

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF BOARD GOVERNED COUNTY SERVICE AREAS
AND RECORD OF ACTION**

June 14, 2022

FROM

LEONARD X. HERNANDEZ, Chief Executive Officer, County Administrative Office

SUBJECT

2022-23 Budget for Board Governed County Service Areas

RECOMMENDATION(S)

Acting as the governing body of the Board Governed County Service Areas:

1. Conduct a public hearing on the 2022-23 Recommended Budget for the Board Governed County Service Areas.
2. Adopt **Resolution No. 2022-89** to approve and adopt:
 - a. The 2022-23 Budget for the Board Governed County Service Areas, including appropriation, operating transfers out, contributions to reserves/net position, available reserves, estimated net position available and budgeted staffing, and authorization for final fund balance adjustments as described in Attachment A.
 - b. Recommended changes to the budget as included in Attachment B.
 - c. Any changes to the Recommended Budget that the Board of Supervisors may direct.
 - i. In the event that the Board of Supervisors makes any additions or deletions to the budget after the public hearing and the items were not proposed in writing and filed with the Clerk of the Board of Supervisors before the close of the public hearing, a 4/5 vote of the Board of Supervisors is required.
3. Approve the following classification actions as detailed in Attachment B:
 - a. Addition of positions.
 - b. Deletion of positions.
 - c. Reclassification of positions.
 - d. Establishment of classifications and salaries for the new classifications.
 - e. Direct the Clerk of the Board of Supervisors to amend the Conflict of Interest Code List of Designated Employees to include the new classifications.

(Presenter: Brendon Biggs, Director, 387-7906)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost).

The 2022-23 Recommended Budget for the Board Governed County Service Areas (CSA), including the Recommended Changes to the Recommended Budget detailed in Attachment B, includes total requirements of \$69.4 million (excluding contributions to reserves/net position)

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and budgeted staffing of 115 positions for Operations and the Capital Improvement Program (CIP).

BACKGROUND INFORMATION

The Department of Public Works - Special Districts manages and maintains the Board Governed CSAs that provide a number of municipal services for various communities within San Bernardino County. These services include television translators, dam maintenance, landscaping, detention basins, open space, park and recreation, road services (including paving, maintenance, and snow removal) streetlights, refuse, sanitation, and water. In addition, the San Bernardino County Department of Airports oversees CSA 60 for the operation and maintenance of Apple Valley Airport.

The following table displays a summary of the CSA's 2022-23 Recommended Budget for Operations and the CIP:

Budget Unit	2021-22 Modified Budget	2022-23 Recommended Budget	2022-23 New Programs/ Projects (Attachment B)	Total Requirements and Budgeted Staffing
Requirements				
Operations:				
General Districts	\$7,176,728	\$5,950,322	\$3,235,000	\$9,185,322
Parks Districts	\$2,261,514	\$3,652,635	\$0	\$3,652,635
Road Districts	\$3,254,836	\$3,331,765	\$0	\$3,331,765
Streetlight Districts	\$1,266,375	\$1,455,055	\$0	\$1,455,055
CSA 60 Apple Valley Airport	\$7,588,983	\$11,698,860	\$271,987	\$11,970,847
CSA 70 HL Havasu Lake	\$89,468	\$106,000	\$0	\$106,000
Sanitation Districts	\$7,702,440	\$6,929,345	\$0	\$6,929,345
Water Districts	\$6,808,419	\$7,912,394	\$0	\$7,912,394
Total Operations	\$36,148,763	\$41,036,376	\$3,506,987	\$44,543,363
CIP:				
General Districts	\$1,749,932	\$1,903,076	\$0	\$1,903,076
Park Districts	\$107,871	\$0	\$0	\$0
Road Districts	\$5,746,200	\$3,000,000	\$0	\$3,000,000
CSA 60 Apple Valley Airport	\$4,884,762	\$8,961,032	\$236,075	\$9,197,107
Sanitation Districts	\$4,941,501	\$4,433,708	\$0	\$4,433,708
Water Districts	\$12,269,228	\$6,329,372	\$0	\$6,329,372
Total CIP	\$29,699,494	\$24,627,188	\$236,075	\$24,863,263
Total Requirements	\$65,848,257	\$65,663,564	\$3,743,062	\$69,406,626
Budgeted Staffing				
Operations:				
General Districts	98	98	2	100
Parks Districts	14	14	0	14
Road Districts	1	1	0	1
Total Budgeted Staffing	113	113	2	115
Note: Requirements reflected above exclude contributions to reserves/net position (\$2.4 million) and uses of existing reserves (\$4.0 million).				

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Total Requirements of \$44.5 million for Operations reflect an \$8.4 million increase from the prior year. This increase is primarily due to the following:

- \$4.0 million of additional operating transfers from the CSA 60 Apple Valley Airport Operating Fund to the CSA 60 Apple Valley Airport CIP for the cost of various capital projects at the airport.
- \$3.2 million to begin work at Lake Gregory to mitigate negative impacts caused by sediment and debris deposited from heavy rain runoff, as detailed in Attachment B.

Requirements of \$24.9 million for the CIP reflect the budgeted cost of several capital projects in 2022-23. The most significant of these projects (budget amount of \$500,000 or more) are as follows:

- CSA 42 Oro Grande - Demolition and Park Improvements (\$700,000).
- CSA 53B Fawnskin - Vacuum Line Improvements (\$1.1 million).
- CSA 60 Apple Valley Airport:
 - Perimeter Fence Replacement (\$2.9 million).
 - Terminal Parking Lot Pavement and Drainage (\$1.6 million).
 - Taxiway Reconstruction and Drainage (\$1.6 million).
 - Terminal Remodel (\$1.5 million).
- CSA 64 Spring Valley Lake - Lakeview Lift Station Renovation (\$768,925).
- CSA 70 Countywide:
 - Snowdrop Road (\$2.8 million).
 - Water and Sanitation Shop Relocation (\$1.4 million).
- CSA 70 CG Cedar Glen - Cedar Glen Tunnel (\$525,000).
- CSA 70 GH Glen Helen - Screw Press for Sludge (\$1.1 million).
- CSA 70 J Oak Hills - Reservoir 3A Design/Land Acquisition/Construction (\$1.0 million).

Total Budgeted Staffing of 115 includes the addition of three new positions offset by one deletion as detailed in Attachment B.

Recommendations

Recommendation 1 calls for the public hearing for the CSA's 2022-23 Recommended Budget, as required by Government Code Sections 29080 and 29081. Prior to adopting the 2022-23 budget for the CSA's, a notice was published on June 1, 3 and 4, 2022, setting forth the date of

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the public hearing for the purpose of making a determination regarding the Recommended Budget. The Recommended Budget documents were made available in the Clerk of Board of Supervisor's office on May 24, 2022 for the public and the public hearing is occurring at least 10 days after the documents were made available. The notice further sets forth that any member of the public may appear at the hearing and be heard regarding any item in the Recommended Budget or for inclusion of additional items. All proposals for revisions should be submitted in writing to the Clerk of the Board of Supervisors before the close of the public hearing.

The public hearing is designed to discuss and implement any direction or changes to the Recommended Budget. Any requests for increases, decreases, or omission of any item in the budget or inclusion of any additional items shall not be made after the public hearing, unless the items were proposed in writing and filed with the Clerk of the Board of Supervisors before the close of the public hearing or unless approved by the Board of Supervisors (Board) by a four-fifths vote.

Recommendation 2 approves and adopts the 2022-23 budget for the CSA's, including the recommended changes listed in Attachment B.

Recommendation 3 addresses actions needed related to the budgeted staffing and personnel actions of the 2022-23 Recommended Budget. Budgeted staffing totals for 2022-23, as presented in the Recommended Budget Book, include 113 positions. In addition to staffing in the Recommended Budget Book, Attachment B includes a net increase of 2 positions (3 additions and 1 deletion), the reclassification of 1 position, and the establishment of a new classification, which brings the total budgeted staffing presented to 115 positions. Budgeted staffing and personnel actions are summarized in the 2022-23 Recommended Budget Book and Attachment B.

Attachments

Attachment A lists the 2022-23 Recommended Budget for appropriation, operating transfers out, contributions to reserves/net position, available reserves, estimated net position available, and budgeted staffing.

Attachment B lists the recommended changes not included in the 2022-23 Recommended Budget. These changes, upon Board approval, will be incorporated into the 2022-23 Adopted Budget.

The Recommended Budget, including Attachments A and B, satisfies the requirements set forth in Government Code Section 29089.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

Personnel changes in this report have been reviewed by Human Resources (Gina King, Human Resources Division Chief, 387-5571) on June 3, 2022. This item has been reviewed by County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on May 18, 2022; Finance (Tom Forster, Administrative Analyst, 387-4635) on May 20, 2022; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 31, 2022. This item has also been coordinated with the Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3195) on June 3, 2022.

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

Hearing Opened
Public Comment: None
Hearing Closed

APPROVED

Moved: Joe Baca, Jr. Seconded: Janice Rutherford
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 14, 2022



cc: File - Board Governed County Service Areas w/ resolution
JLL 06/17/2022