

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

**May 18, 2021**

**FROM**

**BRENDON BIGGS, Director, Department of Public Works – Transportation**

**SUBJECT**

Capital Improvement Program Project to Acquire Vacant Parcel in Forest Falls

**RECOMMENDATION(S)**

1. Approve the Capital Improvement Program Project 21-224, in the amount of \$11,000 that includes the purchase price, estimated escrow and title fees for the Department of Public Works Forest Falls Land Acquisition Project, WBSE 10.10.1192, located at the corner of Conifer Drive and Valley of the Falls Drive in Forest Falls.
  2. Approve appropriation and revenue adjustments to fund the Capital Improvement Program Project and authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments, as detailed in the Financial Impact Section (Four votes required).
- (Presenter: Brendon Biggs, Director 387-7906)

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

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

**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 Department of Public Works (Department) is funded by Gas Tax revenue, fee revenue, and other state and local funding. The Department will fund the Forest Falls Land Acquisition Project (Project) for the purchase of vacant land, Assessor Parcel No. (APN) 032338226 with appropriations budgeted in Land (54004005) in the total amount of \$11,000 that includes the purchase price, estimated escrow, and title fees. The following adjustments are needed to establish the Department's Project budget for 2020-21:

| <b>Fund Center</b> | <b>Commitment Item</b> | <b>Description</b>      | <b>Action</b> | <b>Amount</b> | <b>WBSE</b> |
|--------------------|------------------------|-------------------------|---------------|---------------|-------------|
| 6650002000         | 55305030               | Operating Transfers Out | Increase      | \$11,000      |             |
| 6650002000         | 54004005               | Land                    | Decrease      | \$11,000      |             |
| 7700003100         | 40909975               | Operating Transfers In  | Increase      | \$11,000      | 10.10.1192  |
| 7700003100         | 54004005               | Land                    | Increase      | \$11,000      | 10.10.1192  |

**BACKGROUND INFORMATION**

The Department recommends the purchase of a vacant lot in Forest Falls that is adjacent to where Rattlesnake Creek crosses Valley of the Falls Drive. This property will allow for more efficient debris removal from the road during storms and maintains a consistent level of service

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for the Forest Falls community as Valley of the Falls Drive is the only road accessible to residents in and out of the area. Real Estate Services Department - Leasing and Acquisitions (RESA) has contacted the owner of the vacant lot, who expressed interest in selling the land if they can retain 400 square feet of the property for their personal use. A Capital Improvement Project (CIP) must be established before the Department and RESA may take further action. The CIP request submitted is based on a market study for the purchase price, negotiations, and estimated escrow and title fees performed by RESA for the costs to acquire vacant land, APN 032338226, in the amount of \$11,000 for the Project. This amount includes the purchase price in the amount of \$8,000 and estimated escrow and title fee costs in the amount of \$3,000.

The Department will transfer the total estimated cost of \$11,000 to RESA for the CIP project, upon approval from the Board of Supervisors.

The recommended actions align with the County and Chief Executive Officer Goals and Objectives to operate in a fiscally-responsible and business-like manner and ensure development of a well-planned, balanced, and sustainable County and provide for the safety, health and social service needs of County residents by authorizing the Department to acquire the property and establish a CIP to improve debris removal for storm maintenance in the Forest Falls community.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on April 21, 2021; Auditor-Controller/Treasurer/Tax Collector (Erika Gomez, Accounting Manager, 382-3196) on April 26, 2021; Real Estate Services (Jennifer Costa, Assistant Director, 387-5380) on April 26, 2021; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on April 27, 2021 and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on May 2, 2021.

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**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Janice Rutherford  
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: May 18, 2021



cc: File - Transportation w/map  
CCM 05/19/2021