

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

November 18, 2025

FROM

TERRY W. THOMPSON, Director, Real Estate Services Department

NOEL CASTILLO, Director, Department of Public Works - Solid Waste Management

SUBJECT

Amendment to Revenue License Agreement with Burr Group, Inc. for Non-Exclusive Access to County-Owned Property in Crestline

RECOMMENDATION(S)

1. Find that approval of Amendment No. 2 to Revenue License Agreement No. 16-504 with Burr Group, Inc., for non-exclusive access to County-owned property located within the Solid Waste Management Division's Crestline Yard in Crestline, is exempt under the California Environmental Quality Act Guidelines, Section 15301 – Existing Facilities (Class 1).
2. Find that approval of Amendment No. 2 to Revenue License Agreement No. 16-504 with Burr Group, Inc., for non-exclusive access to County-owned property located within the Solid Waste Management Division's Crestline Yard in Crestline, serves a public purpose by meeting the social, public health and financial needs of the County pursuant to California Government Code Section 26227.
3. Approve **Amendment No. 2 to Revenue License Agreement No. 16-504** with Burr Group, Inc., (Assessor's Parcel Number 0344-061-11-0000), to:
 - a. Extend the term for five years, for the period of July 1, 2026, through June 30, 2031, for non-exclusive access to County-owned property located within the Solid Waste Management Division's Crestline Yard in Crestline.
 - b. Increase the total revenue amount by \$70,080, increasing the contract revenue from \$107,520 to a new total revenue amount of \$177,600.
4. Direct the Real Estate Services Department to file the Notice of Exemption in accordance with the California Environmental Quality Act.
(Presenter: Terry W. Thompson, Director, 387-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of Amendment No. 2 (Amendment) to Revenue License Agreement No. 16-504 (License) will not result in the use of Discretionary General Funding (Net County Cost). The Amendment increases total revenue by \$70,080, for a revised total of \$177,600, to be received by the Solid Waste Management Division (SWMD) (6702004250). Annual License revenue is as follows:

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Year	Revenue
July 1, 2026 – June 30, 2027	\$13,200
July 1, 2027 – June 30, 2028	\$13,596
July 1, 2028 – June 30, 2029	\$14,004
July 1, 2029 – June 30, 2030	\$14,424
July 1, 2030 – June 30, 2031	\$14,856
Total Revenue	\$70,080

BACKGROUND INFORMATION

The recommended action will extend the License with Burr Group, Inc., for non-exclusive access to County-owned property located within SWMD’s Crestline Yard, in Crestline (“Property”) to operate a recycling and solid waste bin storage and staging facility.

On June 28, 2016 (Item No. 61), the Board of Supervisors (Board) approved the License with Burr Group Inc. for five-years, with one five-year option to extend for the period of July 1, 2016 through June 30, 2021 and for total revenue in the amount of \$49,800. On May 18, 2021 (Item No. 62), the Board approved an option to extend the term of the lease for five years, from July 1, 2021, through June 30, 2026 for total revenue in the amount of \$57,720. All other License terms remain unchanged.

On June 20, 2025, the Real Estate Services Department (RESD) initiated negotiations for an amendment covering the term from July 1, 2026, through June 30, 2031, adjusting the License Fee schedule, and updating standard license agreement language. All other License terms remain unchanged. This Amendment serves a public purpose by supporting the County’s solid waste and recycling operations consistent with Government Code Section 26227.

The project to approve the Amendment was reviewed pursuant to the California Environmental Quality Act (CEQA) and determined to be categorically exempt under Section 15301 – Class 1 Existing Facilities because the proposed License is to secure property to operate within the existing structure with negligible or no expansion of existing use. Accordingly, no further action is required under CEQA.

Summary of License Terms

Licensee: Burr Group, Inc.

Location: 23188 Crest Forest Drive, Crestline (Assessor’s Parcel Number 0344-061-11-0000)

Size: Approximately 21,780 square feet

Term: July 1, 2026, through June 30, 2031

Options: None

License Fees: Monthly: \$1,100
Annual: \$13,200
* Mid-range for comparable facilities in the Crestline area per the competitive set analysis on file with RESD

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Annual Increases:	Approximately 3%
Improvement Costs:	Licensee's responsibility
Custodial:	Licensee's responsibility
Maintenance:	Licensee's responsibility
Utilities:	Licensee's responsibility
Insurance:	The Certificate of Liability Insurance, as required by the License, is on file with RESD
Holdover:	Upon the end of the term, if permitted by Licensor, the License shall continue on a month-to-month term upon the same terms and conditions which existed at the time of expiration
Right to Terminate:	Either party may terminate with at least 90 days' notice
Parking:	Maximum of 2 parking spaces

PROCUREMENT

California Government Code Section 26227 authorizes the County to license real property to private entities for programs that serve a public purpose by meeting the social, public health and financial needs of the County and the general public by providing collection, processing, and disposal of waste materials.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (John Tubbs II and Aaron Gest, Deputies County Counsel, 387-5455) on October 21, 2025; Solid Waste Management (Marc Rodabaugh, Deputy Director, 386-9017) on October 16, 2025; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on October 16, 2025; and County Finance and Administration (Kathleen Gonzalez, 387-5412, and Eduardo Mora, 387-4376, Administrative Analysts,) on October 29, 2025.

(CM: 840-66-0977)

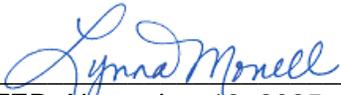
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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: November 18, 2025



cc: RESD - Thompson w/agree
 Contractor -c/o RESD w/agree
 File - w/agree
MBA 11/25/2025