

**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**

November 15, 2022

**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 and executed pursuant to the Policy and County Code Section 18.0104 for the period of September 1, 2022 through September 30, 2022.
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 County Policy 12-04, and executed pursuant to the Policy and County Code Section 18.0104 for the period of September 1, 2022 through September 30, 2022.

(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 September 1, 2022 through September 30, 2022. 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.

The following reflects the Solicitation of Proposal (SOP) and Short-Term Lease (STL) activity for the period of September 1, 2022 through September 30, 2022.

<b>SOLICITATION OF PROPOSALS</b>
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**Department of Airports Short-Term Real Estate Leasing Activity**  
**November 15, 2022**

<b>Airport</b>	<b>Facility</b>	<b>Proposal Issued</b>	<b>Submission Due Date</b>
Chino Airport	Parcel 7b (APN 1055-211-02 and -03)	8/11/2022	9/8/2022

<b>SHORT-TERM LEASES</b>				
<b>Lessee or Permittee</b>		<b>Agreement Number / Type</b>	<b>Term</b>	<b>Lease or Permit Fee</b>
US Navy Recruiting Office, Victorville Station		APV-3602	Daily	\$0
Steve Johnston		CNO-3603	Monthly	\$464
Liberty Utilities, LLC.		APV-3604	Daily	\$0
Riverside Preparatory School		APV-3605	Daily	\$0
High Desert Partnership in Academic Excellence Foundation, Inc.		APV-3606	Daily	\$0
US Army Recruiting Office, Victorville Station		APV-3607	Daily	\$0
El Dorado Broadcasters, LLC.		APV-3608	Daily	\$0
Tanya Inglis DBA Inglis Classics		APV-3609	Daily	\$0
Mojave Water Agency Public Facilities Corp.		APV-3610	Daily	\$0
Gavin Moya DBA Gavin's Churros		APV-3611	Daily	\$175
The Academy of Model Aeronautics, Inc.		APV-3612	Daily	\$175
The Town of Apple Valley Parks and Recreation		APV-3613	Daily	\$0
Girl Scouts of Greater Los Angeles		APV-3614	Daily	\$175
US Marine Corps Recruiting Station - Riverside		APV-3615	Daily	\$0
Blue Chip Foodsystems, Inc.		APV-3616	Daily	\$525
John Campbell DBA Campbell Films		APV-3617	Daily	\$175
San Bernardino County Children & Family Services		APV-3618	Daily	\$0
Abby's Cakes and Moore		APV-3619	Daily	\$175
2 Crafty Betties		APV-3620	Daily	\$175
Option One Corporation		APV-3621	Daily	\$0
Sacramento Squadron No 1, California Wing, Air Force Association		APV-3622	Daily	\$0
Alaska USA Federal Credit Union		APV-3623	Daily	\$0
Air Methods Corporation		APV-3624	Daily	\$0
Inland Empire Health Plan		APV-3625	Daily	\$0
Stempilot, Inc.		APV-3626	Daily	\$175
Jose Navarro DBA Fun 4 a Day		APV-3627	Daily	\$350
Apple Valley Post 256, The American Legion Dept of California		APV-3628	Daily	\$0
Helinet Aviation		APV-3629	Daily	\$33
Helinet Aviation		APV-3630	Monthly	\$55
US Air Force Recruitment		APV-3231	Daily	\$0

**BACKGROUND INFORMATION**

On October 30, 2001 (Item No. 55), the Board of Supervisors 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 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 (RESD) in accordance with the Policy and County Code Section 18.0104. The Policy requires Airports and

**Department of Airports Short-Term Real Estate Leasing Activity  
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RESD to prepare a timely, but not less than monthly, agenda item to the Board of Supervisors reporting the SOPs commenced and the STLs executed under the Policy.

**PROCUREMENT**

The foregoing agreements were procured pursuant to County Policy No. 12-04, Leasing County Airport Real Property.

**REVIEW BY OTHERS**

This item has been reviewed by Real Estate Services Department (Lyle Ballard, Real Property Manager, 387-5000) on October 20, 2022; County Counsel (Agnes Cheng, Deputy County Counsel, 387-5455) on October 12, 2022; Finance (Elias Duenas, Administrative Analyst, 387-4052), on October 20, 2022; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on October 24, 2022.

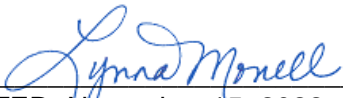
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November 15, 2022**

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

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Janice Rutherford  
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Curt Hagman, Joe Baca, Jr.  
Absent: Dawn Rowe

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: November 15, 2022



cc: File- Airports  
LA 11/21/2022