

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

May 21, 2024

FROM

BEAHTA R. DAVIS, Director, Regional Parks Department

SUBJECT

Amendment to Revenue Interim Use Permit with Sabaidee Fest LLC for the Sabaidee Festival at Prado Regional Park

RECOMMENDATION(S)

Approve **Amendment No. 1** to Revenue Interim Use Permit **Contract No. 23-934** with Sabaidee Fest LLC to add 10 campsites and to revise the camping dates to June 13, 2024 through June 17, 2024 for a minimum amount of revenue in the amount of \$81,106.

(Presenter: Beahta R. Davis, Director, 387-2340)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

FINANCIAL IMPACT

Approval of this item does not require the use of Discretionary General Funding (Net County Cost). The recommended Amendment No. 1 (Amendment) to Revenue Interim Use Permit Contract No. 23-934 (Permit) will allow Sabaidee Fest LLC (Permittee) to pay the Regional Parks Department (Department) a minimum total of \$81,106 in fees for the use of a portion of Prado Regional Park (Park) for the Sabaidee Festival Event (Event), including the use of sections of the Park for Event set-up and tear down, to add an additional day of camping, and 10 additional campsites, as listed in the table below.

Fee Description	Dates	Amount
Contract preparation fee	One time	\$200
Multi-purpose room for nine days at \$500 per day	June 10 - June 18, 2024	\$4,500
Mallard Shelter for nine days at \$400 per day	June 10 - June 18, 2024	\$3,600
Osprey Shelter for nine days at \$400 per day	June 10 - June 18, 2024	\$3,600
Eleven acres of open space for nine days at \$500 per acre per day	June 10 - June 18, 2024	\$49,500
Staffing Fee (overtime hours after 5 PM)	June 10 - June 18, 2024	\$3,276
Camping fee for 75 full-hook-up sites for four nights at a rate of \$40 per site per night	June 13 - June 17, 2024	\$12,000
Camping fee for ten tent group sites for four nights at a rate of \$90 per site per night	June 13 - June 17, 2024	\$3,600
Camping fee for 10 full-hook up sites for two nights at a rate of \$40 per site per night	June 10 - June 12, 2024	\$800

**Amendment to Revenue Interim Use Permit with Sabaidee Fest LLC for the Sabaidee Festival at Prado Regional Park
May 21, 2024**

Fee Description	Dates	Amount
Contract preparation fee	One time	\$200
Multi-purpose room for nine days at \$500 per day	June 10 - June 18, 2024	\$4,500
Mallard Shelter for nine days at \$400 per day	June 10 - June 18, 2024	\$3,600
Tally Entrance Fee	One time	\$30
Total		\$81,106

The Permittee will also submit a \$25,000 security deposit to be used for any possible damage incurred to County property due to the Permittee’s use of the Park. The Permittee will be responsible for obtaining all necessary permits, licenses, and applicable approvals required. Adequate appropriation and revenue have been included in the Department’s 2023-24 budget.

BACKGROUND INFORMATION

On August 22, 2023 (Item No. 72), the Board of Supervisors (Board) approved the Permit with the Permittee for partial use of the Park to hold the Event from June 10 through June 18, 2024 for the minimum revenue amount of \$76,406.

Under this Amendment, the use fees of the Permit increase because camping fees will be for four nights, versus three, and 10 camp sites for two nights, from June 10 through June 12, 2024, were added resulting in an increased minimum revenue amount of \$81,106 in fees. All other provisions and terms of the Permit shall remain the same.

The Department operates and maintains eight regional parks, including this Park in the City of Chino, and provides for the rental of park property through Board approved fees.

The Permittee is dedicated to celebrating, supporting, and providing fun entertainment for the local community. The Event is the largest annual Southeast Asian Music and Cultural Festival in the United States with vibrant displays of traditional music, fashion, and cuisine.

This recommended Amendment to the Permit aligns with the County and Chief Executive Officer’s goals and objectives to operate in a fiscally-responsible and business-like manner by allowing the Department to leverage its amenities and land to raise revenue to support park maintenance and development.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455 on April 3, 2024); Finance (Elias Duenas, Administrative Analyst, 387-4052) on April 12, 2024; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on April 22, 2024.

**Amendment to Revenue Interim Use Permit with Sabaidee Fest LLC for
the Sabaidee Festival at Prado Regional Park
May 21, 2024**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 21, 2024



cc: Parks - Davis w/ agree
 Contractor c/o Parks w/ agree
 File w/ agree

JLL 05/23/2024