



## Community Revitalization

**Diane Rundles**  
Assistant Executive Officer

**Carrie Harmon**  
Director, Community  
Development & Housing

**Marcus Dillard**  
Chief of Homeless Services

December 19, 2024

Water of Life Community Church  
14418 Miller Avenue, Suite K  
Fontana, CA 92336/92335

RE: Revocable Grant Agreement with Water of Life Community Church  
Contract No. 24-118

Dear Mark Nuaimi:

San Bernardino County is in receipt of a letter from Water of Life Community Church, received November 8, 2024, requesting adjustments to Exhibit B and Exhibit C in Contract No. 24-118 (attached and incorporated herein).

Pursuant to Section 7.15 of Contract No. 24-118, this letter will serve as approval to adjust Exhibit B and Exhibit C as attached:

By:   
Luther Snoke, Chief Executive Officer

Encl: Letter from Water of Life Community Church

### BOARD OF SUPERVISORS

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Vice Chairman, First District

**JESSE ARMENDAREZ**  
Second District

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Fifth District

**Luther Snoke**  
Chief Executive Officer



## County of San Bernardino DELEGATED AUTHORITY – DOCUMENT REVIEW FORM

This form is for use by any department or other entity that has been authorized by Board of Supervisors/Directors action to execute grant applications, awards, amendments or other agreements on their behalf. All documents to be executed under such delegated authority must be routed for County Counsel and County Administrative Office review prior to signature by designee.

**Note: This process should NOT be used to execute documents under a master agreement or template, or for construction contract change orders. Contact your County Counsel for instructions related to review of these documents.**

Complete and submit this form, along with required documents proposed for signature, via email to the department's County Counsel representative and Finance Analyst. If the documents proposed for signature are within the delegated authority, the department will submit the requisite hard copies for signature to the County Counsel representative. Once County Counsel has signed, the department will submit the signed documents in hard copy, as well as by email, to CAO Special Projects Team for review. If approved, the department will be provided routing instructions as well as direction to submit one set of the executed documents to the Clerk of the Board within 30 days.

**For detailed instructions on submission requirements, reference Section 7.3 of the Board Agenda Item Guidelines as the Delegation of Authority does not eliminate the document submission requirements.**

Department/Agency/Entity: Community Development and Housing

Contact Name: Amanda Tower, Project Manager II Telephone: (909) 501-0611

Agreement No.: 24-118 Amendment No.: \_\_\_\_\_ Date of Board Item 2/26/24 Board Item No.: 19

Name of Contract Entity/Project Name: Water of Life Community Church - Citylink Campus Project

**Explanation of request/Special Instructions:**

Community Development and Housing requests the signature of the Chief Executive Officer on the Water of Life Scope of Work Change Request, related to Exhibit C of Revocable Grant Agreement No. 24-118 (Agreement), authorizing a reallocation of funds from Milestone 9, in the amount of \$250,000, to Milestone 8 and a concurrent amendment to the Financing Budget, reallocating \$250,000 from Permanent Transitional Housing to Temporary Transitional Housing, due to unforeseen expenses related to the project's delivery of Housing Improvements. On February 6, 2024 (Item 19), the Board of Supervisors delegated signature authority to the Chair of the Board of Supervisors, Chief Executive Officer, or Director of Community Development and Housing Department, subject to review by County Counsel. continued on next page. Exhibit B

**Insert check mark that the following required documents are attached to this request:**

- Documents proposed for signature (Note: For contracts, include a signed non-standard contract coversheet for contracts not submitted on a standard contract form).
- Board Agenda item that delegated the authority

<b>Department Routed to County Counsel</b>	County Counsel Name: Suzanne Bryant	Date Sent: 11/27/24
<b>Reviewing County Counsel Use Only</b>	Review Date <u>11/27/2024</u>  <u>Suzanne Bryant</u> Signature	<b>Determination:</b> <input checked="" type="checkbox"/> Within Scope of Delegated Authority <input type="checkbox"/> Outside Scope of Delegated Authority
<b>CAO-Special Projects Use Only</b>	Review Date <u>12/19/24</u>  <u>H. McCloskey</u> Signature	<b>Disposition:</b> <input checked="" type="checkbox"/> Route for signature to: ____ Chair ____ CEO <input checked="" type="checkbox"/> Department ____ Return to Department for preparation of agenda item