

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

June 8, 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)

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 April 1, 2021 – April 30, 2021.

(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 April 1, 2021 – April 30, 2021. 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.

The following reflects the Solicitation of Proposal (SOP) and Short-Term Lease (STL) activity for the period April 1, 2021 – April 30, 2021.

SOLICITATION OF PROPOSALS			
Airport	Facility	Proposal Issued	Submission Due Date
CNO	Commercial Hanger 2; (F340)	March 12, 2021	April 15, 2021

SHORT-TERM LEASES			
Lessee or Permittee	Agreement Number / Type	Term	Lease or Permit Fee
Rocky Morrison	CNO-3269	Monthly	\$425
Dustin Shafer	CNO-3271	Monthly	\$430
Antonio Komon	CNO-3272	Monthly	\$310

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Miodrag Micic	CNO-3273	Monthly	\$55
Clint Kelley	TNP-3274	Monthly	\$50
Matt Gaylord	TNP-3275	Monthly	\$50
Mauricio Barrera	CNO-3276	Monthly	\$55
Andrey Tikhonov	CNO-3277	Monthly	\$55

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 an SOP or an 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.

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 May 3, 2021; County Counsel (Agnes Cheng, Deputy County Counsel, 387-4271) on May 3, 2021; Finance (Elias Duenas, Administrative Analyst, 387-4052) on May 13, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) May 21, 2021.

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June 8, 2021**

Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Janice Rutherford Seconded: Joe Baca, Jr.

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 8, 2021



cc: File - Airports

CCM 06/14/2021