

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF BOARD GOVERNED COUNTY SERVICE AREAS
AND RECORD OF ACTION**

September 9, 2025

FROM

NOEL CASTILLO, Director, Department of Public Works – Special Districts

SUBJECT

Introduction of Ordinance to Correct Annual Service Charge for Road Maintenance for County Service Area 70, Zone R-12 Baldwin Lake

RECOMMENDATION(S)

Acting as the governing body of all Board-Governed County Service Areas and their Zones:

1. Conduct a public hearing to consider necessary revisions to Ordinance No. SD 25-03 to correct the annual service charge for road maintenance for County Service Area (CSA) 70, Zone R-12 Baldwin Lake.
2. Make alterations, if necessary to proposed ordinance.
3. Approve introduction of proposed ordinance.
 - An ordinance of San Bernardino County, State of California, acting as the governing body of all Board-Governed County Service Areas and their Zones, amending Ordinance No. SD 25-03 to correct the annual service charge for road maintenance for CSA 70, Zone R-12 Baldwin Lake.
4. SCHEDULE ORDINANCE FOR FINAL ADOPTION ON TUESDAY, SEPTEMBER 23, 2025, on the Consent Calendar.

(Presenter: Noel Castillo, Director, 387-7906)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Create, Maintain and Grow Jobs and Economic Value in the County.

Operate in a Fiscally-Responsible and Business-Like Manner.

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

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). This revision will correct the annual service charge for road maintenance for parcels in CSA 70, Zone R-12 Baldwin Lake, from \$38.23 per parcel to the correct amount of \$438.23 per parcel. Correcting the fee will ensure adequate revenue of \$14,462, instead of \$1,262, is collected in fiscal year 2025-26, which will continue to be used to offset the costs of providing services. Appropriation and revenue related to the fee is included in the 2025-26 Budget.

BACKGROUND INFORMATION

On April 8, 2025 (Item No. 68), the Board of Supervisors adopted Ordinance No. SD 25-03, establishing fees and charges for Fiscal Year 2025-26 for all Board-Governed County Service Areas and their Zones. As part of that ordinance, the Board approved an annual service charge for road maintenance for parcels in CSA 70, Zone R-12 Baldwin Lake.

Due to an inadvertent administrative error, Ordinance No. SD 25-03 incorrectly listed the annual service charge for Fiscal Year 2025-26 for CSA 70, Zone R-12 Baldwin Lake as \$38.23 per parcel instead of the correct intended amount of \$438.23 per parcel, which was previously \$427.54 per parcel in Fiscal Year 2024-25 (a 2.5% increase from prior year).

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The proposed ordinance corrects Section 3, subsection (a)(10), of Ordinance No. SD 25-03 to reflect the accurate and previously intended annual service charge of \$438.23 per parcel. This revision ensures the County Code accurately reflects the intended rate, utilizing the August 19, 2008 (Item No. 51) Board-approved rate calculation methodology for CSA 70, Zone R-12- Baldwin Lake, which included annual service charge increases by 2.5%, and allows for proper collection of the service charge.

A public hearing is required to revise the annual service charge established by ordinance. Following the hearing, the Board may approve introduction of the ordinance and schedule it for final adoption.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on August 13, 2025; and County Finance and Administration (Amanda Trussell, Principal Administrative Analyst, 387-4773) on August 24, 2025.

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Record of Action of the Board of Supervisors
Board Governed County Service Areas

Hearing Opened
Public Comment: None
Hearing Closed

APPROVED

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: September 9, 2025



cc: File - Final BAI
JLL 09/10/2025