



BOARD OF DIRECTORS REGULAR MEETING AGENDA

- Kelly Gregg President*
- James Roberts III Vice President*
- Jose Gonzalez Director*
- Shawna Irish Director*
- Roman Aguilar III Director*

Kyle Woolley General Manager

HESPERIA RECREATION AND PARK DISTRICT

Wednesday, May 10, 2023 - 6:00 P.M.
Lime Street Park Community Center
16292 Lime Street, Hesperia, CA 92345

AGENDA

CALL TO ORDER

- a. Roll Call
- b. Approval of Agenda

FLAG SALUTE

PROCLAMATIONS AND PRESENTATIONS

Park Ranger Swearing In.

MESSAGE TO THE PUBLIC/PUBLIC COMMENT

Welcome to this Board of Directors Meeting. The Board encourages public participation. If you desire to address the Board on any District related matter or item on the Agenda, you are asked to please fill out one of the speaker forms in the back of the meeting room and turn it in to the General Manager. When called upon, please come forward, and state your name and address (if you wish) before addressing the Board. Please limit your comments to five minutes per speaker.

Please note that if you address the Board on items NOT on the Agenda, the Brown Act does not allow discussion of such items. Therefore, the Board may only do the following: refer the matter to staff, ask for additional information, request a report back, or give a very limited factual response.

CONSENT ITEMS

The following items are expected to be routine and non-controversial, and will be acted upon by the Board at one time without discussion, unless a Board member requests that an item be removed from the consent agenda and held for discussion.

- A. Approve of Minutes of Special Meeting, April 6, 2023

- B. Approval of Minutes of Regular Meeting, April 12, 2023

PULLED CONSENT ITEMS

DISCUSSION/ACTION ITEMS

- C. Hesperia Community Farmer’s Market
- D. Discussion with Townsend Public Affairs
- E. Approval of Resolution No. 23-05-01, A Resolution of the Board of Directors of the Hesperia Recreation and Park District, California, Declaring Intent for the Annual Levy and Collection of Assessments for Landscape and Lighting Assessment District No. 1, for Fiscal Year 2023/2024
- F. Approval of Resolution No. 23-05-02, A Resolution of the Board of Directors of the Hesperia Recreation and Park District, California, Declaring Intent for the Annual Levy and Collection of Assessments for Landscape and Lighting Assessment District No. 2, Including All Zones, for Fiscal Year 2023/2024
- G. Approval of Resolution No. 23-05-03, A Resolution of the Board of Directors of the Hesperia Recreation and Park District, California, for Approval of the Engineer’s Report Regarding the Proposed Levy and Collection of Assessments for the Landscape and Lighting Assessment District No. 1, for Fiscal year 2023/2024
- H. Approval of Resolution No. 23-05-04, A Resolution of the Board of Directors of the Hesperia Recreation and Park District, California, for Approval of the Engineer’s Report Regarding the Proposed Levy and Collection of Assessments for the Landscape and Lighting Assessment District No. 2, Including All Zones, for Fiscal Year 2023/2024
- I. Approval of Funding Updated Fire Sprinklers
- J. Approval of Job Descriptions and Organizational Chart
- K. Approval of Salary Schedule
- L. Auditor’s Contract

CORRESPONDENCE/WRITTEN COMMUNICATION

GENERAL MANAGER/STAFF REPORTS - The General Manager will report on the following topics, report on committees, or other activities.

- a. Recreation Programs
- b. Lake
- c. Parks Division
- d. Park Ranger

- e. Marketing
- f. General Manager

BOARD MEMBER REPORTS

Standing Committees:

- Recreation Foundation - Gonzalez/Roberts
- Tri-Agency - Aguilar/Irish (no meeting held)
- Safety, Security, and Maintenance - Roberts/Aguilar
- Personnel - Irish/Gregg (no meeting held)
- Finance - Gregg/Irish
- Development - Roberts/Gregg (no meeting held)

Ad Hoc Committee:

- Event - Irish/Aguilar

BOARD MEMBER COMMENTS

CLOSED SESSION ITEMS

- M. CLOSED SESSION pursuant to Govt. Code Section 54957 - PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: General Manager
- N. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Govt. Code Section 54957.6
Agency Designated Representatives: District Board
Negotiating with: Unrepresented General Manager

REPORT FROM CLOSED SESSION, IF ANY

ANNOUNCEMENTS

The next Regular Board Meeting is scheduled for June 14, 2023, at 6:00 p.m. and will be held in the Lime Street Community Center at 16292 Lime Street, Hesperia, CA 92345.

ADJOURNMENT

It is the intent of the Hesperia Recreation and Park District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Hesperia Recreation and Park District will attempt to accommodate you in every reasonable manner. Please contact the District Office at (760) 244-5488, at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.
Board Meeting documents can be reviewed by the public at the District Office, 16292 Lime Street, Hesperia, CA - Monday through Friday, 8:30 a.m. to 5:00 p.m.

**HESPERIA RECREATION AND PARK DISTRICT
INTER-OFFICE MEMO**

DATE: May 4, 2023

PHONE: (760) 244-5488

FROM: *KJ* KARABETH GARCIA, EXECUTIVE DISTRICT CLERK
Hesperia Recreation and Park District

TO: BOARD OF DIRECTORS
Hesperia Recreation and Park District

SUBJECT: EXPANDED AGENDA INFORMATION FOR REGULAR BOARD
MEETING 5/10/2023

DISCUSSION/ACTION ITEMS

C. Hesperia Community Farmer's Market

Background: The agreement with The Farm Stand expired on April 26, 2023, and is now on a month-to-month basis. Staff has provided recommendations for renegotiations and a draft agreement is in your tab. Representatives from both parties will be available to answer any questions the Board may have.

Recommendation: Consensus of the Board.

Reference Materials Included In Tab: YES NO

1. The Farm Stand Agreement and Amendment
2. The Farm Stand Draft Agreement

D. Discussion with Townsend Public Affairs

Background: The purpose of this discussion is to provide a brief strategy and outline of upcoming funding opportunities, and progress that could meet the Hesperia Recreation and Park District's funding needs. Alex Gibbs, Senior Associate from Townsend Public Affairs, Inc., will present the update on grants to the Board.

Recommendation: Information only.

Reference Materials Included In Tab: YES NO

E. Approval of Resolution No. 23-05-01, A Resolution of the Board of Directors of the Hesperia Recreation and Park District, California, Declaring Intent for the Annual

Levy and Collection of Assessments for Landscape and Lighting Assessment District No. 1, for Fiscal Year 2023/2024

Background: These actions are done as required as a part of the Landscaping and Lighting Act of 1972 which requires the District adopt its Resolution Declaring Intent for the Annual Levy and Collection of Assessments for Landscape and Lighting Assessment District No. 1 for Fiscal Year 2023/2024. This is an annual resolution.

Recommendation: Approve Resolution No. 23-05-01.

Reference Materials Included In Tab: YES NO

1. Resolution No. 23-05-01

F. Approval of Resolution No. 23-05-02, A Resolution of the Board of Directors of the Hesperia Recreation and Park District, California, Declaring Intent for the Annual Levy and Collection of Assessments for Landscape and Lighting Assessment District No. 2, Including All Zones, for Fiscal Year 2023/2024

Background: These actions are done as required as a part of the Landscaping and Lighting Act of 1972 which requires the District adopt its Resolution Declaring Intent for the Annual Levy and Collection of Assessments for Landscape and Lighting Assessment District No. 2 for Fiscal Year 2023/2024. This is an annual resolution.

Recommendation: Approve Resolution No. 23-05-02.

Reference Materials Included In Tab: YES NO

1. Resolution No. 23-05-02

G. Approval of Resolution No. 23-05-03, A Resolution of the Board of Directors of the Hesperia Recreation and Park District, California, for Approval of the Engineer's Report Regarding the Proposed Levy and Collection of Assessments for the Landscape and Lighting Assessment District No. 1, for Fiscal year 2023/2024

Background: On April 12, 2023, the Board of Directors adopted its Resolution Initiating Proceedings for the Annual Levy and Ordering the Preparation of an Engineer's Report for Landscape and Lighting Assessment District No. 1 for FY 2023/2024.

The Resolution of Initiation directed NBS to prepare and file a report presenting plans and specifications describing the general nature, location, and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations, and servicing of the improvements, and a diagram showing the area and properties to be assessed

and assessing the net amount upon all assessable lots and/or parcels within the Assessment District in proportion to the special benefit received.

The assessment is made to cover the portion of the estimated costs of maintenance, operation, and servicing of the improvements to be paid by the assessable real property within the Assessment District in proportion to the special benefit received. This is an annual resolution.

Recommendation: Approve Resolution No. 23-05-03.

Reference Materials Included In Tab: YES NO

1. Resolution No. 23-05-03
2. Engineer’s Report, AD1

H. Approval of Resolution No. 23-05-04, A Resolution of the Board of Directors of the Hesperia Recreation and Park District, California, for Approval of the Engineer’s Report Regarding the Proposed Levy and Collection of Assessments for the Landscape and Lighting Assessment District No. 2, Including All Zones, for Fiscal Year 2023/2024

Background: On April 12, 2023, the Board of Directors adopted its Resolution Initiating Proceedings for the Annual Levy and Ordering the Preparation of an Engineer’s Report for Landscape and Lighting Assessment District No. 2 (including zones A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, A-1, B-1, C-1, D-1, E-1, F-1, G-1, H-1, I-1, J-1, K-1, L-1, M-1, N-1, O-1, P-1, Q-1, R-1, S-1, T-1, U-1, V-1, W-1, X-1, Y-1, Z-1, A-2, and B-2) for Fiscal Year 2023/2024. The Resolution of Initiation directed NBS to prepare and file a report presenting plans and specifications describing the general nature, location, and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations, and servicing of the improvements, a diagram showing the area and properties to be assessed and assessing the net amount upon all assessable lots and/or parcels within the Assessment District in proportion to the special benefit received.

The following assessment is made to cover the portion of the estimated costs of maintenance, operation, and servicing of the improvements to be paid by the assessable real property within the Assessment District in proportion to the special benefit received. This is an annual routine resolution.

Recommendation: Approve Resolution No. 23-05-04.

Reference Materials Included In Tab: YES NO

1. Resolution No. 23-05-04
2. Engineer’s Report AD 2, All Zones

I. Approval of Funding Updated Fire Sprinklers

Background: Due to the lack of maintenance and annual inspections on the fire sprinklers systems at 17508 Hercules Street, Buildings A, B, and C, major, and some minor, repairs need to be accomplished to bring the systems up to code to be able to be inspected for a five year certification.

Recommendation: Approve funding of updated fire sprinklers.

Reference Materials Included In Tab: YES NO

1. Trident Fire Protection Proposal

J. Approval of Job Descriptions and Organizational Chart

Background: The General Manager has been working with the Personnel Committee to provide updated job descriptions and an Organizational Chart. Job descriptions will be presented to the Board as they are complete. The Organizational Chart is provided in your tab.

Recommendation: Approve updated job descriptions and Organizational Chart.

Reference Materials Included In Tab: YES NO

1. Organizational Chart

K. Approval of Salary Schedule

Background: The Finance Committee has met multiple times in the last couple of months and gave their recommendations for adjustments to the proposed Salary Schedule, which includes new and reclassified positions. The updates compensate for the increase of duties in proposed position summaries and help to align the District with similar agencies.

Recommendation: Approve the proposed Salary Schedule as presented.

Reference Materials Included In Tab: YES NO

1. Proposed Salary Schedule

L. Auditor's Contract

Background: This item was placed on the Agenda by Board member direction. Staff will defer introduction of this item to the Board.

Recommendation: Consensus of the Board.

Reference Materials Included In Tab: YES NO

1. Auditor's Agreement, Standing
2. Auditor's Agreement, Amended

**HESPERIA RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
Thursday, April 6, 2023**

MINUTES

CALL TO ORDER

The Hesperia Recreation and Park District Board of Directors Special Meeting was called to order by President Gregg at 6:03 p.m., at the Lime Street Park Community Center, located at 16292 Lime Street, Hesperia, CA 92345.

ROLL CALL

ATTENDANCE

BOARD PRESENT:	Aguilar, Gonzalez, Irish, Roberts, Gregg
BOARD ABSENT:	None
STAFF PRESENT:	Woolley, Garcia, Chavez
OTHER:	Tara Bravo, CV Strategies (via teleconference)

FLAG SALUTE

The Flag Salute was led by President Gregg.

PROCLAMATIONS AND PRESENTATIONS

None.

MESSAGE TO THE PUBLIC/PUBLIC COMMENT

None.

CONSENT ITEMS

None.

DISCUSSION/ACTION ITEMS

- A. HRPD Logo Options with CV Strategies**

MOTION: No motion was made.

CLOSED SESSION ITEMS

None.

ANNOUNCEMENTS

The next Regular Board Meeting is scheduled for Wednesday, April 12, 2023, at 6:00 p.m. and will be held in the Lime Street Community Center at 16292 Lime Street, Hesperia, CA 92345.

ADJOURNMENT

The meeting was adjourned by declaration by President Gregg at 7:13 p.m.

Respectfully submitted,

Kyle Woolley
General Manager

Karabeth Garcia
Board Secretary/Clerk of the Board

DRAFT

**HESPERIA RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
April 12, 2023**

MINUTES

CALL TO ORDER

The Hesperia Recreation and Park District Board of Directors Regular Meeting was called to order by President Gregg at 6:00 p.m., at the Lime Street Park Community Center, located at 16292 Lime Street, Hesperia, CA 92345.

**ROLL CALL
ATTENDANCE**

BOARD PRESENT:	Roberts, Gonzalez, Gregg, Irish, Aguilar
BOARD ABSENT:	None
STAFF PRESENT:	Woolley, Garcia, Chavez, Willis
OTHER:	Cindy Prothro, Professional Consultant

APPROVAL OF AGENDA

It was moved by Vice President Roberts and seconded by Director Gonzalez to approve the Agenda, amending it to add Closed Session Item J. to be addressed at the beginning of the meeting following message to the public. The motion passed by the following roll call vote:

AYES:	Gonzalez, Gregg, Irish, Aguilar, Roberts
NOES:	None
ABSENT:	None
ABSTAIN:	None

FLAG SALUTE

The Flag Salute was led by Vice President Roberts.

PROCLAMATIONS AND PRESENTATIONS

None.

MESSAGE TO THE PUBLIC/PUBLIC COMMENT

- Larry Briscoe addressed the Board regarding the expansion of parks, sports fields in particular.

Meeting recessed from Open session at: 6:08 pm

Meeting reconvened into Closed session at: 6:09 pm

CLOSED SESSION Item J. was addressed at this time.

Meeting recessed from Closed session at: 7:32 pm

Meeting reconvened into Open session at: 7:40 p.m.

REPORT FROM CLOSED SESSION, IF ANY

None.

CONSENT ITEMS

- A. **Approval of Minutes of Regular Meeting, March 8, 2023**
- B. **Approval of Resolution No. 23-04-01, Initiating Proceedings for the Annual Levy and Collection of Assessments for Landscape and Lighting Assessment District No. 1 for Fiscal Year 2023/2024**
- C. **Approval of Resolution No. 23-04-02, Initiating Proceedings for the Annual Levy and Collection of Assessments for Landscape and Lighting Assessment District No. 2, Including All Zones, for Fiscal Year 2023/2024**

MOTION: It was moved by Vice President Roberts and seconded by Director Aguilar to approve Items A through C. The motion passed by the following roll call vote:

AYES: Gregg, Irish, Aguilar, Roberts, Gonzalez
NOES: None
ABSENT: None
ABSTAIN: None

PULLED CONSENT ITEMS

None.

DISCUSSION/ACTION ITEMS

- D. **Approval of Resolution No. 23-04-03, A Resolution of the Board of Directors of the Hesperia Recreation and Park District Approving the Nomination of Director/General Manager _____ to serve as a Director of the California Association of Recreation and Park Districts**

MOTION: No motion was made.

- E. **Hesperia Community Farmer's Market Contact**

MOTION: No motion was made. Item was postponed to the May Regular Board Meeting.

- F. **Discussion and Action, 'C' and Main Property**

MOTION: It was moved by Director Aguilar and seconded by Vice President Roberts to terminate the contract of the 'C' and Main property. The motion passed by the following roll call vote:

AYES: Gonzalez, Gregg, Irish, Aguilar, Roberts
NOES: None
ABSENT: None
ABSTAIN: None

G. Tri-Agency Committee

MOTION: No motion was made.

CORRESPONDENCE/WRITTEN COMMUNICATION

None.

GENERAL MANAGER/STAFF REPORTS

- a. Recreation Programs
- b. Lake
- c. Parks Division
- d. Park Ranger
- e. Marketing
- f. Development
- g. General Manager
- h. Monthly Budget

- Mr. Woolley highlighted the following: Rick Novack Community Center, Hesperia Lake revenue, and the After School Activities Program.
- Chief Ranger Chavez updated the Board on the additional speed limit signs and two new Park Rangers.

BOARD MEMBER REPORTS

Standing Committees:

Recreation Foundation - Gonzalez/Roberts

Director Gonzalez and Vice President Roberts reported on the March 23 meeting.

Tri-Agency - Aguilar/Irish

No meeting held.

Safety, Security, and Maintenance - Roberts/Aguilar

Director Aguilar and Vice President Roberts reported on the March 16 meeting.

Personnel Committee - Irish/Gregg

Director Irish and President Gregg reported on the April 4 meeting.

Finance Committee - Gregg/Irish

President Gregg reported on the April 5 meeting.

Development - Roberts/Gregg

Vice President Roberts and President Gregg reported on the April 5 meeting.

Event Ad Hoc- Irish/Aguilar

Director Aguilar and Director Irish reported on the April 3 meeting.

BOARD MEMBER COMMENTS

- Director Irish - none.
- Director Aguilar stated that staff did a great job of leveling up the Easter Egg Hunt event.
- Director Gonzalez thanked staff for everything they do.
- Vice President Roberts mentioned that he would like for Rock'n Our Disabilities and District events to be combined if they're scheduled for the same day. He sees a lot of growth in the Board.
- President Gregg expressed how amazed he was at the Park Ranger representation, how flawlessly the Easter Egg Hunt went this year, and that everyone did a great job.

Meeting recessed from Open session at: 9:31 p.m.

Meeting reconvened into Closed session at: 9:31 p.m.

CLOSED SESSION ITEMS

I. CLOSED SESSION pursuant to Govt. Code Section 54957- PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: General Manager

J. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Govt. Code Section 54957.6

Agency Designated Representatives: District Board

Negotiating with: Unrepresented General Manager

Meeting recessed from Closed session at: 10:08 p.m.

Meeting reconvened into Open session at: 10:09 p.m.

REPORT FROM CLOSED SESSION, IF ANY

None.

ANNOUNCEMENTS

The next Regular Board Meeting is scheduled for Wednesday, May 10, 2023, at 6:00 p.m. and will be held in the Lime Street Community Center at 16292 Lime Street, Hesperia, CA 92345.

ADJOURNMENT

The meeting was adjourned by declaration by President Gregg at 10:09 p.m.

Respectfully submitted,

Kyle Woolley
General Manager

Karabeth Garcia
Board Secretary/Clerk of the Board

HESPERIA RECREATION AND PARK DISTRICT

P.O. Box 401055
Hesperia, CA 92340
(760) 244-5488

2021 REGULAR FACILITY USER AGREEMENT

THIS CONTRACT is entered into in the State of California by and between the Hesperia Recreation and Park District (hereinafter called the "DISTRICT") and the Hesperia Area Recreation District Foundation (hereinafter called the "H.A.R.D."), under contract to the DISTRICT, and The Farm Stand – Oak Hills Inc. (hereinafter called "USER"), a 501 (c)(3) public nonprofit corporation, to govern the use of certain DISTRICT premises for USER's programs.

WHEREAS, pursuant to Public Resources Code Section 5780 (b) a recreation and park district may cooperate with other agencies and private organizations to deliver authorized facilities and services.

Recitals

USER carries out a farmers market that provides resources, informational booths, and fresh produce to the community.

USER has inspected and approved the below facility suitable for USER's program's needs.

DISTRICT and USER wish to allow the use of such facilities for USER's program.

Now therefore, the parties agree as follows:

- 1. Facilities to be used: USER shall have use of Hesperia Civic Plaza Park, 15833 Smoke Tree Street, Hesperia, CA, the following day and times:

Setup:	Every Tuesday	10:00 a.m.
Event begins:	Every Tuesday	2:00 p.m.
Event concludes:	Every Tuesday	Dusk

- 2. USER understands H.A.R.D. may have other events/activities at said facility on dates listed above. DISTRICT will notify USER 30 days prior of any other events/activities.

- 3. Term: The initial term of this Agreement shall be six (6) months from the date of execution. This term may be extended for additional, one (1) year period on the same terms and conditions as set out here with the mutual written consent of both parties until termination. This Agreement may be terminated at any time, without cause, by either party, by sixty (60) days prior written notice to the other.

A. USER's Responsibilities: USER shall:

1. Assumes all responsibility at its sole cost for the setup and cleanup of facility used before and after the event and removal of all trash from the park. USER must provide their own trash cans and trash liners.
2. Reimburse DISTRICT the cost incurred by DISTRICT personnel for the closing of the park. DISTRICT personnel will be scheduled two hours starting one hour prior to dusk.
3. Provide portable restrooms and handwashing stations at their sole cost. Placement of the portable restrooms and hand washing stations must be approved by the District.
4. Provide all required publicity for the event. DISTRICT may help with publicity by posting information on DISTRICT website, Social Media, and at DISTRICT facilities. All publicity and letters must show Hesperia Recreation and Park District and City of Hesperia logos and be preapproved by DISTRICT prior to the release of such information. In accordance to the Facility Use Agreement, USER shall identify DISTRICT in all advertising and at the event.
5. Enforce the DISTRICT's Special Event Rules (attachment A).
6. Allow vendors to setup in approved areas only according to DISTRICT vendor map (attachment B).
7. Supply DISTRICT with a map of the layout of vendors needing electricity, no later than four (4) weeks prior to the need for electricity. DISTRICT will submit map to the City of Hesperia which oversees the delivery of electricity at Hesperia Civic Plaza Park.
8. If access to a water supply is needed, USER will supply the DISTRICT a request in writing no later than four (4) weeks prior to the need for water.
9. Meet all State Board of Equalization requirements for any commercial vendors required to have a valid Sellers Permit (BOE 410D).
10. USER may be responsible, at their own expense, a "Temporary Special Event Permit" from the City of Hesperia no later than sixty (60) days prior to the event dates stipulated in this agreement. Permit guidelines, application, and contact information are available on the City of Hesperia's official website, www.CityofHesperia.us.
11. Assumes sole responsibility for all participants, vendors, and personnel associated with the event.

12. Provide adequate staffing for the supervision and control of the event.
13. All vendors must be family friendly and be approved by H.A.R.D. prior to acceptance by USER. H.A.R.D. must approve all activities, booth spaces, and clients. Said booths and clients must meet all DISTRICT rules and regulations. All vendors must adhere to H.A.R.D. policy and requirements.
14. Will refrain from allowing entertainers or vendors that are inappropriate for family audience as determined by H.A.R.D. Failure to abide by these terms may result in the voiding of the contract.
15. Restrict vehicles from all turf and plant areas and shall be responsible for any turn, plant, or irrigation damage as a result of the event.
16. Clear all vehicles from the vendor and entertainment area thirty (30) minutes prior to the start of the event. No vehicles will be allowed to enter or exit the area during the event.
17. Conduct a safety inspection of any facility prior to each use. Use of a facility will indicate the facility was inspected and deemed safe to use by your organization. If facility is not safe, USER will not proceed with usage.
18. Submit financial reports after the initial 6 month term and year-end financial reports (profit & loss and balance statement or tax returns) and a copy of current bylaws and operating rules annually (January 30th of each year) to the DISTRICT.
19. Properly report all monies earned as a result of this event to the state and federal governments. USER releases H.A.R.D. and DISTRICT from any responsibility for reports of income for tax purposes.
20. Not make any alterations, additions, or changes to the areas or equipment used without written permission of the DISTRICT. If approved, the USER is responsible for those alterations, additions, changes, and/or extra utility or other charges to the DISTRICT.
21. Enforce DISTRICT's no smoking policy at all times.
22. Repair any damage as a result of USER usage to the facility or equipment.
23. USER shall not be responsible for lost, stolen, or damaged supplies or equipment unless such loss is the fault of the USER through negligence or improper use, in which case the cost of repair shall be the responsibility of the USER.
24. Comply with the Americans with Disabilities Act, not discriminate on the basis of disability, and provide all other required services.

25. Assign Alexandria Dinsdale, (760) 713-3860, operations.tfsoakhills@gmail.com, to act as the USER representative in all details related to this Agreement unless the USER representative otherwise designates in writing another representative.

26. Not sublet District facilities. No usage other than that previously stated will be allowed without written permission from the DISTRICT.

27. Understands that this Agreement does not convey any future obligations by DISTRICT, H.A.R.D., or City of Hesperia to cosponsor or assist with any future USER events.

B. Compliance with all Applicable Law, Rules, and Regulations:

1. USER is to abide by all applicable local, federal, and state accessibility standards and regulations.

2. USER further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.

3. Agrees to adhere to all local, state, and federal laws and regulations related to the use of the facility and public gatherings.

4. Hesperia Recreation and Park District and the City of Hesperia reserve the right to immediately revoke USER's right to use of the facility under this agreement should USER fail to comply with any provision of this section.

5. Rules & Regulations: DISTRICT, H.A.R.D., and USER shall establish appropriate Rules and Regulations for conducting the event and use of the Facilities. If USER has rules separate from H.A.R.D. rules, H.A.R.D. must approve the additional rules and USER will be responsible for posting and enforcing them.

C. DISTRICT Responsibilities: DISTRICT shall:

1. Give the USER notice of any facility changes, projects, or cancellations affecting the USER's program.

2. Schedule DISTRICT personnel to assist with closing the park. DISTRICT will invoice USER monthly for reimburse of DISTRICT personnel cost as stated in section A. item 2.

3. Assign Sarah Hauser, Sr. Staff Assistant - Recreation, (760) 244-5488 Ext. 125, shauser@hesperiaparks.com, to act as representative in all details related to this Agreement.
4. Make required repairs in a timely manner after notification of the need to repair.
5. Allow use of DISTRICT facility during the times or in the areas not utilized by USER hereunder.
6. DISTRICT shall not be responsible for lost, stolen, or damaged supplies or equipment unless such loss is the fault of the DISTRICT through negligence or improper use, in which case the cost of repair shall be the responsibility of the DISTRICT.
7. DISTRICT will pull bollards before the event setup and replace them after the event has concluded and all vendors have left the facility.

D. Independent Contractor: USER is an independent contractor and shall not be deemed nor represent themselves to be officers or employees of H.A.R.D., DISTRICT, or the City of Hesperia. USER shall not be eligible or lay claim to benefits from Social Security, State Unemployment Insurance, Disability Insurance, Workers Compensation Insurance, or to those benefits reserved for employees of DISTRICT.

E. General liability insurance: USER shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability.

1. Such insurance shall name Hesperia Recreation and Park District and the City of Hesperia, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. USER shall file certificates of such insurance with the Hesperia Recreation and Park District, which shall be endorsed to provide thirty (30) days' notice to the Hesperia Recreation and Park District of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, the Hesperia Recreation and Park District may deny access to the facility.

2. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless

otherwise approved by the Hesperia Recreation and Park District's self-insurance pool.

3. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If USER maintains higher limits than the minimums shown above, the Hesperia Recreation and Park District and the City of Hesperia requires and shall be entitled to coverage for the higher limits maintained by USER. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to Hesperia Recreation and Park District and the City of Hesperia.

F. Notwithstanding the limits of any insurance or any other provisions of the Agreement, USER shall indemnify, defend, and hold harmless H.A.R.D., DISTRICT, and CITY, including their officers, employees, volunteers, and agents from any and all liability arising out of or connected in any way with USER's participation in the activity, even though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is understood that this activity involves an element of risk and danger of accidents or communicable disease and knowing those risks, USER assumes those risks. It is further agreed that this waiver, release, and assumption of risk is to be binding on my heirs and assigns. USER shall indemnify and hold the above entities free and harmless from any loss, liability, damage, cost, or expense which they may incur as the result of my death or any injury or property damage that USER may sustain while participating in said activity. The parties to this AGREEMENT understand that this document is not intended to release any party from any act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision.

H. Force Majeure Events: Notwithstanding anything to the contrary contained in this agreement, the Hesperia Recreation and Park District and the City of Hesperia shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority, and other causes beyond their control. The USER waives any right of recovery against Hesperia Recreation and Park District and the City of Hesperia, and the USER shall not charge results of "acts of God" to Hesperia Recreation and Park District and the City of Hesperia, its officers, employees, or agents.

I. Miscellaneous:

1. This Agreement constitutes the only agreement, written or oral, between the parties as to the subject matter thereof.
2. This Agreement may be amended only in writing signed by all parties.
3. No waiver of any term or condition of this Agreement shall be a continuing waiver thereof.
4. In the event of litigation to enforce this Agreement, the prevailing party shall be entitled to costs and reasonable attorney's fees as determined by the court.
5. USER shall report any personal injuries or property damage arising at any time during and/or arising out of or in any way connected with USER'S use of the facility and adjoining property to DISTRICT in writing, as soon as practical.
6. USER waives any right of recovery against H.A.R.D. or DISTRICT for fires, floods, earthquakes, civil disturbances, regulation of any public authority, or any causes beyond DISTRICT or H.A.R.D. control.
7. USER waives any right of recovery against the H.A.R.D. and the DISTRICT for indemnification, contribution or declaratory relief arising out of or in any way connected with USER's use or occupancy of the facility or adjoining property, even if the H.A.R.D. or DISTRICT seeks recovery against USER, or even in the event of negligence by DISTRICT.
8. USER shall submit State and Federal nonprofit numbers for verification prior to the execution of this Agreement.

Signature page to follow:

The parties signing this Agreement signify that they are authorized by their Agency to enter into contractual agreements on behalf of their Agency.

APPROVED:

Hesperia Area Recreation
District Foundation

BY: _____
Nicolas Chavez, Executive Director

DATE: _____

The Farm Stand, Oak Hills, Inc

BY:  _____
Alexandria Dinsdale, Owner

DATE: _____

Hesperia Recreation & Park District

BY: _____
Nicolas Chavez, General Manager

DATE: _____

Submitted by: Sarah Hauser, Sr. Staff Assistant - Recreation

Initials

Attachment A

WELCOME
TO OUR SPECIAL EVENT
PLEASE FOLLOW THESE FEW RULES AND HAVE FUN!

- 1) Bicycles, skates, skateboards, scooters or off-road vehicles are prohibited.
- 2) Alcohol is not allowed at this event (except by permit).
- 3) Smoking is only allowed in designated areas.
- 4) Pets must be restrained on a 6 foot leash at all times and have all required licenses.
- 5) Unacceptable behavior will not be tolerated.
- 6) Soliciting is not allowed at this event (except by permit).
- 7) Do not loiter or block access to any event area.
- 8) Swimming or wading in the fountains, streams or ponds is prohibited.
- 9) No camping, lodging or remaining overnight in or on District facilities without permit.
- 10) Parking and use of park facilities is at your own risk.
- 11) Guests must comply with requests of District or City officials.
- 12) Violation of any of the rules may result in the expulsion of the guest from the event.
- 13) All other District, Local and State codes, rules and laws apply.


Hesperia Civic Plaza Park

Attachment B

15833 Smoke Tree Street, Hesperia

Vendors may setup along the 8th Street Paseo, around the fountains and in the cement circle. Please note, cars/vendors are not permitted in the grass area.



 = Access to Power

Map not to scale

Hesperia Recreation and Park District
P.O. BOX 401055
Hesperia, CA 92340-1055

Amendment to the Regular Facility User Agreement

As of April 19, 2022, the agreement entitled Regular Facility User Agreement between Hesperia Recreation and Park District, Hesperia Area Recreation District Foundation and The Farm Stand, Oak Hills, Inc will be amended as follows:

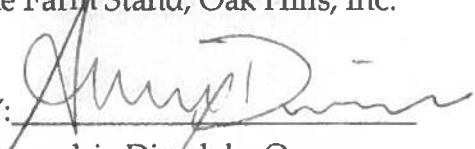
1. **Section 3. Term:** The term of the Agreement shall be extended for an additional one-year period, set to expire on April 26, 2023.
2. Provide a quarterly report that includes the name of vendors and the merchandize/consumables the vendors sell.
3. Meet with DISTRICT personnel during the month of September 2022 to discuss steps The Farm Stand, Oak Hills, Inc is taking towards achieving 100% Farmers Market oriented vendors.
4. Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement or any earlier amendment, the terms of this Amendment will prevail.

APPROVED:

Hesperia Area Recreation
District Foundation

BY: 
Nicolas Chavez, Executive Director

The Farm Stand, Oak Hills, Inc.

BY: 
Alexandria Dinsdale, Owner

Hesperia Recreation and Park District

BY: 
Nicolas Chavez, General Manager

Submitted by: Sarah Hauser, Sr. Staff Assistant – Recreation


Initials

HESPERIA RECREATION AND PARK DISTRICT

P.O. Box 401055
Hesperia, CA 92340
(760) 244-5488

2023 REGULAR FACILITY USER AGREEMENT

THIS CONTRACT is entered into in the State of California by and between the Hesperia Recreation and Park District (hereinafter called the "DISTRICT") and the Hesperia Area Recreation District Foundation (hereinafter called the "H.A.R.D."), under contract to the DISTRICT, and The Farm Stand – Oak Hills Inc. (hereinafter called "USER"), a 501 (c)(3) public nonprofit corporation, to govern the use of certain DISTRICT premises for USER's programs.

WHEREAS, pursuant to Public Resources Code Section 5780 (b) a recreation and park district may cooperate with other agencies and private organizations to deliver authorized facilities and services.

Recitals

USER carries out a certified farmer's market to provide access to an assortment of local sourced products and increases access to healthy, affordable fresh food to the community.

USER has inspected and approved the below facility suitable for USER's program's needs.

DISTRICT and USER wish to allow the use of such facilities for USER's program.

Now therefore, the parties agree as follows:

1. USER shall have use of Hesperia Civic Plaza Park, 15833 Smoke Tree Street, Hesperia, CA, each Saturday from 10:00 a.m. to 3:00 p.m. Setup shall begin no earlier than 6:00 a.m. and cleanup must be complete and all vendors out of the facility no later than 4:00 p.m. H.A.R.D. shall designate an area in the park that is suitable for the Market (attachment B).
2. If H.A.R.D. has other events at the Hesperia Civic Plaza Park that conflict with the Market, H.A.R.D. shall attempt to provide, but is not required to provide, an alternative location at the park, or at another location. H.A.R.D. shall notify USER as soon as possible if USER is required to move the location of the Market.

A. USER's Responsibilities: USER shall:

1. Assumes all responsibility at its sole cost for the setup and cleanup of facility used before and after the event and removal of all trash from the park. USER must provide their own trash cans and trash liners.

2. Reimburse DISTRICT the cost incurred by DISTRICT personnel if additional cleaning and trash pickup is required due to USER's failure to leave the facility clean.
3. Provide portable restrooms and handwashing stations at their sole cost. Placement of the portable restrooms and hand washing stations must be approved by the District.
4. USER must be a certified farmer's market through the California Department of Food and Agriculture.
5. Follow all laws and regulations required to be a certified farmer's market.
6. Meet all State Board of Equalization requirements for any commercial vendors required to have a valid Sellers Permit (BOE 410D).
7. Enforce the DISTRICT's Special Event Rules (attachment A).
8. Only allow vendors to setup in approved areas according to DISTRICT vendor map (attachment B).
9. Supply DISTRICT with a map of the layout of vendors needing electricity, no later than four (4) weeks prior to the need for electricity. DISTRICT will submit map to the City of Hesperia which oversees the delivery of electricity at Hesperia Civic Plaza Park.
10. If access to a water supply is needed, USER will supply the DISTRICT a request in writing no later than four (4) weeks prior to the need for water.
11. USER may be responsible, at their own expense, a "Temporary Special Event Permit" from the City of Hesperia no later than sixty (60) days prior to the event dates stipulated in this agreement. Permit guidelines, application, and contact information are available on the City of Hesperia's official website, www.CityofHesperia.us.
12. Assumes sole responsibility for all participants, vendors, and personnel associated with the event.
13. Provide adequate staffing for the supervision and control of the event.
14. All vendors must be family friendly and be approved by H.A.R.D. prior to acceptance by USER. H.A.R.D. must approve all activities, booth spaces, and clients. Said booths and clients must meet all DISTRICT rules and regulations. All vendors must adhere to H.A.R.D. policy and requirements.

15. Will refrain from allowing entertainers or vendors that are inappropriate for family audience as determined by H.A.R.D. Failure to abide by these terms may result in the voiding of the contract.

16. Provide all required publicity for the event. DISTRICT may help with publicity by posting information on DISTRICT website, Social Media, and at DISTRICT facilities. All publicity and letters must show Hesperia Recreation and Park District and City of Hesperia logos and be preapproved by DISTRICT prior to the release of such information. In accordance to the Facility Use Agreement, USER shall identify DISTRICT in all advertising and at the event.

17. Restrict vehicles from all turf and plant areas and shall be responsible for any turn, plant, or irrigation damage as a result of the event.

18. Clear all vehicles from the vendor and entertainment area thirty (30) minutes prior to the start of the event. No vehicles will be allowed to enter or exit the area during the event.

19. Conduct a safety inspection of any facility prior to each use. Use of a facility will indicate the facility was inspected and deemed safe to use by your organization. If facility is not safe, USER will not proceed with usage.

20. Submit year-end financial reports (profit & loss and balance statement or tax returns) and a copy of current bylaws and operating rules annually (January 30th of each year) to the DISTRICT.

21. Properly report all monies earned as a result of this event to the state and federal governments. USER releases H.A.R.D. and DISTRICT from any responsibility for reports of income for tax purposes.

22. Not make any alterations, additions, or changes to the areas or equipment used without written permission of the DISTRICT. If approved, the USER is responsible for those alterations, additions, changes, and/or extra utility or other charges to the DISTRICT.

23. Enforce DISTRICT's no smoking policy at all times.

24. Repair any damage as a result of USER usage to the facility or equipment.

25. USER shall not be responsible for lost, stolen, or damaged supplies or equipment unless such loss is the fault of the USER through negligence or improper use, in which case the cost of repair shall be the responsibility of the USER.

26. Comply with the Americans with Disabilities Act, not discriminate on the basis of disability, and provide all other required services.

27. Assign Alexandria Dinsdale, (760) 713-3860, operations.tfsoakhills@gmail.com, to act as the USER representative in all details related to this Agreement unless the USER representative otherwise designates in writing another representative.

28. Not sublet District facilities. No usage other than that previously stated will be allowed without written permission from the DISTRICT.

29. Understands that this Agreement does not convey any future obligations by DISTRICT, H.A.R.D., or City of Hesperia to cosponsor or assist with any future USER events.

B. Compliance with all Applicable Law, Rules, and Regulations:

1. USER is to abide by all applicable local, federal, and state accessibility standards and regulations.

2. USER further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.

3. Agrees to adhere to all local, state, and federal laws and regulations related to the use of the facility and public gatherings.

4. Hesperia Recreation and Park District and the City of Hesperia reserve the right to immediately revoke USER's right to use of the facility under this agreement should USER fail to comply with any provision of this agreement.

5. Rules & Regulations: DISTRICT, H.A.R.D., and USER shall establish appropriate Rules and Regulations for conducting the event and use of the Facilities. If USER has rules separate from H.A.R.D. rules, H.A.R.D. must approve the additional rules and USER will be responsible for posting and enforcing them.

C. DISTRICT Responsibilities: DISTRICT shall:

1. Give the USER notice of any facility changes, projects, or cancellations affecting the USER's program.

2. Assign Sarah Hauser, Recreation Manager, (760) 244-5488 Ext. 125, shauser@hesperiaparks.com, to act as representative in all details related to this Agreement.

3. Make required repairs in a timely manner after notification of the need to repair.

4. Not be responsible for lost, stolen, or damaged supplies or equipment unless such loss is the fault of the DISTRICT through negligence or improper use, in which case the cost of repair shall be the responsibility of the DISTRICT.
5. DISTRICT will pull bollards before the event setup and replace them after the event has concluded and all vendors have left the facility.

D. Independent Contractor: USER is an independent contractor and shall not be deemed nor represent themselves to be officers or employees of H.A.R.D., DISTRICT, or the City of Hesperia. USER shall not be eligible or lay claim to benefits from Social Security, State Unemployment Insurance, Disability Insurance, Workers Compensation Insurance, or to those benefits reserved for employees of DISTRICT.

E. General liability insurance: USER shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability.

1. Such insurance shall name Hesperia Recreation and Park District and the City of Hesperia, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. USER shall file certificates of such insurance with the Hesperia Recreation and Park District, which shall be endorsed to provide thirty (30) days' notice to the Hesperia Recreation and Park District of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, the Hesperia Recreation and Park District may deny access to the facility.

2. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the Hesperia Recreation and Park District's self-insurance pool.

3. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If USER maintains higher limits than the minimums shown above, the Hesperia Recreation and Park District and the City of

Hesperia requires and shall be entitled to coverage for the higher limits maintained by USER. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to Hesperia Recreation and Park District and the City of Hesperia.

F. Notwithstanding the limits of any insurance or any other provisions of the Agreement, USER shall indemnify, defend, and hold harmless H.A.R.D., DISTRICT, and CITY, including their officers, employees, volunteers, and agents from any and all liability arising out of or connected in any way with USER's participation in the activity, even though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is understood that this activity involves an element of risk and danger of accidents or communicable disease and knowing those risks, USER assumes those risks. It is further agreed that this waiver, release, and assumption of risk is to be binding on my heirs and assigns. USER shall indemnify and hold the above entities free and harmless from any loss, liability, damage, cost, or expense which they may incur as the result of my death or any injury or property damage that USER may sustain while participating in said activity. The parties to this AGREEMENT understand that this document is not intended to release any party from any act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision.

H. Force Majeure Events: Notwithstanding anything to the contrary contained in this agreement, the Hesperia Recreation and Park District and the City of Hesperia shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority, and other causes beyond their control. The USER waives any right of recovery against Hesperia Recreation and Park District and the City of Hesperia, and the USER shall not charge results of "acts of God" to Hesperia Recreation and Park District and the City of Hesperia, its officers, employees, or agents.

I. Miscellaneous:

1. This Agreement constitutes the only agreement, written or oral, between the parties as to the subject matter thereof.
2. This Agreement may be amended only in writing signed by all parties.
3. No waiver of any term or condition of this Agreement shall be a continuing waiver thereof.
4. In the event of litigation to enforce this Agreement, the prevailing party shall be entitled to costs and reasonable attorney's fees as determined by the court.

5. USER shall report any personal injuries or property damage arising at any time during and/or arising out of or in any way connected with USER'S use of the facility and adjoining property to DISTRICT in writing, as soon as practical.
6. USER waives any right of recovery against H.A.R.D. or DISTRICT for fires, floods, earthquakes, civil disturbances, regulation of any public authority, or any causes beyond DISTRICT or H.A.R.D. control.
7. USER waives any right of recovery against the H.A.R.D. and the DISTRICT for indemnification, contribution or declaratory relief arising out of or in any way connected with USER's use or occupancy of the facility or adjoining property, even if the H.A.R.D. or DISTRICT seeks recovery against USER, or even in the event of negligence by DISTRICT.
8. USER shall submit State and Federal nonprofit numbers and certified farmer's market certificate for verification prior to the execution of this Agreement.
9. Term: This Agreement shall be effective as of the date hereof and shall terminate on December 30, 2023; provided, however, upon the written consent of the parties hereto and subject to the right to terminate as provided herein, this Agreement may be renewed for successive one (1) year terms.

Signature page to follow:

The parties signing this Agreement signify that they are authorized by their Agency to enter into contractual agreements on behalf of their Agency.

APPROVED:

Hesperia Area Recreation
District Foundation

The Farm Stand, Oak Hills, Inc

BY: _____
Kyle Woolley, Executive Director

BY: _____
Alexandria Dinsdale, Owner

DATE: _____

DATE: _____

Hesperia Recreation & Park District

BY: _____
Kyle Woolley, General Manager

DATE: _____

Submitted by: Sarah Hauser, Recreation Manager

Initials

RESOLUTION NO. 23-05-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HESPERIA RECREATION AND PARK DISTRICT, CALIFORNIA, DECLARING INTENT FOR THE ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 1, FOR FISCAL YEAR 2023/2024

The Board of Directors of the Hesperia Recreation and Park District (hereafter referred to as the "Board of Directors") does resolve as follows:

WHEREAS, the Board of Directors has by previous Resolutions formed and levied annual assessments for Landscape and Lighting Assessment District No. 1, (hereafter referred to as the "District"), and initiated proceedings for Fiscal Year 2023/2024, pursuant to the provisions of the *Landscape and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500)* (hereafter referred to as the "Act") that provides for the levy and collection of assessments by the County of San Bernardino for the Hesperia Recreation and Park District to pay the maintenance and services of all improvements and facilities related thereto; and,

WHEREAS, the Board of Directors has retained NBS for the purpose of assisting with the Annual Levy of the District, and to prepare and file a report with the District Secretary in accordance with the Act.

NOW, THEREFORE BE IT RESOLVED, DETERMINED, AND ORDERED BY THE BOARD OF DIRECTORS PURSUANT TO CHAPTER 3, SECTION 22624 OF THE ACT, AS FOLLOWS:

Section 1 Intention: The Board of Directors hereby declares its intention to seek the Annual Levy of the District pursuant to the Act, over and including the land within the District boundary, and to levy and collect assessments on all such land to pay the annual costs of the improvements. The Board of Directors finds that the public's best interest requires such levy and collection.

Section 2 District Boundaries: The boundaries of the District are described as the boundaries previously defined in the formation documents of the original District, within the boundaries of the Hesperia Recreation and Park District, within the County of San Bernardino, State of California.

Section 3 Description of Improvements: The improvements within the District may include, but are not limited to: turf, shrubs, plants and trees, landscaping, irrigation and drainage systems, graffiti removal, pedestrian walkways, lighting, masonry walls, and associated appurtenances within the public right-of-ways or specific easements. Services provided include all necessary service, operations, administration and maintenance required to keep the improvements in a healthy, vigorous and satisfactory condition.

Section 4 Proposed Assessment Amounts: For Fiscal Year 2023/2024, the proposed assessments are outlined in the Annual Engineer's Report which details any changes or increases in the annual assessment.

Section 5 Public Hearing(s): The Board of Directors hereby declares its intention to conduct a Public Hearing annually concerning the levy of assessments for the District in accordance with *Chapter 3, Section 22626* of the Act.

Section 6 Notice: The District shall give notice of the time and place of the Public Hearing to all property owners within the District by causing the publishing of this Resolution once in the local newspaper not less than ten (10) days before the date of the Public Hearing, and by posting a copy of this resolution on the official bulletin board customarily used by the Board of Directors for the posting of notices. Any interested person may file a written protest with the District Secretary prior to the conclusion of the Public Hearing, or, having previously filed a protest, may file a written withdrawal of that protest. A written protest shall state all grounds of objection and a protest by a property owner shall contain a description sufficient to identify the property owned by such property owner. At the Public Hearing, all interested persons shall be afforded the opportunity to hear and be heard.

Section 7 Notice of Public Hearing: Notice is hereby given that a Public Hearing on these matters will be held by the Board of Directors on **Wednesday, June 14, 2023, at 6:00 PM** or as soon thereafter as feasible in the Board Chambers, located at 16292 Lime Street, Hesperia, CA 92345.

Section 8 The District Secretary is hereby authorized and directed to give notice of such hearing as provided by law.

PASSED, APPROVED AND ADOPTED this 10th day of May, 2023.

Board President
Hesperia Recreation and Park District

District Secretary
Hesperia Recreation and Park District

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss.
HESPERIA RECREATION AND PARK DISTRICT)

I, Karabeth Garcia, District Secretary of the Hesperia Recreation and Park District, County of San Bernardino, State of California do hereby certify that the foregoing Resolution No. 23-05-01 was regularly adopted by the Board of Directors of said Hesperia Recreation and Park District at a regular meeting of said Board of Directors held on the 10th day of May, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

District Secretary
Hesperia Recreation and Park District



Post Office Box 401055 • Hesperia, California 92340-1055 • (760) 244-5488

RESOLUTION NO. 23-05-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HESPERIA RECREATION AND PARK DISTRICT, CALIFORNIA, DECLARING INTENT FOR THE ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 2, INCLUDING ALL ZONES, FOR FISCAL YEAR 2023/2024

The Board of Directors of the Hesperia Recreation and Park District (hereafter referred to as the "Board of Directors") does resolve as follows:

WHEREAS, the Board of Directors has by previous resolutions formed and levied annual assessments for the Landscape and Lighting Assessment District No. 2, (hereafter referred to as the "District"), and initiated proceedings for Fiscal Year 2023/2024, pursuant to the provisions of the *Landscape and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500)* (hereafter referred to as the "Act") that provides for the levy and collection of assessments by the County of San Bernardino for the Hesperia Recreation and Park District to pay the maintenance and services of all improvements and facilities related thereto; and,

WHEREAS, the Board of Directors has retained NBS for the purpose of assisting with the Annual Levy of the District, and to prepare and file a report with the District Secretary in accordance with the Act.

NOW, THEREFORE BE IT RESOLVED, DETERMINED, AND ORDERED BY THE BOARD OF DIRECTORS, PURSUANT TO CHAPTER 3, SECTION 22624 OF THE ACT, AS FOLLOWS:

Section 1 Intention: The Board of Directors hereby declares its intention to seek the Annual Levy of the District pursuant to the Act, over and including the land within the District boundary, and to levy and collect assessments on all such land to pay the annual costs of the improvements. The Board of Directors finds that the public's best interest requires such levy and collection.

Section 2 District Boundaries: The boundaries of the District are described as the boundaries previously defined in the formation documents of the original District, within the boundaries of the Hesperia Recreation and Park District, within the County of San Bernardino, State of California and includes the Zones known and designated as:

**Zones A through Z,
Zones A-1 through Y-1
and Zones A-2 through B-2**

Section 3 Description of Improvements: The improvements within the District may include, but are not limited to: turf, shrubs, plants and trees, landscaping, irrigation and drainage systems, graffiti removal, pedestrian walkways, street lighting, landscape lighting, masonry walls, and associated appurtenances within the public right-of-ways or specific easements. Services provided include all necessary service, operations, administration and maintenance required to keep the improvements in a healthy, vigorous and satisfactory condition.

Section 4 Proposed Assessment Amounts: For Fiscal Year 2023/2024, the proposed assessments are outlined in the Annual Engineer's Report which details any changes or increases in the annual assessment.

Section 5 Public Hearing(s): The Board of Directors hereby declares its intention to conduct a Public Hearing annually concerning the levy of assessments for the District in accordance with *Chapter 3, Section 22626* of the Act.

Section 6 Notice: The District shall give notice of the time and place of the Public Hearing to all property owners within the District by causing the publishing of this Resolution once in the local newspaper not less than ten (10) days before the date of the Public Hearing, and by posting a copy of this resolution on the official bulletin board customarily used by the Board of Directors for the posting of notices. Any interested person may file a written protest with the District Secretary prior to the conclusion of the Public Hearing, or, having previously filed a protest, may file a written withdrawal of that protest. A written protest shall state all grounds of objection and a protest by a property owner shall contain a description sufficient to identify the property owned by such property owner. At the Public Hearing, all interested persons shall be afforded the opportunity to hear and be heard.

Section 7 Notice of Public Hearing: Notice is hereby given that a Public Hearing on these matters will be held by the Board of Directors on **Wednesday, June 14, 2023, at 6:00 PM** or as soon thereafter as feasible in the Board Chambers, located at 16292 Lime Street, Hesperia, CA 92345.

Section 8 The District Secretary is hereby authorized and directed to give notice of such hearing as provided by law.

PASSED, APPROVED, AND ADOPTED this 10th day of May 2023.

Board President
Hesperia Recreation and Park District

District Secretary
Hesperia Recreation and Park District

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss.
HESPERIA RECREATION AND PARK DISTRICT)

I, Karabeth Garcia, District Secretary of the Hesperia Recreation and Park District, County of San Bernardino, State of California do hereby certify that the foregoing Resolution No. 23-05-03 was regularly adopted by the Board of Directors of said Hesperia Recreation and Park District at a regular meeting of said Board of Directors held on the 10th day of May 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

District Secretary
Hesperia Recreation and Park District



HESPERIA

Recreation & Park District

... Serving the Community Since 1957

Post Office Box 401055 • Hesperia, California 92340-1055 • (760) 244-5488

RESOLUTION NO. 23-05-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HESPERIA RECREATION AND PARK DISTRICT, CALIFORNIA, FOR APPROVAL OF THE ENGINEER'S REPORT REGARDING THE PROPOSED LEVY AND COLLECTION OF ASSESSMENTS FOR THE LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 1, FOR FISCAL YEAR 2023/2024

WHEREAS, the Board of Directors of the Hesperia Recreation and Park District (hereafter referred to as the "Board of Directors") pursuant to the provisions of the *Landscape and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500)* (hereafter referred to as the "Act") did by previous resolution, order the preparation of an Annual Report (hereafter referred to as the "Report") for the Hesperia Recreation and Park District, Landscape Maintenance District No. 1 (hereafter referred to as the "District"); and,

WHEREAS, there has now been presented to this Board of Directors the Report as required by *Chapter 1, Article 4, Section 22566* of said Act; and,

WHEREAS, this Board of Directors has carefully examined and reviewed the Report as presented and is satisfied with the Report, each and all of the budget items and documents as set forth therein, and is satisfied that the levy amounts have been spread in accordance with the special benefit received from the improvements, operation, maintenance and services to be performed within the District, as set forth in said Report.

NOW, THEREFORE BE IT RESOLVED, DETERMINED, AND ORDERED BY THE BOARD OF DIRECTORS, AS FOLLOWS:

Section 1 That the above recitals are true and correct.

Section 2 That the Report as presented, consisting of the following:

- a. A Description of Improvements
- b. The Annual Budget (Costs and Expenses of Services, Operations, and Maintenance)

is hereby approved and ordered to be filed in the Office of the District Secretary as a permanent record and to remain open to public inspection.

Section 3 That the District Secretary shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Report.

PASSED, APPROVED, AND ADOPTED this 10th day of May 2023.

Board President
Hesperia Recreation and Park District

District Secretary
Hesperia Recreation and Park District

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss.
HESPERIA RECREATION AND PARK DISTRICT)

I, Karabeth Garcia, District Secretary of the Hesperia Recreation and Park District, County of San Bernardino, State of California do hereby certify that the foregoing Resolution No. 23-05-03 was regularly adopted by the Board of Directors of said Hesperia Recreation and Park District at a regular meeting of said Board of Directors held on the 10th day of May 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

District Secretary
Hesperia Recreation and Park District

HESPERIA RECREATION AND PARK DISTRICT

Engineer's Report For: Fiscal Year 2023/24

Landscape and Lighting Assessment District No. 1

April 2023

Prepared by:



Corporate Headquarters
32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

**HESPERIA RECREATION AND PARK DISTRICT
LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 1**

**16292 Lime Street
Hesperia, California 92345
Phone - (760) 244-5488
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BOARD OF DIRECTORS

Kelly Gregg, President

James Roberts, Vice President

Roman Aguilar, Director

Shawna Irish, Director

Jose Gonzalez, Director

DISTRICT STAFF

Kyle Woolley, General Manager

NBS

Pablo Perez, Client Services Director

Darrylanne Zarate, Project Manager

Christine Drazil, Financial Analyst

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1. EXECUTIVE SUMMARY

On April 12, 2023, the Board of Directors (the “Board”) of the Hesperia Recreation and Park District (the “District”), State of California, under the Landscaping and Lighting Act of 1972 (the “Act”), adopted its Resolution Initiating Proceedings for the Annual Levy and Ordering the Preparation of an Engineer’s Report for Landscape and Lighting Assessment District No. 1 (the “Assessment District”) for Fiscal Year 2023/24.

The Resolution of Initiation directed NBS to prepare and file a report presenting plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations and servicing of the improvements, a diagram showing the area and properties to be assessed, and assessing the net amount upon all assessable lots and/or parcels within the Assessment District in proportion to the special benefit received.

The following assessment is made to cover the portion of the estimated costs of maintenance, operations and servicing of the improvements to be paid by the assessable real property within the Assessment District in proportion to the special benefit received.

SUMMARY OF ASSESSMENT

Maintenance and Services	\$2,126,377
Overhead	<u>1,102,800</u>
Total Costs	\$3,229,177
Levy Adjustments	<u>(1,259,587)</u>
Net Assessment Revenue⁽¹⁾	\$1,969,590
Maintenance and Services	
Assessment-Maintenance Levy	\$1,866,100
Maintenance Equivalent Benefit Units	31,102
Assessment Per EBU-Maintenance	\$60
Lighting	
Assessment-Lighting Levy	\$103,468
Lighting Equivalent Benefit Units	25,867
Assessment Per EBU-Lighting	\$4

(1) Net amount to be assessed by Hesperia Recreation and Park District, excludes county collection fee of \$0.30 per parcel.

The assessments for Fiscal Year 2023/24 have been levied in accordance with the assessment methodology as confirmed by the Board of Directors upon the formation of the Assessment District and are proportional to the special benefit received by each parcel. The amount to be assessed on each parcel is equal to or less than the maximum assessment allowed at the time of formation, plus any allowable increase as described herein which was approved by the property owners, as required by Proposition 218.



2. PLANS AND SPECIFICATIONS

The Assessment District provides and ensures the continued administration, maintenance, operations, and servicing of various improvements located within the public right-of-way and dedicated easements.

2.1 Description of Boundaries

The boundaries of the Assessment District are described as that area generally bounded by Bear Valley Road to the north, unincorporated County area to the south, the Mojave River to the east, and Interstate 15 to the west.

2.2 Description of Improvements and Services

The improvements include the construction, operation, maintenance and servicing of lighting, landscaping, drainage and appurtenant facilities including, but not limited to; personnel, electrical energy for irrigation controllers and security lighting, materials, contracting services, and other items necessary for the satisfactory operation of these services described as follows:

“The lighting and landscaping improvements within the Assessment District may include, but are not limited to: streetlights, public lighting facilities, land preparation such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, sidewalks, drainage, fencing, playground equipment, play courts, public restrooms, and community centers. Services provided include all necessary service, operations, administration and maintenance required to keep the improvements in an operational and satisfactory condition.”

Reference is made to the plans and specifications for the improvements, which are on file with the District. The table below lists specific improvements within the Assessment District:

All Public Street Lights
Lime Street Park
Palm Street Park and Rick Novak Community Center and Gym
Hesperia Lake Park, Camp Ground and Soccer Fields
Timberlane Park and Activity Center
Live Oak Park
Youth and Teen Center at Hercules Street
Percy Bakker Center
Maple Park
Hesperia Civic Plaza Park
Hesperia Community Park
Mojave River Junction
John Swisher Community Center
Harrison Exhibit Center

New facilities to meet the needs of existing and future populations are being planned and implementation (construction) will not begin until adequate funds have been accumulated through the levy of existing assessments.

Plans and specifications for all proposed future improvements will be prepared for each project in accordance with the implementation schedule recommended by the District Administrator (upon availability of funding) and reviewed and approved by the Board. All plans and specifications will be on file with the office of the District Secretary. All projects will be bid and awarded in accordance with applicable state laws governing the District.



3. ESTIMATE OF COSTS

3.1 Assessment District Budget

The cost of administration, maintenance, operations, and servicing of the improvements as described in the Plans and Specifications for Fiscal Year 2023/24 are summarized below.

Maintenance and Services	
Utilities	\$1,083,977
Maintenance	736,500
Fixed Assets/Equipment	238,500
Other Categories	67,400
Total: Maintenance and Services	\$2,126,377
Overhead	
Salaries and Benefits	\$981,700
Administrative Costs	7,100
District Administration and County Fees	<u>114,000</u>
Total: Overhead	\$1,102,800
Total Costs	\$3,229,177
Levy Adjustments	
Operating Reserve Fund Collection/(Contribution)	(\$1,214,687)
Hesperia Area Recreation District Foundation	(28,900)
Interest from San Bernardino County	<u>(16,000)</u>
Total: Levy Adjustments	(\$1,259,587)
Total Costs to be Assessed⁽¹⁾	\$1,969,590

⁽¹⁾ Net amount to be assessed by Hesperia Recreation and Park District, excludes county collection fee of \$0.30 per parcel.

Assessments per Equivalent Benefit Unit are outlined in Section 4 of this Report.

4. ASSESSMENTS

The description of each lot or parcel is part of the records of the County Assessor of the County of San Bernardino (the “County”) and such records are, by reference, made part of this Report. The actual assessment and the amount of the assessment for Fiscal Year 2023/24 apportioned to each parcel as shown on the latest equalized roll at the County Assessor’s office are listed in Section 6 of this Report.

4.1 Method of Apportionment

Pursuant to the Act and Article XIII D of the Constitution of the State of California, all parcels that have special benefit conferred upon them as a result of the maintenance and operation of improvements, shall be identified and the proportionate special benefit derived by each identified parcel shall be determined in relationship to the entire cost of the maintenance and operation of the improvements. Only parcels that receive direct special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received.

4.1.1 MAINTENANCE:

Each of the parks and facilities in the Assessment District serves all properties within the Assessment District and provides park capacity to residences, businesses, and vacant properties. Based on District studies of park usage, a single-family residence is considered as one equivalent benefit unit of capacity. Therefore, it is assigned a benefit unit of one (1). Multi-family units are assigned a benefit unit of two-thirds (0.67). Commercial parcels are assigned a benefit unit of one (1). Vacant parcels are assigned a benefit unit of one-half (0.50). This is based on the addition of future facilities and development of vacant land.

The assessment for each parcel or lot for maintenance is set at \$60.00 per Equivalent Benefit Unit.

4.1.2 LIGHTING:

Residential parcels are assigned a benefit unit of one (1). Vacant and commercial parcels are not assessed for lighting.

The assessment for each parcel or lot for lighting is set at \$4.00 per lot, excluding commercial and vacant parcels.

The Assessment District was formed and approved in compliance with Proposition 218. The assessment rate that was approved by a majority of voters through a ballot measure in 1997 and cannot be increased unless another ballot measure is successfully completed in accordance with Proposition 218.

The tables below show the Equivalent Benefit Units for each land use class.

MAINTENANCE ASSESSMENT

LAND USE CLASS	ASSIGNED EQUIVALENT BENEFIT UNITS
Single-Family Residence	One (1) Benefit Unit Per Parcel
Multi-Family Residence	Two-Thirds (0.67) Benefit Units Per Dwelling Unit
Commercial Property	One (1) Benefit Unit Per Parcel
Vacant Property	One-Half (0.50) Benefit Units Per Parcel

LIGHTING ASSESSMENT

LAND USE CLASS	ASSIGNED BENEFIT UNITS
Single-Family Residence	One (1) Benefit Unit Per Parcel
Multi-Family Residence	One (1) Benefit Unit Per Parcel
Commercial Property	Zero (0) Benefit Units Per Parcel
Vacant Property	Zero (0) Benefit Units Per Parcel

The table below shows the maximum assessment rates.

LAND USE CLASS	RECREATION AND PARK	LIGHTING ⁽¹⁾	COUNTY FEE	ANNUAL RATE
Single-Family Residence (Per Parcel)	\$60.00	\$4.00	\$0.30	\$64.30
Multi-Family Residence (Per Unit) ⁽¹⁾	40.00	4.00	0.30	44.30
Commercial Property (Per Parcel)	60.00	0.00	0.30	60.30
Vacant Property (Per Parcel)	30.00	0.00	0.30	30.30

⁽¹⁾ Assessment rates for multi-family residences are per parcel for Lighting.

5. ASSESSMENT DIAGRAM

The Assessment Diagram for this Assessment District has been submitted to the District Secretary in the format required under the provision of the Act and is incorporated into this report by reference. The lines and dimensions shown on the maps of the County Assessor for the current year are incorporated by reference herein and made part of this report.

6. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel within the District, shall be based on the County Assessor's secured roll data for the applicable year in which this Report is prepared and is incorporated herein by reference.

A listing of assessor's parcels assessed within the District for Fiscal Year 2023/24, along with the assessment amounts, is on file in the office of the City Clerk and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this Report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the assessment amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.



Post Office Box 401055 • Hesperia, California 92340-1055 • (760) 244-5488

RESOLUTION NO. 23-05-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HESPERIA RECREATION AND PARK DISTRICT, CALIFORNIA, FOR APPROVAL OF THE ENGINEER'S REPORT REGARDING THE PROPOSED LEVY AND COLLECTION OF ASSESSMENTS FOR THE LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 2, INCLUDING ALL ZONES, FOR FISCAL YEAR 2023/2024

WHEREAS, the Board of Directors of the Hesperia Recreation and Park District (hereafter referred to as the "Board of Directors") pursuant to the provisions of the *Landscape and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500)* (hereafter referred to as the "Act") did by previous Resolution, order the preparation of an Annual Report (hereafter referred to as the "Report") for the Hesperia Recreation and Park District, Landscape Maintenance District No. 2 (hereafter referred to as the "District"); and,

WHEREAS, there has now been presented to this Board of Directors the Report as required by *Chapter 1, Article 4, Section 22566* of said Act; and,

WHEREAS, this Board of Directors has carefully examined and reviewed the Report as presented and is satisfied with the Report, each and all of the budget items and documents as set forth therein, and is satisfied that the levy amounts, on a preliminary basis, have been spread in accordance with the special benefit received from the improvements, operation, maintenance and services to be performed within the District, as set forth in said Report.

NOW, THEREFORE BE IT RESOLVED, DETERMINED, AND ORDERED BY THE BOARD OF DIRECTORS, AS FOLLOWS:

Section 1 That the above recitals are true and correct.

Section 2 That the Report as presented, consisting of the following:

- a. A Description of Improvements
- b. The Annual Budget (Costs and Expenses of Services, Operations and Maintenance)

is hereby approved and ordered to be filed in the Office of the District Secretary as a permanent record and to remain open to public inspection.

Section 3 That the District Secretary shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Report.

PASSED, APPROVED, AND ADOPTED this 10th day of May 2023.

Board President
Hesperia Recreation and Park District

District Secretary
Hesperia Recreation and Park District

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss.
HESPERIA RECREATION AND PARK DISTRICT)

I, Karabeth Garcia, District Secretary of the Hesperia Recreation and Park District, County of San Bernardino, State of California do hereby certify that the foregoing Resolution No. 25-05-04 was regularly adopted by the Board of Directors of said Hesperia Recreation and Park District at a regular meeting of said Board of Directors held on the 10th day of May 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

District Secretary
Hesperia Recreation and Park District

HESPERIA RECREATION AND PARK DISTRICT

Fiscal Year 2023/24 Engineer's Report For:

Landscape and Lighting Assessment District No. 2

May 2023

Prepared by:



Corporate Headquarters
32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

**HESPERIA RECREATION AND PARK DISTRICT
LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 2**

**16292 Lime Street
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Phone - (760) 244-5488
Fax - (760) 244-2513**

BOARD OF DIRECTORS

Kelly Gregg, President

James Roberts, Vice President

Roman Aguilar, Director

Shawna Irish, Director

Jose Gonzalez, Director

DISTRICT STAFF

Kyle Woolley, General Manager

NBS

Pablo Perez, Client Services Director

Darrylanne Zarate, Project Manager

Christine Drazil, Financial Analyst

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1. EXECUTIVE SUMMARY

On April 12, 2023, the Board of Directors of the Hesperia Recreation and Park District (the “District”), State of California, under the Landscaping and Lighting Act of 1972 (the “Act”), adopted its Resolution Initiating Proceedings for the Annual Levy of Assessments, which directed NBS to prepare and file an annual report pertaining to the Hesperia Recreation and Park District’s Landscape and Lighting Assessment District No. 2 (the “Assessment District”) for Fiscal Year 2023/24.

The report includes a diagram for the Assessment District, showing the area and properties to be assessed, an assessment of the estimated costs of the maintenance, operations and servicing of the improvements, and the net amount upon all assessable lots and/or parcels within the Assessment District in proportion to the special benefit received.

The following assessment is made to cover the portion of the estimated costs of maintenance, operation and servicing of the improvements to be paid by the assessable real property within the Assessment District in proportion to the special benefit received:

SUMMARY OF ASSESSMENT

Zone	2023/24 Assessment	Zone	2023/24 Assessment
A	\$10,930.05	B-1	6,426.00
B	11,735.68	C-1	7,367.00
C	11,263.00	D-1	7,860.00
D	15,817.75	E-1	9,634.14
E	1,200.00	F-1	100.00
F	3,243.24	G-1	5,550.00
G	4,951.92	H-1	1,430.00
H	13,003.02	I-1	20.00
I	600.00	J-1	2,700.00
J	18,600.00	K-1	23,173.28
K	43,736.76	L-1	19,320.00
L	2,600.00	M-1	180.00
M	43,678.44	N-1	50.00
N	25,437.08	O-1	20.00
O	9,459.45	P-1	3,080.00
P	10,126.00	Q-1	70.00
Q	13,120.00	R-1	11,839.85
R	5,662.00	S-1	30.00
S	13,875.00	T-1	10.00
T	66,600.00	U-1	11,880.00
U	4,440.00	V-1	10.00
V	5,986.00	W-1	10.00
W	231,256.02	X-1	10.00
X	900.00	Y-1	710.00
Y	10,200.00	A-2	5,700.00
Z	9,750.00	B-2	570.70
A-1	15,567.64		
Total		\$721,490.02⁽¹⁾	

(1) Actual assessment will be slightly different due to installment rounding.

The assessments for Fiscal Year 2023/24 will be levied in accordance with the assessment methodology as confirmed by the Board of Directors upon the formation of the Assessment District and are proportional to the special benefit received by each parcel. The amount to be assessed to each parcel is equal to or less than the maximum assessment allowed at the time of formation plus any allowable increase as described herein and which was approved by the property owners as required by Proposition 218.



2. PLANS AND SPECIFICATIONS

The Assessment District provides and ensures the continued maintenance, servicing, administration and operation of various landscaping improvements, and associated appurtenances located within the public right-of-way and dedicated easements within the boundaries of the Assessment District.

2.1 Description of Boundaries

Zone A is Tract 13423 and is generally bounded by Cromdale Road to the north, Cottonwood Avenue to the west, 11th Street to the east, and AT & SF Railroad to the south.

Zone B is Tract 14839 and is generally bounded by Palm Avenue to the north, vacant land and the California Aqueduct to the west, Maple Avenue to the east, and Cedar Street to the south.

Zone C is Tract 14372-1 and is generally bounded by W. Nolina Drive to the north, Palo Verde Drive to the west, Fuente Avenue to the east, and Sultana Street to the south.

Zone D is Tract 14182 and Tract 16564 and is generally bounded by Dartmouth Street to the north, Topaz Avenue to the west, Maple Avenue to the east, and Aspen Street to the south.

Zone E is Tract 14623 and is generally bounded by Main Street to the north, Mountain Vista Avenue to the west, Escondido Avenue to the east, and Mariposa Road to the south.

Zone F is Tract 11954 and is generally bounded by Palm Street to the north, Valley View Drive to the west, Fuente Avenue to the east, and Cedar Street to the south.

Zone G is Tract 15639 and is generally bounded by Tamarisk Avenue to the west, Maple Road to the east, and Mojave Street to the south.

Zone H is Tract 13306 and is generally bounded by J Street to the north, Topaz Avenue to the west, Maple Road to the east, and Muscatel Street to the south.

Zone I is along Mariposa Road and consists of Assessor's Parcel Numbers 3057-011-36-0000 and 3057-011-37-0000.

Zone J is Tract 13076 and is generally bounded by Cedar Street to the north, Escondido Avenue to the west, Fuente Avenue to the east, and Sage Street to the south.

Zone K is Tract 16252 and is generally bounded by Sultana Street to the north, Fuente Avenue to the west, Honeysuckle Avenue to the east, and Muscatel Street to the south.

Zone L is Tract 14372-1 and is generally bounded by Main Street to the north, Escondido Avenue to the west, Fuente Avenue the east, and Sultana Street to the south.

Zone M is Tract 16527 and is generally bounded by Main Street to the north, Topaz Street to the east, and Sultana Street to the south.

Zone N is Tract 16665 and is generally bounded by Mojave Street to the north, Datura Road to the west, Tamarisk Avenue to the east, and Live Oak Street to the south.

Zone O is Tract 16565 and is generally bounded by Muscatel Street to the north, Jagatai Street to the west, the California Aqueduct to the east, and Cedar Street to the south.

Zone P is Tracts 16591 and 17117 and is generally bounded by Muscatel Street to the north, the California Aqueduct to the west and to the south, and Tamarisk Avenue to the east.

Zone Q is Tract 16744 and is generally bounded by Sultana Street to the north, Escondido Avenue to the east, and Hollister Street to the south.

Zone R is Tract 15699 and is generally bounded by Farmington to the south, Dalscote Street to the north, and the California Aqueduct to the east.

Zone S is Tract 16614 and is generally bounded by Sultana Street to the south, Olive Street to the north, Topaz Avenue to the west, and Tamarisk Avenue to the east.

Zone T is Tract 16593 and is generally bounded by Cedar Street to the north, Bandicoot Trail to the east, Mesquite Street to the south, and Fuente Avenue to the west.

Zone U is Tract 16535 and is generally bounded by Cottonwood Avenue to the east and Farmington to the north.

Zone V is Tract 14073 and is generally bounded by Arrowhead Lake Road to the west and Mojave River to the east.

Zone W is Tract 16676 and Tract 17012 and is generally bounded by Escondido Avenue to the east, Cedar Street to the south, Muscatel Street to the north, and Palm Street to the west.

Zone X is Tract 14234 and is generally bounded by Cottonwood Avenue to the east, Maple Avenue to the west, and Farmington Street to the north.

Zone Y is Tract 16613 and is generally bounded by Topaz Avenue to the west, Tamarisk Avenue to the east, and Orange Street to the north.

Zone Z is Tract 16886 and is generally bounded by Topaz Avenue to the west, Tamarisk Avenue to the east, and Sultana Street to the north.

Zone A-1 is Tract 17107 and is generally bounded by Topaz Avenue to the south and Sultana Street to the east.

Zone B-1 is Tract 16659 and is generally bounded by Sultana Street to the north, Fuente Avenue to the east, Popo Avenue to the south, and Selters Way to the west.

Zone C-1 is Tract 17178 and is generally bounded by Topaz Avenue to the east, Tamarisk Avenue to the west and Courtney Street to the north.

Zone D-1 is Tract 17082 and is generally bounded by Hollister Avenue to the north and Well Road to the west.

Zone E-1 is Tract 17303 and is generally bounded by Sultana Street to the north and Jade Street to the east.

Zone F-1 is Tracts 16385, 16386 and 16789 and they are generally bound by Rancho Street to the North, Farmington Street to the south, and Crockett Avenue to the east.

Zone G-1 is Tract 16553 and is generally bounded by Muscatel Street to the north, Maple Avenue to the east, Palm Street to the south, and Tamarisk Avenue to the west.

Zone H-1 is Tract 16428 and is generally bounded by Farmington Street to the north, Cottonwood Avenue to the east, and Phoenix Way to the west.

Zone I-1 is Tract 16766 and is generally bounded by Muscatel Street to the north, Knight Avenue to the east, and Falcon court to the south.

Zone J-1 is Tract 16938 and is generally bounded by Ryeland Road to the north and Jenny Road to the south.

Zone K-1 is Tract 14744 and is generally bounded by Rancho Street to the north, Primrose Avenue to the east, and Topaz Avenue to the west.

Zone L-1 is Tract 17441 and is generally bounded by Hollister Avenue to the north, Afton Avenue to the east, Muscatel Street to the south, and Escondido Avenue to the west.

Zone M-1 is Tract 17436 and is generally bounded by Oak Valley Street to the north, Hollister Avenue to the south, and Joshua Tree Avenue to the west.

Zone N-1 is Tract 17352 and is generally bounded by Willow Street to the north, 9th Avenue to the east, Live Oak Street to the south, and 11th Avenue to the west.

Zone O-1 is Tract 17305 and is generally bounded by 9th Avenue to the west and 11th Avenue to the east.

Zone P-1 is Tract 17291 and is generally bounded by Mesa Street to the north, Maple Avenue to the east, Mojave street to the south, and Topaz Avenue to the west.

Zone Q-1 is Tract 16751 and is generally bounded by "E" Street to the north, Sultana Street to the east, Knight Avenue to the south, and Hollister Avenue to the west.

Zone R-1 is Tract 16660 and is generally bounded by Palo Verde Avenue to the east, Sultana Street to the south, and Sultana Street to the west.

Zone S-1 is Tract 16767 and is generally bounded by Hollister Avenue to the north, Joshua Tree street to the east, and vacant land to the south and west.

Zone T-1 is Tract 16639 and is generally bounded by Live Oak Street to the north and Mt. Baldy Avenue to the east.

Zone U-1 is Tract 16965 and is generally bounded by Tamarisk Avenue to the east, Topaz Avenue to the west, and Courtney Street to the south.

Zone V-1 is Tract 17679 and is generally bounded by Hollister Street to the north, Escondido Avenue to the west, and Afton Avenue to the east.

Zone W-1 is Tract 17680 and is generally bounded by Joshua Tree Avenue to the east, Hollister Street to the south, and Knight Ave to the west.

Zone X-1 is Tract 17681 and is generally bounded by vacant land to the north, Afton Avenue to the east, and Hollister Street to the south.

Zone Y-1 is Tract 14937 and is generally bounded by Ranchero Street to the north, Ryeland Road to the south, and Crockett Avenue to the west.

Zone A-2 is Tract 19910 (Acero Cresta) and is generally bounded by Palm Street to the south and Maple Avenue to the east.

Zone B-2 is located at 17150 Smoke Tree Street and consists of APN 0410-121-16-0000.

Exhibits define the actual boundaries and maintenance areas of each zone within the Assessment District. These exhibits are on file and available for review at the office of the District Secretary and, in conjunction with the County of San Bernardino (the "County") Assessor's maps of the areas annexed, comprise the assessment diagrams for the respective zones. The County Assessor's maps are on file in the office of the County Assessor and are by reference made a part of this report to the same extent as if they were attached hereto.

2.2 Description of Improvements and Services

The improvements include the construction, operation, maintenance and servicing of landscaping, lighting and appurtenant facilities including, but not limited to, personnel, electrical energy, utilities such as water and gas, materials, contracting services, and other items necessary for the satisfactory operation of these services described as follows:

“Improvements provided within Landscape and Lighting Assessment District No. 2 may include, but are not limited to: ground cover, shrubs, plants and trees, local (in-Tract) parks, irrigation and drainage systems, streetlights, graffiti removal, entry monuments, and associated appurtenant facilities. Services provided include all necessary service, operations, administration and maintenance required to keep the above mentioned improvements in a healthy, vigorous and satisfactory condition.”

Reference is made to the plans and specifications for the improvements, which are on file with the District.

3. ESTIMATE OF COSTS

The costs of administration, maintenance, operations, and servicing the improvements are summarized on the following pages.

3.1 Zone A (Tract 13423) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,109.00	\$897.00
Street Lighting	<u>7,036.00</u>	<u>8,443.20</u>
Subtotal: Utility Costs	\$8,145.00	\$9,340.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	384.00	928.24
Contracted Maintenance Services	<u>3,836.00</u>	<u>9,282.36</u>
Subtotal: Maintenance Costs	\$4,220.00	\$10,210.60
Total: Services and Supplies	\$12,365.00	\$19,550.80
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$262.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$262.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,745.00	\$2,425.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$1,745.00	\$2,425.00
Grand Total: Expenses	\$14,372.00	\$21,975.80
<u>Revenue:</u>		
Special Assessments	\$10,930.05	\$10,930.05
Interest Earnings	37.00	40.00
Reserve Fund Contribution	3,404.95	11,005.75
Total: Revenues	\$14,372.00	\$21,975.80
<u>Zone Assessment:</u>		
Total Number of Benefit Units	321	321
Assessment Per Benefit Unit	\$34.05	\$34.05
Total: Zone Assessment	\$10,930.05	\$10,930.05
Maximum Assessment Per Benefit Unit	\$34.05	\$34.05
Zone Maximum Assessment	\$10,930.05	\$10,930.05

3.2 Zone B (Tract 14839) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,464.00	\$1,443.00
Street Lighting	<u>5,148.00</u>	<u>6,177.60</u>
Subtotal: Utility Costs	\$6,612.00	\$7,620.60
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	442.00	534.31
Contracted Maintenance Services	<u>4,416.00</u>	<u>5,343.12</u>
Subtotal: Maintenance Costs	\$4,858.00	\$5,877.43
Total: Services and Supplies	\$11,470.00	\$13,498.03
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$240.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$240.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,618.00	\$2,216.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$1,618.00	\$2,216.00
Grand Total: Expenses	\$13,328.00	\$15,714.03
<u>Revenue:</u>		
Special Assessments	\$11,735.68	\$11,735.68
Interest Earnings	48.00	62.00
Reserve Fund Contribution	1,544.32	3,916.35
Total: Revenues	\$13,328.00	\$15,714.03
<u>Zone Assessment:</u>		
Total Number of Benefit Units	88	88
Assessment Per Benefit Unit	\$133.36	\$133.36
Total: Zone Assessment	\$11,735.68	\$11,735.68
Maximum Assessment Per Benefit Unit	\$133.36	\$133.36
Zone Maximum Assessment	\$11,735.68	\$11,735.68

3.3 Zone C (Tract 14372-1) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$6,150.30
Street Lighting	<u>2,746.00</u>	<u>3,295.20</u>
Subtotal: Utility Costs	\$2,746.00	\$9,445.50
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	566.00	1,935.47
Contracted Maintenance Services	<u>5,663.00</u>	<u>19,354.68</u>
Subtotal: Maintenance Costs	\$6,229.00	\$21,290.15
Total: Services and Supplies	\$8,975.00	\$30,735.65
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$295.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$295.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,281.00	\$2,722.00
Reserve Fund Collection	726.00	0.00
Total: Contingencies/Overhead	\$2,007.00	\$2,722.00
Grand Total: Expenses	\$11,277.00	\$33,457.65
<u>Revenue:</u>		
Special Assessments	\$11,263.00	\$11,263.00
Interest Earnings	14.00	39.00
Reserve Fund Contribution	0.00	22,155.65
Total: Revenues	\$11,277.00	\$33,457.65
<u>Zone Assessment:</u>		
Total Number of Benefit Units	140	140
Assessment Per Benefit Unit	\$80.45	\$80.45
Total: Zone Assessment	\$11,263.00	\$11,263.00
Maximum Assessment Per Benefit Unit	\$80.45	\$80.45
Zone Maximum Assessment	\$11,263.00	\$11,263.00

3.4 Zone D (Tract 14182 and 16564) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$2,215.00	\$2,975.70
Street Lighting	<u>3,775.00</u>	<u>4,530.00</u>
Subtotal: Utility Costs	\$5,990.00	\$7,505.70
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	388.00	466.67
Contracted Maintenance Services	<u>3,877.00</u>	<u>4,666.68</u>
Subtotal: Maintenance Costs	\$4,265.00	\$5,133.35
Total: Services and Supplies	\$10,255.00	\$12,639.05
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$224.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$224.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,448.00	\$2,070.00
Reserve Fund Collection	4,355.75	1,629.70
Total: Contingencies/Overhead	\$5,803.75	\$3,699.70
Grand Total: Expenses	\$16,282.75	\$16,338.75
<u>Revenue:</u>		
Special Assessments	\$15,817.75	\$15,817.75
Interest Earnings	465.00	521.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$16,282.75	\$16,338.75
<u>Zone Assessment:</u>		
Total Number of Benefit Units	155	155
Assessment Per Benefit Unit	\$102.05	\$102.05
Total: Zone Assessment	\$15,817.75	\$15,817.75
Maximum Assessment Per Benefit Unit	\$102.05	\$102.05
Zone Maximum Assessment	\$15,817.75	\$15,817.75

3.5 Zone E (Tract 14623) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>1,716.00</u>	<u>2,059.20</u>
Subtotal: Utility Costs	\$1,716.00	\$2,059.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$1,716.00	\$2,059.20
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$40.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$40.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$243.00	\$375.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$243.00	\$375.00
Grand Total: Expenses	\$1,999.00	\$2,434.20
<u>Revenue:</u>		
Special Assessments	\$1,200.00	\$1,200.00
Interest Earnings	17.00	18.00
Reserve Fund Contribution	782.00	1,216.20
Total: Revenues	\$1,999.00	\$2,434.20
<u>Zone Assessment:</u>		
Total Number of Benefit Units	10	10
Assessment Per Benefit Unit	\$120.00	\$120.00
Total: Zone Assessment	\$1,200.00	\$1,200.00
Maximum Assessment Per Benefit Unit	\$120.00	\$120.00
Zone Maximum Assessment	\$1,200.00	\$1,200.00

3.6 Zone F (Tract 11954) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>5,148.00</u>	<u>6,177.60</u>
Subtotal: Utility Costs	\$5,148.00	\$6,177.60
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$5,148.00	\$6,177.60
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$122.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$122.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$728.00	\$1,125.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$728.00	\$1,125.00
Grand Total: Expenses	\$5,998.00	\$7,302.60
<u>Revenue:</u>		
Special Assessments	\$3,243.24	\$3,243.24
Interest Earnings	28.00	28.00
Reserve Fund Contribution	2,726.76	4,031.36
Total: Revenues	\$5,998.00	\$7,302.60
<u>Zone Assessment:</u>		
Total Number of Benefit Units	231	231
Assessment Per Benefit Unit	\$14.04	\$14.04
Total: Zone Assessment	\$3,243.24	\$3,243.24
Maximum Assessment Per Benefit Unit	\$14.04	\$14.04
Zone Maximum Assessment	\$3,243.24	\$3,243.24

3.7 Zone G (Tract 15639) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,096.00	\$1,121.90
Street Lighting	<u>858.00</u>	<u>1,029.60</u>
Subtotal: Utility Costs	\$1,954.00	\$2,151.50
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	311.00	376.61
Contracted Maintenance Services	<u>3,113.00</u>	<u>3,766.08</u>
Subtotal: Maintenance Costs	\$3,424.00	\$4,142.69
Total: Services and Supplies	\$5,378.00	\$6,294.19
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$105.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$105.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$758.00	\$974.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$758.00	\$974.00
Grand Total: Expenses	\$6,241.00	\$7,268.19
<u>Revenue:</u>		
Special Assessments	\$4,951.92	\$4,951.92
Interest Earnings	28.00	33.00
Reserve Fund Contribution	1,261.08	2,283.27
Total: Revenues	\$6,241.00	\$7,268.19
<u>Zone Assessment:</u>		
Total Number of Benefit Units	47	47
Assessment Per Benefit Unit	\$105.36	\$105.36
Total: Zone Assessment	\$4,951.92	\$4,951.92
Maximum Assessment Per Benefit Unit	\$105.36	\$105.36
Zone Maximum Assessment	\$4,951.92	\$4,951.92

3.8 Zone H (Tract 13306) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$3,010.00	\$3,497.00
Street Lighting	<u>3,432.00</u>	<u>4,118.40</u>
Subtotal: Utility Costs	\$6,442.00	\$7,615.40
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	393.00	475.67
Contracted Maintenance Services	<u>3,931.00</u>	<u>4,756.68</u>
Subtotal: Maintenance Costs	\$4,324.00	\$5,232.35
Total: Services and Supplies	\$10,766.00	\$12,847.75
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$226.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$226.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,519.00	\$2,093.00
Reserve Fund Collection	586.02	0.00
Total: Contingencies/Overhead	\$2,105.02	\$2,093.00
Grand Total: Expenses	\$13,097.02	\$14,940.75
<u>Revenue:</u>		
Special Assessments	\$13,003.02	\$13,003.02
Interest Earnings	94.00	113.00
Reserve Fund Contribution	0.00	1,824.73
Total: Revenues	\$13,097.02	\$14,940.75
<u>Zone Assessment:</u>		
Total Number of Benefit Units	159	159
Assessment Per Benefit Unit	\$81.78	\$81.78
Total: Zone Assessment	\$13,003.02	\$13,003.02
Maximum Assessment Per Benefit Unit	\$81.78	\$81.78
Zone Maximum Assessment	\$13,003.02	\$13,003.02

3.9 Zone I (APN 3057-011-36-0000 & 3057-011-37-0000) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>686.00</u>	<u>823.20</u>
Subtotal: Utility Costs	\$686.00	\$823.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$686.00	\$823.20
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$15.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	15,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$15,015.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$97.00	\$150.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$97.00	\$150.00
Grand Total: Expenses	\$15,798.00	\$973.20
<u>Revenue:</u>		
Special Assessments	\$600.00	\$600.00
Interest Earnings	14.00	15.00
Reserve Fund Contribution	15,184.00	358.20
Total: Revenues	\$15,798.00	\$973.20
<u>Zone Assessment:</u>		
Total Number of Benefit Units	2	2
Assessment Per Benefit Unit	\$300.00	\$300.00
Total: Zone Assessment	\$600.00	\$600.00
Maximum Assessment Per Benefit Unit	\$822.66	\$839.12
Zone Maximum Assessment	\$1,645.32	\$1,678.24

3.10 Zone J (Tract 13706) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$5,865.00	\$5,774.60
Street Lighting	<u>8,408.00</u>	<u>10,089.60</u>
Subtotal: Utility Costs	\$14,273.00	\$15,864.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	388.00	469.32
Contracted Maintenance Services	<u>3,879.00</u>	<u>4,693.20</u>
Subtotal: Maintenance Costs	\$4,267.00	\$5,162.52
Total: Services and Supplies	\$18,540.00	\$21,026.72
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$385.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	10,000.00	75,000.00
Equipment	0.00	0.00
Total: Fixed Assets	\$10,385.00	\$75,000.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$2,616.00	\$3,553.00
Reserve Fund Collection	226.00	0.00
Total: Contingencies/Overhead	\$2,842.00	\$3,553.00
Grand Total: Expenses	\$31,767.00	\$99,579.72
<u>Revenue:</u>		
Special Assessments	\$31,032.00	\$18,600.00
Interest Earnings	735.00	836.00
Reserve Fund Contribution	0.00	80,143.72
Total: Revenues	\$31,767.00	\$99,579.72
<u>Zone Assessment:</u>		
Total Number of Benefit Units	200	200
Assessment Per Benefit Unit	\$155.16	\$93.00
Total: Zone Assessment	\$31,032.00	\$18,600.00
Maximum Assessment Per Benefit Unit	\$198.92	\$202.90
Zone Maximum Assessment	\$39,784.00	\$40,580.00

3.11 Zone K (Tract 16252) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$21,251.00	\$16,053.70
Street Lighting	<u>17,675.00</u>	<u>21,210.00</u>
Subtotal: Utility Costs	\$38,926.00	\$37,263.70
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	900.00	1,088.30
Contracted Maintenance Services	<u>8,995.00</u>	<u>10,883.04</u>
Subtotal: Maintenance Costs	\$9,895.00	\$11,971.34
Total: Services and Supplies	\$48,821.00	\$49,235.04
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$902.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	26,000.00
Equipment	0.00	0.00
Total: Fixed Assets	\$902.00	\$26,000.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$6,872.00	\$8,288.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$6,872.00	\$8,288.00
Grand Total: Expenses	\$56,595.00	\$83,523.04
<u>Revenue:</u>		
Special Assessments	\$43,736.76	\$43,736.76
Interest Earnings	521.00	566.00
Reserve Fund Contribution	12,337.24	39,220.28
Total: Revenues	\$56,595.00	\$83,523.04
<u>Zone Assessment:</u>		
Total Number of Benefit Units	324	324
Assessment Per Benefit Unit	\$134.99	\$134.99
Total: Zone Assessment	\$43,736.76	\$43,736.76
Maximum Assessment Per Benefit Unit	\$191.92	\$195.76
Zone Maximum Assessment	\$62,182.08	\$63,426.24

3.12 Zone L (Tract 14372-1) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>1,201.00</u>	<u>1,441.20</u>
Subtotal: Utility Costs	\$1,201.00	\$1,441.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$1,201.00	\$1,441.20
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$28.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$28.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$170.00	\$262.00
Reserve Fund Collection	4,153.00	1,617.80
Total: Contingencies/Overhead	\$4,323.00	\$1,879.80
Grand Total: Expenses	\$5,552.00	\$3,321.00
<u>Revenue:</u>		
Special Assessments	\$4,900.00	\$2,600.00
Interest Earnings	652.00	721.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$5,552.00	\$3,321.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	100	100
Assessment Per Benefit Unit	\$49.00	\$26.00
Total: Zone Assessment	\$4,900.00	\$2,600.00
Maximum Assessment Per Benefit Unit	\$220.40	\$224.81
Zone Maximum Assessment	\$22,040.00	\$22,481.00

3.13 Zone M (Tract 16527) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$12,264.00	\$15,237.30
Street Lighting	<u>6,006.00</u>	<u>7,207.20</u>
Subtotal: Utility Costs	\$18,270.00	\$22,444.50
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	2,080.00	2,516.92
Contracted Maintenance Services	<u>20,802.00</u>	<u>25,169.16</u>
Subtotal: Maintenance Costs	\$22,882.00	\$27,686.08
Total: Services and Supplies	\$41,152.00	\$50,130.58
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$856.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	50,000.00
Equipment	0.00	0.00
Total: Fixed Assets	\$856.00	\$50,000.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$5,806.00	\$7,872.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$5,806.00	\$7,872.00
Grand Total: Expenses	\$47,814.00	\$108,002.58
<u>Revenue:</u>		
Special Assessments	\$43,678.44	\$43,678.44
Interest Earnings	354.00	432.00
Reserve Fund Contribution	3,781.56	63,892.14
Total: Revenues	\$47,814.00	\$108,002.58
<u>Zone Assessment:</u>		
Total Number of Benefit Units	234	234
Assessment Per Benefit Unit	\$186.66	\$186.66
Total: Zone Assessment	\$43,678.44	\$43,678.44
Maximum Assessment Per Benefit Unit	\$206.09	\$210.21
Zone Maximum Assessment	\$48,225.06	\$49,189.14

3.14 Zone N (Tract 16665) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$7,903.00	\$7,996.30
Street Lighting	<u>6,692.00</u>	<u>8,030.40</u>
Subtotal: Utility Costs	\$14,595.00	\$16,026.70
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	456.00	551.09
Contracted Maintenance Services	<u>4,555.00</u>	<u>5,510.88</u>
Subtotal: Maintenance Costs	\$5,011.00	\$6,061.97
Total: Services and Supplies	\$19,606.00	\$22,088.67
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$399.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	10,000.00	25,000.00
Equipment	0.00	0.00
Total: Fixed Assets	\$10,399.00	\$25,000.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$2,765.00	\$3,681.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$2,765.00	\$3,681.00
Grand Total: Expenses	\$32,770.00	\$50,769.67
<u>Revenue:</u>		
Special Assessments	\$25,437.08	\$25,437.08
Interest Earnings	246.00	292.00
Reserve Fund Contribution	7,086.92	25,040.59
Total: Revenues	\$32,770.00	\$50,769.67
<u>Zone Assessment:</u>		
Total Number of Benefit Units	92	92
Assessment Per Benefit Unit	\$276.49	\$276.49
Total: Zone Assessment	\$25,437.08	\$25,437.08
Maximum Assessment Per Benefit Unit	\$305.27	\$311.37
Zone Maximum Assessment	\$28,084.84	\$28,646.04

3.15 Zone O (Tract 16565) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,891.00	\$1,492.40
Street Lighting	<u>4,118.00</u>	<u>4,941.60</u>
Subtotal: Utility Costs	\$6,009.00	\$6,434.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	66.00	80.11
Contracted Maintenance Services	<u>662.00</u>	<u>801.12</u>
Subtotal: Maintenance Costs	\$728.00	\$881.23
Total: Services and Supplies	\$6,737.00	\$7,315.23
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$138.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	15,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$15,138.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$950.00	\$1,278.00
Reserve Fund Collection	0.00	1,156.22
Total: Contingencies/Overhead	\$950.00	\$2,434.22
Grand Total: Expenses	\$22,825.00	\$9,749.45
<u>Revenue:</u>		
Special Assessments	\$9,459.45	\$9,459.45
Interest Earnings	261.00	290.00
Reserve Fund Contribution	13,104.55	0.00
Total: Revenues	\$22,825.00	\$9,749.45
<u>Zone Assessment:</u>		
Total Number of Benefit Units	63	63
Assessment Per Benefit Unit	\$150.15	\$150.15
Total: Zone Assessment	\$9,459.45	\$9,459.45
Maximum Assessment Per Benefit Unit	\$293.69	\$299.56
Zone Maximum Assessment	\$18,502.47	\$18,872.28

3.16 Zone P (Tracts 16591 and 17117) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>1,201.00</u>	<u>1,441.20</u>
Subtotal: Utility Costs	\$1,201.00	\$1,441.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$1,201.00	\$1,441.20
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$874.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$874.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$287.00	\$262.00
Reserve Fund Collection	1,794.00	8,939.80
Total: Contingencies/Overhead	\$2,081.00	\$9,201.80
Grand Total: Expenses	\$4,156.00	\$10,643.00
<u>Revenue:</u>		
Special Assessments	\$3,652.00	\$10,126.00
Interest Earnings	504.00	517.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$4,156.00	\$10,643.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	44	122
Assessment Per Benefit Unit	\$83.00	\$83.00
Total: Zone Assessment	\$3,652.00	\$10,126.00
Maximum Assessment Per Benefit Unit	\$261.03	\$266.25
Zone Maximum Assessment	\$11,485.32	\$32,482.50

3.17 Zone Q (Tract 16744) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$2,799.00	\$2,358.20
Street Lighting	<u>4,462.00</u>	<u>5,354.40</u>
Subtotal: Utility Costs	\$7,261.00	\$7,712.60
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	274.00	331.61
Contracted Maintenance Services	<u>2,741.00</u>	<u>3,316.08</u>
Subtotal: Maintenance Costs	\$3,015.00	\$3,647.69
Total: Services and Supplies	\$10,276.00	\$11,360.29
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$205.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	7,500.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$7,705.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,449.00	\$1,898.00
Reserve Fund Collection	0.00	239.71
Total: Contingencies/Overhead	\$1,449.00	\$2,137.71
Grand Total: Expenses	\$19,430.00	\$13,498.00
<u>Revenue:</u>		
Special Assessments	\$13,120.00	\$13,120.00
Interest Earnings	339.00	378.00
Reserve Fund Contribution	5,971.00	0.00
Total: Revenues	\$19,430.00	\$13,498.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	82	82
Assessment Per Benefit Unit	\$160.00	\$160.00
Total: Zone Assessment	\$13,120.00	\$13,120.00
Maximum Assessment Per Benefit Unit	\$279.92	\$285.52
Zone Maximum Assessment	\$22,953.44	\$23,412.64

3.18 Zone R (Tract 15699) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>858.00</u>	<u>1,029.60</u>
Subtotal: Utility Costs	\$858.00	\$1,029.60
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	10,000.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$10,000.00	\$0.00
Total: Services and Supplies	\$10,858.00	\$1,029.60
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$257.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$257.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,536.00	\$2,372.00
Reserve Fund Collection	0.00	2,593.40
Total: Contingencies/Overhead	\$1,536.00	\$4,965.40
Grand Total: Expenses	\$12,651.00	\$5,995.00
<u>Revenue:</u>		
Special Assessments	\$6,266.77	\$5,662.00
Interest Earnings	300.00	333.00
Reserve Fund Contribution	6,084.23	0.00
Total: Revenues	\$12,651.00	\$5,995.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	19	19
Assessment Per Benefit Unit	\$329.83	\$298.00
Total: Zone Assessment	\$6,266.77	\$5,662.00
Maximum Assessment Per Benefit Unit	\$427.75	\$436.31
Zone Maximum Assessment	\$8,127.25	\$8,289.89

3.19 Zone S (Tract 16614) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$7,083.00	\$7,133.10
Street Lighting	<u>3,775.00</u>	<u>4,530.00</u>
Subtotal: Utility Costs	\$10,858.00	\$11,663.10
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	386.00	466.98
Contracted Maintenance Services	<u>3,859.00</u>	<u>4,669.80</u>
Subtotal: Maintenance Costs	\$4,245.00	\$5,136.78
Total: Services and Supplies	\$15,103.00	\$16,799.88
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$299.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	20,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$20,299.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$2,129.00	\$2,765.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$2,129.00	\$2,765.00
Grand Total: Expenses	\$37,531.00	\$19,564.88
<u>Revenue:</u>		
Special Assessments	\$18,584.73	\$13,875.00
Interest Earnings	313.00	362.00
Reserve Fund Contribution	18,633.27	5,327.88
Total: Revenues	\$37,531.00	\$19,564.88
<u>Zone Assessment:</u>		
Total Number of Benefit Units	111	111
Assessment Per Benefit Unit	\$167.43	\$125.00
Total: Zone Assessment	\$18,584.73	\$13,875.00
Maximum Assessment Per Benefit Unit	\$233.13	\$237.79
Zone Maximum Assessment	\$25,877.43	\$26,394.69

3.20 Zone T (Tract 16593) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$12,796.00	\$10,255.70
Street Lighting	<u>9,953.00</u>	<u>11,943.60</u>
Subtotal: Utility Costs	\$22,749.00	\$22,199.30
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	3,293.00	3,984.85
Contracted Maintenance Services	<u>32,934.00</u>	<u>39,848.52</u>
Subtotal: Maintenance Costs	\$36,227.00	\$43,833.37
Total: Services and Supplies	\$58,976.00	\$66,032.67
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$1113.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	30,000.00	100,000.00
Equipment	0.00	0.00
Total: Fixed Assets	\$31,113.00	\$100,000.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$8,305.00	\$10,229.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$8,305.00	\$10,229.00
Grand Total: Expenses	\$98,394.00	\$176,261.67
<u>Revenue:</u>		
Special Assessments	\$66,600.00	\$66,600.00
Interest Earnings	1,147.00	1,213.00
Reserve Fund Contribution	30,647.00	108,448.67
Total: Revenues	\$98,394.00	\$176,261.67
<u>Zone Assessment:</u>		
Total Number of Benefit Units	222	222
Assessment Per Benefit Unit	\$300.00	\$300.00
Total: Zone Assessment	\$66,600.00	\$66,600.00
Maximum Assessment Per Benefit Unit	\$404.18	\$412.27
Zone Maximum Assessment	\$89,727.96	\$91,523.94

3.21 Zone U (Tract 16535) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$183.00	\$226.20
Street Lighting	<u>858.00</u>	<u>1,029.60</u>
Subtotal: Utility Costs	\$1,041.00	\$1,255.80
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	207.00	250.81
Contracted Maintenance Services	<u>2,073.00</u>	<u>2,508.12</u>
Subtotal: Maintenance Costs	\$2,280.00	\$2,758.93
Total: Services and Supplies	\$3,321.00	\$4,014.73
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$67.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$67.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$468.00	\$624.00
Reserve Fund Collection	745.00	0.00
Total: Contingencies/Overhead	\$1,213.00	\$624.00
Grand Total: Expenses	\$4,601.00	\$4,638.73
<u>Revenue:</u>		
Special Assessments	\$4,440.00	\$4,440.00
Interest Earnings	161.00	192.00
Reserve Fund Contribution	0.00	6.73
Total: Revenues	\$4,601.00	\$4,638.73
<u>Zone Assessment:</u>		
Total Number of Benefit Units	24	24
Assessment Per Benefit Unit	\$185.00	\$185.00
Total: Zone Assessment	\$4,440.00	\$4,440.00
Maximum Assessment Per Benefit Unit	\$469.19	\$478.57
Zone Maximum Assessment	\$11,260.56	\$11,485.68

3.22 Zone V (Tract 14073) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,519.00	\$1,522.30
Street Lighting	<u>2,231.00</u>	<u>2,677.20</u>
Subtotal: Utility Costs	\$3,750.00	\$4,199.50
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	41.00	49.00
Contracted Maintenance Services	<u>405.00</u>	<u>489.96</u>
Subtotal: Maintenance Costs	\$446.00	\$538.96
Total: Services and Supplies	\$4,196.00	\$4,738.46
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$88.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	50,000.00
Equipment	0.00	0.00
Total: Fixed Assets	\$88.00	\$50,000.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$592.00	\$821.00
Reserve Fund Collection	5,691.00	0.00
Total: Contingencies/Overhead	\$6,283.00	\$821.00
Grand Total: Expenses	\$10,567.00	\$55,559.46
<u>Revenue:</u>		
Special Assessments	\$5,986.00	\$5,986.00
Interest Earnings	4,581.00	762.00
Reserve Fund Contribution	0.00	48,811.46
Total: Revenues	\$10,567.00	\$55,559.46
<u>Zone Assessment:</u>		
Total Number of Benefit Units	82	82
Assessment Per Benefit Unit	\$73.00	\$73.00
Total: Zone Assessment	\$5,986.00	\$5,986.00
Maximum Assessment Per Benefit Unit	\$516.13	\$526.46
Zone Maximum Assessment	\$42,322.66	\$43,169.72

3.23 Zone W (Tracts 16676 and 17012) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$90,285.00	\$102,775.40
Street Lighting	<u>19,219.00</u>	<u>23,062.80</u>
Subtotal: Utility Costs	\$109,504.00	\$125,838.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	8,071.00	9,765.88
Contracted Maintenance Services	<u>80,713.00</u>	<u>97,658.76</u>
Subtotal: Maintenance Costs	\$88,784.00	\$107,424.64
Total: Services and Supplies	\$198,288.00	\$233,262.84
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$4030.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	50,000.00	200,000.00
Equipment	0.00	0.00
Total: Fixed Assets	\$54,030.00	\$200,000.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$42,116.00	\$52,012.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$42,116.00	\$52,012.00
Grand Total: Expenses	\$294,434.00	\$485,274.84
<u>Revenue:</u>		
Special Assessments	\$231,256.02	\$231,256.02
Interest Earnings	0.00	4,017.00
Reserve Fund Contribution	63,177.98	250,001.82
Total: Revenues	\$294,434.00	\$485,274.84
<u>Zone Assessment:</u>		
Total Number of Benefit Units	1,038	1,038
Assessment Per Benefit Unit	\$222.79	\$222.79
Total: Zone Assessment	\$231,256.02	\$231,256.02
Maximum Assessment Per Benefit Unit	\$328.73	\$335.30
Zone Maximum Assessment	\$341,221.74	\$348,041.40

3.24 Zone X (Tract 14234) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>858.00</u>	<u>1,029.60</u>
Subtotal: Utility Costs	\$858.00	\$1,029.60
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$858.00	\$1,029.60
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$19.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$19.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$121.00	\$187.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$121.00	\$187.00
Grand Total: Expenses	\$998.00	\$1,216.60
<u>Revenue:</u>		
Special Assessments	\$900.00	\$900.00
Interest Earnings	41.00	48.00
Reserve Fund Contribution	57.00	268.60
Total: Revenues	\$998.00	\$1,216.60
<u>Zone Assessment:</u>		
Total Number of Benefit Units	30	30
Assessment Per Benefit Unit	\$30.00	\$30.00
Total: Zone Assessment	\$900.00	\$900.00
Maximum Assessment Per Benefit Unit	\$67.21	\$68.55
Zone Maximum Assessment	\$2,016.30	\$2,056.50

3.25 Zone Y (Tract 16613) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,648.00	\$3,099.20
Street Lighting	<u>1,716.00</u>	<u>2,059.20</u>
Subtotal: Utility Costs	\$3,364.00	\$5,158.40
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	263.00	318.37
Contracted Maintenance Services	<u>2,631.00</u>	<u>3,183.72</u>
Subtotal: Maintenance Costs	\$2,894.00	\$3,502.09
Total: Services and Supplies	\$6,258.00	\$8,660.49
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$151.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	10,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$10,151.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$886.00	\$1,402.00
Reserve Fund Collection	0.00	410.51
Total: Contingencies/Overhead	\$886.00	\$1,812.51
Grand Total: Expenses	\$17,295.00	\$10,473.00
<u>Revenue:</u>		
Special Assessments	\$12,700.02	\$10,200.00
Interest Earnings	233.00	273.00
Reserve Fund Contribution	4,361.98	0.00
Total: Revenues	\$17,295.00	\$10,473.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	51	51
Assessment Per Benefit Unit	\$249.02	\$200.00
Total: Zone Assessment	\$12,700.02	\$10,200.00
Maximum Assessment Per Benefit Unit	\$338.15	\$344.92
Zone Maximum Assessment	\$17,245.65	\$17,590.92

3.26 Zone Z (Tract 16886) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>1,201.00</u>	<u>1,441.20</u>
Subtotal: Utility Costs	\$1,201.00	\$1,441.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	227.00	274.34
Contracted Maintenance Services	<u>2,267.00</u>	<u>2,743.44</u>
Subtotal: Maintenance Costs	\$2,494.00	\$3,017.78
Total: Services and Supplies	\$3,695.00	\$4,458.98
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$75.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	10,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$10,075.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$521.00	\$698.00
Reserve Fund Collection	0.00	4,997.02
Total: Contingencies/Overhead	\$521.00	\$5,695.02
Grand Total: Expenses	\$14,291.00	\$10,154.00
<u>Revenue:</u>		
Special Assessments	\$12,207.00	\$9,750.00
Interest Earnings	340.00	404.00
Reserve Fund Contribution	1,744.00	0.00
Total: Revenues	\$14,291.00	\$10,154.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	65	65
Assessment Per Benefit Unit	\$187.80	\$150.00
Total: Zone Assessment	\$12,207.00	\$9,750.00
Maximum Assessment Per Benefit Unit	\$299.73	\$305.73
Zone Maximum Assessment	\$19,482.45	\$19,872.45

3.27 Zone A-1 (Tract 17107) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$5,783.00	\$8,310.90
Street Lighting	<u>1,716.00</u>	<u>2,059.20</u>
Subtotal: Utility Costs	\$7,499.00	\$10,370.10
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	348.00	420.46
Contracted Maintenance Services	<u>3,475.00</u>	<u>4,204.56</u>
Subtotal: Maintenance Costs	\$3,823.00	\$4,625.02
Total: Services and Supplies	\$11,322.00	\$14,995.12
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$264.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	20,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$20,264.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,601.00	\$2,440.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$1,601.00	\$2,440.00
Grand Total: Expenses	\$33,187.00	\$17,435.12
<u>Revenue:</u>		
Special Assessments	\$15,567.64	\$15,567.64
Interest Earnings	327.00	358.00
Reserve Fund Contribution	17,292.36	6,509.48
Total: Revenues	\$33,187.00	\$22,435.12
<u>Zone Assessment:</u>		
Total Number of Benefit Units	44	44
Assessment Per Benefit Unit	\$353.81	\$353.81
Total: Zone Assessment	\$15,567.64	\$15,567.64
Maximum Assessment Per Benefit Unit	\$501.25	\$511.28
Zone Maximum Assessment	\$22,055.00	\$22,496.32

3.28 Zone B-1 (Tract 16659) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,501.00	\$1,596.40
Street Lighting	<u>515.00</u>	<u>618.00</u>
Subtotal: Utility Costs	\$2,016.00	\$2,214.40
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	207.00	250.69
Contracted Maintenance Services	<u>2,072.00</u>	<u>2,506.92</u>
Subtotal: Maintenance Costs	\$2,279.00	\$2,757.61
Total: Services and Supplies	\$4,295.00	\$4,972.01
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$84.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	15,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$15,084.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$605.00	\$779.00
Reserve Fund Collection	0.00	962.99
Total: Contingencies/Overhead	\$605.00	\$1,741.99
Grand Total: Expenses	\$19,984.00	\$6,714.00
<u>Revenue:</u>		
Special Assessments	\$9,141.58	\$6,426.00
Interest Earnings	245.00	288.00
Reserve Fund Contribution	10,597.42	0.00
Total: Revenues	\$19,984.00	\$6,714.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	34	34
Assessment Per Benefit Unit	\$268.87	\$189.00
Total: Zone Assessment	\$9,141.58	\$6,426.00
Maximum Assessment Per Benefit Unit	\$443.69	\$452.56
Zone Maximum Assessment	\$15,085.46	\$15,387.04

3.29 Zone C-1 (Tract 17178) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,668.00	\$2,507.70
Street Lighting	<u>1,888.00</u>	<u>2,265.60</u>
Subtotal: Utility Costs	\$3,556.00	\$4,773.30
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	156.00	188.71
Contracted Maintenance Services	<u>1,560.00</u>	<u>1,887.12</u>
Subtotal: Maintenance Costs	\$1,716.00	\$2,075.83
Total: Services and Supplies	\$5,272.00	\$6,849.13
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$123.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	10,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$10,123.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$746.00	\$1,134.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$746.00	\$1,134.00
Grand Total: Expenses	\$16,141.00	\$7,983.13
<u>Revenue:</u>		
Special Assessments	\$10,561.31	\$7,367.00
Interest Earnings	246.00	290.00
Reserve Fund Contribution	5,333.69	326.13
Total: Revenues	\$16,141.00	\$7,983.13
<u>Zone Assessment:</u>		
Total Number of Benefit Units	53	53
Assessment Per Benefit Unit	\$199.27	\$139.00
Total: Zone Assessment	\$10,561.31	\$7,367.00
Maximum Assessment Per Benefit Unit	\$369.70	\$377.09
Zone Maximum Assessment	\$19,594.10	\$19,985.77

3.30 Zone D-1 (Tract 17082) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$5,394.00	\$3,346.20
Street Lighting	<u>1,201.00</u>	<u>1,441.20</u>
Subtotal: Utility Costs	\$6,595.00	\$4,787.40
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	197.00	238.01
Contracted Maintenance Services	<u>1,967.00</u>	<u>2,380.08</u>
Subtotal: Maintenance Costs	\$2,164.00	\$2,618.09
Total: Services and Supplies	\$8,759.00	\$7,405.49
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$130.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$130.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,229.00	\$1,203.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$1,229.00	\$1,203.00
Grand Total: Expenses	\$10,118.00	\$8,608.49
<u>Revenue:</u>		
Special Assessments	\$7,860.00	\$7,860.00
Interest Earnings	83.00	106.00
Reserve Fund Contribution	2,175.00	642.49
Total: Revenues	\$10,118.00	\$8,608.49
<u>Zone Assessment:</u>		
Total Number of Benefit Units	30	30
Assessment Per Benefit Unit	\$262.00	\$262.00
Total: Zone Assessment	\$7,860.00	\$7,860.00
Maximum Assessment Per Benefit Unit	\$473.96	\$483.44
Zone Maximum Assessment	\$14,218.80	\$14,503.20

3.31 Zone E-1 (Tract 17303) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$3,427.00	\$0.00
Street Lighting	<u>2,059.00</u>	<u>2,265.60</u>
Subtotal: Utility Costs	\$5,486.00	\$2,265.60
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	131.00	396.13
Contracted Maintenance Services	<u>1,313.00</u>	<u>3,961.32</u>
Subtotal: Maintenance Costs	\$1,444.00	\$4,357.45
Total: Services and Supplies	\$6,930.00	\$6,623.05
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$44.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	10,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$10,044.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$924.00	\$412.00
Reserve Fund Collection	0.00	3,019.09
Total: Contingencies/Overhead	\$924.00	\$3,431.09
Grand Total: Expenses	\$17,898.00	\$10,054.14
<u>Revenue:</u>		
Special Assessments	\$9,634.14	\$9,634.14
Interest Earnings	377.00	420.00
Reserve Fund Contribution	7,886.86	0.00
Total: Revenues	\$17,898.00	\$10,054.14
<u>Zone Assessment:</u>		
Total Number of Benefit Units	57	57
Assessment Per Benefit Unit	\$169.02	\$169.02
Total: Zone Assessment	\$9,634.14	\$9,634.14
Maximum Assessment Per Benefit Unit	\$376.24	\$383.76
Zone Maximum Assessment	\$21,445.68	\$21,874.32

3.32 Zone F-1 (Tracts 16385,16386 and 16789) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	129.00	138.00
Total: Contingencies/Overhead	\$130.00	\$138.00
Grand Total: Expenses	\$136.00	\$138.00
<u>Revenue:</u>		
Special Assessments	\$100.00	\$100.00
Interest Earnings	36.00	38.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$136.00	\$138.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	10	10
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$100.00	\$100.00
Maximum Assessment Per Benefit Unit	\$217.58	\$221.93
Zone Maximum Assessment	\$2,175.80	\$2,219.30

3.33 Zone G-1 (Tract 16553) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,755.00	\$1,371.50
Street Lighting	<u>515.00</u>	<u>618.00</u>
Subtotal: Utility Costs	\$2,270.00	\$1,989.50
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	129.00	156.38
Contracted Maintenance Services	<u>1,292.00</u>	<u>1,563.84</u>
Subtotal: Maintenance Costs	\$1,421.00	\$1,720.22
Total: Services and Supplies	\$3,691.00	\$3,709.72
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$63.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	10,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$10,063.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$519.00	\$591.00
Reserve Fund Collection	0.00	1,595.28
Total: Contingencies/Overhead	\$519.00	\$2,186.28
Grand Total: Expenses	\$14,273.00	\$5,896.00
<u>Revenue:</u>		
Special Assessments	\$7,414.43	\$5,550.00
Interest Earnings	312.00	346.00
Reserve Fund Contribution	6,546.57	0.00
Total: Revenues	\$14,273.00	\$5,896.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	37	37
Assessment Per Benefit Unit	\$200.39	\$150.00
Total: Zone Assessment	\$7,414.43	\$5,550.00
Maximum Assessment Per Benefit Unit	\$389.11	\$396.89
Zone Maximum Assessment	\$14,397.07	\$14,684.93

3.34 Zone H-1 (Tract 16428) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,006.00	\$990.60
Street Lighting	<u>515.00</u>	<u>618.00</u>
Subtotal: Utility Costs	\$1,521.00	\$1,608.60
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$1,521.00	\$1,608.60
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$29.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$29.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$214.00	\$279.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$214.00	\$279.00
Grand Total: Expenses	\$1,764.00	\$1,887.60
<u>Revenue:</u>		
Special Assessments	\$1,430.00	\$1,430.00
Interest Earnings	110.00	116.00
Reserve Fund Contribution	224.00	341.60
Total: Revenues	\$1,764.00	\$1,887.60
<u>Zone Assessment:</u>		
Total Number of Benefit Units	13	13
Assessment Per Benefit Unit	\$110.00	\$110.00
Total: Zone Assessment	\$1,430.00	\$1,430.00
Maximum Assessment Per Benefit Unit	\$371.84	\$379.28
Zone Maximum Assessment	\$4,833.92	\$4,930.64

3.35 Zone I-1 (Tract 16766) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	21.00	28.00
Total: Contingencies/Overhead	\$22.00	\$28.00
Grand Total: Expenses	\$28.00	\$28.00
<u>Revenue:</u>		
Special Assessments	\$20.00	\$20.00
Interest Earnings	8.00	8.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$28.00	\$28.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	2	2
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$20.00	\$20.00
Maximum Assessment Per Benefit Unit	\$282.09	\$287.73
Zone Maximum Assessment	\$564.18	\$575.46

3.36 Zone J-1 (Tract 16938) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>2,402.00</u>	<u>2,882.40</u>
Subtotal: Utility Costs	\$2,402.00	\$2,882.40
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$2,402.00	\$2,882.40
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$56.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$56.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$340.00	\$525.00
Reserve Fund Collection	281.00	0.00
Total: Contingencies/Overhead	\$621.00	\$525.00
Grand Total: Expenses	\$3,079.00	\$3,407.40
<u>Revenue:</u>		
Special Assessments	\$2,700.00	\$2,700.00
Interest Earnings	379.00	396.00
Reserve Fund Contribution	0.00	311.40
Total: Revenues	\$3,079.00	\$3,407.40
<u>Zone Assessment:</u>		
Total Number of Benefit Units	36	36
Assessment Per Benefit Unit	\$75.00	\$75.00
Total: Zone Assessment	\$2,700.00	\$2,700.00
Maximum Assessment Per Benefit Unit	\$532.24	\$542.89
Zone Maximum Assessment	\$19,160.64	\$19,544.04

3.37 Zone K-1 (Tract 14744) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$3,148.00	\$2,967.90
Street Lighting	<u>1,888.00</u>	<u>2,265.60</u>
Subtotal: Utility Costs	\$5,036.00	\$5,233.50
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	524.00	634.10
Contracted Maintenance Services	<u>5,241.00</u>	<u>6,341.04</u>
Subtotal: Maintenance Costs	\$5,765.00	\$6,975.14
Total: Services and Supplies	\$10,801.00	\$12,208.64
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$207.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	12,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$12,207.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,521.00	\$1,919.00
Reserve Fund Collection	0.00	9,590.64
Total: Contingencies/Overhead	\$1,521.00	\$11,509.64
Grand Total: Expenses	\$24,529.00	\$23,718.28
<u>Revenue:</u>		
Special Assessments	\$23,173.28	\$23,173.28
Interest Earnings	504.00	545.00
Reserve Fund Contribution	851.72	0.00
Total: Revenues	\$24,529.00	\$23,718.28
<u>Zone Assessment:</u>		
Total Number of Benefit Units	104	104
Assessment Per Benefit Unit	\$222.82	\$222.82
Total: Zone Assessment	\$23,173.28	\$23,173.28
Maximum Assessment Per Benefit Unit	\$313.17	\$319.44
Zone Maximum Assessment	\$32,569.68	\$33,221.76

3.38 Zone L-1 (Tract 17441) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$15,238.00	\$9,400.30
Street Lighting	<u>686.00</u>	<u>823.20</u>
Subtotal: Utility Costs	\$15,924.00	\$10,223.50
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	334.00	404.40
Contracted Maintenance Services	<u>3,342.00</u>	<u>4,044.00</u>
Subtotal: Maintenance Costs	\$3,676.00	\$4,448.40
Total: Services and Supplies	\$19,600.00	\$14,671.90
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$257.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	7,500.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$7,757.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$2,744.00	\$2,372.00
Reserve Fund Collection	0.00	2,581.10
Total: Contingencies/Overhead	\$2,744.00	\$4,953.10
Grand Total: Expenses	\$30,101.00	\$19,625.00
<u>Revenue:</u>		
Special Assessments	\$19,320.00	\$19,320.00
Interest Earnings	278.00	305.00
Reserve Fund Contribution	10,503.00	0.00
Total: Revenues	\$30,101.00	\$19,625.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	46	46
Assessment Per Benefit Unit	\$420.00	\$420.00
Total: Zone Assessment	\$19,320.00	\$19,320.00
Maximum Assessment Per Benefit Unit	\$475.90	\$485.41
Zone Maximum Assessment	\$21,891.40	\$22,328.86

3.39 Zone M-1 (Tract 17436) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	278.00	289.00
Total: Contingencies/Overhead	\$279.00	\$289.00
Grand Total: Expenses	\$285.00	\$289.00
<u>Revenue:</u>		
Special Assessments	\$180.00	\$180.00
Interest Earnings	105.00	109.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$285.00	\$289.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	18	18
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$180.00	\$180.00
Maximum Assessment Per Benefit Unit	\$264.49	\$269.78
Zone Maximum Assessment	\$4,760.82	\$4,856.04

3.40 Zone N-1 (Tract 17352) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	103.00	112.00
Total: Contingencies/Overhead	\$104.00	\$112.00
Grand Total: Expenses	\$110.00	\$112.00
<u>Revenue:</u>		
Special Assessments	\$50.00	\$50.00
Interest Earnings	60.00	62.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$110.00	\$112.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	5	5
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$50.00	\$50.00
Maximum Assessment Per Benefit Unit	\$444.57	\$453.46
Zone Maximum Assessment	\$2,222.85	\$2,267.30

3.41 Zone O-1 (Tract 17305) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	20.00	28.00
Total: Contingencies/Overhead	\$21.00	\$28.00
Grand Total: Expenses	\$27.00	\$28.00
<u>Revenue:</u>		
Special Assessments	\$20.00	\$20.00
Interest Earnings	7.00	8.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$27.00	\$28.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	2	2
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$20.00	\$20.00
Maximum Assessment Per Benefit Unit	\$417.62	\$425.97
Zone Maximum Assessment	\$835.24	\$851.94

3.42 Zone P-1 (Tract 17291) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>3,260.00</u>	<u>3,500.40</u>
Subtotal: Utility Costs	\$3,260.00	\$3,500.40
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$3,260.00	\$3,500.40
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$778.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$778.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$558.00	\$637.00
Reserve Fund Collection	4,178.00	4,728.60
Total: Contingencies/Overhead	\$4,736.00	\$5,365.60
Grand Total: Expenses	\$8,774.00	\$8,866.00
<u>Revenue:</u>		
Special Assessments	\$3,080.00	\$3,080.00
Interest Earnings	5,694.00	5,786.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$8,774.00	\$8,866.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	308	308
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$3,080.00	\$3,080.00
Maximum Assessment Per Benefit Unit	\$578.08	\$589.64
Zone Maximum Assessment	\$178,048.64	\$181,609.12

3.43 Zone Q-1 (Tract 16751) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	66.00	74.00
Total: Contingencies/Overhead	\$67.00	\$74.00
Grand Total: Expenses	\$73.00	\$74.00
<u>Revenue:</u>		
Special Assessments	\$70.00	\$70.00
Interest Earnings	3.00	4.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$73.00	\$74.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	7	7
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$70.00	\$70.00
Maximum Assessment Per Benefit Unit	\$338.11	\$344.87
Zone Maximum Assessment	\$2,366.77	\$2,414.09

3.44 Zone R-1 (Tract 16660) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$6,188.00	\$6,123.00
Street Lighting	<u>1,888.00</u>	<u>2,265.60</u>
Subtotal: Utility Costs	\$8,076.00	\$8,388.60
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	377.00	455.95
Contracted Maintenance Services	<u>3,768.00</u>	<u>4,559.52</u>
Subtotal: Maintenance Costs	\$4,145.00	\$5,015.47
Total: Services and Supplies	\$12,221.00	\$13,404.07
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$234.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	15,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$15,234.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,721.00	\$2,166.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$1,721.00	\$2,166.00
Grand Total: Expenses	\$29,176.00	\$15,570.07
<u>Revenue:</u>		
Special Assessments	\$16,913.74	\$11,839.85
Interest Earnings	265.00	323.00
Reserve Fund Contribution	11,997.26	3,407.22
Total: Revenues	\$29,176.00	\$15,570.07
<u>Zone Assessment:</u>		
Total Number of Benefit Units	114.95	114.95
Assessment Per Benefit Unit	\$147.14	\$103.00
Total: Zone Assessment	\$16,913.74	\$11,839.85
Maximum Assessment Per Benefit Unit	\$195.19	\$199.10
Zone Maximum Assessment	\$22,437.09	\$22,886.55

3.45 Zone S-1 (Tract 16767) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	26.00	33.00
Total: Contingencies/Overhead	\$27.00	\$33.00
Grand Total: Expenses	\$33.00	\$33.00
<u>Revenue:</u>		
Special Assessments	\$30.00	\$30.00
Interest Earnings	3.00	3.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$33.00	\$33.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	3	3
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$30.00	\$30.00
Maximum Assessment Per Benefit Unit	\$376.98	\$384.52
Zone Maximum Assessment	\$1,130.94	\$1,153.56

3.46 Zone T-1 (Tract 16639) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	6.00	13.00
Total: Contingencies/Overhead	\$7.00	\$13.00
Grand Total: Expenses	\$13.00	\$13.00
<u>Revenue:</u>		
Special Assessments	\$10.00	\$10.00
Interest Earnings	3.00	3.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$13.00	\$13.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	1	1
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$10.00	\$10.00
Maximum Assessment Per Benefit Unit	\$263.69	\$268.97
Zone Maximum Assessment	\$263.69	\$268.97

3.47 Zone U-1 (Tract 16965) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$3,745.00	\$5,426.20
Street Lighting	<u>2,059.00</u>	<u>2,470.80</u>
Subtotal: Utility Costs	\$5,804.00	\$7,897.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	315.00	380.59
Contracted Maintenance Services	<u>3,146.00</u>	<u>3,805.92</u>
Subtotal: Maintenance Costs	\$3,461.00	\$4,186.51
Total: Services and Supplies	\$9,265.00	\$12,083.51
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$212.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	5,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$5,212.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1,310.00	\$1,966.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$1,310.00	\$1,966.00
Grand Total: Expenses	\$15,787.00	\$14,049.51
<u>Revenue:</u>		
Special Assessments	\$13,184.40	\$11,880.00
Interest Earnings	143	181.00
Reserve Fund Contribution	2,459.60	1,988.51
Total: Revenues	\$15,787.00	\$14,049.51
<u>Zone Assessment:</u>		
Total Number of Benefit Units	120	120
Assessment Per Benefit Unit	\$109.87	\$99.00
Total: Zone Assessment	\$13,184.40	\$11,880.00
Maximum Assessment Per Benefit Unit	\$121.31	\$123.73
Zone Maximum Assessment	\$14,557.20	\$14,847.60

3.48 Zone V-1 (Tract 17679) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	8.00	15.00
Total: Contingencies/Overhead	\$9.00	\$15.00
Grand Total: Expenses	\$15.00	\$15.00
<u>Revenue:</u>		
Special Assessments	\$10.00	\$10.00
Interest Earnings	5.00	5.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$15.00	\$15.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	1	1
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$10.00	\$10.00
Maximum Assessment Per Benefit Unit	\$545.85	\$556.77
Zone Maximum Assessment	\$545.85	\$556.77

3.49 Zone W-1 (Tract 17680) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	10.00	17.00
Total: Contingencies/Overhead	\$11.00	\$17.00
Grand Total: Expenses	\$17.00	\$17.00
<u>Revenue:</u>		
Special Assessments	\$10.00	\$10.00
Interest Earnings	7.00	7.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$17.00	\$17.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	1	1
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$10.00	\$10.00
Maximum Assessment Per Benefit Unit	\$388.16	\$395.92
Zone Maximum Assessment	\$388.16	\$395.92

3.50 Zone X-1 (Tract 17681) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>0.00</u>	<u>0.00</u>
Subtotal: Utility Costs	\$0.00	\$0.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$0.00	\$0.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$6.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$6.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$1.00	\$0.00
Reserve Fund Collection	7.00	14.00
Total: Contingencies/Overhead	\$8.00	\$14.00
Grand Total: Expenses	\$14.00	\$14.00
<u>Revenue:</u>		
Special Assessments	\$10.00	\$10.00
Interest Earnings	4.00	4.00
Reserve Fund Contribution	0.00	0.00
Total: Revenues	\$14.00	\$14.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	1	1
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$10.00	\$10.00
Maximum Assessment Per Benefit Unit	\$316.27	\$322.60
Zone Maximum Assessment	\$316.27	\$322.60

3.51 Zone Y-1 (Tract 14937) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,428.00	\$1,833.00
Street Lighting	<u>0.00</u>	<u>2,059.20</u>
Subtotal: Utility Costs	\$1,428.00	\$3,892.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$1,428.00	\$3,892.20
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$73.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$73.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$207.00	\$683.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$207.00	\$683.00
Grand Total: Expenses	\$1,708.00	\$4,575.20
<u>Revenue:</u>		
Special Assessments	\$710.00	\$710.00
Interest Earnings	379.00	382.00
Reserve Fund Contribution	619.00	3,483.20
Total: Revenues	\$1,708.00	\$4,575.20
<u>Zone Assessment:</u>		
Total Number of Benefit Units	71	71
Assessment Per Benefit Unit	\$10.00	\$10.00
Total: Zone Assessment	\$710.00	\$710.00
Maximum Assessment Per Benefit Unit	\$228.79	\$233.37
Zone Maximum Assessment	\$16,244.09	\$16,569.27

3.52 Zone A-2 (Tract 19910) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$1,558.00	\$0.00
Street Lighting	<u>686.00</u>	<u>823.20</u>
Subtotal: Utility Costs	\$2,244.00	\$823.20
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	135.00	356.83
Contracted Maintenance Services	<u>1,350.00</u>	<u>3,568.32</u>
Subtotal: Maintenance Costs	\$1,485.00	\$3,925.15
Total: Services and Supplies	\$3,729.00	\$4,748.35
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$354.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	15,000.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$15,354.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$523.00	\$150.00
Reserve Fund Collection	0.00	1,138.65
Total: Contingencies/Overhead	\$523.00	\$1,288.65
Grand Total: Expenses	\$19,606.00	\$6,037.00
<u>Revenue:</u>		
Special Assessments	\$5,700.00	\$5,700.00
Interest Earnings	328.00	337.00
Reserve Fund Contribution	13,578.00	0.00
Total: Revenues	\$19,606.00	\$6,037.00
<u>Zone Assessment:</u>		
Total Number of Benefit Units	19	19
Assessment Per Benefit Unit	\$300.00	\$300.00
Total: Zone Assessment	\$5,700.00	\$5,700.00
Maximum Assessment Per Benefit Unit	\$590.59	\$602.41
Zone Maximum Assessment	\$11,221.21	\$11,445.79

3.53 Zone B-2 (APN 0410-121-16-0000) Budget

Budget Components	Fiscal Year 2022/23	Fiscal Year 2023/24
<u>Expenses:</u>		
<i>Utility Service</i>		
General	\$0.00	\$0.00
Street Lighting	<u>515.00</u>	<u>618.00</u>
Subtotal: Utility Costs	\$515.00	\$618.00
<i>Maintenance Services and Supplies</i>		
Equipment	\$0.00	\$0.00
Landscape Supplies/Repairs	0.00	0.00
Contracted Maintenance Services	<u>0.00</u>	<u>0.00</u>
Subtotal: Maintenance Costs	\$0.00	\$0.00
Total: Services and Supplies	\$515.00	\$618.00
<i>Fixed Assets</i>		
Lease Bldg. and Grounds	\$11.00	\$0.00
Improvements to Land	0.00	0.00
Structures & Related Improvements	0.00	0.00
Equipment	0.00	0.00
Total: Fixed Assets	\$11.00	\$0.00
<i>Contingencies/Overhead</i>		
Administrative Expenses	\$73.00	\$113.00
Reserve Fund Collection	0.00	0.00
Total: Contingencies/Overhead	\$73.00	\$113.00
Grand Total: Expenses	\$599.00	\$731.00
<u>Revenue:</u>		
Special Assessments	\$559.51	\$570.7059.51
Interest Earnings	0.00	1.00
Reserve Fund Contribution	39.49	39.49170.49
Total: Revenues	\$599.00	\$742.19
<u>Zone Assessment:</u>		
Total Number of Benefit Units	1	1
Assessment Per Benefit Unit	\$559.51	\$570.70
Total: Zone Assessment	\$559.51	\$570.70
Maximum Assessment Per Benefit Unit	\$559.51	\$570.70
Zone Maximum Assessment	\$559.51	\$570.70

3.54 Definitions of Budget Items

The following definitions describe the services and costs included in the Assessment District budget.

Expenses:

Utility Services: includes the furnishing of electricity (general and streetlights) required for the operation and maintenance of the landscaping facilities.

Maintenance Services and Supplies: includes maintenance equipment costs, landscape supplies/repairs, and contracted maintenance services costs.

Total Service and Supplies: consists of the subtotal of utility services, and the subtotal of maintenance services and supplies.

Fixed Assets: includes land, improvement to land, structures and related improvements, and equipment costs.

Contingencies/Overhead: includes the operating funds (transfer out) and any reserve fund collection.

Grand Total Expenses: consists of Total Services and Supplies, total Fixed Assets, and total Contingencies/Overhead.

Revenue:

Revenue: includes the amount of special assessments that will be levied, interest earnings, and any contribution from surplus reserves available from the prior year, to contribute to the total expenses.

Zone Assessment: shows the assessment per Benefit Unit to be levied, multiplied by the number of assessable parcels. This also shows the maximum assessment per Benefit Unit and the total maximum assessment for the zone.

4. ASSESSMENTS

The actual assessment for Fiscal Year 2023/24 apportioned to each parcel as shown on the latest equalized roll at the County Assessor's office is on file with the District. The description of each lot or parcel is part of the records of the County Assessor and such records are by reference, made part of this Report.

4.1 Method of Apportionment

Pursuant to the Act and Article XIID of the Constitution of the State of California, all parcels that have special benefit conferred upon them as a result of the maintenance and operation of improvements shall be identified and the proportionate special benefit derived by each identified parcel shall be determined in relationship to the entire cost of the maintenance and operation of the improvements. Only parcels that receive direct special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received.

To apportion the estimated costs for each zone during any fiscal year, each parcel is deemed to receive equal special benefit from the improvements. The assessment per Benefit Unit is calculated by dividing the total assessment by the total number of existing parcels to determine the annual assessment per Benefit Unit.

There is currently no assessment rate inflator associated with the Maximum Annual Assessment rates for Zones A through H.

In order to meet the costs of inflation, the Maximum Assessment rate for Zones I through B-2 is subject to an annual increase of 2%. It is specifically provided that the Maximum Assessment shall be increased each fiscal year, computed on the previous fiscal year's Maximum Assessment.

5. ASSESSMENT DIAGRAM

The Assessment Diagrams for each zone within the Assessment District have been submitted to the District Secretary in the format required under the provision of the Act and are hereby incorporated into this Report by reference. The lines and dimensions shown on maps of the County Assessor for the current year are also incorporated by reference herein and made part of this Report.

6. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel within the District, shall be based on the County Assessor's secured roll data for the applicable year in which this Report is prepared and is incorporated herein by reference.

A listing of assessor's parcels assessed within the District for Fiscal Year 2023/24, along with the assessment amounts, is on file in the office of the City Clerk and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this Report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the assessment amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.



17524 Lilac Street, Unit C-1
Hesperia, CA 92345
Ph. (760) 961-7222
Fax (866) 501-5942
Lic. # C-16 935502
www.tridentfp.com

Mike Varner
Hesperia Recreation and Park District
16292 Lime Street
Hesperia, CA 92345

April 20, 2023

Re: Fire Sprinkler System Repairs at:

Commercial Center
17508 Hercules Street
Hesperia, CA 92345

Dear Mr. Varner,
We are pleased to quote you the sum of **\$21,100.00 (Twenty-One Thousand One Hundred Dollars and no cents)** for the listed repairs required on the overhead fire sprinkler systems at the above referenced project. This includes all labor and material. The repairs will meet all the requirements established by NFPA 13 Standard for the Installation of Sprinkler Systems.

This work is considered repair work, and permits will not be required.

Scope of Work:

- (See Page 2)

Work Excluded:

- Plans and Permits. This work is considered repair work.
- Cleaning, masking, or painting of pipe, heads and equipment.
- Patching or painting of building.
- Access panels, hatches and doors.

Clarifications:

- Proper access and authorization must be provided to complete the work. Delays due to lack of accessibility or authorization from tenants will be billed as extra time on the job.

Please feel free to call with any questions you may have.

Accepted: _____ Date: _____
Owner Or Owner's Agent

Accepted: _____ Date: _____
Trident Fire Protection, Inc.

Scope of Work

Building A

- Replace missing spare sprinkler box and spare sprinklers
- Replace pressure gauges on fire sprinkler riser
- Paint "FIRE RISER ROOM" on Fire Riser Room door
- Replace FDC address sign
- Replace missing PIV handle
- Replace missing / worn alarm bell sign
- Replace 12 missing escutcheons throughout
- Replace 18 corroded sprinklers at eaves
- Remove 1 drop to sprinkler below ceiling
- Add missing sprinkler in Storage Room
- Extend sprinkler by Sound Booth to ceiling level
- Add sprinkler in Women's Restroom Hallway
- Add 2 sprinklers near front door
- Extend 2 sprinklers in Office near Worship Hall to ceiling level
- Replace all 143 pendent sprinklers in building, as multiple failures have occurred and most of them currently show signs of corrosion

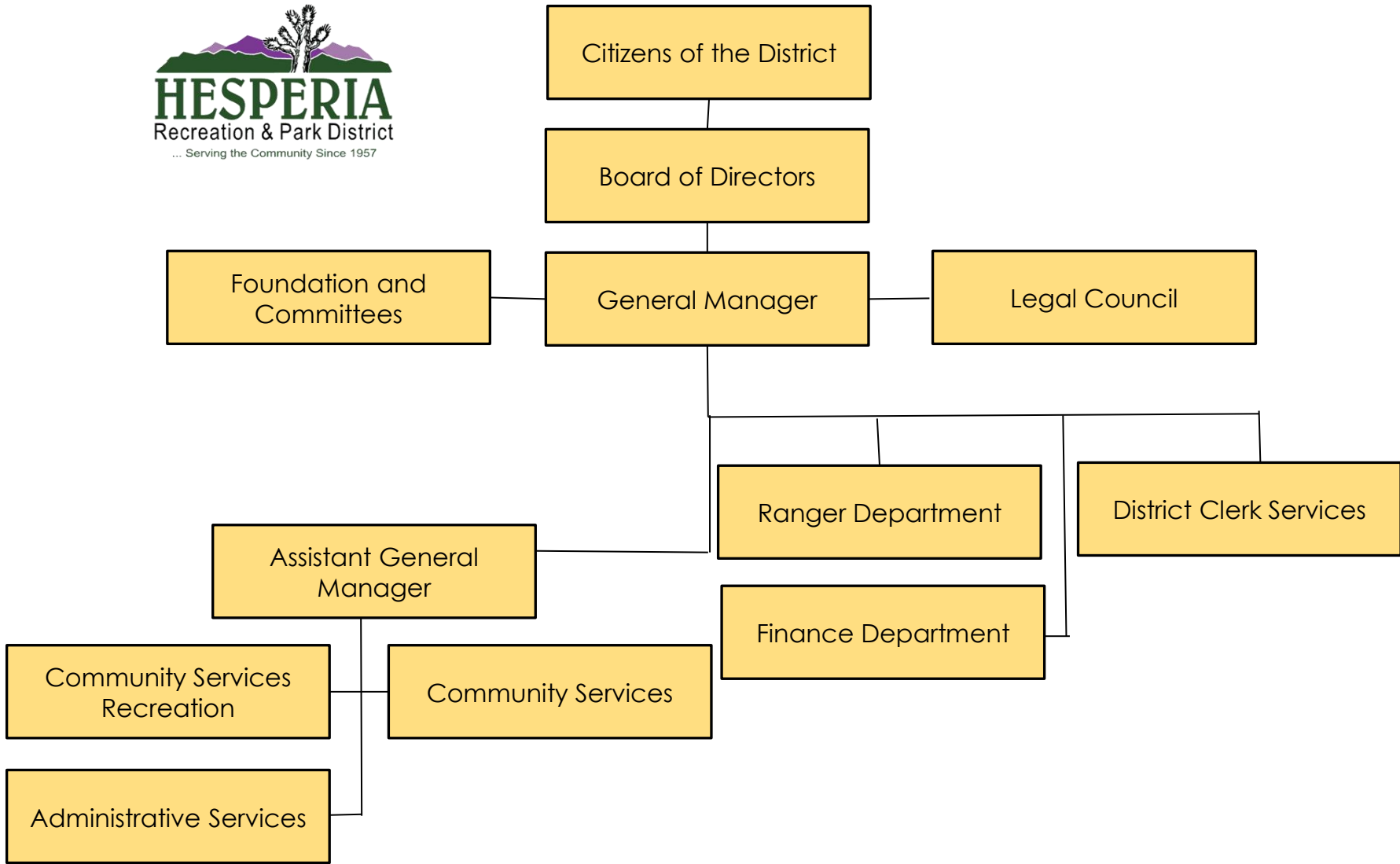
Building B

- Replace missing spare sprinkler box and spare sprinklers
- Replace pressure gauges on fire sprinkler riser
- Paint "FIRE RISER ROOM" on Fire Riser Room door
- Replace FDC address sign
- Replace missing PIV handle
- Replace missing / worn alarm bell sign
- Replace 12 corroded sprinklers at eaves
- Add sprinkler in Riser Room
- Unit 6 – Remove 1 sprinkler in Main Room
- Unit 6 – Replace 2 missing escutcheons
- Unit 6 – Remove sprinkler by door opening
- Unit 7 – Replace 4 missing escutcheons
- Unit 8 – Replace 2 missing escutcheons

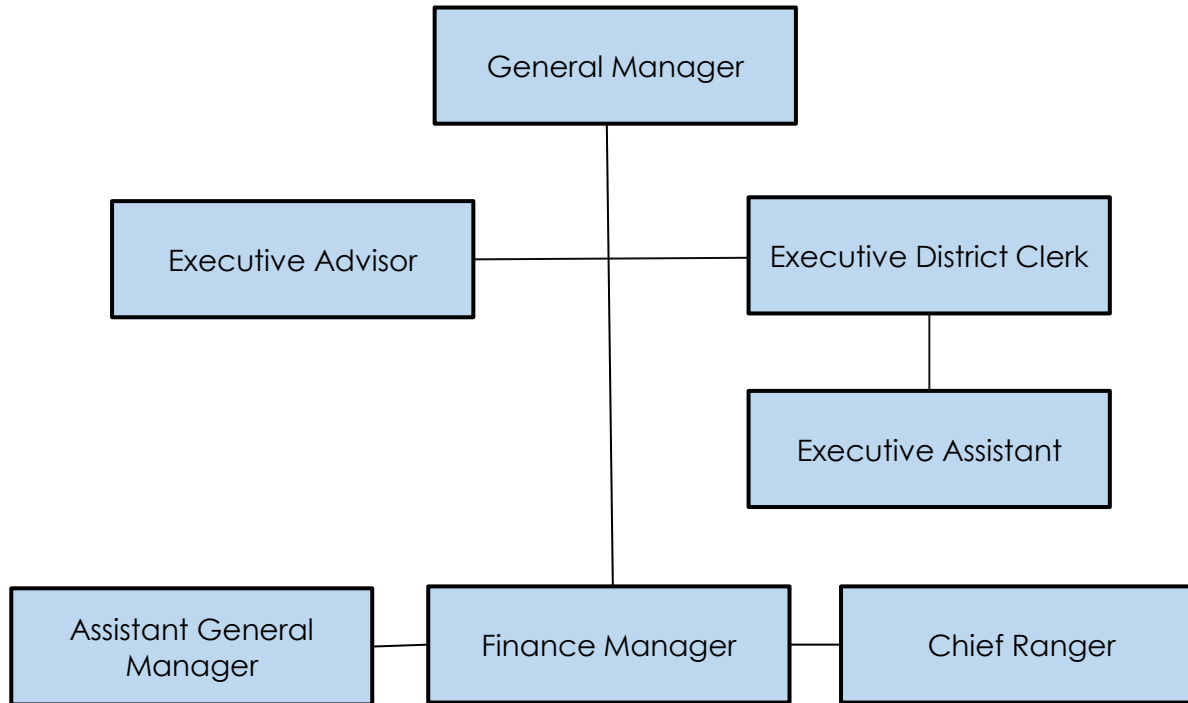
Building C

- Replace missing spare sprinkler box and spare sprinklers
- Replace pressure gauges on fire sprinkler riser
- Paint "FIRE RISER ROOM" on Fire Riser Room door
- Replace FDC address sign
- Replace missing PIV handle
- Replace missing / worn alarm bell sign
- Replace 18 corroded dry sprinklers at eaves
- Add sprinkler in Lobby
- Remove 1 sprinkler in Office Area
- Change 3 solder-link sprinklers to bulb sprinklers to match others in Office Area
- Extend 3 sprinklers in Office Area to ceiling level
- Replace 1 painted sprinkler
- Replace 7 missing escutcheons

District Wide Organizational



General Manager Overview



Finance Department

General Manager

Finance Manager

Accountant

Accountant

Account Technician

Account Technician



Ranger Department

General Manager

Chief Ranger

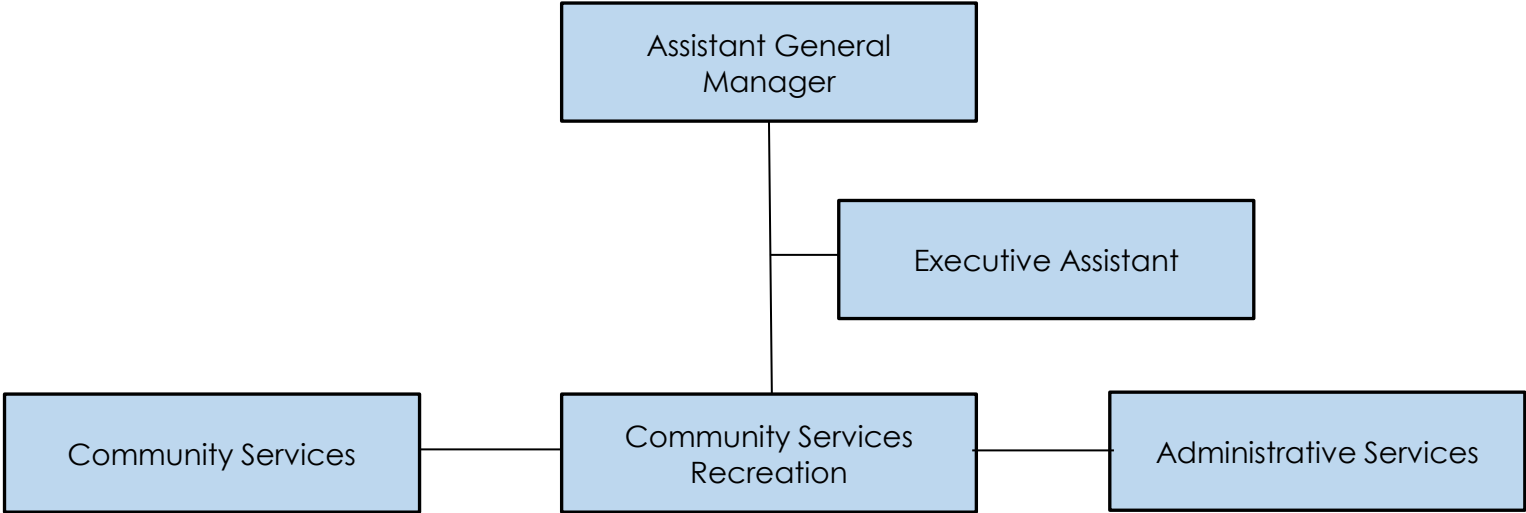
Ranger Volunteer

Ranger F/T

Ranger P/T

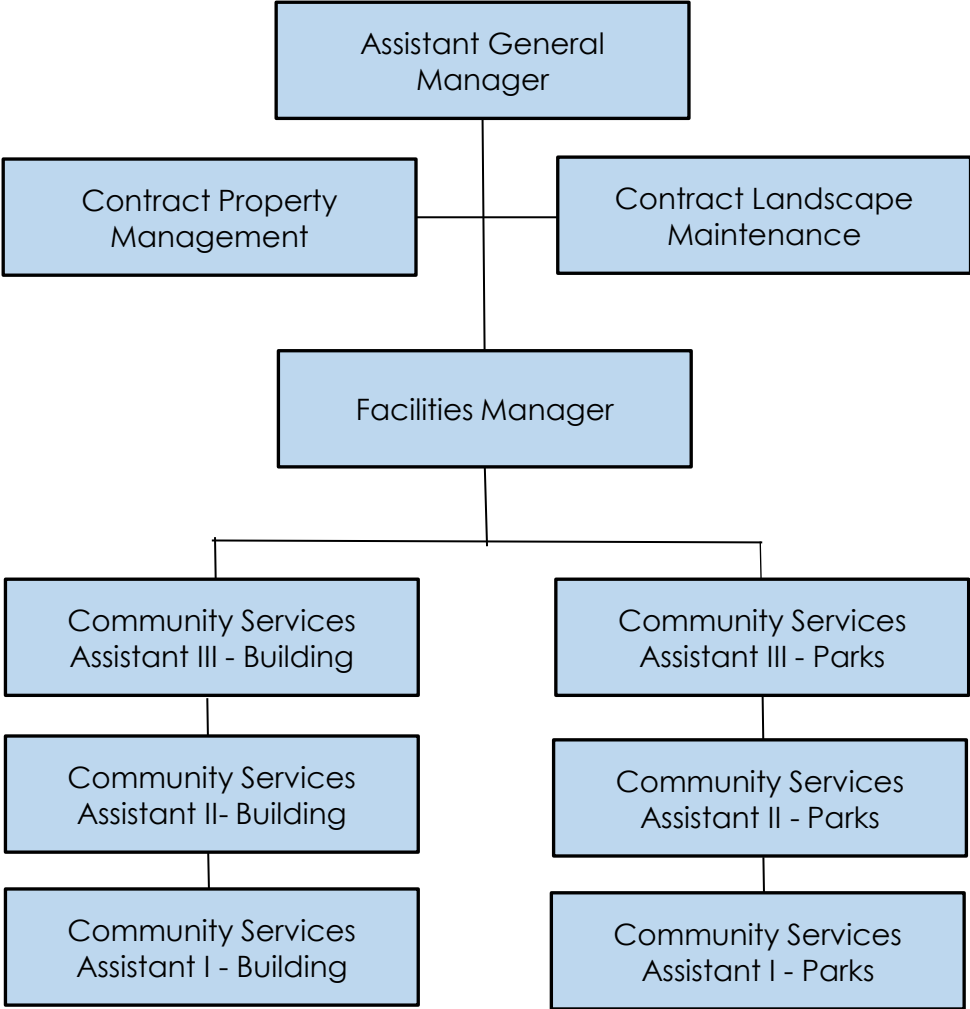


Assistant General Manager





Community Services





Administrative Services

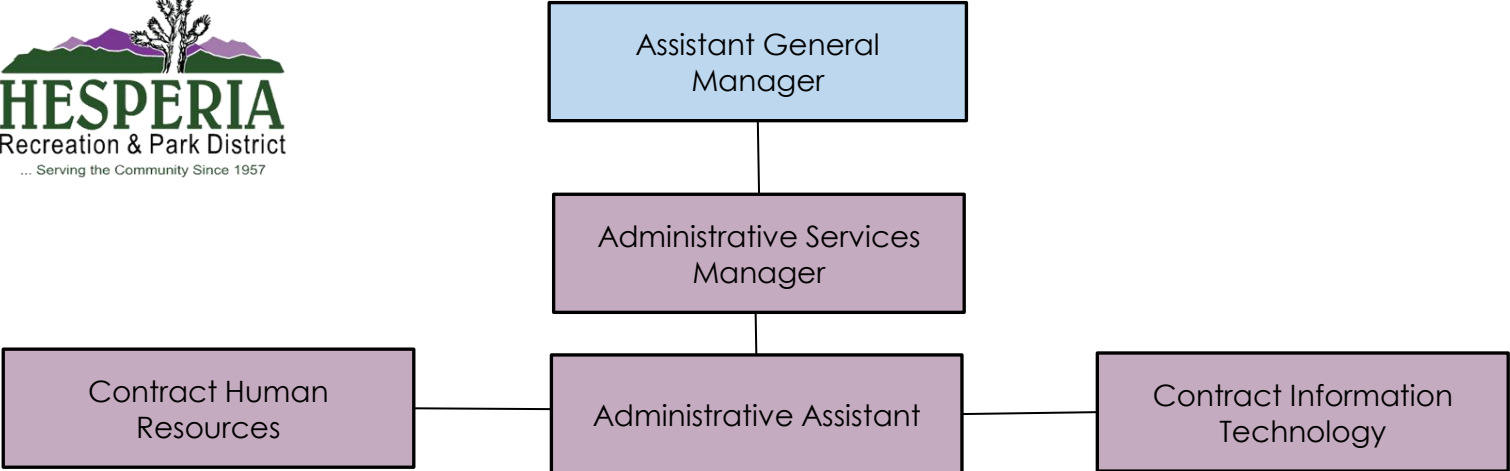
Assistant General
Manager

Administrative Services
Manager

Contract Human
Resources

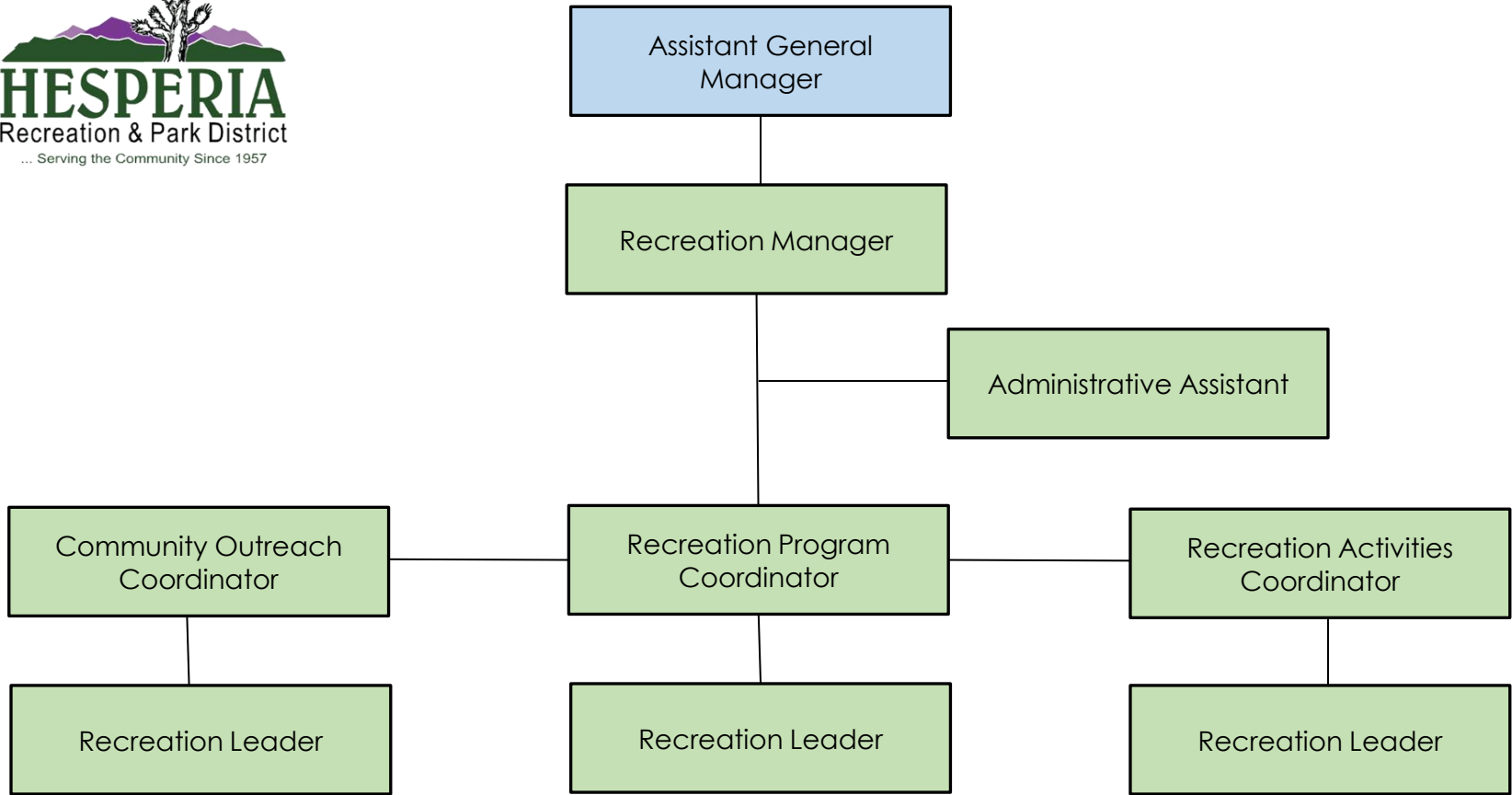
Administrative Assistant

Contract Information
Technology





Recreation Department



CLASSIFICATION	RANGE	MONTHLY MINIMUM	MONTHLY MAXIMUM	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	ANNUAL MINIMUM	ANNUAL MAXIMUM
Recreation Leader	10760	\$2,773.33	\$3,716.53	\$16.00	\$16.80	\$17.64	\$18.52	\$19.45	\$20.42	\$21.44	\$33,280.00	\$44,598.38
Office Assistant	10760	\$2,773.33	\$3,716.53	\$16.00	\$16.80	\$17.64	\$18.52	\$19.45	\$20.42	\$21.44	\$33,280.00	\$44,598.38
Community Services Assistant I	10760	\$2,773.33	\$3,716.53	\$16.00	\$16.80	\$17.64	\$18.52	\$19.45	\$20.42	\$21.44	\$33,280.00	\$44,598.38
Senior Recreation Leader	10980	\$3,218.12	\$4,312.59	\$18.57	\$19.49	\$20.47	\$21.49	\$22.57	\$23.70	\$24.88	\$38,617.49	\$51,751.13
Administrative Assistant	10980	\$3,218.12	\$4,312.59	\$18.57	\$19.49	\$20.47	\$21.49	\$22.57	\$23.70	\$24.88	\$38,617.49	\$51,751.13
Executive Assistant	11080	\$3,734.25	\$5,004.25	\$21.54	\$22.62	\$23.75	\$24.94	\$26.19	\$27.50	\$28.87	\$44,811.01	\$60,051.04
Community Services Assistant II	11080	\$3,734.25	\$5,004.25	\$21.54	\$22.62	\$23.75	\$24.94	\$26.19	\$27.50	\$28.87	\$44,811.01	\$60,051.04
Account Technician	11080	\$3,734.25	\$5,004.25	\$21.54	\$22.62	\$23.75	\$24.94	\$26.19	\$27.50	\$28.87	\$44,811.01	\$60,051.04
Recreation Program Coordinator	11120	\$4,441.48	\$5,952.01	\$23.19	\$24.35	\$25.56	\$26.84	\$28.18	\$29.59	\$31.07	\$53,297.80	\$71,424.15
Recreation Activities Coordinator	11120	\$4,441.48	\$5,952.01	\$23.19	\$24.35	\$25.56	\$26.84	\$28.18	\$29.59	\$31.07	\$53,297.80	\$71,424.15
Senior Executive Assistant	11120	\$4,441.48	\$5,952.01	\$23.19	\$24.35	\$25.56	\$26.84	\$28.18	\$29.59	\$31.07	\$53,297.80	\$71,424.15
Community Services Assistant III	11150	\$4,441.48	\$5,952.01	\$25.62	\$26.91	\$28.25	\$29.66	\$31.15	\$32.70	\$34.34	\$53,297.80	\$71,424.15
Community Outreach Coordinator	11150	\$4,441.48	\$5,952.01	\$25.62	\$26.91	\$28.25	\$29.66	\$31.15	\$32.70	\$34.34	\$53,297.80	\$71,424.15
Accountant	11180	\$5,153.81	\$6,906.60	\$29.73	\$31.22	\$32.78	\$34.42	\$36.14	\$37.95	\$39.85	\$61,845.77	\$82,879.25
Park Ranger	11180	\$5,153.81	\$6,906.60	\$29.73	\$31.22	\$32.78	\$34.42	\$36.14	\$37.95	\$39.85	\$61,845.77	\$82,879.25
Facilities Supervisor	11390	\$5,540.35	\$7,424.60	\$31.96	\$33.56	\$35.24	\$37.00	\$38.85	\$40.79	\$42.83	\$66,484.20	\$89,095.19
Executive District Clerk	11430	\$5,962.80	\$7,990.72	\$34.40	\$36.12	\$37.93	\$39.82	\$41.81	\$43.91	\$46.10	\$71,553.62	\$95,888.70
Administrative Services Manager	11430	\$5,962.80	\$7,990.72	\$34.40	\$36.12	\$37.93	\$39.82	\$41.81	\$43.91	\$46.10	\$71,553.62	\$95,888.70
Recreation Manager	11430	\$5,962.80	\$7,990.72	\$34.40	\$36.12	\$37.93	\$39.82	\$41.81	\$43.91	\$46.10	\$71,553.62	\$95,888.70
Chief Ranger	11430	\$5,962.80	\$7,990.72	\$34.40	\$36.12	\$37.93	\$39.82	\$41.81	\$43.91	\$46.10	\$71,553.62	\$95,888.70
Finance Manager	11840	\$8,789.80	\$11,779.17	\$50.71	\$53.25	\$55.91	\$58.70	\$61.64	\$64.72	\$67.96	\$105,477.57	\$141,350.03
Assistant General Manager	11840	\$8,789.80	\$11,779.17	\$50.71	\$53.25	\$55.91	\$58.70	\$61.64	\$64.72	\$67.96	\$105,477.57	\$141,350.03

May 3, 2019

Board of Directors
Hesperia Recreation and Park District and
Hesperia Area Recreation District Foundation
P.O. Box 401055
Hesperia, CA 92340

Dear Mr. Woods:

We are pleased to confirm our understanding of the services we are to provide to Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation for the years ending June 30, 2019, 2020, 2021, 2022, and 2023. This letter, and the attached *Terms and Conditions Addendum* and any other attachments incorporated herein (collectively, "Agreement"), confirms our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide. The engagement between you and our firm will be governed by the terms of this Agreement.

Engagement Objective and Scope

We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation for the years ending on June 30, 2019, 2020, 2021, 2022, and 2023. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:



EADIE + PAYNE

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Eadie + Payne, LLP

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Riverside, CA 92501

P.O. Box 1529
Riverside, CA 92502-1529

Office: 951-241-7800

www.eadiepaynellp.com

1. Management's Discussion and Analysis;
2. Budgetary Comparison Schedule - General Fund
3. Budgetary Comparison Schedule - Special Revenue Funds;
4. Schedule of Proportionate Share of Net Pension Liability and Related Ratios - Defined Benefit Pension Plan;
5. Schedules of Contributions - Defined Benefit Pension Plan;
6. Schedule of Funding Progress - Other Post-employment Benefits Plan;
7. Schedule of changes in net OPEB liability and related ratios;
8. Schedule of contributions – OPEB; and,
9. Notes to required supplementary information.

We have also been engaged to report on supplementary information other than RSI that accompanies the Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements or in a report combined with our auditor's report on the financial statements.

Supplementary Schedules

1. Special Revenue Funds;
2. Combining Balance Sheet - Special Revenue Funds; and
3. Combining Statement of Revenues, Expenditures, and Changes in Fund Balance - Special Revenue Funds.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to above when considered in relation to the financial statements as a whole. The objective also includes reporting on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, and that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance. The report will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Minimum Audit Requirements for California Special Districts issued by the State Controller's Office; and will include tests of the accounting records of Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our audits of Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation's financial statements. Our reports will be addressed to the Board of Directors of Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, and supporting documentation, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date of the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2)

that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishment and maintenance of a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, or attestation engagements performance audits or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

Eadie and Payne, LLP meets the independence requirements contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States, and Rules 101 and 102 of the American Institute of CPAs Code of Professional Conduct with respect to the audits of the Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation for the year ended June 30, 2019, 2020, 2021, 2022 and 2023.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, we understand that copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Eadie and Payne, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulators or designees, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Eadie and Payne, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

Based on our discussions, we expect to begin interim fieldwork at a mutually convenient date in May of each year engaged; we expect to begin our year-end fieldwork in October of each year engaged and issue our reports no later than December 31 of each year engaged (FYE June 30, 2019 through FYE June 30, 2023).

Eden Casareno is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. In compliance with Government Code section 12410.6.(b), we will rotate engagement partners commencing with the FYE June 30, 2020 engagement.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter or comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2016 peer review accompanies this letter (Attachment A).

Our fees for these services will total \$189,500. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The fees are inclusive of out-of-pocket type expenses such as travel, hotel, and meals.

Multi-year Fee Schedule:

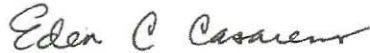
Professional Services for	Fee
FYE June 30, 2019	\$ 37,000
FYE June 30, 2020	37,000
FYE June 30, 2021	38,100
FYE June 30, 2022	38,100
FYE June 30, 2023	39,300
Total	\$ 189,500

By your signature below, you acknowledge and agree that upon the expiration of the seven-year period, Eadie and Payne, LLP shall be free to destroy our records related to this engagement.

We appreciate the opportunity to be of service to Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign this letter and return it to us.

Very truly yours,

EADIE AND PAYNE, LLP



Eden C. Casareno

Attachment: Attachment A Peer Review Letter
Terms and Conditions Addendum

RESPONSE:

This letter correctly sets forth the understanding of Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation

Management signature: 
Title: General Manager
Date: 6/13/19

Governance signature: 
Title: Board President
Date: 6/12/19

ATTACHMENT A



A Professional Accounting Corporation
www.pncpa.com

System Review Report

To the Partners of Eadie & Payne, LLP
& the California Society of CPAs Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Eadie & Payne, LLP (the Firm) in effect for the year ended April 30, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included an engagement performed under *Government Auditing Standards* and an audit of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Eadie & Payne, LLP in effect for the year ended April 30, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Eadie & Payne, LLP has received a peer review rating of *pass*.

Postlethwaite & Netterville

Donaldsonville, Louisiana
December 16, 2016

July 29, 2020

Board of Directors
Hesperia Recreation and Park District and
Hesperia Area Recreation District Foundation
P.O. Box 401055
Hesperia, CA 92340

Dear Mr. Nicolas Chavez:

We are pleased to confirm our understanding of the services we are to provide to Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation (District) for the year ended June 30, 2020. This letter, and the attached *Terms and Conditions Addendum* and any other attachments incorporated herein (collectively, "Agreement"), confirms our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide. The engagement between you and our firm will be governed by the terms of this Agreement.

You have requested that we audit the governmental activities and each major fund the District as of June 30, 2020, and for the year then ended and the related notes, which collectively comprise the District's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit applicable to those basic financial statements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP,) as promulgated by the Governmental Accounting Standards Board (GASB) require that management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP.



EADIE + PAYNE

*Celebrating a Century
of Quality Service*

Eadie + Payne, LLP

3880 Lemon St., Ste. 300
Riverside, CA 92501

P.O. Box 1529
Riverside, CA 92502-1529

Office: 951-241-7800

www.eadielaynellp.com

**Certified Public Accountants
& Business Advisors**

This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis;
2. Budgetary Comparison Schedule - General Fund
3. Budgetary Comparison Schedule - Special Revenue Funds;
4. Schedule of Proportionate Share of Net Pension Liability and Related Ratios - Defined Benefit Pension Plan;
5. Schedules of Contributions - Defined Benefit Pension Plan;
6. Schedule of Funding Progress - Other Post-employment Benefits Plan;
7. Schedule of changes in net OPEB liability and related ratios;
8. Schedule of contributions – OPEB; and,
9. Notes to required supplementary information.

Supplementary information other than RSI will accompany the District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with U.S. GAAS. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole:

1. Special Revenue Funds;
2. Combining Balance Sheet - Special Revenue Funds; and
3. Combining Statement of Revenues, Expenditures, and Changes in Fund Balance - Special Revenue Funds.

Auditor Responsibilities

We will conduct our audit in accordance with U.S. GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the minimum audit requirements of the California State Controller's Office under Code Section 26909. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the basic financial statements, whether due to fraud or error, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements.

An audit also includes evaluating the appropriateness of accounting policies used, and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statements. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with creditors and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding.

At the conclusion of our audit, we will also request certain written representations from you about the basic financial statements and related matters.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements (whether caused by errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and in accordance with *Government Auditing Standards*, and the minimum audit requirements of the California State Controller's Office.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we have identified during the audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management and those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit; and

- iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- d. For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by the entity's auditor;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
- j. For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and those charged with governance written confirmation concerning representations made to us in connection with the audit.

Reporting

We will issue a written report upon completion of our audit of the District's basic financial statements. Our report will be addressed to the Board of Directors of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed.

Other

We will also assist in preparing the basic financial statements, required supplementary information, and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you.

We will also provide assistance with the preparation of the Annual Financial Transactions Report required by the State Controller's Office.

We will prepare from your records and information you will provide, Internal Revenue Service Form-990—*Return of Organizations Exempt from Tax* and the required filings for California for the Hesperia Area Recreation District Foundation. Additional terms for the preparation of the tax returns are covered in a separate engagement letter for tax services.

We will not assume management responsibilities on behalf of the District. However, we will provide advice and recommendations to assist management of the District in performing its responsibilities.

The District's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the engagement are as follows:

- We will perform the services in accordance with applicable professional standards.
- This engagement is limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account codings and approving journal entries. Our firm will advise the District with regard to tax positions taken in the preparation of the tax return, but the District must make all decisions with regard to those matters.

Government Auditing Standards require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit service.

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Provisions of Engagement Administration, Fees, and Other

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Based on our discussions, we expect to begin interim fieldwork at a mutually convenient date in mid-August 2020; we expect to begin our year-end fieldwork in October 2020 and issue our reports no later than December 31, 2020.

In compliance with Government Code section 12410.6.(b), we are rotating engagement partners commencing with the FYE June 30, 2020 engagement. Hong N. Nguyen and Brandon Ferrell are the client service executives for the audit services specified in this letter. Her responsibilities include supervising Eadie and Payne, LLP's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered every two weeks and are payable upon presentation. We estimate that our fee for the audit will be between \$49,500 and \$52,500. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the District's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

At the conclusion of our audit engagement, we will communicate to the Board of Directors the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;

- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Eadie and Payne, LLP and constitutes confidential information. However, we may be requested to make certain audit documentation available to federal/state agencies pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Eadie and Payne, LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to federal/state agencies. They may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter or comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review accompanies this letter (Attachment A).

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Very truly yours,

EADIE AND PAYNE, LLP



Brandon Ferrell
Co-Client Service Executive




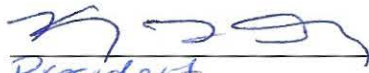
Hong N. Nguyen
Co-Client Service Executive

Attachment: Attachment A Peer Review Letter
Terms and Conditions Addendum

RESPONSE:

This letter correctly sets forth the understanding of Hesperia Recreation and Park District and Hesperia Area Recreation District Foundation

Management signature: 
Title: General Manager
Date: 8-3-2020

Governance signature: 
Title: Board President
Date: 8-12-2020

**HESPERIA RECREATION AND PARK DISTRICT
INTER-OFFICE MEMO**

DATE: April 17, 2023

PHONE: (760) 244-5488

FROM:  JUDY TRENHOLM, STAFF ASSISTANT
Hesperia Recreation and Park District

TO: KYLE WOOLLEY, GENERAL MANAGER
Hesperia Recreation and Park District

SUBJECT: RECREATION UPDATE FOR MARCH 2023

ASAP - AFTER SCHOOL ACTIVITIES PROGRAM

- o 279 Registered Participants (same as last month, -18 from previous year)

School Site	Open 2022/2023 Number of Sites	Average Weekly Paid per School for March 2023	2022/2023 Interest/Wait List
Carmel	0	-	13
Cottonwood	1	20	23
Cypress	2	40	20
Eucalyptus	0	-	1
Hollyvale	1	18	0
Joshua Circle	0	-	9
Juniper	0	-	5
Kingston	1	20	5
Krystal	1	20	26
Lime Street	0	-	4
Maple	0	-	3
Mesa Grande	0	-	5
Mesquite Tails	3	60	31
Mission Crest	3	59	5
Topaz	2	42	18
Total	14	279	168

- o Total Monthly Participation: 5,022

KIDS KAMP

- 38 Registered participants (+2 from previous year)
- 88 Total monthly participation (-22 from previous year)

**HESPERIA RECREATION AND PARK DISTRICT
INTER-OFFICE MEMO**

DATE: April 15, 2023

PHONE: (760) 244-5488

FROM: *SH* SARAH HAUSER, RECREATION MANAGER
Hesperia Recreation and Park District

TO: KYLE WOOLLEY, GENERAL MANAGER
Hesperia Recreation and Park District

SUBJECT: HESPERIA LAKE REPORT FOR MARCH 2023

HESPERIA LAKE

- Anglers - Total: 2,192 (+602 from previous month, +514 from last year)
 - Day: 1,779 (+530 from previous month, +551 from last year)
 - Child: 181 (+36 from previous month, -17 from last year)
 - Senior: 112 (+49 from previous month, +19 from last year)
 - Military discount: 103 (-6 from previous month, -50 from last year)
 - Passes redeemed: 17 (-8 from previous month, +11 from last year)
 - Punch cards sold: 0 (-2 from previous month, same as last year)
- Fish caught - Total: 1,190 (+567 from previous month, +684 from last year)
 - Catfish: 6 (-16 from previous month, -1 from last year)
 - Trout: 1,184 (+583 from previous month, +596 from last year)
 - Tilapia: 0 (same as last month, Tilapia was not stocked last year)

*First Trout Stock of the season was November 10, 2022
- Group picnic rentals: 2 (+1 from previous month, -2 from last year)
- Picnic participants: 100 (+50 from previous month, -200 from last year)
- Campsites rented: 229 (+127 from previous month, -5 from last year)
- Campers: 344 (+215 from previous month, -64 from last year)
- Equestrian campsites rented: 0 (same as last month, -1 from last year)
- Equestrian campers: 0 (same as last month, -2 from last year)
- Group campsites: 2 (+2 from last month, +1 from last year)
- Group campers: 24 (+24 from last month, +4 from last year)
- Store transactions: 8,198 (+1,140 from previous month, -1,900 from last year)

HESPERIA WRANGLERS

- No activities held

SH/ar

**HESPERIA RECREATION AND PARK DISTRICT
INTER-OFFICE MEMO**

DATE: April 15, 2023

PHONE: (760) 244-5488

FROM: ~~SA~~ SARAH HAUSER, RECREATION MANAGER
Hesperia Recreation and Park District

TO: KYLE WOOLLEY, GENERAL MANAGER
Hesperia Recreation and Park District

SUBJECT: RECREATION UPDATE FOR MARCH 2023

Listed below is a brief overview of recreation-related items.

YOUTH SPORTS

Youth Basketball

- For ages 5-17
- Registered Participants: 452 (+57 from 2022 season)
- Teams participate in one practice and one game per week
- Practices and games are held at the Power Play Center, Epicentre, and Rick Novack Community Center
- Season runs January through March

ADULT SPORTS

Pickleball

- Tuesday & Thursday evenings, 6:00 - 9:00 p.m.: 280 participants (+100 from previous month)

Adult Softball – Not in season. Will return in the Spring (beginning of April)

PROGRAMS

Epicentre

- Teen Center participants: 269 (+31 from previous month)

Power Play Center

- Open Skate participants: 927 (+334 from previous month)
- Power Play skate parties: 17 (same as previous month)
- Party Rental participants: 567 (-92 from previous month)

Rick Novack Community Center

- Open gym adult & youth volleyball participants: Closed
- Open gym youth basketball participants: Closed

- Open gym adult basketball participants: Closed
 - These activities were closed due to damage to the Rick Novack Gym floor caused by the winter storm

FIELD RENTALS

Hesperia Community Park

- HD Drillers AG rented one field one time for baseball practice: 9 participants
- HD Drillers AY rented one field four times for baseball practice: 60 participants
- Pony League rented one field nine times for baseball practice: 90 participants

Live Oak Park

- Rancho Challenge FC rented one field six times for soccer practice: 300 participants

Hesperia Lake Park Soccer Field

- Elite Soccer rented one field two times for adult soccer games: 240 participants

HARRISON EXHIBIT CENTER

- Visitors: 11 (-13 from previous month)
- Facebook
 - Members: 172 (+14 from previous month)
 - Posts: 18 (+17 from previous month)
 - Comments: 64 (+46 from previous month)
 - Reactions: 367 (+232 from previous month)
- Geocache visits: 15 (-2 from previous month)

ROCK'N OUR DISABILITIES

- Food Pantry/Distribution handed out to the community: 1,076 participants (+349 from the previous month)
- Karate: 50 participants (+9 from previous month)
- Dance Class: 69 participants (+47 from previous month)
- Basketball: 289 participants (+129 from previous month)
- Motion & Fitness: 20 participants (+12 from previous month)
- Yoga/Tai Energy & Motion: 27 participants (+2 from previous month)
- Saturday Camp: 52 participants (+9 from previous month)
- Soaring Eagles Club: 88 participants (+28 from previous month)
- Parent Support Group: 4 participants (same as previous month)
- Prepping for Employment: 4 participants (same as previous month; 8 week course)

Special Events

- Nothing to report

VOLUNTEER HOURS

- February: 205.5 hours
- Year to date: 946 hours

HD BMX

- HD BMX reopened in February, but due to inclement weather, they were closed for most days throughout February and March. We are working on getting numbers together for the reports.

USER GROUPS

Youth Sports Partners

- AYSO Soccer, Spring Season: 868 participants (+251 from spring 2022 season)
- National Little League, Spring Season: 388 participants (-9 from spring 2022 season)
- American Little League, Spring Season: 420 participants (+30 participants from spring 2022 season)
- HYFL/Hesperia Trojans: Out of Season

Percy Bakker Center

- Barstow Nutrition: 950 participants (+157 from previous month)
- Pinochle: 11 participants (-5 from previous month)
- Pool: 262 participants (+31 from previous month)
- Desert Winds Quilters: 63 participants (+9 from previous month)
- Garden: 45 participants (-23 from previous month)
- Quilters Piece Corp: 110 participants (same as previous month)
- Seniors with Inquiring Minds: 224 participants (+56 from previous month)
- Greater High Desert Chamber of Commerce: 241 participants (+116 from previous month)

Meetings with User Groups, Co-sponsorship Groups, or Exclusive Groups

- None

CONTRACT CLASSES

- 27 active monthly contract classes serving 410 participants (-47 from previous month)
 - Volleyball lessons cancelled due to damage to the Rick Novack Gym floor caused by the winter storm

SPECIAL EVENTS

- HD Pirate Faire held at Hesperia Lake Park
 - 03/18/2023: 800 participants (numbers were not provided for last year's event)
 - 03/19/2023: 200 participants (numbers were not provided for last year's event)
 - Please note, this year's event was organized by a new group

SPECIAL NOTES

- 03/09/2023: HRPD had a booth at HUSD Youth Conference at the Fair Grounds. Staff engaged with approximately 200 plus youth.
- 03/23/2023: HRPD had a booth at Cottonwood Elementary's Health and Wellness Faire. Staff engaged with approximately 300 students.

/sh

**HESPERIA RECREATION AND PARK DISTRICT
INTER-OFFICE MEMO**

DATE: April 17, 2023

PHONE: (760) 244-5488

FROM:  JUDY TRENHOLM, STAFF ASSISTANT
Hesperia Recreation and Park District

TO: KYLE WOOLLEY, GENERAL MANAGER
Hesperia Recreation and Park District

SUBJECT: FACILITY RENTAL UPDATE FOR MARCH 2023

Percy Bakker Community Center: 3 rentals (-1 from previous month, -5 from last year)
Total Participation: 430

Lime Street Community Center: 7 rental (+2 from previous month, +6 from last year)
Total Participation: 740

Rick Novack Community Center: 3 rentals (same as previous month, +1 from last year)
Total Participation: 160

John Swisher Community Center: 3 rentals (-1 from previous month, -1 from last year)
Total Participation: 130

Active Participant Numbers - FY 2022-2023											
	July 2022	August 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	YTD Average	YTD Totals
Aquatics											
Open Swim, Patrons	2,174	671	-	-	-	-	-	-	-	1,423	2,845
Swimming Lessons	308	33	-	-	-	-	-	-	-	171	341
Pool Party Rental Participants	210	205	-	-	-	-	-	-	-	208	415
Desert Aquatics	70	70	-	-	-	-	-	-	-	70	140
Programs											
ASAP	-	232	240	238	240	236	278	279	279	253	2,022
Kids Kamp	197	197	-	60	-	122	-	-	126	140	702
Hesperia BMX											
Number of Participants	-	264	215	172	-	-	-	-	-	217	651
Full Memberships Purchased	-	13	23	12	-	-	-	-	-	16	48
One Day Free-Trial Membership	-	23	4	9	-	-	-	-	-	12	36
Hesperia Civic Plaza Park											
QR Fit Trail	6	-	-	-	-	-	-	-	-	6	6
Epicentre											
A2R Basketball Performance (5-6)	8	8	8	16	9	9	16	32	28	15	134
A2R Basketball Performance (7-9)	36	32	32	24	24	30	40	44	64	36	326
A2R Basketball Performance (10-12)	68	36	44	48	56	45	72	60	72	56	501
A2R Basketball Performance (13-17)	24	8	24	28	12	21	24	16	44	22	201
Open Center	305	323	262	202	256	379	476	238	269	301	2,710
Hip-Hop	68	64	104	72	85	76	60	76	64	74	669
Parent & Me Ballet	84	76	80	80	100	80	60	68	60	76	688
Hesperia Art Center	-	80	-	-	-	-	-	-	-	80	80
Harrison Exhibit Hall											
Visitors	7	6	8	8	1	4	4	24	11	8	73
Geocache Visitors	-	-	-	-	-	-	6	17	41	21	64

Not in session/season indicated by -

Does not include "Passive" participants such as spectators, patrons enjoying the parks, etc.

Active Participant Numbers - FY 2022-2023											
	July 2022	August 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	YTD Average	YTD Totals
Hesperia Lake Park											
Fishing	2,406	1,532	1,759	1,242	2,081	2,362	1,637	1,590	2,192	1,867	16,801
Picnic Participants	1,325	900	900	600	100	100	0	50	100	453	4,075
Number of Campers	610	263	534	256	243	102	103	129	344	287	2,584
Group Campers	66	23	41	16	44	48	0	0	24	29	262
EQ Campers	7	8	0	2	0	0	0	0	0	2	17
Percy Bakker Community Center											
Senior Nutrition	607	791	808	846	754	754	754	793	950	784	7,057
Pinochle	15	15	16	17	20	20	17	16	11	16	147
Fitness and Fun Monthly	64	90	99	72	80	72	108	80	126	88	791
Fitness and Fun (Walk-in)	72	53	57	75	68	58	116	82	94	75	675
Pool	226	270	259	259	223	223	240	231	262	244	2,193
Greater High Desert Chamber of Commerce	-	-	-	-	-	-	-	-	241	241	241
Garden Club	33	26	41	30	29	29	20	68	45	36	321
Quilters	126	160	138	141	259	323	140	164	173	180	1,624
Line Dancing	3	65	28	40	24	24	45	32	24	32	285
S.W.I.M./Senior With Inquiring Minds	160	166	201	146	116	116	148	168	224	161	1,445
Power Play Center											
Pickleball	90	155	196	122	118	192	231	180	280	174	1,564
Admission	698	413	568	288	471	570	927	593	927	606	5,455
Power Play Rental Attendance	155	51	367	164	489	545	712	659	567	412	3,709
Ukulele Lessons	16	12	16	8	0	-	7	4	0	8	63
Roller Skating Lessons, Beginning	60	28	40	8	24	16	36	56	28	33	296
Roller Skating Lessons, Intermediate	4	8	8	8	8	12	20	-	12	10	80
Lime Street Park Community Center											
Basic Dog Obedience	12	-	-	-	-	-	-	-	-	12	12
Child Self-Defense	84	144	105	21	64	-	32	64	120	79	634
Self-Defense	21	8	8	16	7	-	8	-	16	12	84

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Active Participant Numbers - FY 2022-2023											
	July 2022	August 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	YTD Average	YTD Totals
Rick Novack Community Center											
Teen/Adult Hip-Hop	15	25	12	-	20	12	0	0	-	12	84
A/Y Open Gym (VB)	132	114	128	107	109	76	119	76	-	108	861
Adult Open Gym (B)	15	26	18	9	20	9	120	14	-	29	231
Tap/Ballet	21	28	36	52	64	64	65	68	64	51	462
Belly Dance, Beginning	12	16	16	16	4	-	8	32	16	15	120
Belly Dance, Intermediate	-	8	20	12	4	-	8	12	-	11	64
Emerge Elite Basketball	17	-	-	-	-	-	-	-	-	17	17
Girls Volleyball	-	-	-	-	140	-	-	-	-	140	140
Jazz/Ballet	33	60	42	68	72	80	60	88	36	60	539
Karate, Beginning/Intermediate	153	176	176	160	191	196	192	204	180	181	1,628
Karate, Mini Tigers	116	158	84	80	144	128	96	112	128	116	1,046
Let's Dance!	32	44	48	40	-	-	36	28	16	35	244
Let's Dance! Private Lesson	0	0	1	-	-	-	0	0	0	0	1
Private Dance Lessons	-	-	-	-	-	-	0	8	8	5	16
Volleyball Training (1 day)	160	111	136	72	140	-	136	160	-	131	915
Volleyball Training (2 days)	152	171	160	160	180	-	160	160	-	163	1,143
Youth Open Gym (B)	20	9	23	11	34	27	16	27	-	21	167
Therapeutic Programs (ROD)											
Community Relief Supplies	1,305	1,207	1,095	1,183	914	707	803	727	1,076	1,002	9,017
Fun in the Sun at Lime Street Pool	292	-	-	-	-	-	-	-	-	292	292
Saturday Camp	80	100	112	88	75	87	124	43	54	85	763
Special Events	188	308	-	1,602	228	874	-	115	-	553	3,315
Sports	215	60	351	531	185	61	191	256	455	256	2,305
Hesperia Community Park											
Adult Softball Teams (Coed)	-	-	72	144	192	192	-	-	-	150	600
Adult Softball Teams (Mens)	-	-	96	240	288	288	-	-	-	228	912

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Active Participant Numbers - FY 2022-2023											
	July 2022	August 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	YTD Average	YTD Totals
Timberlane Park											
Best Friends	-	140	152	136	180	144	140	160	126	147	1,178
Itty Bits	-	91	136	136	90	99	126	128	112	115	918
Kinder Kids M/W	-	84	105	176	180	160	147	192	154	150	1,198
Tiny Tots M/W	-	104	126	128	128	96	126	136	91	117	935
Tiny Tots T/Th	-	77	80	96	99	64	77	64	77	79	634
Facility Rental Guests											
Percy Bakker Community Center	1,510	1,230	550	1,010	850	1,510	1,170	580	430	982	8,840
Lime Street Park Community Center	445	4	270	730	600	470	420	530	740	468	4,209
Rick Novack Community Center	90	0	90	190	325	170	260	250	160	171	1,535
John Swisher Community Center	440	420	120	600	260	120	310	220	130	291	2,620
Field Rentals	258	582	618	662	362	348	634	648	699	535	4,811
Field/Facility User Participants											
HYFL/Hesperia Trojans	-	-	550	149	149	-	-	-	-	283	848
National Little League	397	397	255	255	255	-	-	-	388	325	1,947
American Little League	390	390	321	321	321	-	-	-	420	361	2,163
AYSO Soccer	617	617	759	759	759	-	-	-	868	730	4,379
Hesperia Wranglers	75	75	75	75	75	75	75	75	-	75	600
Special Events											
HD Pirate Faire		-	-	-	-	-	-	-	1,000	1,000	1,000
Movies in the Park	1,700	-	-	-	-	-	-	-	-	1,700	1,700
Bobcat's Summer Concert Series	-	1,800	-	-	-	-	-	-	-	1,800	1,800
Hesperia Days	-	-	20,000	-	-	-	-	-	-	20,000	20,000
Hesperia Days 5k	-	-	800	-	-	-	-	-	-	800	800
Hesperia Days Rodeo	-	-	3,000	-	-	-	-	-	-	3,000	3,000
Hot Rod Halloween	-	-	-	6,000	-	-	-	-	-	6,000	6,000
Veterans Day Ceremony	-	-	-	-	300	-	-	-	-	300	300
Christmas Tree Lighting Ceremony	-	-	-	-	-	4,000	-	-	-	4,000	4,000
TOTAL ACTIVE PARTICIPANTS	19,305	14,354	37,866	15,344	13,642	12,625	11,956	10,926	15,246	16,807	163,364


Not in session/season indicated by -

Does not include "Passive" participants such as spectators, patrons enjoying the parks, etc.

**HESPERIA RECREATION AND PARK DISTRICT
INTER-OFFICE MEMO**

DATE: MAY 3, 2023

PHONE: (760) 604-2234

FROM:  MICHAEL VARNER, ADMIN OPERATIONS MANAGER
Hesperia Recreation and Park District

TO: KYLE WOOLEY, GENERAL MANAGER
Hesperia Recreation and Park District

SUBJECT: MAINTENANCE REPORT FOR APRIL 2023

Listed below is a brief overview of maintenance completed in the month of April 2023.

Hesperia Civic Plaza Park

- Replaced two Falcon sprinklers
- Clean up after events

Epicentre

- Clean up around all buildings
- Sprayed weeds and weed abatement

Hesperia Community Park

- Graded dirt parking lots and filled in holes
- Replaced ¾" quick coupler valve
- Replaced two Rainbird 5000 sprinklers on northside
- Replaced five broken tree bubblers
- Women's restroom faucet removed for repair
- Replaced two 12" spray spinklers on north fields
- Replaced two 12" 5000 series sprinklers
- Field prep north fields

Hesperia Lake Park

- Cut and removed broken branch from tree in day use area
- Major graffiti removal in day use area
- Cut down two large pine trees in day use area
- Irrigation repairs and checks
- Repair of main water line and new shut off valve installed for equestrian area

- Main water line repair for John Swisher
- Installed two quick coupler valves in soccer field
- Brush hogged equestrian area
- Put in new plant material around waterfall
- Fire pits and BBQ's cleaned out
- Cleaning of stream
- Fisherman's restroom faucets repaired

Lime Street Park and Community Center

- Setup for events
- Toilet in men's restroom repaired
- Replaced latch at dog park
- Painted graffiti in all restrooms
- Fixed flag pole rope and replaced flag
- Replaced sprinkler on Field 4
- Repaired 1" quick coupler on north field
- Removal of fallen tree branches (chipper machine)
- Removed graffiti at skate park area

Live Oak Park

- Performed routine maintenance

Maple Park

- Graded field and south entrance area
- Replaced two Falcon sprinklers
- Repaired 3/4" irrigation lateral line
- Repaired 2" irrigation lateral line
- Repaired 1" lateral line

Malibu Park

- Graffiti removal inside restrooms
- Repainted inside of restroom

Percy Bakker Community Center

- Weed abatement

Park Center

- Weed removal and spraying

Palm Street Park/Rick Novack Community Center

- Set up for events
- Met with contractor regarding roof and gym floor repairs
- Replaced two sprinklers
- Replaced 6 pop-up sprinklers

Timberlane Park

- Irrigation repairs and checks
- Removal of graffiti
- Installed new sod in front grass area
- Restroom faucet repaired

Contracted Maintenance

- Focus more on LMD clean up
- Focus more on trimming and edging
- Focus more on trimming of trees, per contracted height

**HESPERIA RECREATION AND PARK DISTRICT
INTER-OFFICE MEMO**

DATE: APRIL 19, 2023

PHONE: (760) 244-5488

FROM: ^S ^Z SERGIO ZEPEDA, PARK RANGER
Hesperia Recreation and Park District

TO: KYLE WOOLLEY, GENERAL MANAGER
Hesperia Recreation and Park District

SUBJECT: MONTHLY RANGER REPORT, MARCH 2023

Activity	Reporting Month Quantity	Previous Month Quantity
Calls for Service	2	3
Community Contacts	76	200
<i>After Hours Contacts</i>	76	83
<i>Juvenile Contacts</i>	25	23
Assist Local Agency	2	5
Administrative Citation	5	1
Special Event(s)	0	0

Monthly Ranger Hours	130
Park Ranger Training Officer Hours	0
<i>Total Program Hours</i>	130

Additional Information: -

03/4-9/2023, Yosemite - Conference for California Park Rangers Association

03/08/2023, Maple Park, 19:59 - Park Ranger observed a vehicle without a disabled plate or placard displayed. Citation was issued.

03/09/2023, Lime Street Park, 20:21 - Park Ranger observed a vehicle parked in the loading zone. Driver was contacted and advised to move the vehicle.

03/15/2023, Hesperia Community Park, 18:45 - Park Ranger observed a vehicle without a disabled plate or placard displayed. Citation was issued.

03/17/2023, Hesperia Civic Plaza Park, 15:15 - Park ranger responded to the location reference to a physical altercation. Victim denied medical attention.

03/22/2023, Live Oak Park, 18:08 - Park Ranger observed an individual smoking near the playground and bathroom area. Citation was issued.

03/24/2023, Live Oak Park, 18:08 - Park Ranger observed an individual smoking near the playground area while children were present. Citation was issued.

03/27/2023, 19495 'T' Avenue, 19:45 - Park Ranger observed a vehicle without a disabled plate or placard displayed. Citation was issued.

03/31/2023, Rick Novack Community Center, 17:57 - Park Ranger was dispatched to the location to retrieve approximately six prescription bottles full of pills that were found by a park patron.

**HESPERIA RECREATION AND PARK DISTRICT
INTER-OFFICE MEMO**

DATE: April 15, 2023 **PHONE:** (760) 244-5488
FROM: ~~ANNA~~ AUDREY WILLIS, ADMINISTRATIVE ASSISTANT
Hesperia Recreation and Park District
TO: KYLE WOOLLEY, GENERAL MANAGER
Hesperia Recreation and Park District
SUBJECT: DISTRICT MARKETING UPDATE FOR MARCH 2023

Listed below is a brief overview of marketing-related items.

Website - The District's website was visited 22,837 times (+3,203 from previous month, +1,695 from last year) during the month with a total of 14,708 unique people (+92 from previous month). A total of 16,168 website visits were conducted on mobile devices or tablets (+2,707 from previous month), which equates to 83% (+0.6% from last month) of our website traffic being conducted on mobile devices.

We can also track which city our website visitors are coming from:

1. Los Angeles	2,442 visits	6. San Diego	903 visits
2. Hesperia	2,029 visits	7. Apple Valley	490 visits
3. San Jose	1,513 visits	8. San Juan	194 visits
4. Victorville	1,305 visits	9. Las Vegas	160 visits
5. Location Unknown*	725 visits	10. San Bernardino	156 visits

*Location data was not captured due to visitors using a browser that doesn't allow for analytics to determine its IP address.

The top five (5) webpages visited on the website were:

1. HUSD Student Calendar	6,385 pageviews (15.3%)
2. Homepage	6,143 pageviews (14.7%)
3. Hesperia Lake Park	5,081 pageviews (12.2%)
4. Youth & Adult Sports	2,901 pageviews (7%)
5. Power Play Center	1,768 pageviews (4.2%)

RecMail/Constant Contact - Staff continues to send out flyers/announcements via RecMail. Our number of RecMail registrants consists of 4,688 people (+3 from previous month).

News Releases - Staff continues to send out news releases to promote District programs and events. News Releases are available to view online at any time at <https://www.hesperiaparks.com/press-releases>.

Facebook – Staff continues to monitor the District’s Facebook account, posting flyers and information.

- @HesperiaParks, the District’s page, had 10,858 “followers” (+27 from previous month) from the top cities of Hesperia, Victorville, Apple Valley, Adelanto, and Oak Hills. 78% of our Facebook fans are female and 47% are in the 25-44 age range.
- @HesperiaLakePark, Hesperia Lake Park’s page, had 13,759 “followers” (+247 from previous month) from the top cities of Hesperia, Victorville, Apple Valley, Los Angeles, and San Bernardino. 53% are female and 27% are in the 25-44 age range.

Instagram – The following numbers were captured at the end of the month:

- @HesperiaParks Instagram page had a total of 2,696 followers (+136 from previous month) from the top cities of Hesperia, Victorville, Apple Valley, Oak Hills, and Adelanto. 68.3% of the followers were female and 47% were in the 25-44 age range.
- @TheRealHesperiaLakePark Instagram page had a total of 4,721 followers (+305 from previous month) from the top cities of Hesperia, Victorville, Apple Valley, Los Angeles, and San Bernardino. 72% of the followers were male and 70% were in the 25-44 age range.



HESPERIAPARKS.com

**REGULAR JOINT MEETING OF THE
HESPERIA RECREATION AND PARK DISTRICT
AND THE
HESPERIA AREA RECREATION DISTRICT FOUNDATION BOARD MEMBERS
Thursday, April 25, 2023 - 6:00 p.m.
Lime Street Park Community Center
16292 Lime Street, Hesperia, CA 92345**

MINUTES

CALL TO ORDER

Meeting was called to order at 6:00 p.m. by Chair Member Blocker.

ROLL CALL

Committee: Gonzalez, Roberts
Foundation: Hill, Gingerich, Daugherty, Drylie, Blocker
District Staff: Garcia, Chavez, Louie
Other: None

FLAG SALUTE

Member Daugherty led the flag salute.

MESSAGE TO THE PUBLIC/PUBLIC COMMENT

None.

COMMUNICATIONS

None.

DISCUSSION/ACTION ITEMS

a. Approval of March 23, 2023, Meeting Minutes

1. Motion made by Vice Chair Member Drylie to approve the minutes, seconded by Member Gingerich. The motion passed by the following vote:

AYES: Gingerich, Daugherty, Drylie, Blocker, Hill
NOES: None
ABSENT: None
ABSTAIN: None

b. Foundation Budget Update

1. Ms. Garcia highlighted staff is working on the budget, which we aim to begin appropriately charging programs, events, and salaries moving forward. The Board will begin to receive quarterly updates again, showing the budgets to actuals, and how the budget evolves over the fiscal year.

c. Events Ad Hoc Committee Update

1. Vice Chair Member Drylie highlighted the upcoming fundraiser to support the museum on May 19th. He expressed the community can donate and be entered into a drawing. The event is being advertised on social media and he encouraged the Board and staff to share the information.
2. Chair Member Blocker reported on the progress of the Hesperia Days Rodeo. An informational booth was held at Victor Valley Motor's "It's a Gas to Go to Class" event, which was a success. He's working on getting sponsors, food vendors, and a lot of different details.

d. Preservation Committee Update

1. Vice Chair Member Drylie reported that the 9th geocache has been installed, and he'll make more as sponsorships come in. He's working on a possible lead to package the trivia card set. The fence at the museum has been extended out, which provides another 288 square feet. The Jr. Historian Workbooks are being used in a couple of classrooms and the kids seem to be enjoying them. He's working on the details to possibly bring community service opportunities for schools that could count toward school credit.

DISTRICT FOUNDATION COMMITTEE

a. District Board Report

1. Director Gonzalez reported on the following: Public speaker at regular Board meeting requesting more fields; yearly resolutions were passed; 'C' and Main property; and the Tri-Agency Committee.

b. Comments

1. Members Gingerich and Daugherty commented on the field usage at local schools.
2. Vice Chair Member Drylie expressed that it's imperative that the school district, the city, and the District maintain a good relationship.

STAFF REPORTS

a. Programs/Events/Activities Handouts

1. Ms. Garcia highlighted the following: Renovations at Hesperia Lake Park Store; Lighting installation for Lime Street Park Pool; Hesperia Lake sales; Hesperia Lake Park fountain foliage enhancements; Hesperia Days Rodeo parking route and maintenance needs; Movies in the Park; Bobcat's Summer Concert Series, and Rick Novack High School Scholarship presentations.
2. Chief Ranger Chavez introduced Calvin Louie, Office Assistant. He expressed there will be two new Park Rangers sworn in at the next meeting. The parks are getting much busier, especially Hesperia Lake Park. He is meeting with the police department regarding Hesperia Days and the Hesperia Days Rodeo.

b. Comments

1. Vice Chair Member Drylie suggested moving the conex behind the fountain for esthetics and photo taking purposes.

FOUNDATION CHAIR'S COMMENTS

- a. Chair Member Blocker thanked Ms. Garcia and staff for all their help. The rodeo poster is done, flyers are out, and banners are being made. He’s looking forward to running the beer tent for Movies in the Park and the summer concerts, and has volunteers lined up. He’s staying organized and is excited for the upcoming events. He thanked the District Board members for their support.

FOUNDATION MEMBERS’ COMMENTS

- a. Member Hill inquired about the possibility of online donations by credit card.
- b. Member Daugherty thanked Ms. Garcia for her work. She is having setbacks with the Civil War group regarding a future event. She suggested a musical act for the concerts.
- c. Vice Chair Member Drylie expressed that the museum needs a new sign, but we will need to wait for the new logo.
- d. Member Gingerich volunteered to present at upcoming scholarship ceremonies.
- e. Chair Member Blocker presented a rodeo poster from 2007. He announced that tickets are on sale and District facilities and local businesses.

ADJOURNMENT - Meeting was adjourned at 7:26 p.m.

**HESPERIA RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
SAFETY, SECURITY, AND MAINTENANCE COMMITTEE MEETING
Thursday, April 20, 2023 - 3:30 p.m.
Epicentre
17508 Hercules St., Hesperia, CA 92345**

MINUTES

Call to Order

Meeting was called to order at 3:30 p.m. by Vice President Roberts.

A. Attendance

Board Committee Members: Aguilar, Roberts
District Staff: Woolley, Varner, Garcia, Chavez
Guests: None

Message to the Public/Public Comment

None.

Discussion/Action Items

B. Park Ranger Report

- Chief Ranger Chavez reported on the following: March was a slower month due to the weather though activity has increased recently; Park Ranger conference; Quote for Percy Bakker Community Center cameras; Park Ranger fire qualification; and Park Ranger swearing in.

C. Maintenance Report

- Mr. Varner reported on the following: New tractor in use, especially with storm water erosion and weed abatement; Quote for replacement fence at Maple Park; Hole repair at Hesperia Community Park; Weed abatement at Redlands property; Irrigation repairs; Remodeling, new vendors, and product placement and storage at the Hesperia Lake Park Store; Removal of pine trees in the day use area of Hesperia Lake Park; Tree replacement; and the addition and installation of lighting for Lime Street Park Pool.
- The Committee inquired about the tennis netting at Lime Street Park; the clearing of the property at Maple Park for parking; funding for improvements to the Percy Bakker Community Center; fencing at the John Swisher Community Center; and the Power Play Center parking lot.

D. Epicenter Walk-Through

- The Committee discussed the following topics: Flooring in the former arts and crafts room; north sitting area; windows; regular cleaning; Lighting; Bike rack; Pressure washing the sidewalk; Roof repairs; South outdoor area improvements; Parking lot

repair; Basketball nets; Scoreboards; Restrooms; Snack bar and vending machines; hosting events; Paint and décor; Ceiling; arcade room; Sound system; and skylights.

Adjournment - Meeting was adjourned at 4:29 p.m.

**HESPERIA RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
FINANCE COMMITTEE MEETING
Wednesday, April 19, 2023 - 5:15 p.m.
Lime Street Community Center, 16292 Lime Street, Hesperia, CA 92345**

MINUTES

CALL TO ORDER

Meeting was called to order at 5:16 p.m. by President Gregg.

A. ATTENDANCE

MEMBERS PRESENT: Irish, Gregg
STAFF PRESENT: Woolley, Garcia, Chavez
GUESTS PRESENT: Jeff Land, CSDA Finance Corporation

MESSAGE TO THE PUBLIC/PUBLIC COMMENT

None.

DISCUSSION ITEMS

B. Presentation, CSDA Finance Corporation, and Inflation Reduction Act Subsidies

- Mr. Land presented information on the Inflation Reduction Act. The District is ahead of the game with energy efficient projects already in the works.

C. Cost of Living Adjustment for 2023/2024 Fiscal Year

- President Gregg suggested that with the new organizational chart going into place, the Committee can pass the information on the Board, and revisit it with future quarterly budget reviews.

D. Fiscal Year 2023/2024 Draft Budget

- Mr. Woolley provided the Committee with information from the County regarding revenue streams over the past years going back to 2013/2014 including general tax, supplemental tax, and the RDA passthrough. Also provided was information regarding staff turnover since 2017, and property tax breakdown.
- President Gregg requested more information regarding the senior exemption.
- Mr. Woolley is working to ensure the expenses and salaries are allocated and reported properly in the budget, moving forward. He presented an updated proposed salary schedule. The Committee reviewed the different ranges and gave their recommendations.

ADJOURNMENT

Meeting was adjourned by Director Gregg at 7:28 p.m.

**HESPERIA RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
EVENT AD HOC COMMITTEE MEETING
Monday, May 1, 2023 - 5:30 p.m.
Lime Street Park
10770 'I' Avenue, Hesperia, CA 92345**

MINUTES

Call to Order

Meeting was called to order at 5:46 p.m. by Director Irish.

A. Attendance

Board Committee Members: Irish, Blocker
District Staff: Woolley, Garcia, Hauser
Guests: Anthony Pelayo, Groovelabs

Message to the Public/Public Comment

None.

Discussion/Action Items

B. Power Play Center Events

- Mr. Pelayo presented the Committee with ideas regarding the potential upgrades and use of the Power Play Center for large events. Staff will continue to meet with him to discuss priorities and feasibility.

C. Special Events Update




- Staff highlighted the following: Movies in the Park and Bobcat Summer Concert Series are coming up; Wicked Customz Red Nose Day Car Show; Rock'n Our Disabilities 5K; Hesperia Community Farmer's Market; RO Indigenous Embrace's Inter-Tribal Spring Celebration; Hesperia Lake Park; Snow machines; Train rides; Mechanical bull; Hesperia Days; and the Fall Festival.

D. Hesperia Days Rodeo




- Chair Member Blocker highlighted: Sponsorships; Equipment; Lighting; Fencing; Sponsor tent; Party planner; John Swisher Community Center setup; Stage; Hay; Ticket sales; Bleachers; and Generators.
- Mr. Woolley commented that staff has identified an alternate parking route and is working on the details.

Adjournment - Meeting was adjourned at 6:36 p.m.




May 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
 <p>HESPERIA Recreation & Park District ... Serving the Community Since 1957</p>	1 5:30 pm Event Ad Hoc Meeting	2	3 5:15 pm Finance Committee Meeting	4	5	6
7	8	9	10 5:15 pm Board Workshop 6:00 pm District Board	11	12	13
14 Mother's Day 	15	16 CSDA Legislative Days Sacramento	17 Legislative Days Sacramento CARPD Conference Yosemite 3:30 pm Tri-Agency Committee Meeting	18 CARPD Conference Yosemite	19 CARPD Conference Yosemite	20 11:00 am High Desert Inter-Tribal Spring Celebration Hesperia Civic Plaza Park
21	22 6:00 pm ASBCSD Vince's Spaghetti Ontario	23	24	25 3:30 pm Safety, Security, & Maintenance Meeting 6:00 pm Foundation Meeting	26 3:30 pm Historical Preservation Committee Meeting	27
28	29 Memorial Day District Offices Closed	30	31		 <p>HESPERIA Area Recreation District Foundation</p>	

June 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
 <p>HESPERIA Recreation & Park District ... Serving the Community Since 1957</p>				1	2	3
4	5 5:30 pm Event Ad Hoc	6	7	8	9	10
11	12	13	14 6:00 pm District Board Meeting	15 3:30 pm Safety, Security, & Maintenance Meeting	16 3:30 pm Historical Preservation Committee Meeting	17
18 Father's Day 	19 6:00 pm ASBCSD	20	21	22 6:00 pm Foundation Meeting	23	24
25	26	27	28	29	30	 <p>HESPERIA Area Recreation District Foundation</p>

July 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						<i>1</i> Dusk Movies in the Park - Top Gun: Maverick <i>Hesperia Civic Plaza Park</i>
<i>2</i>	<i>3</i> 5:30 pm Event Ad Hoc	<i>4</i> Independence Day <i>District Offices Closed</i> 	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i> Dusk Movies in the Park - Minions: Rise of Gru <i>Hesperia Civic Plaza Park</i>
<i>9</i>	<i>10</i>	<i>11</i>	<i>12</i> 6:00 pm District Board Meeting	<i>13</i> 3:30 pm Safety, Security, & Maintenance Meeting	<i>14</i> 3:30 pm Historical Preservation Committee Meeting	<i>15</i> Dusk Movies in the Park - Elf <i>Hesperia Civic Plaza Park</i>
<i>16</i>	<i>17</i> 6:00 pm ASBCSD Percy Bakker Community Center <i>Hesperia</i>	<i>18</i>	<i>19</i>	<i>20</i> 6:00 pm Foundation Meeting	<i>21</i>	<i>22</i> Dusk Movies in the Park - Puss in Boots: The Last Wish <i>Hesperia Civic Plaza Park</i>
<i>23/30</i>	<i>24/31</i>	<i>25</i>	<i>26</i>	<i>27</i>	<i>28</i>	<i>29</i> Dusk Movies in the Park - Black Panther: Wakanda Forever <i>Hesperia Civic Plaza Park</i>



Association of The San Bernardino County Special Districts
will be hosting the May 22, 2023 Membership Meeting at:

Vince's Spaghetti
1206 W. Holt Blvd.
Ontario, CA 91762

6:00p.m. – Registration & Social Hour
6:30p.m. – Call to Order

Menu

Entrée Choices: Spaghetti with Marinara Sauce or Spaghetti with Meat Sauce

All entrees served with soup, salad and either garlic or cheese bread

Sodas, Hot or Iced Tea, Coffee, and Water

Cost: \$28.00 per person

Topic:

Open Mic Night

Members take three to five minutes to share a project or news from your district

RSVP by Friday, May 19, 2023, and indicate entrée choice to
Kara Garcia (760) 244-5488 ext. 139, or kgarcia@hesperiaparks.com.

District/Associate Attendee

- ✓ Payment Due – May 17, 2023
- ✓ Make checks payable to: ASBCSD
- ✓ Mail payments to ASBCSD, Attention: Natalie Barnard, 11081 Muirfield Drive, Rancho Cucamonga, CA 91730
- ✓ Include the name(s) of your attendee(s) with your payment.
- ✓ You will be billed for the dinner if your cancellation is not received by the deadline.
- ✓ A \$2.00 surcharge will be applied if payment is not received within 30 days of the *meeting*.

asbcd.specialdistrict.org