

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

January 13, 2026

FROM

SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Purchase and Distribution of Prepaid Bus Passes

RECOMMENDATION(S)

Approve the purchase and distribution of prepaid bus passes, in an amount not to exceed \$8,860, to provide support to eligible individuals released from the County's detention facilities, for the period of January 13, 2026 through June 30, 2026.

(Presenter: Carolina Mendoza, Chief Deputy Director, 387-0640)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The total amount of the prepaid bus passes will not exceed \$8,860 and will be funded by the Sheriff/Coroner/Public Administrator's (Department) Inmate Welfare Trust Fund (4420005167). Sufficient appropriation and revenue are included in the Department's 2025-26 budget.

BACKGROUND INFORMATION

The Department anticipates distributing \$8,860 in prepaid negotiables for 2025-26. The prepaid negotiables will be in the form of prepaid bus passes and will be purchased from local mass-transit vendors. Bus passes purchased by the Inmate Welfare Trust Fund will support the Sheriff's Transitional Assistance Reentry Teams in providing transportation to individuals recently released from County detention centers who have limited access to transportation resources, including those released from the High Desert Detention Center. Providing these individuals with a method to access transportation allows them to easily return home or attend post-release supportive appointments.

In accordance with the Auditor-Controller/Treasurer/Tax Collector Internal Controls and Cash Manual (ICCM), the Department maintains and ensures adherence to internal policies and procedures regarding the safeguards and proper handling of prepaid negotiables.

PROCUREMENT

The prepaid bus passes will be acquired in accordance with the ICCM. Per the ICCM, Board of Supervisors' approval is required to purchase prepaid cards in excess of \$2,500 per department, per fiscal year.

**Purchase and Distribution of Prepaid Bus Passes
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REVIEW BY OTHERS

This item has been reviewed by County Counsel (Grace B. Parsons, Deputy County Counsel, 387-5455) on December 16, 2025; Purchasing (Jason Cloninger, Lead Buyer, 387-0321) on December 12, 2025; Auditor-Controller/Treasurer/Tax Collector (Denise Mejico, Deputy Chief Auditor, 382-3107) on December 16, 2025; and County Finance and Administration (Erika Rodarte, Administrative Analyst, 387-4919) on December 23, 2025.

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January 13, 2026**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: January 13, 2026



cc: File - Sheriff/Coroner
MBA 01/15/2026