

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

January 24, 2023

**FROM**

**BEAHTA R. DAVIS, Director, Regional Parks Department  
DON DAY, Director, Project and Facilities Management Department**

**SUBJECT**

Community Service Upgrades Reserve Fund Project Allocation and Capital Improvement Program Projects for County Regional Parks

**RECOMMENDATION(S)**

1. Approve the following Capital Improvement Program Projects at two County Regional Parks:
  - a. Capital Improvement Program Project No. 23-148 in the amount of \$408,115 for the Sweet Shoppe/Shed Repair Project for Calico Ghost Town Regional Park.
  - b. Capital Improvement Program Project No. 23-147 in the amount of \$203,619 for the Maintenance Shop Electrical Repairs Project at Mojave Narrows Regional Park.
2. Approve a budget increase for the following Capital Improvement Program Projects:
  - a. Capital Improvement Program Project No. 22-096 (WBSE 10.10.1259) for the Glen Helen Splashpad Expansion Project for Glen Helen Regional Park in the amount of \$136,192.
  - b. Capital Improvement Program Project No. 22-097 (WBSE 10.10.1260) for the Glen Helen Restroom Replacement Project for Glen Helen Regional Park in the amount of \$20,000.
3. Approve appropriation and revenue adjustments to fund the Capital Improvement Program projects and authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments, as detailed in the Financial Impact Section (Four votes required).  
(Presenter: Beahta R. Davis, Director, 387-2340)

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

**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 result in the use of Discretionary General Funding (Net County Cost). On June 8, 2021 (Item No. 112), the Board of Supervisors (Board) approved \$5,000,000 in Discretionary General Funding to the Community Service Upgrades Reserve Fund (Reserve) that was approved as part of the 2021-22 budget to fund Regional Parks Department (Department) revenue generating upgrades and amenity improvements.

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On June 14, 2022 (Item No. 103), the Board allocated an additional \$5,000,000 in Discretionary General Funding to the Reserve that was approved as part of the 2022-23 budget. The Department is requesting the use of reserves in the amount of \$521,000 from the 2022-23 Reserve and \$173,603 from the 2021-22 Reserve, as well as reallocation of previously funded monies in the amount of \$73,323 from one project to others for deferred maintenance and construction projects at Department facilities. The appropriation and revenue adjustments recommended are as follows:

<b>Fund Center</b>	<b>Commitment Item/GL Account</b>	<b>Description</b>	<b>Action</b>	<b>Amount</b>	<b>WBSE</b>
1000	37008758	Community Service Upgrades Reserve	Decrease	\$694,603	N/A
1161161000	55305030	Operating Transfers Out	Increase	\$694,603	N/A
7700003100	54304030	Improvements to Structures	Decrease	\$73,323	10.10.1262
7700003100	40909999	Residual Transfers Out	Decrease	\$73,323	10.10.1262
7700003100	40909975	Operating Transfers In	Increase	\$408,115	10.10.1447
7700003100	54304030	Improvements to Structures	Increase	\$408,115	10.10.1447
7700003100	40909975	Operating Transfers In	Increase	\$190,296	10.10.1446
7700003100	40909995	Residual Transfers In	Increase	\$13,323	10.10.1446
7700003100	54304030	Improvements to Structures	Increase	\$203,619	10.10.1446
7700003100	40909975	Operating Transfers In	Increase	\$96,192	10.10.1259
7700003100	40909995	Residual Transfers In	Increase	\$40,000	10.10.1259
7700003100	54304030	Improvements to Structures	Increase	\$136,192	10.10.1259
7700003100	40909995	Residual Transfers In	Increase	\$20,000	10.10.1260
7700003100	54304030	Improvements to Structures	Increase	\$20,000	10.10.1260

The Sweet Shoppe/Shed Repairs at Calico Ghost Town Regional Park are estimated to cost \$408,115. The project total of \$408,115 is recommended to be funded by remaining 2022-23 Reserve funds. The Mojave Narrows Maintenance Shop Electrical Repairs are estimated to cost \$203,619. It is being recommended that \$173,603 will be funded by remaining 2021-22 Reserves, \$16,693 be funded from remaining 2022-23 Reserves and that the additional \$13,323 be reallocated from the 2021-22 Reserves previously allocated to the Yucaipa Snack Bar Project No. 22-099 (WBSE 10.10.1262). The Glen Helen Splashpad Expansion Project is currently funded using Per Capita Grant Funds. PFMD has recently requested a budget adjustment in the amount of \$136,192. It is being recommended that \$96,192 will be funded by remaining 2022-23 Reserves and that the additional \$40,000 be reallocated from the 2021-22 Reserves previously allocated to the Yucaipa Snack Bar Project No. 22-099 (WBSE 10.10.1262). The Glen Helen Restroom Replacement Project is currently funded using Per Capita Grant Funds. It is being recommended that \$20,000 be allocated from the 2021-22 Reserves previously allocated to the Yucaipa Snack Bar Project No. 22-099 (WBSE 10.10.1262).

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**BACKGROUND INFORMATION**

The Department of Public Health, Environmental Health Services, completed a consultation inspection at the Sweet Shoppe and Shed's two buildings located at Calico Ghost Town and issued a Retail Floor Plan Check Report citing the need for various corrections in both buildings. Both buildings need to have a different type of flooring installed, air curtains (sometimes referred to as fly fans, supply a high velocity stream of air across a door or window opening that keeps pests like insects from entering the building) need to be attached to the delivery doors, and the sinks are too small for the equipment that is being used and need to be upsized. Project and Facilities Management Department (PFMD) completed a site visit and identified additional corrections needed to meet Americans with Disability Act (ADA) requirements and current building codes. Based on a contract agreement for the lease of the Sweet Shoppe and Shed buildings, all infrastructure repairs are the responsibility of the County.

The project at Mojave Narrows consists of replacement of electrical vaults and conduit at the maintenance shop. Successful completion of this project will restore electricity to the maintenance shop and irrigation near Pelican Lake, making for a more secure facility and improved landscaping for the enjoyment of the park's customers. Both the shop and the irrigation are currently without electricity, preventing operation of these areas of the park.

The increase to the Glen Helen Splashpad Expansion Project is due to higher-than-normal pricing of construction materials, including resin and glass fiber materials, as well as cost increases in the overall construction industry. In addition, during the demolition of the existing concrete slab, an abandoned concrete footing and wall was unearthed. The new elevation of the splash pad requires these items to be removed and a new extension to the existing perimeter retaining wall will need to be added due to new grades/elevations. A combination retaining wall/bench will be constructed against the existing perimeter retaining wall due to the new, higher elevation required.

PFMD has recently requested a budget adjustment in the amount of \$20,000 for the Glen Helen Restroom Replacement Project. This is due to additional costs associated with the removal of hazardous material, costs associated with the replacement of an electrical meter and the removal and replacement of a tree that is too close to the new sidewalk.

The projects listed in Recommendation Nos. 1 and 2 were not originally included in the \$5,000,000 Reserve allocations that was approved as part of the 2021-22 and 2022-23 budgets to fund Department improvements. This item is requesting portions of those funds that are still unallocated, as indicated in the Financial Impact Section, to be used for the projects.

**PROCUREMENT**

Upon approval of the projects, PFMD implemented projects may be procured through the use of an existing Board-approved Job Order Contract or through a competitive selection through a solicitation of bids following County procurement and California Public Contract Code requirements.

Upon approval of the Calico Ghost Town, Glen Helen, and Mojave Narrows Regional Park projects, PFMD will determine whether the design or environmental services may be procured through the use of an existing Board-approved Consultant Services Contract or through a competitive selection process following local procurement and California Public Contract Code requirements.

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**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on December 20, 2022; Project and Facilities Management (Don Day, Director, 387-5224) on December 27, 2022; Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Deputy Chief Controller, 382-3195) on December 27, 2022; Finance (Elias Duenas, Administrative Analyst, 387-4052) on January 6, 2023; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on January 6, 2023.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

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: January 24, 2023



cc: File - Regional Parks

CCM 01/31/2023