

**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**

May 9, 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 March 1, 2023 through March 31, 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 March 1, 2023 through March 31, 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 March 1, 2023, through March 31, 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 are 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 March 1, 2023 through March 31, 2023.

SOLICITATION OF PROPOSALS			
Airport	Facility	Proposal Issued	Submission Due Date
CNO	N/A	N/A	N/A

**Department of Airports Short-Term Real Estate Leasing Activity
May 9, 2023**

SHORT-TERM LEASES			
Lessee or Permittee	Agreement Number / Type	Term	Lease or Permit Fee
Michael Kinney	CNO-3674	Monthly	\$60
Michael Kinney	CNO-3675	Monthly	\$60
Lateef Palmer	CNO-3676	Monthly	\$60
Erich Neubert	CNO-3677	Monthly	\$370
Chino Aviation	CNO-3678	Monthly	\$1260
Ling Feng Wei	CNO-3679	Monthly	\$165
Joseph Passannante	CNO-3680	Monthly	\$60
Threshold – Temporary Aircraft Storage – Blast Pad	CNO-3683	20 Days	\$167
Nathan Hester	CNO-3684	Monthly	\$60
Greg Fisher	CNO-3685	Monthly	\$330
Total			\$2592

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. 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 (RESD) in accordance with the Policy and County Code Section 18.0104. The Policy requires Airports and RESD 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 agreements were procured pursuant to Policy No. 12-04.

REVIEW BY OTHERS

This item has been reviewed by Real Estate Services Department (Lyle Ballard, Real Property Manager, 387-5000) on April 10, 2023; County Counsel (Agnes Cheng, Deputy County Counsel, 387-5455) on April 5, 2023; Finance (Elias Duenas, Administrative Analyst, 387-4052) on April 10, 2023; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on April 10, 2023.

**Department of Airports Short-Term Real Estate Leasing Activity
May 9, 2023**

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

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 9, 2023



cc: File - Airports
File - CSA Area 60 (Apple Valley Airport)
jm 05/15/2023