

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

**June 10, 2025**

**FROM**

**BEAHTA R. DAVIS, Director, Regional Parks Department**

**SUBJECT**

Revenue Interim Use Permit with Skyline Production Group LLC and Total Production Group, Inc. for the Country Campout Event at Prado Regional Park

**RECOMMENDATION(S)**

Approve Revenue Interim Use Permit (**Agreement No. 25-427**) with Skyline Production Group LLC and Total Production Group, Inc. for the partial use of Prado Regional Park, located in the City of Chino, to hold the Country Campout Event, from July 16, 2025, through July 21, 2025, including a concert, set up, and tear down, for a minimum total revenue in the amount of \$28,535.96.

(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). Under this Revenue Interim Use Permit (Permit), Skyline Production Group LLC and Total Production Group, Inc. (Permittee) will pay the Regional Parks Department (Department) a minimum total of \$27,443.99 in fees for the use of a portion of Prado Regional Park (Park) for six days and the use of sections of the Park for set-up and tear down, for the Country Campout Event (Event), as detailed in the table below. The following fees are consistent with the Board of Supervisor's (Board) approved 2024-25 fee schedule:

<b>Fee Description</b>	<b>Dates</b>	<b>Amount</b>
Event Contract Preparation fee	One time	\$200
Multi-Purpose Room used for six days at \$500 per day	July 16-July 21, 2025	\$3,000
Three acres of Open Space for four days at \$500 per acre per day	July 17-July 20, 2025	\$6,000
Two acres of Event Space for six days at \$500 per acre per day	July 16-July 21, 2025	\$6,000
75 Full-Hookup Campsites for two nights at \$55 per Campsite, per night	July 18-19, 2025	\$8,250
10 Tent Group Campsites for two nights at a cost of \$100 per campsite	July 18-19, 2025	\$2,000
Shelter-Mallard for four days at \$400 per day	July 17-July 20, 2025	\$1,600
Staff Fees for three General Service Worker II (\$47.61 per hour) and three Ranger II (\$73.72 per hour) for four	One time	*\$1,456

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hours		
Tally Fee	One time	\$30
<b>Total</b>		<b>\$28,536</b>

\* Rounded

The Permittee will also submit a \$9,000 deposit to be used to pay for any damages incurred due to the Permittee's use of Park during the Event. The Permittee will be responsible for obtaining all necessary permits, licenses, and applicable approvals and securing the required insurance for the Event. Each group tent site is allowed 20 campers at the base rate, and any additional campers will be charged \$5 per camper per night. Adequate appropriation and revenue will be included in the Department's 2025-26 recommended budget.

**BACKGROUND INFORMATION**

On March 12, 2024 (Item No. 41), the Board approved Contract No. 24-236 with the Permittee, for the partial use of the Park from October 29, 2024 through November 4, 2024. Due to inclement weather, the Permittee requested a date change from October 29, 2024 through November 4, 2024, to July 16, 2025 through July 21, 2025. Due to a reduction in the size of the Event and different location, a new contract is being submitted, whereby the Department will receive a minimum revenue of \$27,443.99.

The Department operates and maintains eight regional parks, including the Park located in the City of Chino, and provides for the rental of park property through Board approved fees. The recommended Permit with the Permittee allows for a portion of the Park to be used by Permittee to host the Country Campout Event on July 16, 2025 through July 21, 2025. This same event was held in October 2023 at Prado Regional Park on October 12, 2023, through October 15, 2023. Permittee held a successful event adhering to Park rules and contract stipulations. They held a Country Campout with outdoor activities, movie night, nature walks, gaming tournaments and a Country music festival.

The Event will not impact the areas generally used by the public for day-use activities, such as the soccer and baseball fields, playground, disc golf course, trails, and the front area of the Park.

The Permittee is dedicated to celebrating, supporting, and providing fun entertainment for the local and regional community. The Event is a two-day event for which tickets are purchased in advance to attend, and amenities include camping, food, and various vendors, that features an outdoor country concert with various artists. In addition, the Permittee will provide portable restrooms and trash receptacles for the Event. The Department and Permittee will have staff present during the Event. The Permittee is expected to return the Park to its original condition when the Event is completed, and any damage will be assessed as a condition of the deposit requirement within the Permit. The Permittee is asking for approval at this time to allow for timely scheduling of entertainment and advertising of the Event to the public.

This recommended Permit aligns with the County and Chief Executive Officer's goal and objective 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.

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**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on April 8, 2025; Finance (Elias Duenas, Administrative Analyst, 387-4052) on April 9, 2025; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on April 14, 2025.

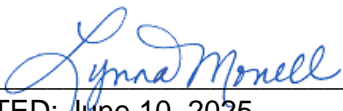
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Record of Action of the Board of Supervisors  
San Bernardino County

**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: June 10, 2025



cc: Parks - Davis w/agree  
Contractor - c/o Parks w/agree  
File - w/agree  
MBA 06/24/2025