available at their booth throughout the event. Health permits are non-transferable.

The following self-inspection checklist can assist with meeting requirements.

FOOD SAFETY, STORAGE AND TRANSPORTATION

- ☐ All prepackaged foods are properly packaged and labeled at an approved facility (excluding cottage food permit). No home preparation or storage of food and beverage is allowed.
- ☐ Food is protected from contamination and in approved containers capable of maintaining required holding temperatures during transportation.
- ☐ All food, utensils and equipment are stored, displayed and served so they are protected from contamination. Food will be stored off the floor on appropriate shelving, boxes or pallets.
- ☐ All potentially hazardous foods are kept at 41°F or below or 135°F or above. Hot holding foods held above 45°F and/or leftover foods are discarded at the end of the day.
- ☐ Have a calibrated and accurate metal probe thermometer measuring from 0°F to 220°F available to check food temperatures.

HANDWASHING STATIONS

- ☐ Handwashing stations are located inside all food and beverage preparation booths.
- ☐ A minimal handwashing set-up is allowed inside the food preparation booth if the event is three days or less. This set-up requires a minimum of five gallons of preheated water, a hands-free spigot that provides continuous flow of warm water and a separate waste receptacle.
- ☐ If the event exceeds three consecutive days, a pressurized handwashing sink with hot and cold running water and a minimum of five gallon water supply is required.
- ☐ All handwashing stations have a pump soap dispenser and single-use paper towels. **Hand sanitizers do not replace handwashing.**

FOOD BOOTHS

- ☐ All food preparation, as well as non-prepackaged food, is within an approved enclosure or compartment. The ceiling, walls and floors of the enclosure are constructed of acceptable materials such as, but not limited to, the following:
 - Ceiling constructed of canvas or tarps
 - Walls constructed of canvas, tarps, plywood, fine-mesh window screening
 - Floors constructed of tarps, plywood, concrete, asphalt. The floor must be smooth and cleanable
 - Grass or dirt floors are covered with appropriate smooth and cleanable materials
- ☐ The food service opening is no larger than 13.5 inches by 16 inches with the ability of being closed.
- ☐ Each booth has signage indicating the name, city and telephone number of the booth operator or permittee. The facility name is required to be at least 3 inches tall and the city and telephone number must be at least 1 inch tall.

EQUIPMENT AND UTENSILS

- ☐ All food-related and utensils-related equipment must be installed, used and stored in such a manner that prevents food contamination.
- ☐ Acceptable cold holding units include, but are not limited to: mechanical refrigeration, freezers or ice chests.
- ☐ Acceptable hot holding units include, but are not limited to: steam tables, crockpots, chafing dishes or hot holding cabinets. All units have been pre-heated prior to placing the food in the unit.
- ☐ All cooking equipment, other than approved barbeques, will remain inside the approved enclosed booth, unless specifically exempted by EHS.
- ☐ Open-air barbeques are protected from dust and other contamination by way of an approved lid or overhead protection.
- ☐ Food preparation surfaces are cleanable and made of approved materials.
- ☐ Single-use utensils are provided for customer use. Food preparation surfaces are easily cleanable and of approved materials.
- ☐ All condiments are dispensed from a squeeze bottle, pump dispenser, individual packets or condiment containers with self-closing lids.

WAREWASHING SINK AND WASTEWATER

- ☐ A three-compartment warewashing sink with dual drainboards is present for all food/beverage preparation booths. Overhead protection is required for all warewashing sinks.
- ☐ All shared three-compartment warewashing sinks provided by the event organizer are maintained by cleaning, refilling and checking sanitizer levels throughout the event. No more than four vendors can share a warewashing sink.
- ☐ All warewashing sinks are supplied with a minimum of 25 gallons of pressurized warm water (minimum of 100°F), unless food preparation is limited, then 15 gallons is required. Wastewater is contained at all times.
- ☐ An approved sanitizer is used at the event for sanitizing utensils and food contact surfaces. Approved sanitizers include chlorine (bleach), quaternary ammonia (quat) or iodine. Sanitizer test strips are available, used to monitor sanitizer levels and will correspond to sanitizer in use at the event.
- ☐ All multiple-use wet wiping towels are stored in an approved sanitizing solution between uses.
- ☐ All wastewater from warewashing sinks and hand washing stations are disposed of through a public sewer system or other manner approved by EHS.

ELECTRICITY DETAILS (IF PROVIDED)

- ☐ Adequate electricity is available for refrigeration units or other equipment (for maintaining potentially hazardous foods at the proper temperature). If the event extends into the evening hours or will last more than one day, ensure electricity is available to light the food preparation area inside the booth. Sources of electricity can include public utilities and/or generators.

ADDITIONAL INFORMATION

- ☐ No food or beverages prepared at home (excluding food under cottage food permit) are allowed.
- ☐ If food preparation is in a permitted facility, provide verification of the permit.
- ☐ Potable (drinking) water is available during the event for food processing and warewashing.
- ☐ Garbage/trash is frequently picked up and disposed of properly.
- ☐ Animals and smoking are prohibited within 20 feet of food booths, storage areas and/or by the barbeque.

For more information on TFF operating requirements email at TFF@dph.sbcounty.gov, contact EHS at 1-800-442-2283 or visit the EHS website at ehs.sbcounty.gov. You can find the California Retail Food Code (Cal Code) on the Program & Services webpage under the Food Facilities section.



Public Health
Environmental Health Services

385 N. Arrowhead Ave., 2nd floor, San Bernardino, CA 92415

Email: EHS.CustomerService@dph.sbcounty.gov

Email: TFF@dph.sbcounty.gov

Website: ehs.sbcounty.gov

Text/Call: 800.442.2283

Fax: 909.387.4323

TEMPORARY FOOD FACILITY VENDOR HEALTH PERMIT APPLICATION

THIS SECTION TO BE COMPLETED BY APPLICANT • HEALTH PERMITS ARE NOT TRANSFERABLE

PERMIT CATEGORY (SELECT ONLY ONE)

Food Events: ☐ Annual Temporary Food Facility (TFF) - Vendor
☐ One-Time Temporary Food Facility (TFF) - Vendor

APPLICANT INFORMATION

Facility Name:	Phone Number:		
Owner Name:	Email:		
Owner Address:	City:	State:	Zip:

DETAILS OF TEMPORARY EVENT ONLY

Name of Event:	Date(s) of Event:		
Site Address:	City:	Total Number of Event Days:	
Set Up Time: From _____ To _____	Open to Public: From _____ To _____		
Name of Event Organizer:	Event Organizer Cell Phone Number:		

INVOICE INFORMATION

Mail To:	Attention To:		
Address:	City:	State:	Zip:

MAKE CHECKS PAYABLE TO: SAN BERNARDINO COUNTY

Submit this application and all subsequent fees at least two weeks prior to the event. A late fee will be assessed if the application is not completed a full 48 hours prior to the day of operation (Example: Fees are due on Wednesday for a Saturday event). Failure to complete the application and pay all fees will result in the assessment of a delinquent fee or closure.

Health permits are non-transferable and must be posted in a visible place within the TFF food booth. A TFF may only operate at community events approved by San Bernardino County Department of Public Health, Environmental Health Services (EHS).

Indemnification: The Contractor agrees to 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 indemnitees. The Contractor's 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.

For Office Use Only

Fee:	FA Number:	Record ID:	Program Identifier:	
Late Fee: <input type="checkbox"/> Y <input type="checkbox"/> N	PE Number:	SR Number:	Date:	
Designated Employee:		Received By:		
Check One: <input type="checkbox"/> New <input type="checkbox"/> Transfer <input type="checkbox"/> Reactivate		Changes (Please specify):		

TFF VENDOR	
SPECIFIC TYPE OF TFF VENDOR PERMIT (SELECT ONLY ONE)	
<input type="checkbox"/> TFF - Prepackaged Single Event up to 6 Months	<input type="checkbox"/> Prepackaged Annual TFF Permit
<input type="checkbox"/> TFF - Food Preparation Single Event up to 6 Months	<input type="checkbox"/> Food Preparation Annual TFF Permit
CERTIFICATIONS	
Food Manager Certification: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A (Prepackaged Facilities)	
Food Worker Training Certificates: <input type="checkbox"/> Yes <input type="checkbox"/> No (Required for each employee of Annual TFFs)	
TYPE OF FOOD SERVICE	
<input type="checkbox"/> Prepackaged Foods or Beverages Only <input type="checkbox"/> Food Preparation in Fully Enclosed Booth	
<input type="checkbox"/> Food Preparation in Fully Enclosed Booth Food Compartment (i.e. Snow Cone, Popcorn, Cotton Candy, or Shaved Ice Machine)	
<input type="checkbox"/> Other (Please describe): _____	
List the types of food/beverages that will be sold or given away at the event.	
Provide specific details on where the food is prepared and coming from.	
TFF VENDOR RESPONSIBILITIES	
IT IS THE RESPONSIBILITY OF EACH TFF VENDOR AT THE EVENT TO COMPLY WITH FOOD SAFETY AND SANITARY REQUIREMENTS ENFORCED BY EHS.	
CERTIFICATION STATEMENTS	
Please read and certify the statements on the following regulations by initialing below each section that you will abide by these regulations:	
<ul style="list-style-type: none"> Food Safety, Storage and Transportation, Handwashing Stations, Food Booths, Equipment and Utensils, Warewashing Sinks and Wastewater, Electricity Details, and Additional Information. 	
FOOD SAFETY, STORAGE AND TRANSPORTATION	
<ul style="list-style-type: none"> No home preparation or storage of food and beverage is allowed. All prepackaged foods must be properly packaged and labeled at an approved facility (excluding Cottage Food Permit). During transportation, food must be protected from contamination and in approved containers capable of maintaining required holding temperatures. Ensure all food, utensils and equipment are stored, displayed and served so they are protected from contamination. Food must be stored off the floor, on appropriate shelving, boxes or pallets. All potentially hazardous foods must be kept at 41°F or below, or 135°F or above. Hot holding foods, food held at 45°F and/or leftovers, must be discarded at the end of the day. A calibrated and accurate metal probe thermometer measuring from 0°F to 220°F must be available to check food temperatures. 	
<div style="display: inline-block; width: 100px; border-bottom: 1px solid black; margin-right: 10px;"></div> Initials	

TFF VENDOR**HANDWASHING STATIONS**

- Handwashing stations must be located inside all food and beverage preparation booths.
- If the event exceeds three consecutive days, a pressurized handwashing sink with hot and cold running water and a minimum of five gallon water supply is required.
- A minimal handwashing setup is allowed inside the food preparation booth only if the event is three days or less. This setup requires a minimum of five gallons of preheated water, a hands-free spigot that provides continuous flow of warm water, and a separate waste receptacle.
- All handwashing stations will be supplied with a pump soap dispenser and single use paper towels. Hand sanitizers do not replace handwashing.

_____ Initials

FOOD BOOTHS

- All food preparation, as well as nonprepackaged food, will be done within an approved enclosure or compartment. The ceiling, walls and floors of the enclosure must be constructed of acceptable materials such as, but not limited to the following:
 - Ceiling constructed of canvas or tarps.
 - Walls constructed of canvas, tarps, plywood, fine-mesh window screening.
 - Floors constructed of tarps, plywood, concrete, asphalt. The floor must be smooth and cleanable.
- Grass or dirt floors must be covered with appropriate smooth and cleanable materials.
- The food service opening can be no larger than 13.5" or 16" with the ability of being closed.
- Each booth must have signage indicating the name, city and telephone number of the booth operator or permittee. The facility name must be a minimum of 3 inches, and the city and telephone number must be a minimum of 1 inch in letter height.

_____ Initials

EQUIPMENT AND UTENSILS

- All food-related and utensil-related equipment must be approved by EHS. All equipment will be installed, used and stored in such a manner that prevents food contamination.
- Cold holding units include, but are not limited to: mechanical refrigeration, freezers or ice chests. Accurate thermometers are required inside the units to monitor temperatures.
- Hot holding units include, but are not limited to: steam tables, crockpots, chafing dishes or hot holding cabinets. All units must be pre-heated prior to placing the food in the unit.
- All cooking equipment, other than approved barbeques, must remain inside the approved enclosed booth, unless specifically exempted by EHS.
- Open-air barbeques must be protected from dust and other contamination by way of an approved lid or overhead protection.
- Food preparation surfaces must be cleanable and made of approved materials.
- Single-use utensils must be provided for customer use. Food preparation surfaces must be easily cleanable and of approved materials.
- All condiments must be dispensed from a squeeze bottle, pump dispenser, individual packets or condiment containers with self-closing lids.

_____ Initials

WAREWASHING SINK AND WASTEWATER

- A three-compartment warewashing sink with dual drainboards with overhead protection required for all food/beverage preparation booths.
- Any shared three-compartment warewashing sinks that are provided by the Event Organizer must be maintained by cleaning, refilling and checking sanitizer levels throughout the event. No more than four vendors can utilize a shared warewashing sink.
- All warewashing sinks will be supplied with a minimum of 25 gallons of pressurized warm water (minimum of 100°F), unless food preparation is limited, then 15 gallons is required. Wastewater must be contained at all times.
- An approved sanitizer must be used at the event for sanitizing utensils and food contact surfaces. Approved sanitizers include chlorine (bleach), quaternary ammonia (Quat) or iodine. Sanitizer test strips must be available, used to monitor sanitizer levels, and must correspond to sanitizer in use at the event.
- All wastewater from warewashing sinks and hand washing stations must be disposed of in an approved manner through a public sewer system or other manner approved by EHS.

_____ Initials

TFF VENDOR	
ELECTRICITY DETAILS (IF PROVIDED)	
<p>Adequate electricity must be available for refrigeration units or other equipment (for maintaining potentially hazardous foods at the proper temperature). If the event extends into the evening hour or will last more than one day, ensure electricity will be available to light the food preparation area inside the booth. Sources of electricity may include public utilities and/or generators.</p>	
_____	Initials
ADDITIONAL INFORMATION	
<ul style="list-style-type: none"> No food or beverages prepared at home are allowed (excluding food under Cottage Food Permit). If food preparation is in a permitted facility, the permit must be provided. Potable (drinking) water must be available during the event for food processing and warewashing. Garbage/trash must be frequently picked up and disposed of properly. Animals and smoking are prohibited within 20 feet of food booths, storage areas and/or nearby the barbeque. 	
_____	Initials
DECLARATION AND SIGNATURE	
<p>MAKE CHECKS PAYABLE TO: SAN BERNARDINO COUNTY</p> <p>I declare under the penalty of law, that to the best of my knowledge and belief, the statements made herein are correct and true. I have knowledge of, and commit to meet state law and relevant local regulations pertaining to the TFF Vendor Health Permit. I acknowledge the receipt of the TFF Vendor Checklist and the rules and regulations set forth by San Bernardino County. As the TFF Vendor, I must ensure that my food booth is in compliance with the TFF operating requirements mentioned in this application and set forth in the TFF Vendor Packet. I hereby consent to all necessary inspections related to the issuance of a health permit and the operation of the business. Furthermore, I understand that failure to meet all requirements specific to the TFF Vendor Health Permit, supplemental attachments and those set forth by San Bernardino County may result in permit suspension and/or closure of the TFF booth.</p>	
<p>Indemnification: The Contractor agrees to 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 Contractor's 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.</p>	
<input type="checkbox"/> Electronic Signature Only: By checking this box I confirm I am submitting this application electronically and that the information on this form is true and correct. I also acknowledge that I have read, understand and accept any terms and conditions of this form.	Date:
Signature of TFF Vendor:	
Print Name:	Title:



City of Needles

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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: November 10, 2023

1. City officials engaged in a productive meeting with the Bureau of Reclamation to review the City's anticipated water usage in the Lower Colorado Basin Region for the current year (attached). Notably, the City of Needles has successfully diverted 309 Acre Feet less than initially projected from the Colorado River for the current year, earning commendation for adhering to its water order limits.

Initially facing a Level 2 Shortage projection (Elevations Lake Mead 1,025 ft. to 1,050 ft.), the Bureau of Reclamation has revised its forecasts. Thanks to effective water conservation measures and unexpectedly robust rainfall throughout the year, the outlook has significantly improved. Consequently, a more optimistic projection of a Level 1 Shortage is now anticipated, with expected elevations of Lake Mead ranging from 1,050 ft. to 1,075 ft. This positive shift underscores the City of Needles' dedication to responsible water management and its successful response to environmental factors influencing water resources.

2. The City of Needles marked a significant milestone with the commencement of construction for two park projects totaling \$4.15 Million:
 - **Duke Watkins Park:** This transformative project is made possible by a substantial \$3,965,400 grant awarded through California's Proposition 68 Statewide Park Program.

The upgraded park will feature exciting additions, including a Route 66-themed splash pad, a cutting-edge bicycle asphalt pump track, and a restroom on the southwest side. Extensive improvements include renovating the existing 3 Pete's ballfield, revitalizing outdoor basketball courts, and introducing a new playground with shade and compliant ground covering.

Additional amenities comprise a small dog park, shaded picnic zones, an art expression wall, a new parking lot, and an array of trees and drought-tolerant

landscaping. This holistic approach not only meets the community's recreational needs but also reflects our commitment to creating a vibrant and environmentally conscious public space. We're excited about the positive impact this transformative project will have on our community.

- **Jack Smith Park:** This project was made possible by a \$181,000 grant awarded through California's Proposition 68 Statewide Park Program. This substantial funding injection is set to activate the development of 1,300-linear-foot walking trail. Along this path, strategically placed bump outs will accommodate state-of-the-art exercise equipment, elevating the park's recreational offerings. The new trail promises to surpass the existing walkways in both scope and quality. Its design emphasizes not only aesthetic appeal but also practical connectivity, seamlessly linking to key park amenities such as parking facilities, shade shelters, playground equipment, and restroom facilities. This ambitious undertaking exemplifies the City of Needles' commitment to fostering accessible and engaging public spaces, ensuring the community enjoys a well-rounded and enriching recreational experience at Jack Smith Park.
3. On November 7, 2023, Needles Area Transit hosted a Community Open House to discuss residents' transit service needs. The City of Needles is mandated to craft a Short-Range Transit Plan (SRTP) guiding public fund allocation for its transportation program from 2024-2026. Eight interviews were conducted with stakeholders, such as the Needles Unified School District, Chamber of Commerce, Palo Verde College Needles Center, and the Department of Behavioral Health. Key themes emerged, emphasizing the importance of enhancing bus stop amenities, improving rider information and marketing, and addressing evolving transportation needs.
 4. City Staff met with the Program Manager of Mental Health Systems, Inc. TURN – (Center for Change), where it was conveyed that the organization will be closing its doors effective December 31, 2023. Recognizing the profound impact this organization has on our community, we have taken the initiative to include a Letter of Support on the November 14, 2023, City Council Agenda, urging Supervisor Rowe's attention.

MHS TURN stands as a vital cornerstone in our community, providing an array of essential programs and services crucial to the well-being of Needles residents. For many, these services are not just beneficial; they are absolutely essential. The City Council's support is integral in emphasizing the importance of preserving and sustaining this invaluable resource. Let us collectively advocate for the continuation of the diverse and indispensable services MHS TURN offers to enhance the lives of our residents.



LOWER COLORADO BASIN REGION
CY 2023

CALIFORNIA WATER USERS

Forecast end of year diversion/consumptive use
Forecast based on use to date and approved annual water orders
[California Schedules and Approvals](#)

NOTE:
• Diversions and uses that are pending approval are noted in *red italics*.
• Water users with a consumptive use entitlement - **Excess to Estimated Use** column indicates overrun/underrun of entitlement. Dash in this column indicates water user has a diversion entitlement.
• Water user with a diversion entitlement - **Excess to Approved Diversion** column indicates overrun/underrun of entitlement. Dash in this column indicates water user has a consumptive use

WATER USER	Use	Forecast	Estimated	Excess to	Diversion	Forecast	Approved	Excess to
	To Date	Use	Use	Estimated	To Date	Diversion	Diversion	Approved
	CY 2023	CY 2023	CY 2023	Use	CY 2023	CY 2023	CY 2023	Diversion
Fort Mojave Indian Reservation, CA	6,281	6,848	8,994	---	11,676	12,729	16,720	-3,991
City of Needles (includes LCWSP use)	983	1,157	1,605	-448	1,709	1,952	2,261	-309
PPR No. 30 (Stephenson)	17	19	19	---	31	34	34	0
PPR No. 38 (Andrade)	23	25	25	---	41	45	45	---
PPR No. 40 (Cooper)	6	6	6	---	9	10	10	---
Chemehuevi Indian Reservation	168	183	183	---	10,407	11,340	11,340	0
The Metropolitan Water District of Southern California ¹	561,676	667,699	---	---	563,939	670,375	---	---
Colorado River Indian Reservation, CA	4020	4,380	4,380	---	6,661	7,258	7,258	0
Palo Verde Irrigation District	282,267	283,186	423,836	---	632,592	688,992	862,000	-173,008
PPR No. 31 (Mendivil)	3	3	3	---	6	6	6	0
Yuma Project Resesrvation Division	32,227	36,783	46,057	---	65,400	76,304	93,850	-17,546
Yuma Project Reservation Division - Bard Unit	---	---	---	---	29,121	34,701	46,452	-11,751
Yuma Project Reservation Division - Indian Unit	---	---	---	---	36,279	41,603	47,398	-5,795
Fort Yuma Indian Reservation - Ranch 5 (Surface Delivery)	900	1,031	1,194	---	1,627	1,864	2,160	-296
Fort Yuma Indian Reservation - Other Ranches (Pumpers)	1,043	1,137	1,137	---	1,889	2,058	2,058	0
Yuma Island Pumpers	1,343	1,463	1,463	---	2,429	2,647	2,647	0
Imperial Irrigation District	2,185,132	2,403,673	2,617,800	-214,127	2,186,499	2,424,397	2,767,270	---
Coachella Valley Water District	252,820	295,353	354,000	-58,647	263,973	310,468	375,987	---
Other LCWSP Contractors	483	526	526	---	752	819	819	0
City of Winterhaven	53	58	58	---	74	81	81	0
Total California	3,329,445	3,703,530	4,138,946		3,749,714	4,211,379	4,824,789	

CALIFORNIA ADJUSTED APPORTIONMENT CALCULATION

California Basic Apportionment	4,400,000
System Conservation Water - Pilot System Conservation Program ²	(145)
System Conservation Water - CVWD ^{3,4}	(35,000)
System Conservation Water - PVID Following Program ^{3,5}	(58,400)
Creation of Extraordinary Conservation ICS - MWD ⁶	(450,000)
Total State Adjusted Apportionment	3,856,455
Excess to Total State Adjusted Apportionment	(152,925)

Estimated Allowable Use for MWD 1,270,624

¹ Forecast Use is based on MWD's operational projected diversion of 0.750 maf for August's 24MS.

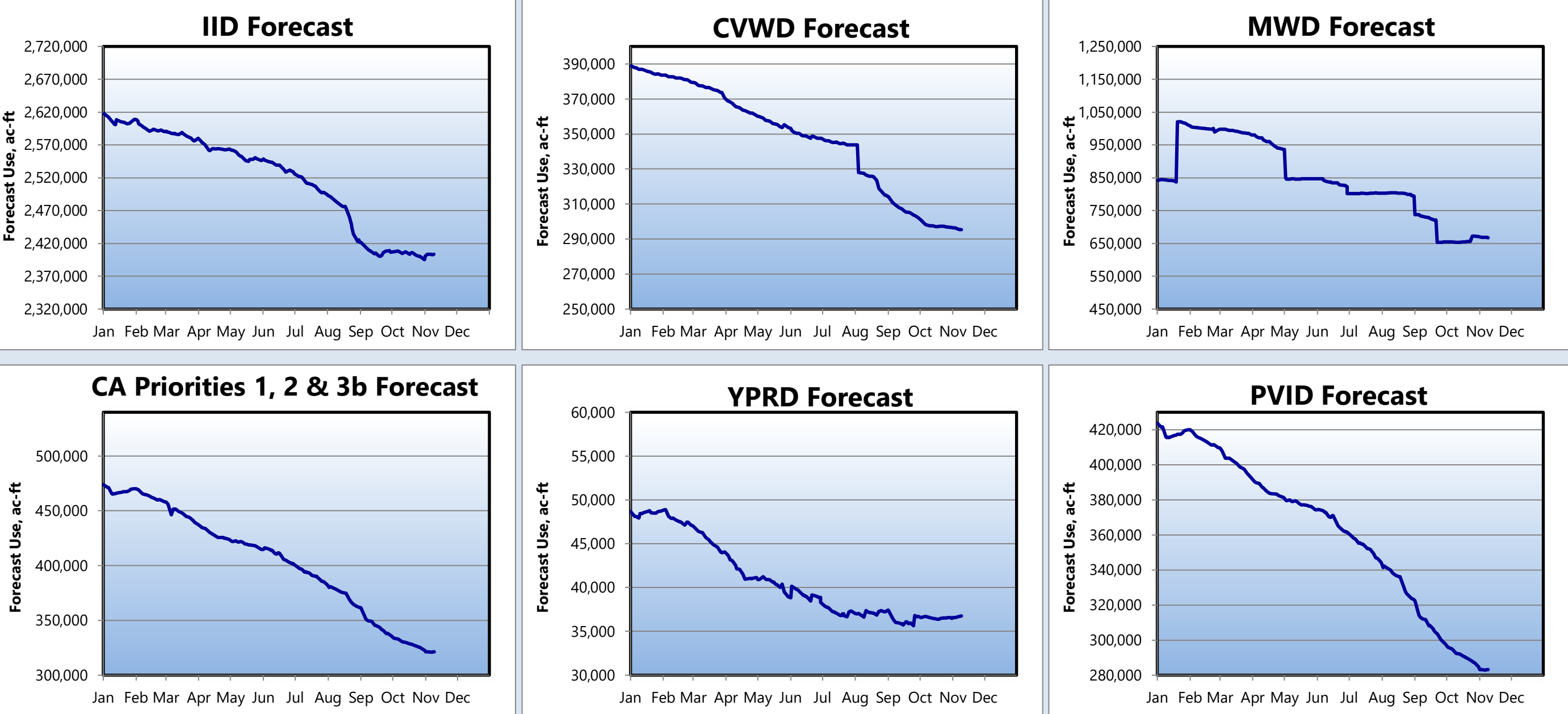
² System Consevation Water to be conserved by the City of Needles pursuant to System Conservation Implementation Agreement No. 15-XX-30-W0596, executed under the Pilot System Conservation Program. This water will remain in Lake Mead to benefit system storage.

³ In accordance with the applicable system conservation agreements and Section 3.b of the *Lower Basin Drought Contingeny Plan Agreement* , the Bureau of Reclamation intends to apply all or a portion of this water towards the Secretary of the Interior's commitment to create or conserve 100,000 AF per annum or more of Colorado River System water to contribute to conservation of water supplies in Lake Mead and other Colorado River reservoirs in the Lower Basin.

⁴ The estimated amount of System Conservation Water that will be created pursuant to SCIA No. 23-XX-30-W0764.

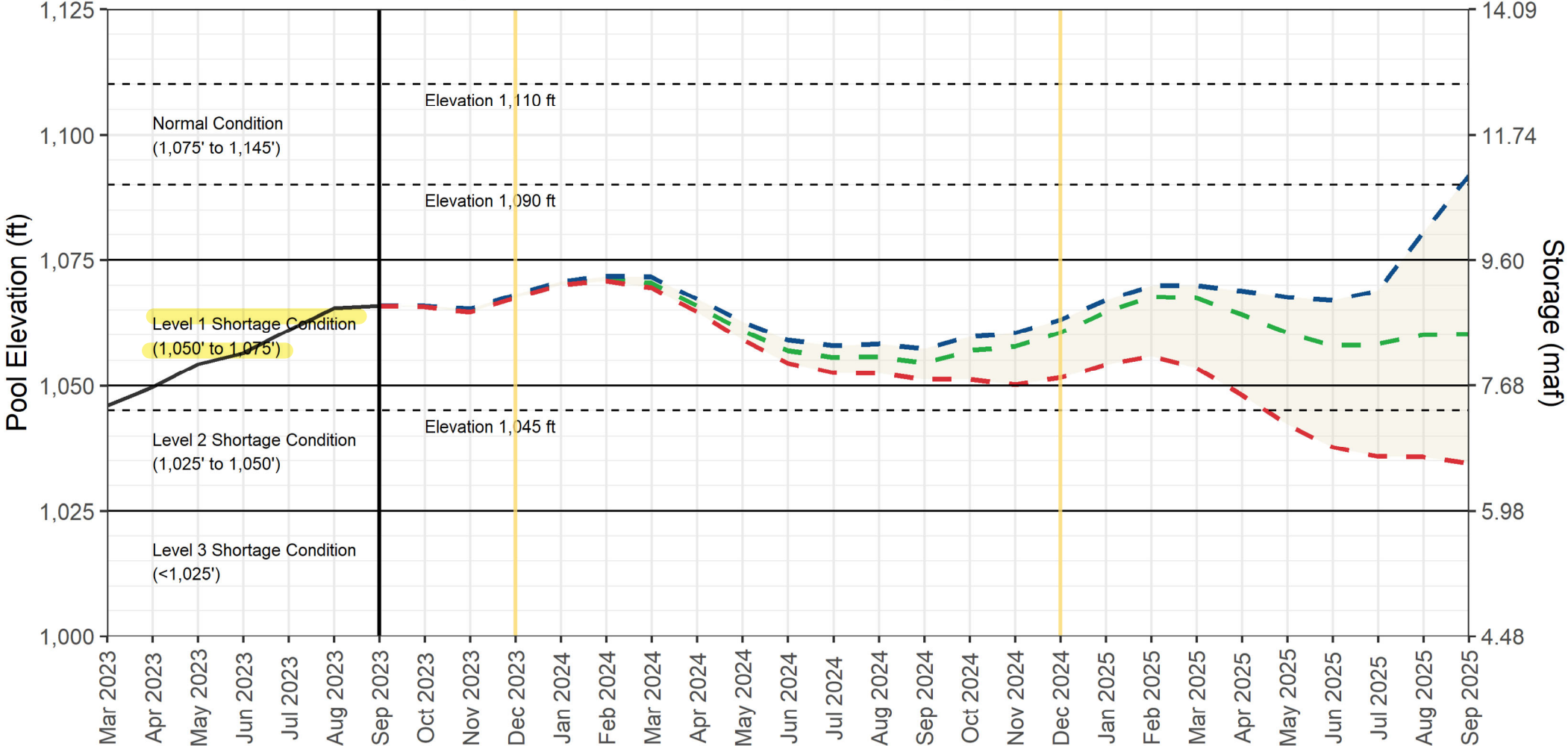
⁵ The estimated amount of System Conservation Water that will be created pursuant to Funding Agreement No. 21-XX-30-W0714.

⁶ MWD has an approved ICS Plan for the creation of up to 450,000 AF of Extraordinary Conservation (EC) ICS in 2023. The actual amount of EC ICS created by MWD in 2023 will be based on final accounting and verification. In accordance with Section XI.G.3.B.4 of the 2007 Interim Guidelines and Section IV.B of Lower Basin Drought Contingency Operations (LBOps), the total amount of EC ICS that may be created by the states of Arizona, California, and Nevada in 2023 will be limited to 625,000 AF. Additionally, the total amount of EC ICS, Binational ICS and DCP ICS accumulated in Arizona, California and Nevada's ICS Accounts will be limited in accordance with Section IV.C. of LBOps.



NOTES: Click on California Schedules and Approvals above for incoming diversion schedules and approvals.

Lake Mead End-of-Month Elevations
Projections from October 2023 24-Month Study Inflow Scenarios



- Historical Elevations
- October 2023 Probable Maximum Inflow with a Lake Powell release of 7.48 maf in WY 2024 and 11.57 maf in WY 2025
- October 2023 Most Probable Inflow with a Lake Powell release of 7.48 maf in WY 2024 and 9.00 maf in WY 2025
- October 2023 Probable Minimum Inflow with a Lake Powell release of 7.48 maf in WY 2024 and 7.48 maf in WY 2025

The Drought Response Operations Agreement (DROA) is available online at <https://www.usbr.gov/dcp/finaldocs.html>.



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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: November 17, 2023

1. The California Governor's Office of Business and Economic Development (GO-Biz) recently collaborated with City Staff to introduce Needles to a prospective grocer interested in expanding its operations. GO-Biz actively facilitates connections between businesses seeking expansion opportunities within California and has been instrumental in showcasing the potential of Needles to these enterprises.
2. The City of Needles Animal Shelter has been the recipient of a generous donation in honor of Karen (Kippy) A. Poulson. Kippy, who dedicated numerous years as the city treasurer and actively volunteered in the community, played a vital role in facilitating the placement of animals into loving homes through her close collaboration with the Needles Animal Shelter. Her philanthropy extended even further as she bequeathed half of her estate, totaling \$83,000, to support the City of Needles Animal Shelter. The City of Needles expresses enduring gratitude for Kippy's remarkable act of kindness.
3. This week, the City received confirmation from California for All Animals approving a \$112,000 grant for our proposed Trap, Neuter, Release Program. This funding will significantly bolster our Animal Shelter, enabling us to acquire a new vehicle, hire part-time staff, purchase supplies, facilitate veterinary care, and initiate education initiatives. This comprehensive program aims to enhance our community by effectively managing roaming cats, curbing diseases, and boosting adoption rates, ultimately eradicating euthanasia at our shelter. Congratulations to Rainie Torrance, Tony Rubalcaba, and Christy Perritt for their invaluable contributions to securing this grant (see attached information).

4. City Staff met with former City Councilmember Longacre to discuss the following topics:
 - The refurbishment of the Skate Park, authorized by the City Council in November 2022, is progressing. City Staff is actively developing a shaded seating area utilizing the allocated funds.
 - Efforts are underway to minimize dust on BNSF Road, with multiple daily watering sessions by BNSF. BNSF has indicated interest in collaborating on upcoming street projects to pave the road economically. This strategy aims for a lasting solution rather than using asphalt millings and an oil base.
 - As part of the Phase IV-A Street Improvements Project, City Staff will install a stop sign at the Northeast Corner of North K Street and Front Street, establishing a four-way stop. The restriping will incorporate the design features previously approved by the City Council Ordinance No. 625 (see attached plan).
5. Last March, Supervisor Rowe collaborated with City Staff to organize Needles' inaugural San Bernardino County Resource Fair for residents. Various county agencies, including the Department of Public Health, County Recorder, and Workforce Development, gathered at El Garces for this event. Presently, City Staff is partnering again with the Supervisor's Office to plan another County Resource Fair tentatively scheduled for March 2024.
6. City Officials and Staff participated in the 2023 ICSC Western Conference last month, fostering connections with developers, investors, retailers, and brokers. As a key component of our continuous economic development efforts, we consistently monitor mobility data, specifically tracking monthly foot traffic to retailers and quick-service restaurants. Enclosed, you'll find the latest report from our economic development consultant, intended for businesses eyeing expansion opportunities in our community. This report serves as a vital resource stimulating economic growth, promoting collaboration, and aiding informed decision-making for future investment into our community.
7. Thanksgiving falls next week, and in observance, City Hall will be closed on Thursday, November 23, and Friday, November 25. Regular operations will resume on Monday, November 27, at 8:30 AM. Kindly refer to the attached flyer placed on the front door of City Hall for residents' awareness. In case of emergencies, essential City Staff will remain on-call and available.

City of Needles Animal Shelter

Needles Trap, Neuter, Release/Rehome Program







CITY OF NEEDLES ECONOMIC OPPORTUNITY

1. **McDonald's**
 - i. AI Mobility: 33,600 Monthly Visits
2. **Carl's Jr.**
 - i. AI Mobility: 16,200 Monthly Visits
3. **Shell Gasoline**
 - i. AI Mobility: 15,200 Monthly Visits
4. **Subway**
 - i. AI Mobility Shows: 14,250 Monthly Visits
5. **Dairy Queen**
 - i. AI Mobility: 7,500 Monthly Visits
6. **Dollar General**
 - i. AI Mobility: 9,150 Monthly Visits
7. **Rite-Aid**
 - i. AI Mobility: 12,800 Monthly Visits
8. **AutoZone**
 - i. AI Mobility: 3,325 Monthly Visits
9. **275,000 Square Feet New Industrial & 575+ New Jobs In Last 24 Months**
 - i. 150,000+ Square Feet Additional Under Construction
10. **New Hampton Inn & Suites Opened Spring, 2023**





**THIS OFFICE WILL BE CLOSED
THURSDAY NOVEMBER 23RD AND
FRIDAY NOVEMBER 24TH FOR
THANKSGIVING
WE WILL REOPEN MONDAY NOVEMBER
27TH AT 8:30 AM**



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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: November 24, 2023

1. On November 22, 2023, the Inland Empire Deputy Regional Director of External Affairs from the California Governor's Office visited Needles, meeting with the Mayor and City Staff. The purpose was for the Governor's Office to grasp the city's needs, explore collaboration opportunities, and plan future visits with state officials. They also assessed the progress of projects funded by state grants.
2. The City Staff promptly addressed a complaint concerning the Clubhouse floors at the Golf Course, following up with the owner of the 19th Hole. Collaboratively, they established a comprehensive plan to revitalize the floors and elevate the overall customer experience. Actions included contracting a specialized company for degreasing and scrubbing the vinyl flooring, implementing a consistent maintenance schedule, and strategically placing runner rugs at the entrance. Attached are before and after photos for your reference, showcasing the remarkable transformation. The initiative notably enhances the initial impression for all customers entering the building.
3. On September 12, 2023, the City Council instructed City Staff on parking solutions for El Garces situated on "G" Street and Front Street. This week, the approved "Parking Exhibit" design (see attached) kicked off with the painting of curbs in red. The remaining aspects of the design will be implemented over the next few weeks. This initiative will create a total of five (5) parking spaces: four (4) regular stalls and one (1) van-accessible ADA parking spot directly in front of El Garces.
4. City staff received a complaint about an overgrown mesquite tree on Bush Street. City staff has contacted the property owner for a resolution and is exploring available options to address the problem.

5. The end of the first legislative session in the California State Legislature's two-year cycle is significant. Assemblymember Eduardo Garcia represents Needles in the 36th Assembly District. Attached is a letter summarizing some of the 30 bills he authored. Garcia is committed to addressing the extensive housing problem, impacting not just Needles but the whole of California (see the attached letter for more details).

Governors Office Visit



Golf Clubhouse Exhibit

Item 4.

Before

After

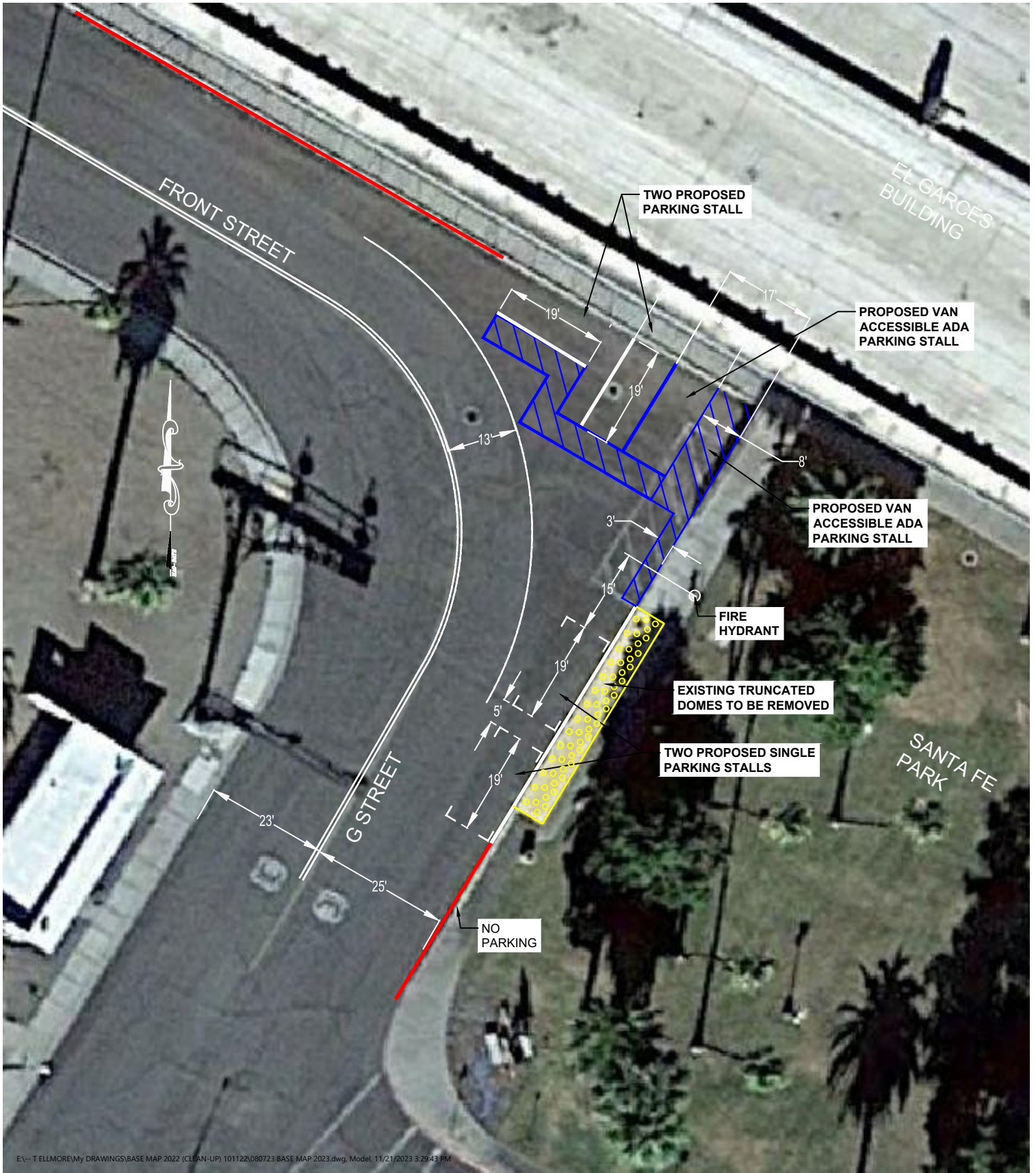


Parking Design Update 11/21/2023



PARKING EXHIBIT

G & FRONT STREETS @ EL GARCES



E:\-- T ELLMORE\My DRAWINGS\BASE MAP 2022 (CLEAN-UP) 101122\080723 BASE MAP 2023.dwg, Model, 11/21/2023 3:29:43 PM

STATE CAPITOL
P.O. BOX 942849
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Assemblymember.EduardoGarcia@assembly.ca.gov

Assembly California Legislature



EDUARDO GARCIA
CHAIR: ASSEMBLY COMMITTEE ON
WATER, PARKS AND WILDLIFE
ASSEMBLYMEMBER, FIFTY-SIXTH DISTRICT

COMMITTEES
APPROPRIATIONS
COMMUNICATIONS AND CONVEYANCE
GOVERNMENTAL ORGANIZATION
UTILITIES AND ENERGY

CHAIR: SELECT COMMITTEE ON BOYS
AND MEN OF COLOR

November 13, 2023

City Manager Daniels
City of Needles
817 3rd St.,
Needles. CA 92363

Dear Community Partner,

The California State Legislature recently ended its first legislative session in a 2 year legislative cycle. I am proud to share that we were the lead author or coauthor on over 30 bills that were signed by Governor Newsom in different ranges of focus such as: climate; energy; veterans; education; health; housing and the economy.

The Governor and the State Legislature have made a commitment to be a world leader in the fight to combat climate change. In order to meet those goals set forth, I authored AB 1373 (Energy) which will help streamline geothermal production in California. We are fortunate because our region is uniquely positioned to benefit from these emerging industries in green energy. California is now the 4th largest economy in the world, in order to support our workforce people need to have places to live. Which is why I authored AB 1439 incentivizing the construction of farmworker housing and was a principal co-author on SB 684 which streamlines the construction of residential projects. The issue of housing is one that is felt throughout the entire state of California, but it is definitely exasperated amongst vulnerable populations in rural regions like ours.

Furthermore, despite what many would consider a challenging budget year, we were able to secure millions of dollars in budget victories for various community partners including:

- \$2 Million Galilee Center
- \$1 Million DAP Health
- \$500,000 City of Coachella Stannous Chloride Pilot Project
- \$2.5 Million Student Housing at San Diego State University, Imperial Valley
- \$3 Million City of Imperial, Imperial Corridor Safety Improvement Project
- \$200,000 Comite Cívico Del Valle Universidad Popular
- \$5 Million Breaking Barriers to Employment Grant
- \$2 Million City of Calexico Indoor Asylum Seeker Facility
- \$50 Million Salton Sea Restoration

It has been a productive first year of session. In January we begin year 2 of the legislative cycle and I am looking forward to keeping you apprised of our work. California will continue to set forth cutting edge policy as it has historically and the 36th Assembly District will be at the forefront of many critical decisions. As always, it is a pleasure to be of service to you if you have any questions regarding any of these bills or any of the other's in our 2023 Legislative Package (see attached) please feel free to reach out to my Capitol Office at (916)-319-2056 or Ruben Perez at my District office at (760) 347-2360 or via email ruben.perez@asm.ca.gov.

Sincerely,

Assemblymember Eduardo Garcia
California State Assembly
36th Assembly District