

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

**May 18, 2021**

**FROM**

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

**SUBJECT**

Revenue Interim Use Permit with Vintage Transporter Owners Foundation, Inc. for the Use of Prado Regional Park

**RECOMMENDATION(S)**

Approve Revenue Interim Use Permit **County Contract No. 21-365** with Vintage Transporter Owners Foundation, Inc., for the use of Prado Regional Park in Chino for the Blackstar Campout and El Prado Show and Shine Car Show event and related activities, for the period of June 8, 2021 through June 14, 2021, whereby the County will receive a minimum of \$24,130 in revenue.

(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 Interim Use Permit (Permit) does not require the use of Discretionary General Funding (Net County Cost). Under this Permit, Vintage Transporter Owners Foundation, Inc. (Permittee), will pay the Regional Parks Department (Department) a minimum of \$24,130 in fees for the use of a portion of Prado Regional Park (Park) for a total of seven days, as detailed in the table below:

<b>Fee Description</b>	<b>Dates</b>	<b>Amount</b>
Event Contract Preparation Fee	One time	\$200
Green Picnic Area at \$125 per day	June 13, 2021	\$125
Red Picnic Area at \$125 per day	June 13, 2021	\$125
Mallard Shelter at \$400 per day	June 13, 2021	\$400
Osprey Shelter at \$400 per day	June 13, 2021	\$400
Seven acres of Open Space at \$500 per acre per day	June 13, 2021	\$3,500
Multi-purpose room at \$500 per day for seven days	June 8-14, 2021	\$3,500
Seventy Five Full Hook-up Campsites at \$40 per Campsite for four nights	June 9-13, 2021	\$12,000
Ten Tent Group Campsites at a cost of \$90 per Campsite for four nights	June 9-13, 2021	\$3,600

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<b>Fee Description</b>	<b>Dates</b>	<b>Amount</b>
Five Pre-identified Food Vendors at \$50 each	June 13, 2021	\$250
Tally Fee	June 13, 2021	\$30
	<b>Total</b>	<b>\$24,130</b>

Permittee also agrees to pay, as needed, \$50 per each additional food vendor, \$25 per non-food vendor, and additional fees for each hour a Department staff member remains on duty outside of normal working hours. Tent Group Campsites include six campers per campsite. Department staff will tally campers upon entrance into the Park and Permittee will be invoiced \$5 per each additional camper. Availability of group tent campsites are pending the lifting of restrictions from the Coronavirus Pandemic. All fees charged to the Permittee are consistent with the 2020-21 Board approved fee schedule.

The Permittee will also submit a \$5,000 deposit to be used for any possible damages incurred to County property due to the Permittee's use of the Park. Permittee will be responsible for obtaining all necessary permits, licenses and applicable approvals as well as securing the required insurance for this event. Permittee is also responsible for developing and implementing a COVID Mitigation plan to be approved by County Environmental Health Services prior to the event. Adequate appropriation and revenue have been included in the Department's 2020-21 budget.

**BACKGROUND INFORMATION**

The Department operates and maintains ten regional parks, including Prado Regional Park (Park) in Chino and provides for the rental of park property through Board approved fees. The recommended Permit between the Department and Permittee allows for the use of the Park whereby the Department will receive a minimum of \$24,130 for this use.

This Permit aligns with the County and Chief Executive Officer Goals and Objectives to Operate in a Fiscally-Responsible and Business-Like Manner by enabling the Department to leverage its amenities and land to raise revenue to support park maintenance and development.

The Permittee is a Volkswagen car club which has been renting camping spaces at the Park for the past nine years in order to attend Volkswagen Car Shows in the cities of Irvine and Anaheim. The Permittee rents the entire campground and group campsites in order to accommodate more than 400 campers. The Permittee is responsible to provide portable restrooms, showers, and additional trash receptacles for this event.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Dawn Martin, Deputy County Counsel, 387-4322) on April 8, 2021; Finance (Elias Duenas, Administrative Analyst, 387-4052) on April 12, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on April 14, 2021.

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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Janice Rutherford  
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY \_\_\_\_\_  
DATED: May 18, 2021



cc: Parks - Davis w/agree  
Contractor - C/O Parks w/agree  
File - w/agree  
CCM 05/19/2021