

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

December 16, 2025

FROM

TERRY W. THOMPSON, Director, Real Estate Services Department

MELANIE OROSCO, County Librarian, County Library

SUBJECT

Amendment to Joint Use Agreement with Fontana Unified School District for Library Space at Summit High School in Fontana

RECOMMENDATION(S)

1. Find that approval of Amendment No. 4 to Joint Use Agreement No. 05-153 with Fontana Unified School District for library space, is exempt under the California Environmental Quality Act Guidelines, Section 15301 – Existing Facilities (Class 1).
2. Approve **Amendment No. 4 to Joint Use Agreement No. 05-153** with Fontana Unified School District at no rental cost, to:
 - a. Extend the term by five years, for the period of January 1, 2026 through December 31, 2030, following a permitted holdover period of July 1 2024 through December 31, 2025.
 - b. Add one five-year option to extend.
 - c. Update standard agreement language.
 - d. Continue operations under the Joint Use Agreement, consisting of approximately 6,000 square feet of library facilities, located at 15551 Summit Avenue, in Fontana, for use by the County Library.
3. Direct the Real Estate Services Department to file the Notice of Exemption in accordance with the California Environmental Quality Act.

(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) as there is no cost associated with Amendment No. 4 (Amendment) to Joint Use Agreement No. 05-153 (Agreement). The Amendment extends the term for five years, from January 1, 2026 through December 31, 2030, at no additional cost to the County. Any administrative costs associated with this Agreement, including but not limited to labor billing, Notice of Exemption fees, and California Environmental Quality Act (CEQA)-related expenses, will be covered by the Department and charged to the County Library (Library) (6403162600).

BACKGROUND INFORMATION

On March 15, 2005 (Item No. 15), the Board of Supervisors (Board) approved the Agreement with the Fontana Unified School District, for 6,000 square feet of library space located at 15551

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Summit Avenue, in Fontana (Fontana Summit High School). The Agreement included automatic annual renewals following the initial term, which extended through June 30, 2009. The County has remained in occupancy under the terms of the existing Agreement while a new agreement is being finalized. In the 20 years since the Agreement was originally approved, the Board has approved three amendments to remove the provision for automatic annual renewals, extend the term, add three five-year options to extend the term, and update standard agreement language.

Amendment No.	Approval Date	Item No.
1	June 16, 2009	32
2	June 17, 2014	68
3	September 24, 2019	41

The Agreement also includes a shared cost arrangement for utilities, under which the County reimburses the District in the amount of \$6,000 annually or provided in materials.

Approval of this Amendment will allow the continued operation of the joint-use library facility under the same terms, without interruption to services or additional costs.

This Amendment supports the Library's mission to enhance literacy and lifelong learning by maintaining access to educational resources within local communities. Continued partnership with the Fontana Unified School District ensures efficient use of public facilities and strengthens community collaboration.

Real Estate Services Department (RESO), acting in its approved capacity as the County Administrative Office designee under Policy 12-02, conducted a market analysis of comparable properties and determined that the current rental rate is competitive. Extending the Lease term by five years, from January 1, 2026 through December 31, 2030, will result in an aggregate term of 20 years, consistent with Policy 12-02 requirement for a thorough review and competitive analysis of the lease exceeding 20 years.

The project to approve the Amendment was reviewed pursuant to CEQA and determined to be categorically exempt under CEQA Guidelines, Section 15301 – Class 1 Existing Facilities because there is no possibility that the leasing of the subject property will have a significant effect on the environment. Accordingly, no further action is required under CEQA.

Summary of Lease Terms

Licensee:	Fontana Unified School District (District) Ryan Di Giulio, Associate Superintendent of Business Services
Location:	15551 Summit Avenue, Fontana (Summit High School)
Size:	6,000 square feet of library space
Term:	Five years, January 1, 2026 through December 31, 2030
Options:	One five-year option to extend
Rent:	None

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Improvement Costs:	None
Custodial:	Provided by District
Maintenance:	Provided by District
Utilities:	Provided by District with County reimbursement in dollars or in materials
Insurance:	The Certificate of Liability Insurance, as required by the Agreement, is on file with the Real Estate Services Department
Right to Terminate:	Either party has the right to terminate this with 90-days' notice
Parking:	Sufficient for County needs

PROCUREMENT

The recommended Amendment is excluded from the procurement process required by County Policy 12-02 - Leasing Privately Owned Real Property for County Use, as the policy does not apply to agreements for real property owned by a federal agency, the State, a city, a county, a school district, special district, or other public entity.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (John Tubbs II and Daniella Hernandez, Deputies County Counsel, 387-5455) on November 17, 2025; Library (Melanie Orosco, County Librarian, 387-2220) on October 16, 2025; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on October 16, 2025; and County Finance and Administration (Carl Lofton, 387-5404, and Eduardo Mora, 387-4376, Administrative Analysts) on November 25, 2025.

(DM: 677-8388)

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Record of Action of the Board of Supervisors
San Bernardino County

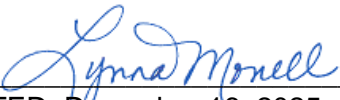
APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Jesse Armendarez

Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Curt Hagman, Joe Baca, Jr.

Absent: Dawn Rowe

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: December 16, 2025



cc: RESD - Thompson w/agree
Contractor - c/o RESD w/agree
File - w/agree
CCM 12/23/2025