

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

June 10, 2025

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

2025-26 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 2025-26 Recommended Budget for the Board Governed County Service Areas.
2. Adopt **Resolution No. 2025-116** to approve and adopt:
 - a. The 2025-26 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.

(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 2025-26 Recommended Budget for the Board Governed County Service Areas (CSA), as presented in the Recommended Budget Book, includes total requirements of \$117.5 million (excluding contributions to reserves/net position) and budgeted staffing of 134 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, the Department of Airports oversees CSA 60 for the operation and maintenance of Apple Valley Airport.

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As presented in the Recommended Budget Book, the summary of the CSA 2025-26 Recommended Budget below includes the base amount and any new items for 2025-26:

Budget Unit	2024-25 Modified	2025-26 Recommended	Change
Requirements			
Operating Funds:			
General Districts	\$6,592,768	\$9,785,905	\$3,193,137
Park Districts	\$12,926,547	\$10,949,055	(\$1,977,492)
Road Districts	\$4,383,139	\$3,413,060	(\$970,079)
Streetlight Districts	\$2,895,011	\$3,316,080	\$421,069
CSA 60 Apple Valley Airport	\$11,550,096	\$18,425,905	\$6,875,809
CSA 70 HL Havasu Lake	\$129,000	\$150,810	\$21,810
Sanitation Districts	\$12,005,801	\$19,554,247	\$7,548,446
Water Districts	\$12,109,509	\$10,842,616	(\$1,266,893)
Total Operating Funds	\$62,591,871	\$76,437,678	\$13,845,807
CIP Funds:			
General Districts	\$32,299,263	\$15,978,120	(\$16,321,143)
Road Districts	\$556,717	\$530,491	(\$26,226)
Parks Districts	\$282,023	\$282,023	\$0
CSA 60 Apple Valley Airport	\$7,539,559	\$14,393,833	\$6,854,274
Sanitation Districts	\$2,772,733	\$3,931,481	\$1,158,748
Water Districts	\$10,063,543	\$5,947,012	(\$4,116,531)
Total CIP Funds	\$53,513,838	\$41,062,960	(\$12,450,878)
Total Requirements	\$116,105,709	\$117,500,638	\$1,394,929
Budgeted Staffing	2024-25 Modified	2025-26 Recommended	Change
Operations:			
General Districts	111	112	1
Park Districts	20	21	1
Road Districts	1	1	0
Total Budgeted Staffing	132	134	2
Note: Not reflected in the 2025-26 Requirements shown above are \$3.3 million in Reserves Requirements that are used to fund appropriation in the budget units shown in the table above. Requirements exclude contributions to reserves/net position of \$352,400.			

Requirements of \$76.4 million for the Operating Funds reflect a net increase of \$13.8 million from the prior fiscal year. This increase is for the costs to maintain services and the CSA 70 BL Bloomington Sewer Expansion project within the Sanitation Districts. CSA 60 Apple Valley Airport increase is to fund costs associated with capital improvement projects.

Requirements of \$41.1 million for the CIP Funds reflect a net decrease of \$12.5 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 partially offset by an increase in capital projects associated with CSA 60 Apple Valley Airport.

Total Budgeted Staffing of 134 for 2025-26 includes the following changes:

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- Addition of one Special District Project Manager-Extra Help position to assist in the Project Management Division within the General Districts.
- Addition of one Public Service Employee in CSA 29 Lucerne Valley within the Parks Districts.

Recommendation No. 1 conducts the public hearing for the CSA 2025-26 Recommended Budget, as required by Government Code Sections, 29080 and 29081. Prior to adopting the 2025-26 budget for the CSA, a notice was published on May 21, May 22, May 25, May 26 and May 27, 2025, 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 the Board of Supervisors' (Board) office on May 20, 2025, 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 2025-26 budget for the CSA. Attachment A lists the 2025-26 Recommended Budget for appropriation, operating transfers out, contributions to reserves/net position, available reserves, estimated net position available, and budgeted staffing.

The Recommended Budget, including Attachment A, 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) on May 16, 2025; County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on May 21, 2025; Finance (Amanda Trussell, Principal Administrative Analyst, 387-4773) on May 14, 2025; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on May 23, 2025. This item has also been coordinated with the Auditor-Controller/Treasurer/Tax Collector (Mima Ugbo, Deputy Chief Controller, 382-3195) on May 21, 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: 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: File - Board Governed County Service Areas w/ resolution
JLL 06/11/2025