

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT
AND RECORD OF ACTION**

December 5, 2023

FROM

**DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District
TERRY W. THOMPSON, Director, Real Estate Services Department**

SUBJECT

Revenue Lease Agreement with California Department of Forestry and Fire Protection for Fire Station 16 in Victorville

RECOMMENDATION(S)

Acting as the governing body of the San Bernardino County Fire Protection District:

1. Find that approval of a revenue lease agreement with California Department of Forestry and Fire Protection, for San Bernardino County Fire Protection District Station 16 is an exempt project under the California Environmental Quality Act Guidelines Section 15301 – Existing Facilities (Class 1).
2. Approve revenue lease **Agreement No. 23-1283** with California Department of Forestry and Fire Protection for the period of December 5, 2023 through December 4, 2025, with one one-year option to extend the term of the lease, for the use of approximately 3,200 square feet of the fire station located at 11855 E Street in Victorville for a total revenue of \$2.
3. Find that leasing San Bernardino County Protection District Station 16 to the California Department of Forestry and Fire Protection for a total revenue of \$2 is in the public interest and serves a public health and safety purpose.
4. Direct the Clerk of the Board of Supervisors to file and post the Notice of Exemption for the project as required under the California Environmental Quality Act.

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

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

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). The total revenue of this two-year lease agreement is \$2. Lease payments will be made directly to the San Bernardino County Fire Protection District (SBCFPD) budget (5900162442).

BACKGROUND INFORMATION

This revenue lease agreement (Lease) is for the use of approximately 3,200 square feet of the San Bernardino County Fire Protection District (SBCFPD)-owned Fire Station 16, located at 11855 E Street in Victorville (Premises).

The California Department of Forestry and Fire Protection (CAL Fire) experienced a significant mold mitigation and abatement in the CAL Fire Phelan Fire Station (Phelan Station). The

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Phelan Station serves a portion of the Southern Region Unit of San Bernardino County (County) and provides essential fire life safety services that augment SBCFPD's fire life safety response when needed.

SBCFPD requested that the Real Estate Services Department (RESA) prepare the Lease to temporarily relocate CAL Fire for two years. The Lease will allow for the use of the Premises, currently vacant, by CAL Fire to provide services and storage of essential fire life safety services and equipment. The Lease period is from December 5, 2023 through December 4, 2025, with one one-year option to extend the term of the lease. In the event the term commences prior to the date specified, as a result of the SBCFPD making the Premises available and CAL Fire's acceptance of an "As Is" condition, the early possession of the Premises shall be granted, and the ending date of the Term shall remain the same. This will allow CAL Fire to continue to provide fire life and safety service needs to County residents while waiting for mold mitigation and abatement clearance at the Phelan Station.

The project to approve the Lease was reviewed pursuant to the California Environmental Quality Act and determined to be categorically exempt under Guidelines Section 15301 – Existing Facilities (Class 1) because the proposed Lease agreement is to secure property to operate within the existing structure with negligible or no expansion of existing use.

Summary of Lease Terms

Lessee:	California Department of Forestry and Fire Protection (Shane Littlefield, Unit Chief)
Location:	11855 E Street, Victorville, CA 92392
Size:	Approximately 3,200 square foot fire house building
Term:	Two Years
Options:	One, One-Year Option to Extend
Rent:	Annual: \$1
Custodial:	Provided by Lessee
Maintenance:	Provided by Lessee
Utilities:	Provided by Lessee
Insurance:	The Certificate of Liability Insurance, as required by the Lease, is on file with RESA
Holdover:	Month-to-month basis upon the same provisions of the Lease
Right to Terminate:	SBCFPD may terminate with 60-day notice
Parking:	Sufficient for Lessee needs

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PROCUREMENT

Not Applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (John Tubbs II, Deputy County Counsel, and Scott Runyan, Principal Assistant County Counsel, 387-5455) on October 30, 2023; San Bernardino County Fire Protection District (Dan Munsey, Fire Chief/Fire Warden, 387-5952) on November 3, 2023; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on November 3, 2023; Finance (Tom Forster, Administrative Analyst, 387-4635, and Garrett Baker, Administrative Analyst, 387-3077) on November 8, 2023; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on November 15, 2023.

(YG: 665-0268)

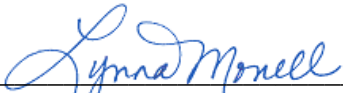
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Record of Action of the Board of Directors
San Bernardino County Fire Protection District

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, SECRETARY

BY 
DATED: December 5, 2023



cc: RESD - Thompson w/ agrees for sign, NOE & Rec.
 Contractor c/o RESD w/ agree
 File w/ agree
JLL 12/7/2023