



## Board Report

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**File #: 18-423, Version: 1**

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- a. Approve the use of the Los Robles Horse Camp at Lake San Antonio North Shore on April 13, 2018 through April 15, 2018 for a fund-raising event held by the Monterey Bay Equestrians (MBE) subject to approval of all required County permits and in compliance with Monterey County Code Section 14.12.130(A)(14); and
- b. Find that leasing a picnic area at an existing County park for a one-time event is Categorically Exempt pursuant to Section 15301 of the CEQA Guidelines.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

- a. Approve the use of the Los Robles Horse Camp at Lake San Antonio North Shore on April 13, 2018 through April 15, 2018 for a fund-raising event held by the Monterey Bay Equestrians (MBE) subject to approval of all required County permits and in compliance with Monterey County Code Section 14.12.130 (A)(14); and
- b. Find that leasing a picnic area at an existing County park for a one-time event is Categorically Exempt pursuant to Section 15301 of the CEQA Guidelines.

**SUMMARY:**

The Monterey Bay Equestrians (MBE) requested to reserve the Los Robles Horse Camp at Lake San Antonio North Shore on April 13, 2018 through April 15, 2018 for a fund-raising event. The fundraising event, their 17<sup>th</sup> Annual Poker Rider and Campout, consisted of registration fees, meal sales, poker antes, raffle, and an obstacle challenge. This event was estimated to include 50-100 people. Pursuant to Monterey County Code Section 14.12.130(A)(14), all political rallies, religious services, and any fundraising activities must have prior approval from the Board of Supervisors. Portable restrooms and security guards were not required for this event.

Section 15301 of the CEQA Guidelines identifies existing facilities as a Class 1 Categorical Exemption. Class 1 includes leasing existing public facilities. Staff finds that leasing the picnic area at an existing park for a one-time event is allowed under Section 14.12.130 of the Monterey County Code and qualifies for a Class 1 Categorical Exemption.

Staff was contacted by MBE regarding use of the property on March 26, 2018. Due to the short notice, there was not sufficient time to prepare a report for the April 3, 2018 Board of Supervisors meeting and the next available meeting occurred on the Tuesday prior to the event. In an effort to maintain continuity of business and to allow the event to continue as it has for the past 16 years, the RMA Director sent a memo to the Board of Supervisors on April 4, 2018, informing the Board of the circumstances, and of an upcoming report to ratify the event application, in compliance with County Code.

**OTHER AGENCY INVOLVEMENT:**

The recommended action has been reviewed by County Counsel. Counsel supports the recommended action. MBE was provided with applications for the Event Organizer and Temporary Food Facility (TFF) permits. This event is privately catered and does not require food permits. Food vendor permits are monitored and enforced by the Environmental Health Bureau (EHB). Staff verified that all required permits, including medical plans were approved prior to execution of the special event agreement.

FINANCING:

The standard day use and reservation fees approved by the Board of Supervisors for all age groups were in effect for this event. All fee owed were paid to Cal Parks, not the County, per the County's agreement with Cal Parks

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

County Parks provide a public service to all groups to enjoy natural settings. The recommended action implements policies and regulations for fundraising groups in County Parks.

☐ Economic Development  
☒ Administration  
☐ Health & Human Services  
☒ Infrastructure  
☐ Public Safety

Prepared by: Shawne Ellerbee, RMA Deputy Director of Administrative Services 755-4794

Reviewed by: Camerino Sanchez, Management Specialist

Approved by: Carl P. Holm, AICP, RMA Director

Attachments:

Attachment A - April 4, 2018 Memo to BOS

Attachment B - Special Event Agreement

(Attachments on file with the Clerk of the Board)