

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

December 17, 2024

FROM

TERRY W. THOMPSON, Director, Real Estate Services Department
SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Amendment to License Agreement with the City of Adelanto for Office Space in Adelanto

RECOMMENDATION(S)

1. Find that approval of Amendment No. 2 to License Agreement No. 09-1112 with the City of Adelanto, for office space, is an exempt project under the California Environmental Quality Act Guidelines Section 15301 – Existing Facilities (Class 1).
 2. Approve **Amendment No. 2 to License Agreement No. 09-1112** with the City of Adelanto to extend the term of the license five years by exercising the final remaining five-year option for the period of January 1, 2025, through December 31, 2029, following a permitted one-month holdover period in the month of December 2024, for approximately 14,196 square feet of office space for the Sheriff/Coroner/Public Administrator located at 11613 Bartlett Avenue in Adelanto, in the amount of \$5, for a total contract amount of \$20.
 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). The cost of Amendment No. 2 (Amendment) to License Agreement No. 09-1112 (License) is \$5 (\$1 per year for five years). License payments will be made from the Sheriff/Coroner/Public Administrator's (Sheriff) budget (4414651000). Sufficient appropriation is included in the 2024-25 Sheriff budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

On December 1, 2009 (Item No. 41), the Board of Supervisors (Board) approved the 10-year License for the period of December 1, 2009, through November 30, 2019, with two five-year options to extend the term for approximately 14,196 square feet of office space for the Sheriff, located at 11613 Bartlett Avenue in Adelanto (Property). On September 10, 2019 (Item No. 48), the Board approved an amendment extending the term five years for the period of December 1, 2019, through November 30, 2024, exercising the first of two five-year options for the continued use of the licensed area.

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The Amendment to the License exercises the final option to extend the term five years for the period of January 1, 2025, through December 31, 2029, following a one-month holdover period in the month of December 2024, and updates standard license agreement language for the Sheriff's continued use of approximately 14,196 square feet of office space at the Property. The Lease entered into a one-month holdover period due to the protracted negotiations with the City of Adelanto (City). The County and the City agreed that the license rate will remain unchanged at \$1 per year.

The project to approve the License was reviewed pursuant to the California Environmental Quality Act (CEQA) and determined to be categorically exempt under CEQA Guidelines Section 15301 – Existing Facilities (Class 1) because there is no possibility that the leasing of the subject property will have a significant effect on the environment.

Summary of License
Terms

Licensors:	City of Adelanto Jessie Flores, City Manager
Location:	11613 Bartlett Avenue in Adelanto
Size:	14,196 square feet of office space
Extended Term:	January 1, 2025, through December 31, 2029
Options:	None remain
License Fee	Annual: \$1* *Low-range for comparable facilities in the Adelanto area per the competitive set analysis on file with RESD
Annual Increases:	None
Improvement Costs:	None
Custodial:	Provided by County
Maintenance:	Provided by City
Utilities:	Provided by City
Insurance:	Both the County and City are self-insured public entities
Holdover:	Upon the end of the term, if permitted by Licensors, the License shall continue on a month-to-month term upon the same terms and conditions which existed at the time of expiration
Right to Terminate:	County may terminate the license with one year's notice
Parking:	Sufficient for County needs

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PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (John Tubbs II, and Grace B. Parsons, Deputies County Counsel, 387-5455) on November 19, 2024; Sheriff (Jose Torres, Administrative Manager, 387-3648) on November 19, 2024; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on November 18, 2024; Finance (Erika Rodarte, 387-4919, and Garrett Baker, 387-3077, Administrative Analysts) on November 25, 2024; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on November 25, 2024.

(BR: 531-2674)

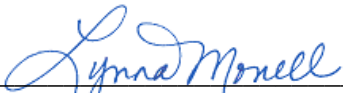
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Record of Action of the Board of Supervisors
San Bernardino County

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: December 17, 2024



cc: RESD - Thompson w/ agree
Contractor c/o RESD w/ agree
File w/ agree
JLL 12/27/2024