

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

October 21, 2025

**FROM**

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

**SUBJECT**

Amendment to Contract with the City of Upland for the Baldy View Dog Park Project

**RECOMMENDATION(S)**

Approve **Amendment No. 1 to Contract No. 23-1065** with the City of Upland, for the Baldy View Dog Park Project, modifying the deadline for obligating project costs by 304 days, from December 31, 2024 to October 31, 2025, for American Rescue Plan Act funding for eligible projects in accordance with the Board of Supervisors' approved Coronavirus Local Fiscal Recovery Fund Spending Plan, with no change to the cost of \$1,000,000, or the term of May 1, 2023 through December 31, 2026.

(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 Discretionary General Funding (Net County Cost). The County received a direct allocation of \$423.5 million under the American Rescue Plan Act – Coronavirus Local Fiscal Recovery Fund (ARPA fund) to bolster the County's response to COVID-19 pandemic and its economic impact. The Board of Supervisors (Board) approved an expenditure plan for the use of these funds, known as the County Local Fiscal Recovery Spending Plan (Spending Plan), on June 8, 2021 (Item No. 121), and amended the plan on August 24, 2021 (Item No. 21). The Second and Fourth District Board Offices have recommended executing Amendment No. 1 to Contract 23-1065. This item will have no budgetary impact.

**BACKGROUND INFORMATION**

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law and established the \$350 billion Coronavirus State and Local Fiscal Recovery Fund to distribute resources to state and local governments throughout the nation.

The County established an ARPA Team who reviews all potential projects to determine eligibility for ARPA funding and if the project and use is in accordance with the Board approved Spending Plan. When projects are deemed eligible, the ARPA Team works with subrecipients to

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determine subrecipient compliance with ARPA guidelines and subsequently initiates the contract process.

On March 1, 2022 (Item No. 32), the Board authorized the Chief Executive Officer (CEO) to execute the Board-approved standard ARPA contract template with subrecipients and directed that ARPA contracts executed by the CEO be brought back to the Board for ratification within 30 days of contract execution. Monthly reporting has been provided to the Board detailing the status of ARPA contracts.

On September 26, 2023 (Item No. 31), the Board ratified the CEO's exercise of the authority in executing Contract No. 23-1065 on August 31, 2023, with the City of Upland (City). The contract was for the Baldy View Dog Park Project in the not-to-exceed amount of \$1,000,000, for the contract term of May 1, 2023 through December 31, 2026.

The Baldy View Dog Park Project will support the San Bernardino County residents within the City with maintaining first rate park experience and recreational facilities. Project scope includes replacing and increasing the height of the dog park fence, installing new site lighting, installation of a new shade structure, providing walking path within the dog park, installation of new sod, and various dog amenities throughout the dog park.

As part of the ARPA Team's regularly scheduled subrecipient monitoring, it was identified that minor improvements remain incomplete and will require additional procurement following the primary construction of the park improvements. The City proposes to use approximately \$50,000 in project savings to ensure that the shade structure and dog park amenities comply with the Americans with Disabilities Act (ADA) accessibility standards, consistent with the City's ADA Facilities Master Plan.

Accordingly, the City requests an extension of the obligation deadline from December 31, 2024, to October 31, 2025. This extension will provide sufficient time to complete all necessary procurement-related activities to meet ADA requirements. All other terms and conditions remain unchanged.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on September 18, 2025; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on September 19, 2025; Risk Management (Gregory Ustaszewski, Staff Analyst II, 386-9039) on September 22, 2025; and County Finance and Administration (Joon Cho, Chief Administrative Analyst, 387-5402) on September 22, 2025.

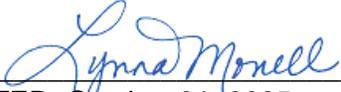
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Record of Action of the Board of Supervisors  
San Bernardino County

**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: October 21, 2025



cc: CAO - Erickson w/agree  
Contractor - c/o CAO w/agree  
File - w/agree  
MBA 10/23/2025