

**HESPERIA CITY COUNCIL
SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY
HOUSING AUTHORITY
COMMUNITY DEVELOPMENT COMMISSION
WATER DISTRICT
FIRE PROTECTION DISTRICT – SPECIAL MEETING
AGENDA**

Regular Joint Meetings
1st and 3rd Tuesday

Date: August 4, 2020
REGULAR MEETING

Time: 5:30 P.M. (Closed Session)
6:30 P.M. (Regular Meeting)

CITY COUNCIL MEMBERS

Larry Bird, Mayor

Cameron Gregg, Mayor Pro Tem

Brigit Bennington, Council Member

William J. Holland, Council Member

Rebekah Swanson, Council Member

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Nils Bentsen, City Manager

Eric L. Dunn, City Attorney



City of Hesperia

Council Chambers
9700 Seventh Avenue
Hesperia, CA 92345

City Clerk's Office: (760) 947-1007

**Agendas and Staff Reports are
available on the City Website**

www.cityofhesperia.us

Documents produced by the City and distributed less than 72 hours prior to the meeting, regarding items on the agendas, will be made available in the City Clerk's Office located at 9700 Seventh Avenue during normal business hours.

***See page (3) for details on public meeting guidelines
during the COVID-19 (Coronavirus) Pandemic**



NOTE: In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (760) 947-1007 or (760) 947-1056. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility.



Remote Access to City of Hesperia Council Meeting:

In accordance with new community guidelines from local, state and federal public health agencies, the City of Hesperia will allow for remote participation at City Council meetings. The public will not be permitted to attend the meetings within the council chambers, but may submit written comments to be read by staff.

As always, the public may view the City Council meetings live on the City of Hesperia's website at www.cityofhesperia.us.

Remote Public Comment:

During the City Council meeting, public comment will be accepted via email. If you would like to comment remotely, please follow the protocols below:

- Send comments via email to publiccomment@cityofhesperia.us
- Identify your name and the item you wish to comment on in your email's subject line.
- Contact information in your email is optional, but will allow staff to easily follow up with you if necessary.
- Emailed comments on each Consent Calendar/New Business/Public Hearing item will be accepted after the start of the meeting

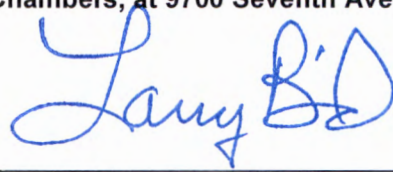
and up to the when the Mayor announces that public comment for that item is closed.

- Each emailed comment will be read aloud by a member of staff for up to three (3) minutes for Consent Calendar/New Business items and up to five (5) minutes for Public Hearing items.

Emails received by publiccomment@cityofhesperia.us outside of the comment period outlined above will not be included in the record.

**NOTICE AND CALL OF SPECIAL MEETING
HESPERIA FIRE PROTECTION DISTRICT**

NOTICE IS HEREBY GIVEN that a special meeting of Hesperia Fire Protection District will be held on Tuesday, August 4, 2020, at 6:30 p.m. in the City Council Chambers, at 9700 Seventh Avenue, Hesperia, CA 92345.

A handwritten signature in blue ink, appearing to read "Larry Bird", is positioned above a horizontal line.

Larry Bird, Chair

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**REGULAR MEETING AGENDA
HESPERIA CITY COUNCIL
SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY
HESPERIA HOUSING AUTHORITY
HESPERIA COMMUNITY DEVELOPMENT COMMISSION
HESPERIA WATER DISTRICT
FIRE PROTECTION DISTRICT - SPECIAL MEETING**

9700 7th Avenue, Council Chambers, Hesperia, CA 92345

As a courtesy, please silence your cell phones and other electronic devices while the meeting is in session. Thank you.

Prior to action of the Council, any member of the audience will have the opportunity to address the legislative body on any item listed on the agenda, including those on the Consent Calendar.

Individuals wishing to speak during General Public Comments or on a particular numbered item must submit a speaker slip to the City Clerk with the agenda item noted. Speaker slips should be turned in prior to the public comment portion of the agenda or before an agenda item is discussed. Comments will be limited to three minutes for General Public Comments, Consent Calendar items and New Business items. Comments are limited to five minutes for Public Hearing items.

In compliance with the Brown Act, the City Council may not discuss or take action on non-agenda items or engage in question and answer sessions with the public. The City Council may ask brief questions for clarification; provide a reference to staff or other resources for factual information and direct staff to add an item to a subsequent meeting.

CLOSED SESSION - 5:30 PM

Roll Call

*Mayor Larry Bird
Mayor Pro Tem Cameron Gregg
Council Member Brigit Bennington
Council Member William J. Holland
Council Member Rebekah Swanson*

Conference with Legal Counsel - Potential Litigation:
Government Code Section 54956.9(d)4

1. One (1) case

Conference with Legal Counsel – Existing Litigation
Government Code Section 54956.9(d)1

1. Victor Valley Wastewater Reclamation Authority v. City of Hesperia (Claim for Damages)

CALL TO ORDER - 6:30 PM

A. Invocation

B. Pledge of Allegiance to the Flag**C. Roll Call**

*Mayor Larry Bird
Mayor Pro Tem Cameron Gregg
Council Member Brigit Bennington
Council Member William J. Holland
Council Member Rebekah Swanson*

D. Agenda Revisions and Announcements by City Clerk**E. Closed Session Reports by City Attorney****ANNOUNCEMENTS/PRESENTATIONS**

1. Update on the City's Emergency Response related to the Coronavirus Disease by Rachel Molina, Deputy City Manager
2. Hesperia Police Department overview of Hesperia's 2019 crime rate and calls for service
3. San Bernardino County Fire overview of Hesperia's 2019 calls for service

JOINT CONSENT CALENDAR

1. Page 5 Consideration of the Draft Minutes from the Regular Meeting held Tuesday, July 21, 2020

Recommended Action:

It is recommended that the City Council approve the Draft Minutes from the Regular Meeting held Tuesday, July 21, 2020.

Staff Person: Director of Government Services/City Clerk Melinda Sayre

Attachments: [Draft CC Min 2020-07-21](#)

2. Page 11 Warrant Run Report (City - Successor Agency - Housing Authority - Community Development Commission - Water)

Recommended Action:

It is recommended that the Council/Board ratify the warrant run and payroll report for the City, Successor Agency to the Hesperia Community Redevelopment Agency, Hesperia Housing Authority, Community Development Commission, and Hesperia Water District.

Staff Person: Director of Finance Casey Brooksher

Attachments: [SR Warrant Run 8-4-2020](#)
[Attachment 1 - Warrant Run](#)

3. Page 13 Local Transportation Fund - Article 8a Claim

Recommended Action:

It is recommended that the City Council adopt Resolution No. 2020-55, authorizing the City Manager to file the FY 2020-21 Local Transportation Fund - Article 8a claim in the amount of \$541,581 with San Bernardino County Transportation Authority (SBCTA).

Staff Person: Director of Finance Casey Brooksher

Attachments: [SR Local Transportation Fund - Article 8a Claim 8-4-2020](#)
[Resolution 2020-55](#)

4. Page 17 Printing Services Contract Amendment

Recommended Action:

It is recommended that the City Council and Board of Directors for the Hesperia Housing Authority (HHA) and Hesperia Water District (HWD) authorize the City Manager to approve an amendment to the existing contract with Wirz and Company Printing, Inc. for an additional \$30,000 for a revised not-to-exceed contract amount of \$80,000.

Staff Person: Director of Finance Casey Brooksher

Attachments: [SR Printing Services Contract Amendment 8-4-2020](#)

5. Page 19 Landscape Maintenance and Repair Services Contract Amendment

Recommended Action:

It is recommended that the City Council and the Board of Directors of the Hesperia Water District authorize the City Manager to amend the existing contract with Lasting Images Landscape Inc., for an additional \$85,000 for a revised not-to-exceed contract amount of \$340,404, and approve a one-year contract extension for landscape maintenance and repair services.

Staff Person: Assistant City Manager Michael Blay

Attachments: [SR Lasting Images Landscape Amendment 8-4-2020](#)

6. Page 21 Amend Measure I Fiscal Year 2019/20-2023/24 Five Year Capital Improvement Plan

Recommended Action:

It is recommended that the City Council adopt Resolution No. 2020-56 amending the Measure I Five Year Capital Improvement Plan for Fiscal Years 2019/20-2023/24 to include revisions made to actual and future project expenditures as well as overall project costs for various projects in the Plan.

Staff Person: Assistant City Manager Michael Blay

Attachments: [SR Measure I CIP Amendment 8-4-2020](#)
[Resolution 2020-56](#)
[Attachment 2 - Capital Improvement Plan](#)

7. Page 25 Amendment to Agreement for Audit and Reporting Services for FY 2019-20

Recommended Action:

It is recommended that the City of Hesperia, Hesperia Housing Authority, Community Development Commission, Hesperia Fire Protection District, and Hesperia Water District Council/Boards/Commissions approve an amendment to the existing Professional Services Agreement with the independent certified public accounting firm White Nelson Diehl Evans LLP, in the amount of \$7,140, for a total not-to-exceed amount of \$110,650, to include additional report preparation services for the fiscal year ended June 30, 2020.

Staff Person: Director of Finance Casey Brooksher

Attachments: [SR Amendment to Agreement for Audit Services FY 2019-20 8-4-2020](#)

GENERAL PUBLIC COMMENTS (For items and matters not listed on the agenda)

Individuals wishing to speak during General Public Comments or on a particular numbered item are requested to submit a speaker slip to the City Clerk with the agenda item noted. Speaker slips should be turned in prior to the public comment portion of the joint agenda or before an agenda item is discussed. Comments will be limited to three minutes for General Public Comments, Consent Calendar items and New Business items. Comments are limited to five minutes for Public Hearing items.

In compliance with the Brown Act, the City Council may not discuss or take action on non-agenda items or engage in question and answer sessions with the public. The City Council may ask brief questions for clarification; provide a reference to staff or other resources for factual information and direct staff to add an item to a subsequent meeting.

COUNCIL COMMITTEE REPORTS AND COMMENTS

The Council may report on their activities as appointed representatives of the City on various Boards and Committees and/or may make comments of general interest or report on their activities as a representative of the City.

CITY MANAGER/CITY ATTORNEY/STAFF REPORTS

The City Manager, City Attorney or staff may make announcements or reports concerning items of interest to the Council and the public.

ADJOURNMENT

I, Melinda Sayre, City Clerk of the City of Hesperia, California do hereby certify that I caused to be posted the foregoing agenda on Thursday, July 30, 2020 at 5:30 p.m. pursuant to California Government Code §54954.2.

Melinda Sayre,
City Clerk

Documents produced by the City and distributed less than 72 hours prior to the meeting regarding items on the agenda will be made available in the City Clerk's Office during normal business hours.



City of Hesperia

Meeting Minutes - Draft

City Council

City Council Chambers
9700 Seventh Ave.
Hesperia CA, 92345
www.cityofhesperia.us

Tuesday, July 21, 2020

6:30 PM

**REGULAR MEETING AGENDA
HESPERIA CITY COUNCIL
SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY
HESPERIA HOUSING AUTHORITY
HESPERIA COMMUNITY DEVELOPMENT COMMISSION
HESPERIA WATER DISTRICT
July 21, 2020, 6:30 PM
9700 7th Avenue, Council Chambers, Hesperia, CA 92345**

Pursuant to State recommendations, the meeting was closed to the public due to COVID-19 (Coronavirus). Public Comment on agenda items and General Public Comment was taken remotely.

CLOSED SESSION - 5:30 PM

Roll Call

Present: 5 - Mayor Bird, Mayor Pro Tem Gregg, Council Member Bennington, Council Member Holland and Council Member Swanson

Conference with Legal Counsel - Potential Litigation:
Government Code Section 54956.9(d)2

1. Three (3) cases

CALL TO ORDER - 6:30 PM

A. Invocation by Mayor Bird

B. Pledge of Allegiance to the Flag

C. Roll Call

Present: 5 - Mayor Bird, Mayor Pro Tem Gregg, Council Member Bennington, Council Member Holland and Council Member Swanson

D. Agenda Revisions and Announcements by City Clerk – None

E. Closed Session Reports by City Attorney – An urgency item was voted unanimously by council to add to agenda as a potential litigation item. No reportable action was taken.

ANNOUNCEMENTS/PRESENTATIONS

1. Update on the City's Emergency Response related to the Coronavirus Disease by Rachel Molina, Deputy City Manager

JOINT CONSENT CALENDAR

A motion was made by Bennington, seconded by Gregg, that the Consent Calendar items 1-8 and 10-12 be approved. The motion carried by the following vote:

Aye: 5 - Bird, Gregg, Bennington, Holland and Swanson

Nay: 0

1. Consideration of the Draft Minutes from the Regular Meeting held Tuesday, June 16, 2020

Recommended Action:

It is recommended that the City Council approve the Draft Minutes from the Regular Meeting held Tuesday, June 16, 2020.

Sponsors: Director of Government Services/City Clerk Melinda Sayre

2. Warrant Run Report (City - Successor Agency - Housing Authority - Community Development Commission - Water)

Recommended Action:

It is recommended that the Council/Board ratify the warrant run and payroll report for the City, Successor Agency to the Hesperia Community Redevelopment Agency, Hesperia Housing Authority, Community Development Commission, and Hesperia Water District.

Sponsors: Director of Finance Casey Brooksher

3. Treasurer's Cash Report for the unaudited period ended May 31, 2020

Recommended Action:

It is recommended that the Council/Board accept the Treasurer's Cash Report for the City, Successor Agency to the Hesperia Community Redevelopment Agency, Hesperia Housing Authority, Community Development Commission, and Water District.

Sponsors: Director of Finance Casey Brooksher

4. Amend Contract for Construction of Bear Valley Road Manhole Repairs and Approve and Accept Project

Recommended Action:

It is recommended that the City Council authorize the City Manager to amend the existing contract with CHI Construction for an additional amount of \$2,916 for a total not-to-exceed contract amount of \$57,366; accept the work constructed under Bear Valley Road Manhole Repair (C.O. No. 9022); authorize staff to record a "Notice of Completion" and release all withheld retention amounts after 35 calendar days from the date of recordation; and approve additional project costs of \$1,400 for engineering and advertising costs, for a total project cost of \$58,766.

Sponsors: Assistant City Manager Michael Blay and Administrative Analyst Tina Bulgarelli

5. Upgrade of Automated License Plate Reader/Radar (ALPR) Trailers

Recommended Action:

It is recommended that the City Council authorize the City Manager to execute a purchase agreement with

Vigilant Solutions to upgrade the four (4) Automated License Plate Reader/Radar (ALPR) trailers, in a not-to-exceed amount of \$59,281.

Sponsors: Director of Finance Casey Brooksher and Captain Mike Browne

6. Heating, Ventilation and Air Conditioning (HVAC) Preventative Maintenance and Repair Services

Recommended Action:

It is recommended that the City Council and the Board of Directors of the Hesperia Water District authorize the City Manager to enter into a three (3) year agreement to the lowest responsive/responsible bidder, Allison Mechanical Inc. for maintenance services in the amount of \$69,435 and \$80,565 for repairs and upgrades, for a total not-to-exceed contract amount of \$150,000 to provide Heating, Ventilation and Air Conditioning (HVAC) preventative maintenance and repair services for City and Water District facilities.

Sponsors: Assistant City Manager Michael Blay

7. Increase Fiscal Year (FY) 2019-20 Purchase Order with Blue Diamond Materials and Execute a Purchase Order for FY 2020-21

Recommended Action:

It is recommended that the City Council and the Board of Directors of the Hesperia Water District, authorize the City Manager to execute a change purchase order with Blue Diamond Materials, operating from their Victorville plant, for asphalt materials necessary to repair the City streets in the not-to-exceed amount of \$56,349 for FY 2019-20; and to execute a purchase order in the amount of \$65,000 for FY 2020-21.

Sponsors: Public Works Manager Mark Faherty

Cindy Hodson commented on item 7.

8. Ranchero Sewer Lift Station Resolution No. 2020-50 and HWD 2020-18, A Joint Resolution of the City Council of the City of Hesperia, California and the Board of Directors of the Hesperia Water District Regarding the Acquisition of a Portion of the Property known as Assessor's Parcel No. 3039-431-01

Recommended Action:

It is recommended that the City Council adopt the Resolution of Necessity entitled: A joint resolution of the City Council of the City of Hesperia, California, and the Board of Directors of the Hesperia Water District regarding the acquisition of a portion of the property known as Assessor's Parcel No. 3039-431-01.

Sponsors: Economic Development Manager Rod Yahnke

9. Consideration of Annual Update of the City Council Procedures Manual

Recommended Action:

It is recommended that the City Council review the draft 2020 City Council Procedures Manual update and provide direction to staff.

Sponsors: Director of Government Services/City Clerk Melinda Sayre

Item 9 was pulled by Council Member Bennington for discussion.

A motion was made by Bennington, seconded by Holland, that this item be approved as amended.

The motion carried by the following vote:

Aye: 4 - Bird, Gregg, Bennington and Holland

Nay: 1 - Swanson

10. Special Assessment of Enforcement and Abatement Costs

Recommended Action:

It is recommended that the City Council approve Resolution No. 2020-20, confirming parcels of land upon which unpaid fees for services, and enforcement and abatement costs remain, and Resolution No. 2020-21, requesting that San Bernardino County place the unpaid fees for services, and enforcement and abatement costs on the property tax rolls.

Sponsors: Assistant City Manager Michael Blay and Administrative Analyst Tina Bulgarelli

11. Award Professional Services Agreements for On-Call Geotechnical Engineering Services

Recommended Action:

It is recommended that the City Council and Board of Directors of the Hesperia Water District approve the award of four Professional Services Agreements (PSAs) to Geocon West, Inc, Converse Consultants, RMA Group, and Terracon Consultants, Inc. for on-call geotechnical engineering services, in the not-to-exceed amount of \$300,000 each, for a term of three (3) years.

Sponsors: Assistant City Manager Michael Blay

12. GovQA Contract Amendment

Recommended Action:

It is recommended that the City Council authorize the City Manager to approve an amendment to the existing contract with GovQA for a three-year period, an additional \$40,000 for a revised not-to-exceed contract amount of \$90,000 for the City's electronic public records request and claims software program.

Sponsors: Director of Government Services/City Clerk Melinda Sayre

PUBLIC HEARING

13. Local Guidelines to include Vehicle Miles Traveled Thresholds for California Environmental Quality Act Compliance

Recommended Action:

It is recommended that the City Council adopt a resolution approving local guidelines to include Vehicle Miles Traveled (VMT) thresholds for California Environmental Quality Act (CEQA) compliance processing consistent with Senate Bill (SB) 743.

Sponsors: Assistant City Manager Michael Blay

The public hearing was opened. There being no comment the public hearing was closed.

A motion was made by Swanson, seconded by Bennington, that this item be approved. The motion carried by the following vote:

Aye: 5 - Bird, Gregg, Bennington, Holland and Swanson

Nay: 0

NEW BUSINESS

14. Resolution for a Unified Community

Recommended Action:

It is recommended that the City Council adopt Resolution 2020-51, reaffirming the City's commitment to a unified community by denouncing racism, intolerance and celebrating diversity.

Sponsors: Director of Government Services/City Clerk Melinda Sayre

The following individuals commented on item 14:

Bob Nelson, The Inland Empire Citizens Action Committee, Kimberly Jenkins

A motion was made by Bird, seconded by Holland, that this item be approved. The motion carried by the following vote:

Aye: 5 - Bird, Gregg, Bennington, Holland and Swanson

Nay: 0

GENERAL PUBLIC COMMENTS (For items and matters not listed on the agenda)

Bob Nelson commented on free speech at public meetings.

COUNCIL COMMITTEE REPORTS AND COMMENTS

Council Member Swanson commented on attendance at Hesperia Park District Special Meeting and welcomed new general manager, attendance at the Transportation Authority meeting, a day spent with Code Enforcement and Sheriffs Dispatch office tour.

Council Member Bennington commented on attendance at Tri-Agency meeting, attendance at a live MDAQMD meeting and a meeting via zoom with Desert Mountain League Division, welcomed new general manager for Hesperia Park District, addressed concerns with Council Member comments revealing closed session items in public, and thanked staff for their hard work and support.

Council Member Holland commented on voting on items presented to council, thanked Council Member Bennington for attending the MDAQMD meeting, addressed issues with the County Weed Abatement program and illegal fireworks, concerns on closed session items being revealed in public and former Council Member Brosowske.

Mayor Pro Tem Gregg commented on welcoming new general manager for the Hesperia Recreation and Park District, thanked City staff for their hard work, asked the Mayor what the repercussions were for breaking the code of conduct, and did not attend any committee meetings for the month of July.

Mayor Bird commented on City Council Procedures Manual and addressed Mayor Pro Tem Gregg's question, attendance at VVTA and VVWRA updates, heartfelt apology to Hesperia Businesses and community, and illegal fireworks.

CITY MANAGER/CITY ATTORNEY/STAFF REPORTS

The City Manager announced that National Night Out was cancelled due to Covid-19.

ADJOURNMENT

Adjourned at 8:25 p.m. in honor of an Oak Hills High School student and Dr. Breda Leach passing away.

*Jessica Heredia,
Deputy City Clerk*

City of Hesperia STAFF REPORT



DATE: August 4, 2020

TO: Mayor and Council Members
City Council, as Successor Agency to the Hesperia Community Redevelopment Agency
Chair and Commissioners, Hesperia Housing Authority
Chair and Commissioners, Community Development Commission
Chair and Board Members, Hesperia Water District

FROM: Nils Bentsen, City Manager

BY: Casey Brooksher, Director of Finance
Anne Duke, Deputy Finance Director
Keith Cheong, Financial Analyst

SUBJECT: Warrant Run Report (City – Successor Agency – Housing Authority – Community Development Commission – Water)

RECOMMENDED ACTION

It is recommended that the Council/Board ratify the warrant run and payroll report for the City, Successor Agency to the Hesperia Community Redevelopment Agency, Hesperia Housing Authority, Community Development Commission, and Water District.

BACKGROUND

The Warrant Run totals represented below are for the period June 27, 2020 through July 10, 2020.

| <u>Agency/District</u> | <u>Accounts Payable</u> | <u>Payroll</u> | <u>Wires</u> | <u>Totals</u> |
|----------------------------------|-------------------------|---------------------|-------------------|-----------------------|
| City of Hesperia | \$678,305.39 | \$282,525.14 | \$0.00 | \$960,830.53 |
| Successor Agency | 0.00 | 0.00 | 0.00 | 0.00 |
| Housing Authority | 1,498.00 | 163.78 | 0.00 | 1,661.78 |
| Community Development Commission | 408.00 | 0.00 | 0.00 | 408.00 |
| Water | 3,175,636.48 | 113,888.50 | 1,276.38 | 3,290,801.36 |
| Totals | \$3,855,847.87 | \$396,577.42 | \$1,276.38 | \$4,253,701.67 |

The wire amount for \$1,276.38 is to U.S. Bank trust N.A. for Hesperia Water 1998A Interest Payment.

ATTACHMENT(S)

1. Warrant Runs

City of Hesperia
WARRANT RUNS
06/27/2020 - 07/10/2020

| FUND # | FUND NAME | W/E 7/3/2020 | W/E 7/10/2020 | WARRANT TOTALS | Wires | YEAR-TO DATE TOTALS * | PRIOR FY YTD DATE TOTALS |
|-------------------------|---|------------------------|------------------------|------------------------|--------------------|-----------------------------|--------------------------------|
| Accounts Payable | | | | | | | |
| 100 | GENERAL | \$ 87,509.10 | \$ 147,998.72 | \$ 235,507.82 | \$ - | \$ 235,507.82 | \$ 256,807.79 |
| 200 | HESPERIA FIRE DISTRICT | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 204 | MEASURE I - RENEWAL | \$ - | \$ 8,030.00 | \$ 8,030.00 | \$ - | \$ 8,030.00 | \$ 2,912.50 |
| 205 | GAS TAX | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 207 | LOCAL TRANSPORT-SB 325 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 6,630.00 |
| 209 | GAS TAX-RMRA | \$ 629.78 | \$ - | \$ 629.78 | \$ - | \$ 629.78 | \$ - |
| 210 | HFPD (PERS) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 251 | CDBG | \$ 1,756.34 | \$ 7,846.42 | \$ 9,602.76 | \$ - | \$ 9,602.76 | \$ 4,431.65 |
| 254 | AB2766 - TRANSIT | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 256 | ENVIRONMENTAL PROGRAMS GRANT | \$ 186.96 | \$ 6.00 | \$ 192.96 | \$ - | \$ 192.96 | \$ 1,538.84 |
| 257 | NEIGHBORHOOD STABILIZATION PROG | \$ 3.80 | \$ - | \$ 3.80 | \$ - | \$ 3.80 | \$ - |
| 260 | DISASTER PREPARED GRANT | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 263 | STREETS MAINTENANCE | \$ 51,119.77 | \$ 17,033.86 | \$ 68,153.63 | \$ - | \$ 68,153.63 | \$ 109,213.60 |
| 300 | DEV. IMPACT FEES - STREET | \$ - | \$ 8,955.67 | \$ 8,955.67 | \$ - | \$ 8,955.67 | \$ - |
| 301 | DEV. IMPACT FEES - STORM DRAIN | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 13,442.50 |
| 402 | WATER RIGHTS ACQUISITION | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 403 | 2013 REFUNDING LEASE REV BONDS | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 501 | CFD 91-3 BELGATE | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 502 | FIRE STATION BUILDING | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 504 | CITY WIDE STREETS - CIP | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,180.00 |
| 509 | CITY FACILITIES CIP | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 800 | EMPLOYEE BENEFITS | \$ 83,962.00 | \$ 262,289.97 | \$ 346,251.97 | \$ - | \$ 346,251.97 | \$ 292,310.68 |
| 801 | TRUST/AGENCY | \$ 495.00 | \$ 110.00 | \$ 605.00 | \$ - | \$ 605.00 | \$ 26,204.60 |
| 802 | AD 91-1 AGENCY | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 804 | TRUST-INTEREST BEARING | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 807 | CFD 2005-1 | \$ 372.00 | \$ - | \$ 372.00 | \$ - | \$ 372.00 | \$ - |
| 808 | HFPD (TRANSITION) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | CITY | \$ 226,034.75 | \$ 452,270.64 | \$ 678,305.39 | \$ - | \$ 678,305.39 | \$ 716,672.16 |
| 160 | REDEVELOP OBLIG RETIREMENT - PA1 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 161 | REDEVELOP OBLIG RETIREMENT - PA2 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 162 | REDEVELOP OBLIG RETIREMENT-HOUSING | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 163 | REDEVELOP OBLIG RETIREMENT-2018 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 173 | SUCCESSOR AGENCY ADMINISTRATION | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | SUCCESSOR AGENCY | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 370 | HOUSING AUTHORITY | \$ 244.00 | \$ 1,254.00 | \$ 1,498.00 | \$ - | \$ 1,498.00 | \$ 6.00 |
| | HOUSING AUTHORITY | \$ 244.00 | \$ 1,254.00 | \$ 1,498.00 | \$ - | \$ 1,498.00 | \$ 6.00 |
| 170 | COMMUNITY DEVELOPMENT COMMISSION | \$ - | \$ 408.00 | \$ 408.00 | \$ - | \$ 408.00 | \$ - |
| | COMMUNITY DEVELOPMENT COMMISSION | \$ - | \$ 408.00 | \$ 408.00 | \$ - | \$ 408.00 | \$ - |
| 700 | WATER OPERATING | \$ 2,394,159.75 | \$ 68,836.29 | \$ 2,462,996.04 | \$ 1,276.38 | \$ 2,464,272.42 | \$ 171,640.75 |
| 701 | WATER CAPITAL | \$ - | \$ 179,880.80 | \$ 179,880.80 | \$ - | \$ 179,880.80 | \$ 932.50 |
| 710 | SEWER OPERATING | \$ 3,225.01 | \$ 259,713.43 | \$ 262,938.44 | \$ - | \$ 262,938.44 | \$ 241,270.93 |
| 711 | SEWER CAPITAL | \$ - | \$ 269,821.20 | \$ 269,821.20 | \$ - | \$ 269,821.20 | \$ - |
| 713 | SEWER CAPITAL REHAB AND REPLACE | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | WATER | \$ 2,397,384.76 | \$ 778,251.72 | \$ 3,175,636.48 | \$ 1,276.38 | \$ 3,176,912.66 | \$ 413,844.18 |
| | ACCOUNTS PAYABLE TOTAL | \$ 2,623,663.51 | \$ 1,232,184.36 | \$ 3,855,847.87 | \$ 1,276.38 | \$ 3,857,124.25 | \$ 1,130,522.34 |
| REG. PAYROLL | | | | | | | |
| | City | \$ - | \$ 282,525.14 | \$ 282,525.14 | \$ - | \$ 282,525.14 | \$ 228,673.37 |
| | Housing Authority | \$ - | \$ 163.78 | \$ 163.78 | \$ - | \$ 163.78 | \$ 259.88 |
| | Community Development Commission | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 6,589.43 |
| | Water | \$ - | \$ 113,888.50 | \$ 113,888.50 | \$ - | \$ 113,888.50 | \$ 103,012.73 |
| | PAYROLL TOTAL | \$ - | \$ 396,577.42 | \$ 396,577.42 | \$ - | \$ 396,577.42 | \$ 338,535.41 |

* The year to date totals for this Warrant Report are for the 2020-21 fiscal year starting July 1, 2020; however, the year-to-date totals include a total of \$2,623,663.51 in payments issued on 6/29/20 and 6/30/20.

City of Hesperia

STAFF REPORT



DATE: August 4, 2020

TO: Mayor and City Council Members

FROM: Nils Bentsen, City Manager

BY: Casey Brooksher, Director of Finance
Anne Duke, Deputy Finance Director

SUBJECT: Local Transportation Fund – Article 8a Claim

RECOMMENDED ACTION

It is recommended that the City Council adopt Resolution No. 2020-55, authorizing the City Manager to file the FY 2020-21 Local Transportation Fund – Article 8a claim in the amount of \$541,581 with San Bernardino County Transportation Authority (SBCTA).

BACKGROUND

The California Transportation Development Act (TDA) of 1971 provides a funding mechanism to local government for transit services. This mechanism consists of the collection and allocation of one-fourth cent of each sales tax transaction to the State Local Transportation Fund. Called Local Transportation Funds (LTF), these monies are annually allocated to local governments based on population. In our region, SBCTA is the governing authority over these funds. In FY 2019-20, the total allocation of LTF for the City of Hesperia was approximately \$3,902,051.

LTF may be used for street and road improvements if any monies remain after providing for local transit needs. These road and street monies, should they be available, are designated as LTF – Article 8a funds, and must be officially claimed by the agency as such. This claim must be made to SBCTA.

Annually, the Victor Valley Transit Authority (VVTA) holds public hearings to determine the unmet transit needs. Based upon information from those hearings and established state and federal requirements, VVTA determines the total cost of all transit services in the High Desert. The City contributes LTF to this budget in proportion to its share of participants in the various VVTA programs offered. As a member of the VVTA, the City of Hesperia has met its constituents' FY 2019-20 transit needs through the expenditure of a major portion of allocated LTF.

The City's portion of the VVTA budget for FY 2019-20 was estimated to be \$3,360,470 by SBCTA. The City's monies are allocated to the following areas: VVTA administration and related capital purchases; the interconnected Victor Valley regional route system and related capital purchases; pickup service and transportation for ADA clients; and the Hesperia Community Route.

Distribution of Article 8a funds for FY 2019-20 occurs upon completion of the annual audit of these funds and the Measure I funds. For FY 2018-19, the audit was completed in December 2019.

ISSUES/ANALYSIS

Since all City transit needs have been met for FY 2019-20 through participation in the VVTA programs cited above, SBCTA has notified the Finance Department that the balance of the City's LTF allocation of \$541,581 can now be claimed as Article 8a monies and used for street and road improvements.

Adoption of the Resolution No. 2020-55 and submission of that Resolution with the required claim form will fulfill SBCTA requirements for the City to claim the residual LTF as Article 8a monies for street and road improvements.

FISCAL IMPACT

The Article 8a allocation of \$541,581 is included in the FY 2020-21 Budget.

ALTERNATIVE(S)

Provide alternative direction to staff.

ATTACHMENTS

1. Resolution No. 2020-55

RESOLUTION NO. 2020-55

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HESPERIA, CALIFORNIA, AUTHORIZING THE CITY TO FILE THE FY 2020-21 LTF – ARTICLE 8a LOCAL STREETS AND ROADS CLAIM WITH SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY (SBCTA)

WHEREAS, the California Transportation Development Act of 1971 (TDA) provides that one-fourth cent of every sales tax collection on the dollar be deposited in the State Local Transportation Fund (LTF) for allocation to local government based upon population; and

WHEREAS, this allocation is managed by the SBCTA, and is distributed annually; and

WHEREAS, these monies must first be used to meet local transit needs, with this portion of the allocation given to the agency which manages this service; for the City of Hesperia this entity is the Victor Valley Transit Authority (VVTa); and

WHEREAS, the balance of this LTF allocation can be requested by each local government to use for the improvement of streets and roads; and

WHEREAS, this application must be made to SBCTA on an official LTF – Article 8a claim form, wherein the applying jurisdiction agrees: (1) that such monies will be used only in accordance with TDA provisions and allocation instructions; (2) to provide financial reporting information; and (3) to provide a governing body authorization document to file said claim; and

WHEREAS, the City's Finance Department has completed the first two steps of the claim process, and now requests Council authorization to proceed in the collection of these Article 8a monies.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF HESPERIA CITY COUNCIL AS FOLLOWS:

Section 1. The Council hereby finds that all of the facts set forth in the Resolution are true and correct.

Section 2. The Council authorizes the City Manager to file the FY 2020-21 LTF – Article 8a Local Streets and Roads Claim in the amount of \$541,581 with SBCTA.

Section 3. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

ADOPTED AND APPROVED THIS 4th DAY OF AUGUST 2020.

Larry Bird, Mayor

ATTEST:

Melinda Sayre, City Clerk

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City of Hesperia STAFF REPORT



DATE: August 4, 2020

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

FROM: Nils Bentsen, City Manager

BY: Casey Brooksher, Director of Finance
Georgia Gidney, Accountant

SUBJECT: Printing Services Contract Amendment

RECOMMENDED ACTION

It is recommended that the City Council and Board of Directors for the Hesperia Housing Authority (HHA) and Hesperia Water District (HWD) authorize the City Manager to approve an amendment to the existing contract with Wirz and Company Printing, Inc. for an additional \$30,000 for a revised not-to-exceed contract amount of \$80,000.

BACKGROUND

Printed items are ordered by City departments on an as-needed basis for business such as printed forms, envelopes, and special mailers. Ordering through a comprehensive agreement allows staff to operate more efficiently by consolidating and reducing time spent obtaining quotes for every printing service purchase.

ISSUES/ANALYSIS

In 2019, the City executed a one-year agreement with Wirz and Company Printing, Inc. in the amount not-to-exceed \$50,000. An annual contract extension is needed to continue City-wide printing services through the end of Fiscal Year (FY) 2020-21 and the vendor has agreed to hold pricing. Additional funds are necessary to facilitate the continuation of timely and efficient printing service purchases.

FISCAL IMPACT

Funding exists within the FY 2020-21 adopted budget in the various departments/ divisions/ programs and will be budgeted on an annual basis.

ALTERNATIVE(S)

1. Provide alternative direction to staff.

ATTACHMENT(S)

None

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City of Hesperia STAFF REPORT



DATE: 08/4/2020

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

FROM: Nils Bentsen, City Manager

BY: Mike Blay, Assistant City Manager
Scott Saude, Facility Supervisor

SUBJECT: Landscape Maintenance and Repair Services Contract Amendment

RECOMMENDED ACTION

It is recommended that the City Council and the Board of Directors of the Hesperia Water District authorize the City Manager to amend the existing contract with Lasting Images Landscape Inc., for an additional \$85,000 for a revised not-to-exceed contract amount of \$340,404, and approve a one-year contract extension for landscape maintenance and repair services.

BACKGROUND

On July 1, 2017, the City entered into a three (3) year agreement for \$205,404 with Lasting Images Landscape Inc. to provide landscape maintenance, irrigation repair, and plant replacement services. On July 7, 2019, the City amended the contract for an additional \$50,000 to continue the landscape services with Lasting Images Landscape Inc.

ISSUES/ANALYSIS

Currently, there is inadequate contract and Council authority to execute a one-year extension of the contract. Staff is recommending that the Council approve the \$85,000 amendment and the vendor has agreed to hold current pricing.

FISCAL IMPACT

Funding for this service exists within the FY 2020-21 adopted budget.

ALTERNATIVE(S)

1. Provide staff alternate direction.

ATTACHMENT(S)

None

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City of Hesperia

STAFF REPORT



DATE: August 4, 2020

TO: Mayor and Council Members

FROM: Nils Bentsen, City Manager

BY: Michael Blay, Assistant City Manager
Jamie Carone, Administrative Analyst

SUBJECT: Amend Measure I Fiscal Year 2019/20-2023/24 Five Year Capital Improvement Plan

RECOMMENDED ACTION

It is recommended that the City Council adopt Resolution No. 2020-56 amending the Measure I Five Year Capital Improvement Plan for Fiscal Years 2019/20-2023/24 to include revisions made to actual and future project expenditures as well as overall project costs for various projects in the Plan.

BACKGROUND

Jurisdictions receiving Measure I tax revenue from the San Bernardino County Transportation Authority (SBCTA) Local Street Program must annually adopt, by action of their governing body, a Five Year Measure I Capital Improvement Program (MICIP) which outlines the projects upon which the Measure I pass-through funds will be expended. Only projects identified in the current CIP are eligible for use of Measure I revenue and only 50% of the estimated revenue can be programmed for use on general maintenance and city overhead. The other 50% of revenue should be programmed to specific road projects which identify projects by street name and project type. At the end of each year, SBCTA audits the City's Measure I expenditures to ensure they are consistent with the projects programmed in the MICIP. The Fiscal Year 2019/20-2023/24 MICIP was due to SBCTA by August 30, 2019.

ISSUES/ANALYSIS

On August 6, 2019, the City adopted and filed the Fiscal Year 2019/20-2023/24 MICIP with SBCTA as expected. The City identified all of its programmed capital improvement projects in the plan; however, actual funds spent for some projects differed from the projected amount listed in the MICIP for FY 2019/20. These projects include the Hesperia Park and Ride Project (CO 6523), the Traffic Signal at Ranchero Road and Maple Avenue (CO 7131), the FY 2018/19 Street Improvement Project (CO 7149), the Aqueduct Crossing Improvements (CO 7096), the Traffic Signal at Ranchero Road and Maple Avenue (CO 7131), the Sultana Street Improvements (CO 7143), the Muscatel Street Improvements (CO 7144), the Traffic Signal at Ranchero Road and Cottonwood Avenue (CO 7146), the Ranchero Road Aqueduct Crossing (CO 7139), Ranchero Road Improvements (CO 7094), and the Traffic Signal at Main Street and Timberlane (CO 7159). (See Attachment 2 for all adjustments).

For the majority of the above mentioned projects, the City spent less than anticipated on each project as no funds, or reduced funds, were expended out of these projects in this fiscal year; those budgeted projections have been moved to Fiscal Year 2019/20 in the amended report. For CO 7139 and CO 7094, more funds were spent in FY 2019/20 than originally anticipated as the

projects progressed. The I Avenue Corridor Enhancement Study (CO 7151) was not originally included in the FY 2019/20-2023/24 MICIP; however, there were expenditures for this project in the amount of \$4,000; therefore, this project has been added to the Amended FY 2019-2024 MICIP report.

All revisions to the FY 2019/20-2023/24 MICIP are included in Attachment 2 to comply with the Measure I Five Year Capital Improvement Plan policies and procedures.

FISCAL IMPACT

There is no direct fiscal impact as a result of the subject item. This action simply adopts the Amended Measure I Five Year Capital Improvement Plan 2019/20-2023/24 for the purpose of expending Measure I revenues.

ALTERNATIVE(S)

1. Provide alternative direction to staff.

ATTACHMENT(S)

1. Resolution No. 2020-56
2. Amended Measure I Five Year Capital Improvement Plan 2019/20-2023/24

RESOLUTION NO. 2020-56

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HESPERIA,
CALIFORNIA, ADOPTING AN AMENDED MEASURE I FIVE YEAR CAPITAL
IMPROVEMENT PLAN FOR FISCAL YEARS 2019/20-2023/24 TO INCLUDE
AMENDMENTS TO PROJECTED EXPENDITURES AND ACTUAL
EXPENDITURES FOR THE 2019/20 FISCAL YEAR.**

WHEREAS, Expenditure Plans of the Ordinance require each local jurisdiction receiving revenue from the Measure I tax to expend those funds pursuant to a Capital Improvement Program adopted by resolution of the local jurisdiction; and

WHEREAS, on August 6, 2019, Council adopted Resolution No. 2019-042 adopting the Measure I Five Year Plan for Fiscal Years 2019/20-2023/24; and

WHEREAS, a listing of actual expenditures versus projected expenditures as well as updated project costs for the 2019/20 fiscal year have been added to the Amended Measure I Five Year Capital Improvement Plan per program policy; and

WHEREAS, Expenditure Plans of the Ordinance require each local jurisdiction to update the Measure I Five Year Capital Improvement Program prior to the end of the fiscal year to include any additional work not previously programmed as well as locations not previously programmed;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HESPERIA AS FOLLOWS:

- Section 1. The City Council hereby specifically finds that all of the facts set forth in this resolution are true and correct.
- Section 2 The Measure I Five Year Capital Improvement Plan shall be amended to include revisions to projected expenditures and actual expenditures as well as updated project costs for all projects listed on the report; and
- Section 3 The City Council hereby adopts the Amended Measure I Five Year Capital Improvement Plan for Fiscal Years 2019/20-2023/24, as described in Attachment 2; and
- Section 4 That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

ADOPTED AND APPROVED this 4th day of August 2020.

Larry Bird, Mayor

ATTEST:

Melinda Sayre, City Clerk

City of Hesperia

STAFF REPORT



DATE: August 4, 2020

TO: Mayor and Council Members
Chair and Commission, Hesperia Housing Authority
Chair and Commission, Community Development Commission
Chair and Board Members, Hesperia Fire Protection District
Chair and Board Members, Hesperia Water District

FROM: Nils Bentsen, City Manager

BY: Casey Brooksher, Director of Finance
Anne M. Duke, Deputy Finance Director

SUBJECT: Amendment to Agreement for Audit and Reporting Services for FY 2019-20

RECOMMENDED ACTION

It is recommended that the City of Hesperia, Hesperia Housing Authority, Community Development Commission, Hesperia Fire Protection District, and Hesperia Water District Council/Boards/Commissions approve an amendment to the existing Professional Services Agreement with the independent certified public accounting firm White Nelson Diehl Evans LLP, in the amount of \$7,140, for a total not-to-exceed amount of \$110,650, to include additional report preparation services for the fiscal year ended June 30, 2020.

BACKGROUND

White Nelson Diehl Evans (WNDE) is the City's current auditor and the firm has extensive experience in governmental auditing and a deep familiarity of the City's accounting structure. In June 2020, a Professional Services Agreement was approved for the performance of an audit of the City and the required State reporting for the year ended June 30, 2020.

ISSUES/ANALYSIS

The current agreement provides for WNDE to perform an audit of the City, as well as the required State reporting and preparation of the Comprehensive Annual Financial Report (CAFR), with the remaining report preparation for the Water District, Fire Protection District, Housing Authority, and Community Development Commission to be prepared by staff. Due to timing in the departure of a senior staff person in the Finance Department, as well as other workload challenges, an amendment to the existing agreement with WNDE is recommended for these additional reporting services in order to meet all reporting deadlines.

FISCAL IMPACT

The proposed \$7,140 amendment for additional report preparation services includes: \$2,040 for the Water District, \$2,040 for Fire Protection District, \$1,530 for the Housing Authority, and \$1,530 for the Community Development Commission. A fourth quarter budget amendment will be requested at the end of the 2020-21 fiscal year if budget savings are not otherwise available for the respective funding sources.

ALTERNATIVE(S)

1. Provide alternative direction to staff.

ATTACHMENT(S)

None