



# City of Highland Weekly Report

December 13, 2013

## Operation Santa Claus Toy Drive 11/18 to 12/18

### Volunteer Services

**Operation Santa Claus** - The Highland Police Department will host a Christmas Toy Drive beginning November 18, 2013 through December 18, 2013. Deliveries will be made beginning on December 19, 2013.



Donations can be made to the following locations:

- Highland Police Department - 26985 Base Line
- Highland City Hall - 27215 Base Line
- Highland YMCA - 7793 Central Avenue
- Highland Fire Station #1 - 26974 Base Line
- Highland Fire Station #2 - 29607 Base Line
- Highland Fire Station #3 - 7649 Sterling Avenue

If you would like to sponsor a family or child, please contact Lisa Henley at the Highland Police Department, 909-425-9793.

**Highland Improvement Team - Join our TEAM...** Our next Highland Improvement Team

(HIT) cleanup is next Saturday, December 21st from 8am to noon. So far the forecast is cool but clear... Anyone interested in volunteering can register and sign-in the morning of the cleanup, between 7:30am and 8:00am at City Hall (27215 Base Line). Please remember volunteers must have their own transportation to and from the cleanup site and any volunteer under the age of 18 must be accompanied by an adult over 18 years of age. Again...new volunteers are always welcome to join any cleanup project as well as becoming a regular HIT member. Contact Volunteer Services at 909-864-6861 extension 203.

**Homes Needed...** The Highland Improvement Team needs your help. We are currently recruiting Highland homeowners who need help with yard cleanup, minor landscaping or garage clean out. There are no income eligibility requirements to qualify and absolutely no charge to the homeowner. A fabulous team of volunteers completes all work and repair at H.I.T. cleanups.

Here are a few qualifications:

- Resident must be 55 years and older (or) disabled
- Resident must own and reside in home

The Highland Improvement Team schedules one cleanup per month. Each cleanup requires enough work to fill the allotted four-hour period, usually from 8am to Noon.

Please contact Volunteer Services to see if you qualify or to recommend a resident who may qualify for a HIT cleanup. Volunteer Service can be reached at 909-864-6861 extension 203.

## Administration

**Emergency Preparedness - Family Communications.** Your family may not be together when disaster strikes, so plan how you will contact one another. Think about how you will communicate in different situations.

Complete a contact card for each adult family member. Have them keep these cards handy in a wallet, purse or briefcase, etc. Additionally, complete contact cards for each child in your family. Put the cards in their backpacks or book bags.

Check with your children's day care or school. Facilities designed for children should include identification planning as part of their emergency plans.

**Family Communication Tips** - Identify a contact such as a friend or relative who lives out-of-state for household members to notify they are safe. It may be easier to make a long-distance phone call than to call across town, so an out-of-town contact may be in a better position to communicate among separated family members.

Be sure every member of your family knows the phone number and has a cell phone, coins or a prepaid phone card to call the emergency contact. If you have a cell phone, program that person(s) as "ICE" (In Case of Emergency) in your phone. If you are in an accident, emergency personnel will often check your ICE listings in

order to get a hold of someone you know. Make sure to tell your family and friends that you've listed them as emergency contacts.

Make sure family members know how to use text messaging. Text messages can often get around network disruptions when a phone call might not be able to get through. For more information, please visit [www.ready.gov](http://www.ready.gov).



## Public Services

**Repete's Wisdom of the Week - Holiday Trash Pickup.** Burrtec Waste Industries, Inc. and Cal Disposal Co. Inc. will be closed on Wednesday, December 25, 2013 in observance of Christmas and Wednesday, January 1, 2014 in observance of New Years.

Therefore, solid waste, green waste and recycling collection service will be delayed by one day following those two holidays. Your regularly scheduled collection service will resume the following week. Please keep in mind that your street sweeping service will also be delayed by one day as well.

Christmas Holiday Schedule is as follows:

If regular pickup day falls on: Wed, Dec 25  
Trash will be picked up on: Thurs, Dec 26

If regular pickup day falls on: Thurs, Dec 26  
Trash will be picked up on: Fri, Dec 27

If regular pickup day falls on: Fri, Dec 27  
Trash will be picked up on: Sat, Dec 28

New Year's Holiday Schedule is as follows:

If regular pickup day falls on: Wed, Jan 1  
Trash will be picked up on: Thurs, Jan 2

If regular pickup day falls on: Thurs, Jan 2  
Trash will be picked up on: Fri, Jan 3

If regular pickup day falls on: Fri, Jan 3  
Trash will be picked up on: Sat, Jan 4

Should you have any questions regarding the holiday delay with collection services, please contact:

- Burrtec at (909) 889-1969
- Cal Disposal at (909) 885-1023
- City of Highland, Public Services Coordinator, Andrea Saavedra at (909) 864-8732 ext. 271.

**How Do I Handle Excess Holiday Packaging?** Even with the best reduce-reuse-recycle efforts, the holidays may still generate more waste than your recycling cart can handle. Cal Disposal and Burrtec Waste Industries, Inc. have come up with a simple solution to help Highland residents avoid improper disposal of recyclable holiday packaging.

Any recyclable holiday packaging, for example: gift boxes, cardboard packaging, wrapping paper (non-foil based), tissue paper, greeting cards, etc. that will not fit within your **BLUE** recycling cart will be collected from the curb on your regular collection day at no extra charge!

Be sure and put out any excess holiday recyclables at the curb by 6:00am on your regular collection day from December 26 to December 31, 2013.

Remember, only recyclable items will be picked up. If you plan to use a bag for those excess items, please make sure the contents can be easily identified as recyclable.

For more information, please call:

- Burrtec Waste Industries, Inc. at (909) 889-1969
- Cal Disposal at (909) 885-1023
- City of Highland, Public Services Coordinator, Andrea Saavedra at (909) 864-8732 ext. 271

## Would You Like To Recycle Your Christmas Tree Hassle Free? Here Is How You Can:

Simply place your Christmas tree at the curb by 6:00am on your regular collection day during the week of January 2 - January 8, 2014.

- ▶ Trees over 6ft must be cut in half.
- ▶ Please remove all tinsel, ornaments, plastic, bags, stands, braces, wire and nails.
- ▶ No artificial trees will be accepted.

For more information, please contact:

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## Community Development

**Historic and Cultural Preservation Board... New Chairman and Vice Chairman elected.** At its December 5, 2013, regular Meeting, the Board went through the election process and selected a new Chair and Vice Chair.

The Board elected Patrick Sandford as Chairman and Pam Beachtel Bible as Vice Chairwoman. This is the second time for Patrick as Chair and fifth time for Pam as Vice Chair. Staff is continuing to looking forward working with Patrick and Pam in their new positions.

Congratulations, Patrick and Pam!!!



## Public Works

### Public Works Report - November 2013

Total Man-hours	845
Compensated Man-hours	734.5
Un-compensated Man-hours	101.5
<b>Man-Hours per Activity</b>	
General Clean-up	36.75
Parkway Maintenance	-0-

Potholes	27.75
Sidewalk	1
Storm Drains	78.5
Signs/Traffic Control	21.5
Trees Trimmed	3.75
Vehicle/Tool Maintenance	21.5
Building/Grounds Maintenance	145.5
Landscape Maintenance District	34.75
Park Maintenance	166.8
Trail Maintenance	12.75
Special Maintenance	15.75
Crack Sealing	-0-
Graffiti	123
USA Markings	19.5
Weed Spraying	21.75
Staff Meetings	70.5
Safety Training	38
Personal Time Off	5

**SPECIAL:** Attended "Hazwoper Training"; checked Citizen requests for service; moved leftover landscape rock to Corporate Yard; meeting/demonstration at City hall regarding security camera; installed banner above Base Line; assisted Animal Control at storm drain.

## Finance

Commercial	Business	License
<b>Applications</b> - There were two new commercial business licenses for the week of 12/9 to 12/13/13, Antonio Pizza located at 28928 Greenspot Rd and Plaza Oro Produce located at 7750 Palm Ave., #D, Highland.		



## Mark Your Calendar

**Tuesday, December 17, 2013**  
6pm - Planning Commission Regular Meeting, Donahue Council Chambers

**Saturday, December 21, 2013**  
8am to 12pm - Highland Improvement Team Cleanup, Meet @ City Hall - 27215 Base Line

**Wednesday, December 25, 2013**  
Christmas Holiday - City Offices are closed

**Tuesday, January 7, 2014**  
6pm - Planning Commission Regular Meeting, Donahue Council Chambers

**Thursday, January 9, 2014**  
5pm - Community Trails Committee Regular Meeting, Donahue Council Chambers

**Monday, January 13, 2013**  
4pm to 5pm - Blood Drive Committee Meeting  
Highland City Hall - 27215 Base Line

**Tuesday, January 14, 2014**  
6pm - Regular City Council Meeting, Donahue Council Chambers

**Tuesday, January 21, 2014**  
6pm - Planning Commission Regular Meeting, Donahue Council Chambers

**Tuesday, January 28, 2014**  
6pm - Regular City Council Meeting, Donahue Council Chambers

**Tuesday, February 4, 2014**  
6pm - Planning Commission Regular Meeting, Donahue Council Chambers

**Thursday, February 6, 2014**  
5pm - Historic and Cultural Preservation Board Special Meeting, Donahue Council Chambers

**Wednesday, February 12, 2014**  
3pm - Street Naming Committee Regular Meeting, Donahue Council Chambers

**Thursday, February 13, 2014**  
5pm - Community Trails Committee Regular Meeting, Donahue Council Chambers

**Monday, February 17, 2014**  
President's Day Holiday - City Offices are closed

Tuesday, February 18, 2014  
6pm - Planning Commission Regular Meeting,  
Donahue Council Chambers

*Assembled by: Elena Rodrigues*

*City of Highland  
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