



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

## **A G E N D A**

REGULAR MEETING OF THE CITY COUNCIL,  
NEEDLES PUBLIC UTILITY AUTHORITY  
SUCCESSOR AGENCY to the REDEVELOPMENT AGENCY  
CITY OF NEEDLES, CALIFORNIA  
**TUESDAY, MARCH 28, 2023**  
COUNCIL EXECUTIVE SESSION – **5:00 P.M.**  
CITY COUNCIL MEETING – **6:00 P.M.**  
CITY COUNCIL CHAMBERS  
1111 BAILEY AVENUE, NEEDLES

**THE PUBLIC MAY ATTEND VIA TEAMS AND MAY SUBMIT ANY COMMENTS IN WRITING PRIOR TO NOON ON THE DAY OF THE MEETING BY EMAILING [djones@cityofneedles.com](mailto:djones@cityofneedles.com)**

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

**If asked, enter the following: Meeting ID: 861 948 081#**

**OR listen in and participate by calling Teams: 1-323-488-2227 - Meeting ID: 861 948 081#**

**The meetings are being recorded**

CALL TO ORDER  
ROLL CALL

**RECESS THE CITY COUNCIL MEETING AND CONVENE A JOINT COUNCIL / NPUA MEETING**  
CALL TO ORDER (Roll Call previously taken)

PUBLIC COMMENTS PERTAINING TO THE EXECUTIVE SESSION ITEMS (A three-minute time limit per person has been established.)

### **RECESS TO EXECUTIVE SESSION**

- a) NPUA / COUNCIL: Conference with Legal Counsel regarding existing litigation pursuant to Government Code §54956.9(d)(1) (one case: Rio Buena Vista Assoc. Et. Al. v. City of Needles: Case Number CIVSB 2028439)
- b) NPUA / COUNCIL: Conference with Legal Counsel Regarding Potential Initiation of Litigation Pursuant to Government Code §54956.9(d)(4). (one potential case)
- c) Conference with real property negotiator pursuant to Government Code §54956.8: Agency negotiator City Manager Rick Daniels or his designee. Negotiating Parties are the City of Needles as the potential seller and San Bernardino County as the potential buyer of a portion of the building located at 1111 Bailey Avenue, APN 0185-221-13-0000. Under negotiations are the price and terms
- d) Public Employee Appointment Pursuant to Government Code Section 54957. Title: City Manager
- e) Public Employee Performance Evaluation pursuant to Government Code §54957 - Title of position: City Clerk

**EXECUTIVE SESSION** – Report by City Attorney

ROLL CALL (Previously Taken)  
INVOCATION  
PLEDGE OF ALLEGIANCE  
APPROVAL OF AGENDA  
CONFLICT OF INTEREST  
CORRESPONDENCE  
INTRODUCTIONS  
CITY ATTORNEY     Parliamentary procedures

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

**PUBLIC APPEARANCE** – Persons wishing to address the City Council on subjects other than those scheduled are requested to do so at this time. When called by the Mayor, please announce your name and address for the record. In order to conduct a timely meeting, a three-minute time limit per person has been established by Municipal Code Section 2-18. Amendments to the California Government Code Section 54950 prohibits the City Council from taking action on a specific item until it appears on the agenda.

#### **PRESENTATION**

- 1) Proclamation presented to the Fort Mojave Indian Tribe for the Avi Kwa Ame National Monument Designation (INF)
- 2) Fort Mojave Telephone, Inc. Broadband presentation by General Manager Michael Scully (INF)
- 3) Chamber of Commerce update on Visitor Center (INF)

#### **ADJOURN THE JOINT COUNCIL / NPUA MEETING AND CONVENE NPUA / SARDA MEETING** (Roll Call previously taken)

- 4) a) Resolution No. 03-28-2023-SARDA declaring pursuant to California Government Code §54221 that the real property identified as APN 0186-222-10-0000 (approximately 1.34 acres located near the intersection of I-40 and US-95) is designated as exempt surplus land and not necessary for the Successor Agency's use at this time, finding that such declaration is exempt from environmental review under the California Environmental Quality Act and taking related actions (ACT)  
  
b) Resolution No. 03-28-2023-1-SARDA authorizing the transfer of the real property identified as APN 0186-222-10-0000 to the Needles Public Utility Authority for essential Authority power substation government purposes and approving certain related actions (ACT)
- 5) Resolution No. 03-28-2023-NPUA authorizing the acceptance of the transfer of the real property identified as APN 0186-222-10-0000 (approximately 1.34 acres located near the intersection of I-40 and US-95) to the Needles Public Utility Authority from the Successor Agency to the Redevelopment Agency of the City of Needles for essential Authority power substation government purposes and approving certain related actions (ACT)

#### **ADJOURN THE JOINT NPUA / SARDA MEETING AND RECONVENE THE COUNCIL MEETING** (Roll Call previously taken)

## PUBLIC HEARING

- 6) Public Hearing noticed to consider amending Chapter 2 “Administration” of the Needles Municipal Code adding Article IX, Housing Commission
- Staff Report
  - Council questions of staff
  - Mayor to open the public hearing
  - Public Comment
  - Mayor to close the public hearing
  - Council Discussion / Deliberation
  - Ordinance No. 660-AC amending Chapter 2 “Administration” of the Needles Municipal Code adding Article IX, Housing Commission (ACT)

**CONSENT CALENDAR:** All matters listed on the Consent Calendar are considered to be routine and will be enacted by one motion in the form listed. The Mayor or any member of the City Council may pull an item from the Consent Calendar for discussion. Prior to Council action, a member of the public may address the City Council on matters scheduled on the Consent Calendar. A three-minute time limit per person applies. **Recommended Action:** Approve Items 7 through 13 on the Consent Calendar by affirmative roll call vote. (ACT)

- 7) Approve the warrants register through March 28, 2023
- 8) Approve the minutes of March 14, 2023
- 9) Waive the reading and adopt Resolution 2023-18 approving an Addendum to the agreement with Data Ticket to include the addition of Advanced Collections for Administrative Citations
- 10) Accept Notice of Completion for work completed by Christensen Brothers General Engineering, Inc on the Phase III Water Service Replacement and Street Improvements Project and authorize a Notice of Completion to be recorded with San Bernardino County Recorder’s Office
- 11) Receive and File the Housing Authority of the City of Needles (HACN) Recovery Plan
- 12) Approve a Third Amendment to the On-Call Consulting Services Agreement between the City and Development Management Group, Inc. for economic development consulting services in the amount not to exceed \$15,400 from existing budget appropriations and extend the term of the Agreement through June 30, 2023
- 13) Accept Notice of Completion for work completed by Robinson Electric Company for purchase and installation of LED Field Lighting at Duke Watkins Park as part of the SB-68 grant from California Department of Parks and Recreation and authorize a Notice of Completion to be recorded with the San Bernardino County Recorder’s Office

## End of Consent

## REGULAR ITEMS

PUBLIC COMMENTS PERTAINING TO THE COUNCIL ITEMS (A three-minute time limit per person has been established.)

- 14) Authorize those interested in attending the Inland Empire Tourism Regional Summit on March 29, 2023, 8:30 am – 1 pm in the Event Center at Bear Springs Hotel (ACT)

## CITY ATTORNEYS REPORT

## CITY MANAGERS REPORT

## COUNCIL REQUESTS

Councilmember Campbell  
Councilmember McCorkle  
Councilmember Merritt  
Councilmember Pogue  
Councilmember Belt  
Councilmember Longbrake  
Mayor Jernigan

## ADJOURNMENT

### **INTERNET ACCESS TO CITY COUNCIL AGENDAS AND STAFF REPORT MATERIAL IS AVAILABLE PRIOR TO CITY COUNCIL MEETINGS AT**

<http://www.cityofneedles.com>

Posted March 24, 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 the meeting is available for public inspection at the City Clerk's Office, 817 Third Street, Needles, CA 92363.

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (760) 326-2113 ext 145. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-104 ADA Title II).

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

Dated this 24th day of March 2023

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Dale Jones, CMC, City Clerk





## City of Needles, California Council Presentation

☒ CITY COUNCIL/NPUA ☐ Board of Public Utilities ☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** Fort Mojave Telephone, Inc. Broadband Presentation by General Manager Michael Scully

**Background:** On May 13, 2022, Fort Mojave Telephone, Inc. (FMTI) applied for a Loan/Grant to serve the Needles, CA area. Today, FMTI announced its intent to build fiber to the premise with the potential to serve more than 2,100 locations in Needles, CA that currently lack sufficient access to broadband.

FMTI will construct 40 miles of fiber cable over approximately 7.5 square miles to offer services up to 10 Gbps symmetrical via its fiber-to-the-premise network to the proposed funded service area. The project will improve the quality of life for these consumers by offering voice, broadband, video, and enterprise solutions. FMTI was awarded a United States Department of Agriculture (USDA)/Rural Utility Service (RUS) 50% Loan/50% Grant on July 28, 2022, that totals \$7,009,160. The Loan/Grant will allow FMTI to build a 100% new system for the entire Needles area. FMTI has been completing environmental reviews and various legal documents and is preparing permit applications in order to begin construction as soon as possible.

**Fiscal Impact:** None

**Recommended Action:** Report Only

**Submitted By:** Rainie Torrance Assistant Utility Manager

**City Management Review:** Rick **Date:** 3/24

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 2



## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** Resolution No. 03-28-2023-SARDA  
Resolution of the Successor Agency to the Redevelopment Agency of the City of Needles, declaring pursuant to California Government Code § 54221 that the real property identified as APN 0186-222-10-0000 is designated as exempt surplus land and not necessary for the Successor Agency's use at this time, finding that such declaration is exempt from environmental review under the California Environmental Quality Act, and taking related actions.

**Background:** The attached Resolution concerns one (1) vacant parcel of real property identified as APN 0186-222-10-000 that is owned in fee by the Successor Agency to the Redevelopment Agency of the City of Needles (the "SARDA") consisting of approximately 1.34 acres (approximately 58,370 square feet), as more particularly described below (the "SARDA Land"). The SARDA Land is located near the intersection of I-40 and US-95, zoned C-2 (General Commercial), is identified as a remnant portion of Site No. 1 within the SARDA's Long-Range Property Management Plan (the "LRPMP"). Subject to certain approvals described below, the SARDA intends to transfer the SARDA Land to the Needles Public Utilities Authority (the "Authority") for essential Authority Power Substation governmental purposes.

**Review and Approval Process:** As a requirement to the California Surplus Land Act (the "SLA"), Government Code (the "GC") §§ 54220-54333 (the "Act"), as amended by AB 1486 (Chapter 664, Statutes of 2019; "AB 1486") and SLA Guidelines promulgated thereunder by the California Department of Housing and Community Development (the "HCD") dated as of April 2021 (the "SLA Guidelines"), in order for the Successor Agency to dispose of real property, it must first comply with the Act and the SLA Guidelines. The Act, as expounded upon by the SLA Guidelines, provides that prior to disposition, such land shall be declared either surplus land or exempt surplus land before the public entity may take action to dispose of it consistent with the public entity's policies or procedures.

Regarding surplus land (i.e., non-exempt land), such property must first be made available under a procedure set forth in the Act and expounded upon by the SLA Guidelines, which includes a process requiring that a notice be given calling for written notices of interest from local public agencies and housing sponsors after the public entity owner has designated such land as surplus by the taking of a formal action at a public meeting of such public entity. With respect to exempt surplus land, the public entity must first take a formal action at a public meeting of the public entity designating the affected land as exempt surplus land based on findings supporting such designation that are consistent with the definition of exempt surplus land as specified in GC § 54221 (f), specifically

and in this case, a local agency to agency transfer wherein the receiving agency plans to use such exempt surplus land for a public purpose.

In accordance with the Act, land is necessary for a public entity's use if the land is being used, or is planned to be used pursuant to a written plan adopted by the public entity, for the public entity's work or operations. With respect to the SARDA Land, the SARDA may only transfer the SARDA Land to another party and may not retain it for any purpose and, therefore, the SARDA may not plan for or use it for any work or operations.

The Authority previously used the SARDA Land in connection with its sewer system operations, which specifically consisted of the northwest portion of one of the Authority's three (3) percolation ponds that are employed as tertiary treatment in the wastewater treatment process and are designed to detain secondary effluent that is generated from the Authority's Waste Water Sewer Plant located north of and up-gradient from the SARDA Land.

The Authority engaged Brooks Consulting, LLC (the "Brooks") to evaluate the: i) condition of the Authority's current electrical power distribution system; and ii) improvements needed to meet increasing demands for electrical power service. In its June 2022 final report (entitled Needles Growth Challenges to the 69kV System and Moabi 12 kV Supply Line), Brooks recommended several improvements to the Authority's electrical power distribution system including, but not limited to, the development of a new electrical power distribution substation in the vicinity of the intersection of I-40 and US-95 (the "Substation").

The Authority has identified the SARDA Land as an ideal location for the Substation that it intends to develop and use it for public purposes in perpetuity (the "Authority Power Substation"). If approved, the attached Resolution will confirm the SARDA's declaration that the SARDA Land is exempt surplus land and not necessary for the SARDA's use and will confirm that the transfer of the SARDA Land to the Authority for its use with respect to the Authority Power Substation is eligible for an exemption pursuant to GC § 54221 (f) (1) (D) (which provides that transfers between public entities for public purposes are exempt).

Consistent with Section 400 (e) of the SLA Guidelines, a copy of the adopted Resolution declaring the SARDA Land exempt surplus land is required to be provided to HCD no later than 30 days prior to the disposition of the SARDA Land to the Authority. As a further prerequisite to the transfer of the SARDA Land to the Authority, the SARDA will also comply with the applicable requirements of the California Health and Safety Code and the LRPMP, which will require separate approvals by: i) the SARDA; ii) the Authority; iii) the San Bernardino Countywide Oversight Board; and iv) the California Department of Finance; and

Pursuant to § 15060 (c) (3) of the California Environmental Quality Act (the "CEQA") Guidelines (i.e., California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000-15387) (the "CEQA Guidelines"), approval of the attached Resolution is exempt from CEQA because the actions described herein will not result in a direct or indirect physical change in the environment and the actions described herein are not a "Project", as defined within § 15378 of the CEQA Guidelines.



**Fiscal Impact:** Subject to related separate approvals by: i) the Authority; ii) the HCD; iii) the CWOB; and iv) the DOF, the SARDA Land will ultimately be transferred to the Authority at no cost. Other than administrative costs associated with preparing the necessary documents and processing/presenting them to the appropriate entities and any required follow-up, there are not any other fiscal impacts. Costs associated with the Authority Power Substation will be the responsibility of the Authority.

**Recommended Action:** Approve Resolution No. 03-28-2023-SARDA declaring pursuant to California Government Code § 54221 that the real property identified as APN 0186-222-10-0000 is designated as exempt surplus land and not necessary for the SARDA's use at this time, finding that such declaration is exempt from environmental review under the California Environmental Quality Act, and taking related actions.

**Submitted By:** Patrick Martinez, Assistant City Manager

**City Management Review:**

Rick

**Date:**

3/21

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 4a

**RESOLUTION NO. 03-28-2023- SARDA**

**RESOLUTION OF THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF NEEDLES, DECLARING PURSUANT TO CALIFORNIA GOVERNMENT CODE § 54221 THAT THE REAL PROPERTY IDENTIFIED AS APN 0186-222-10-0000 IS DESIGNATED AS EXEMPT SURPLUS LAND AND NOT NECESSARY FOR THE SUCCESSOR AGENCY'S USE AT THIS TIME, FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND TAKING RELATED ACTIONS**

**WHEREAS,** this Resolution concerns one (1) vacant parcel of real property identified as APN 0186-222-10-000 that is owned in fee by the Successor Agency to the Redevelopment Agency of the City of Needles (the "Successor Agency") consisting of approximately 1.34 acres (approximately 58,370 square feet), as more particularly depicted in Exhibit "A" to this Resolution (the "Successor Agency Land"); and

**WHEREAS,** the Successor Agency Land is located near the intersection of I-40 and US-95, is zoned C-2 (General Commercial), is identified as a remnant portion of Site No. 1 within the Successor Agency's Long-Range Property Management Plan (the "LRPMP"); and

**WHEREAS,** as a requirement to the California Surplus Land Act (the "SLA"), Government Code (the "GC") §§ 54220-54333 (the "Act"), as amended by AB 1486 (Chapter 664, Statutes of 2019; "AB 1486") and SLA Guidelines promulgated thereunder by the California Department of Housing and Community Development (the "HCD") dated as of April 2021 (the "SLA Guidelines"), in order for the Successor Agency to dispose of real property, it must first comply with the Act and the SLA Guidelines; and

**WHEREAS,** the Act, as expounded upon by the SLA Guidelines, provides that prior to disposition, such land shall be declared either surplus land or exempt surplus land before the public entity may take action to dispose of it consistent with the public entity's policies or procedures; and

**WHEREAS,** regarding surplus land (i.e., non-exempt land), such property must first be made available under a procedure set forth in the Act and expounded upon by the SLA Guidelines, which includes a process requiring that a notice be given calling for written notices of interest from local public agencies and housing sponsors after the public entity owner has designated such land as surplus by the taking of a formal action at a public meeting of such public entity; and

**WHEREAS,** with respect to exempt surplus land, the public entity must first take a formal action at a public meeting of the public entity designating the affected land as exempt surplus land based on findings supporting such designation that are consistent with the definition of exempt surplus land as specified in GC § 54221 (f), specifically and in this case, a local agency to agency transfer wherein the receiving agency plans to use such exempt surplus land for a public purpose; and

**WHEREAS,** in accordance with the Act, land is necessary for a public entity's use if the land is being used, or is planned to be used pursuant to a written plan adopted by the public entity, for the public entity's work or operations; and

**WHEREAS,** with respect to the Successor Agency Land, the Successor Agency may only transfer the Successor Agency Land to another party and may not retain it for any purpose and, therefore, the Successor Agency may not plan for or use it for any work or operations; and

**WHEREAS,** the Needles Public Utilities Authority (the “Authority”) previously used the Successor Agency Land in connection with its sewer system operations, which specifically consisted of the northwest portion of one of the Authority’s three (3) percolation ponds that are employed as tertiary treatment in the wastewater treatment process and are designed to detain secondary effluent that is generated from the Authority’s Waste Water Sewer Plant located north of and up-gradient from the Successor Agency Land; and

**WHEREAS,** the Authority engaged Brooks Consulting, LLC (the “Brooks”) to evaluate the: i) condition of the Authority’s current electrical power distribution system; and ii) improvements needed to meet increasing demands for electrical power service; and

**WHEREAS,** in its June 2022 final report (entitled Needles Growth Challenges to the 69kV System and Moabi 12 kV Supply Line), Brooks recommended several improvements to the Authority’s electrical power distribution system including, but not limited to, the development of a new electrical power distribution substation in the vicinity of the intersection of I-40 and US-95 (the “Substation”); and

**WHEREAS,** the Authority has identified the Successor Agency Land as an ideal location for the Substation and has requested that the Successor Agency Land be transferred to the Authority to be used for the Authority Power Substation (the “Authority Power Substation”); and

**WHEREAS,** if approved, this Resolution will confirm the Successor Agency’s declaration that the Successor Agency Land is exempt surplus land and not necessary for the Successor Agency’s use and will confirm that the transfer of the Successor Agency Land to the Authority for its uses with respect to the Authority Power Substation, is eligible for an exemption pursuant to GC § 54221 (f) (1) (D) (which provides that transfers between public entities for public purposes are exempt); and

**WHEREAS,** consistent with Section 400 (e) of the SLA Guidelines, a copy of the adopted Resolution declaring the Successor Agency Land exempt surplus land is required to be provided to HCD no later than 30 days prior to the disposition of the Successor Agency Land to the Authority; and

**WHEREAS,** as a further prerequisite to the transfer of the Successor Agency Land to the Authority, the Successor Agency will also comply with the applicable requirements of the California Health and Safety Code and the LRPMP, which will require separate approvals by: i) the Successor Agency; ii) the Authority; iii) the San Bernardino Countywide Oversight Board; and iv) the California Department of Finance; and

**WHEREAS,** pursuant to § 15060 (c) (3) of the California Environmental Quality Act (the “CEQA”) Guidelines (i.e., California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000-15387) (the “CEQA Guidelines”), approval of this Resolution is exempt from CEQA because the actions described herein will not result in a direct or indirect physical change in the environment and the actions described herein are not a “Project”, as defined within § 15378 of the CEQA Guidelines; and

**WHEREAS,** all of the prerequisites with respect to the approval of this Resolution have been met.

**NOW, THEREFORE, BE IT RESOLVED** by the Successor Agency to the Redevelopment Agency of the City of Needles, as follows:

**Section 1.** The foregoing recitals are true and correct and are a substantive part of this Resolution.

**Section 2.** The Successor Agency Land is exempt surplus land consistent with GC § 54221 (f) (1) (D).

- Section 3.** The City/Successor Agency Staff, through the City Manager/Executive Director, or designee is authorized and directed to provide the HCD with a copy of the adopted Resolution declaring the Successor Agency Land exempt surplus land no later than 30 days prior to the disposition of the Successor Agency Land to the Authority.
- Section 4.** This Resolution has been reviewed with respect to the applicability of the CEQA (Public Resources Code § 21000 *et seq.*). City staff has determined that the designation of the Successor Agency Land as exempt surplus land does not have the potential for creating a significant effect on the environment and is therefore exempt from further review under CEQA pursuant to State CEQA Guidelines § 15060(c)(3) because it is not a project as defined by the CEQA Guidelines § 15378. Adoption of the Resolution does not have the potential for resulting in either a direct or indirect physical change in the environment.
- Section 5.** The City Clerk is directed to file a Notice of Exemption pursuant to CEQA Guidelines § 15062.
- Section 6.** This Resolution shall take effect upon the date of its adoption.

**PASSED AND ADOPTED** this 28<sup>th</sup> day of March, 2023 by the Successor Agency to the Redevelopment Agency of the City of Needles.

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Janet Jernigan, Mayor/Chairman

**ATTEST:**

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Dale Jones, CMC, City Clerk

**CERTIFICATION:**

I, Dale Jones, CMC, City Clerk of the City of Needles, hereby certify that the foregoing resolution was adopted by the Successor Agency to the Redevelopment Agency of the City of Needles at a regular meeting thereof held on the 28<sup>th</sup> day March, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Dale Jones, CMC, City Clerk



**EXHIBIT "A"**

**ASSESSOR'S PARCEL MAP  
DEPICTING  
SUCCESSOR AGENCY LAND**

**APN 0186-222-10-000**

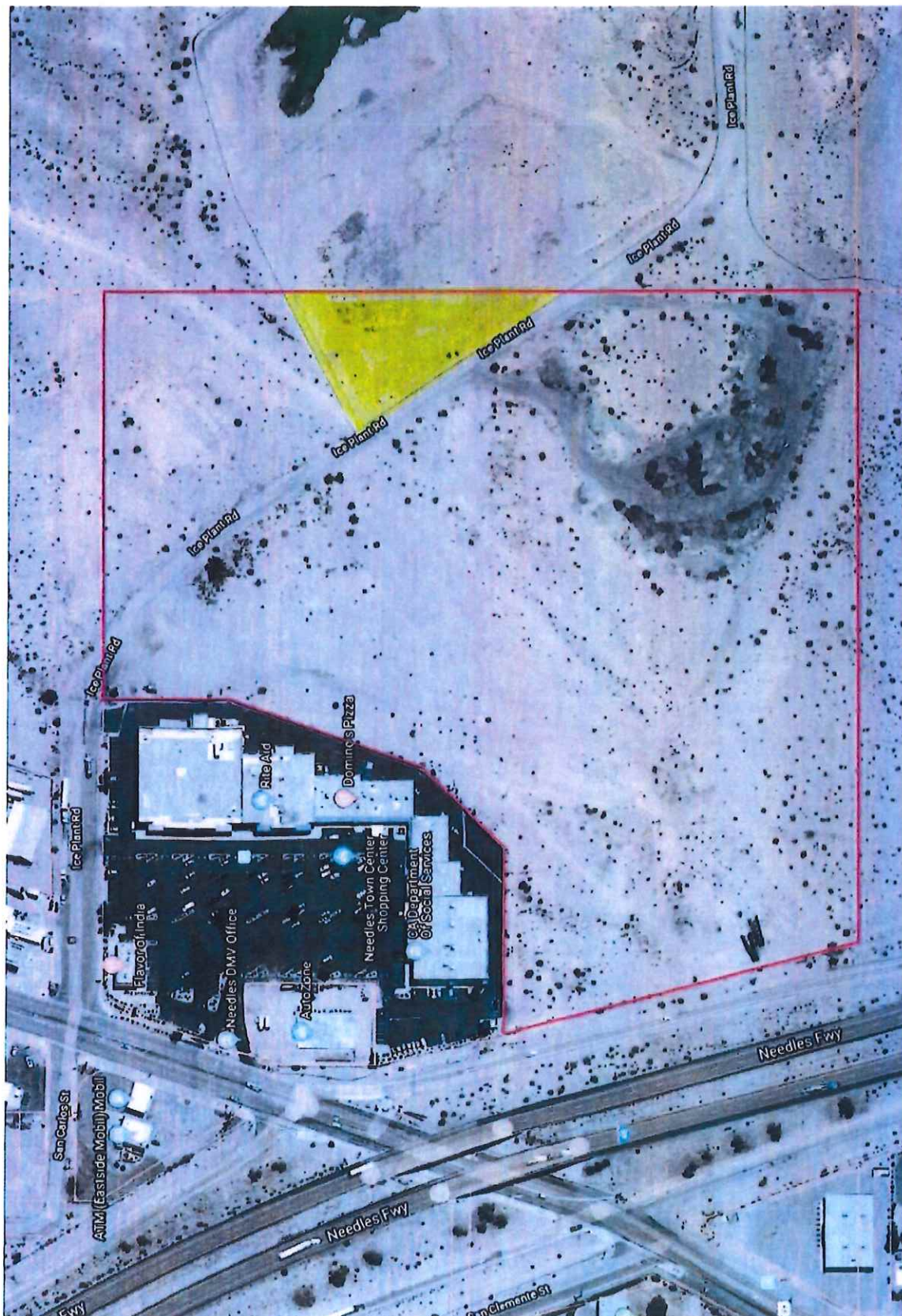
**(See attachment)**

0186 - 22

REVISED	07/21/17	KC
	04/30/19	KA

Assessor's Map  
Book 0186 Page 22  
San Bernardino County

Map No. 19770, P.M. 248/14-15  
rcel Map No. 9697, P.M. 116/99-100





## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** Resolution No. 03-28-2023-SARDA-1  
Resolution of the Successor Agency to the Redevelopment Agency of the City of Needles authorizing the transfer of the real property identified as APN 0186-222-10-0000, to the Needles Public Utilities Authority for essential Authority Power Substation government purposes, and approving certain related actions.

**Background:** The attached Resolution concerns one (1) vacant parcel of real property identified as APN 0186-222-10-000 that is owned in fee by the Successor Agency to the Redevelopment Agency of the City of Needles (the "SARDA") consisting of approximately 1.34 acres (approximately 58,370 square feet), as more particularly described below (the "SARDA Land"). The SARDA Land is located near the intersection of I-40 and US-95, is zoned C-2 (General Commercial), is identified as a remnant portion of Site No. 1 within the SARDA's Long-Range Property Management Plan (the "LRPMP").

The Authority previously used the Property in connection with its sewer system operations, which specifically consisted of the northwest portion of one of the Authority's three (3) percolation ponds that are employed as tertiary treatment in the wastewater treatment process and are designed to detain secondary effluent that is generated from the Authority's Waste Water Sewer Plant located north of and up-gradient from the Property.

The Authority engaged Brooks Consulting, LLC (the "Brooks") to evaluate the: i) condition of the Authority's current electrical power distribution system; and ii) improvements needed to meet increasing demands for electrical power service. In its June 2022 final report (entitled Needles Growth Challenges to the 69kV System and Moabi 12 kV Supply Line), Brooks recommended several improvements to the Authority's electrical power distribution system including, but not limited to, the development of a new electrical power distribution substation in the vicinity of the intersection of I-0 and US-95 (the "Substation").

The Authority has identified the Property as an ideal location for the Substation that it intends to develop and use for public purposes in perpetuity (the "Authority Power Substation"). Therefore, the Authority has requested that the Property be redesignated as a government use site for the purpose of developing the Authority Power Substation, as described above, and transferred to the Authority consistent with HSC § 34181 (a) to develop and use for public purposes in perpetuity.

**Review and Approval Process:** Pursuant to Health and Safety Code (the "HSC") § 34172 (a) (1), the Redevelopment Agency of the City of Needles was dissolved on February 1, 2012.



Consistent with the provisions of the HSC, the City Council of the City of Needles previously elected to serve in the capacity of the SARDA. Pursuant to HSC § 34179, the SARDA previously established the Needles Oversight Board to assist in the wind-down of the former redevelopment agency through June 30, 2018, at which time it was dissolved by operation of law. Consistent with HSC § 34179 (j), on July 1, 2018 the San Bernardino Countywide Oversight Board (the "CWOB") was established to assist in winding-down the dissolved redevelopment agencies within the County of San Bernardino.

On October 14, 2015, the Needles Oversight Board approved its Resolution No. 10-14-2015-OB-SARDA, approving the SARDA's Long-Range Property Management Plan (the "LRPMP"). The LRPMP included three (3) real property sites, all of which are designated to be sold (the "LRPMP Properties"). Based on matters unrelated to the LRPMP, on December 31, 2015, the California Department of Finance ("DOF") did not approve the SARDA's LRPMP and directed the SARDA to dispose of its remaining real property assets consistent with the applicable provisions of the HSC. The lack of DOF approval of the LRPMP did not affect or change the procedure required for the disposition of the SARDA's real property assets.

To date, the SARDA has sold all of the LRPMP Properties except for a remnant of LRPMP Site No.1, as further described herein. LRPMP Site No. 1 consists of two parcels identified as APN 0186-222-11-000 (an approximately 26.85-acre vacant parcel) and APN 0186-222-10-000 (an approximately 1.34-acre vacant parcel). Effective upon the December 29, 2022 close of escrow, the SARDA sold APN 0186-222-11-0000 to EVC Partners, LLC, leaving APN 0186-222-10-0000 as the SARDA's only remaining LRPMP property as depicted (via parcel map and aerial view) within Exhibit "A" to the attached Resolution.

The Authority has requested that the SARDA Land be redesignated as a government use site for essential Authority Power Substation purposes, as described above, and transferred to the Authority consistent with the intent of HSC § 34181 (a) to remain in public use in perpetuity. Subject to separate approvals by the Authority, CWOB and DOF, adoption of the attached Resolution will authorize the acceptance of the transfer of the SARDA Land from the SARDA to the Authority, at no cost, for essential Authority Power Substation governmental purposes pursuant to a quitclaim deed, the form of which is included within Exhibit "B" to the attached Resolution.

As a further prerequisite to the transfer of the SARDA Land to the Authority, the Successor Agency will also comply with the requirements to the California Surplus Land Act (the "SLA"), Government Code (the "GC") §§ 54220-54333 (the "Act"), as amended by AB 1486 (Chapter 664, Statutes of 2019; "AB 1486") and SLA Guidelines promulgated thereunder by the California Department of Housing and Community Development (the "HCD") dated as of April 2021 (the "SLA Guidelines"). In this instance, the transfer of the SARDA Land to the Authority is eligible for an exemption under the SLA Guidelines pursuant to GC § 54221 (f) (1) (D) (which provides that transfers between public entities for public purposes are exempt). The matter of confirming the exemption via resolution will be considered separately by the SARDA Board.


Pursuant to § 15060 (c) (3) of the California Environmental Quality Act (the "CEQA") Guidelines (i.e., California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000-15387) (the "CEQA Guidelines"), approval of the attached Resolution is exempt from CEQA because the actions

described herein will not result in a direct or indirect physical change in the environment and the actions described herein are not a “Project”, as defined within § 15378 of the CEQA Guidelines.

**Fiscal Impact:** Subject to related separate approvals by: i) the SARDA; ii) the CWOB; and i) the DOF, the SARDA Land will ultimately be transferred to the Authority at no cost. Other than administrative costs associated with preparing the necessary documents and processing/presenting them to the appropriate entities and any required follow-up, there are not any other fiscal impacts. Costs associated with the Authority Power Substation will be the responsibility of the Authority.

**Recommended Action:** Approve Resolution No. 03-28-2023-SARDA-1 authorizing acceptance of the transfer of the real property identified as APN 0186-222-10-0000, to the Needles Public Utilities Authority from the Successor Agency to the Redevelopment Agency of the City of Needles for essential Authority Power Substation government purposes, and approving certain related actions.

**Submitted By:** Patrick Martinez, Assistant City Manager

**City Management Review:**  **Date:** 3/24

Approved: <input type="checkbox"/>	Not Approved: <input type="checkbox"/>	Tabled: <input type="checkbox"/>	Other: <input type="checkbox"/>
Agenda Item: <u>4b</u>			

**RESOLUTION NO. 03-28-2023- SARDA-1**

**RESOLUTION OF THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF NEEDLES, AUTHORIZING THE TRANSFER OF THE REAL PROPERTY IDENTIFIED AS APN 0186-222-10-0000, TO THE NEEDLES PUBLIC UTILITIES AUTHORITY FOR ESSENTIAL AUTHORITY POWER SUBSTATION GOVERNMENT PURPOSES, AND APPROVING CERTAIN RELATED ACTIONS**

**WHEREAS,** pursuant to Health and Safety Code (the “HSC”) § 34172 (a) (1), the Redevelopment Agency of the City of Needles was dissolved on February 1, 2012; and

**WHEREAS,** consistent with the provisions of the HSC, the City Council of the City of Needles previously elected to serve in the capacity of the Successor Agency to the Redevelopment Agency of the City of Needles (the “SARDA”); and

**WHEREAS,** pursuant to HSC § 34179, the SARDA previously established the Needles Oversight Board to assist in the wind-down of the former redevelopment agency through June 30, 2018, at which time it was dissolved by operation of law; and

**WHEREAS,** consistent with HSC § 34179 (j), on July 1, 2018 the San Bernardino Countywide Oversight Board (the “CWOB”) was established to assist in winding-down the dissolved redevelopment agencies within the County of San Bernardino; and

**WHEREAS,** on October 14, 2015, the Needles Oversight Board approved its Resolution No. 10-14-2015-OB-SARDA, approving the SARDA’s Long-Range Property Management Plan (the “LRPMP”); and

**WHEREAS,** the LRPMP included three (3) real property sites, all of which are designated to be sold (the “LRPMP Properties”); and

**WHEREAS,** based on matters unrelated to the LRPMP, on December 31, 2015, the California Department of Finance (“DOF”) did not approve the SARDA’s LRPMP and directed the SARDA to dispose of its remaining real property assets consistent with the applicable provisions of the HSC; and

**WHEREAS,** the lack of DOF approval of the LRPMP did not affect or change the procedure required for the disposition of the SARDA’s real property assets; and

**WHEREAS,** to date, the SARDA has sold all of the LRPMP Properties except for a remnant of LRPMP Site No.1, as further described herein; and

**WHEREAS,** LRPMP Site No. 1 is located near the intersection of I-40 and US-95 and consists of two parcels identified as APN 0186-222-11-0000 (an approximately 26.85-acre vacant parcel) and APN 0186-222-10-0000 (an approximately 1.34-acre vacant parcel), both of which are zoned C-2 (General Commercial); and

**WHEREAS,** effective upon the December 29, 2022 close of escrow, the SARDA sold APN 0186-222-11-0000 to EVC Partners, LLC, leaving APN 0186-222-10-0000 (the “Property”) as the SARDA only remaining LRPMP Property as depicted (via parcel map and aerial view) within Exhibit “A” attached hereto;

and

**WHEREAS**, the Needles Public Utilities Authority (the “Authority”), a California Joint Powers Authority, was formed pursuant to the California Joint Exercise of Powers Act (as codified in California Government Code § 6500, et seq.); and

**WHEREAS**, the Authority previously used the Property in connection with its sewer system operations, which specifically consisted of the northwest portion of one of the Authority’s three (3) percolation ponds that are employed as tertiary treatment in the wastewater treatment process and are designed to detain secondary effluent that is generated from the Authority’s Waste Water Sewer Plant located north of and up-gradient from the Property; and

**WHEREAS**, the Authority engaged Brooks Consulting, LLC (the “Brooks”) to evaluate the: i) condition of the Authority’s current electrical power distribution system; and ii) improvements needed to meet increasing demands for electrical power service; and

**WHEREAS**, in its June 2022 final report (entitled Needles Growth Challenges to the 69kV System and Moabi 12 kV Supply Line), Brooks recommended several improvements to the Authority’s electrical power distribution system including, but not limited to, the development of a new electrical power distribution substation in the vicinity of the intersection of I-40 and US-95 (the “Substation”); and

**WHEREAS**, the Authority has identified the Property as an ideal location for the Substation that it intends to develop and use it for public purposes in perpetuity (the “Authority Power Substation”); and

**WHEREAS**, the Authority has requested that the Property be redesignated as a government use site for the purpose of developing the Authority Power Substation, as described above, and transferred to the Authority consistent with HSC § 34181 (a) to develop and use for public purposes in perpetuity; and

**WHEREAS**, as a further prerequisite to the transfer of the Property to the City, the Successor Agency will also comply with the requirements to the California Surplus Land Act (the “SLA”), Government Code (the “GC”) §§ 54220-54333 (the “Act”), as amended by AB 1486 (Chapter 664, Statutes of 2019; “AB 1486”) and SLA Guidelines promulgated thereunder by the California Department of Housing and Community Development (the “HCD”) dated as of April 2021 (the “SLA Guidelines”); and

**WHEREAS**, in this instance, the transfer of the Property to the Authority is eligible for an exemption under the SLA Guidelines pursuant to GC § 54221 (f) (1) (D) (which provides that transfers between public entities for public purposes are exempt) and the matter of confirming the exemption via resolution will be considered separately by the SARDA Board; and

**WHEREAS**, subject to separate approvals by the Authority, CWOB, DOF and HCD, adoption of this Resolution will authorize the transfer of the Property from the SARDA to the Authority, at no cost for essential Authority Sewer Works governmental purposes pursuant to a quitclaim deed, the form of which is attached hereto as Exhibit “B”; and

**WHEREAS**, this Resolution has been reviewed with respect to applicability of the California Environmental Quality Act (the “CEQA”), the State CEQA Guidelines (California Code of Regulations,



Title 14, § 15000 *et seq.*, hereafter the “CEQA Guidelines”), and the City’s environmental guidelines; and

**WHEREAS**, this Resolution does not constitute a “project” for purposes of CEQA, as that term is defined by CEQA Guidelines § 15378, because this Resolution is an administrative activity that will not result in a direct or indirect physical change in the environment, per § 15378 (b) (5) of the CEQA Guidelines; and

**WHEREAS**, all the prerequisites with respect to the approval of this Resolution have been met.

**NOW, THEREFORE, BE IT RESOLVED BY THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF NEEDLES, AS FOLLOWS:**

- Section 1.** The foregoing recitals are true and correct and are a substantive part of this Resolution.
- Section 2.** Pursuant to HSC § 34181 (a), the portion of LRPMP Site No. 1 identified as APN 0186-222-10-0000, is herewith designated as a government use asset for essential Authority Sewer Works purposes.
- Section 3.** Subject to related separate approvals by the Authority, CWOB and DOF, the transfer of the portion of LRPMP Site No. 1 identified as APN 0186-222-10-0000 from the SARDA to the Authority at no cost via quitclaim deed is approved.
- Section 4.** The City Manager of the City of Needles, in the capacity as Executive Director of the SARDA, or designee, is authorized and directed to execute the quitclaim deed, the form of which is attached hereto as Exhibit “B,” and to take such other actions and execute such other documents as are necessary to effectuate and close the no cost transfer the Property and as may otherwise be required to fulfill the intent of this Resolution.
- Section 5.** This Resolution has been reviewed with respect to applicability of the California Environmental Quality Act (the “CEQA”), the State CEQA Guidelines (California Code of Regulations, Title 14, § 15000 *et seq.*, hereafter the “CEQA Guidelines”), and the City’s environmental guidelines. This Resolution does not constitute a “project” for purposes of CEQA, as that term is defined by CEQA Guidelines § 15378, because this Resolution is an administrative activity that will not result in a direct or indirect physical change in the environment, per § 15378 (b) (5) of the CEQA Guidelines.
- Section 6.** The City Clerk is directed to file a Notice of Exemption pursuant to CEQA Guidelines § 15062.
- Section 7.** This Resolution shall take effect upon the date of its adoption.

**PASSED AND ADOPTED** this 28<sup>th</sup> day of March, 2023 by the Successor Agency to the Redevelopment Agency of the City of Needles.

\_\_\_\_\_  
Janet Jernigan , Mayor/Chairman

**ATTEST:**

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

**CERTIFICATION:**

I, Dale Jones, CMC, City Clerk, City Clerk for the City of Needles, do hereby certify that the foregoing Resolution No. 03-28-2023- SARDA-1 was duly adopted by the Successor Agency to the Redevelopment Agency of the City of Needles, at a meeting thereof held on the 28<sup>th</sup> day of March, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

**EXHIBIT "A"**

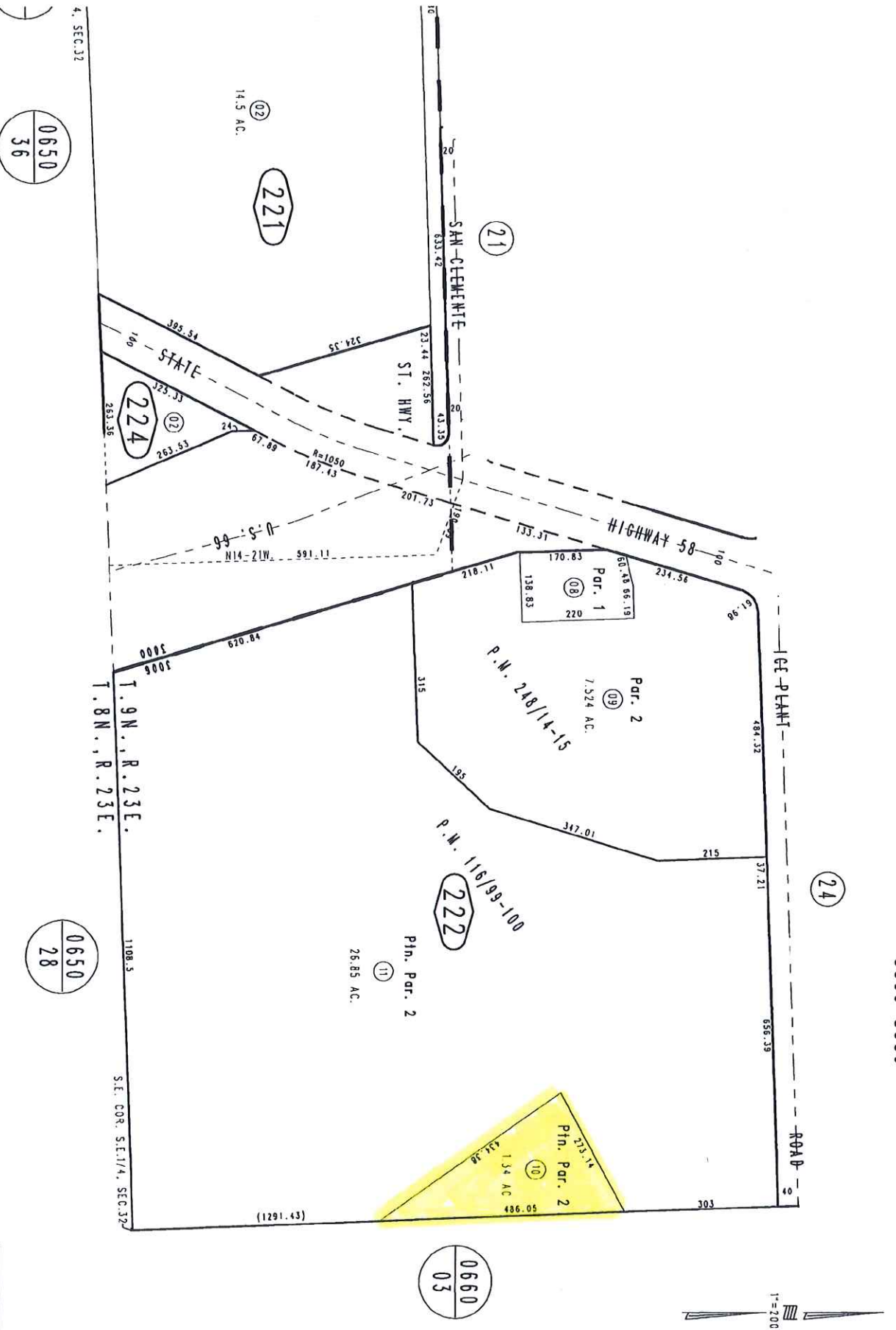
**Assessor's Map  
And  
Aerial View of  
Portion of LRPMP Site No. 1  
Needles, California 92363  
APN 0186-222-10-0000**

**(See Attachments)**

Ptn. S.E.1/4, Sec.32, T.9N., R.23E., S.B.B.&M.

City of Needles  
Tax Rate Area  
3000 3006

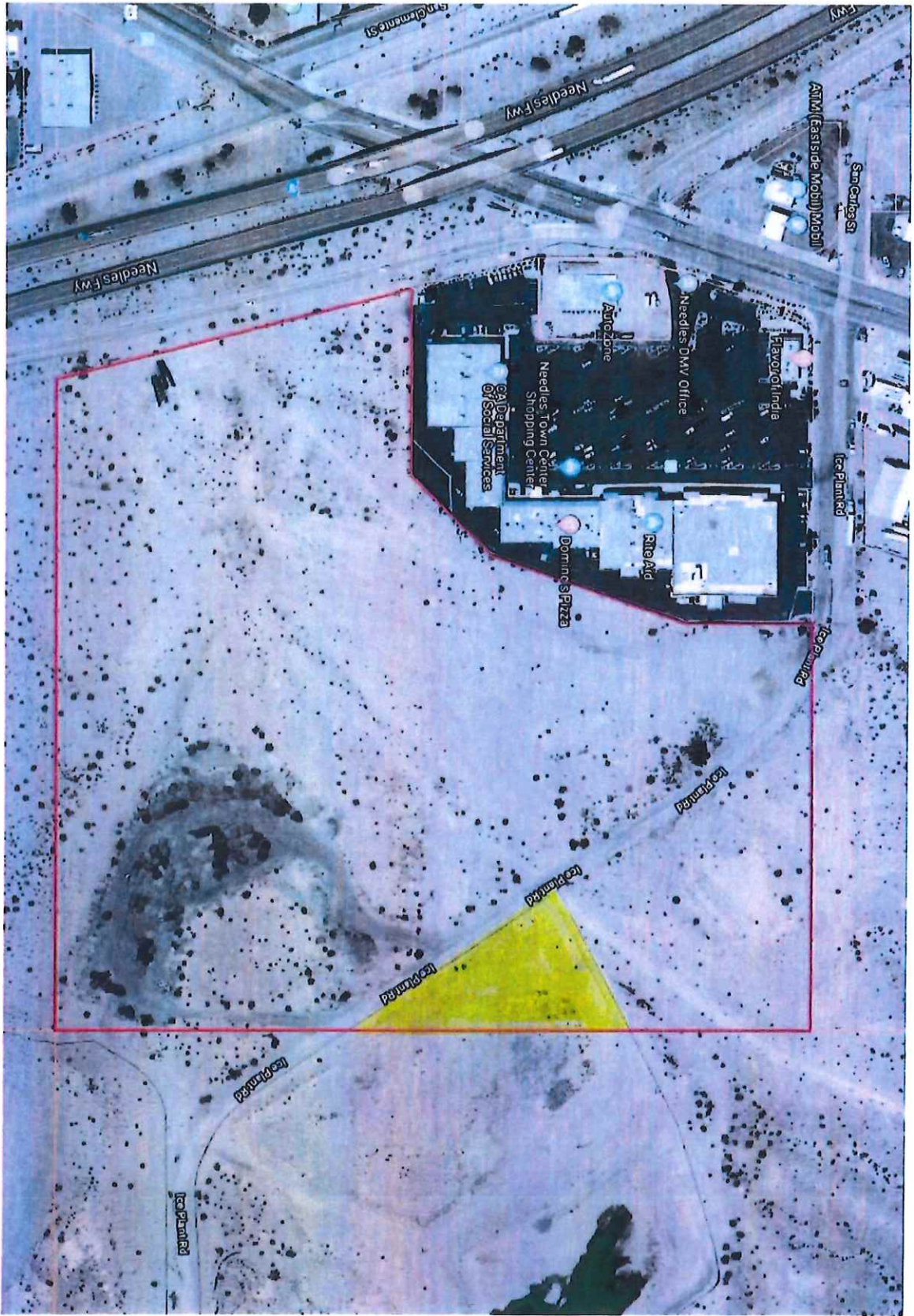
0186 - 22



Map No. 19770, P.M. 248/14-15  
Recd Map No. 9697, P.M. 116/99-100

Assessor's Map  
Book 0186 Page 22  
San Bernardino County

REVISED  
07/21/17 KC  
04/30/19 KA



**EXHIBIT "B"**

**Form of Quitclaim Deed for the Transfer of  
A Portion of LRPMP Site No. 1  
To the Needles Public Utilities Authority  
APN 0186-222-10-0000**

**(See Attachment)**



**RECORDING REQUESTED BY:**

Successor Agency to the  
Redevelopment Agency of the  
City of Needles

**WHEN RECORDED MAIL TO:**

Needles Public Utilities Authority  
817 Third Street  
Needles, CA 92363

Attn: City Clerk

APN: 0186-222-10-0000

(Space Above Line for Use by Recorder)

This document is exempt from the  
payment of a recording fee pursuant to  
Government Code Section 27383

DOCUMENTARY TRANSFER TAX \$NONE

**QUITCLAIM DEED**  
**(Form Only; Not for Signature)**

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the Successor Agency to the Redevelopment Agency of the City of Needles, a public body, corporate and politic (the "Grantor") does hereby remise, release and quitclaim to the Needles Public Utilities Authority, a California Joint Powers Authority formed and existing pursuant to the California Joint Exercise of Powers Act (the "Grantee"), any interest that Grantor may have in the real property in the City of Needles, County of San Bernardino, State of California, described in Exhibit "A" attached hereto and incorporated herein by this reference.

SUCCESSOR AGENCY TO THE REDEVELOPMENT  
AGENCY OF THE CITY OF NEEDLES,  
a public body, corporate and politic

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Rick Daniels, City Manager/Executive Director

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California                } ss  
County of San Bernardino    }

On \_\_\_\_\_ before me, \_\_\_\_\_,  
Notary Public, personally appeared \_\_\_\_\_ who proved to me on  
the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and  
who acknowledged to me that he/she executed the same in his/her authorized capacity, and by his/her  
signature on the instrument the person, or entity upon behalf of which the person acted, executed the  
instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph  
is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
(Signature of Notary)

(This area for official notarial seal)



**Exhibit "A"**

**LEGAL DESCRIPTION**

**(See Attachment)**

REAL PROPERTY IN THE CITY OF NEEDLES, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

**Text to be added here**

APN: 0186-222-10-0000

## EXHIBIT "A"

That portion Parcel 2, and Lot 25 of Parcel Map No. 9697, in the City of Needles, County of San Bernardino, State of California, as shown on map filed in Book 116 Pages 99 and 100, of Maps, records of said County described as follows:

BEGINNING at a point on the east line of said Parcel 2, lying South 00°09'14" East, 303.00 from the northeast corner of said Parcel 2; thence South 00°06'14" East, 486.05 feet along said east line to a point on the northeast line of a 30.00 wide roadway easement per Certificate of Compliance recorded February 13, 2019 as Document number 2019-0047362 records of said County; thence North 34°05'32" West, 434.38 feet along said northeast line; thence North 62°27'11" East, 273.14 feet to the Point of Beginning.

Containing 58,938 square feet.

This real property has been described by me, or under my direction, in conformance with the Professional Land Surveyor's Act.



Ronald A. Musser, L.S. 4230, Exp. 6-30-24



3/23/23

### CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by written deed or grant dated \_\_\_\_\_, 2023, from the Successor Agency to the Redevelopment Agency of the Needles Public Utilities Authority, is hereby accepted by the undersigned officer or agent on behalf of the Needles Public Utilities Authority, pursuant to the authority conferred by the Commission of the Needles Public Utilities Authority on \_\_\_\_\_, 2023 pursuant to Resolution No. \_\_\_\_\_, and as confirmed and approved by the Successor Agency to the Redevelopment Agency of the City of Needles on \_\_\_\_\_, 2023 pursuant to Resolution No. \_\_\_\_\_ - SARDA, and the Needles Public Utilities Authority consents to recordation thereof by its duly authorized officer.

By : \_\_\_\_\_  
Rick Daniels, City Manager

Provides for:

APN: 0186-222-10-0000

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California                    } ss  
County of San Bernardino }

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_ who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and who acknowledged to me that he/she executed the same in his/her authorized capacity, and by his/her signature on the instrument the person, or entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
(Signature of Notary)

(This area for official notarial seal)



## City of Needles, California Request for City Council Action

☐ CITY COUNCIL ☒ NPUA

☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** Resolution No. 03-28-2023-NPUA

Resolution of the Commission of the Needles Public Utilities Authority, authorizing the acceptance of the transfer of the real property identified as APN 0186-222-10-0000, to the Needles Public Utilities Authority from the Successor Agency to the Redevelopment Agency of the City of Needles for essential Authority Power Substation government purposes, and approving certain related actions.

**Background:** The attached Resolution concerns one (1) vacant parcel of real property identified as APN 0186-222-10-000 that is owned in fee by the Successor Agency to the Redevelopment Agency of the City of Needles (the "SARDA") consisting of approximately 1.34 acres (approximately 58,370 square feet), as more particularly described below (the "SARDA Land"). The SARDA Land is located near the intersection of I-40 and US-95, is zoned C-2 (General Commercial), is identified as a remnant portion of Site No. 1 within the SARDA's Long-Range Property Management Plan (the "LRPMP").

The Authority previously has used the Property in connection with its sewer system operations, which specifically consisted of the northwest portion of one of the Authority's three (3) percolation ponds that are employed as tertiary treatment in the wastewater treatment process and are designed to detain secondary effluent that is generated from the Authority's Waste Water Sewer Plant located north of and up-gradient from the Property.

The Authority engaged Brooks Consulting, LLC (the "Brooks") to evaluate the: i) condition of the Authority's current electrical power distribution system; and ii) improvements needed to meet increasing demands for electrical power service. In its June 2022 final report (entitled Needles Growth Challenges to the 69kV System and Moabi 12 kV Supply Line), Brooks recommended several improvements to the Authority's electrical power distribution system including, but not limited to, the development of a new electrical power distribution substation in the vicinity of the intersection of I-40 and US-95 (the "Substation").

The Authority has identified the Property as an ideal location for the Substation that it intends to develop and use for public purposes in perpetuity (the "Authority Power Substation"). Therefore, the Authority has requested that the Property be redesignated as a government use site for the purpose of developing the Authority Power Substation, as described above, and transferred to the Authority consistent with HSC § 34181 (a) to develop and use for public purposes in perpetuity.

★ 5

**Review and Approval Process:** Pursuant to Health and Safety Code (the “HSC”) § 34172 (a) (1), the Redevelopment Agency of the City of Needles was dissolved on February 1, 2012. Consistent with the provisions of the HSC, the City Council of the City of Needles previously elected to serve in the capacity of the SARDA. Pursuant to HSC § 34179, the SARDA previously established the Needles Oversight Board to assist in the wind-down of the former redevelopment agency through June 30, 2018, at which time it was dissolved by operation of law. Consistent with HSC § 34179 (j), on July 1, 2018 the San Bernardino Countywide Oversight Board (the “CWOB”) was established to assist in winding-down the dissolved redevelopment agencies within the County of San Bernardino.

On October 14, 2015, the Needles Oversight Board approved its Resolution No. 10-14-2015-OB-SARDA, approving the SARDA’s Long-Range Property Management Plan (the “LRPMP”). The LRPMP included three (3) real property sites, all of which are designated to be sold (the “LRPMP Properties”). Based on matters unrelated to the LRPMP, on December 31, 2015, the California Department of Finance (“DOF”) did not approve the SARDA’s LRPMP and directed the SARDA to dispose of its remaining real property assets consistent with the applicable provisions of the HSC. The lack of DOF approval of the LRPMP did not affect or change the procedure required for the disposition of the SARDA’s real property assets.

To date, the SARDA has sold all of the LRPMP Properties except for a remnant of LRPMP Site No.1, as further described herein. LRPMP Site No. 1 consists of two parcels identified as APN 0186-222-11-000 (an approximately 26.85-acre vacant parcel) and APN 0186-222-10-000 (an approximately 1.34-acre vacant parcel). Effective upon the December 29, 2022 close of escrow, the SARDA sold APN 0186-222-11-0000 to EVC Partners, LLC, leaving APN 0186-222-10-0000 as the SARDA’s only remaining LRPMP property as depicted (via parcel map and aerial view) within Exhibit “A” to the attached Resolution.

The Authority has requested that the SARDA Land be redesignated as a government use site for essential Authority Power Substation purposes, as described above, and transferred to the Authority consistent with the intent of HSC § 34181 (a) to remain in public use in perpetuity. Subject to separate approvals by the Authority, CWOB and DOF, adoption of the attached Resolution will authorize the acceptance of the transfer of the SARDA Land from the SARDA to the Authority, at no cost, for essential Authority Power Substation governmental purposes pursuant to a quitclaim deed, the form of which is included within Exhibit “B” to the attached Resolution.

As a further prerequisite to the transfer of the SARDA Land to the Authority, the Successor Agency will also comply with the requirements to the California Surplus Land Act (the “SLA”), Government Code (the “GC”) §§ 54220-54333 (the “Act”), as amended by AB 1486 (Chapter 664, Statutes of 2019; “AB 1486”) and SLA Guidelines promulgated thereunder by the California Department of Housing and Community Development (the “HCD”) dated as of April 2021 (the “SLA Guidelines”). In this instance, the transfer of the SARDA Land to the Authority is eligible for an exemption under the SLA Guidelines pursuant to GC § 54221 (f) (1) (D) (which provides that transfers between public entities for public purposes are exempt). The matter of confirming the exemption via resolution will be considered separately by the SARDA Board.



Pursuant to § 15060 (c) (3) of the California Environmental Quality Act (the “CEQA”) Guidelines (i.e., California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000-15387) (the “CEQA Guidelines”), approval of the attached Resolution is exempt from CEQA because the actions described herein will not result in a direct or indirect physical change in the environment and the actions described herein are not a “Project”, as defined within § 15378 of the CEQA Guidelines.

**Fiscal Impact:** Subject to related separate approvals by: i) the SARDA; ii) the CWOB; and i) the DOF, the SARDA Land will ultimately be transferred to the Authority at no cost. Other than administrative costs associated with preparing the necessary documents and processing/presenting them to the appropriate entities and any required follow-up, there are not any other fiscal impacts. Costs associated with the Authority Power Substation will be the responsibility of the Authority.

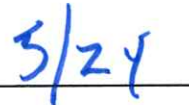
**Recommended Action:** Approve Resolution No.03-28-2023-NPUA authorizing acceptance of the transfer of the real property identified as APN 0186-222-10-0000, to the Needles Public Utilities Authority from the Successor Agency to the Redevelopment Agency of the City of Needles for essential Authority Power Substation government purposes, and approving certain related actions.

**Submitted By:** Patrick Martinez, Assistant City Manager

**City Management Review:**



**Date:**




Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 

**RESOLUTION NO. 03-28-2023-NPUA**

**RESOLUTION OF THE COMMISSION OF THE NEEDLES PUBLIC UTILITIES AUTHORITY, AUTHORIZING THE ACCEPTANCE OF THE TRANSFER OF THE REAL PROPERTY IDENTIFIED AS APN 0186-222-10-0000, TO THE NEEDLES PUBLIC UTILITIES AUTHORITY FROM THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF NEEDLES FOR ESSENTIAL AUTHORITY POWER SUBSTATION GOVERNMENT PURPOSES, AND APPROVING CERTAIN RELATED ACTIONS**

**WHEREAS,** pursuant to Health and Safety Code (the "HSC") § 34172 (a) (1), the Redevelopment Agency of the City of Needles was dissolved on February 1, 2012; and

**WHEREAS,** consistent with the provisions of the HSC, the City Council of the City of Needles previously elected to serve in the capacity of the Successor Agency to the Redevelopment Agency of the City of Needles (the "SARDA"); and

**WHEREAS,** pursuant to HSC § 34179, the SARDA previously established the Needles Oversight Board to assist in the wind-down of the former redevelopment agency through June 30, 2018, at which time it was dissolved by operation of law; and

**WHEREAS,** consistent with HSC § 34179 (j), on July 1, 2018 the San Bernardino Countywide Oversight Board (the "CWOB") was established to assist in winding-down the dissolved redevelopment agencies within the County of San Bernardino; and

**WHEREAS,** on October 14, 2015, the Needles Oversight Board approved its Resolution No. 10-14-2015-OB-SARDA, approving the SARDA's Long-Range Property Management Plan (the "LRPMP"); and

**WHEREAS,** the LRPMP included three (3) real property sites, all of which are designated to be sold (the "LRPMP Properties"); and

**WHEREAS,** based on matters unrelated to the LRPMP, on December 31, 2015, the California Department of Finance ("DOF") did not approve the SARDA's LRPMP and directed the SARDA to dispose of its remaining real property assets consistent with the applicable provisions of the HSC; and

**WHEREAS,** the lack of DOF approval of the LRPMP did not affect or change the procedure required for the disposition of the SARDA's real property assets; and

**WHEREAS,** to date, the SARDA has sold all of the LRPMP Properties except for a remnant of LRPMP Site No.1, as further described herein; and

**WHEREAS,** LRPMP Site No. 1 is located near the intersection of I-40 and US-95 and consists of two parcels identified as APN 0186-222-11-0000 (an approximately 26.85-acre vacant parcel) and APN 0186-222-10-0000 (an approximately 1.34-acre vacant parcel), both of which are zoned C-2 (General Commercial); and

**WHEREAS,** effective upon the December 29, 2022 close of escrow, the SARDA sold APN 0186-

222-11-0000 to EVC Partners, LLC, leaving APN 0186-222-10-0000 (the "Property") as the SARDA only remaining LRPM Property as depicted (via parcel map and aerial view) within Exhibit "A" attached hereto; and

**WHEREAS**, the Needles Public Utilities Authority (the "Authority"), a California Joint Powers Authority, was formed pursuant to the California Joint Exercise of Powers Act (as codified in California Government Code § 6500, et seq.); and

**WHEREAS**, the Authority previously has used the Property in connection with its sewer system operations, which specifically consisted of the northwest portion of one of the Authority's three (3) percolation ponds that are employed as tertiary treatment in the wastewater treatment process and are designed to detain secondary effluent that is generated from the Authority's Waste Water Sewer Plant located north of and up-gradient from the Property; and

**WHEREAS**, the Authority engaged Brooks Consulting, LLC (the "Brooks") to evaluate the: i) condition of the Authority's current electrical power distribution system; and ii) improvements needed to meet increasing demands for electrical power service; and

**WHEREAS**, in its June 2022 final report (entitled Needles Growth Challenges to the 69kV System and Moabi 12 kV Supply Line), Brooks recommended several improvements to the Authority's electrical power distribution system including, but not limited to, the development of a new electrical power distribution substation in the vicinity of the intersection of I-40 and US-95 (the "Substation"); and

**WHEREAS**, the Authority has identified the Property as an ideal location for the Substation that it intends to develop and use for public purposes in perpetuity (the "Authority Power Substation"); and

**WHEREAS**, the Authority has requested that the Property be redesignated as a government use site for the purpose of developing the Authority Power Substation, as described above, and transferred to the Authority consistent with HSC § 34181 (a) to develop and use for public purposes in perpetuity; and

**WHEREAS**, subject to separate approvals by the CWOB and DOF, adoption of this Resolution will authorize the acceptance of the transfer of the Property from the SARDA to the Authority, at no cost, for essential Authority Power Substation governmental purposes pursuant to a quitclaim deed, that includes a certificate of acceptance, the form of which is attached hereto as Exhibit "B"; and

**WHEREAS**, as a further prerequisite to the transfer of the Property to the Authority, the Successor Agency will also comply with the requirements to the California Surplus Land Act (the "SLA"), Government Code (the "GC") §§ 54220-54333 (the "Act"), as amended by AB 1486 (Chapter 664, Statutes of 2019; "AB 1486") and SLA Guidelines promulgated thereunder by the California Department of Housing and Community Development (the "HCD") dated as of April 2021 (the "SLA Guidelines"); and

**WHEREAS**, in this instance, the transfer of the Property to the Authority is eligible for an exemption under the SLA Guidelines pursuant to GC § 54221 (f) (1) (D) (which provides that transfers between public entities for public purposes are exempt) and the matter of confirming the exemption via resolution will be considered separately by the SARDA Board; and



**WHEREAS,** subject to separate approvals by the Authority, CWOB, DOF and HCD, adoption of this Resolution will authorize the acceptance of the transfer of the Property from the SARDA to the Authority, at no cost, for essential Authority Power Substation governmental purposes pursuant to a quitclaim deed, the form of which is attached hereto as Exhibit “B”; and

**WHEREAS,** this Resolution has been reviewed with respect to applicability of the California Environmental Quality Act (the “CEQA”), the State CEQA Guidelines (California Code of Regulations, Title 14, § 15000 *et seq.*, hereafter the “CEQA Guidelines”), and the City’s environmental guidelines; and

**WHEREAS,** this Resolution does not constitute a “project” for purposes of CEQA, as that term is defined by CEQA Guidelines § 15378, because this Resolution is an administrative activity that will not result in a direct or indirect physical change in the environment, per § 15378 (b) (5) of the CEQA Guidelines; and

**WHEREAS,** all the prerequisites with respect to the approval of this Resolution have been met.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE NEEDLES PUBLIC UTILITIES AUTHORITY, AS FOLLOWS:**

- Section 1.** The foregoing recitals are true and correct and are a substantive part of this Resolution.
- Section 2.** Subject to the approvals by the SARDA, CWOB, HCD and DOF, the acceptance of the transfer of the portion of LRPMP Site No. 1 identified as APN 0186-222-10-0000 from the SARDA to the Authority at no cost via quitclaim deed is approved.
- Section 3.** The City Manager of the City of Needles, in the capacity as Executive Director of the Authority, or designee, is authorized and directed to execute the certificate of acceptance, the form of which is included within the quitclaim deed that is attached hereto as Exhibit “B,” and to take such other actions and execute such other documents as are necessary to effectuate and close the no cost transfer the Property and as may otherwise be required to fulfill the intent of this Resolution.
- Section 4.** This Resolution has been reviewed with respect to applicability of the California Environmental Quality Act (the “CEQA”), the State CEQA Guidelines (California Code of Regulations, Title 14, § 15000 *et seq.*, hereafter the “CEQA Guidelines”), and the City’s environmental guidelines. This Resolution does not constitute a “project” for purposes of CEQA, as that term is defined by CEQA Guidelines § 15378, because this Resolution is an administrative activity that will not result in a direct or indirect physical change in the environment, per § 15378 (b) (5) of the CEQA Guidelines.
- Section 5.** The City Clerk is directed to file a Notice of Exemption pursuant to CEQA Guidelines § 15062.
- Section 6.** This Resolution shall take effect upon the date of its adoption.

**PASSED AND ADOPTED** this 28<sup>th</sup> day of March, 2023 by the Commission of the Needles Public Utilities Authority.

---

Jan Jernigan, Mayor/Chairman

**ATTEST:**

---

Dale Jones, CMC, City Clerk

**CERTIFICATION:**

I, Dale Jones, CMC, City Clerk, City Clerk for the City of Needles, do hereby certify that the foregoing Resolution No. 03-28-2023-NPUA was duly adopted by the Commission of the Needles Public Utilities Authority, at a meeting thereof held on the 28<sup>th</sup> day of March, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

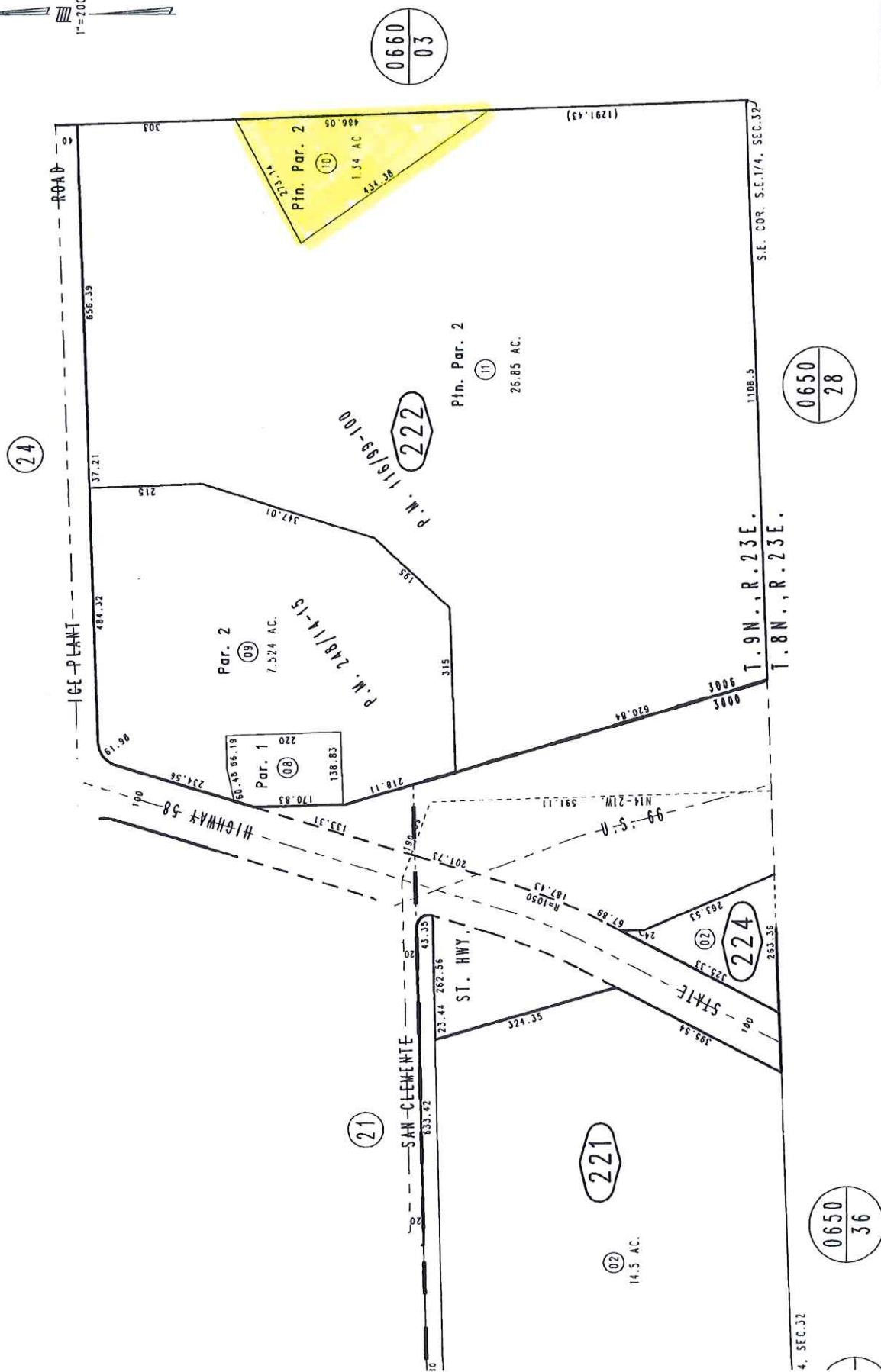
Dale Jones, CMC, City Clerk

**EXHIBIT "A"**

**Assessor's Map  
And  
Aerial View of  
Portion of LRPMP Site No. 1  
Needles, California 92363  
APN 0186-222-10-0000**

**(See Attachments)**

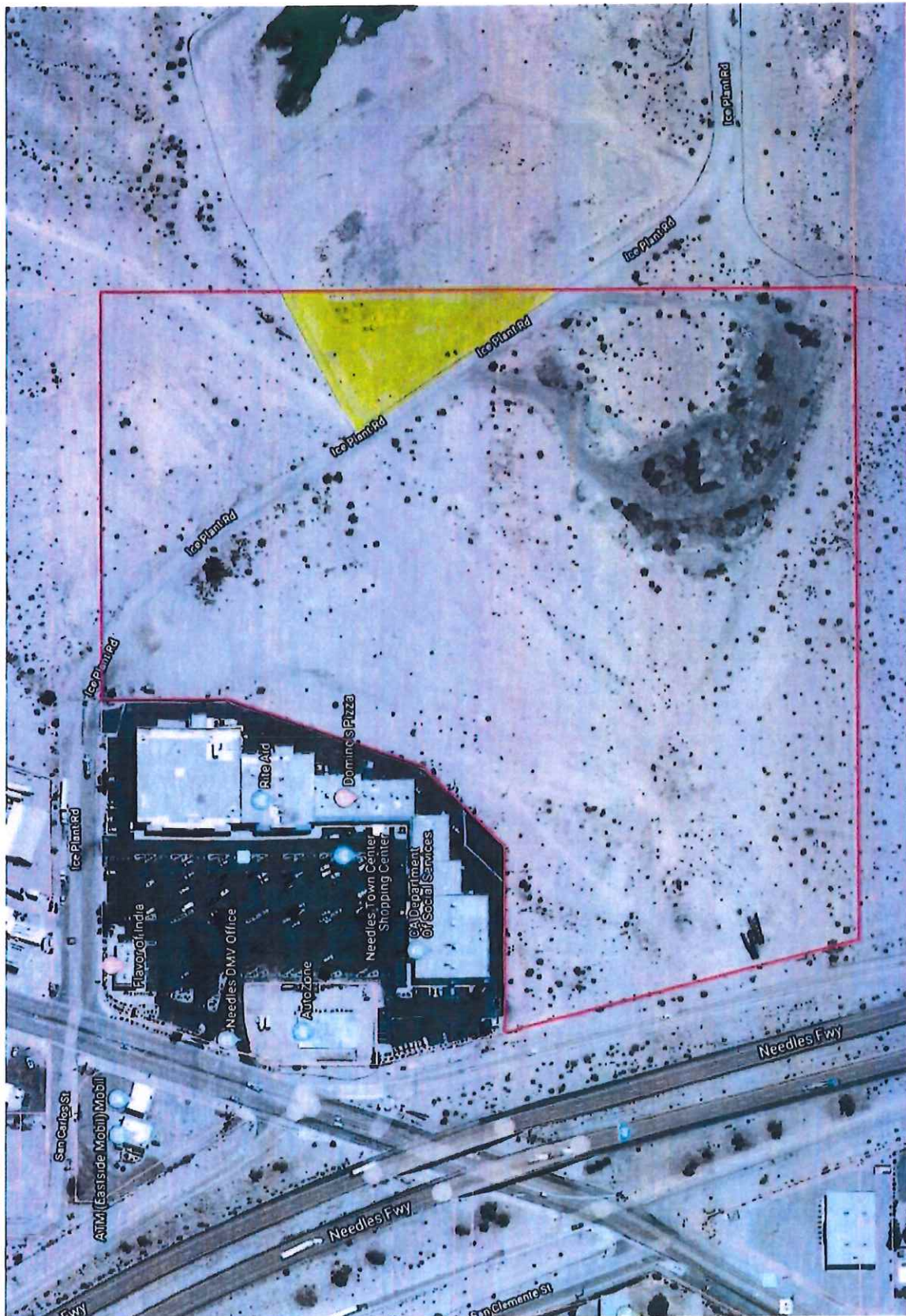
0186 - 22



REVISED	07/21/17 KC
	04/30/19 KA

Assessor's Map  
Book 0186 Page 22  
San Bernardino County

Map No. 19770, P.M. 248/14-15  
rceel Map No. 9697, P.M. 116/99-100





**EXHIBIT "B"**

**Form of Quitclaim Deed for the Transfer of Portion of  
A Portion of LRPMP Site No. 1  
To the Needles Public Utilities Authority  
APN 0186-222-10-0000**

**(See Attachment)**

**RECORDING REQUESTED BY:**

Successor Agency to the  
Redevelopment Agency of the  
City of Needles

**WHEN RECORDED MAIL TO:**

Needles Public Utilities Authority  
817 Third Street  
Needles, CA 92363

Attn: City Clerk

APN 0186-222-10-0000

(Space Above Line for Use by Recorder)

This document is exempt from the  
payment of a recording fee pursuant to  
Government Code Section 27383

DOCUMENTARY TRANSFER TAX \$NONE

**QUITCLAIM DEED**

**(Form Only; Not for Signature)**

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the Successor Agency to the Redevelopment Agency of the City of Needles, a public body, corporate and politic (the "Grantor") does hereby remise, release and quitclaim to the Needles Public Utilities Authority, a California Joint Powers Authority formed and existing pursuant to the California Joint Exercise of Powers Act (the "Grantee"), any interest that Grantor may have in the real property in the City of Needles, County of San Bernardino, State of California, described in Exhibit "A" attached hereto and incorporated herein by this reference.

SUCCESSOR AGENCY TO THE REDEVELOPMENT  
AGENCY OF THE CITY OF NEEDLES,  
a public body, corporate and politic

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Rick Daniels, City Manager/Executive Director

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California                } ss  
County of San Bernardino    }

On \_\_\_\_\_ before me, \_\_\_\_\_,  
Notary Public, personally appeared \_\_\_\_\_ who proved to me on  
the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument  
and who acknowledged to me that he/she executed the same in his/her authorized capacity, and by  
his/her signature on the instrument the person, or entity upon behalf of which the person acted, executed  
the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing  
paragraph is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
(Signature of Notary)

(This area for official notarial seal)

**LEGAL DESCRIPTION**

**(See Attachment)**

REAL PROPERTY IN THE CITY OF NEEDLES, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

**Text to be added here**

APN: 0186-222-10-0000

### CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by written deed or grant dated \_\_\_\_\_, 2023, from the Successor Agency to the Redevelopment Agency of the Needles Public Utilities Authority, is hereby accepted by the undersigned officer or agent on behalf of the Needles Public Utilities Authority, pursuant to the authority conferred by the Commission of the Needles Public Utilities Authority on \_\_\_\_\_, 2023 pursuant to Resolution No. \_\_\_\_\_, and as confirmed and approved by the Successor Agency to the Redevelopment Agency of the City of Needles on \_\_\_\_\_, 2023 pursuant to Resolution No. \_\_\_\_\_ - SARDA, and the Needles Public Utilities Authority consents to recordation thereof by its duly authorized officer.

By : \_\_\_\_\_  
Rick Daniels, City Manager/Executive Director

Provides for:

APN: 0186-222-10-0000

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California } ss  
County of San Bernardino }

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_ who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and who acknowledged to me that he/she executed the same in his/her authorized capacity, and by his/her signature on the instrument the person, or entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
(Signature of Notary)

(This area for official notarial seal)



## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** City Council Ordinance No.660-AC  
An Ordinance of the City Council of the City of Needles Amending  
Chapter 2 "Administration" of the Needles Municipal Code to add  
Article IX. Housing Commission

**Background:** In 1952, the City by resolution, declared that there was a need for a housing authority in the City because (a) insanitary or unsafe inhabited dwelling accommodations existed in the City, and/or (b) there was a shortage of safe and sanitary dwelling accommodations in the City available to persons of low income at rentals they could afford, pursuant to California Health and Safety Code section 34242.

Since about 1952, the City Council has appointed residents of the City to serve as commissioners of the Needles Housing Authority pursuant to California Health and Safety Code section 34270.

California Health and Safety Code section 34290(a) provides, "As an alternative to the appointment of commissioners of the authority, the governing body of any county or city, at the time of the adoption of a resolution pursuant to Section 34240 or at any time thereafter, may declare itself to be the commissioners of the authority, in which case, all the rights, powers, duties, privileges and immunities, vested by this chapter in the commissioners of an authority, except as otherwise provided in this article, shall be vested in the governing body."

California Health and Safety Code section 34290(b) provides, "If the governing body of any county or city has declared itself to be the commissioners of the authority, the governing body shall also appoint two tenants of the authority as commissioners if the authority has tenants, or within one year after the authority first does have tenants."

California Health and Safety Code section 34292 provides, "A governing body of a county or city which has declared itself to be the commissioners of the authority pursuant to Section 34290 may, by ordinance, create a housing commission. The number of members thereof, their terms of office, their qualifications, and the method of their appointment and removal shall be as provided by ordinance."

Article IX of the City Charter would provide that the City Council may create by ordinance or resolution such boards or commissions as in its judgment are required and may grant to them such powers and duties as are consistent with the provisions of this Charter.

#6



The Housing Commission as proposed would function much like the Planning Commission, and the Cemetery Advisory Board. Amongst their duties is to provide oversight of the Needles Housing Authority. Assure ongoing compliance with all state and federal laws, rules, and regulations, review and recommend new grant funding opportunities for housing programs and projects advise the City Council on general affordable housing issues and provide a forum for resolving tenant issues at existing facilities.

**Public Notification:** The public hearing notice was published in the Needles Desert Star on Wednesday, March 15, 2023.

**Fiscal Impact:** \$450 Cost of publication of Newspaper ad for Commission Vacancy

**Recommendation:** Approve Ordinance 660-AC Amending Chapter 2 "Administration" of the Needles Municipal Code to add Article IX. Housing Commission

**Submitted By:** Patrick Martinez, Assistant City Manager/Development Services

City Management Review: Rick Date: 3/24

Approved: <input type="checkbox"/>	Not Approved: <input type="checkbox"/>	Tabled: <input type="checkbox"/>	Other: <input type="checkbox"/>
Agenda Item: <u>6</u>			

**ORDINANCE NUMBER 660-AC**

**AN ORDINANCE OF THE CITY COUNCIL OF THE  
CITY OF NEEDLES, CALIFORNIA, AMENDING CHAPTER 2  
OF THE NEEDLES MUNICIPAL CODE BY ADDING ARTICLE IX. HOUSING  
COMMISSION**

**WHEREAS**, as provided in California Housing Authorities Law, Health and Safety Code sections 34200 et seq., since 1951, there has been a housing authority in the City of Needles ("City") known as the Needles Housing Authority; and

**WHEREAS**, in 1952, the City by resolution, declared that there was a need for a housing authority in the City because (a) insanitary or unsafe inhabited dwelling accommodations existed in the City, and/or (b) there was a shortage of safe and sanitary dwelling accommodations in the City available to persons of low income at rentals they could afford, pursuant to California Health and Safety Code section 34242; and

**WHEREAS**, since in or about 1952, the City Council has appointed residents of the City to serve as commissioners of the Needles Housing Authority pursuant to California Health and Safety Code section 34270; and

**WHEREAS**, California Health and Safety Code section 34290(a) provides, "As an alternative to the appointment of commissioners of the authority, the governing body of any county or city, at the time of the adoption of a resolution pursuant to Section 34240 or at any time thereafter, may declare itself to be the commissioners of the authority, in which case, all the rights, powers, duties, privileges and immunities, vested by this chapter in the commissioners of an authority, except as otherwise provided in this article, shall be vested in the governing body;" and

**WHEREAS**, California Health and Safety Code section 34290(b) provides, "If the governing body of any county or city has declared itself to be the commissioners of the authority, the governing body shall also appoint two tenants of the authority as commissioners if the authority has tenants, or within one year after the authority first does have tenants..." and

**WHEREAS**, California Health and Safety Code section 34290(c) provides, "As an alternative to appointment of tenants of the authority as commissioners of the authority pursuant to subdivision (b), if a housing commission is created as provided in Section 34291, the governing body may make tenant appointments pursuant to subdivision (b) to the commission rather than to the authority;" and

**WHEREAS**, California Health and Safety Code section 34292 provides, "A governing body of a county or city which has declared itself to be the commissioners of the authority pursuant to Section 34290 may, by ordinance, create a housing commission. The number of members thereof, their terms of office, their qualifications, and the method of their appointment and removal shall be as provided by ordinance;" and

**WHEREAS**, Article IX of the City Charter provides that the City Council may create by ordinance or resolution such boards or commissions as in its judgment are required and may grant to them such powers and duties as are consistent with the provisions of this Charter; and

**WHEREAS**, the City Council of the City of Needles finds that it is in the best interest of the community, at this time, for the City Council adopt an ordinance creating a Housing Commission; and

**WHEREAS**, a public hearing notice was published in the Needles Desert Star on March 15, 2023.

NOW, THEREFORE, the City Council of the City of Needles does ordain as follows:

**SECTION 1. Incorporation of Recitals.** The recitals reflected above are true and correct and are incorporated by this reference herein as the cause and foundation for the action taken by the and through this Ordinance.

**SECTION 2. CEQA.** Pursuant to section 15060(c)(2) of the California CEQA Guidelines, adoption of the subject Ordinance will not result in a direct or reasonably foreseeable indirect physical change in the environment and therefore is not subject to CEQA. Additionally, pursuant to section 15060(c)(3) the activity is not a "project" as defined in section 15378 because it has no potential for resulting in physical change to the environment, directly or indirectly.

**SECTION 3.** The City Council HEREBY FINDS AND DETERMINES that facts do exist to approve an amendment to the Needles Municipal Code ("Needles Code").

**SECTION 4.** The City Council HEREBY APPROVES Ordinance 660-AC amending the Needles Code as set forth in Exhibit "A" attached hereto and incorporated herein by this reference.

**SECTION 5. Effective Date.** This action shall become final and effective thirty (30) days after this decision by the City Council as provided by the Needles Code.

**SECTION 6. Severability.** If any section or provision of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, or contravened by reason of any preemptive legislation, the remaining sections and/or provisions of this Ordinance shall remain valid. The City Council hereby declares that it would have adopted this Ordinance, and each section or provision thereof, regardless of the fact that any one or more section(s) or provision(s) may be declared invalid or unconstitutional or contravened via legislation.

**SECTION 7. Certification.** The City Clerk shall certify to the adoption of this Ordinance.

**INTRODUCED AND READ** for the first time and ordered posted at a regular meeting of the City Council of the City of Needles, California, held on the 28<sup>th</sup> day of March, 2023, by the following roll call vote:

AYES:  
NOES  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Janet Jernigan, Mayor

Attest:

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

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Needles, California, held on the 11<sup>th</sup> day of April, 2023.

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Janet Jernigan, Mayor

(Seal)

Attest:

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

Approved as to form:

\_\_\_\_\_  
John O. Pinkney, City Attorney

**Exhibit "A"**  
**to Ordinance Number 660-AC**

**Article IX. HOUSING COMMISSION**

- 2-40 Housing authority established.
- 2-41 Housing commission, created.
- 2-42 Members.
- 2-43 Appointments.
- 2-44 Term.
- 2-45 Vacancies.
- 2-46 Regular meetings.
- 2-47 Duties.
- 2-48 Procedures for review and recommendation—Further functions.
- 2-49 Records.
- 2-50 Organization.
- 2-51 Compensation and reimbursement.

**2-40 Housing authority established.**

As provided in California Housing Authorities Law ("Law"), Health and Safety Code sections 34200 et seq., since 1951, there has been a housing authority in the City of Needles ("City") known as the Needles Housing Authority ("Authority"). In 1952, the City by resolution, declared that there was a need for a housing authority in the City because (a) insanitary or unsafe inhabited dwelling accommodations existed in the City, and/or (b) there was a shortage of safe and sanitary dwelling accommodations in the City available to persons of low income at rentals they could afford, pursuant to California Health and Safety Code section 34242. Pursuant to resolution adopted on February 14, 2023, the City Council ("City Council") of the City declared itself to be the Commissioners of the Authority pursuant to the Law.

**2-41 Housing commission, created.**

Pursuant to section 34291 of the Law, a governing body of a city which has declared itself to be the commissioners of a housing authority may, by ordinance, create a housing commission. A housing commission is created and established. Such housing commission may be known and referred to as the "Needles Housing Commission" or the "Housing Commission."

#### **2-42 Members.**

The Housing Commission shall consist of five (5) members who shall be qualified electors of the City. Two (2) of the members shall be appointed as tenants of the Authority and one (1) of the tenant appointments shall be over sixty-two (62) years of age if the Authority has tenants over that age. If a tenant appointment to the Housing Commission ceases to be a tenant of the Authority, he or she shall be disqualified from being a member and another tenant of the Authority shall be appointed by the City Council to the remainder of the unexpired term. The successor to a tenant appointment shall be a tenant of the Authority.

#### **2-43 Appointments.**

The members of the Housing Commission shall be appointed by the Council pursuant to section 900 of the City Charter, as may be amended from time to time.

#### **2-44 Term.**

Each member of the Housing Commission shall serve a four (4) year term and shall otherwise be subject to the terms of membership pursuant to section 902 of the City Charter.

#### **2-45 Vacancies.**

Vacancies on the Housing Commission shall be filled by appointment by the City Council pursuant to section 905 of the City Charter.

#### **2-46 Regular meetings.**

Regular meeting days of the Housing Commission shall be determined by resolution of the Housing Commission, except that the Housing Commission shall meet at least once each month. As set forth in section 904 of the City Charter, all proceedings shall be open to the public.

#### **2-47 Duties.**

The Housing Commission shall have the power and be required to review and make recommendations on all matters to come before the Authority prior to Authority action, except emergency matters and matters which the Housing Commission, by resolution, excludes from the Housing Commission's review.

#### **2-48 Procedures for review and recommendation—Further functions.**

Before a matter is acted upon by the Authority, the matter shall be submitted to the Housing Commission for its review and recommendation. Within thirty (30) days after a matter is submitted to the Housing Commission for its review and recommendation, the Housing Commission shall make and file its report thereon with the Authority. If the Housing Commission does not report upon the matter within thirty(30) days after its submission by the Authority, the Housing Commission shall be deemed to have waived its review and recommendations concerning the matter and the Authority may thereafter approve the matter without the report of the Housing Commission. From time to time, the City Council may, by ordinance or resolution, amend the procedures set forth in this section or provide for additional procedures for review and recommendation, and for further functions of the Housing Commission.



**2-49 Records.**

Accurate and permanent records of the acts of the Housing Commission shall be kept, and such records shall have the same status as records of other administrative departments of the City.

**2-50 Organization.**

The Housing Commission shall elect one of its members as chairperson and such election shall be held as soon as practicable after each new term commences. The Housing Commission shall adopt such rules and regulations as it deems necessary to provide for its other officers and their method of selection, and for other matters relative to its work and administration. Minutes, resolutions and official records of the Housing Commission shall be filed with the City Clerk.

**2-51 Compensation and reimbursement.**

Members of The Housing Commission shall serve without compensation for their services as such, but may receive reimbursement for necessary traveling and other expenses incurred on official duty when such expenditures have received authorization by the City Council.



## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA ☐ SARDA

☒ Regular ☐ Special

**Meeting Date:** MARCH 28, 2023

**Title:** Warrants

**Background:** n/a

**Fiscal Impact:** n/a

**Recommended Action:** **APPROVE**, the Warrants Register through MARCH 28, 2023.

**Submitted By:** Barbara DiLeo, Sr. Accountant

**City Management Review:**

Rick

**Date:**

3/24

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 7

**CITY OF NEEDLES CITY COUNCIL  
WARRANT SUMMARY TOTALS FOR MARCH 14, 2023**

FUND 101	GENERAL FUND	\$ 14,110.97	FUND AMT.	10-Mar	22-23 BUDGET
101.1015.412	CITY ATTORNEY	\$ -		\$ 41,029.40	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ 1,281.64		\$ 131,141.35	\$ 219,507.00
101.1025.415	FINANCE DEPT.	\$ 6,210.24		\$ 376,985.04	\$ 698,085.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ 2,168.09		\$ 176,724.92	\$ 291,344.00
101.1035.416	PLANNING /ZONING	\$ 1,096.81		\$ 187,564.74	\$ 373,159.00
101.1040.417	ENGINEERING	\$ 2,602.00		\$ 197,232.87	\$ 361,425.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 16,180.93	\$ 51,552.00
101.1070.410	SENIOR CENTER	\$ -		\$ 31,131.96	\$ 59,457.00
101.2010.421	SHERIFF	\$ -		\$ 2,333,154.03	\$ 3,483,367.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ -		\$ 128,849.73	\$ 233,027.00
101.2025.424	BUILDING & SAFETY	\$ 1,779.18		\$ 218,472.50	\$ 608,738.00
101.2030.423	CODE ENFORCEMENT	\$ 5,687.65		\$ 422,866.35	\$ 696,985.00
101.3010.431	PUBLIC WORKS	\$ 3,790.86		\$ 507,758.31	\$ 849,743.00
101.4730.472	SANITATION	\$ 352.68		\$ 114,918.18	\$ 166,600.00
101.5770.452.	AQUATICS	\$ -		\$ 104,101.36	\$ 194,192.00
101.5772.452	PARKS	\$ 7,724.08		\$ 398,220.21	\$ 658,491.00
101.5773.452	JACK SMITH PARK MARINA	\$ 707.16		\$ 63,350.86	\$ 107,923.00
101.5774.452	RECREATION	\$ 3,567.62		\$ 191,121.24	\$ 371,884.00
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ 51,078.98		\$ 9,505,479.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 1,554,864.57	\$ 4,992,512.00
FUND 205	CDBG		\$ -	\$ 5,922.00	\$ 42,692.00
FUND 206	CEMETERY		\$ 2,380.00	\$ 109,020.73	\$ 202,270.00
FUND 208	CALTRANS GRANTS		\$ -	\$ 329,959.46	\$ 311,377.00
FUND 210	SPECIAL GAS TAX		\$ -	\$ 115,371.00	\$ 272,365.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ 36,429.86	\$ 30,000.00
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 450,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 124,611.67	\$ 251,497.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ 5,807.60	\$ 13,733.00
FUND 238	STATE RECREATION GRANTS		\$ 700.00	\$ 777,635.53	\$ 3,899,640.00
FUND 239	CA.CONSERV RECYLING GRANT		\$ -	\$ 1,400.87	\$ 25,526.00
FUND 270	REDEVELOPMENT AGENCY		\$ 735.42	\$ 43,739.53	\$ 287,664.00
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ 118,897.96	\$ 300,000.00
FUND 501	NPUA		\$ -	\$ 1,253,072.19	\$ 2,601,074.00
FUND 502	WATER DEPARTMENT		\$ 6,515.71	\$ 1,195,983.00	\$ 1,938,399.00
FUND 503	WASTEWATER DEPARTMENT		\$ 4,022.64	\$ 838,598.12	\$ 1,241,325.00
FUND 505	SANITATION			\$ 897,761.32	\$ 1,458,897.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ 461.08	\$ 913,771.03	\$ 1,041,800.00
FUND 507	GOLF FUND	\$ 241.85		\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ 8.77		\$ 376,556.93	\$ 641,632.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ 922.88		\$ 225,354.77	\$ 370,454.00
FUND 507	GOLF FUND TOTAL		\$ 1,173.50		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ 4,757.53	\$ 242,038.33	\$ 455,807.00
FUND 509	MIS		\$ -	\$ 210,770.62	\$ 257,370.00
FUND 510	ADMIN. FACILITY		\$ 45.57	\$ 117,081.85	\$ 414,950.00
FUND 511	FLEET MANAGEMENT		\$ 1,674.02	\$ 159,808.48	\$ 281,078.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ 15,352.27	\$ 15,352.27
FUND 520	SR DIAL A RIDE		\$ -	\$ 169,047.72	\$ 250,098.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 12,625.31	\$ 22,274.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 300,507.66	\$ 614,438.00
FUND 580	ELECTRIC		\$ 20,566.47	\$ 8,236,261.59	\$ 12,406,721.00
FUND 581	NPUA CAPITAL ELECTRIC			\$ 1,343,649.85	\$ 1,956,822.00
FUND 582	NPUA CAPITAL WATER		\$ 209.00	\$ 910,949.81	\$ 11,236,959.00
TOTAL	ALL FUNDS & DEPARTMENTS		\$ 94,319.92	\$ 26,283,655.61	\$ 57,790,205.27

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

Rick Daniels, City Manager

Date

Sylvia Miledi, Director of Finance

Date

Kippy Poulson, City Treasurer

Date





CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
17590	1199	SBPEA TEAMSTERS LOCAL 193					1,036.77 *	1,036.77
17591	1199	SBPEA TEAMSTERS LOCAL 193	004675		03/10/2023	101-0000-209.03-01	416.53	
			004676		03/10/2023	502-0000-209.03-01	50.44	
			004677		03/10/2023	580-0000-209.03-01	60.94	
							527.91 *	527.91
17592	3437	SIGNS BY SUNDOWN	004649		03/10/2023	238-5772-452.72-18	700.00	
			004650		03/10/2023	582-4710-471.71-05	65.00	
			004651		03/10/2023	582-4710-471.71-05	144.00	
							909.00 *	909.00
17593	3242	SPECIAL DISTRICT RISK	004696		03/10/2023	101-1020-413.24-10	1,281.64	
			004697		03/10/2023	101-1025-415.24-10	6,171.96	
			004698		03/10/2023	101-1030-414.24-10	2,168.09	
			004699		03/10/2023	101-1035-416.24-10	1,057.03	
			004700		03/10/2023	101-1040-417.24-10	2,437.07	
			004701		03/10/2023	101-2025-424.24-10	1,666.79	
			004702		03/10/2023	101-2030-423.24-10	5,632.45	
			004703		03/10/2023	101-3010-431.24-10	3,782.33	
			004705		03/10/2023	101-4730-472.24-10	352.68	
			004705		03/10/2023	101-5772-452.24-10	7,368.08	
			004705		03/10/2023	101-5773-452.24-10	707.16	
			004705		03/10/2023	101-5774-452.24-10	1,272.90	
			004705		03/10/2023	101-0000-209.03-01	9,134.72	
			004705		03/10/2023	206-5771-452.24-10	1,834.28	
			004705		03/10/2023	206-0000-209.03-01	545.72	
			004705		03/10/2023	270-4631-463.24-10	565.74	
			004705		03/10/2023	270-0000-209.03-01	169.68	
			004705		03/10/2023	502-4710-471.24-10	4,517.59	
			004705		03/10/2023	502-0000-209.03-01	1,356.48	
			004705		03/10/2023	503-4720-475.24-10	3,039.91	
			004705		03/10/2023	503-0000-209.03-01	886.38	
			004705		03/10/2023	506-4713-477.24-10	350.00	
			004705		03/10/2023	506-0000-209.03-01	111.08	
			004705		03/10/2023	507-5762-454.24-10	922.88	
			004705		03/10/2023	508-4810-478.24-10	3,545.85	
			004705		03/10/2023	508-0000-209.03-01	1,098.26	
			004705		03/10/2023	511-3020-432.24-10	1,254.47	
			004705		03/10/2023	511-0000-209.03-01	385.60	
			004705		03/10/2023	580-4750-473.24-10	13,705.03	
			004705		03/10/2023	580-0000-209.03-01	4,022.40	
							81,344.25 *	81,344.25
BANK/CHECK TOTAL							94,319.92	94,319.92
ALL BANKS/CHECKS TOTAL							94,319.92	94,319.92



**CITY OF NEEDLES CITY COUNCIL  
WARRANT SUMMARY TOTALS FOR MARCH 28, 2023**

			FUND AMT.	28-Mar	22-23 BUDGET
FUND 101	GENERAL FUND	\$ -			
101.1015.412	CITY ATTORNEY	\$ -		\$ 46,829.40	\$ 80,000.00
101.1020.413	CITY MANAGER	\$ -		\$ 131,141.35	\$ 219,507.00
101.1025.415	FINANCE DEPT.	\$ 927.56		\$ 388,012.27	\$ 698,085.00
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ -		\$ 177,703.58	\$ 291,344.00
101.1035.416	PLANNING /ZONING	\$ -		\$ 180,013.74	\$ 373,159.00
101.1040.417	ENGINEERING	\$ -		\$ 197,232.87	\$ 361,425.00
101.1060.410	COMMUNITY PROMOTIONS	\$ -		\$ 31,879.88	\$ 51,552.00
101.1070.410	SENIOR CENTER	\$ -		\$ 31,131.96	\$ 59,457.00
101.2010.421	SHERIFF	\$ -		\$ 2,606,185.45	\$ 3,483,367.00
101.2020.423	ANIMAL SHELTER/CONTROL	\$ -		\$ 136,227.99	\$ 233,027.00
101.2025.424	BULDING & SAFETY	\$ -		\$ 218,617.50	\$ 608,738.00
101.2030.423	CODE ENFORCEMENT	\$ -		\$ 453,985.85	\$ 696,985.00
101.3010.431	PUBLIC WORKS	\$ 308.37		\$ 508,800.15	\$ 849,743.00
101.4730.472	SANITATION	\$ -		\$ 114,918.18	\$ 166,600.00
101.5770.452.	AQUATICS	\$ -		\$ 104,101.36	\$ 194,192.00
101.5772.452	PARKS	\$ 84.15	\$ 399,057.92	\$ 658,491.00	
101.5773.452	JACK SMITH PARK MARINA	\$ -	\$ 63,350.86	\$ 107,923.00	
101.5774.452	RECREATION	\$ -	\$ 191,269.08	\$ 371,884.00	
GENERAL FUND	TOTAL ALL GF DEPARTMENTS		\$ 1,320.08		\$ 9,505,479.00
FUND 102	GEN. FUND CAPITAL PROJECT		\$ -	\$ 1,581,353.14	\$ 4,992,512.00
FUND 205	CDBG		\$ -	\$ 5,922.00	\$ 42,692.00
FUND 206	CEMETERY		\$ 595.74	\$ 109,020.73	\$ 202,270.00
FUND 208	CALTRANS GRANTS		\$ -	\$ 329,959.46	\$ 311,377.00
FUND 210	SPECIAL GAS TAX		\$ -	\$ 115,371.00	\$ 272,365.00
FUND 213	DEPT OF HOUSE. & COMM DEVL		\$ -	\$ 36,759.66	\$ 30,000.00
FUND 214	SANBAG NEW LOCAL MEAS I		\$ -	\$ -	\$ 450,000.00
FUND 225	COPS-AB 3229 SUPPLEMENTAL		\$ -	\$ 132,360.25	\$ 251,497.00
FUND 233	JACK SMITH PARK MARINA		\$ -	\$ 5,807.60	\$ 13,733.00
FUND 238	STATE RECREATION GRANTS		\$ -	\$ 821,107.99	\$ 3,899,640.00
FUND 239	CA.CONSERV RECYLING GRANT		\$ -	\$ 2,019.34	\$ 25,526.00
FUND 270	REDEVELOPMENT AGENCY		\$ -	\$ 43,739.53	\$ 287,664.00
FUND 470	RDA CAP PROJ.LOW & MOD.		\$ -	\$ 118,897.96	\$ 300,000.00
FUND 501	NPUA		\$ -	\$ 1,974,264.86	\$ 2,601,074.00
FUND 502	WATER DEPARTMENT		\$ 29.64	\$ 1,210,502.38	\$ 1,938,399.00
FUND 503	WASTEWATER DEPARTMENT		\$ 33.66	\$ 886,720.47	\$ 1,241,325.00
FUND 505	SANITATION		\$ -	\$ 1,001,016.11	\$ 1,458,897.00
FUND 506	ALL AMERICAN CANAL PROJ.		\$ -	\$ 913,771.03	\$ 1,041,800.00
FUND 507	GOLF FUND			\$ -	
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ -		\$ 396,800.63	\$ 641,632.00
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ 7.94		\$ 243,248.81	\$ 370,454.00
FUND 507	GOLF FUND TOTAL		\$ 7.94		
FUND 508	CUST.SVC/UT BUSINESS OFFICE		\$ 7.53	\$ 242,148.17	\$ 455,807.00
FUND 509	MIS		\$ -	\$ 217,303.72	\$ 257,370.00
FUND 510	ADMIN. FACILITY		\$ -	\$ 121,342.49	\$ 414,950.00
FUND 511	FLEET MANAGEMENT		\$ -	\$ 160,662.40	\$ 281,078.00
FUND 512	VEHICLE REPLACEMENT		\$ -	\$ 15,352.27	\$ 15,352.27
FUND 520	SR DIAL A RIDE		\$ -	\$ 169,047.72	\$ 250,098.00
FUND 521	DIAL-A-RIDE MEDICAL TRANS.		\$ -	\$ 12,625.31	\$ 22,274.00
FUND 525	NEEDLES AREA TRANSIT (NAT)		\$ -	\$ 300,507.66	\$ 614,438.00
FUND 580	ELECTRIC		\$ 275.66	\$ 9,428,239.49	\$ 12,406,721.00
FUND 581	NPUA CAPITAL ELECTRIC		\$ -	\$ 1,343,649.85	\$ 1,956,822.00
FUND 582	NPUA CAPITAL WATER		\$ -	\$ 1,058,862.56	\$ 11,236,959.00
TOTAL	ALL FUNDS & DEPARTMENTS		\$ 2,270.25	\$ 28,978,843.98	\$ 57,790,205.27

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

Rick Daniels, City Manager

Date

Sylvia Miledi, Director of Finance

Date

Kippy Poulson, City Treasurer

Date

PROGRAM: GM348U

CITY OF NEEDLES

BANK : 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
17671	3648	00	PRINTING PLUS INC.	03/28/2023	927.56	.00
17672	1695	00	SILVER STATE HYDRALIC SERVICE INC.	03/28/2023	595.74	.00
17673	3830	00	UNIFIRST CORPORATION	03/28/2023	746.95	.00
NUMBER OF CHECKS				3	GRAND TOTAL	2,270.25

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
17671	3648	PRINTING PLUS INC.	004741		03/28/2023	101-1025-415.61-01	927.56 927.56 *	927.56
17672	1695	SILVER STATE HYDRALIC SER	004626		03/28/2023	206-5771-452.43-04	595.74 595.74 *	595.74
17673	3830	UNIFIRST CORPORATION	004630 004631 004628 004714 004673 004629 004672 004754 004741 004741 004740 004754 004721		03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023	101-3010-431.61-04 101-5772-452.61-04 101-3010-431.61-04 507-5762-454.61-06 580-4750-473.61-04 101-5772-452.61-04 503-4720-475.61-04 101-3010-431.61-04 508-4810-478.61-04 580-4750-473.61-04 502-4710-471.61-04 101-5772-452.61-04 503-4720-475.61-04	102.79 28.05 102.79 7.94 137.83 28.05 16.83 102.79 7.53 137.83 29.64 28.05 16.83 746.95	
BANK/CHECK TOTAL							2,270.25	2,270.25
ALL BANKS/CHECKS TOTAL							2,270.25	2,270.25



**CITY OF NEEDLES CITY COUNCIL  
WARRANT SUMMARY TOTALS FOR MARCH 28, 2023**

		FUND AMT.	28-Mar		22-23 BUDGET
FUND 101	GENERAL FUND				
		\$ 1,574.00			
101.1015.412	CITY ATTORNEY	\$ 5,800.00	\$ 46,829.40	\$ 80,000.00	
101.1020.413	CITY MANAGER		\$ 131,141.35	\$ 219,507.00	
101.1025.415	FINANCE DEPT.	\$ 11,518.11	\$ 388,012.27	\$ 698,085.00	
101.1030.414	CITY CLERK/COUNCIL/MAYOR	\$ 978.66	\$ 177,703.58	\$ 291,344.00	
101.1035.416	PLANNING /ZONING	\$ 1,265.00	\$ 180,013.74	\$ 373,159.00	
101.1040.417	ENGINEERING	\$ 2,600.00	\$ 197,232.87	\$ 361,425.00	
101.1060.410	COMMUNITY PROMOTIONS	\$ -	\$ 31,879.88	\$ 51,552.00	
101.1070.410	SENIOR CENTER	\$ 920.42	\$ 31,131.96	\$ 59,457.00	
101.2010.421	SHERIFF	\$ 273,031.42	\$ 2,606,185.45	\$ 3,483,367.00	
101.2020.423	ANIMAL SHELTER/CONTROL	\$ 3,813.26	\$ 136,227.99	\$ 233,027.00	
101.2025.424	BUILDING & SAFETY	\$ 145.00	\$ 218,617.50	\$ 608,738.00	
101.2030.423	CODE ENFORCEMENT	\$ 31,119.50	\$ 453,985.85	\$ 696,985.00	
101.3010.431	PUBLIC WORKS	\$ 5,720.52	\$ 508,800.15	\$ 849,743.00	
101.4730.472	SANITATION	\$ -	\$ 114,918.18	\$ 166,600.00	
101.5770.452.	AQUATICS	\$ -	\$ 104,101.36	\$ 194,192.00	
101.5772.452	PARKS	\$ 12,237.43	\$ 399,057.92	\$ 658,491.00	
101.5773.452	JACK SMITH PARK MARINA	\$ -	\$ 63,350.86	\$ 107,923.00	
101.5774.452	RECREATION	\$ 147.84	\$ 191,269.08	\$ 371,884.00	
GENERAL FUND	TOTAL ALL GF DEPARTMENTS	\$ 350,871.16		\$ 9,505,479.00	
FUND 102	GEN. FUND CAPITAL PROJECT	\$ 26,488.57	\$ 1,581,353.14	\$ 4,992,512.00	
FUND 205	CDBG	\$ -	\$ 5,922.00	\$ 42,692.00	
FUND 206	CEMETERY	\$ 595.74	\$ 109,020.73	\$ 202,270.00	
FUND 208	CALTRANS GRANTS	\$ -	\$ 329,959.46	\$ 311,377.00	
FUND 210	SPECIAL GAS TAX	\$ -	\$ 115,371.00	\$ 272,365.00	
FUND 213	DEPT OF HOUSE. & COMM DEVL	\$ 329.80	\$ 36,759.66	\$ 30,000.00	
FUND 214	SANBAG NEW LOCAL MEAS I	\$ -	\$ -	\$ 450,000.00	
FUND 225	COPS-AB 3229 SUPPLEMENTAL	\$ 7,748.58	\$ 132,360.25	\$ 251,497.00	
FUND 233	JACK SMITH PARK MARINA	\$ -	\$ 5,807.60	\$ 13,733.00	
FUND 238	STATE RECREATION GRANTS	\$ 43,472.46	\$ 821,107.99	\$ 3,899,640.00	
FUND 239	CA.CONSERV RECYCLING GRANT	\$ 618.47	\$ 2,019.34	\$ 25,526.00	
FUND 270	REDEVELOPMENT AGENCY	\$ -	\$ 43,739.53	\$ 287,664.00	
FUND 470	RDA CAP PROJ.LOW & MOD.	\$ -	\$ 118,897.96	\$ 300,000.00	
FUND 501	NPUA	\$ 165.51	\$ 1,974,264.86	\$ 2,601,074.00	
FUND 502	WATER DEPARTMENT	\$ 15,574.05	\$ 1,210,502.38	\$ 1,938,399.00	
FUND 503	WASTEWATER DEPARTMENT	\$ 50,175.90	\$ 886,720.47	\$ 1,241,325.00	
FUND 505	SANITATION	\$ 103,254.79	\$ 1,001,016.11	\$ 1,458,897.00	
FUND 506	ALL AMERICAN CANAL PROJ.	\$ -	\$ 913,771.03	\$ 1,041,800.00	
FUND 507	GOLF FUND		\$ -		
FUND 507-5761-453	GOLF MAINTENANCE DEPARTMENT	\$ 8,979.24	\$ 396,800.63	\$ 641,632.00	
FUND 507-5762-454	GOLF PRO SHOP DEPARTMENT	\$ 224.16	\$ 243,248.81	\$ 370,454.00	
FUND 507	GOLF FUND TOTAL	\$ 9,203.40			
FUND 508	CUST.SVC/UT BUSINESS OFFICE	\$ 193.12	\$ 242,148.17	\$ 455,807.00	
FUND 509	MIS	\$ 11,358.10	\$ 217,303.72	\$ 257,370.00	
FUND 510	ADMIN. FACILITY	\$ 4,928.37	\$ 121,342.49	\$ 414,950.00	
FUND 511	FLEET MANAGEMENT	\$ 1,309.66	\$ 160,662.40	\$ 281,078.00	
FUND 512	VEHICLE REPLACEMENT	\$ 6,859.60	\$ 15,352.27	\$ 15,352.27	
FUND 520	SR DIAL A RIDE	\$ 6,565.46	\$ 169,047.72	\$ 250,098.00	
FUND 521	DIAL-A-RIDE MEDICAL TRANS.	\$ 1,037.46	\$ 12,625.31	\$ 22,274.00	
FUND 525	NEEDLES AREA TRANSIT (NAT)	\$ 32,913.06	\$ 300,507.66	\$ 614,438.00	
FUND 580	ELECTRIC	\$ 103,427.36	\$ 9,428,239.49	\$ 12,406,721.00	
FUND 581	NPUA CAPITAL ELECTRIC		\$ 1,343,649.85	\$ 1,956,822.00	
FUND 582	NPUA CAPITAL WATER	\$ 286,702.81	\$ 1,058,862.56	\$ 11,236,959.00	
TOTAL	ALL FUNDS & DEPARTMENTS	\$ 1,063,793.43	\$ 28,978,843.98	\$ 57,790,205.27	

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

Rick Daniels, City Manager

Date

Sylvia Miledi, Director of Finance

Date

Kippy Poulson, City Treasurer

Date

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEC#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
17594	3305	00	AGUA CALIENTE	03/28/2023	16,380.00	.00
17595	1924	00	AHA MACAV POWER SERVICE	03/28/2023	342.19	.00
17596	4034	00	ANGEL'S TOUCH MOBILE VETERINARY SVC	03/28/2023	3,200.00	.00
17597	3635	00	ANIXTER INC	03/28/2023	965.38	.00
17598	4013	00	AQUAFIX	03/28/2023	2,212.64	.00
17599	3750	00	AUTO ZONE	03/28/2023	33.23	.00
17600	2629	00	BARON PEST SOLUTIONS	03/28/2023	95.00	.00
17601	4041	00	BATTERIES PLUS BULBS	03/28/2023	183.94	.00
17602	178	00	BIG O TIRES & NAPA AUTO PARTS	03/28/2023	479.91	.00
17603	3595	00	BOOT BARN	03/28/2023	951.91	.00
17604	7	00	BORDER STATES INDUSTRIES, INC.	03/28/2023	3,443.67	.00
17605	1	00	BYRNES, JENNIFER	03/28/2023	165.51	.00
17606	3845	00	CALIFORNA MUNICIPAL UTILITIES ASSOC	03/28/2023	5,621.00	.00
17607	2328	00	CALZON FENCE CO.	03/28/2023	11,120.00	.00
17608	4069	00	CHRIS GILFILLIN	03/28/2023	216.22	.00
17609	2934	00	DANA KEPNER COMPANY INC.	03/28/2023	1,496.01	.00
17610	1	00	DANNIE BRAYBOY	03/28/2023	1,284.00	.00
17611	3523	00	DEVELOPMENT MANAGEMENT GROUP INC.	03/28/2023	6,550.00	.00
17612	3580	00	DIAMOND PURE WATER	03/28/2023	71.00	.00
17613	501	00	DOI-BOR-REGION: LOWER COLORADO	03/28/2023	15,899.38	.00
17614	4088	00	DYLAN HETRICK	03/28/2023	10.09	.00
17615	3943	00	ELLEN CAMPBELL	03/28/2023	104.44	.00
17616	3913	00	ENTERPRISE FM TRUST	03/28/2023	6,859.60	.00
17617	3462	00	EUSI LLC	03/28/2023	26,177.24	.00
17618	1296	00	FRONTIER	03/28/2023	248.25	.00
17619	3708	00	GAUDIN FORD	03/28/2023	184.04	.00
17620	324	00	GRAINGER	03/28/2023	249.85	.00
17621	3451	00	GREENS ELECTRIC, LLC	03/28/2023	93.75	.00
17622	2612	00	HARDWARE EXPRESS INCORP.	03/28/2023	1,476.66	.00
17623	2489	00	HOME DEPOT CREDIT SERVICES	03/28/2023	2,947.10	.00
17624	3864	00	HORIZON TECHNOLOGIES INC.	03/28/2023	980.00	.00
17625	2641	00	INTERNATIONAL CODE COUNCIL	03/28/2023	145.00	.00
17626	3949	00	JANET JERNIGAN	03/28/2023	339.22	.00
17627	4000	00	JARROD DELEON	03/28/2023	384.51	.00
17628	3977	00	LANDIS+GYR TECHNOLOGY, INC	03/28/2023	950.00	.00
17629	85	00	LEAGUE OF CALIFORNIA CITIES	03/28/2023	200.00	.00
17630	125	00	MCCORMICK CONSTRUCTION CO.	03/28/2023	3,612.44	.00
17631	3998	00	MICHAEL BAKER INTERNATIONAL, INC	03/28/2023	1,265.00	.00
17632	210	00	NEEDLES UNIFIED SCHOOL DIST.	03/28/2023	100.00	.00
17633	218	00	NEWS WEST PUBLISHING CO.	03/28/2023	192.70	.00
17634	1786	00	NPUA	03/28/2023	19,065.97	.00
17635	3324	00	OFFICE EXPRESS	03/28/2023	815.57	.00
17636	3315	00	ONLINE INFORMATION SERVICES	03/28/2023	83.28	.00
17637	4074	00	PACIFIC HYDROTECH CORPORATION	03/28/2023	138,790.06	.00
17638	3866	00	PLACEWORKS	03/28/2023	329.80	.00
17639	3047	00	PR DIAMOND PRODUCTS INC.	03/28/2023	1,860.00	.00
17640	15	00	QUILL LLC	03/28/2023	389.99	.00
17641	644	00	RDO EQUIPMENT COMPANY	03/28/2023	188.76	.00
17642	2861	00	REINKE A/C CORP.	03/28/2023	172.50	.00
17643	309	00	REPUBLIC SERVICES #785	03/28/2023	104,033.05	.00
17644	2068	00	RICOH USA, INC.	03/28/2023	312.72	.00

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NUMBER	VENDOR NUMBER	SEQ#	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DISCOUNTS/RETAINAGE TAKEN
17645	4049	00	ROGER MILLER	03/28/2023	174.30	.00
17646	2468	00	RON'S TIRE & AUTO REPAIR	03/28/2023	1,054.67	.00
17647	3796	00	ROUTE 66 BROADBAND LLC	03/28/2023	335.00	.00
17648	3361	00	S.B. COUNTY SHERIFF'S DEPARTMENT	03/28/2023	280,780.00	.00
17649	1695	00	SILVER STATE HYDRAULIC SERVICE INC.	03/28/2023	1,191.48	.00
17650	4001	00	SIMPLET TURF & HORTICULTURE	03/28/2023	1,596.20	.00
17651	3344	00	SLOVAK BARON & EMPEY LLP	03/28/2023	68,353.45	.00
17652	284	00	SOUTHWEST GAS CORP.	03/28/2023	123.85	.00
17653	3875	00	STANTEC CONSULTING SERVICES INC.	03/28/2023	497.88	.00
17654	3605	00	STATEWIDE TRAFFIC SAFETY & SIGNS	03/28/2023	276.74	.00
17655	4008	00	THE PRINTER GUYS LLC	03/28/2023	145.00	.00
17656	3950	00	TKE ENGINEERING INC	03/28/2023	77,058.26	.00
17657	3873	00	TRANSPORTATION CONCEPTS	03/28/2023	40,515.98	.00
17658	3266	00	TRI STATE TOOL REPAIR	03/28/2023	477.29	.00
17659	772	00	TRI-STATE ACE HARDWARE	03/28/2023	31.68	.00
17660	4080	00	TSR CONSTRUCTION AND INSPECTION	03/28/2023	146,532.75	.00
17661	2798	00	U.S. DEPARTMENT OF ENERGY	03/28/2023	43,561.10	.00
17662	3272	00	ULINE	03/28/2023	618.47	.00
17663	315	00	UNDERGROUND SERVICE ALERT OF SO CAL	03/28/2023	74.75	.00
17664	3830	00	UNIFIRST CORPORATION	03/28/2023	1,674.51	.00
17665	761	00	USABUEBOOK	03/28/2023	327.30	.00
17666	3818	00	VAN IWAARDEN ASSOCIATES	03/28/2023	1,500.00	.00
17667	3695	00	VINCE GARZA	03/28/2023	10.09	.00
17668	3528	00	WESTERN ENVIRONMENTAL TESTING LAB.	03/28/2023	872.00	.00
17669	1057	00	WESTERN TECHNOLOGIES INC	03/28/2023	1,380.00	.00
17670	3828	00	3D-NETWORKS LLC	03/28/2023	11,358.10	.00

NUMBER OF CHECKS

77

GRAND TOTAL

1,063,793.43



BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
17594	3305	AGUA CALIENTE	004745		03/28/2023	580-4750-473.63-10	16,380.00 *	16,380.00
17595	1924	AHA MACAV POWER SERVICE	004646		03/28/2023	580-4750-473.63-12	342.19 *	342.19
17596	4034	ANGEL'S TOUCH MOBILE VETE	004816		03/28/2023	101-2020-423.31-91	3,200.00 *	3,200.00
17597	3635	ANIXTER	004653 004654		03/28/2023 03/28/2023	580-4750-473.60-55 580-4750-473.60-55	71.35 894.03 965.38 *	965.38
17598	4013	AQUAFIX, INC.	004755		03/28/2023	503-4720-475.60-33	2,212.64 *	2,212.64
17599	3750	AUTO ZONE	004746 004747		03/28/2023 03/28/2023	511-3021-432.43-26 511-3021-432.43-38	18.31 14.92 33.23 *	33.23
17600	2629	BARON PEST SOLUTIONS	004750		03/28/2023	510-4410-405.43-01	95.00 *	95.00
17601	4041	BATTERIES PLUS BULBS	004610		03/28/2023	101-3010-431.43-04	183.94 *	183.94
17602	178	BIG O TIRES & NAPA AUTO P	004603 004604 004605 004606 004607 004608 004609 004636 004748 004748		03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023	511-3021-432.43-26 511-3021-432.43-26 511-3021-432.43-26 511-3021-432.43-26 511-3020-432.61-14 511-3021-432.43-26 511-3021-432.43-26 511-3021-432.43-26 511-3021-432.43-26 511-3021-432.43-26 511-3021-432.43-26 511-3021-432.43-26	28.70 15.86 109.78 30.16 115.28 14.12 102.23 5.97 6.13 17.22 34.46 479.91 *	479.91
17603	3595	BOOT BARN	004742 004742 004742 004742		03/28/2023 03/28/2023 03/28/2023 03/28/2023	580-4750-473.60-28 502-4710-471.60-28 580-4750-473.60-28 580-4750-473.60-28	243.83 208.08 250.00 951.91 *	951.91
17604	7	BORDER STATES INDUSTRIES,	004655 004728		03/28/2023 03/28/2023	580-4750-473.60-55 580-4750-473.60-55	2,590.22 853.45 3,443.67 *	3,443.67
17605	1	BYRNES, JENNIFER	UT		03/28/2023	501-0000-211.00-00	165.51	165.51

PROGRAM: GM346L  
CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
17605	1	BYRNES, JENNIFER					165.51 *	165.51
17606	3845	CALIFORNIA MUNICIPAL UTIL	004807 004808		03/28/2023 03/28/2023	580-4750-473.56-00 502-4710-471.56-00	4,732.00 889.00 5,621.00 *	5,621.00
17607	2328	CALZON FENCE CO.	PI0246	023093	03/28/2023	101-5772-452.43-18	11,120.00 11,120.00 *	11,120.00
17608	4069	CHRIS GILFILLIN	004708		03/28/2023	507-5762-454.55-00	216.22 216.22 *	216.22
17609	2934	DANA KEPNER COMPANY INC.	004727 004727		03/28/2023 03/28/2023	502-4710-471.60-55 502-4710-471.60-55	219.55 1,276.46 1,496.01 *	1,496.01
17610	1	DANNIE BRAYBOY	004748		03/28/2023	101-0000-204.03-01	1,284.00 1,284.00 *	1,284.00
17611	3523	DEVELOPMENT MANAGEMENT GR	PI0253 PI0254 PI0255	023042 023042 023042	03/28/2023 03/28/2023 03/28/2023	101-1060-410.53-05 502-4710-471.53-05 580-4750-473.53-05	2,500.00 1,550.00 2,500.00 6,550.00 *	6,550.00
17612	3580	DIAMOND PURE WATER	004728 004750		03/28/2023 03/28/2023	510-4410-405.61-01 503-4720-475.43-02	54.00 17.00 71.00 *	71.00
17613	501	DOI-BOR-REGION: LOWER COL	004704 004704 004704 004704		03/28/2023 03/28/2023 03/28/2023 03/28/2023	580-4750-473.31-14 502-4710-471.31-14 503-4720-475.31-14 580-4750-473.63-10	1,451.20 1,451.19 1,451.19 11,545.80 15,899.38 *	15,899.38
17614	4088	DYLAN HETRICK	004749		03/28/2023	580-4750-473.60-28	10.09 10.09 *	10.09
17615	3943	ELLEN CAMPBELL	004764		03/28/2023	101-1030-414.61-45	104.44 104.44 *	104.44
17616	3913	ENTERPRISE FM TRUST	004809		03/28/2023	512-0000-207.02-00	6,859.60 6,859.60 *	6,859.60
17617	3462	EUSI LLC	PI0256	023006	03/28/2023	503-4720-475.31-98	26,177.24 26,177.24 *	26,177.24
17618	1296	FRONTIER	004756 004768		03/28/2023 03/28/2023	101-5772-452.52-10 510-4410-405.52-10	143.16 105.09 248.25 *	248.25



PREPARED 03/15/2023, 8:44:55

PROGRAM: GM346L

CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

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CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
17624	3864	HORIZON TECHNOLOGIES INC.	004662		03/28/2023	101-2020-423.52-10	70.00	
			004663		03/28/2023	101-2030-423.52-10	70.00	
			004664		03/28/2023	508-4810-478.52-10	70.00	
			004665		03/28/2023	503-4720-475.52-10	140.00	
			004666		03/28/2023	502-4710-471.52-10	280.00	
			004667		03/28/2023	580-4750-473.52-10	175.00	
			004668		03/28/2023	101-3010-431.52-10	175.00	
							980.00	980.00
17625	2641	INTERNATIONAL CODE COUNCI	004751		03/28/2023	101-2025-424.31-40	145.00	
							145.00	145.00
17626	3949	JANET JERNIGAN	004815		03/28/2023	101-1030-414.54-01	339.22	
							339.22	339.22
17627	4000	JARROD DELEON	004729		03/28/2023	507-5761-453.43-04	384.51	
							384.51	384.51
17628	3977	LANDIS+GYR TECHNOLOGY, IN	004716		03/28/2023	580-4750-473.56-00	950.00	
							950.00	950.00
17629	85	LEAGUE OF CALIFORNIA CITI	004730		03/28/2023	101-1030-414.56-01	200.00	
							200.00	200.00
17630	125	MCCORMICK CONSTRUCTION CO	004622		03/28/2023	101-3010-431.60-11	3,612.44	
							3,612.44	3,612.44
17631	3998	MICHAEL BAKER INTERNATIONAL	PI0244	023045	03/28/2023	101-1035-416.31-90	1,265.00	
							1,265.00	1,265.00
17632	210	NEEDLES UNIFIED SCHOOL DI	004764		03/28/2023	101-1060-410.53-00	100.00	
							100.00	100.00
17633	218	NEWS WEST PUBLISHING CO.	004763		03/28/2023	580-4750-473.53-00	192.70	
							192.70	192.70
17634	1786	NPUA	004623		03/28/2023	101-5772-452.41-10	30.16	
			004722		03/28/2023	580-4750-473.41-11	34.01	
			004730		03/28/2023	502-4710-471.41-10	1,629.92	
			004730		03/28/2023	502-4710-471.41-10	35.65	
			004730		03/28/2023	580-4750-473.41-11	33.38	
			004730		03/28/2023	580-4750-473.41-11	2,812.27	
			004743		03/28/2023	510-4410-405.41-10	879.89	
			004743		03/28/2023	510-4410-405.41-20	237.50	
			004743		03/28/2023	510-4410-405.41-30	2,374.52	
			004752		03/28/2023	101-2020-423.41-10	254.81	
			004752		03/28/2023	101-2020-423.41-20	78.64	
			004752		03/28/2023	101-2020-423.41-30	163.76	
			004752		03/28/2023	101-5772-452.41-10	69.70	
			004752		03/28/2023	101-5772-452.41-10	35.39	



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CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

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CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
17645	4049	ROGER MILLER	004711 004739		03/28/2023 03/28/2023	507-5761-453.43-04 507-5761-453.43-04	144.30 30.00 174.30 *	174.30
17646	2468	RON'S TIRE & AUTO REPAIR	004637		03/28/2023	502-4710-471.43-03	1,054.67 1,054.67 *	1,054.67
17647	3796	ROUTE 66 BROADBAND LLC	004753		03/28/2023	101-1030-414.52-10	335.00 335.00 *	335.00
17648	3361	S.B.COUNTY SHERIFF'S DEPA	004765 004766		03/28/2023 03/28/2023	101-2010-421.31-80 225-2010-421.31-80	273,031.42 7,748.58 280,780.00 *	280,780.00
17649	1695	SILVER STATE HYDRALIC SER	004626 004754		03/28/2023 03/28/2023	206-5771-452.43-04 511-3021-432.43-26	595.74 595.74 1,191.48 *	1,191.48
17650	4001	SIMPLOT TURF & HORTICULTU	004210 004267 004712 004713		03/28/2023 03/28/2023 03/28/2023 03/28/2023	507-5761-453.60-10 507-5761-453.61-08 507-5761-453.61-08 507-5761-453.61-08	2,225.56 2,973.90- 1,064.57 1,279.97 1,596.20 *	1,596.20
17651	3344	SLOVAK BARON EMPEY MURPHY	004767 004769 004770 004771 004772 004773 004774 004775 004776 004777 004778 004779 004780 004781 004782 004783 004784 004785 004786 004787 004788 004789 004790 004791 004792 004793		03/28/2023 03/28/2023	101-1025-415.31-50 101-1015-412.31-50 502-4710-471.31-50 503-4720-475.31-50 580-4750-473.31-50 502-4710-471.31-50 503-4720-475.31-50 101-1025-415.31-50 502-4710-471.31-50 580-4750-473.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50	1,239.80 5,800.00 1,933.33 1,933.34 1,933.33 4,728.88 4,728.87 7,503.20 150.06 7,353.14 1,008.60 135.60 113.00 733.00 240.75 631.80 632.80 1,859.80 645.80 868.60 1,054.80 836.20 3,502.60 530.80 67.80 499.40	

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ACCOUNTING PERIOD 2023/09  
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BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
17651	3344	SLOVAK BARON EMPEY MURPHY	004794 004795 004796 004797 004798 004799 004800 004801 004802		03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023	101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50 101-2030-423.31-50	183.00 3,084.40 135.60 7,132.00 67.80 587.60 301.15 117.20 6,079.40 68,353.45	183.00 3,084.40 135.60 7,132.00 67.80 587.60 301.15 117.20 6,079.40 68,353.45
17652	284	SOUTHWEST GAS CORP.	004760 004761 004762		03/28/2023 03/28/2023 03/28/2023	510-4410-405.41-60 101-3010-431.41-60 507-5761-453.41-50	46.79 60.06 17.00 123.85	46.79 60.06 17.00 123.85
17653	3875	STANTEC CONSULTING SERVIC	PI0257 PI0258	023069 023069	03/28/2023 03/28/2023	580-4750-473.31-10 580-4750-473.31-10	297.92 199.96 497.88	297.92 199.96 497.88
17654	3605	STATEWIDE TRAFFIC SAFETY	004753 004753 004754		03/28/2023 03/28/2023 03/28/2023	101-3010-431.61-05 101-3010-431.61-05 101-3010-431.61-05	150.00 480.00 353.26 276.74	150.00 480.00 353.26 276.74
17655	4008	THE PRINTER GUYS LLC	004715		03/28/2023	101-1025-415.61-02	145.00 145.00	145.00 145.00
17656	3950	TKE ENGINEERING INC	PI0243 PI0247 PI0248 004754 004754	023059 023010 023028 03/28/2023 03/28/2023	03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023	507-5761-453.72-07 238-5772-452.31-16 102-5772-452.72-18 101-0000-204.03-01 101-0000-204.03-01	6,807.23 43,472.46 26,488.57 174.00 116.00 77,058.26	6,807.23 43,472.46 26,488.57 174.00 116.00 77,058.26
17657	3873	TRANSPORTATION CONCEPTS	004638 004639 004640 004641 004642 004643 004644 004645		03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023	525-4770-461.32-90 525-4770-461.62-00 520-4740-462.32-90 520-4740-462.51-20 520-4740-462.62-00 521-4740-462.32-90 521-4740-462.51-20 521-4740-462.62-00	31,237.94 1,675.12 5,107.88 1,215.79 241.79 673.06 303.95 60.45 40,515.98	31,237.94 1,675.12 5,107.88 1,215.79 241.79 673.06 303.95 60.45 40,515.98
17658	3266	TRI STATE TOOL REPAIR	004627		03/28/2023	101-3010-431.61-33	477.29 477.29	477.29 477.29
17659	772	TRI-STATE ACE HARDWARE	004754		03/28/2023	101-5772-452.60-40	31.68 31.68	31.68 31.68



BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
17660	4080	TSR CONSTRUCTION AND INSP	PI0249	023084	03/28/2023	582-4710-471.71-07	146,532.75 146,532.75 *	146,532.75
17661	2798	U.S. DEPARTMENT OF ENERGY	004717 004718 004719		03/28/2023 03/28/2023 03/28/2023	580-4750-473.63-10 580-4750-473.63-10 580-4750-473.63-10	315.85 3,112.16 40,133.09 43,561.10 *	43,561.10
17662	3272	ULINE	004814		03/28/2023	239-4730-472.60-00	618.47 618.47 *	618.47
17663	315	UNDERGROUND SERVICE ALERT	004656 004657 004658		03/28/2023 03/28/2023 03/28/2023	503-4720-475.49-14 502-4710-471.43-04 580-4750-473.49-14	24.92 24.92 24.91 74.75 *	74.75
17664	3830	UNIFIRST CORPORATION	004628 004629 004630 004631 004672 004673 004714 004721 004740 004741 004741 004754 004754		03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023 03/28/2023	101-3010-431.61-04 101-5772-452.61-04 101-3010-431.61-04 101-5772-452.61-04 503-4720-475.61-04 580-4750-473.61-04 507-5762-454.61-06 503-4720-475.61-04 502-4710-471.61-04 508-4810-478.61-04 580-4750-473.61-04 101-1025-415.61-01 101-3010-431.61-04 101-5772-452.61-04	102.79 28.05 102.79 28.05 16.83 137.83 7.94 16.83 29.64 7.53 137.83 927.56 102.79 28.05 1,674.51 *	1,674.51
17665	761	USABUEBOOK	004720		03/28/2023	503-4720-475.61-21	327.30 327.30 *	327.30
17666	3818	VAN IWAARDEN ASSOCIATES	004754		03/28/2023	101-1025-415.31-49	1,500.00 1,500.00 *	1,500.00
17667	3695	VINCE GARZA	004749		03/28/2023	580-4750-473.60-28	10.09 10.09 *	10.09
17668	3528	WESTERN ENVIRONMENTAL TES	004632 004633		03/28/2023 03/28/2023	503-4720-475.59-75 503-4720-475.59-75	277.00 595.00 872.00 *	872.00
17669	1057	WESTERN TECHNOLOGIES INC	PI0250 PI0251	023087 023090	03/28/2023 03/28/2023	582-4710-471.71-05 582-4710-471.71-05	460.00 920.00 1,380.00 *	1,380.00
17670	3828	3D-NETWORKS LLC	004634		03/28/2023	509-4910-479.31-53	550.00	550.00

PREPARED 03/15/2023, 8:44:55

ACCOUNTS PAYABLE CHECK REGISTER BY BANK NUMBER

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CITY OF NEEDLES

BANK 04 WELLS FARGO BANK - CITY GENERAL CHECKING

CHECK NO	VENDOR NO	VENDOR NAME	VOUCHER NO	P.O. NO	DATE	ACCOUNT	REMITTANCE AMOUNT (NET OF DISC/RETAIN)	CHECK TOTAL
17670	3828	3D-NETWORKS LLC	004635		03/28/2023	509-4910-479.31-90	4,275.00	
			004764		03/28/2023	509-4910-479.31-53	600.00	
			004764		03/28/2023	509-4910-479.52-13	1,683.10	
			004768		03/28/2023	509-4910-479.31-90	4,250.00	
							11,358.10 *	11,358.10

BANK/CHECK TOTAL	1,063,793.43
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ALL BANKS/CHECKS TOTAL	1,063,793.43	1,063,793.43
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## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** City Council Resolution No. 2023-18  
A Resolution of the City Council of the City of Needles, Approving an Addendum to the Agreement with Data Ticket to include the addition of Advanced Collections for Administrative Citations.

**Background:** In 2016, the City entered into an agreement with Data Ticket Inc. for Administrative Citation processing services. There are 316 outstanding administrative citations totaling \$1.9 million. Advanced Collections will assist in collecting the outstanding administrative citations. The collections are contingency based and if the collection agency can collect, the fee would be 30% of the collected amount.

Advanced collections is a good solution for citations that:

1. Have not been collected by the Franchise Tax Board after 3-4 years.
2. The citations was issued to a company rather than an individual.
3. The citations were issued to an out of state registered party.
4. When Data Ticket cannot find the SSN of the registered party.

**Fiscal Impact:** Additional General Fund Revenue for outstanding Administrative Citations.

**Recommendation:** Approve Resolution No. 2023-18 Approving an Addendum to the Agreement with Data Ticket to include the addition of Advanced Collections for Administrative Citations.

**Submitted By:** Patrick Martinez, Assistant City Manager/Development Services

City Management Review:

Rick

Date:

3/24

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 9

**RESOLUTION NO. 2023-18**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEEDLES**  
**APPROVING AN ADDENDUM TO THE AGREEMENT WITH DATA TICKET TO**  
**INCLUDE THE ADDITION OF ADVANCED COLLECTIONS FOR ADMINISTRATIVE**  
**CITATIONS**

**WHEREAS**, in 2016, the City entered into an agreement with Data Ticket Inc. for Administrative Citation processing services; and

**WHEREAS**, there are 316 outstanding administrative citations totaling \$1.9 million; and

**WHEREAS**, Advanced Collections will assist in collecting the outstanding administrative citations and the collections are contingency based and if the collection agency can collect, the fee would be 30% of the collected amount; and

**WHEREAS**, Advanced Collections will collect on citations that have not been collected by the Franchise Tax Board after 3-4 years, the citations that were issued to a company rather than an individual, the citations were issued to an out of state registered party; and when Data Ticket cannot find the Social Security Number of the registered party.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Needles, California, hereby approves the Addendum to the Agreement with Data Ticket to include the addition of Advanced Collections for Administrative Citations.

**PASSED, APPROVED and ADOPTED** at a regular meeting of the City Council of the City of Needles, California, held on the March 28, 2023.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED:

\_\_\_\_\_  
Janet Jernigan, Mayor

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
John O. Pinkney, City Attorney



# Request for Board Action City of Needles, California

☒ CITY COUNCIL ☐ UTILITY BOARD ☒ NPUA

☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** Accept NOTICE OF COMPLETION for work completed by **CHRISTENSEN BROTHERS GENERAL ENGINEERING INC.** on the Phase III Water Service Replacement and Street Improvements Project.

**Background:** The Phase III Street Improvement project was advertised for bids on 07/13/2022, and awarded to Christensen Brothers Engineering, Inc. on 08/30/2022. Work commenced on 09/12/2022 and was completed on 03/03/2023. The project included water service replacements and paving on the following streets: **D Street** (Acoma to Downey), **D Street** (Front to end), **C Street** (Front to end), **B Street**, **A Street**, **Palm Way** (Front to Desnok), **Quivera Street** (Broadway to Desnok), **Acoma Street** (A Street to D Street), **Bazoobuth Street** (Broadway to End).

**Fiscal Impact:**

**ESTIMATED COSTS**

\$41,349.19	BID PREP & DESIGN
\$1,831,850.00	CONSTRUCTION
\$ 0.00 -	CHANGE ORDER
\$26,989.71	QUALITY ASSU. / CONTROL
\$183,185.00	CONTINGENCY
<b>\$2,083,373.90</b>	<b><u>ESTIMATED</u></b>
	<b>TOTAL PROJECT COSTS</b>

**FINAL COSTS**

\$43,232.52 +	BID PREP & DESIGN **
\$1,831,850.00 +	CONSTRUCTION
-\$160,138.17 +	CHANGE ORDER (deductive)
\$30,860.26 +	QUALITY ASSU. / CONTROL**
\$0.00 +	CONTINGENCY
<b>\$1,745,804.61</b>	<b><u>FINAL</u></b>
	<b>TOTAL PROJECT COSTS</b>

Difference  
Under Budget **\$337,569.29**

*[Signature]* for Sm Sylvia Miledi

**Recommendation:** Accept NOTICE OF COMPLETION for work completed by **CHRISTENSEN BROTHERS GENERAL ENGINEERING INC.** on the Phase III Water Service Replacement and Street Improvements Project and authorize a Notice of Completion to record with the San Bernardino County Recorder's Office.

**Submitted By:** Kathy Raasch, Projects Manager

**City Management Review:** *[Signature]*

**Date:** *3/24*

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

AGENDA ITEM: *10*

RECORDING REQUESTED BY:

City of Needles  
817 Third Street  
Needles, CA 92363

AND WHEN RECORDED MAIL TO:

City of Needles  
817 Third Street  
Needles, CA 92363

No fee per Govt. Code § 27383

~ SPACE ABOVE FOR RECORDER'S USE ONLY ~

## NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

The undersigned is OWNER or AGENT OF THE OWNER of the interest or estate stated below in the property hereinafter described.

The full NAME of the OWNER is CITY OF NEEDLES

The ADDRESS of the OWNER is 817 THIRD STREET, NEEDLES, CA 92363

The NATURE OF THE INTEREST or estate of the undersigned is In FEE

Street Address / APN (if applicable) CITY OF NEEDLES RIGHT-OF-WAY

The full name(s) and address(es) of all persons, if any, who hold such interest or estate with the undersigned as joint tenants or as tenants in common are:

**Contractor's Name**

**Contractor's Address:**

Christensen Brothers General Engineering Inc.

21834 Bear Valley Rd, Apple Valley, CA 92308

The property on which said work of improvement was completed is in the City of **Needles**, County of **San Bernardino**, State of **California**, and was approved by the Needles City Council by minute action at the 03/28/2023 meeting and is DESCRIBED AS FOLLOWS:

Improvement on the property hereinafter described and COMPLETED on 03/03/2023

Improvements described as

Water Service Replacements and Paving on the following streets: D Street (Acoma to Downey), D Street (Front to end), C Street (Front to end), B Street, A Street, Palm Way (Front to Desnok), Quivera Street (Broadway to Desnok), Acoma Street (A Street to D Street), Bazoobuth Street (Broadway to End).

I, Rick Daniels am the City Manager

(Name of below signor)

(Owner, President, Authorized Agent, Partner, etc.)

the declarant of the foregoing Notice of Completion. I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature of Owner or Agent of Owner





## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** Housing Authority City of Needles (HACN) Recovery Plan Status Update

**Background:** On February 24, 2023, the Housing Authority of the City of Needles (HACN) was notified that it had been designated "Troubled" by the U.S. Department of Housing and Urban Development based on failing the Public Housing Assessment System (PHAS) with an overall score of 43 (of 100) for the fiscal year ending June 30, 2022.

The HACN was provided 30 days to submit a recovery plan (attached) to remove the "Troubled" designation by HUD.

On February 14, 2023, the City Council of the City of Needles approved Resolution No. 2023-12 declaring itself to be the Board of Commissioners for the HACN. Beginning on February 15, 2023, the HACN took immediate action to assess and identify the sources of performance deficiencies and has developed the following plan to recover its performance for long-term sustainability. This Report fulfills the obligation to HUD.

**Fiscal Impact:** Unknown until Audits for 20-21 and 21-22, bank account reconciliations, and a budget is completed in the next 30 days.

**Recommendation:** Receive and File

**Submitted By:** Patrick Martinez, Assistant City Manager/Development Services

City Management Review: Pat Martinez Date: 3-23-23

Approved: <input type="checkbox"/>	Not Approved: <input type="checkbox"/>	Tabled: <input type="checkbox"/>	Other: <input type="checkbox"/>
Agenda Item: <u>11</u>			





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

*Mayor, Janet Jernigan  
Vice Mayor Kirsten Merritt  
Councilmember Tona Belt  
Councilmember Ellen Campbell  
Councilmember Jamie McCorkle  
Councilmember JoAnne Pogue  
Councilmember Henry Longbrake*

*City Manager Rick Daniels*

March 22, 2023

Ms. Meena Bavan  
Director Office of Public Housing  
U.S Department of Housing and Urban Development  
300 North Los Angeles Street, Suite 4054  
Los Angeles, CA 90012

Re: Housing Authority of the City of Needles Recovery Plan

Dear Ms. Bavan,

On February 14, 2023, the City Council of the City of Needles approved Resolution No. 2023-12 (attached Exhibit "A") declaring itself to be the Board of Commissioners for the Housing Authority of the City of Needles (HACN). The former Board of Commissioners of the HACN has been removed and the City Council members have been appointed the sole Board of Commissioners of the HACN.

On February 24, 2023, the HACN was notified that it had been designated "Troubled" by the U.S. Department of Housing and Urban Development ("HUD") based on failing the Public Housing Assessment System (PHAS) with an overall score of 43 (of 100) for the fiscal year ending June 30, 2022.

Since February 15, 2023, the HACN has taken immediate action to assess and identify the sources of performance deficiencies and has developed the following plan to recover its performance for long-term sustainability:

**Financial Assessment:**

The HACN has failed to timely complete financial statements, bank reconciliations, HUD filings, and financial statement audits. HACN has also failed to regularly adopt an annual budget. The following steps have been taken:

- **Audit Status:**
  - The 20-21 unaudited financial statements have been submitted to and accepted by HUD. The audit for that period is underway and is expected to be completed by **March 31, 2023**.
  - The 21-22 unaudited financial statements were submitted to HUD on March 3, 2023. We are still awaiting acceptance from HUD. The auditor has informed the HACN that they anticipate beginning the 21-22 audit in April 2023.

- The HACN anticipates that there will be some deficiencies noted in the audit for 20-21. We have already begun addressing issues identified in the audit.
- **Budget Adoption:**
  - The HACN has no adopted budget for this fiscal year, yet expenditures continue to occur. City staff is providing the HACN staff templates for the Annual Operating and Capital Improvements budgets and will assist in the development of the budget. A compliant Operating and Capital Budget will be presented to the Board of Commissioners of the HACN for their approval on April 11, 2023.
  - In the future, the HACN will be on the same budget preparation schedule as the City .
- **Management Assessment:**
  - On February 14, 2023, the City Council of the City of Needles approved Resolution No. 2023-12 (attached Exhibit "A") declaring itself to be the Board of Commissioners of the HACN. It also, appointed Mayor Janet Jernigan, and Vice Mayor Kirsten Merritt, as the Chairman and Vice Chairman of the HACN, respectively. (Completed)
  - The former Board of Commissioners of the HACN have been removed and the City Council members have been appointed the sole Board of Commissioners of the HACN. (Completed)
  - The HACN has designated the City Manager as the Executive Director and Administrator. (Completed)
  - The City was accepted into HUD's Distressed Cities and Persistent Poverty Technical Assistance (DTCA) Program which will assist the HACN with building capacity to effectively manage the PHA in-house. (Completed)
  - The City has utilized Health and Safety Code Section 34279 which allows the City Attorney's Office to be the direct legal counsel to the HACN for legal support. (Completed)
  - The City Manager acting as the HACN Executive Director provides bi-monthly reports to the Board of Commissioners of the HACN (attached Exhibit "B"). (Ongoing)
  - Proposed Ordinance No. 660-AC will amend the Needles Municipal Code to create a Housing Commission that shall consist of five (5) members who shall be qualified electors of the City. Two (2) of the appointed members shall be tenants of the HACN with one (1) of the tenant appointments being over sixty-two (62) years of age if

the HACN has tenants over that age. (Anticipated Effective May 11, 2023)

- The City Manager acting as the HACN Executive Director has been granted access to HUD's Secure Systems and is in the process of receiving eLOCCS authorization. (To be completed by March 24, 2023)
- The HACN Board of Commissioners, Executive Director, Finance Director, and Assistant City Manager are in the process of completing HUD's Lead the Way Training. (To be completed by April 30, 2023)
- The HACN will utilize the City's expertise to review its current information systems (hardware, software, and telecommunications), acquire operating grants, purchasing and personnel policies, and implement an Agenda Management program for board meetings. (To be completed by June 30, 2023)

Affordable housing is critical to the City's economic prosperity. The lack of affordable housing has resulted in 450 new workers employed in Needles to seek housing in Arizona, weakening the City's effort to bolster existing businesses and recruit new retail businesses such as a grocery store or other restaurants and services. The City is in dire need of affordable housing for seniors, veterans, young families, and existing residents.

For all of the reasons stated above, the Board of Commissioners for the HACN humbly requests that HUD accepts this proposed recovery plan and remove the "troubled" designation status subject to ongoing reviews and monthly progress reports. Thank you for your consideration of this request.

Sincerely,



Janet Jernigan  
Chairman Housing Authority of the City of Needles

Cc:

William Rhodes, Division Director LA Office HUD  
Alicia Salcido, Portfolio Management Specialist HUD  
HACN Board of Commissioners  
Rick Daniels, City Manager City of Needles



# Exhibit "A"

## RESOLUTION NO. 2023-12

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEEDLES DETERMINING THAT THE CITY COUNCIL SHALL SERVE AS THE BOARD OF COMMISSIONERS OF THE NEEDLES HOUSING AUTHORITY**

**WHEREAS**, as provided in California Housing Authorities Law, Health and Safety Code sections 34200 et seq., since 1951, there has been a housing authority in the City of Needles ("City") known as the Needles Housing Authority; and

**WHEREAS**, in 1952, the City by resolution, declared that there was a need for a housing authority in the City because (a) insanitary or unsafe inhabited dwelling accommodations existed in the City, and/or (b) there was a shortage of safe and sanitary dwelling accommodations in the City available to persons of low income at rentals they could afford, pursuant to California Health and Safety Code section 34242; and

**WHEREAS**, since in or about 1952, the City Council has appointed residents of the City to serve as commissioners of the Needles Housing Authority pursuant to California Health and Safety Code section 34270; and

**WHEREAS**, California Health and Safety Code section 34290(a) provides, "As an alternative to the appointment of commissioners of the authority, the governing body of any county or city, at the time of the adoption of a resolution pursuant to Section 34240 or at any time thereafter, may declare itself to be the commissioners of the authority, in which case, all the rights, powers, duties, privileges and immunities, vested by this chapter in the commissioners of an authority, except as otherwise provided in this article, shall be vested in the governing body;" and

**WHEREAS**, California Health and Safety Code section 34290(b) provides, "If the governing body of any county or city has declared itself to be the commissioners of the authority, the governing body shall also appoint two tenants of the authority as commissioners if the authority has tenants, or within one year after the authority first does have tenants..." and

**WHEREAS**, California Health and Safety Code section 34290(c) provides, "As an alternative to appointment of tenants of the authority as commissioners of the authority pursuant to subdivision (b), if a housing commission is created as provided in Section 34291, the governing body may make tenant appointments pursuant to subdivision (b) to the commission rather than to the authority..." and

**WHEREAS**, California Health and Safety Code section 34292 provides, "A governing body of a county or city which has declared itself to be the commissioners of the authority pursuant to Section 34290 may, by ordinance, create a housing commission. The number of members thereof, their terms of office, their qualifications, and the method of their appointment and removal shall be as provided by ordinance;"

**WHEREAS**, the City Council of the City of Needles finds that it is in the best interest of the community, at this time, for the City Council to serve as Commissioners of the Needles Housing Authority.

**NOW, THEREFORE, BE IT RESOLVED** that pursuant to California Health and Safety Code section 34290, the City Council of the City of Needles, California hereby declares itself to be the Commissioners of the Needles Housing Authority and that all rights, powers, duties,

privileges, and immunities vested by the Housing Authorities Law in such Authority shall be and are vested in said Commissioners.

**BE IT FURTHER HEREBY RESOLVED** that the City Council hereby appoints Janet Jernigan, the Mayor, and Kirsten Merritt, Vice Mayor, from among its members to be the Chairman and Vice Chairman, respectively, of the Needles Housing Authority.

**BE IT FURTHER HEREBY RESOLVED** that the rules of order of the City Council, as adopted from time to time, shall be the rules for the conduct of the meetings of the Needles Housing Authority.

**BE IT FURTHER HEREBY RESOLVED** that said Needles Housing Authority shall regularly meet on the days and at the times as the City Council of the City of Needles or as determined by the City Council.

**BE IT FURTHER HEREBY RESOLVED** that the City Manager shall inform the former Commissioners of the Needles Housing Authority who had been appointed pursuant to California Health and Safety Code section 34270 that from the effective date of this Resolution, the City Council is and shall be the sole Board of Commissioners of the Needles Housing Authority.

**BE IT FURTHER RESOLVED** that the City Manager or his designee is hereby delegated all authority necessary to implement this Resolution.

**BE IT FURTHER RESOLVED** that the Recitals set forth above are true and correct.

**BE IT FURTHER RESOLVED** that all portions of this Resolution are severable. Should any individual provision or portion of a provision of this resolution be adjudged to be invalid and unenforceable, the remaining provisions and portions of provisions shall be and continue to be fully effective, except as to the provision(s) and/or portion(s) of provisions that have been judged to be invalid.

**BE IT FURTHER HEREBY RESOLVED** that this Resolution shall become effective on its adoption.

**PASSED, APPROVED and ADOPTED** at a regular meeting of the City Council of the City of Needles, California, held on the 14<sup>th</sup> day of February 2023.

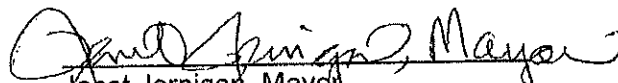
AYES: Council Members Campbell, McCorkle, Merritt, Pogue, Belt and Longbrake

NAYS: None

ABSENT: None

ABSTAIN: None

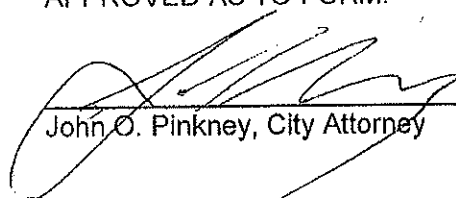
APPROVED:

  
Janet Jernigan, Mayor

ATTEST:

  
Dale Jones, City Clerk

APPROVED AS TO FORM:

  
John O. Pinkney, City Attorney

# CITY OF NEEDLES


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

---

*Mayor Jan Jernigan  
Vice Mayor Kirsten Merritt  
Councilmember Tona Belt  
Councilmember Ellen Campbell  
Councilmember Jamie McCorkle  
Councilmember JoAnne Pogue  
Councilmember Henry Longbrake  
City Manager Rick Daniels*

## CERTIFICATION

I, Dale Jones, CMC, City Clerk of the City of Needles, California, do hereby certify that the foregoing is a true and correct copy of Resolution Number 2023-12.

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

(SEAL)

Date: March 16, 2023





## Exhibit "B"

### City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

**Meeting Date:** February 14, 2023

**Title:** City Council Resolution No. 2023-12  
A Resolution of the City Council of the City of Needles Authorizing the City Council to Assume the Governing Body Responsibilities for Needles Housing Authority

**Background:** The Needles Housing Authority (NHA) was formed in the late 1940's for the purpose of providing affordable housing for Needles residents. Their primary project is to manage affordable housing units on Bailey Avenue. The NHA also provides rental vouchers for qualified low- and moderate-income individuals and families that qualify under U.S. Department of Housing and Urban Development and California Housing and Community Development Department guidelines. The NHA Board of Commissioners is appointed by the City Council on staggered terms.

Affordable housing is critical to the City's economic prosperity. The lack of affordable housing has caused over 450 new workers in Needles to seek housing in AZ weakening the City's effort to bolster existing businesses and recruit new retail businesses such as a grocery store or other restaurants and services. The City is in dire need of affordable housing for seniors, veterans, young families, and existing homeowners. The State Department of Housing and Community Development and U.S Department of Housing and Urban Development have made available billions of dollars for affordable housing for low- and moderate-income individuals and families based on the following identified income levels:

Number of Persons in Household:		1	2	3	4	5	6	7	8
San Bernardino County Area Median Income: \$87,400	Acutely Low	9150	10500	11800	13100	14150	15200	16250	17300
	Extremely Low	18500	21150	23800	27750	32470	37190	41910	46630
	Very Low Income	30800	35200	39600	44000	47550	51050	54600	58100
	Low Income	49300	56350	63400	70400	76050	81700	87300	92950
	Median Income	61200	69900	78650	87400	94400	101400	108400	115350
	Moderate Income	73450	83900	94400	104900	113300	121700	130100	138450

The Needles median household income approximately \$42,000, up over \$10,500 since 2018. The vast majority of Needles residents could qualify for senior, veterans, or first-time homebuyers housing programs, housing rehabilitation for existing resident homeowners, thus ending the housing shortage within 5 years. The City's future housing need is based on population and employment growth projections over the 2021–2029 period. Based on these projections, HCD assigns each region in California a Regional Housing Needs Allocation (RHNA), which requires regions to address housing issues and needs (California Government Code Section 65584). Table 32 from the Needles Adopted Housing element shows the RHNA target for the time period from 2021 to 2029

for each of the five household income groups for the City of Needles. The City has a total of 87 units for its RHNA (shown below).

Table 32: City of Needles 2021–2029 RHNA

Income Group	Number of Units	Percentage
Extremely Low <sup>a</sup>	5	5.7%
Very Low	5	5.7%
Low	11	12.7%
Moderate	16	18.4%
Above Moderate	50	57.5%
Total	87	100.0%

Source: Southern California Association of Governments, 6th Cycle Final RHNA Allocation Plan 2021.

William Rhodes, Deputy Director of the LA Field Office has notified the City and the NHA that the NHA is being recommended for listing as a "Troubled Agency". The NHA is considered a "Late Presumptive Failure" resulting in zero points for its Financial Condition. The NHA has not submitted federally mandated financial statements or third-party audits for the last two years. The NHA also scored zero points for Management Operations. Their overall HUD evaluation indicates a 43 of 100 points leading to the Troubled Agency designation. The City has repeatedly offered to help the NHA with no response. There were no public meetings of the NHA Board from March 2020 until September 2022.

State law requires the NHA to report their accomplishments to the City annually. No report has been made in the last 10 years.

While the City has taken great strides in meeting its housing policy obligations and is one of a very few of the local governments in full compliance with state law, the Southern California News Group recently wrote a series of articles which indicate that "Most cities are falling behind in affordable housing mandate." In that article they assign Needles an F in Housing Implementation. The NHA is the City's housing implementation agency.

Section 34290(a) provides that "As an alternative to the appointment of Commissioners of the authority, the governing body of any county or city, at the time of adoption of a resolution or anytime thereafter, may declare itself to be the Commissioners of the authority".

**Conclusion:** The NHA is not functioning properly, nor has it been in at least a decade in meeting the housing and economic development needs of Needle's businesses and residents. (The NHA has recently appointed a new Executive Director who is doing her best and should not be held accountable for a decade of leadership non-performance.)

**Fiscal Impact:** Affordable housing creates more housing options for the jobs that are being created locally and increases local tax revenue for the City.

**Recommended Action:** Approve Resolution No. 2023-12, prepared by the City Attorney which does the following:

- Declares the City Council to be the Commissioners of the Needles Housing Authority pursuant to California Health and Section 34290,
- Direct staff to develop a subsequent ordinance for City Council consideration to create a housing commission, similar to the Planning and or the Parks and Recreation Commission
- Appoint the Mayor and Vice Mayor to be the Chair and Vice Chair of the Authority
- Declare that the City Manager or his designee is hereby delegated all authority necessary to implement this Resolution including financial and personnel/labor matters and to report regularly to the City Council on progress..

**Submitted By:** Rick Daniels, City Manager  
Lena Wade, Deputy City Attorney

**City Management Review:** Rick

**Date:** 2/10/23

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 17

**RESOLUTION NO. 2023-12**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEEDLES  
DETERMINING THAT THE CITY COUNCIL SHALL SERVE AS THE BOARD  
OF COMMISSIONERS OF THE NEEDLES HOUSING AUTHORITY**

**WHEREAS**, as provided in California Housing Authorities Law, Health and Safety Code sections 34200 et seq., since 1951, there has been a housing authority in the City of Needles ("City") known as the Needles Housing Authority; and

**WHEREAS**, in 1952, the City by resolution, declared that there was a need for a housing authority in the City because (a) insanitary or unsafe inhabited dwelling accommodations existed in the City, and/or (b) there was a shortage of safe and sanitary dwelling accommodations in the City available to persons of low income at rentals they could afford, pursuant to California Health and Safety Code section 34242; and

**WHEREAS**, since in or about 1952, the City Council has appointed residents of the City to serve as commissioners of the Needles Housing Authority pursuant to California Health and Safety Code section 34270; and

**WHEREAS**, California Health and Safety Code section 34290(a) provides, "As an alternative to the appointment of commissioners of the authority, the governing body of any county or city, at the time of the adoption of a resolution pursuant to Section 34240 or at any time thereafter, may declare itself to be the commissioners of the authority, in which case, all the rights, powers, duties, privileges and immunities, vested by this chapter in the commissioners of an authority, except as otherwise provided in this article, shall be vested in the governing body;" and

**WHEREAS**, California Health and Safety Code section 34290(b) provides, "If the governing body of any county or city has declared itself to be the commissioners of the authority, the governing body shall also appoint two tenants of the authority as commissioners if the authority has tenants, or within one year after the authority first does have tenants..." and

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**WHEREAS**, California Health and Safety Code section 34292 provides, "A governing body of a county or city which has declared itself to be the commissioners of the authority pursuant to Section 34290 may, by ordinance, create a housing commission. The number of members thereof, their terms of office, their qualifications, and the method of their appointment and removal shall be as provided by ordinance;"

**WHEREAS**, the City Council of the City of Needles finds that it is in the best interest of the community, at this time, for the City Council to serve as Commissioners of the Needles Housing Authority.

**NOW, THEREFORE, BE IT RESOLVED** that pursuant to California Health and Safety Code section 34290, the City Council of the City of Needles, California hereby declares itself to be the Commissioners of the Needles Housing Authority and that all rights, powers, duties,



privileges, and immunities vested by the Housing Authorities Law in such Authority shall be and are vested in said Commissioners.

**BE IT FURTHER HEREBY RESOLVED** that the City Council hereby appoints Janet Jernigan, the Mayor, and Kirsten Merritt, Vice Mayor, from among its members to be the Chairman and Vice Chairman, respectively, of the Needles Housing Authority.

**BE IT FURTHER HEREBY RESOLVED** that the rules of order of the City Council, as adopted from time to time, shall be the rules for the conduct of the meetings of the Needles Housing Authority.

**BE IT FURTHER HEREBY RESOLVED** that said Needles Housing Authority shall regularly meet on the days and at the times as the City Council of the City of Needles or as determined by the City Council.

**BE IT FURTHER HEREBY RESOLVED** that the City Manager shall inform the former Commissioners of the Needles Housing Authority who had been appointed pursuant to California Health and Safety Code section 34270 that from the effective date of this Resolution, the City Council is and shall be the sole Board of Commissioners of the Needles Housing Authority.

**BE IT FURTHER RESOLVED** that the City Manager or his designee is hereby delegated all authority necessary to implement this Resolution.

**BE IT FURTHER RESOLVED** that the Recitals set forth above are true and correct.

**BE IT FURTHER RESOLVED** that all portions of this Resolution are severable. Should any individual provision or portion of a provision of this resolution be adjudged to be invalid and unenforceable, the remaining provisions and portions of provisions shall be and continue to be fully effective, except as to the provision(s) and/or portion(s) of provisions that have been judged to be invalid.

**BE IT FURTHER HEREBY RESOLVED** that this Resolution shall become effective on its adoption.

**PASSED, APPROVED and ADOPTED** at a regular meeting of the City Council of the City of Needles, California, held on the 14<sup>th</sup> day of February 2023.

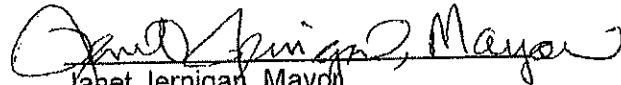
AYES: Council Members Campbell, McCorkle, Merritt, Pogue, Belt and Longbrake

NAYS: None

ABSENT: None

ABSTAIN: None

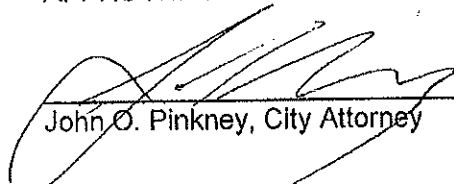
APPROVED:

  
Janet Jernigan, Mayor

ATTEST:

  
Dale Jones, City Clerk

APPROVED AS TO FORM:

  
John O. Pinkney, City Attorney

# CITY OF NEEDLES


817 Third Street • Needles, California 92363  
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---

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

## CERTIFICATION

I, Dale Jones, CMC, City Clerk of the City of Needles, California, do hereby certify that the foregoing is a true and correct copy of Resolution Number 2023-12.

  
Dale Jones, CMC  
City Clerk

(SEAL)

Date: March 16, 2023





## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☐ Regular ☐ Special

**Meeting Date:** February 28, 2023

**Title:** Housing Authority Implementation Status

**Background:** At you last Council meeting the City Council voted unanimously to assume the governing board role for the Needles Housing Authority (NHA). Your Council also directed the City Manager to manage the transition. The following is a summary of actions taken to accomplish the mission assigned.

1. I have met with the existing housing authority staff and instructed them to keep doing what they are doing until personnel and administrative decisions are made during the next 30 days.
2. Preparing a "Thank you for your service" letter to former NHA Board Members.
3. Participated in numerous calls and discussions with the U.S. Department of Housing and Urban Development which provides a large part of their funding to prioritize the NHA lack of financial information necessary to complete the last two years of audits. Prioritized that effort to for HUD to be able to lift the "troubled agency" designation recently applied by them. The City of Needles has been notified that with these actions taken by the City and provision of auditable financial records against which a third-party auditor can verify the NHA financial condition it appears that the label will be removed fairly shortly and the NHA under City Council leadership can resume their programs.
4. The Finance Department is working with the NHA staff to prepare a 22-23 Fiscal year budget for their operation. There is no obtainable Board approved Annual Operating and Capital Improvements Budgets against which the City can measure individual the fundability of pending spending and personnel decisions. All public agencies must have a publicly adopted budget on file with the State Controller.
5. Applied City spending and hiring protocols and consistent with existing City policies to assure financial integrity of the agency.
6. Provided Finance Department assistance on the financial information and audits.
7. Provided Human Resources assistance to deal with personnel decisions for those employees being transitioned over to City employment similar to the NPUA structure in which the NPUA staff that are actually on City employment and their costs are reimbursed by the NPUA.
8. Contacted the San Bernardino County Administrative Officer about the possibility of a "Loaned Executive" from their housing authority to assist us in getting this agency on it's feet as quickly as possible by experienced housing authority experts..
9. Contacted other local government housing authorities that are responsible for housing programs and seeking advice on an acceptable organizational structure.
10. In the process of securing certification to use the HUD financial management software.
11. Received and are registering for the mandatory training certification for staff and your Council members.
12. Working with the City Attorney on an Ordinance whereby the Council can appoint a Housing Commission or advisory board of Needles residents including at least two NHA customers to advise it on affordable issues.
13. Various other matters that arise daily.

**Fiscal Impact:** Minimal at this time.

**Recommendation:** Receive and File.

**Submitted By:** City Manager

**City Management Review:** Pick

**Date:** 2/23/23

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 8





## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☐ Regular ☐ Special

**Meeting Date:** March 14, 2023

**Title:** Housing Authority Status Report

**Background:** The U.S. Housing and Development Department (HUD) assessed the Needles Housing Authority (NHA) and determined that it was a "Troubled Agency". The NHA scored 0 points in both Financial and Management categories. Recent Communications with HUD provides the NHA with the opportunity to develop a "Recovery Plan, but it must be submitted by March 24.. Failure to comply will result in further sanctions including dissolution.

Below are the deficient areas that City and NHA staff have been addressing in the last two weeks :

- **Audit Status** – The 20-21 financial statements have been submitted and accepted by HUD. The audit for that period is underway. The 21-22 financial statements have been submitted, but not yet accepted. It is expected what when it is the auditor will undertake that audit. While that is the process, staff remains concerned about what the audit of the substance of the financial statement will produce.
- **Budget Preparation** – The NHA has no adopted budget for this fiscal year. Yet expenditures continue to occur. City staff is providing the NHA staff the City budget templates for the Annual Operating and Capital Improvements budgets. Until the budget is developed and approved by the City Council acting as the NHA Board of Commissioners decisions on personnel and purchasing can't be made with confidence. A compliant budget can be accomplished in about 10 days.
- **Personnel** – Transfers to City employment are on hold until the budget is approved.
- **Purchasing and Personnel Policies** -
- **Personnel Policy** City staff is preparing to have the City and NPUA's policy framework, processes, and protocols applied to the NHA to assure financial oversight and control
- **Training needed to be accomplished** – Staff and Board members must complete the 8 module training program as provided by HUD
- **Access to HUD Financial System** – The City Manager has been designated the Executive Director and Administrator of the NHA and have been certified to use the HUD financial system. City staff have been authorized as users of the system.
- **HUD Technical Assistance** has been approved by HUD to train staff on all things necessary to know about operating a HUD compliant Housing Authority. HUD has hired a management consultant to assist staff.
- **Legal Support** – The City Attorney's Office is now the legal counsel to the NHA. Separate billings have been established with the City Attorney.
- **Operations Fund Grant Schedule** – has been provided by HUD and operating grants will be sought.
- **NHA Information Technologies** are being reviewed by City staff to establish consistency with general City specifications to assure a seamless data communications.
- **Housing Commission Creation** – Ordinance has been developed and presented to the City Council to create a citizen's advisory opportunity similar to the City Planning Commission, Parks and Recreation Commissions and other advisory boards.
- **NHA Insurance policies** are being reviewed for compliance with City policy to minimize any City risk.
- **Council/Governing Board Agenda Management** – Procedures and protocols are being developed in concert with the NHA to be able to agendize NHA matters requiring City Council/Board of Commissioners review and approval.

11



## City of Needles, California Request for City Council Action

All in all much has been accomplished during the first month of assuming control and responsibility for the NHA. Of primary concern is the audits, budget, and Recovery Plan.

**Fiscal Impact:** Being assessed now

**Recommendation:** The City Council acting as the NHA Board of Commissioners accept this status report and direct the City Manager finalize the audits for 20-21 and 21-22, develop the NHA budgets, develop and submit the Recovery Plan, and apply sufficient comprehensive fiscal controls consistent with the existing City purchasing and personnel policies.

**Submitted By:** City Manager

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

Approved: <input type="checkbox"/>	Not Approved: <input type="checkbox"/>	Tabled: <input type="checkbox"/>	Other: <input type="checkbox"/>
			Agenda Item: <u>11</u>





## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

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

**Background:** On March 22, 2022, the City Council amended Development Management Group, Inc.'s contract for on-call economic development services to extend for 1-Year Term expiring on March 22, 2023. The second amendment to the agreement authorized payments previously made by the City and invoices through March 22, 2023. The Third amendment to the agreement will expire at the end of the Fiscal Year (June 30, 2023) and will increase compensation by \$15,400 and is based upon DMG's proposal dated March 14, 2023, for economic development services.

As our economic development consultant, DMG, Inc. has worked collaboratively with the City Council and City Staff to attract businesses to our community. DMG, Inc. has successfully recruited Dollar General, AutoZone, Hampton Inn and others to the City of Needles.

DMG, Inc. continues to represent the City at numerous events throughout the year. DMG, Inc. has secured a booth at ICSC 2023 Las Vegas which is the nation's largest three-day gathering of dealmakers and industry experts, who are driving innovation and evolution in the retail industry.

**Fiscal Impact:** The contract is within the existing budget appropriation for FY 22-23

Sylvia Miledi for SM

**Recommended Action:** Approve Third Amendment to On-Call Consulting Services Agreement Between the City of Needles and Development Management Group, Inc. For Economic Development Consulting Services in the amount not to exceed \$15,400 and extend the term of the Agreement until June 30, 2023.

**Submitted By:** Patrick Martinez, Assistant City Manager

**City Management Review:** Rick

**Date:** 3/24

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 12

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

**1. PARTIES AND DATE.**

This THIRD AMENDMENT TO CONSULTING SERVICES AGREEMENT is made and entered into March 28, 2023 ("Effective Date"), by and between the CITY OF NEEDLES, a California Charter City, (hereinafter referred to as the "City") and Development Management Group, Inc., a California corporation (hereinafter referred to as "DMG"). City and DMG are sometimes individually referred to as "Party" and collectively as "Parties."

**2. RECITALS.**

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

City and DMG entered into a FIRST AMENDMENT TO CONSULTING SERVICES AGREEMENT dated March 22, 2022 ("First Amendment") which among other things increased the authorized compensation to DMG in the amount of Thirty Thousand Dollars (\$30,000.00);

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

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

**3. AMENDMENT.**

**Section 2 is hereby amended to read as follows:**

*Section 2. COMPENSATION. The term of the Agreement is extended until June 30, 2023 and the compensation is increased accordingly by Fifteen Thousand Four Hundred Dollars (\$15,400). CONSULTANT and CITY acknowledge and agree that compensation paid by CITY to CONSULTANTS under this Agreement, as amended, is based upon Consultant's written proposal dated March 14, 2023 for providing the services required hereunder, a copy of which is attached hereto as Exhibit "A" and made a part hereof by this reference.*

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

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

**City of Needles**

**By:** \_\_\_\_\_

**Its:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**ATTEST:**

**By:** \_\_\_\_\_

**Its: City Clerk**

**Date:** \_\_\_\_\_

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

**By:** \_\_\_\_\_

**Michael Bracken, Managing Partner**

**Date:** \_\_\_\_\_





## Request for Board Action City of Needles, California

☒ CITY COUNCIL ☐ UTILITY BOARD ☒ NPUA

☒ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** Accept NOTICE OF COMPLETION for work completed by Robinson Electric Company for Purchase and Installation of LED Field Lighting at Duke Watkins Park as part of the SB-68 grant from California Department of Parks and Recreation.

**Background:** The Purchase and Installation of LED Field Lighting at Duke Watkins Park was advertised for bids on 06/01/2022 and awarded to Robinson Electric on June 28, 2022. The project consisted of the purchase and installation of 9 poles, foundations and LED light fixtures including all material and labor to provide fully operational field lighting. Work commenced on 07/15/2022 and was completed on 03/10/2023.

**Fiscal Impact:** The City budgeted \$673,726 for the LED Field Lighting portion of the Duke Watkins Park project. The bid from Robinson Electric was awarded at a Not to Exceed amount of \$657,500; and the project was completed at the bid amount with no additional costs.

*AS for SM* Sylvia Miledi

**Recommendation:** Accept NOTICE OF COMPLETION for work completed by Robinson Electric Company for Purchase and Installation of LED Field Lighting at Duke Watkins Park as part of the SB-68 grant from California Department of Parks and Recreation and authorize a Notice of Completion to record with the San Bernardino County Recorder's Office.

**Submitted By:** Kathy Raasch, Projects Manager

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

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

AGENDA ITEM: 13

RECORDING REQUESTED BY:

City of Needles  
817 Third Street  
Needles, CA 92363

AND WHEN RECORDED MAIL TO:

City of Needles  
817 Third Street  
Needles, CA 92363

No fee per Govt. Code § 27383

~ SPACE ABOVE FOR RECORDER'S USE ONLY ~

## NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

The undersigned is OWNER or AGENT OF THE OWNER of the interest or estate stated below in the property hereinafter described.

The full NAME of the OWNER is CITY OF NEEDLES

The ADDRESS of the OWNER is 817 THIRD STREET, NEEDLES, CA 92363

The NATURE OF THE INTEREST or estate of the undersigned is In FEE

Street Address / APN (if applicable) 1661 J Street / 0185-221-13-0000

The full name(s) and address(es) of all persons, if any, who hold such interest or estate with the undersigned as joint tenants or as tenants in common are:

**Contractor's Name**

**Contractor's Address:**

Robinson Electric Company

901 Third Street, Needles, CA 92363

The property on which said work of improvement was completed is in the City of **Needles**, County of **San Bernardino**, State of **California**, and was approved by the Needles City Council by minute action at the 03/28/2023 meeting and is DESCRIBED AS FOLLOWS:

Improvement on the property hereinafter described and COMPLETED on 03/10/2023

Improvements described as

Purchase & Installation of Ballfield Lighting at Duke Watkins Park

I, Rick Daniels am the City Manager  
(Name of below signor) (Owner, President, Authorized Agent, Partner, etc.)

the declarant of the foregoing Notice of Completion. I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
Signature of Owner or Agent of Owner



## City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☐ Regular ☐ Special

**Meeting Date:** March 28, 2023

**Title:** Inland Empire Tourism: The Regional Summit 2023

**Background:** Inland Empire Tourism is hosting a regional summit in Highland on March 29 from 8:30am – 1pm. An email was sent to the Mayor and all Council Members. Mayor Jernigan and Councilmember Campbell expressed an interest in attending.

**Fiscal Impact:** Event Registration cost \$25. Hotel cost is approximately \$330. Travel Cost (Mileage) is \$282.

**Recommendation:** Approve those interested in attending the Inland Empire Tourism Regional Summit on March 29, 2023 from 8:30am – 1pm.

**Submitted By:** City Clerk

**City Management Review:** Rick

**Date:** 3/28

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: 14



# INLAND EMPIRE TOURISM: THE REGIONAL SUMMIT 2023

discover **INLAND  
EMPIRE**  
SOUTHERN CALIFORNIA



Caroline Beteta  
President and CEO, Visit California



Freddy Bi  
President and CEO, Discover Inland Empire



Michael Burrows  
CEO, SBD International Airport



Emmy Hise  
Sr. Director of Hospitality Analytics, CoStar



Dr. Gil Keinan  
Managing Director, Local Equity



March 29, 2023  
8:30am - 1:00pm

Event Center at Bear Springs Hotel



@nowdiscoverie

Title Sponsors:



Economic Development



## Inland Empire Tourism: The Regional Summit 2023

Inland Empire Tourism: The Regional Summit 2023 will focus on State of Tourism, Visit Native California initiative and more!



### When and where

#### Date and time

Wednesday, March 29 · 8:30am - 1pm PDT

#### Location

**Event Center at Bear Springs Hotel**  
27923 Highland Avenue Highland, CA 92346

**Cost**      **\$15 – \$25**

### Refund Policy

Refunds up to **7 days** before event  
Eventbrite's fee is nonrefundable.

Inland Empire Tourism: The Regional Summit 2023 brings together travel industry/meeting buyers, CVBs, local tribes, and leaders from Federal, State and Regional communities to share key topics including State of Tourism, Visit Native California initiative, best practices for regional collaboration and the benefits of international tourism development for local businesses.

**Don't miss this exclusive opportunity to network with over 60 international buyers at Marketplace!**