

**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**

April 8, 2025

FROM

BRETT J. GODOWN, Director, Department of Airports

TERRY W. THOMPSON, Director, Real Estate Services Department

SUBJECT

Department of Airports Short-Term 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 January 1, 2025 through January 31, 2025.
2. Acting as the governing body of the Board Governed County Service Area 60 – Apple Valley Airport, receive a list of the 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 January 1, 2025 through January 31, 2025.

(Presenter: Brett J. Godown, 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 the item will not require the use of Discretionary General Funds (New 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 January 1, 2025, through January 31, 2025. However, approved short-term leases do result in revenues that are utilized by the Department of Airports to help offset the cost of airport operations and sufficient appropriation and revenues are included in the Airports 2024-25 budget and will be included in the future recommended budgets.

The following reflects the Solicitation of Proposal (SOP) and Short-Term Leases (STL) activity for the period of January 1, 2025 through January 31, 2025:

Solicitation of Proposals			
Airport	Facility	Proposal Issued	Submission Due Date
None			

Department of Airports Short-Term Leasing Activity
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Short -Term Leases / Permits			
Lessee or Permittee	Agreement Number / Type	Term	Lease or Permit Fee
Anduril Industries LLC	APV - 3912	Seven Days Commencing January 20, 2025	\$14,455
Pacific Coast Gimbals	TNP – 3913	One Day Commencing January 31, 2025	\$1,466

BACKGROUND INFORMATION

On October 30, 2001 (Item No. 55), the San Bernardino County Board of Supervisors (Board) adopted County Policy No. 12-04 – Leasing County Airport Real Property (Policy). For short-term leases, licenses, permits, and use agreements, the Policy authorizes a SOP or a STL process to lease County Airport property where the 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 (RESO) in accordance with the Policy and County Code Section 18.0104. The Policy requires Airports and RESO 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 STL 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 March 6, 2025; County Counsel (Agnes Cheng, Deputy County Counsel, 387-5455) on February 27, 2025; Finance (Eduardo Mora, Administrative Analyst, 387-4052) on March 19, 2025; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on March 20, 2025.

Department of Airports Short-Term Leasing Activity
April 8, 2025

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: April 8, 2025



cc: File - Airports
File - SDD/Board Governed County Service Area - CSA 60
(Apple Valley Airport)
CCM 04/14/2025