

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

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF THE SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT
AND RECORD OF ACTION**

November 4, 2025

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

Board of Supervisors Discretionary Fund – District Specific Priorities Program

RECOMMENDATION(S)

1. Acting as the governing body of San Bernardino County:
 - a. Approve **Contract No. 25-880** with the Woman Today, Inc. to contribute funding from the 2025-26 First District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to provide general support with costs associated with nutrition, aging and mental health programs and workshops, in the not-to-exceed amount of \$70,000, for the period of November 4, 2025 through November 3, 2026.
 - b. Approve **Contract No. 25-881** with the Stay Here Nonprofit Corporation to contribute funding from the 2025-26 Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget towards the production and distribution of 100,000 mental health support Lifeline Bracelets and implementation of a suicide prevention pilot program, in the not-to-exceed amount of \$132,000, for the period of November 4, 2025 through June 30, 2027.
 - c. Approve **Contract No. 25-882** with the Upland Chamber of Commerce to contribute funding from the 2025-26 Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to assist with program and event costs for fiscal years 2025-26 and 2026-27, in the not-to-exceed amount of \$10,000, for the period of November 4, 2025 through June 30, 2027.
 - d. Approve **Contract No. 25-883** with the San Antonio Hospital Foundation, Inc. to contribute funding from the 2025-26 Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to assist with program and event costs in 2025 and 2026, in the not-to-exceed amount of \$10,000, for the period of November 4, 2025 through December 31, 2026.
 - e. Approve **Contract No. 25-884** with the Veterans Legal Institute to contribute funding from the 2025-26 Fourth District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to assist with funding for three attorneys to provide legal assistance to County veteran residents, in the not-to-exceed amount of \$100,000, for the period of November 4, 2025 through November 3, 2026.
 - f. Approve **Contract No. 25-885** with the Seasonal Adventures, Inc. to contribute funding from the 2025-26 Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to provide vouchers to underprivileged children to

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redeem for one pumpkin at the Seasonal Adventures Annual Pumpkin Festival in Rancho Cucamonga, in the not-to-exceed amount of \$10,000, for the period of October 28, 2025 through November 3, 2026, and waive the requirement in County Policy 05-10 for a financial matching contribution of at least 25% from Seasonal Adventures, Inc.

- g. Approve **Contract No. 25-886** with the City of Rancho Cucamonga to contribute funding from the 2025-26 Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to assist with the purchase of one fire extinguisher training device for the Rancho Cucamonga City Fire Department, in the not-to-exceed amount of \$26,534, for the period of November 4, 2025 through November 3, 2026, and waive the requirement in County Policy 05-10 for a financial matching contribution of at least 25% from the City of Rancho Cucamonga.
 - h. Approve **Contract No. 25-887** with San Bernardino County Fire Protection District to contribute funding from the 2025-26 Second District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to assist with the purchase of two fire extinguisher training devices, in the not-to-exceed amount of \$53,068, for the period of November 4, 2025 through November 3, 2026.
 - i. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments as detailed in the Financial Impact section (Four votes required).
2. Acting as the governing body of the San Bernardino County Fire Protection District:
- a. Approve **Contract No. 25-887** with San Bernardino County for the purchase of two fire extinguisher training devices, in the not-to-exceed amount of \$53,068, for the period of November 4, 2025 through November 3, 2026.
 - b. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments as detailed in the Financial Impact section (Four votes required).

(Presenter: Luther Snoke, Chief Executive Officer, 387-4811)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

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). On September 21, 2021 (Item No. 18), November 16, 2021 (Item No. 33), February 6, 2024 (Item No. 61), June 11, 2024 (Item No. 110), April 29, 2025 (Item No. 86), and June 10, 2025 (Item No. 136), the Board of Supervisors (Board) approved an allocation of \$4 million, \$7 million, \$6 million, \$3 million, \$2.5 million, and \$2.5 million, respectively, to the Board Discretionary Fund – District Specific Priorities Program (Priorities Program), for each of the five supervisorial districts for projects that meet a public purpose, and provide services to citizens that promote health, safety, economic well-being, and other public services that enhance quality of life and meet the needs of County residents. On an annual basis, unspent appropriations for discretionary funding will be carried over into the subsequent year's budget.

The project under Recommendation No. 1a. will be funded by the First District's Priorities Program budget.

The project under Recommendation No. 1e. will be funded by the Fourth District's Priorities Program budget.

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The projects under Recommendation Nos. 1b., 1c., 1d., 1f., 1g., 1h., and 2a. will be funded by the Second District's Priorities Program budget. The following budget adjustments listed under Recommendation Nos. 1i. and 2b. will allocate sufficient appropriation to the 2025-26 San Bernardino County Fire Protection District (SBCFPD) budget for the purchase of two fire extinguisher training devices.

Fund Center	G/L Account	Description	Amount	Action
County:				
1022001000	53003305	Contribution to Other Agencies	\$53,068	Decrease
1022001000	55305030	Operating Transfers Out	\$53,068	Increase
SBCFPD:				
1062002410	40909975	Operating Transfers In	\$53,068	Increase
1062002410	54404040	Equipment	\$53,068	Increase

BACKGROUND INFORMATION

Priorities Program projects help promote the vision of a complete County by recognizing the unique traits of each Supervisorial District and, thereby, allow individual Board Districts to work with community partners through County services and contractual agreements to identify programs, projects, and initiatives that support the vision, meet a public purpose and provide services to residents that promote health, safety, economic well-being, education, recreation, and other public services that enhance quality of life and meet the needs of the County's residents. Projects under the Priorities Program are based on District Supervisor discretion and are presented by the Chief Executive Officer (CEO) for Board approval.

Recommendation No. 1a. will assist the Woman Today, Inc. (WTI) by providing funding from the First District to provide general support for costs associated with WTI's programs and workshops offered to women. This contract serves the public purpose of providing for the health and social service needs of the County residents by offering online and in-person programs and workshops on nutrition, personal development, aging, and mental health, and by providing Bundles of Hope care packages to women diagnosed with cancer. WTI is a non-profit organization. Per County Policy 05-10, non-profit organizations are not required to provide a minimum 25% matching contribution to the projects.

Recommendation No. 1b. will assist the Stay Here Nonprofit Corporation (Stay Here) by providing funding from the Second District towards the production and distribution of 100,000 mental health support Lifeline Bracelets and implementation of a suicide prevention pilot program. These support bracelets have a Near Field Communication-enabled tap feature, which is short-range wireless technology and allows devices to exchange information when they are close together via both Apple and Android phones. When the bracelet is tapped, it will provide the user with access to mental health resources, crisis support and suicide prevention training. The 12-month suicide prevention pilot program will be implemented beginning with the Second District, with the ability to expand throughout the county. The pilot program will be in partnership with key youth leaders, educators, and community leaders, to provide virtual and/or in-person suicide prevention training, development of Student Ambassador programs along with ongoing support during the pilot program. This contract serves the public purpose of providing for the health, safety and social service needs of County residents by providing bracelets and the pilot program for crisis support and suicide prevention training. Stay Here is a non-profit organization. Per County Policy 05-10, non-profit organizations are not required to provide a minimum 25% matching contribution to the projects.

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Recommendation No. 1c. will assist the Upland Chamber of Commerce (UCC) by providing funding from the Second District to assist with program and event costs for fiscal years (FY) 2025-26 and 2026-27. This contract serves the public purpose of providing for the health, economic and social service needs of the County residents by supporting the local businesses and economy and encouraging community involvement and civic responsibility through various programs and events such as Tour de Foothills, Taste of the I.E., and Gourmet Golf. UCC is a non-profit organization. Per County Policy 05-10, non-profit organizations are not required to provide a minimum 25% matching contribution to the projects.

Recommendation No. 1d. will assist the San Antonio Hospital Foundation, Inc. (SAHF) by providing funding from the Second District to assist with program and event costs in FY 2025-26 and FY 2026-27. This contract serves the public purpose of providing for the health and social service needs of the County residents through programs and events such as Ladies Legacy Reception, State of The Region, Frances Mary Paul Circle Dinner, 41st Annual San Antonio Golf Classic, and other initiatives. SAHF is a non-profit organization. Per County Policy 05-10, non-profit organizations are not required to provide a minimum 25% matching contribution to the projects.

Recommendation No. 1e. will assist the Veterans Legal Institute (VLI) by providing funding from the Fourth District towards the personnel, overhead, training, and related costs for three attorneys to provide legal assistance to County veteran residents. This contract serves the public purpose of providing for the legal services and social service needs of County residents by staffing three attorneys to provide legal assistance to low-income, unhoused, disabled, and other at-risk veterans, as well as active-duty service veterans. VLI is a non-profit organization. Per County Policy 05-10, non-profit organizations are not required to provide a minimum 25% matching contribution to the projects.

Recommendation No. 1f. will establish a contract with Seasonal Adventures, Inc. (SAI) and provide funding from the Second District to provide 500 vouchers to underprivileged children to redeem for one pumpkin at the Seasonal Adventures Annual Pumpkin Festival in Rancho Cucamonga. School districts will distribute the vouchers to underprivileged children and families in the Second District to redeem for one pumpkin with a value up to \$20. This contract is being presented retroactively in order to provide this opportunity before the October 31 holiday. It is requested to waive SAI's matching contribution of at least 25% of the cost because this contract serves the public purpose of promoting the recreational and social service needs of County residents by offering the children the opportunity to receive a pumpkin and participate in this seasonal activity.

Recommendation No. 1g. will assist the City of Rancho Cucamonga (Rancho) by providing funding from the Second District to assist with the purchase of one fire extinguisher training device for virtual reality fire extinguisher training events. These events may include, but are not limited to, those organized by Rancho Fire Department as well as demonstrations at events hosted by the Second District, as appropriate. This contract serves the public purpose of promoting the health and safety needs of County residents by providing virtual reality fire extinguisher training events for residents in Rancho and surrounding communities. It is requested to waive Rancho's matching contribution of at least 25% of the cost because Rancho contributes significant time and effort toward training residents in fire safety and proper use of the device, thereby providing a direct benefit to the County and its residents.

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Recommendation Nos. 1h. and 2a. will assist SBCFPD by providing funding from the Second District to assist with the purchase of two fire extinguisher training devices for virtual reality fire extinguisher training events. These events may include, but are not limited to, those organized by SBCFPD as well as demonstrations at events hosted by the Second District, as appropriate. Recommendation No. 1i. and 2b. will allocate sufficient appropriation in the 2025-26 SBCFPD budget for the purchase of the two fire extinguisher training devices.

Under the Board Discretionary Fund Priorities Program contract terms, the CEO, at the direction of the identified Supervisor, may extend the terms of the contracts, in writing, under the following conditions:

- a. In aggregate, all extensions do not exceed 12 calendar months;
- b. Is specifically requested by the contractor;
- c. Will not change the project goals or scope of services;
- d. Is in the best interest of the County and contractor in performing the scope of services under the contract; and
- e. Does not alter the amount of compensation under the contract.

Board discretionary funding allocations under the Priorities Program with community partners must be for projects or services of \$10,000 or more as described in County Policy 05-10. Additionally, contracts that include non-profit organizations, government entities, or educational institutions are non-competitive. Contracts with community partners that include for-profit organizations are to be processed according to existing County procurement policies. Contracts with other government agencies or for-profit organizations require a matching contribution of at least 25% of the proposed projects. All contracts shall be paid on a lump-sum basis or under other terms as approved by the Board.

PROCUREMENT

Under Recommendation No. 1f., Purchasing approves of the non-competitive procurement for the SAI contract based on specialized credentials. SAI's location in Rancho Cucamonga is geographically close to the population the Second District would like to support, and they are willing to honor the voucher program funded by the Second District.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, and Charles Phan, Supervising Deputy County Counsel, 387-5455) on November 3, 2025; Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, Auditor-Controller Manager, 382-7022) on October 20, 2025; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on October 24, 2025; and County Finance and Administration (Penelope Chang, Principal Administrative Analyst, 387-4886 and Ivan Ramirez, Administrative Analyst, 387-4020) on October 17, 2025.

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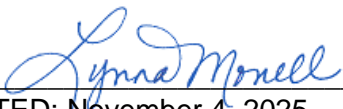
Record of Action of the Board of Supervisors
San Bernardino County

Record of Action of the Board of Directors
San Bernardino County Fire Protection District

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/SECRETARY

BY 
DATED: November 4, 2025



cc: CAO - Chang w/agrees
Contractor - c/o CAO w/agree
File - w/agree
CCM 11/17/2025