

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

June 25, 2024

**FROM**

**SHANNON D. DICUS, Sheriff/Coroner/Public Administrator**

**SUBJECT**

Revenue Agreements for Emergency Dispatch Services

**RECOMMENDATION(S)**

1. Approve Revenue Agreements with the following cities and agencies for emergency dispatch services provided by the Sheriff/Coroner/Public Administrator, at annual amounts listed in each contract's Attachment A, for the period of July 1, 2023 through June 30, 2026:
  - a. BNSF Railway Company (**Agreement No. 24-579**)
  - b. Cal Fire, San Bernardino-Inyo-Mono (**Agreement No. 24-580**)
  - c. Hesperia Unified School District (**Agreement No. 24-581**)
  - d. Snowline Joint Unified School District (**Agreement No. 24-582**)
  - e. Victor Valley Community College District (**Agreement No. 24-583**)
  - f. City of Adelanto – Code Enforcement (**Agreement No. 24-584**)
  - g. City of Loma Linda – Department of Public Safety, Parking Enforcement Division (**Agreement No. 24-585**)
  - h. City of Rancho Cucamonga – Park Rangers (**Agreement No. 24-586**)
  - i. City of Victorville – Code Enforcement, Animal Control (**Agreement No. 24-587**)
  - j. City of Yucaipa – Code Enforcement, Public Works Department (**Agreement No. 24-588**)
2. Authorize the Sheriff/Coroner/Public Administrator to revise the cost of service as reflected in Schedule A and execute amendments to the Revenue Agreements with the above stated agencies on an annual basis for 2024-25 and 2025-26, based on the Board of Supervisors approved Sheriff/Coroner/Public Administrator budget for future years through 2025-26, subject to review by County Counsel.
3. Direct the Sheriff/Coroner/Public Administrator to transmit amendments in relation to these Revenue Agreements, including the agreements' revised Schedule A, to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Kelly Welty, Chief Deputy Director, 387-3760)

**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 not result in the use of Discretionary General Funding (Net County Cost). The total annual revenue of \$262,617 for 2023-24 includes full recovery of direct costs to provide emergency dispatch services to the various cities and agencies. The cost of providing

**Revenue Agreements for Emergency Dispatch Services  
June 25, 2024**

emergency dispatch services varies based on changes in personnel costs, resulting in the need to adjust the fee schedule within the agreements annually. Sufficient appropriation and revenue are included in the Sheriff/Coroner/Public Administrator's (Department) 2023-24 budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

The Department provides dispatch services when requested by various outside agencies using existing personnel and equipment, with minimal operational impact, for emergencies and non-emergencies. These services allow each city and agency to have radio contact with the Department's dispatch centers in case of an emergency that requires response by law enforcement personnel.

The recommended Revenue Agreements provide for annual review of the fee schedule (Schedule A) to ensure proper cost recovery. The Department is seeking authorization to revise and execute amendments to the emergency dispatch services agreement's Schedule A in subsequent years to reflect updated personnel costs as approved by the Board of Supervisors (Board) for 2024-25 and 2025-26, as required, subject to review by County Counsel.

Due to an administrative oversight, the agreements were not processed and submitted to seek the Board's approval prior to the start of the recommended period of July 1, 2023 through June 30, 2026. The Department has taken steps to prevent this from happening in the future.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Grace B. Parsons, Deputy County Counsel, 387-5455) on May 8, 2024; Finance (Erika Rodarte, Administrative Analyst, 387-4919) on June 7, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on June 9, 2024.

**Revenue Agreements for Emergency Dispatch Services  
June 25, 2024**

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: June 25, 2024



cc: Sheriff - Welty w/ agrees  
Contractor c/o Sheriff w/ agree  
File w/ agree  
JLL 07/10/2024