

City of Hesperia

STAFF REPORT



DATE: June 17, 2025

TO: Mayor and Council Members

FROM: Rachel Molina, City Manager

BY: Casey Brooksher, Assistant City Manager
Rita Perez, Deputy Human Resources/Risk Management Director
Justin Mansfield, Information Systems Specialist

SUBJECT: Council Chambers Equipment Upgrade

RECOMMENDED ACTION

It is recommended that the City Council authorize the City Manager to enter into a one-year contract with Matrix Audio Visual Designs Inc (MatrixAV) in an amount not-to-exceed \$239,183 to replace aging equipment with current and supported technology. This total includes a 5% contingency.

BACKGROUND

Starting in 2006, City Council meetings have been conducted electronically when Council members were provided individual stations at the dais to allow Council members to electronically vote, view agendas, and presentations. In addition, real time streaming of the meeting to the City's website was established.

Since then, every five years City staff have conducted upgrades to the Council Chambers equipment to keep it modernized, supported, and to electronically run meetings. The last update was performed in 2020 by MatrixAV to modernize the system to meet requirements for remote conferencing and additional participation by the public. This required an entire overhaul of the software and hardware. MatrixAV, then became the City's main point of contact for technical support and is relied on for repairs, replacements and support for the system during on and off hours.

In addition, Windows 10 operating system is approaching the end of its lifecycle and will no longer be supported by Microsoft after October 14, 2025. As a result, users will be required to transition to the Windows 11 operating system to maintain security updates and technical support. Currently, all City systems operate on Windows 10, and planning for a phased upgrade to Windows 11 is essential to ensure continued functionality and compliance. During the preparation, IT staff discovered that there are several pieces of equipment that will not be compatible with Windows 11.

ISSUES/ANALYSIS

A site walk was performed with MatrixAV for preventative maintenance and key components were identified that would require updates. These key components include the purchase of new network switches and upgrade of the Crestron software which manages the audio, video and

teleconferencing inside the council chambers, as well as upgrade to four 4k broadcast-rated cameras and the equipment to manage the higher resolution. A 135-inch video wall to replace the projector, and the purchase of seven digital name plates were included to improve the quality of the meetings and help modernize certain aspects for the benefit of the public's viewing experience both remotely and in the Council Chambers. This contract includes one year of service support and maintenance. As part of the council chambers upgrade, city staff will be upgrading the Granicus hardware and MatrixAV will be installing ten new computers that the City will be purchasing separately. The latter items of the upgrade are tied to the City's goal to upgrade all computers to Windows 11 before October 14, 2025.

CITY GOAL SUPPORTED BY THIS ITEM

Organizational Health – Foster a high-performing organization that provides opportunities for professional growth.

FISCAL IMPACT

Funding for the implementation of this project has been included in the Adopted Fiscal Year 2025-26 Budget.

ALTERNATIVE(S)

1. Provide alternative direction to staff.

ATTACHMENT(S)

1. Council chambers price comparison