

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

November 18, 2025

**FROM**

**NOEL CASTILLO, Director, Department of Public Works - Special Districts**

**SUBJECT**

County Service Area 20 Joshua Tree – Community Center Door Replacement Capital Improvement Program Project

**RECOMMENDATION**

Acting as the governing body of County Service Area 20 Joshua Tree:

1. Approve the Capital Improvement Program - County Service Area 20 Joshua Tree – Community Center Door Replacement Project, in the amount of \$120,000.
2. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments, as detailed in the Financial Impact section (Four votes required).

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

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

**Ensure Development of a Well-Planned, Balanced, and Sustainable County.  
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).

The County Service Area 20 Joshua Tree – Community Center Door Replacement Project (Project) will be funded by the use of available reserves through the Operating Fund of the County Service Area 20 Joshua Tree (District).

The following 2025-26 budget adjustments are requested:

<b>Fund Center</b>	<b>Commitment Item</b>	<b>Description</b>	<b>Action</b>	<b>Amount</b>
2000001312	54304030	Structures & Improvement to Structures	Increase	\$120,000
1312	37008880	Fund Balance Reserved – Available	Decrease	\$120,000

Sufficient appropriation will be included in future recommended budgets as necessary.

**County Service Area 20 Joshua Tree - Community Center Door  
Replacement Capital Improvement Program Project  
November 18, 2025**

**BACKGROUND INFORMATION**

The District was established by the Board of Supervisors (Board) on June 1, 1964, and the District includes four parks, three ball fields, one recreation center, a water playground, a skateboard park, and a community center.

The District's Sunburst Park Community Center serves as a vital hub for community activities and public services in Joshua Tree. To enhance accessibility and ensure compliance with the Americans with Disabilities Act (ADA), the Special Districts Department (Department) proposes the installation of automatic doors at the facility's main public entrances. The Project consists of installing two new automatic doors at the east and west entryway doors of the Community Center and reconstructing ADA-compliant concrete landings.

These improvements will significantly benefit individuals with mobility challenges, seniors, and families with young children, while also aligning with the County's commitment to provide for the safety, health and social service needs of County residents.

**PROCUREMENT**

Pursuant to County Policy 11-15, the Board delegated the authority to the Chief Executive Officer, Chief Operating Officer, or Assistant Executive Officer (AEO) to review and approve plans and specifications and delegate the determination of whether a Public Works Project is exempt from the California Environmental Quality Action (CEQA). The District will seek approval of the CEQA exemption finding, and project specifications for advertising from the AEO, based on the estimated contract amount.

The Project will be advertised for informal bids in accordance with Section 22037 of the California Public Contract Code. The Department anticipates returning to the AEO for an award of the construction contract in January 2025.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Sophie Curtis, Deputy County Counsel, 387-5455) on October 21, 2025; Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, Auditor-Controller Manager, 382-7022) on October 23, 2025; and County Finance and Administration (Amanda Trussell, Principal Administrative Analyst, 387-4773) on October 31, 2025.

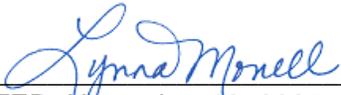
**County Service Area 20 Joshua Tree - Community Center Door  
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Record of Action of the Board of Supervisors  
Board Governed County Service Areas

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: November 18, 2025



cc:     File - CSA 70 Joshua Tree  
JLL    11/20/2025