

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

September 9, 2025

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

Revenue Contracts with the South Coast Air Quality Management District for Board Member Consultants

RECOMMENDATION(S)

1. Approve **Revenue Contract No. 25-696** (SCAQMD Contract No. C26045) with the South Coast Air Quality Management District for County staff time from a Chief of Staff, associated with the County's participation in the South Coast Air Quality Management District, for a total contract amount not-to-exceed \$14,418.36, for the contract term of July 1, 2025, through June 30, 2026.
2. Approve **Revenue Contract No. 25-697** (SCAQMD Contract No. C26046) with the South Coast Air Quality Management District with South Coast Air Quality Management District for County staff time from a Policy Advisor II, associated with the County's participation in the South Coast Air Quality Management District, for a total contract amount not-to-exceed \$37,994.67, for the contract term of July 1, 2025, through June 30, 2026.
3. Approve **Revenue Contract No. 25-698** (SCAQMD Contract No. C26047) with the South Coast Air Quality Management District for County staff time from a Deputy Chief of Staff, associated with the County's participation in the South Coast Air Quality Management District, for a total contract amount not-to-exceed \$26,777.33, for the contract term of July 1, 2025, through June 30, 2026.
4. Authorize the Fourth District Supervisor to sign and submit the South Coast Air Quality Management District Business Consultant Invoices seeking to reimburse the County for staff time.

(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.

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). The South Coast Air Quality Management District (SCAQMD) shall reimburse the County as follows:

**Revenue Contracts with the South Coast Air Quality Management
District for Board Member Consultants
September 9, 2025**

Board Member Consultant	July 2025 to February 2026	March 2026 to June 2026	Total Not-to-Exceed Amount
Chief of Staff	\$8,613.36	\$5,805.00	\$14,418.36
Policy Advisor II	\$25,078.00	\$12,916.67	\$37,994.67
Deputy Chief of Staff	\$17,680.00	\$9,097.33	\$26,777.33
Total	\$51,371.36	\$27,819.00	\$79,190.36

BACKGROUND INFORMATION

On June 13, 2023 (Item No. 32), the Board of Supervisors (Board) approved Contract Nos. 23-504 and 23-505 with SCAQMD for reimbursement for the costs the County incurs in providing County staff time from a Special Projects Director and an Executive Aide III associated with the County's participation in the SCAQMD, in the not-to-exceed amount of \$14,363.97, for the term of February 17, 2023, through June 30, 2023.

On June 27, 2023 (Item No. 57), the Board approved Contract Nos. 23-584 and 23-585 to continue to allow the County to be reimbursed by SCAQMD for staff time associated with participation in SCAQMD by a Special Projects Director and an Executive Aide III, for the period of July 1, 2023, through June 30, 2024, in the not-to-exceed amount of \$38,904.

On September 10, 2024 (Item No. 25), the Board approved Contract Nos. 24-813 and 24-814 to continue to allow the County to be reimbursed by SCAQMD for staff time associated with participation in SCAQMD by a Policy Advisor II and Deputy Chief of Staff, for the period of July 1, 2024, through June 30, 2025, in the not-to-exceed amount of \$35,680.

On January 28, 2025 (Item No. 28), the Board approved Amendment No. 1 to Contract No. 24-813 and Amendment No. 1 to Contract No. 24-814 to modify revenue received for the Policy Advisor II and Deputy Chief of Staff, respectively, increasing the contract amount by \$7,424.05 and \$8,570.07, respectively, with no change to the contract term of July 1, 2024, through June 30, 2025. The Board also approved new revenue Contract No. 25-59 for services provided to SCAQMD by the Chief of Staff, for a total contract amount not-to-exceed \$5,483.94, for the contract term of December 1, 2024, to June 30, 2025.

The County's representative on SCAQMD is Supervisor Curt Hagman, who receives assistance from his staff members. The proposed contracts with SCAQMD under Recommendation Nos. 1, 2 and 3 include various consultant duties for Supervisor Hagman performed by County staff, including a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for SCAQMD programs; provide advice and recommendations to Supervisor Hagman regarding matters subject to his decision-making authority; provide liaison with the public on behalf of Supervisor Hagman; planning, organizing, and developing a wide variety of programs on Supervisor Hagman's behalf; and evaluating the effectiveness of various approaches. SCAQMD shall reimburse the County for staff time associated with participation in SCAQMD, in a total amount not-to-exceed \$79,190.36 effective July 1, 2025, through June 30, 2026. County staff have been performing the SCAQMD duties for these contracts since July 1, 2025, but these contracts are being presented retroactively as they were recently received from SCAQMD.

SCAQMD is the air pollution control agency for all of Orange County and the urban portions of Los Angeles, Riverside and San Bernardino counties. SCAQMD is governed by a 13-member

**Revenue Contracts with the South Coast Air Quality Management
District for Board Member Consultants
September 9, 2025**

Board of Directors and is responsible for controlling emissions primarily from stationary sources of air pollution.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on August 25, 2025; and County Finance and Administration (Penelope Chang, Principal Administrative Analyst, 387-4886, and Erika Rodarte, Administrative Analyst, 387-4919) on August 22, 2025.

**Revenue Contracts with the South Coast Air Quality Management
District for Board Member Consultants
September 9, 2025**

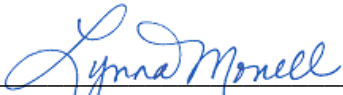
Record of Action of the Board of Supervisors
San Bernardino County

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: September 9, 2025



cc: CAO - Chang w/agrees for sign
Contractor - c/o CAO w/agree
File - w/agree

CCM 09/15/2025