

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

June 18, 2025

**FROM**

**NOEL CASTILLO, Chief Flood Control Engineer, Flood Control District**

**SUBJECT**

Cooperative Agreement with City of Big Bear Lake for Repairs, Maintenance, and Emergency Work

**RECOMMENDATION(S)**

Acting as the governing body of the San Bernardino County Flood Control District, approve Cooperative **Agreement No. 25-521** with the City of Big Bear Lake for minor flood control facility repairs, maintenance, and emergency work within the incorporated area of the City of Big Bear Lake for approximately five years, effective July 1, 2025 through June 30, 2030, in amounts not to exceed \$60,000 per project and \$100,000 per fiscal year.

(Presenter: Noel Castillo, Chief Flood Control Engineer, 387-7906)

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

**Improve County Government Operations.**

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

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

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The San Bernardino County Flood Control District (District) is funded by property tax revenue, fee revenue, and other local, state, and federal funding. Costs for this work will vary depending upon the maintenance or repair needs for each project.

All work requested by the City of Big Bear Lake (City) will be performed by District staff or contractors and will be 100% reimbursable by the City, in an amount not-to-exceed \$60,000 per project and up to \$100,000 per fiscal year. All work requested by the District will be performed by City staff or contractors and will be 100% reimbursable by the District, in an amount not to exceed \$60,000 per project and up to \$100,000 per fiscal year.

Sufficient appropriation and revenue have been included in the District's 2025-26 Zone 6 budget (1960002540) and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

The proposed Agreement authorizes the District and the City to provide mutual aid for repairs, maintenance, and emergency work within the incorporated area of the City in amounts not to exceed \$60,000 per project and up to \$100,000 per fiscal year. The City and District have agreed that sharing labor and equipment resources, when necessary, is the most cost-effective and efficient method for maintaining and repairing flood control facilities located within the incorporated City. Work assignments may include, but are not limited to, maintenance and

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repairs for basin access roads, fences, and culvert cleanup.

According to the Agreement, the requesting agency will prepare and submit a work assignment request to the agency performing the work, outlining the work requested within the scope and budget limitations of the Agreement. The performing agency will then prepare a cost estimate and a project schedule prior to the start of work for the requesting agency's approval. The requesting agency will be invoiced based on actual costs incurred by the agency performing the maintenance and/or emergency work. The Agreement further provides that the performing agency is under no obligation to complete the work tasks if it determines, in its sole discretion, that its current workload prevents it from doing so at the time of the request or if the scope is not feasible with available resources.

Upon completion of all requested work, and upon receipt of an invoice and the acceptance of the work by the requesting agency, the requesting agency shall reimburse the performing agency. Additionally, the requesting agency shall be responsible for all future maintenance and repair work, unless it submits another request for additional maintenance and repair work under the Agreement.

Approval of this item aligns with the County and the Chief Executive Officer's goals of improving County government operations, providing for the safety, health and social service needs of County residents and pursuing County goals and objectives by working with other agencies by providing a streamlined approach to the maintenance and repairs of drainage facilities within the incorporated City.

Upon Board of Supervisors approval, the Agreement will expire on June 30, 2030, unless it is amended to extend the term or is terminated by either party upon providing a 30-days' advance written notice to the other party. The Big Bear City Council approved this item at its meeting on May 14, 2025.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Sophie A. Curtis, Deputy County Counsel, 387-5455) on April 8, 2025; Finance (Kathleen Gonzalez, Administrative Analyst, 387-5412) on June 6, 2025; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on June 6, 2025.

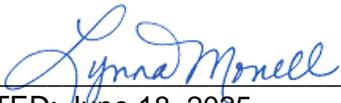
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Record of Action of the Board of Supervisors  
San Bernardino County Flood Control District

**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: June 18, 2025



cc: Flood - Gayman w/agree  
Contractor - c/o Flood w/agree  
File - w/agree  
MBA 07/1/2025