

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

November 17, 2020

**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 the County of San Bernardino, receive 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 18.014 for the period of July 1, 2020 – September 30, 2020.
2. Acting as the governing body of the Board Governed County Service Area 60 – Apple Valley Airport, receive 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 18.014 for the period of July 1, 2020 – September 30, 2020

(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 County Airports for the period of July 1, 2020 – September 30, 2020. However, approved short-term leases do result in revenues that are utilized by Department of Airports (Airports) to help offset the cost of airport operations.

**BACKGROUND INFORMATION**

On November 29, 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 (STLs), the Policy authorizes a Solicitation of Proposal (SOP) or a Short-Term Lease (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 the Department of Airports (Airports) and the Director of the Real Estate Services Department in accordance with the Policy and County Code Section 18.014. The Policy requires that the Airports and Real Estate Services Departments 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.

**Department of Airports Short-Term Real Estate Leasing Activity  
November 17, 2020**

The following reflects the SOP and STL activity for the period July 1, 2020 – September 2020.

<b>SOLICITATION OF PROPOSALS</b>			
<b>Airport</b>	<b>Facility</b>	<b>Proposal Issued</b>	<b>Submission Due Date</b>
CNO	Commercial Hangar No. 1	SOP	4/20/2020
CNO	5.97 acres	SOP	9/22/2020

<b>SHORT-TERM LEASES</b>			
<b>Lessee or Permittee</b>	<b>Agreement Number / Type</b>	<b>Term</b>	<b>Lease or Permit Fee</b>
Matt Gaylord	TNP-3192 / Permit	Monthly	\$50.00
Chalk II, Inc.	CNO-3193 / Permit	Monthly	\$310.00
Tim Just	CNO-3194 / Permit	Monthly	\$430.00
Creative Rotocraft	CNO-3195B / Business Permit	Annual	\$750.00
Michael Thayer	CNO-3197 / Lease	Annual	\$821.00
Threshold Technologies	CNO-3198 / Permit	Monthly	\$80.00
MJ68 Production	CNO-3200 / Use Permit	One Time	\$2,100.00
Craig Coffin	CNO-3201 / Permit	Monthly	\$110.00
Andrey Tikhonov	CNO-3202 / Permit	Monthly	\$55.00
Kevin M. Kane	CNO-3203B / Business Permit	Annual	\$750.00
Cary Bongard	APV-3204 / Permit	Monthly	\$310.00
Ambeyo, LLC	CNO-3206 / Permit	Monthly	\$55.00
Ambeyo, LLC	CNO-3207 / Permit	Monthly	\$55.00
Ambeyo, LLC	CNO-3208 / Permit	Monthly	\$55.00
Eric Aubort	CNO-3210 / Permit	Monthly	\$55.00
Hans Neubert	CNO-3211 / Permit	Annual	\$36.50
JW Faherty, Inc.	APV-3212 / Permit	Monthly	\$310.00
Pete Freeland	CNO3214 / Permit	Monthly	\$55.00
Jared Vilt	CNO-3215 / Permit	Monthly	\$90.00
Steven Barton	TNP-3216 / Permit	Monthly	\$50.00
Neil Whelchel	TNP-3217 / Permit	Monthly	\$50.00

**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 (Jennifer Costa, Assistant Director, 387-5252) on October 28, 2020; County Counsel (Agnes Cheng, Deputy County Counsel) on October 27, 2020; Finance (Elias Duenas, Administrative Analyst, 387-4052) on October 28, 2020; County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on October 28, 2020.

**Department of Airports Short-Term Real Estate Leasing Activity  
November 17, 2020**

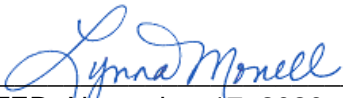
Record of Action of the Board of Supervisors  
Board Governed County Service Areas

**APPROVED (CONSENT CALENDAR)**

Moved: Robert A. Lovingood Seconded: Josie Gonzales

Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: November 17, 2020



cc: File- SEP/Board Governed County Service Area - CSA 60  
(Apple Valley Airport)

CCM 11/25/2020