

# City of Hesperia STAFF REPORT



**DATE:** May 20, 2025

**TO:** Mayor and Council Members  
Chair and Board Members, Hesperia Housing Authority Chair and  
Board Members, Hesperia Water District

**FROM:** Rachel Molina, City Manager

**BY:** Casey Brooksher, Assistant City Manager  
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**SUBJECT:** FY 2025-26 Budget Workshop #2 - Vacancies, Recruitment Efforts, and  
Retention Strategies as Required by California Assembly Bill 2561

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## RECOMMENDED ACTION

It is recommended that the City Council/Board receive this report on the City of Hesperia proposed staffing for Fiscal Year (FY) 2025-26 and hold a public hearing of a comprehensive overview of current job vacancies, recruitment efforts, and retention strategies as required by California Assembly Bill 2561.

## BACKGROUND

In compliance with the City Council's policy direction, staff annually develops an expenditure budget. While the budget gives the City the legal authority to secure goods and services, it is also a communication tool that provides information to the citizens about the City's programs and projects. To ensure that the budget is developed to meet the City Council's direction, a series of budget workshops have been developed. The first workshop highlighted the proposed operating budget. This second workshop will highlight the proposed staffing levels.

In addition, on January 1, 2025, California Assembly Bill 2561 was enacted into law and requires public agencies to hold at least one (1) public hearing per fiscal year to discuss vacancies and recruitment and retention efforts. AB 2561 was introduced to address the issue of job vacancies in local government, which adversely affects the delivery of public services and employee workload. Among other requirements, the bill mandates that public agencies present the status of vacancies and recruitment and retention efforts during a public hearing before the agency's governing body at least once per fiscal year. The public hearing is intended to increase transparency and public awareness regarding staffing levels and the agency's ability to provide effective public services.

In compliance with the new legal obligations, the City is required to do the following:

1. **Public Hearing:** At least once each fiscal year, at a public hearing before the City Council/ Board of Directors, the City shall present information regarding the status of vacancies, recruitment and retention efforts including any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process. This presentation must occur prior to the adoption of the final budget for the fiscal year.

2. **Employee Organization Participation:** Allow the recognized employee organization for each bargaining unit at the City to make presentations during the public hearing concerning vacancies and recruitment and retention efforts.
3. **Additional Reporting for High Vacancy Rates:** If vacancies within a single bargaining unit meet or exceed 20% of authorized full-time positions in that bargaining unit, upon request of the recognized employee organization for that bargaining unit, the City must provide additional information during the public hearing, including the following: (1) the total number of vacancies; (2) the number of applicants; (3) the average time to fill positions; and (4) opportunities to improve compensation and working conditions for employees in the bargaining unit.

## **ISSUES/ANALYSIS**

The presentation to Council will review the current and proposed staffing level, the vacancy rates of the City's one bargaining unit, Teamsters Local 1932 as well as the non-represented positions. An overview of the 14 current vacant positions status will be provided as well as recruitment efforts to fill these vacancies.

## **CITY GOAL SUPPORTED BY THIS ITEM**

**Financial Health** - Maintain a balanced budget and adequate reserves.

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

## **FISCAL IMPACT**

There are no financial impacts at this time. During the first City Council meeting in June, the proposed annual operating budget will be presented.

## **ALTERNATIVE(S)**

1. Provide alternative direction to staff.

## **ATTACHMENT(S)**

None