

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

**September 9, 2025**

**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. 25-688** with Fontana Unified School District to contribute funding from the 2025-26 Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget towards equipment purchases for its Fontana School Police Department, in the not-to-exceed amount of \$75,000, for the period of September 9, 2025 through September 8, 2026.
2. Approve **Contract No. 25-689** with Ontario-Montclair School District to contribute funding from the 2025-26 Fourth District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to purchase books and materials needed to support the operation of the Read, Explore and Develop into Kinder Program, in the not-to-exceed amount of \$35,000, for the period of September 9, 2025 through September 8, 2026.
3. Approve **Contract No. 25-690** with the New Leaf Ministries to contribute funding from the 2025-26 First District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget towards the establishment of a mobile health clinic, purchase of a new forklift, and to support general operations for the mobile clinic and food and beverage distribution services, in the not-to-exceed amount of \$320,000, for the period of September 9, 2025 through September 8, 2027.
4. Approve **Contract No. 25-691** with Wellness Ranch Equine Assisted Therapy, to contribute \$25,000 in funding from the 2025-26 Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget, and contribute \$10,000 in funding from the 2025-26 Third District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget towards phase one of the construction of a wellness site for equine assisted therapy, in the not-to-exceed amount of \$35,000, for the period of September 9, 2025 through September 8, 2026.

(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), June 11, 2024 (Item No. 110), April 29, 2025 (Item No. 86), and June 10, 2025 (Item No. 136), the Board of Supervisors (Board) approved an allocation of \$4

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million, \$7 million, \$6 million, \$3 million, \$2.5 million, and \$2.5 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.

The project under Recommendation No. 1 will be funded by the Second District's Priorities Program budget.

The project under Recommendation No. 2 will be funded by the Fourth District's Priorities Program budget.

The project under Recommendation No. 3 will be funded by the First District's Priorities Program budget.

The project under Recommendation No. 4 will be funded by the Second and Third District's Priorities Program budgets, with \$25,000 being funded from the Second District and \$10,000 being funded from the Third District.

**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 Priorities Program are based on District Supervisor discretion and are presented by the Chief Executive Officer (CEO) for Board approval.

Recommendation No. 1 will assist the Fontana Unified School District (FUSD) by providing funding from the Second District towards equipment purchases for its Fontana School Police Department, such as equipment to view trainings, appliances for the breakroom and station office, radios, and tables and chairs for the emergency operations center. This contract serves the public purpose of providing for the health, safety and educational needs of residents. FUSD acknowledges and agrees that it will make a matching contribution of at least 25% of the total cost of the project per County Policy 05-10.

Recommendation No. 2 will assist Ontario-Montclair School District (OMSD) by providing funding from the Fourth District to purchase books and materials needed for the Read, Explore and Develop (R.E.A.D) into Kinder Program, to support preschool and transitional kindergarten students and families with resources, activities, and practical tips to build essential early literacy. This contract serves the public purpose of providing for the educational and social service needs of the County residents by supporting children's education and literacy. OMSD acknowledges and agrees that it will make a matching contribution of at least 25% of the total cost of the project per County Policy 05-10.

Recommendation No. 3 will assist New Leaf Ministries (NLM) towards the establishment of a mobile clinic to provide healthcare access to underserved and rural areas, and purchase of a new forklift to help facilitate expansion of food and beverage distribution services for residents. Any remaining funds will be used to support the general operations for the mobile health clinic and food and beverage distribution services. This contract serves the public purpose of

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promoting the safety, health and social service needs of residents. NLM is a non-profit organization. Per County Policy 05-10, non-profit organizations are not required to provide a minimum 25% matching contribution to the projects.

Recommendation No. 4 will assist Wellness Ranch Equine Assisted Therapy (Wellness Ranch) towards phase one of the construction of a wellness site at Crosslight Family Ministries located at 9720 Wilson Avenue in Rancho Cucamonga to serve residents of Rancho Cucamonga and the surrounding communities. The funding will be used to purchase a prefabricated Americans with Disabilities Act accessible unit to be used as an intake and therapy office, a 50-foot enclosed pen for equine therapy, shade canopy, outdoor seating, signage, grading and other site preparation services. This contract serves the public purpose of promoting the safety, health and social service needs of residents through mental health services, equine therapy, and culturally rooted healing events for families. Wellness Ranch is a non-profit organization. Per County Policy 05-10, non-profit organizations are not required to provide a minimum 25% matching contribution to the projects.

Under the Board Discretionary Fund Priorities Program contract terms, the CEO, at the direction of the identified Supervisor, may extend the terms of the 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.

Board discretionary funding allocations under the Priorities Program with community partners must be for projects or services of \$10,000 or more as described in County Policy 05-10. Additionally, contracts that include non-profit organizations, government entities, or educational institutions are non-competitive. 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. All contracts 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 August 18, 2025; and County Finance and Administration (Penelope Chang, Principal Administrative Analyst, 387-4886) on August 15, 2025.

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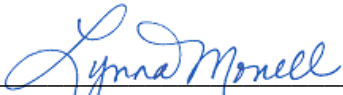
Record of Action of the Board of Supervisors  
San Bernardino County

**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: September 9, 2025



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

CCM 09/15/2025