



## County Administrative Office

**Luther Snoke**  
Chief Executive Officer

January 28, 2025

Samuel Martinez, Executive Officer  
Local Agency Formation Commission  
1170 West Third Street, Unit 150  
San Bernardino, CA 92415-0490

Mr. Martinez,

San Bernardino County (County) and the City of Colton (City) agree, per the attached Memorandum of Understanding (MOU), that the City of Colton will continue to provide potable water service to an unincorporated area of the County. The County and the City request that the Local Agency Formation Commission determine that the MOU between the County and the City is exempt from provisions of Government Code Section 56133 as allowed under subsection (e), for the following reasons:

1. The MOU for provision of potable water services is between San Bernardino County and the City of Colton, both public agencies;
2. The public service to be provided is an alternate to, or substitute for, public services already being provided by an existing public service provider; and
3. The level of service to be provided is consistent with the level of service contemplated by the existing service provider.

Enclosed with this request for exemption is a copy of the executed MOU. The \$2,750.00 filing fee will be transferred to the appropriate LAFCO cost center.

Thank you for your assistance with this matter.

Sincerely,

Luther Snoke  
Chief Executive Officer

### BOARD OF SUPERVISORS

COL. PAUL COOK (RET.)  
First District

JESSE ARMENDAREZ  
Second District

DAWN ROWE  
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Vice Chair, Fifth District

**Luther Snoke**  
Chief Executive Officer



## County of San Bernardino

### DELEGATED AUTHORITY – DOCUMENT REVIEW FORM

This form is for use by any department or other entity that has been authorized by Board of Supervisors/Directors action to execute grant applications, awards, amendments or other agreements on their behalf. All documents to be executed under such delegated authority must be routed for County Counsel and County Administrative Office review prior to signature by designee.

**Note: This process should NOT be used to execute documents under a master agreement or template, or for construction contract change orders. Contact your County Counsel for instructions related to review of these documents.**

Complete and submit this form, along with required documents proposed for signature, via email to the department's County Counsel representative and Finance Analyst. If the documents proposed for signature are within the delegated authority, the department will submit the requisite hard copies for signature to the County Counsel representative. Once County Counsel has signed, the department will submit the signed documents in hard copy, as well as by email, to CAO Special Projects Team for review. If approved, the department will be provided routing instructions as well as direction to submit one set of the executed documents to the Clerk of the Board within 30 days.

**For detailed instructions on submission requirements, reference Section 7.3 of the Board Agenda Item Guidelines as the Delegation of Authority does not eliminate the document submission requirements.**

Department/Agency/Entity: County Administrative Office

Contact Name: Christen Miller

Telephone: 909-387-3109

Agreement No.: TBD Amendment No.:        Date of Board Item 1/28/25 Board Item No.: 0

Name of Contract Entity/Project Name: City of Colton

**Explanation of request/Special Instructions:**

On January 28, 2025, County Administrative Office (CAO) will request approval of a Memorandum of Understanding (MOU) with the City of Colton (City) to provide potable water service to an unincorporated area of the County and approval to delegate authority to the CEO to sign and submit the attached Letter of Intent (LOI) to LAFCO, within CEO authority under County Code § 12.0206(a) and (o). The required LOI to LAFCO requests that they determine the MOU exempt from the provisions of Government Code Section 56133, as allowed under subsection e, which are listed in the attached LOI. We ask that this be signed by the CEO by February 5, following the anticipated approval at the January 28th Board meeting. This needs to be submitted to LAFCO in time to make the March 19, 2025 LAFCO meeting.

**Insert check mark that the following required documents are attached to this request:**

- ☒ Documents proposed for signature (Note: For contracts, include a signed non-standard contract coversheet for contracts not submitted on a standard contract form).
- ☒ Board Agenda item that delegated the authority

<b>Department Routed to County Counsel</b>	County Counsel Name: Maria Insixiengmay	Date Sent: 1/16/25
<b>Reviewing County Counsel Use Only</b>	Review Date <u>1/16/25</u>  <u>Maria Insixiengmay</u> Signature	<b>Determination:</b> <u>X</u> Within Scope of Delegated Authority ____ Outside Scope of Delegated Authority
<b>CAO-Special Projects Use Only</b>	Review Date <u>1/28/25</u>  <u>Maria Insixiengmay</u> Signature	<b>Disposition:</b> <u>X</u> Route for signature to: ____ Chair <u>X</u> CEO ____ Department ____ Return to Department for preparation of agenda item