

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

**August 6, 2024**

**FROM**

**LUTHER SNOKE, Chief Executive Officer, County Administrative Office**

**SUBJECT**

Board of Supervisors Discretionary Fund – District Specific Priorities Program

**RECOMMENDATION(S)**

1. Approve **Contract No. 24-733** with New Leaf Ministries to contribute funding to purchase a refrigerated food truck to support its Food Bank program, in the amount of \$113,235, for the period of August 6, 2024 through August 5, 2025.
2. Approve **Contract No. 24-734** with Water of Life Community Church, including non-standard terms, to issue a temporary loan of \$1,500,000 to assist with CityLink Campus construction costs, for the period of August 6, 2024 through the date of when the loan is fully repaid, provided at no interest before August 5, 2026 and at an annual interest rate of 12% beginning August 6, 2026.
3. Ratify the Chief Executive Officer's exercise of the authority granted by the Board of Supervisors on May 21, 2024, Item No. 28, in approving a **Contract No. 24-735** with the City of Fontana to contribute funding towards the reopening of the Stage Red Theater, in the not-to-exceed amount of \$50,000, for the contract term of July 23, 2024, through July 22, 2025.
4. Approve **Contract No. 24-736** with Regional Chambers of Commerce/Inland Empire, Inc., to contribute funding to further support the Chamber's programs and services, in the amount of \$15,000, for the period of August 6, 2024 through August 5, 2025.
5. Approve an allocation of \$750 from the Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to the County Administrative Office – Finance and Administration for administrative costs related to Recommendation No. 4.
6. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustment to the Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget, as detailed in the Financial Impact section (Four votes required).

(Presenter: Luther Snoke, Chief Executive Officer, 387-4811)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Promote the Countywide Vision.**

**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 additional Discretionary General Funding (Net County Cost). On September 21, 2021 (Item No. 18), November 16, 2021 (Item No. 33), February 6, 2024 (Item No. 61), and June 11 (Item No. 110) the Board of Supervisors (Board)

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approved an allocation of \$4 million, \$7 million, \$6 million, and \$3 million respectively, to the Board Discretionary Fund – District Specific Priorities Program (Priorities Program), for each of the five supervisorial districts for projects that meet a public purpose, and provide services to citizens that promote health, safety, economic well-being, and other public services that enhance quality of life and meet the needs of County residents. On an annual basis, unspent appropriations for discretionary funding will be carried over into the subsequent year’s budget.

Recommendation No. 1 will be funded by the First District’s Priorities Program budget.

Recommendation Nos. 2, 3, and 4 will be funded by the Second District’s Priorities Program budget.

The following 2024-25 budget adjustments are needed to proceed with Recommendation Nos. 5 and 6:

<b>Fund Center</b>	<b>Commitment Item</b>	<b>Description</b>	<b>Actions</b>	<b>Amount</b>
1022001000	53003305	Contributions to Other Agencies	Decrease	\$750
1022001000	55405410	Salaries & Benefits Transfers Out	Increase	\$750
1120001000	55415011	Salaries & Benefits Transfers In	Increase	\$750
1120001000	51001010	Regular Salary	Increase	\$750

**BACKGROUND INFORMATION**

Priorities Program projects help promote the vision of a complete County by recognizing the unique traits of each Supervisorial District and, thereby, allow individual Board Districts to work with community partners through County services and contractual agreements to identify programs, projects, and initiatives that support the vision, meet a public purpose and provide services to residents that promote health, safety, economic well-being, education, recreation, and other public services that enhance quality of life, and meet the needs of the County’s residents. Projects under the District Specific Priorities Program are based on District Supervisor discretion and are presented by the Chief Executive Officer (CEO) for Board approval.

New Leaf Ministries is a non-profit organization in the Adelanto community that provides free food to residents in the High Desert area through its Food Bank (Program). Recommendation No. 1 assists the First District Supervisor with meeting the health, social service and nutritional needs of county residents by providing funding to assist New Leaf Ministries with the purchase of a refrigerated food truck to support its Program. County residents will be served by efforts to mitigate food insecurity through the Program.

Recommendation No. 2 assists the Second District Supervisor with the public purpose of providing for the safety, welfare, education and social service needs of residents by issuing a temporary loan of \$1,500,000 to assist with CityLink Campus construction costs. The CityLink Campus is the local outreach department of Water of Life Community Church (Water of Life), which provides ancillary services required to support the provision of services to the homeless and those at risk of homelessness, including but not limited to case management, counseling, job training, financial literacy education, and food insecurity. The loan funds are provided at zero interest through August 5, 2026. Beginning on August 6, 2026, if any amount of the loan funds have not been repaid by Water of Life, then interest shall begin accruing at an annual rate

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of 12%. The Contract with Water of Life includes the following term that differs from the standard County contract term:

1. The Contract with Water of Life does not contain a termination for convenience provision.
  - The standard Board Discretionary Fund contract contains a termination for convenience provision.
  - Potential Impact: The Contract will remain in existence until Water of Life completely repays the County the \$1,500,000 plus any accrued interest. There is no provision to require Water of Life to repay the loan on any specific time frame.

On May 21, 2024 (Item No. 28), the Board approved funding in the not-to-exceed amount of \$50,000 to the City of Fontana (City) to contribute funding towards the reopening of the Stage Red Theater (Theater) and authorized the CEO to execute a contract with the City and return to the Board for ratification within 30 days of execution. This contract was executed by the CEO on July 19, 2024. Recommendation No. 3 assists the Second District Supervisor with meeting education and social service needs of county residents by providing funding to the City for the reopening of the Theater, which was shut down in 2022. The Stage Red Theater will provide arts enrichment experiences to county residents. The Second District Board Office recommends proceeding with executing this contract with the City.

The Regional Chambers of Commerce Inland Empire, Inc. (Chamber) is the area's leading membership driven business organization committed to promoting economic prosperity by leading economic development, driving improvements in the workforce and education sectors, and advocating for regional partnerships. Recommendation No. 4 assists the Second District Supervisor with meeting the economic and social well-being needs of county residents by providing funding to the Chamber to further support the organization's programs and services. County residents will be served by the Chamber's continuing efforts to ensure that the Inland Empire region is the most economically prosperous region and desirable place to live and work in California.

Per County Policy 05-10, Board discretionary funding allocations that are under \$50,000 require a five percent (5%) rate be applied to the cost of each allocation of Board discretionary funds to third-party entities and will be distributed to the department/agency that administers the payment of Board discretionary fund allocations to cover staffing and other administrative costs. The County Administrative Office (CAO) – Finance and Administration administers all payments of Board discretionary fund allocations. Recommendation No. 5 approves a 5% allocation to the CAO – Finance and Administration for administrative costs related to Recommendation No. 4.

Under the terms of the contracts in Recommendations Nos. 1, 3, and 4 the CEO, at the direction of the identified District Supervisor, may extend the term of the recommended contracts, in writing, under the following conditions:

- a. In aggregate all extensions do not exceed 12 calendar months;
- b. Is specifically requested by the contractor;
- c. Will not change the project goals or scope of services;
- d. Is in the best interest of the County and contractor in performing the scope of services under the contract; and
- e. Does not alter the amount of compensation under the contract.

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Board discretionary funding allocations under the Priorities Program with community partners that include non-profit organizations, government entities, or educational institutions are non-competitive and must be for projects or services of \$10,000 or more as described in County Policy 05-10. Contracts with community partners that include for-profit organizations are to be processed according to existing County procurement policies. Contracts with other government agencies or for-profit organizations require a matching contribution of at least 25% of the proposed projects and shall be paid on a lump-sum basis or under other terms as approved by the Board.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on July 23, 2024; Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3195) on July 26, 2024; Finance (Stephanie Maldonado, 387-4348, Administrative Analyst) on July 9, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on July 19, 2024.

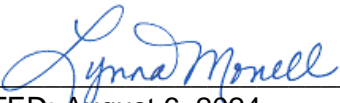
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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY  \_\_\_\_\_  
DATED: August 6, 2024



cc: CAO - Maldonado w/agrees  
Contractor - c/o CAO w/agree  
File - w/agree

CCM 08/8/2024