

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

October 8, 2024

**FROM**

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

**SUBJECT**

Cooperative Agreement with City of Chino Hills 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. 24-981** with the City of Chino Hills for minor flood control facility repairs, maintenance, and emergency work on facilities within the incorporated area of the City of Chino Hills for approximately five years, effective October 8, 2024, through September 30, 2029, in an amount not to exceed \$45,000 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.**

**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 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 need for each project.

All work requested by the District will be performed by City of Chino Hills (City) staff or contractors and will be 100% reimbursable by the District, in an amount not to exceed \$45,000 per project and up to \$100,000 per fiscal year. All work requested by the City will be performed by District staff or contractors and will be 100% reimbursable by the City, in an amount not-to-exceed \$45,000 per project and up to \$100,000 per fiscal year.

Sufficient appropriation and revenue are included in the District's 2024-25 Zone 1 budget (1910002518) 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 unincorporated and incorporated areas of the City in an amount not to exceed \$45,000 per project, 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 include, but are not limited to, maintenance and repairs for basin access roads, fences, and culvert cleanup.

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October 8, 2024**

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 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 perform the work tasks if the agency determines, in its sole discretion, that the current workload prevents it from doing so at the time of the request or if the scope is not feasible with available resources.

After completion of all requested work, and upon receipt of an invoice and 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 they submit another request for additional maintenance and repair work under the Agreement.

Upon Board of Supervisors approval, the Agreement will expire on September 30, 2029, unless it is amended to extend the term or is terminated by either party upon providing the other party a 30-day advance written notice. The City Council approved this item at its meeting on September 10, 2024.

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, within the District's jurisdiction.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Sophie A. Curtis, Deputy County Counsel, 387-5455) on July 17, 2024; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on September 18, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on September 23, 2024.

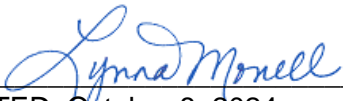
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Record of Action of the Board of Supervisors  
San Bernardino County Flood Control District

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: October 8, 2024

cc: Flood - Gayman w/agree  
Contractor - c/o Flood w/agree  
File - w/agree  
CCM 10/11/2024