



"I would like to welcome you to the City of Barstow's Quarterly Newsletter. These newsletters are designed to help the public stay informed regarding the latest departmental happenings by providing in depth information into projects, events and citywide efforts to improve the quality of life for residents and travelers."

Mayor Julie Hackbarth-McIntyre

On behalf of the Barstow City Council

October 2015

Some Highlights of this past quarter include:

- *Closing 2015 files for the end of the Year and replacing with new folders for the New Year 2016.*
- *On November 17th the Planning Department hosted an open public workshop that was attended by over 25 participants to discuss the upcoming Specific Plan for the Route 66 Business Corridor and the Downtown Business and Cultural District. The workshop generated numerous ideas for planning the future of Barstow's downtown, focusing on the Route 66 theme. Among the key issues identified was the need for improved lighting, signage and security in the area. The Specific Plan, prepared with*

input from a 15-member advisory committee appointed by the City Council, will be presented to the Planning Commission and City Council in summer 2016.

- *This past quarter we saw numerous successful events such as the Annual Shred-fest held on Oct 10. Our Free Dump Day, the city's free Garage Sale Ad (15th Annual City Wide Garage Sale Map), and the National Make A Difference Day all held on October 24th. The National Make A Difference Day gave residents an opportunity to volunteer in various activities throughout their community.*
- *Our year in review featured the film office assisting with background casting, location permits, and providing local residents as crew members for the feature film Sky – starring actor Norman Reedus from the hit series the Walking Dead and Diane Kruger from the series The Bridge.*
- *The city received a \$13,000 Emergency Management Performance Grant (EMPG) to continue upgrades to the Emergency Operations Center (EOC) at the fire station.*
- *On November 19, 2015 Barstow Police Department officers played a basketball game against the Barstow High School Varsity Basketball team. This was the 4th annual event and it is done to build on the relationships between the youth of the community and law enforcement. It is also a fundraising event for the Barstow High School Basketball team.*
- *The City's auditor, Ahmed Badawi of Badawi & Associates presented the City's Comprehensive Annual Financial Report (CAFR) and the Barstow Finance Protection District's (BFPD) Annual Financial Report, for the period ending June 30, 2015, to the Finance Committee on December 9th. The reports will be presented at the December 21st City Council / BFPD meeting.*

Hello, this is Joanne Cousino with the City Clerk's Office. As You may know, I am the historian and official record keeper for the City of Barstow. The City Clerk's Office serves the City Council, City Departments, citizens of Barstow, and the public-at-large.

The City Clerk's office houses the official archive for all municipal records pursuant to Federal, State, and local statutes. Additionally, the City Clerk's Office provides administrative, legislative, and secretarial support. I wanted to take a moment to share with you some information regarding our activities over this past quarter.



RECORDS/CITY CLERK: Year End Projects

Office of the City Clerk

RECORDS/CITY CLERK: Quarterly Projects

RECORDS/CITY CLERK.

- *Closing 2015 files for the end of the Year and replacing with new folders for the New Year 2016.*
- *Completed an update for the City's web streaming page regarding our meetings, agendas and minutes.*
- *Third Quarter Transient Occupancy (TOT) was processed*
- *Questy's Archival System has been expanded to bring additional departmental records into a centralized system.*
 - o *Minutes from Planning and past Traffic Committee Meetings are in the process of being imaged and archived.*
 - o *Special Government Reports*
 - o *Archiving Project for Planning Department maps and specs continues using interns from Barstow Community College.*
 - o *Past Budgets*
 - *Analysis of Record Center:*
 - o *Record Center - Working on the continuation of taking inventory and identifying the records at the Al Vigil Center.*
 - o *A review of the records to determine the life cycle the records are in pursuant to the retention*

schedule and what records are ready for destruction, what records are vital and/or confidential, have historic or research value

o Determination on the method of disposition depending on what stage of the life cycle the records are in will be completed by the end of the next quarter.

PASSPORT OFFICE

- *The Barstow Passport Office processed 58 passports this past quarter.*
- *The Passport Agents are busy studying for their recertification and our new Office Clerk, Abby Wilhelm will be training to become a Passport Agent and our addition to our Passport Office.*

CITY CLERK'S OFFICE

- *City Clerk Cousino gave presentations regarding local government to Service Groups and Youth Groups.*
- *The City Clerk's Office was a drop off location for mail ballots for the November 3, 2015 Election this year.*
- *The Registrar of Voters used the City Council Chambers as a Poll Worker Training Center.*

CURRENT BUSINESS

- *The Re-codification of the Barstow Municipal Code was approved at the November 16,2015 meeting and is now at the printer.*
- *Permanent minute archival project is continuing.*

BARSTOW YOUTH ADVISORY COUNCIL

- *Have partnered with SAFE Coalition to create awareness of their MISSION:
To reduce the use of drugs and alcohol, especially among youth, in an effort to create an environment that is free of harmful substance us. adversary conditions when youth drink, smoke or do drugs.*
- *Have partnered with Azusa College Nursing Students to promote our HEAL City (Healthy, Eating, Active, Living) City. They are doing presentations at schools and service/youth clubs regarding eating healthy and exercise. The BYAC then teaches the First Lady Michelle Obama's Exercise Dance to Uptown Funk.*
- *Coordinating the "B Factor Talent Show" to be held in March with auditions held in February.*

4th QUARTER EVENTS

1. *Rodeo Kick Off*
2. *Rodeo (Wounded Warrior)*
3. *Barstow Fire Open House*
4. *Old Spanish Trail Day*
5. *Kendama Tournament*
6. *Candlelight Vigil Walk – Domestic Violence Awareness*

- 7. Desert Sanctuary Open House**
- 8. No More Bullying Walk**
- 9. On the Rise – Fundraiser – worked the concession stand for the agency.**
- 10. Mardi Gras Parade**
- 11. Lights of Learning**
- 12. Route 66 Christmas Tree Lighting and Market Street Event**
- 13. College President Christmas Reception**
- 14. Distribution of Christmas Cards and Caroling at Vet's Home and Rimrock Villa Convalescent Hospital.**

The Barstow Youth Advisory Council have 12,143 hours of volunteer time for this year.

COMMUNITY EMERGENCY RESPONSE TEAM (CERT)

- 1. Participated in the National Night Out***
- 2. Barstow Fire Open House (Breakfast Fundraiser)***
- 3. Participated in the Great Shake Out Earthquake Drill on October 17, 2015***
- 4. Held 21 Hour CERT Training Class***
- 5. Participated in the Mardi Gras Parade***
- 6. Participated in the Route 66 Main Street USA Car Show***
- 7. Held a full scale Disaster Drill at the Old Hospital***
- 8. Participated in the Route 66 Christmas Tree Lighting and Market Street Event***

Hello, this is Gaither Loewenstein, Economic Development and Planning Manager for the City of Barstow. I would like to take a moment to share with you several important projects that have come to fruition in the Community Development division over this past quarter.



Community Development Department

- *On November 17th the Planning Department hosted an open public workshop that was attended by over 25 participants to discuss the upcoming Specific Plan for the Route 66 Business Corridor and the Downtown Business and Cultural District. The workshop generated numerous ideas for planning the future of Barstow's downtown, focusing on the Route 66 theme. Among the key issues identified was the need for improved lighting, signage and security in the area. The Specific Plan, prepared with input from a 15-member advisory committee appointed by the City Council, will be presented to the Planning Commission and City Council in summer 2016.*
- *The City is in the advanced stages of negotiation with several prospective industrial users interested in acquiring parcels within the Barstow Business Park, located on West Main Street in the vicinity of the City's CNG/LNG Station. It is anticipated that between 50-67 percent of the parcels within the Business Park will be developed in 2016.*
- *Negotiations surrounding the acquisition of approximately 55 acres of property located in the Spanish Trail Specific Plan area currently owned by the State Lands Commission are progressing and it is anticipated that this acreage will be acquired by the partnership developing the project in mid-2016. Once these lands are acquired development of the site can proceed, with groundbreaking anticipated to occur in late 2016. The first project in Spanish Trail, an AM/PM Travel Center, opened for business in October 2015.*
- *Choice Medical Group has begun construction of a 17,000 square foot medical office facility on West Main Street that is expected to be completed in late 2016.*

- *Site preparation and construction has begun on Montara Place, a shopping center to be anchored by Super Wal-Mart located on the corner of Montara Road and East Main Street. The Super Wal-Mart store is expected to be completed in early 2017 with development of eight adjacent retail pads expected to commence shortly thereafter.*

Hello, this is Mike Brown, Administrator of the Public Services Division. The Department is made up of three different divisions, Field Services, Facility Maintenance, Fleet Maintenance, and is responsible for the maintenance and repair of the infrastructure of the City of Barstow. We also provide support for other City departments in the form of traffic control, setup and teardown for special events and a variety of other ways. We are also responsible for emergency response to flooding or other disasters that may occur.

The Field Services Division is comprised of two teams. Each team has several main responsibilities that are unique to that team and many other responsibilities that are considered to be common to both teams. It is not uncommon, however, for both teams to work together to accomplish tasks that are larger than one team can handle on their own and as we move forward, these teams will be working closer together in a more concentrated effort.

I would like to take a moment to share with you several important projects that the Public Services Division has worked on over this past quarter.



The City of Barstow Community Services Department has been working hard to keep our City looking good. Here are a few of the things that we accomplished over the past few months.

Community Services Department

Mike Varner and Building Maintenance:

- *Painting of the Harvey House staircase and adjacent wall for Mr. Harvey painting*
- *Hung up decorations, including t.v.s, pictures, and hallway painting for the Harvey House with Margaret Carter & Anthony Riley*
- *Installed flag pole and flags at the Harvey House roof top per Margaret Carter*
- *General maintenance- light bulb changes, restroom toilet- urinal rebuilds*
- *Board ups- due to break ins (hospital, Lenwood houses)*
- *Complete painting of the training and conference rooms at the Barstow rd. fire department*

Chuck Willetts Crew:

- *Backfilled some areas of section 7*
- *Assisted Troy's crew with the removal of asphalt at a residence on Riverside Dr. to facilitate the abandoning of a septic tank.*

- *Filled potholes as they are reported*
- *Prepared Cimline crack sealing machine for start of crack sealing season*
- *Graffiti abatement*
- *Installed all pole mounted holiday decorations*
- *Installed over-street Holiday decorations*
- *Worked on old train decorations to get them ready for Harvey House*
- *Assisted Tom's crew with traffic control during striping operation*
- *Prepared for Holiday Tree Lighting event*

Tom Alva's Crew:

- *Worked on backfilling an area of erosion near the main sewer line located North of the new AM/PM (old truck stop/ Mrs. B's).*
- *Poured concrete over and around same sewer line, at Troy's request, to protect against future erosion and damage.*
- *Prepared old striper for last striping season (RFP for new striper is out now)*
- *Striped approximately 70% of yellow striping throughout City*
- *Cleaned out striper and prepared for white striping.*
- *Repaired/replaced damaged and faded signs as needed*
- *Performed some channel maintenance by removing trees from Arroyo channel*

Standby

Our Department also performed standby duty and responded to the following:

- *Signal light issue at Montara and Armory*
- *Issue at CNG/LNG plant*
- *Road closure due to Deputy involved shooting near El Rancho Motel*
- *Water line break on Zion.*

Fleet Maintenance

Fleet Maintenance performed forty-two preventative maintenance operations this month.

Hello, this is Belinda Barbour, Environmental Services Administrator for the Solid Waste Department. As you may be aware the ESA Division is responsible for implementing the City's Source Reduction and Recycling Element, and the Household Hazardous Waste Element mandated by the State of California.

We pride ourselves on the innovative, rational and reasonable management of solid and hazardous materials throughout the City while promoting effective waste management practices.

I would like to take a moment to share with you some recent activities over this past quarter.

Everything You Do Can **MAKE A DIFFERENCE!**



Outreach/Education

Environmental Services Department

- *This past quarter we saw numerous successful events such as the Annual Shred-fest held on Oct 10. Our Free Dump Day, the city's free Garage Sale Ad (15th Annual City Wide Garage Sale Map), and the National Make A Difference Day all held on October 24th. The National Make A Difference Day gave residents an opportunity to volunteer in various activities throughout their community.*
- *We are proud of our residents and their efforts in helping to reduce, reuse and recycle.*

Hello, this is Anthony Riley and Margaret Carter, Directors of the Barstow Film Office. We wanted to take a moment to share our vision for the film office and the numerous successes over this past year.

The film industry is increasing its use of desert locations for feature films and commercial/industrial projects. The City of Barstow has implemented an aggressive strategy to enhance our community to the entertainment industry and allow Barstow to compete for a greater market share of regional, domestic and international production.

Film Office

- *The film office spent much of this last quarter prospecting for new productions to come to Barstow for filming in the Fall season. Our efforts yielded 2 national commercials and numerous projects in the surrounding area of the city.*
- *Our year in review featured the film office assisting with background casting, location permits, and providing local residents as crew members for the feature film Sky – starring actor Norman Reedus from the hit series the Walking Dead and Diane Kruger from the series The Bridge.*
- *Sky featured numerous residents as background actors. Post production wrapped over the summer and the film debuted at the Toronto Film Festival in September. A release date for the feature is set for early 2016.*
- *Margaret Carter and Anthony Riley will continue their efforts in the film office to increase economic development opportunities for the city and its residents through the power of the arts and filmmaking.*

Hello, this is Cindy Prothro, Finance Director for the City of Barstow. As you may be aware the Finance Department is responsible for managing the City's financial operations in accordance with established policies and plans.

The Finance Department recommends fiscal policies to City management and implements such policies.

The Department provides fiscal support to all City departments and programs and ensures that the fiscal affairs of the City are effectively managed in accordance with the City's municipal code, policies, state, and federal statutes.

I would like to take a moment to share with you some recent activities over this past quarter.



Finance Department

The City's auditor, Ahmed Badawi of Badawi & Associates presented the City's Comprehensive Annual Financial Report (CAFR) and the Barstow Finance Protection District's (BFPD) Annual Financial Report, for the period ending June 30, 2015, to the Finance Committee on December 9th. The reports will be presented at the December 21st City Council / BFPD meeting.

In addition to the City's annual audit, San Bernardino's Associated Government's (SANBAG's) auditors, Vavrinek, Trine, Day & Co., LLP, staff completed the field work and submitted draft reports to the City for Measure I and Local Transportation Funding for Streets and for Barstow Area Transit's final year of operation. (As previously reported, effective July 1, 2015 Barstow Area Transit merged with Victor Valley Transit Authority). Final SANBAG approval of the audit is pending.

Hello, this is Chief Richard Ross with the Barstow Fire Protection District. As you may know the community depends on the Barstow Fire Protection District to provide much more than fire suppression services. The Barstow Fire Protection District is an all-risk agency that must ensure for the continued provision of fire, emergency medical, hazardous materials, technical rescue, community preparedness, public education, and fire prevention services to meet the demonstrated needs of the community.

I wanted to take a moment to share with you some information regarding our activities over this past quarter.



Fire Department

Captain Barnes retired and was replaced by Engineer Espinoza after internal promotional testing. The city received a \$13,000 Emergency Management Performance Grant (EMPG) to continue upgrades to the Emergency Operations Center (EOC) at the fire station.

The Fire District coordinated a full-scale preparedness exercise that simulated a large earthquake. An emphasis was placed on incident management, heavy rescue, and sheltering.

The Community Emergency Response Team (CERT) conducted an exercise as part of the great California Shake-Out.

The Fire district converted the landscaping at the headquarters fire station to zero-scape. The on-duty firefighters did most of the work with the assistance of city staff. The district will be awarded \$5,000 dollars as part of the cash for grass program through Golden State Water Company.

Hello, this is Terri Peralta, Superintendent for our City's Park and Recreation Department. I would like to take a moment to provide you with a calendar of upcoming events. We hope you continue to enjoy the various amenities of our parks and citywide facilities.

Parks and Recreation

The Parks & Rec just finished up with Kiddie Indoor Soccer for 2 – 4 years old, we are also getting ready to start the Basket Ball games for students in 1 – 6 grade. We are also currently taking registration for Pee Wee (ages 5 & 6) and Tiny Tots (ages 3 & 4 Basketball.

Registration ends January 4th, and games will be starting soon for them.

A new cheerleading class has just opened up for Ages 14 – 18, and the Dino Ebel Baseball Clinic is in the planning for January.

T-Ball registration will start around February and will be for children ages 3 – 7.

The Dance Class that started in September will be having their 1st Dance Program on December 17th, “Winter Celebration”

Also the tennis courts at Dana Park have been re-finished and look marvelous!

Hello, this is Police Chief Albert Ramirez. As you know, the men and women of the Barstow Police Department are committed to enhancing the quality of life in our community. I believe in honesty, integrity and compassion when building a partnership with the community to actively achieve positive impacts in the prevention of crime and to safeguard the citizens and guests of our community.

I would like to take a moment to share with you some of our activities over this past quarter.



Police Department

- *Officer Catherine Greig was promoted to Corporal and was assigned to Patrol Division.*
- *The Public Safety Dispatch Center implemented text-to-911 capabilities.*
- *The Barstow Police Department conducted active shooter training for staff at Barstow Community College and also conducted an active shooter exercise on their campus.*
- *The Barstow Police Department established a part-time Homeless Outreach Proactive Enforcement (HOPE) team. This team contacts the homeless population and provides them with resources that may help them transition from homelessness. The HOPE team also identifies homeless citizens and documents information on the homeless population.*
- *On October 29, 2015 the Barstow Police Department in conjunction with the Barstow Unified School District conducted a Truancy Sweep in the City of Barstow. Twenty-four (24) homes were visited, sixteen (16) education code citations were issued, four (4) daytime curfew citations were issued, and three (3) subjects were arrested.*
- *The Barstow Police Department hosted a Coffee with a Cop event at the Masonic Lodge. This event brought law enforcement officers together with citizens to build on its relationship and to receive information on issues that are occurring in Barstow.*
- *On November 19, 2015 Barstow Police Department officers played a basketball game against the Barstow High School Varsity Basketball team. This was the 4th annual event and it is done to build on the relationships between the youth of the community and law enforcement. It is also a fundraising event for the Barstow High School Basketball team.*
- *On October 3, 2015 Barstow Police Department officers participated in the Domestic Violence Candlelight Vigil walk.*
- *On November 5 & 6, 2015 all Barstow Police Department officers received training on*

improvised ordinance identification and awareness.

- *Barstow Police Department's Administrative Officer met with the owners and managers of the Virginia Terrace apartment complex to provide them with crime prevention methods in order to provide a safer community.*
- *Barstow Police Department's Administrative Officer spoke about safety for women at the Barstow Women's Club luncheon.*
- *Barstow Police Department staff members and officers participated in the City of Barstow's disaster preparedness exercise. The disaster was a simulated earthquake.*
- *The Barstow Police Department hosted a blood drive and registered sixty-one (61) people. Each person donated one pack of blood and each pack of blood has the potential of saving three (3) lives. That is great!*
- *Barstow Police Department Officers and Explorers set-up a display table at the Harvest Festival and the Kendama contest.*
- *Barstow Police Department Explorers participated in the County's First Annual Explorer Softball tournament and took second (2nd) place.*

Hello, this Kody Tompkins Chief Waste Water Treatment Plant Operator. As you may be aware the mission of the Barstow Wastewater Treatment Plant is to treat domestic and industrial wastewater from the City of Barstow and its surrounding communities in a manner that provides current and future customers with safe, efficient and cost effective wastewater treatment services while protecting the community, public health, plant staff and the environment from adverse impacts of wastewater and treatment by-products.

The City's efforts are guided in part by federal, state and local regulations.

It is our goal to achieve this objective in a manner that demonstrates integrity, responsibility, safety and economically-sound practices and provide this quality and protection at the lowest possible cost to the citizens of Barstow and its customers.

Our employees are critical in the delivery of superior services to the residents of the City of Barstow. The commitment our employees demonstrate to their jobs and to the advancement of the City's goals is the key to our success in mission accomplishment.

I would like to take a moment to share with you some recent activities over this past quarter.



Waste Water Treatment Plant

Congratulations to the following personnel for passing their certification exams.

Troy Minnick- CWEA Collection System Maintenance II

Peter Gortarez- CWEA Collection System Maintenance I

Matthew Franklin- CWEA Collection System Maintenance I

Kody Tompkins- CWEA Collection System Maintenance II

Wesley Garrison-SWRCB Wastewater Treatment Plant Operator II

Kevin Littleton- SWRCB Wastewater Treatment Plant Operator II

