

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

August 22, 2023

**FROM**

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

**SUBJECT**

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

**RECOMMENDATION(S)**

Approve Revenue Interim Use Permit (**County Contract No. 23-934** with Sabaidee Fest LLC, for the partial use of Prado Regional Park, from June 10, 2024 through June 18, 2024, to hold the Sabaidee Festival, including set up and tear down, for a minimum total revenue in the amount of \$76,406.

(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 Interim Use Permit (Permit), Sabaidee Fest LLC (Permittee) will pay the Regional Parks Department (Department) a minimum total of \$76,406 in fees for the use of a portion of Prado Regional Park (Park) for nine days and the use of sections of the Park for set-up and tear down for the Sabaidee Festival (Event) as listed in the table below. The following fees are consistent with the Board of Supervisors (Board) approved 2023-24 fee schedule:

Description of Fee	Dates	Amount
Contract preparation fee	-	\$200
Multi-purpose room for nine days at \$500 per day	June 10 – June 18	\$4,500
Mallard Shelter for nine days at \$400 per day	June 10 – June 18	\$3,600
Osprey Shelter for nine days at \$400 per day	June 10 – June 18	\$3,600
Eleven acres of open space for nine days at \$500 per acre per day	June 10 – June 18	\$49,500
Staffing Fee (overtime hours after 5pm)	June 10 – June 18	\$3,276
Camping fee for 75 full-hook-up sites for three nights at a rate of \$40 per site per night	June 14 – June 17	\$9,000
Camping fee for 10 tent group sites for three nights at a rate of \$90 per site per night	June 14 – June 17	\$2,700
Tally Entrance Fee	-	\$30

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	<b>Total</b>	<b>\$76,406</b>

The Permittee will also submit an \$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**

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 recommended Permit between the Department and the Permittee allows for a portion of the Park to host the Sabaidee Festival on June 10, 2023 through June 18, 2024, whereby the Department will receive a minimum revenue of \$76,406.

The Permittee is dedicated to celebrating, supporting, and providing fun cultural entertainment for the local community. People can go for the day to enjoy a fun-filled cultural festival. The Event is a three-day event celebrating elements of Southeast Asian culture with food, various vendors, history and art showcases, and an outdoor concert with various artists. This is the first year the event will be held at a County facility, but the Permittee is interested in making this an annual event.

This recommended 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 August 9, 2023; Finance (Elias Duenas, Administrative Analyst, 387-4052) on August 9, 2023; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on August 10, 2023.

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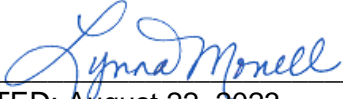
Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY

  
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DATED: August 22, 2023



cc: Parks - Davis w/agree  
Contractor - c/o Parks w/agree  
File - w/agree  
CCM 08/31/2023