

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

June 11, 2024

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

2024-25 Budget for Board Governed County Service Areas

RECOMMENDATION(S)

Acting as the governing body of the Board Governed County Service Areas:

1. Conduct a public hearing on the 2024-25 Recommended Budget for the Board Governed County Service Areas.
2. Adopt **Resolution No. 2024-78** to approve and adopt:
 - a. The 2024-25 Budget for the Board Governed County Service Areas, including appropriation, operating transfers out, contribution to reserves/net position, available reserves, estimated net position available and budgeted staffing, and authorization for final fund balance adjustments as described in Attachment A.
 - b. Any changes to the Recommended Budget that the Board of Supervisors may direct.
 - i. In the event that the Board of Supervisors makes any additions or deletions to the budget after the public hearing, and the items were not proposed in writing and filed with the Clerk of the Board of Supervisors before close of the public hearing, a 4/5 vote of the Board of Supervisors is required.
3. Approve the classification actions detailed in Changes to the Recommended Budget of Attachment B.

(Presenter: Matthew Erickson, County Chief Financial Officer, 387-5423)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

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

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The 2024-25 Recommended Budget for the Board Governed County Service Areas (CSA), as presented in the Recommended Budget Book, includes total requirements of \$96.7 million (excluding contributions to reserves/net position) and budgeted staffing of 132 positions for the CSA Operating and Capital Improvement Program (CIP) Funds.

BACKGROUND INFORMATION

The Department of Public Works – Special Districts manages and maintains the Board Governed CSAs that provide a number of municipal services for various communities within San Bernardino County. These services include television translators, dam maintenance, landscaping, detention basins, open space, park and recreation, road services (including paving, maintenance, and snow removal), streetlights, refuse, sanitation, and water. In addition,

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the Department of Airports oversees CSA 60 for the operation and maintenance of Apple Valley Airport.

As presented in the Recommended Budget Book, the summary of the CSA 2024-25 Recommended Budget below includes the base amount and any new items for 2024-25:

Budget Unit	2023-24 Modified	2024-25 Recommended	Change
Requirements			
Operating Funds:			
General Districts	\$10,968,569	\$6,331,897	(\$4,636,672)
Park Districts	\$7,941,908	\$11,860,648	\$3,918,740
Road Districts	\$5,771,579	\$4,065,715	(\$1,705,864)
Streetlight Districts	\$2,276,455	\$2,625,011	\$348,556
CSA 60 Apple Valley Airport	\$13,269,769	\$11,134,096	(\$2,135,673)
CSA 70 HL Havasu Lake	\$108,130	\$129,000	\$20,870
Sanitation Districts	\$8,875,952	\$10,546,326	\$1,670,374
Water Districts	\$10,533,751	\$10,996,383	\$462,632
Total Operating Funds	\$59,746,113	\$57,689,076	(\$2,057,037)
CIP Funds:			
General Districts	\$26,371,445	\$19,736,134	(6,635,311)
Road Districts	\$83,215	\$81,217	(\$1,998)
Parks District	\$0	\$282,023	282,023
CSA 60 Apple Valley Airport	\$10,651,334	\$7,539,559	(\$3,111,775)
Sanitation Districts	\$2,507,925	\$2,772,733	\$264,808
Water Districts	\$8,443,498	\$8,628,269	\$184,771
Total CIP Funds	\$48,057,417	\$39,039,935	(\$9,017,482)
Total Requirements	\$107,803,530	\$96,729,011	(\$11,074,519)
Budgeted Staffing			
Operations:			
General Districts	105	111	6
Park Districts	19	20	1
Road Districts	1	1	0
Total Budgeted Staffing	125	132	7
Note: Requirements exclude contributions to reserves/net position of \$628,860.			

Requirements of \$57.7 million for the Operating Funds reflect a net decrease of \$2.1 million from the prior fiscal year. This decrease is primarily due to the exclusion of one-time Operating Transfers Out that funded capital improvement projects in the prior year.

Requirements of \$39.0 million for the CIP Funds reflect a net decrease of \$9.0 million from the prior fiscal year. This decrease is primarily due to the exclusion of one-time budgeted Requirements that funded capital improvement projects in the prior year.

Total Budgeted Staffing of 132 for 2024-25 includes the following changes:

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- Addition of one new Special Projects Project Manager position for the increased workload of the department's Project Management Division.
- Addition of one new Recreation Coordinator position to enhance the department's ability to deliver recreation programming and special events.
- Addition of five budgeted Public Service Employees positions.
- Reclassification of one existing position (Position No. 82046) from Office Assistant II to Office Assistant III, to better align each position with its assigned tasks and responsibilities.

Recommendation No. 1 conducts the public hearing for the CSA 2024-25 Recommended Budget, as required by Government Code Sections 29080 and 29081. Prior to adopting the 2024-25 budget for the CSA, a notice was published on May 22, May 23, and May 28, 2024, setting the date of the public hearing for the purpose of making a determination regarding the Recommended Budget. The Recommended Budget documents were made available in the Clerk of Board of Supervisors' (Board) office on May 21, 2024, for the public, and the public hearing is occurring at least 10 days after the documents were made available. The notice further sets forth that any member of the public may appear at the hearing and be heard regarding any item in the Recommended Budget or for inclusion of additional items. All proposals for revisions should be submitted in writing to the Clerk of the Board before the close of the public hearing.

The public hearing discusses and implements any direction or changes to the Recommended Budget. Any requests for increases, decreases, or omission of any item in the budget or inclusion of any additional items shall not be made after the public hearing, unless the items were proposed in writing and filed with the Clerk of the Board before the close of the public hearing or unless approved by the Board by a 4/5 vote.

Recommendation No. 2 approves and adopts the 2024-25 budget for the CSAs. Attachment A lists the 2024-25 Recommended Budget for appropriation, operating transfers out, contributions to reserves/net position, available reserves, estimated net position available, and budgeted staffing.

Recommendation No. 3 is for approval of certain classification actions as listed in Attachment B, which lists additional classification actions for 2024-25.

The Recommended Budget, including Attachments A and B, satisfies the requirements set forth in Government Code section 29089.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by Human Resources (Gina King, Assistant Director, 387-5571) on May 20, 2024; County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on May 24, 2024; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on May 15, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on May 24, 2024. This item has also been coordinated with the Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3195) on May 23, 2024.

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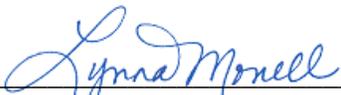
Record of Action of the Board of Supervisors
Board Governed County Service Areas

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: June 11, 2024



cc: File - Board Governed County Service Areas w/ attachments
JLL 06/17/2024