

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

June 10, 2025

**FROM**

**LUTHER SNOKE, Chief Executive Officer, County Administrative Office**

**SUBJECT**

Board of Supervisors Discretionary Fund – District Specific Priorities Program

**RECOMMENDATION(S)**

1. Approve **Contract No. 25-408** with the City of Chino, including a non-standard term, to contribute funding from the 2024-25 Fourth District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget towards the Chino Airport Driveway Improvement Project, including, but not limited to, construction of driveway access points, fence relocation, slurry coat and restriping of the Chino Airport's south parking lot, in the not-to-exceed amount of \$163,735, for the period of June 10, 2025, through June 9, 2026, and waive the requirement in County Policy 05-10 for a financial matching contribution of at least 25% from the City of Chino.
2. Approve **Contract No. 25-409** with the San Bernardino County Sheriff's Employees' Benefit Association Charity Fund to contribute funding from the 2024-25 Third District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget towards the Fallen Heroes Fund, Everyday Heroes, and Sheriff's Employees' Benefit Association Shop With a Cop programs, in the not-to-exceed amount of \$25,000, for the period of June 10, 2025, through June 9, 2026.
3. Approve **Contract No. 25-410** with the City of San Bernardino to contribute funding from the 2024-25 Fifth District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget towards the purchase of equipment and implementation of the San Bernardino Police Department's Drone First Responder Program, in the not-to-exceed amount of \$562,500, for the period of June 10, 2025, through June 9, 2026.
4. Approve **Contract No. 25-411** with the Mary's Mercy Center. to contribute funding from the 2024-25 Fifth District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget towards costs for elevator repairs at Mary's Haven facility in San Bernardino, in the not-to-exceed amount of \$49,950, for the period of June 10, 2025, through June 9, 2026.
5. Approve **Contract No. 25-412** with the City of Upland to expand the existing uninterruptible power supply system and add new uninterruptible power supply units, reallocating \$50,000 in remaining funds previously awarded under Contract No. 22-297, with no new funds authorized, for the period of April 26, 2022, through December 31, 2025, and waive the requirement in County Policy 05-10 for a financial matching contribution of at least 25% from the City of Upland.

(Presenter: Luther Snoke, Chief Executive Officer, 387-4811)

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

**Promote the Countywide Vision.**

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**Provide for the Safety, Health and Social Service Needs of County Residents.  
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 additional Discretionary General Funding (Net County Cost). On September 21, 2021 (Item No. 18), November 16, 2021 (Item No. 33), February 6, 2024 (Item No. 61), and June 11, 2024 (Item No. 110), the Board of Supervisors (Board) approved an allocation of \$4 million, \$7 million, \$6 million, and \$3 million, respectively, to the Board Discretionary Fund – District Specific Priorities Program (Priorities Program), for each of the five supervisorial districts for projects that meet a public purpose, and provide services to citizens that promote health, safety, economic well-being, and other public services that enhance quality of life and meet the needs of County residents. On an annual basis, unspent appropriations for discretionary funding will be carried over into the subsequent year's budget.

The projects under Recommendation Nos. 1 and 5 will be funded by the Fourth District's Priorities Program budget.

The project under Recommendation No. 2 will be funded by the Third District's Priorities Program budget.

The projects under Recommendation Nos. 3 and 4 will be funded by the Fifth District's Priorities Program budget.

**BACKGROUND INFORMATION**

Priorities Program projects help promote the vision of a complete County by recognizing the unique traits of each Supervisorial District and, thereby, allow individual Board Districts to work with community partners through County services and contractual agreements to identify programs, projects, and initiatives that support the vision, meet a public purpose and provide services to residents that promote health, safety, economic well-being, education, recreation, and other public services that enhance quality of life and meet the needs of the County's residents. Projects under the Priorities Program are based on District Supervisor discretion and are presented by the Chief Executive Officer (CEO) for Board approval.

Recommendation No. 1 will assist the City of Chino (Chino) by providing funding in the not-to-exceed amount of \$163,735 towards the Chino Airport Driveway Improvement Project for the construction of driveway access points, fence relocation, slurry coat and restriping of the airport south parking lot. The Contract amount includes a 10% contingency. This Contract serves the public purpose of promoting the health and safety needs of residents. It is requested to waive the matching contribution of at least 25% of the cost from Chino due to this project being an improvement to a County owned property and related to the Chino Kimball Avenue Median Improvements Project (Contract No. 24-730) previously approved by the Board on August 6, 2024 (Item No. 18).

The contract negotiated with Chino includes a term that differs from the standard County contract. The non-standard term includes the following:

1. There is no termination for convenience provision.

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- The County standard contract gives the County the right to terminate the contract, for any reason, with a 30-day written notice of termination without any obligation other than to pay amounts for services rendered and expenses reasonably incurred prior to the effective date of termination.
- Potential Impact: The County can only terminate the contract for an uncured breach of the contract terms by Chino.

Recommendation No. 2 will assist San Bernardino County Sheriff's Employees' Benefit Association Charity Fund (SEBA Charity Fund) by providing funding from the Third District to support the SEBA Charity Fund with three programs: Fallen Heroes Fund, Everyday Heroes Fund, and SEBA Shop With a Cop. This contract serves the public purpose of promoting the health and social service needs of residents. The SEBA Charity Fund is a non-profit organization. Per County Policy 05-10, non-profit organizations are not required to provide a minimum 25% matching contribution to the projects.

Recommendation No. 3 will assist the City of San Bernardino (San Bernardino) to fund their police department's Drone First Responder program. This contract serves the public purpose of promoting the health and safety and needs of the residents of San Bernardino and the surrounding community by utilizing unmanned aerial systems for emergency calls for service, natural or man-made disasters, special event operations, tactical scenarios, search and rescue operations, and other emergency response support. San Bernardino acknowledges and agrees that it will make a matching contribution of at least 25% of the total cost of the project per County Policy 05-10.

Recommendation No. 4 will assist the Mary's Mercy Center (MMC) to fund the costs for elevator repairs at Mary's Haven facility located at 1495 W. Victoria St. San Bernardino, California. This contract serves the public purpose of promoting the health and social service needs of residents. MMC is a non-profit organization. Per County Policy 05-10, non-profit organizations are not required to provide a minimum 25% matching contribution to the projects.

On April 26, 2022 (Item No. 27) the Board approved Contract No. 22-297 with Upland to support programs that provide technology infrastructure and modernization services, and purchase of law enforcement equipment for a not-to-exceed total of \$357,288 for the period of April 26, 2022 through December 31, 2022. Of the \$357,288 allocated, \$50,000 was designated towards a backup generator project. Upland plans to expand their existing uninterruptible power supply (UPS) system and add UPS units that would not rely on fossil fuels, would reduce the carbon footprint, and provide reliability needed to ensure uninterrupted power during power outages. Recommendation No. 5 will approve a new contract with Upland, reallocating \$50,000 in remaining funds previously awarded under Contract No. 22-297, with no new funds authorized and allowing additional time to complete the UPS Project. The Fourth District is requesting approval of this new contract retroactively effective April 26, 2022. This contract continues to serve the public purpose of providing for the public safety and law enforcement needs of County residents. It is requested to waive Upland's matching contribution of at least 25% of the cost due to this new project being related to the previously approved generator project under Contract No. 22-297, and being funded by reallocating \$50,000 in remaining funds previously awarded under Contract No. 22-297.

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Under the Board Discretionary Fund Priorities Program contract terms, the CEO, at the direction of the identified Supervisor, may extend the terms of the contracts, in writing, under the following conditions:

- a. In aggregate, all extensions do not exceed 12 calendar months;
- b. Is specifically requested by the contractor;
- c. Will not change the project goals or scope of services;
- d. Is in the best interest of the County and contractor in performing the scope of services under the contract; and
- e. Does not alter the amount of compensation under the contract.

Board discretionary funding allocations under the Priorities Program with community partners must be for projects or services of \$10,000 or more as described in County Policy 05-10. Additionally, contracts that include non-profit organizations, government entities, or educational institutions are non-competitive. Contracts with community partners that include for-profit organizations are to be processed according to existing County procurement policies. Contracts with other government agencies or for-profit organizations require a matching contribution of at least 25% of the proposed projects. All contracts shall be paid on a lump-sum basis or under other terms as approved by the Board.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on May 23, 2025; Finance (Penelope Chang, Administrative Analyst, 387-4886) on May 5, 2025; and County Finance and Administration (Stephenie Shea, Deputy Executive Officer, 387-4345) on May 19, 2025.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 10, 2025



cc: CAO - Chang w/agree  
Contractor - c/o CAO w/agree  
File - w/agree  
MBA 06/23/2025