

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

January 10, 2023

**FROM**

**MELANIE OROSCO, County Librarian, County Library  
DONALD DAY, Director, Project and Facilities Management Department**

**SUBJECT**

Budget Adjustment for the Lake Arrowhead Library Remodel

**RECOMMENDATION(S)**

1. Approve a budget increase to the Capital Improvement Program Project No. 22-017, in the amount of \$16,100, from \$100,000 to \$116,100, for the Lake Arrowhead Library Remodel Project (WBSE 10.10.1204) located at 27235 Hwy 189 in Blue Jay.
2. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary adjustments to the County Library and Capital Improvement Program 2022-23 budgets, as detailed in the Financial Impact Section (Four votes required).

(Presenter: Melanie Orosco, County Librarian, 387-2220)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**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.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The County Library (Department) will fund the \$16,100 increase to the project budget for the Lake Arrowhead Library Remodel Project with funding from the Department's Services and Supplies Budget.

<b>Fund Center</b>	<b>Commitment Item</b>	<b>Description</b>	<b>Action</b>	<b>Amount</b>	<b>WBSE</b>
6400002600	55305030	Operating Transfers Out	Increase	\$16,100	N/A
6400002600	52002130	Non-Inventoriable Equipment	Decrease	\$16,100	N/A
7700003100	40909975	Operating Transfers In	Increase	\$16,100	10.10.1204
7700003100	54304030	Improvements to Structure	Increase	\$16,100	10.10.1204

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January 10, 2023**

**BACKGROUND INFORMATION**

On June 14, 2022, the Board of Supervisors (Board) approved the Lake Arrowhead Library Remodel Capital Improvement Program Project No. 22-017 for the 2022-23 budget cycle. The project includes new flooring and paint throughout, an updated shelving layout, new furniture, and a newly designed children's area. After detailed review and investigation by the Project and Facilities Management Department (PFMD), it was determined that the project will require a budget increase in the amount of \$16,100, from \$100,000 to \$116,100. Based on additional information from several on-site walks and carpet removal, the scope of work and construction costs required for asbestos removal proved to be greater than anticipated.

Approval of this increase and adjustment aligns with the County and Chief Executive Officer's goal and objective to operate in a fiscally-responsible and business-like manner by allowing the Department to continue its renovation of the Lake Arrowhead Branch Library with the goal of enhancing staff and customer experience.

**PROCUREMENT**

PFMD will make a determination as to whether the project may be procured through use of an existing Board approved Job Order Contract or will otherwise competitively solicit bids following California Public Contract Code requirements.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Katherine Hardy, Deputy County Counsel, 387-5455) on December 9, 2022; Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3193) on December 7, 2022; Project and Facilities Management Department (Robert Gilliam, Chief of Project Management, 387-5000) on December 7, 2022; Finance (Elias Duenas, Administrative Analyst, 387-4052) on December 14, 2022; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on December 15, 2022.

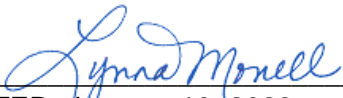
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Record of Action of the Board of Supervisors  
San Bernardino County

**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: January 10, 2023



cc: File - Library  
CCM 01/12/2023