

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
SITTING AS THE GOVERNING BOARD OF THE FOLLOWING:
COUNTY OF SAN BERNARDINO
BOARD GOVERNED COUNTY SERVICE AREAS
AND RECORD OF ACTION**

February 9, 2021

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 December 1, 2020 – December 31, 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 December 1, 2020 – December 31, 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 December 1, 2020 – December 31, 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 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 (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

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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.

The following reflects the SOP and STL activity for the period December 1, 2020 – December 31, 2020.

SOLICITATION OF PROPOSALS			
Airport	Facility	Proposal Issued	Submission Due Date
None			

SHORT-TERM LEASES			
Lessee or Permittee	Agreement Number / Type	Term	Lease or Permit Fee
Richard Aldrich	CNO-3237 / Permit	Monthly	\$310.00
Aerostar Tech Solutions	DAG-3238 / Permit	Daily	\$83.33
Benjamin Imai	CNO-3239 / Permit	Monthly	\$55
Chalk 2, Inc.	APV-3240 / Permit	Monthly	\$285
Chen Huang	CNO-3241 / Permit	Monthly	\$55
Susan Bell	APV-3242 / Permit	Monthly	\$310
David Rastavan	CNO-3243 / Permit	Monthly	\$55
Bill Planchon	CNO-3244/ Permit	Monthly	\$55
Bill Planchon	CNO-3245/ Permit	Monthly	\$55
Ben Planchon	CNO-3246/ Permit	Monthly	\$55
Ben Planchon	CNO-3247/ Permit	Monthly	\$55
Bill Tsumpes	CNO-3248/ Permit	Monthly	\$55
Robert McMillan	CNO-3249/ Permit	Monthly	\$55
Scott Amundson	APV-3250 / Permit	Monthly	\$310

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 January 8, 2021; County Counsel (Agnes Cheng, Deputy County Counsel, 387-4271) on January 8, 2021; Finance (Elias Duenas, Administrative Analyst, 387-4052) on January 12, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on January 12, 2021.

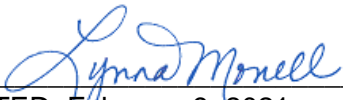
**Department of Airports Short-Term Real Estate Leasing Activity
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Record of Action of the Board of Supervisors
County of San Bernardino
Board Governed County Service Areas

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: February 9, 2021



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

CCM 02/19/2021