



City of Needles

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

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

City Manager Patrick J. Martinez

MEMORANDUM

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: PATRICK J. MARTINEZ, CITY MANAGER

SUBJECT: WEEKLY MEMORANDUM

DATE: January 24, 2025

1. This past weekend, **our community came together** for the second time in two months to make a meaningful difference. Over a dozen volunteers, including **residents, Councilmember Zachery Longacre, and Mayor Jernigan**, joined forces to tackle **illegal dumping and litter along Third Street** near the former Center for Change (300 H Street, Needles, CA 92363). Together, over **20 bags of trash**, brush, and debris were removed—an incredible team effort showing **community collaboration**. These cleanup efforts are part of the **Needles Pride Program**, a **community-driven initiative** dedicated to **enhancing our neighborhoods** by fostering pride, improving property upkeep, and ensuring compliance with city codes. **Refer to the attached images for a peek into the event.** To stay informed about future cleanups and other community updates, download the **Needles Connect app** from the [Google Play Store](#) for Android or the [Apple Store](#) for iOS devices. Every effort counts, and with your help, we can continue to build cleaner, safer, and more beautiful Needles. **Be a Part of the Change!**
2. **Tomorrow, the City of Needles** is hosting its annual **Spring Cleaning Community Cleanup Event from 8:00 a.m. to noon**. This is a perfect opportunity for residents to dispose of trash and bulky items for free at various city locations:
 - **Gates** (Safari Drive)
 - **North K** (near the underpass and BNSF Road)
 - **Vista** (Nikki Bunch Ball Field)
 - **Cibola** (Robuffa near Public Works Yard)

Note: Hazardous waste and specific materials are not accepted. Please refer to the attached flyer for more details.

We invite **everyone** to participate in this **citywide effort** to **keep Needles clean and vibrant**. Your actions make a big difference, whether you volunteer at

cleanup events, spread the word, or simply dispose of waste responsibly. Let's show our pride and unite to make Needles shine brighter than ever!

3. Today, **city officials and staff** had the privilege of meeting with representatives from **Discover Inland Empire Southern California**, including **Freddi Bi** and **Mei Wang**, as well as **Ken Wan**, President of **Unisky Travel and Tour**, who is exploring **tourism opportunities in Southern California**. This visit underscores the growing interest in **Needles as a premier tourism destination**, perfectly positioned as the **Gateway to California's Oasis on the Colorado River**. During the meeting, we highlighted the **unique recreational and cultural experiences** our city offers, emphasizing our commitment to supporting and expanding these opportunities. This aligns directly with the **City Council's goal of promoting and supporting sports and recreational activities to attract visitors** to Needles. By showcasing our city's **amenities and natural beauty**, we are fostering **economic growth** and enhancing our reputation as a **vibrant destination for tourists and outdoor enthusiasts**. The collaboration with key tourism stakeholders like **Discover Inland Empire** and **Unisky Travel and Tour** represents an **exciting step forward** in achieving these objectives. Together, we are unlocking new possibilities for **recreation, sports, and tourism** that will benefit both residents and visitors alike. As we continue to **build relationships** with regional partners and promote our city, we reaffirm our commitment to realizing the **Council's vision of a dynamic, visitor-friendly Needles**.
4. The **City of Needles** is proud to partner with the **San Bernardino County Fire Protection District (SBCFPD)**, a **community-focused, all-hazard emergency services provider**. Since joining the Fire District in **2015**, this collaboration has enhanced our ability to respond to emergencies and protect residents effectively. This week, **City staff met with the San Bernardino County Assistant Chief** for the Needles Region to **review local system capabilities and discuss strategies to improve communication and collaboration**. These efforts are vital to safeguarding our community and building resilience during emergencies.

Additionally, **City staff and the Fire Department responded to a fire at 323 E. Broadway** from individuals **camping in the backyard**. The situation required assistance from the **San Bernardino County Fire Department**, and I am pleased to report that the **hydrants in the area were fully operational**. The fire is currently under investigation with the assistance of the **San Bernardino County Sheriff's Department (SBCSD)** and **Code Enforcement**. We are also pleased to announce that the **Assistant Chief will attend the February 11, 2024, City Council Meeting** to present details about the **Residential Assessment Program (RAP)**. This program offers **free property evaluations** in rural areas with **high wildfire risks**, helping residents enhance **fire safety and defensibility**, reduce risks, and increase preparedness during wildfire events.

Property owners are responsible for maintaining their properties, including vegetation management. This week, **City staff conducted vegetation management** along rights-of-way to protect public assets and reduce wildfire risks. For more information, refer to the **attached flyer about the RAP Program. Fire safety is a shared responsibility.** Residents and city leaders must work together to prevent fires and protect our community. We can reduce hazards and strengthen preparedness across Needles by taking proactive measures. Residents can use the Needles Connect app to report overgrown vegetation on **private or public property**, available on the [Google Play Store for Android](#) or the [Apple Store for iOS devices](#). **Having a plan is essential during a wildfire. Having a plan is essential during a wildfire.** CAL FIRE has developed an **Evacuation Guide** to help residents evacuate safely and efficiently. Access this valuable resource through the following [link](#). Let's work together to create **safer, more secure Needles**. Your participation is critical to our success.

5. The City of Needles recently met with the **San Bernardino County Sheriff's Department (SBCSD)** and **Caltrans** to reinforce efforts to **address graffiti and vandalism in our community**. These issues affect not only the City's appearance but also its safety and sense of pride. As part of our commitment to tackling this challenge, the City formed a **multi-agency task force** earlier this year, including SBCSD, the Needles Unified School District, and Caltrans. This initiative aims to:
 - Enhance documentation of graffiti incidents to help prosecute.
 - Encourage residents to report graffiti by calling SBCSD's non-emergency line at 909-387-8313.
 - Install additional security cameras in high-risk areas.
 - **Promote paint uniformity** by utilizing **uniform paint** to cover graffiti on City and Caltrans-maintained surfaces, ensuring a cohesive and professional appearance throughout Needles.

The **San Bernardino County Sheriff's Department** has already successfully arrested and pressed charges for multiple vandalism incidents across the City and will continue these enforcement efforts to deter further criminal activity. These measures, combined with strong partnerships, increased surveillance, and strict enforcement, demonstrate our dedication to keeping Needles a clean, safe, and welcoming community. To report graffiti to the City, utilize the **Needles Connect app**, which can be downloaded from the [Google Play Store](#) for Android or the [Apple Store](#) for iOS devices. We sincerely thank **SBCSD, Caltrans, the Needles Unified School District**, and our residents for their collaboration in combating graffiti and vandalism. Together, we can preserve the pride and vibrancy of Needles.

6. The **City Council** has been actively working to address the ongoing truck traffic and behavior concerns on **Ice Plant Road**. In **2018**, the Council adopted an ordinance to implement a **no-parking zone** to protect the newly constructed roadway and designated **six legal truck parking spaces** to accommodate drivers. For more details, refer to the attached materials. **City staff is working**

to address these challenges in collaboration with the **San Bernardino County Sheriff's Department (SBCSD)**. Enforcement efforts have been escalated to focus on illegal tractor-trailer parking and littering, negatively impacting nearby properties. This increased enforcement directly responds to **Council concerns** about the disruptive impact of truck traffic in the area. Recently, SBCSD issued **citations to three vehicles** for illegal parking. City staff have also engaged with the **adjacent business** to emphasize their role in addressing these concerns. Staff shared images and data to highlight the scope of the problem and underscored the critical need for their customers to comply with parking regulations to avoid further complications. Collaborative discussions are underway to explore solutions, such as improving customer communication, managing parking more effectively, and reducing litter. The City remains committed to **monitoring and enforcing regulations on Ice Plant Road** while working with SBCSD and other stakeholders to develop long-term strategies. These efforts aim to address these challenges while fostering a positive business and community relationship.

7. City staff is thrilled to welcome **Maria McAndrews, Manual Rubalcaba Jr., and David Cairns** as the newest members of the City's **advisory boards**. Maria and Manual have joined the **Parks and Recreation Commission**, which is key in advising the City Council on **parks and recreation matters**. Their responsibilities include reviewing and recommending the **annual budget**, proposing **policies**, and planning **recreation programs** to engage youth and stimulate public interest. The commission meets on the **third Monday of each month at 4:00 p.m. at El Garces**.

David Cairns joins the **Board of Public Utilities** as an **advisory body** to the City Council on **utility operations**. The board is responsible for reviewing the **annual budget**, recommending **purchases for system improvements**, and establishing **rates for water, wastewater, and electric services**. Meetings for the board are held on the **first and third Tuesday of each month at 4:00 p.m. at El Garces**.

We are excited for **Maria, Manual, and David** to bring their expertise and fresh perspectives to these **vital commissions**. Their contributions will undoubtedly help shape a **stronger and more vibrant community**. **Welcome aboard!**

8. **IMPORTANT UPCOMING DATES:**

- **February 8, 2025 – The Women's Club Golf Tournament**
The tournament is being held on February 8. [Registration is open. Sign up today!](#)
- **March 1, 2025 – Household Hazardous Waste Collection Event**
The event will occur at the **Needles City Public Works Yard** (112 Robuffa Street, Needles, CA 92363) from **7:00 a.m. to 11:00 a.m.** Residents are encouraged to responsibly dispose of **used motor oil, batteries, paint products, and household cleaners**. If you have any questions, contact the **Household Hazardous Waste Program** at **909-382-5401** or **1-800-OILY-CAT** if you have any questions.

- **March 15, 2025 – Lucky Greens Annual Golf Tournament**
 Mark your calendars for this much-anticipated event at **River Edge!** Gather your friends, colleagues, or fellow Chamber members to form a team of four and enjoy a day of **friendly competition, networking, and fun** on the course—all while **supporting the local community**. Whether you're a seasoned golfer or just out for a good time, everyone is welcome to join in!
- **March 19, 2025 – 3rd Annual Job and Resource Fair**
San Bernardino County Supervisor Dawn Rowe will host this event at the **El Garces Historic Train Depot** (950 Front Street, Needles, CA) from **10:00 a.m. to 2:00 p.m.** It's a valuable opportunity for residents, city staff, and public officials to connect with **agencies and organizations offering essential services**.
- **April 21-27, 2025 – Route 66 Bike Week**
 Experience the adventure of a lifetime by riding the historic stretch of **Route 66** from Needles to Seligman. This **weeklong event** celebrates the **freedom of the open road** and the vibrant culture of Route 66.
- **May 14, 2025 – Run for the Wall (RFTW)**
 This annual event honoring **Vietnam Veterans** will welcome over **300 motorcyclists** as they journey across the country. This meaningful tribute will take place at the historic **El Garces**, with the riders expected to arrive at **noon**.

1. NEIGHBORHOOD CLEANUP



1. NEIGHBORHOOD CLEANUP



2. COMMUNITY CLEANUP

CITY OF NEEDLES RESIDENTS ONLY

BULKY WASTE DROP-OFF EVENT

FREE DISPOSAL OF TRASH & BULKY ITEMS

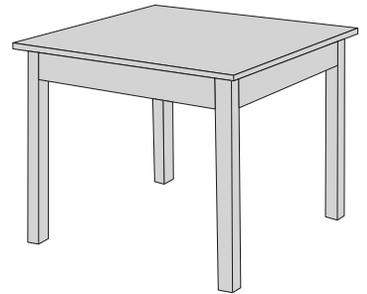
SEE LIST BELOW FOR WHAT IS NOT ACCEPTED



**Saturday,
January 25th, 2025**

- 8 am to noon -

**Event will end earlier
if container equipment is full**



Locations: Gates (Safari Drive), North K (Near Underpass), Vista (Nikki Bunch Ball Field), & Cibola (Robuffa) Subdivisions

FOR MORE INFORMATION: Rainie Torrance, rtorrance@cityofneedles.com, 760-326-2115 ext 140

**NOT
ACCEPTED**

- Hazardous Waste of any kind
- Commercial Waste
- Industrial Waste from businesses
- Motor Oil/Used Filters
- Household Cleaners
- Sharp Objects/Needles
- Fluorescent Tubes
- Space Heaters
- Musical Cards
- Radioactive Wastes
- Non-Sharp Medical Waste
- Wastes from foreclosed properties
- Auto & Household Batteries
- Pesticides & Fertilizers
- TV's & Computer Monitors
- Microwave Ovens
- Stereos or Radios
- Clothes Irons
- Medical Waste
- Tire/Appliances
- Non-Sharp Medical Waste
- Antifreeze
- Medications
- CPU's & Printers
- Telephone/Cellphones
- VCRs/DVD Player
- Asbestos
- Air Conditioners

3. NEEDLES TOURISM



4. SBCFD RESPONSE





4. SBCFD

Residential Assessment Program (RAP)

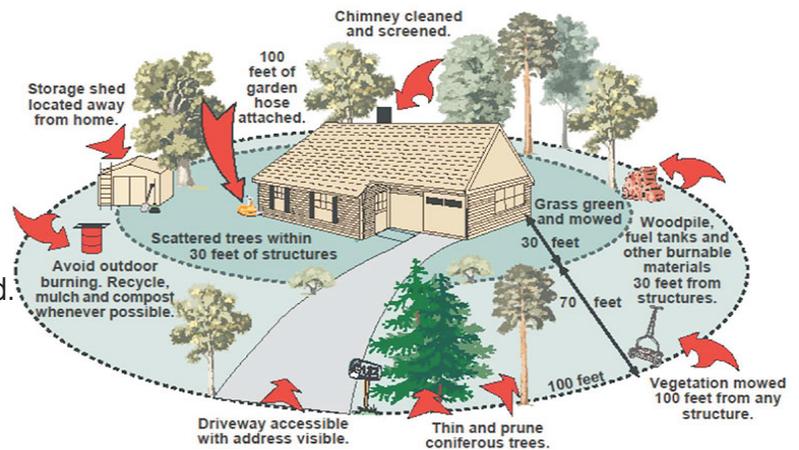
Together we can help make your home Fire Safe and Defensible

In an effort to ensure the maximum level of wildfire preparedness, San Bernardino County Fire Department conducts **FREE** engine company residential assessments in rural areas that have high risk for wildfire.

Step 1 Fire Safe Checklist

- Address clearly visible from street (4" tall min. on contrasting background).
- Weeds and grasses need to be cut to 4" or less, 100 ft around structures and 10 feet from roadsides.
- Within 100 ft (or property border) all trees over 12 ft have all foliage and limbs removed 6 ft above ground.
- Tree trimmings and brush (in piles) on the ground, branches less than 4" in diameter, and leaves or shrub trimmings must be removed.
- Combustible (flammable) debris must be completely removed from all areas of your property.
- Pine needles over 2" in depth must be removed from all areas of the property.
- Clear chimney area of vegetation within 10'. Spark arrestor of 1/2 inch mesh required.
- Remove dead trees completely.
- Prune and/or remove shrubs to provide separation from ground and each other.

Step 2 Complete Defensible Space



Step 3 Prepare Your Family

- Create a Family Disaster Plan that includes meeting locations and communication plans and rehearse it regularly. Include in your plan the evacuation of pets and large animals.
- Plan several different evacuation routes. Designate an emergency meeting location outside fire hazard area.
- Appoint an out-of-area friend or relative as a point of contact so you can communicate with family members who have relocated.
- Maintain a list of emergency contact numbers posted near your phone and in your emergency supply kit.
- Keep an extra emergency supply kit in your car in case you can't get to your home because of fire.



SBCFD Wildland
Fire Safety

ADDITIONAL RESOURCES

For more information about making your home Fire Safe, call the Office of the Fire Marshal at (909) 386-8400. Visit our website at www.sbcfire.org and click on the Residential Assessment Program (RAP) link:



Additional information on wildfire prevention, legal outdoor fires and other helpful links are available at: **READY! SET! GO!**

Please email us at countyfirerap@sbcfire.org to schedule an appointment and seek information about RAP.

**For more information:
(909) 386-8400 or visit
www.sbcfire.org**

4. CAL FIRE

Go! Evacuation Guide

Guidance for safe and efficient evacuation during wildfires.



[Home](#) / [Prepare](#) / [Go! Evacuation Guide](#)

Preparing for wildfire evacuation in California



The Go! Evacuation Guide is your vital resource for preparing and executing evacuation procedures during wildfire emergencies. It offers crucial information on pre-evacuation steps, handling power outages, evacuation methods, animal safety, and what to do if trapped.

Explore pre-evacuation actions below:

[Pre-evacuation preparation steps](#)

[Power outage information](#)

[Evacuation procedures](#)

[Animal evacuation](#)

[Guidance if trapped](#)



Pre-evacuation steps to take

How to protect your home before evacuating



Inside the house

- Pack your 'Go Bag' or [Emergency Kit](#), ready to grab
- Check that your [Wildfire Action Plan](#) is up-to-date
- Know your community's emergency plan, evacuation routes, and destinations
- Close all windows and doors but leave them unlocked
- Take down flammable window treatments like shades and curtains, and close metal shutters
- Clear away light curtains
- Move anything that burns easily to the middle of rooms, away from windows and doors
- Turn off the gas at the meter and pilot lights
- Leave lights on for firefighters to see your house in smoke
- Switch off the air conditioning

Outside the house

- Bring in flammable items from outside, like patio furniture, toys, doormats, and trash bins. Alternatively, place them in your pool
- Shut off propane tanks
- Move grills and other propane BBQ appliances away from the house
- Attach garden hoses to outside taps for firefighter use and fill buckets with water to scatter around
- Don't leave sprinklers or water running as it can lower critical water pressure.
- Keep exterior lights on to make your home visible in smoky or dark conditions.
- Put your emergency kit in your car
- Park your car in the driveway, facing outwards, loaded and ready, with all doors and windows shut
- Have a ladder handy for firefighter roof access
- Seal attic and ground vents with plywood or commercial seals
- Keep an eye on the fire situation and don't wait for an evacuation order if you feel at risk
- Check with neighbors to ensure they're also prepared



- Keep pets close and ready to go
- Plan for farm animal evacuation early, arranging transport and safe locations

Evacuation steps

When urgent evacuation is necessary, these steps will guide you to leave safely and quickly.

- 1 Review Evaluation Plan Checklist**
- 2 Monitor wildfire updates**
- 3 Put 'Go Bag' in the car**
- 4 Wear the right clothes**
- 5 Get pets ready to evacuate**

How to prepare for power outages during wildfires



When wildfires strike, power outages are common. Along with the [pre-evacuation steps](#) above, here's what you need to know to stay safe and prepared.

- **Learn manual operation:** Be able to open garage doors or gates without power.
- **Understand utility controls:** Get to know your home's utility boxes for electricity, water, and gas and how to safely manage them.
- **Build an [Emergency Supply Kit](#):** Pack essentials like water, coolers, non-perishable food, manual can-opener, current medications, battery-operated radio, durable flashlights, extra batteries, and phone chargers.
- **Keep vehicles ready:** Maintain at least half a tank of gas in your vehicle.
- **Create a safety plan:** Keep shoes near your bed in case you need to evacuate during the night and have a clear plan for your family and pets during emergencies.
- **Generator use & safety:** Understand your generator's safety guidelines. Know where to connect it, what electrical cords to use, and the electrical load rating. Improper installation may put yourself or utility workers at risk for electrocution.
- **Stay connected:** Always have a charged cell phone for emergencies and keep up with the latest information from CAL FIRE and local authorities.

What to do if the power goes out

In the event of a power outage, especially during wildfire threats, it's important to stay calm and follow these simple steps:

- **Keep fridge & freezer shut:** This helps preserve food longer.
- **Turn off gas & combustibles:** Shut off gas lines and items like propane tanks.
- **Avoid power lines:** Stay at least 10 feet away from overhead lines and electrical equipment. Never touch them.
- **Stay updated:** Use a battery-powered radio or your cellphone for wildfire updates.

For more information and safety guidelines, check out these resources:

- [PG&E – Safety & preparedness](#)
- [Southern California Edison – Power outage preparedness](#)



About public safety power shutoff (PSPS) events

A PSPS is when electric companies turn off power on purpose. This usually happens during very dry and windy weather to help prevent wildfires. The idea is to stop sparks from power lines or electrical equipment from starting a fire.

For more info on PSPS events in California, especially from major electric companies, check out these resources:

- [PG&E Safety Shutoff Details](#)
- [SCE Public Safety Power Shutoffs](#)
- [SDG&E Public Safety Power Shutoffs](#)
- [Bear Valley Public Safety Power Shutoff](#)
- [Liberty Public Safety Power Shutoffs](#)
- [Pacific Power Public Safety Power Shutoff](#)

When to evacuate during a wildfire

If fire officials suggest evacuating, it's best to leave right away. This helps you avoid danger and keeps roads clear for firefighters. In big wildfires, there's no time for door-to-door warnings, so if you're told to go, do it fast to stay safe.

Following evacuation orders:

- **Stay informed:** You'll be advised of potential evacuations as early as possible. Listen to local radio or TV for updates from authorities.
- **Officials decide:** Fire officials decide when and where to evacuate based on the fire, wind, and terrain.
- **Law enforcement role:** Police enforce evacuation orders. Follow their directions right away.
- **"Order" & "warning":** These terms alert you to the significance of the danger. Other terms like "precautionary" and "immediate threat" might be used too.
- **Act fast:** In severe wildfires, there's no time to waste. If advised to leave, do so without delay.
- **Don't wait for orders:** It's safer to leave before a mandatory order is issued.
- **Stay alert:** You may be directed to temporary assembly areas to await transfer to a safe location.
- **Help firefighters:** Don't return home until fire officials notify you that it's safe to do so.



Being aware of hazards is crucial when you return home:

- **Wait for clearance:** Don't go home until it's declared safe.
- **Watch for dangers:** Look out for things like downed power lines.
- **Check gas lines:** Be cautious with propane tanks and gas lines.
- **Inspect for fire hazards:** Search for any hidden embers or fires.

Animal Safety

Don't forget your pets and livestock. With some advanced planning you can increase their chances of surviving a wildfire.

Livestock evacuation checklist

Livestock emergency supply kit

Pet evacuation checklist

Pet emergency supply kit

If you *must* leave your pet

Tips if trapped

Here's what to do whether you're in your vehicle, outside, or at home, focusing on calm and quick actions for your safety.

In your vehicle:

On foot:



At home:

Prepare

Prevent

Forest Health

Post Wildfire

More from CAL FIRE

[Fire Safety Laws](#)

[Find Your Fire Station](#)

[Partnering Agencies](#)

[Captain Cal](#)

[CAL FIRE Website](#)

[FAQ](#)



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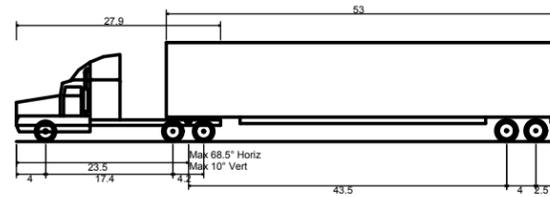
[Conditions of Use](#) • [Privacy Policy](#)

[Accessibility](#) • [Language Access Form](#)

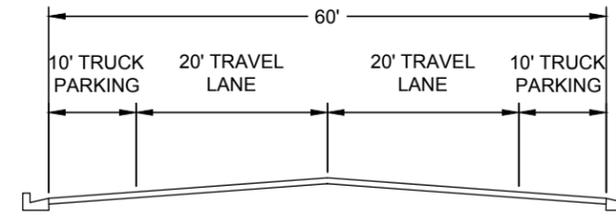
ReadyForWildfire.org and its statewide campaigns are partially funded by a grant from the USDA Forest Service, which is an equal opportunity provider and employer.

6. ICE PLANT ROAD

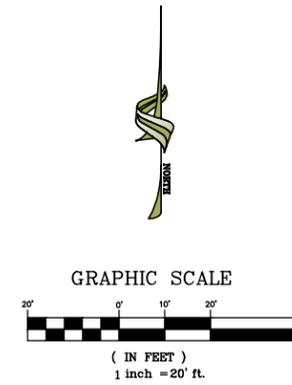
DESIGN VEHICLE DATA:



WB-67 - Interstate Semi-Trailer	73.501ft
Overall Length	8.500ft
Overall Width	13.500ft
Min Body Height	1.334ft
Min Body Ground Clearance	8.500ft
Max Track Width	6.00s
Lock-to-lock time	28.40°
Max Steering Angle (Virtual)	



SECTION A-A



ASSUMPTIONS:

- STANDARD AASHTO WB-67 SEMI TRUCK (8.5' WIDE BY 73.5' LONG). SEE DETAIL AT RIGHT.
- TRUCK PARKING STALL DIMENSIONS:
WIDTH: 12' (10' ASPHALT PLUS 2' OF GUTTER)
LENGTH: 75'
- DESIGN SPEEDS FOR SIGHT DISTANCE CALCULATIONS PER AASHTO GREEN BOOK SECTION 9.5:
BROADWAY ST: 35 MPH
ICE PLANT RD: 10 MPH

CONSTRUCTION NOTES

LEGEND:

- PAINTED RED CURB
- SOLID WHITE STRIPING
- SOLID YELLOW STRIPING
- TRUCK EDGE PATH
- SIGHT TRIANGLE

NOTES:

- AERIAL IMAGERY AND DATA HAVE BEEN SCALED FROM GOOGLE EARTH. THIS PLAN IS FOR CONCEPTUAL PURPOSES ONLY.

WARNING
CALL BLUE STAKES



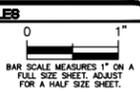
REVISIONS

1.

DRAWN: ATM
DESIGNER: ATM
REVIEWED: DIO
PROJECT #

SCALE

SCALE: 1" = 20'
(24" x 36" SHEET)



PROJECT NAME

ICE PLANT ROAD
SEMI PARKING

SHEET TITLE

STRIPING PLAN
(10 MPH)

PLAN SET

CONCEPT

SHEET

1 OF 1

