

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

January 24, 2023

**FROM**

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

**SUBJECT**

2022-23 Maintenance and Capital Improvement Program Mid-Year Budget Report

**RECOMMENDATION(S)**

1. Accept the 2022-23 Maintenance and Capital Improvement Program Mid-Year Budget Report.
2. Approve the budget adjustments as listed in the Report and authorize the Auditor-Controller/Treasurer/Tax Collector to post appropriation and revenue adjustments as detailed in the Capital Improvement Program - Budget Adjustments section of the Report and allow for minor technical changes limited to available budget within the budget unit (Four votes required).

(Presenter: Matthew Erickson, County Chief Financial Officer, 387-5423)

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

**Improve County Government Operations.**

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

**FINANCIAL IMPACT**

The financial impact of this item is provided in detail in the Capital Improvement Program Mid-Year Budget Report (Report), specifically in the Capital Improvement Program - Budget Adjustments (Budget Adjustments) section. In total, Requirements and Sources are increasing by a net of \$23,908,280 in the Capital Improvement Program (CIP) funds, in which reimbursements are reported as Sources. Increased requirements are funded primarily from departmental savings, departmental revenue, and Discretionary General Funding, as detailed in the Background Information section.

**BACKGROUND INFORMATION**

The Chief Executive Officer is responsible for the preparation and administration of the County budget. All County department requests for budget adjustments are required to be compiled semiannually and presented every six months to the Board of Supervisors (Board) for approval.

The Report for the CIP includes requests to approve new projects and budget adjustments to existing, completed, and canceled projects. Details for all budget adjustments can be found in the Budget Adjustments Explanations section of the Report.

The format of this semiannual report distinguishes requested actions on projects included in the five-year plan document (Major CIP), and actions on Maintenance and Non-Major CIP projects, which are also included in this mid-year report, with more information found below. Actions on

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Major Capital Improvements for Special Districts and San Bernardino County Fire Protection District (County Fire), if any, are found in the Mid-Year Report for Special Districts or County Fire.

**MAJOR CIP SECTION**

**New Projects – Major CIP - \$9 million**

Sheriff/Coroner/Public Administrator Department (Sheriff) is requesting approval for the acquisition of 808 and 880 Mill St. in San Bernardino (WBSE 10.10.1428), in the amount of \$9,000,000. The buildings are currently occupied by several Sheriff divisions. The project will be funded with Proposition 172 Funds.

**Adjustment to Existing Projects – Major CIP - \$5 million**

The County Administrative Office (CAO) is requesting approval to adjust the County Government Center (CGC) Master Plan project (WBSE 10.10.1255) by \$5,000,000, which represents the Probation Department's annual contribution to help fund this multi-departmental project.

**MAINTENANCE AND NON-MAJOR CIP SECTION**

**New Projects – Maintenance and Non-Major CIP - \$4.2 million**

The following new projects are requested:

- CAO – Communications is requesting approval to obtain initial consulting services for a feasibility study for a newsroom to be located at 385 N. Arrowhead Avenue in San Bernardino (WBSE 10.10.1387), in the amount of \$149,330. The study will include the review and program investigation to identify options for the installation of electrical and other hardware to accommodate the news studio. The project is to be funded with Discretionary General Funding.
- CAO – Communications is requesting approval to remodel office space located at 777 E. Rialto Avenue in San Bernardino (WBSE 10.10.1415), in the amount of \$1,209,458. This space will accommodate the existing Communications Team, allow for future expansion, and provide the proximity to collaborate with Printing Services, which is in the same building. The project is to be funded with Discretionary General Funding.
- Department of Public Works (DPW) is requesting approval to replace the carpet at their engineering and design divisions located at 825 E. Third Street in San Bernardino (WBSE 10.10.1437), in the amount of \$170,000. The current carpet is beyond its useful life and will be replaced with carpet tile. The project will be funded from departmental revenue.
- Auditor-Controller/Treasurer/Tax Collector is requesting approval to install a variable volume reheat system throughout the first, second, and fourth floors of the building located at 268 Hospitality Lane in Bernardino (WBSE 10.10.1438), in the amount of \$638,728. The project also includes new ductwork, heating, ventilation, and air conditioning (HVAC) controls, thermostats, and hot water lines. The project will be funded with departmental savings.
- Department of Behavioral Health is requesting the acquisition of 13333 Palmdale Road in Victorville (WBSE 10.10.1439), in the amount of \$2,000,000. The landlord has decided to

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sell the building. The acquisition will offer the County the ability to continue to provide clients with Withdraw Management (formerly known as detox) treatment, Residential Services, Intensive and Outpatient Services, Recovery Center, Transitional Living program, and State Licensed Daycare Facility. The project is to be funded with 2011 Realignment (Assembly Bill 109).

**Adjustment to Existing Projects – Maintenance and Non-Major CIP - \$5.7 million**

The following adjustments to existing projects are requested:

- Assessor-Recorder-County Clerk is requesting approval to increase the Data Center Air Conditioner Replacement Project located at 222 Hospitality Lane in San Bernardino (WBSE 10.10.1090), cumulative budget by \$133,637, from \$356,870 to \$490,507, due to additional requirements needed for the structural design and proper installation.
- Department of Public Health is requesting the approval to increase the Devore Animal Shelter located at 19777 Shelter Way in San Bernardino (WBSE 10.10.0603), cumulative budget of in the amount of \$467,935, from \$1,759,040 to \$2,226,975, to allow for the lease of a 24 feet x 60 feet office trailer for a period of three years while the facility is being remodeled. This will permit a total of twelve personnel to be relocated to this location. The staff will support animal enrichment activities; marketing and promotion of pets available for adoption; establishment of a new animal behavior assessment program; and expanding the level of veterinary care provided to animals at the facility. The project will be funded with Discretionary General Funding.
- County Airports is requesting approval to increase the Chino Airport A-Hangars Pavement Rehabilitation Project (WBSE 10.10.1023), cumulative budget in the amount of \$200,000, from \$490,847 to \$690,847. This will permit for an additional 58,311 square feet to be repaved for a total of 225,522 square feet at the taxiway near the A-Hangars located at 7000 Merrill Avenue in Chino. The department is funding the increase with Available Reserves from the Airports Capital Improvement Fund.
- DPW is requesting to increase DPW's Big Bear Yard Building Improvements Project located at 42090 North Shore Drive in Big Bear (10.10.1180), cumulative budget in the amount of \$220,000, from \$75,000 to \$295,000. The original budget did not include the complete costs of design and construction. The increase will allow for the full scope of work, which includes the addition of a restroom, contingency for environmental testing, and abatement of hazardous material, if needed. The increase of \$220,000 will be funded by the department's Available Reserves.
- Land Use Services (LUS) is requesting to increase LUS Big Bear Office Remodel Project located at 477 Summit Boulevard in Big Bear (10.10.1177), cumulative budget in the amount of \$149,000, from \$54,000 to \$203,000. The original budget did not include the full scope of work. This adjustment will allow for the procurement of furnishings, refinishing of the service window cabinet, new countertops, and flooring. The adjustment also includes delivery costs to Big Bear and inflation costs. The department is funding the project with departmental savings.
- The Probation Department (PRB) is requesting to increase PRB's Division Juvenile Justice Realignment Compliance Phase I Project located at 21101 Dale Evans Parkway in Apple

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Valley (10.10.1170), cumulative budget in the amount of \$1,800,000, from \$1,400,000 to \$3,200,000. This adjustment will allow for major interior renovations, procurement of camera equipment, and the addition of a modular office trailer. The department will fund the increase with revenue allocated from Assembly Bill 178.

- PRB is requesting to increase PRB's Division of Juvenile Justice Gateway Building Improvements Project located at 740 E. Gilbert Street in San Bernardino (10.10.1256), cumulative budget in the amount of \$1,600,000, from \$1,500,000 to \$3,100,000. The adjustment will allow for major interior renovations, including a commercial kitchen, and camera equipment. The department will fund the increase with revenue allocated from Assembly Bill 178.
- PRB is requesting to increase PRB's West Valley Training Center Air Conditioner Installation Project located at 9478 Etiwanda Avenue in Rancho Cucamonga (10.10.1151), cumulative budget in the amount of \$1,170,192, from \$632,000 to \$1,802,192. After further design and investigation, it was determined that the original budget was insufficient to provide an air conditioning system to cool and exhaust the facility per Occupational Safety and Health Administration (OSHA) code requirements, as well as escalation costs associated with equipment and material. The department will fund the increase with Proposition 172 funds.

Budget summaries for Major CIP projects and CIP program budgets such as Paving, Roofing, Minor CIP, and Residual are provided in the CIP–Program Budget Summary of the attached Report. These Program Budget Summaries provide information on activity and available funding in these individual program budgets.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on January 4, 2023; Real Estate Services Department (Robert Gilliam, Assistant Director, 387-3072) on January 4, 2023; Auditor-Controller/Treasure/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3195) on January 4, 2023; Finance (Yael Verduzco, Principal Administrative Analyst, 387-5285) on January 11, 2023; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on January 12, 2023.

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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: January 24, 2023



cc:    File- Administrative Office w/attach  
LA    01/31/2023