

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
SITTING AS THE GOVERNING BOARD FOR THE FOLLOWING:  
SAN BERNARDINO COUNTY  
AND BOARD GOVERNED COUNTY SERVICE AREAS  
RECORD OF ACTION**

August 20, 2024

**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. 24-809** with Newberry Community Services District to contribute funding towards the renovation costs of the Newberry Springs Fire Station, retroactively effective for the period of May 23, 2024 through December 31, 2025, reallocating remaining funds previously awarded under Contract No. 23-447, in the not-to-exceed amount of \$68,985.
  - b. Approve **Contract No. 24-810** with the City of Upland to contribute funding towards the Foothill Boulevard Rehabilitation and Water Improvement Project, in the amount not-to-exceed \$4,000,000, for the period of August 20, 2024 through August 19, 2026.
  - c. Find it is in the best interest of the County to waive the requirement in Policy 05-10 for for-profit organizations to make a financial matching contribution of at least 25% of the proposed project, program and/or initiative cost for Recommendation No. 1.d.
  - d. Approve an allocation of \$29,950 from the Fourth District Board of Supervisors Discretionary Fund – Specific Priorities Program budget towards a Contract approved by the Purchasing Department with Gensler, for a site evaluation study and conceptual design services of an identified site adjacent to Prado Regional Park.
  - e. Approve **Contract No. 24-811** with Ontario Pro Soccer LLC dba Empire Strykers to promote the County with a “San Bernardino County Night” at one of the home games and through the acquisition of game tickets to be distributed to residents of the Second District, with priority given to foster youth and local youth programs, for the Ontario Pro Soccer LLC dba Empire Strykers for the 2024-2025 Major Arena Soccer League season, for a total of \$25,000, for the period of August 20, 2024, through August 19, 2025.
  - f. Approve **Contract No. 24-812** with the Fontana Chamber of Commerce to continue to support their efforts and promote local shopping in the City of Fontana, in the not-to-exceed amount of \$25,000, for the period of August 20, 2024, through August 19, 2025.
  - g. Approve an allocation of \$2,500 from the Second District’s Board of Supervisors Discretionary Fund – District Specific Priorities Program budget, to the County Administrative Office – Finance and Administration, for administrative costs related to Recommendation Nos. 1.e. and 1.f.
  - h. Approve an allocation of \$1,498 from the Fourth District’s Board of Supervisors Discretionary Fund – District Specific Priorities Program budget to the County

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Administrative Office – Finance and Administration for administrative costs related to Recommendation No. 1d.

- i. Approve an allocation of \$15,000 from the Third District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budget, to reimburse County Service Area 70 – Countywide Administration, for work completed to study the potential formation of a road district for County Service Area 70 – Country Club Boulevard, in Big Bear.
  - j. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments to the Second, Third, and Fourth District's Board of Supervisors Discretionary Fund – District Specific Priorities Program budgets, as detailed in the Financial Impact section (Four votes required).
2. Acting as the governing body of County Service Area 70, accept an allocation of \$15,000 from San Bernardino County to reimburse County Service Area 70 – Countywide Administration for work completed to study the potential formation of a road district County Service Area 70 – Country Club Boulevard, in Big Bear.

(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), and June 11 (Item No. 110) the Board of Supervisors (Board) approved an allocation of \$4 million, \$7 million, \$6 million, and \$3 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.

Remaining funds from Contract No. 23-447, in the amount of \$786.14, which was approved by the Board on May 23, 2023 (Item No. 29) and have been funded by the Third District's Priorities Program budget, will be reallocated to the contract in Recommendation No. 1.a.

The contract referenced in Recommendation No. 1.b. will be funded by a 50/50 match between the Second and Fourth District's Priorities Program budget, in the total amount of \$4,000,000.

Recommendation Nos. 1.d. and 1.h. will be funded by the Fourth District's Priorities Program budget. Recommendation Nos. 1.e., 1.f., and 1.g. will be funded by the Second District's Priorities Program budget. All expenses for work completed under Recommendation Nos. 1.i. and 2.a. were incurred by County Service Area (CSA) 70 – Countywide Administration, which will be funded by the Third District's Priorities Program. No additional costs are anticipated for this effort.

The following 2024-25 budget adjustments are needed to proceed with Recommendation Nos. 1.g., 1.h., and 1.i.

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<b>Fund Center</b>	<b>Commitment Item</b>	<b>Description</b>	<b>Actions</b>	<b>Amount</b>
1022001000	53003305	Contributions to Other Agencies	Decrease	\$2,500
1022001000	55405010	Salaries & Benefits Transfers Out	Increase	\$2,500
1024001000	53003305	Contributions to Other Agencies	Decrease	\$1,498
1024001000	55405010	Salaries & Benefits Transfers Out	Increase	\$1,498
1023001000	53003305	Contributions to Other Agencies	Decrease	\$15,000
1023001000	55305030	Operating Transfers Out	Increase	\$15,000
1120001000	55415011	Salaries & Benefits Transfers In	Increase	\$3,998
1120001000	51001010	Regular Salary	Increase	\$3,998

**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 District Specific Priorities Program are based on District Supervisor discretion and are presented by the Chief Executive Officer (CEO) for Board approval.

On May 23, 2023 (Item No. 29), the Board approved Contract No. 23-447 with Newberry Community Services District (CSD) to provide funding to assist with renovation costs of the Newberry Springs Fire Station. Newberry CSD successfully completed the majority of electrical system renovation and transformer replacement work, totaling \$68,198.86 and requires additional time to finalize the remaining work to ensure the completion of services and use remaining funds in the amount \$786.14. To ensure all expenses made to date by Newberry CSD are allowable, the Third District is requesting approval of this new contract retroactively to May 23, 2024. Approval of Recommendation No. 1.a. will continue to assist the Third District Supervisor with the public purpose of providing for the public safety and health needs of county residents by allowing Newberry CSD additional time to complete the renovation of the Newberry Springs Fire Station. No additional funding in excess of the \$68,985 previously allocated under Contract No. 23-447 is being allocated to Newberry CSD under this new contract.

Recommendation No. 1.b. assists the Second and Fourth District Supervisors with the public purpose of providing for the health, safety and social service needs of county residents by contributing funds to the City of Upland toward the Foothill Boulevard Rehabilitation and Water Improvement Project. This includes the installation of a new potable water main and service laterals, concrete and repairs required to comply with the Americans with Disabilities Act (ADA), median island improvements, asphalt pavement replacement, and new striping repaving of Foothill Boulevard from Benson Avenue to San Antonio Avenue.

Recommendation No. 1.d. assists the Fourth District Supervisor with the public purpose of meeting the social needs of the County by creating, maintaining, and growing jobs and economic value in the County through a contract with Gensler, approved by the Purchasing Department for a site evaluation study and conceptual design services at an identified site adjacent to Prado Regional Park. The study is to understand how the County can better utilize the site and support the continued growth to bring in additional revenue, create jobs, and attract visitors. Under County Policy 05-10, Board discretionary funded agreements with for-profit

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organizations require the organization to contribute at least 25% of the cost of the proposed project. Recommendation No. 1.c. recommends this requirement be waived for this contract as it is a service contract for a potential project at the identified site.

Recommendation No. 1.e. assists the Second District Supervisor with the public purpose of providing for the health, economic, recreational, and social service needs of residents by promoting the County with a "San Bernardino County Night" at one of the home games and through the acquisition of game tickets for the Ontario Pro Soccer LLC dba Empire Strykers for the 2024-2025 Major Arena Soccer League season. Tickets are to be distributed to residents of the Second District with priority given to foster youth and local youth programs.

The Fontana Chamber of Commerce (Fontana Chamber) was established in 1914 and strives to promote the continuous improvement of the common good and quality of life in the City of Fontana and the pursuit of new businesses and foster the growth and development of existing businesses. Recommendation No. 1.f. assists the Second District Supervisor with meeting the economic and social well-being needs of county residents by providing funding to the Fontana Chamber to continue to support their efforts and promote local shopping in the City of Fontana through their local improvement projects and events. County residents will be served by the Fontana Chamber's continuing efforts to promote businesses, employment, and economic development.

Per County Policy 05-10, Board discretionary funding allocations that are under \$50,000, a five percent (5%) rate shall be applied to the cost of each allocation of Board discretionary funds to third-party entities and will be distributed to the department/agency that administers the payment of Board discretionary fund allocations to cover staffing and other administrative costs. The County Administrative Office (CAO) – Finance and Administration administers all payments of Board discretionary fund allocations. Recommendation Nos. 1.g. and 1.f. approve a 5% allocation to the CAO – Finance and Administration for administrative costs related to Recommendation Nos. 1.d., 1.e., and 1.f.

The Third District approved funding for the study of the formation of a road district for a section of Country Club Boulevard in Big Bear. The funding covers costs incurred by CSA 70, including engaging with a consultant and internal departmental costs. CSA 70 incurred costs for staff time in the amount of \$5,000 and an engineering study and consultation services regarding a road district formation in Big Bear, in the amount of \$10,000, for a total cost of \$15,000. Through this effort, it was determined the road formation was not feasible, and CSA 70 will not proceed with the road formation. Recommendation Nos. 1.h., 1.i., and 2.a. approve a \$15,000 allocation from the Third District to CSA 70 as reimbursement for costs incurred and the required budget adjustments.

Under the Board Discretionary Fund Priority Program contract terms, the CEO, at the direction of the identified District Supervisor, may extend the term of the recommended contracts, with the exception of 1d, 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.

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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 and shall be paid on a lump-sum basis or under other terms as approved by the Board.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on July 30, 2024; Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3195) on August 13, 2024; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on August 9, 2024; Department of Public Works – Special Districts (Josue Palos, Division Manager, 386-8824) on August 2, 2024; Finance (Stephanie Maldonado, 387-4348, and Jessica Trillo, 387-4222, Administrative Analysts) on August 2, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on August 7, 2024.

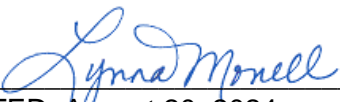
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Record of Action of the Board of Supervisors  
San Bernardino County  
Board Governed County Service Areas

**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: August 20, 2024



cc:    CAO - Stephanie Maldonado w/agrees  
      Contractor - c/o CAO w/agree  
      File - w/agree  
CCM   08/27/2024