

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

June 8, 2021

**FROM**

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

**SUBJECT**

2021-22 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 2021-22 Recommended Budget for the Board Governed County Service Areas.
2. Adopt **Resolution No. 2021-99** to approve and adopt:
  - a. The 2021-22 Budget for the Board Governed County Service Areas, including appropriation, operating transfers out, contributions to reserves/net position, available reserves, estimated net position available, budgeted staffing, and authorization for final fund balance adjustments as described in Attachment A.
  - b. Any changes to the Recommended Budget that the Board of Supervisors (Board) may direct.
    - i. In the event that the Board 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 before the close of the public hearing, a 4/5 vote of the Board is required.
3. Approve the following classification actions described in the Summary of Classification Actions included in the 2021-22 Recommended Budget (Attachment B).
  - a. Establish the classification and salary for the new classification, as detailed on Page 2.
  - b. Direct the Clerk of the Board to amend the County Conflict of Interest Code List of Designated Employees to include the new classification as detailed on Page 2.

(Presenter: Brendon Biggs, Director, Department of Public Works, 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 2021-22 Recommended Budget for the Board Governed County Service Areas, as presented in the Recommended Budget Book, includes total requirements of \$61.5 million (excluding contributions to reserves/net position) and budgeted staffing of 112 positions for Operations and the Capital Improvement Program. In addition, the 2021-22 Recommended Budget includes \$31.7 million in available reserves and \$33.7 million in estimated net position available for all Funds.

**2021-22 Budget for Board Governed County Service Areas**  
**June 8, 2021**

**BACKGROUND INFORMATION**

The Department of Public Works - Special Districts manages and maintains the Board Governed County Service Areas (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 2021-22 Recommended Budget for the CSA's (excluding Reserve Funds as well as contributions to reserves/net position):

**2021-22 Recommended Budget Summary**

<b>Budget Unit</b>	<b>2020-21 Modified Budget</b>	<b>2021-22 Recommended Budget</b>	<b>Increase (Decrease) In Budget</b>
<b>Requirements</b>			
Operations:			
General Districts	\$5,284,509	\$5,404,377	\$119,868
Park Districts	\$2,135,366	\$2,142,514	\$7,148
Road Districts	\$2,971,511	\$3,078,354	\$106,843
Streetlight Districts	\$989,208	\$1,266,375	\$277,167
CSA 60 – Apple Valley Airport	\$4,896,080	\$7,588,983	\$2,692,903
CSA 70 HL (Havas Lake)	\$95,897	\$89,468	(\$6,429)
Sanitation Districts	\$6,860,302	\$6,445,033	(\$415,269)
Water Districts	\$6,043,298	\$6,428,419	\$385,121
Capital Improvement Program:			
General Districts	\$1,971,675	\$1,714,932	(\$256,743)
Park Districts	\$759,212	\$152,512	(\$606,700)
Road Districts	\$6,990,501	\$5,751,527	(\$1,238,974)
CSA 60 – Apple Valley Airport	\$5,108,000	\$4,884,762	(\$223,238)
Sanitation Districts	\$4,169,180	\$4,355,827	\$186,647
Water Districts	\$8,160,142	\$12,239,228	\$4,079,086
<b>Total Requirements</b>	<b>\$56,434,881</b>	<b>\$61,542,311</b>	<b>\$5,107,430</b>
<b>Budgeted Staffing</b>			
Operations:			
General Districts	96	97	1
Park Districts	15	14	(1)
Road Districts	1	1	0
<b>Total Budgeted Staffing</b>	<b>112</b>	<b>112</b>	<b>0</b>

Note: The Recommended Budget Summary above excludes contributions to reserves/net position.

**2021-22 Budget for Board Governed County Service Areas**  
**June 8, 2021**

The net increase in Requirements of \$5.1 million is primarily due to CSA 70 W-4 Pioneertown budgeting \$6.1 million for repayment of a loan (including interest) from the County General Fund. This loan, which was as approved by the Board on November 6, 2018 (Item No. 73), was needed for the Pioneertown Water Pipeline Project to provide the residents of this desert community with safe drinking water. The loan is being repaid mostly through a \$5.4 million grant from the California State Water Resources Control Board in accordance with a funding agreement approved by the Board on March 10, 2020 (Item No. 58).

**Recommendations**

**Recommendation 1** calls for the public hearing for the 2021-22 Recommended Budget, as required by Government Code Sections 29080 and 29081. Prior to adopting the 2021-22 budget for the CSAs, a notice was published on May 25, 2021, May 26, 2021 and May 28, 2021 setting forth the date of 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's office on May 24, 2021 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 the inclusion of additional items. All proposals for revisions should be submitted in writing to the Clerk of the Board 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 before the close of the public hearing or unless approved by the Board by a four-fifths vote.

**Recommendation 2** approves and adopts the 2021-22 budget for the Board Governed County Service Areas.

**Recommendation 3** addresses the classification actions included in the 2021-22 Recommended Budget.

**Attachments**

The following attachments are incorporated as part of this item:

- **Attachment A** lists the 2021-22 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 classification actions included in the 2021-22 Recommended Budget.

The 2021-22 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 1, 2021. This item has been reviewed by County Counsel (Dawn Martin, Deputy County Counsel, 387-5455) on May 19, 2021; Finance (Tom Forster, Administrative Analyst, 387-4635) on May 19, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 28, 2021. This item has been coordinated with the Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3191) on May 21, 2021.

**2021-22 Budget for Board Governed County Service Areas  
June 8, 2021**

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

Hearing Opened  
Public Comment: None  
Hearing Closed

**APPROVED**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 8, 2021



cc: File - Board Governed County Service Areas w/ resolution  
JLL 06/11/2021