

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

April 9, 2024

FROM

**TERRY W. THOMPSON, Director, Real Estate Services Department
BEAHTA DAVIS, Director, Regional Parks Department**

SUBJECT

Use Permit with Southern California Gas Company for Use of Certain Portions of County-Owned Overflow Parking Lot in San Bernardino

RECOMMENDATION(S)

1. Authorize the waiver of reimbursement charges set forth in County Policy No. 12-06 for a no-fee use permit with Southern California Gas Company for the staging and storing of construction equipment on County-owned land, from April 1, 2024 through October 31, 2024.
2. Approve use permit (**Agreement No. 24-309**) with Southern California Gas Company for the no-fee use of an overflow parking lot space for staging and storing construction equipment on certain portions of the County-owned overflow parking lot located at 2575 Glen Helen Pkwy in San Bernardino, which includes Assessor's Parcel Number 0349-191-22, approximately 17,822 square feet, and Assessor's Parcel Number 0349-191-18, approximately 28,856 square feet, totaling approximately 46,678 square feet.

(Presenter: Terry W. Thompson, Director, 387-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

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). There is no revenue to be received nor costs to be incurred by the County for this use permit.

BACKGROUND INFORMATION

The use permit is for the use of a County-owned parking lot, located at 2575 Glen Helen Pkwy in San Bernardino, from April 1, 2024, through October 31, 2024. The use permit includes Assessor's Parcel Number (APN) 0349-191-22, approximately 17,822 square feet, and APN 0349-191-18, approximately 28,856 square feet, totaling approximately 46,678 square feet. The use of the overflow parking lot space for staging and storing construction equipment will not interfere with normal County operations.

County Code Section 16.0220 sets a fee of \$150 per day for the use of a County-owned parking lot. However, the fee may be waived by the Board of Supervisors (Board) per County Policy No. 12-06, Use of County Facilities by Non-County Organizations. The County Administrative Office and Real Estate Services Department (RESA) each recommend that the Board waive the

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fee and approve the no-fee use permit to continue the County's relationship with Southern California Gas Company in accordance with the County goal of pursuing County goals and objectives by working with other agencies and stakeholders.

Staff has reviewed the recommended action pursuant to the California Environmental Quality Act (CEQA) and has determined that it does not constitute a project. Accordingly, no further action is required under CEQA.

Summary of Use Permit Terms

Permittee:	Southern California Gas Company (Cynthia M. Munoz, Land & Right of Way Team Lead and Edgar Alvarez, Land Advisor)
Location:	County-owned overflow parking lot, located at 2575 Glen Helen Pkwy, San Bernardino, CA, which includes APN 0349- 191-22, approximately 17,822 square feet, and APN 0349- 191-18, approximately 28,856 square feet, totaling approximately 46,678 square feet
Term:	April 1, 2024, through October 31, 2024
Use Fee:	None
Improvement Costs:	None
Utilities:	Not applicable
Insurance:	The Certificate of Liability Insurance, as required by the use permit, is on file with RESD
Right to Terminate:	By either party on 30 days written notice

This permit will be retroactive to April 1, 2024, due to delayed negotiations with the interested parties. RESD is submitting the agreement for acceptance at the first available Board date upon completion of the review process.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (John Tubbs II, and Suzanne Bryant, Deputies County Counsel, 387-5455) on March 19, 2024; Regional Parks (Beahta Davis, Director, 387-2886) on March 7, 2024; Purchasing (Ariel Gill, Supervising Buyer, 386-8046) on March 6, 2024; Finance (Elias Duenas, 387-4052, and Garrett Baker, 387-3077, Administrative Analysts) on March 21, 2024; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on March 22, 2024.

(KLB: 453-9865)

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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: April 9, 2024



cc: RESD - Thompson w/ agree
 Contractor c/o RESD w/ agree
 File w/ agree

JLL 04/12/2024