

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
SITTING AS THE GOVERNING BOARD FOR THE FOLLOWING:  
SAN BERNARDINO COUNTY  
BOARD GOVERNED COUNTY SERVICE AREAS  
AND RECORD OF ACTION**

August 8, 2023

**FROM**

**JAMES E. JENKINS, Director, Department of Airports**

**TERRY W. THOMPSON, Director, Real Estate Services Department**

**SUBJECT**

Department of Airports Short-Term Real Estate Leasing Activity

**RECOMMENDATION(S)**

1. Acting as the governing body of San Bernardino County, receive a list of Department of Airports approved short-term real estate leases procured in accordance with County Policy No. 12-04 – Leasing County Airport Real Property, and executed pursuant to the Policy and County Code Section 18.0104, for the period of June 1, 2023 through June 30, 2023.
2. Acting as the governing body of the Board Governed County Service Area 60 – Apple Valley Airport, receive a list of Department of Airports approved short-term real estate leases procured in accordance with the County Policy No. 12-04 – Leasing County Airport Real Property, and executed pursuant to the Policy and County Code Section 18.0104, for the period of June 1, 2023 through June 30, 2023.

(Presenter: James E. Jenkins, Director, 387-8810)

**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 require the use of Discretionary General Funding (Net County Cost). There is no financial impact to receive this list of short-term real estate leasing activity at San Bernardino County Airports for the period of June 1, 2023 through June 30, 2023. However, approved short-term leases do result in revenues that are utilized by the Department of Airports (Airports) to help offset the cost of airport operations, and sufficient appropriation and revenue was included in the Airports 2022-23 budget.

The following reflects the Solicitation of Proposal (SOP) and Short-Term Lease (STL) activity for the period of June 1, 2023 through June 30, 2023.

**Department of Airports Short-Term Real Estate Leasing Activity**  
**August 8, 2023**

| <b>SOLICITATION OF PROPOSALS</b> |                 |                        |                            |
|----------------------------------|-----------------|------------------------|----------------------------|
| <b>Airport</b>                   | <b>Facility</b> | <b>Proposal Issued</b> | <b>Submission Due Date</b> |
| APV                              | A-400           | June 20, 2023          | June 28, 2023              |

| SHORT-TERM LEASES                           |  |                            |          |                        |
|---------------------------------------------|--|----------------------------|----------|------------------------|
| Lessee or Permittee                         |  | Agreement<br>Number / Type | Term     | Lease or<br>Permit Fee |
| Affordable Avionics Inc dba Ariana Aviation |  | CNO-3699B                  | Annually | \$750                  |
| SoCal Aviation, Inc                         |  | CNO-3700B                  | Annually | \$750                  |
| Cabe's Aviation (Charles J. Cabe)           |  | CNO-3701B                  | Annually | \$750                  |
| Lucy's Aviation, LLC                        |  | CNO-3703B                  | Annually | \$750                  |
| Mach One Air Charters, Inc                  |  | CNO-3704B                  | Annually | \$750                  |
| Western Warbirds, LLC                       |  | CNO-3705B                  | Annually | \$750                  |
| DuBois Aviation Inc.                        |  | CNO-3706B                  | Annually | \$750                  |
| Barnstormers Biplane Rides                  |  | CNO-3707B                  | Annually | \$750                  |
| KAA Corporation / Kazuaki Yanagida          |  | CNO-3708B                  | Annually | \$750                  |
| MI Air Corp                                 |  | CNO-3709B                  | Annually | \$750                  |
| Total                                       |  |                            |          | \$7,500                |

**BACKGROUND INFORMATION**

On October 30, 2001 (Item No. 55), the Board of Supervisors (Board) adopted County Policy No. 12-04 – Leasing County Airport Real Property (Policy). For short-term leases, licenses, permits, and use agreements, the Policy authorizes a SOP or a STL process to lease County airport property where estimated monthly base rent is equal to or less than \$5,000 and the term (including options) is equal to or less than five years. STLs that are procured pursuant to the Policy are executed by the Director of Airports and the Director of the Real Estate Services Department (RESA) in accordance with the Policy and County Code Section 18.0104. The Policy requires Airports and RESA to prepare a timely, but not less than monthly, agenda item to the Board reporting the SOPs commenced and the STLs executed under the Policy.

**PROCUREMENT**

The foregoing STL agreements were procured pursuant to the Policy.

**REVIEW BY OTHERS**

This item has been reviewed by Real Estate Services Department (Lorraine Davila, Real Property Agent III, 387-5000) on July 15, 2023; County Counsel (Agnes Cheng, Deputy County Counsel, 387-5455) on July 12, 2023; Finance (Elias Duenas, Administrative Analyst, 387-4052) on July 19, 2023; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on July 19, 2023.

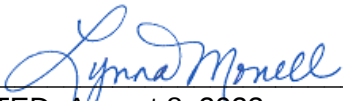
**Department of Airports Short-Term Real Estate Leasing Activity  
August 8, 2023**

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

**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: August 8, 2023



cc: File- Airports  
File- CSA 60 (APPLE VALLEY AIRPORT)  
LA 08/10/2023