Ventura County Parks Department
Rent & Fee Schedule

Effective April 1, 2019

Prepared By:
GENERAL SERVICES AGENCY
PARKS DEPARTMENT

Ron Van Dyck, Deputy Director
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I. ADMINISTRATION

A. Applicability - This document applies to all County Parks within Ventura County, whether controlled exclusively by the County, under lease with a private entity, or controlled concurrently with other governmental entities.

B. Update - This document will undergo an annual review process to ensure it remains operationally current and fees are maintained.

C. Delegation of Authority - Whenever a power is granted to or a duty is imposed upon the Director, that power or duty may be exercised by an authorized representative designated by the Director in writing, including authority for execution of certain agreements. The County Executive Officer or the Director of the General Services Agency, or their designee is authorized to execute, on behalf of the County of Ventura, Leases, Subleases, Management Agreements, Memorandums of Agreement, Concession Agreements, Licenses, Permits, Special Use /Activity Permits, Extensions, Amendments, Consents, Notices of Intent to Terminate, and Notices to Terminate as are hereafter defined and in accordance with the Rent and Fee Schedule. The Deputy Director of the Parks Department, General Services Agency, is authorized to execute on behalf of the County of Ventura Licenses, Permits, Special Use /Activity Permits, Consents, and Notices of Intent to Terminate as are hereafter defined and in accordance with the Rent and Fee Schedule.

D. Fees - No person shall use any County Parks facility without paying the appropriate use fees as required by the Board of Supervisors. Such use fees shall be paid to or collected by the appropriate County authorized representative, or placed into a vault or other official money receptacle for that purpose. Use fees are non-transferable. If requested, the Director is authorized to reduce or waive fees based on an evaluation of the request on a case-by-case basis. The Director shall not permanently reduce or waive fees without Board approval, unless stated otherwise in this document.

E. Definitions:

1. Director - That person appointed by the County Executive Officer as the Director of the General Services Agency.

2. County Parks - Any park, community center, or recreation facility owned by, leased by, or under the control of the County, either exclusively or concurrently with another governmental entity or entities.

3. Events - Activities other than general recreational activities that may/or may not be open to the public, including but not limited to festivals, fund raisers, fairs, equestrian competitions, group and club competitions, and organized sports.
4. **Lease or Sublease** - A conveyance of real property rights for occupancy or use of land, water, improvements or a combination thereof. Under this authority, the Term shall not exceed five (5) years, including options to extend.

5. **Management Agreement** - An agreement under which a party agrees to manage or operate a County Park or a portion thereof for the benefit of the County. The Term shall not exceed five (5) years, including options to extend.

6. **Concession Agreement** - A personal right to occupy or use County property to provide concessionaire services to the public. The Term shall not exceed five (5) years, including options to extend.

7. **License** - A conveyance of personal rights (not real) for occupancy or use of property under this authority, limited to one (1) year. License may perpetuate, subject to specified time for prior Notice to Terminate.

8. **Permit** - A personal right to occupy or use property under this authority, limited to maximum term of one (1) year. Permit may perpetuate, subject to 30-day Notice to Terminate.

9. **Special Use/Activity Permit** - A personal right to occupy, use, or conduct a people-oriented activity. Examples: Dog show or concert at park; meeting or dance in recreation building; movie or TV filming; photography or commercial demonstration.

10. **Extension** - A continuation of an existing Board approved agreement without change, or limited to changes authorized by this Authority with maximum term of 5 years.

11. **Amendment** - A change of one or more of the terms, conditions or covenants, consistent with authorized terms and amounts specified in Board-approved Rent and Fee schedule.

12. **Consent** - A ratification of a term, condition or covenant in an existing agreement executed by the Board made subject to "County approval". Director may issue Consent after determining proper compliance; this includes an Assignment of Lease. Director may also approve an additional use by lessee, but limited to five (5) years. The Director may approve Subleases for any term or use consistent with the master Lease.

13. **Notice Of Intent To Terminate** - A notice by which the Director, or his authorized representative, gives written declaration of intent to terminate pursuant to a breach or default of a Board-approved Agreement; final termination shall be subject to Board approval. Leases executed by Director may be terminated by Director.

14. **Notice to Terminate** - A written statement by the Director or his authorized representative to the holder of a license or permit informing the holder that
the County is ending the license or permit. The County may unilaterally terminate a license or permit with or without cause.

15. **Off-Season** – November 1 through March 31.

16. **Peak Season** – April 1 through October 31.

17. **Decorating/Pre-Setup Fee** – Allows the user to come in the night before if the facility is not rented that day and setup for their next-day event.

18. “Shall” is mandatory and “May” is permissive.

II. **REGIONAL PARKS**

A. **Gate Fees:**

1. All County-operated regional parks (excludes Faria Beach and Hobson Beach) shall charge a gate fee of $5.00 per vehicle for weekends and holidays and $2.00 per vehicle for weekdays.

2. Multiple passenger vehicles transporting twelve (12) persons or more shall be charged $15.00 per vehicle, per entry.

3. Gate tallies are made available upon request at County-operated parks at a rate of $15.00 per hour. When the gate attendant is regularly scheduled, there will be no charge for his/her time.

4. All County-operated regional parks with horse arenas shall charge a gate fee of $5.00 per horse (non-trailer) for weekends and holidays and $2.00 per horse (non-trailer) for weekdays.

5. The Director has the discretion to reduce gate fees when the Director deems a reduction beneficial to promote business in a park or when an adult-chaperoned youth group such as the Boy or Girl Scouts, the YMCA, or 4H is holding an event at a park.

B. **Required Deposits and Reservation Fees:**

1. The Director may set the reservation booking window for each facility for which the Director elects to accept reservations. A use fee of at least 50% paid in advance for each facility (excludes camping) reserved shall be required to guarantee a reservation. A security deposit will also be required in advance at least two weeks prior to the event along with the balance of the use fee payment. Personal checks will not be taken inside of 21 days. The security deposit will be returned after taking the following into account:

   a) A properly cleaned facility after use;
   b) Reimbursement to County for damages to park property, if any, and;
c) Application toward fees that may be due to County or non-County managed parks.

If the site or facility is not properly cleaned after use, County staff may clean the site or facility, and staff's hourly cleaning fees shall be charged to the user at the “County Personnel Overtime Rate” in section VI.

2. Reservation Cancellation - Day Use and Facilities

a) 45 days or more prior to reserved date:
   a. Reservation fee forfeit.
   b. Use fee fully refunded or transferred to another date.
   c. Security deposit fully refunded.

b) 44-15 days prior to reservation date:
   a. Reservation fee forfeit.
   b. Use fee - 50% forfeit; remainder refunded or transferred to another date.
   c. Security deposit fully refunded.

c) Less than 15 days prior to reserved date (including no-shows):
   a. Reservation fee forfeit.
   b. Use fee forfeit.
   c. Security deposit fully refunded.

3. Reservation Cancellation - Camping

a) 45 days or more prior to reserved date:
   a. Reservation fee forfeit.
   b. Use fee fully refunded or transferred to another date.

b) 44 -15 days prior to reservation date:
   a. Reservation fee forfeit.
   b. Use fee - 50% forfeit; remainder refunded or transferred to another date.

c) Less than 15 days prior to reserved date (including no-shows):
   a. Reservation fee forfeit.
   b. Use fee forfeit.

d) Non Check-In (No-Show)
   a. Automatic cancellation of remaining reservation days after 48 hours.
4. Reservation Fees and Reservation Changes: A non-refundable reservation fee of $20.00 shall be charged for group reservations, and $10.00 for individual reservations at time of reservation when calling. These fees apply to all uses in this document. The director may impose a non-refundable reservation fee for self-booking/payment for online camping.

The first change to a reservation is complimentary, so long as the change is made at least 15 days before the reservation use date; additional changes shall each incur a $10.00 fee, unless waived by the Director. Changes requested within 15 days must be approved by the Director, Section (II.B.2.c) applies.

5. Rain Checks: Requests for a rain check by park visitors who are unable to keep a reservation for personal reasons shall be considered by the Director. Rain checks are also available for extraordinary conditions such as severe storms or disaster conditions. Proof must be supplied to verify the emergency. The rain check will be valid for 12 months from the date issued. The rain check is non-transferable and is not valid in non-County managed parks.

**Campground Reservations:**

1. Camping at all camping facilities may be made available on a first-come, first-served basis or, at the discretion of the Director, by reservation.

2. Except for beach parks, an individual reservation may be made for up to four (4) sites by the same party. At beach parks, an individual may reserve only one site at a time per reservation period.

3. Except for beach parks, a group reservation may be made for five (5) or more sites, up to the complete campground, and must be for two or more nights. At beach parks, an individual may reserve only one site at a time per reservation period.

4. Customers may only have one customer account in the parks reservation system per household. Exceptions must be verified and approved.

5. When booking a camp site, correct vehicle plate is required. Incorrect plate information may be grounds for cancellation of reservation.

6. Changing customer account information to get around booking policies is grounds for cancellation of all reservations.

7. Multiple violations of any of the above rules are grounds for banning from the park system.

8. At the discretion of the Director, the following discounted booking fees may be available at the following parks when the full campground is booked:
10% Full Group Discounted Booking Fee

<table>
<thead>
<tr>
<th>Park</th>
<th>Number Sites</th>
<th>Current Fee</th>
<th>10%</th>
<th>Per Day</th>
<th>Two Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Camp Comfort</td>
<td>15</td>
<td>$42</td>
<td>$37.80</td>
<td>$567</td>
<td>$1134</td>
</tr>
<tr>
<td>Foster</td>
<td>10</td>
<td>$36</td>
<td>$32.40</td>
<td>$324</td>
<td>$648</td>
</tr>
<tr>
<td>Oak Park</td>
<td>15</td>
<td>$32</td>
<td>$28.80</td>
<td>$432</td>
<td>$864</td>
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<tr>
<td>Tapo Canyon</td>
<td>16</td>
<td>$38</td>
<td>$34.20</td>
<td>$547.20</td>
<td>$1094.40</td>
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<tr>
<td>Steckel</td>
<td>10</td>
<td>$37</td>
<td>$33.30</td>
<td>$333</td>
<td>$666</td>
</tr>
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</table>

15% Full Group Discounted Booking Fee (Off Season)

<table>
<thead>
<tr>
<th>Park</th>
<th>Number Sites</th>
<th>Current Fee</th>
<th>15%</th>
<th>Per Day</th>
<th>Two Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Camp Comfort</td>
<td>15</td>
<td>$37</td>
<td>$31.45</td>
<td>$471.75</td>
<td>$943.50</td>
</tr>
<tr>
<td>Foster</td>
<td>10</td>
<td>$31</td>
<td>$26.35</td>
<td>$263.50</td>
<td>$527</td>
</tr>
<tr>
<td>Oak Park</td>
<td>15</td>
<td>$27</td>
<td>$22.95</td>
<td>$344.25</td>
<td>$688.50</td>
</tr>
<tr>
<td>Tapo Canyon</td>
<td>16</td>
<td>$33</td>
<td>$28.05</td>
<td>$448.80</td>
<td>$897.60</td>
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<tr>
<td>Steckel</td>
<td>10</td>
<td>$32</td>
<td>$27.20</td>
<td>$272</td>
<td>$544</td>
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</table>

20% Full Group Discounted Booking Fee (Off Season)

<table>
<thead>
<tr>
<th>Park</th>
<th>Number Sites</th>
<th>Current Fee</th>
<th>20%</th>
<th>Per Day</th>
<th>Two Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Camp Comfort</td>
<td>15</td>
<td>$37</td>
<td>$29.60</td>
<td>$444</td>
<td>$888</td>
</tr>
<tr>
<td>Foster</td>
<td>10</td>
<td>$31</td>
<td>$24.80</td>
<td>$248</td>
<td>$496</td>
</tr>
<tr>
<td>Oak Park</td>
<td>15</td>
<td>$27</td>
<td>$21.60</td>
<td>$324</td>
<td>$648</td>
</tr>
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<td>Tapo Canyon</td>
<td>16</td>
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<td>$26.40</td>
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<td>$844.80</td>
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<tr>
<td>Steckel</td>
<td>10</td>
<td>$32</td>
<td>$25.60</td>
<td>$256</td>
<td>$512</td>
</tr>
</tbody>
</table>

C. Overnight Camping Facilities (County-Operated Parks):

**Type of Campsites:**

The fees charged for overnight camping in Ventura County Parks offering overnight camping facilities shall be based on the following:

1. Improved campsites include at least three of the following: restrooms with flush toilets, drinking water, showers, and individual campsites.

2. Improved beach campsites include: flush toilets, drinking water, showers, individual campsites, and concession stands.

3. Unimproved Campsites include: informal campsites or parking area with central water supply. Most toilets are portable.
4. Rincon Parkway Overnight Parking: Portable toilets, centralized trash receptacles, and individual beachfront sites.

5. Youth Group Camping Areas: semi-improved areas designated for group use.

6. Full Hookup Campsites: water, electrical and sewer hookups, may include cable service and showers.

7. Partial Hookups include: Water and electrical hookups, flush toilets, individual campsites, and may include showers.

Overnight Camping Use Fees:

Fees charged for the occupation of all or part of a campsite for the purpose of camping overnight shall be based upon the following schedule:

- Faria and Hobson Beach Park Improved: $37.00 Per Night
- Full Hookups (Beach): $50.00 Per Night
- Premium no campfire (sites 39, 40, 41 and 42): $55.00 Per Night
- No campfire sites (25 through 38): $35.00 Per Night
- Rincon Parkway: $32.00 Per Night
  Note: Overnight parking, not camping per VC Ordinance # 4531
- Full Hookups (Inland)
  - Camp Comfort: $42.00 Per Night
  - Tapo Canyon Park: $38.00 Per Night
  - Foster Park: $36.00 Per Night
  - Steckel Park: $37.00 Per Night
  - Kenney Grove Park: $37.00 Per Night
Partial Hookups:

- Oak Park: $32.00 Per Night
- Kenney Grove: $32.00 Per Night

Improved:

- Kenney Grove: $23.00 Per Night
- Steckel Park: $23.00 Per Night
- Other Improved Parks: $21.00 Per Night

Bike Camping: $5.00 Per Night
Group Camping: $3.50 Per Night, Per Person

Note: Group Camping (Tapo Canyon Park, Toland Park, Kenney Grove, Foster Park, and Oak Park) through Special Use Permit only. All group campers must pay based on actual size of group.

The Director is authorized to institute increased camping rates, up to fifteen percent (15%) for weekends and holidays.

The Director is authorized to institute reduced camping rates, up to fifty percent (50%) based on an evaluation of park usage and availability considerations.

All Youth Group Camping: $3.50 Per Night, Per Person
Animals: $1.00 Per Night, Per Dog

Service Dogs are fee exempt. All dogs must be kept on a leash not to exceed 6 feet in length at all times. Maximum number of dogs allowed in a County Park per owner/campsite shall be set by the Director.

Distinguished Veterans

Camping user fees (not reservation or Day-Use fees) are waived for Distinguished Veterans who are in possession of a valid State of California issued "Distinguished Veteran" (formally "Disabled Veteran/Prisoner of War") pass and valid California State photo identification. All supplemental fees such as dogs, additional motor vehicles, etc. must be paid. Any subsequent campsite reserved by the pass holder, but not occupied by the pass holder, shall be charged full price. The pass holder is required to present the pass at check-in (photocopies not accepted) and a valid California Driver License or Identification Card (interim/temporary not accepted) even when the campsite is reserved in advance. This waiver does not apply to leased facilities.

Administrative Fees

An administrative fee of $10.00 shall be charged for any review of citations (tickets) incurred due to customer error (e.g., late payment of camping fee) or other reason that are voided and/or reverted to camping fees.

An administrative fee of $10.00 may be charged for any camper changing sites, if the Park Ranger deems it appropriate. A maximum of 3 moves will be allowed.
An administrative fee of $10.00 may be charged for processing skipped payments of camping fees.

**Online Payment for Campsites by Credit Card**

Campers may pay for their campsite use fee with a credit card by utilizing the County's mobile payment system. However, payments shall only be made when the camper is physically occupying the campsite; payment for a campsite before the payer physically occupies the campsite shall not be permitted and shall be grounds for removal from the campground and loss of payment.

**Overnight Camping Use Fees for Youth Group Areas**

Camping Use Fees for youth groups camping overnight in designated youth group camping areas shall be at the rate of $3.50/person/night (excludes RV's, which shall be charged established campsite rates).

**Rules Governing Overnight Camping (excludes the Rincon Parkway and Bike Camping Area(s))**:

1. Maximum single stay is 14 consecutive days.

2. Campers at Hobson Beach Park and Faria Beach Park must vacate the park for seven (7) days after a single stay of any length before occupying either Hobson Beach Park, Faria Beach Park, or Rincon Parkway. Campers at any park other than Hobson Beach Park, Faria Beach Park, or Rincon Parkway must vacate the park for 48 hours after a single stay of any length before re-occupying the same park.

3. Maximum cumulative length of all single stays in the County-operated park system is sixty (60) peak-season days and thirty (30) off-season days per twelve (12) month period, for a maximum of ninety (90) days total. The Director may authorize on a case-by-case basis an extension to these lengths of stay for persons directly affected by an emergency duly declared by the County.

4. Maximum cumulative length of all single stays in any one campground is 30 days during peak season and 30 days during the off-season, per calendar year.

5. Maximum of six (6) persons to an individual campsite. More than six (6) persons will have to purchase an additional campsite.

6. Each paid camping permit authorizes a maximum of three units. Each of the following is one "unit": one RV (limit one per site), one trailer (including its towing vehicle, limit one per site), one non-recreational vehicle, or one tent. Additional units will be charged the current camping rate.
7. Any combination of RV, non-recreational vehicle and tent(s) cannot exceed maximum person occupancy per campsite and must fit within campsite boundaries.

8. The park gate fee shall be credited to the overnight camping fee (where applicable).

9. Non-County managed campgrounds are exempt from the above listed length of stay portions of this rule; however, campers are prohibited from camping in a lessee-operated park for more than a cumulative total of 180 days in a twelve (12) month period and are not to exceed 30 days in one stay.

10. Campground hours: checkout time is 11:00 a.m., check-in time is 12:00 p.m. Day-use hours are 7:00 a.m. to sunset. There is no parking in day-use spaces after sunset without a paid camping permit.

11. The Director is authorized to approve extended lengths of stay past the set period when warranted on a case-by-case basis, not to exceed 45 consecutive days.

12. The Director is authorized to designate any park for extended single stays, not to exceed thirty (30) consecutive days, during the off season.

13. Combining the two seasons to extend the stay may only be accomplished if payment was made to cover both periods upfront and the total length of stay does not exceed 14 days of the new season (a maximum of 30 days combined). Day-by-day payment is not accepted during seasonal crossover.

Rincon Parkway:

1. Maximum single stay of no more than 120 consecutive hours during the peak season.

2. Maximum single stay of no more than 336 consecutive hours during the off-season.

3. After parking for 336 hours or a continuous fraction thereof during the off-season, campers must vacate the Rincon Parkway and remove their recreational vehicle, and no person shall park the same recreational vehicle within the Rincon Parkway until at least seven (7) days have elapsed from the date of departure. After parking for 120 hours or a continuous fraction thereof during the off-season, campers must vacate the Rincon Parkway and remove their recreational vehicle, and no person shall park the same recreational vehicle within the Rincon Parkway until at least seven (7) days have elapsed from the date of departure. Campers at Rincon Parkway must vacate the parkway for seven (7) days after a single stay of any length before occupying either Hobson Beach Park or Faria Beach Park.
4. Maximum cumulative length of all single stays in any one campground is 30 days during peak season and 30 days during the off-season, per calendar year.

5. Maximum cumulative length of all single stays in the County-operated park system is sixty (60) peak-season days and thirty (30) off-season days per twelve (12) month period.

6. Maximum of six (6) persons to an individual overnight site. More than six (6) persons will have to purchase an additional site.

7. Only one RV, or one trailer (including its towing vehicle) permitted per overnight site, plus one non-recreational vehicle. No tents or additional vehicles are allowed.

8. Hours: Parking is on a 24-hour basis. Checkout time is 11:00 a.m. the day of departure and check-in time is 12:00 p.m.

9. Overnight parking by reservation or mobile payment only.

10. The Director is authorized to approve extended lengths of stay past the set period when warranted on a case-by-case basis, not to exceed 14 consecutive days.

11.

**Bike Camping Area**

1. Maximum stay of no more than 48 continuous hours.

2. Campers at a Bike Camping Area must vacate the camping area for 48 hours after any length of stay before re-occupying the Bike Camping Area.

3. Maximum of two (2) bikes to an individual campsite. More than two (2) bikes will have to purchase an additional campsite.

4. Tent camping only permitted with non-motorized bike.

5. Sites are first-come, first-served, but the Director is also authorized to accept reservations.

6. The Director is authorized to approve extended lengths of stay past the set period when warranted on a case-by-case basis.

D. **Group Barbecue Use Fees and Deposits:**
The minimum fee charged for using barbecue facilities shall be determined by the maximum seating capacity or the estimated size of the proposed group, whichever is greater. If actual attendance is larger than anticipated, the use fee may be increased per the following schedule:

<table>
<thead>
<tr>
<th>Facility Seating Capacity</th>
<th>Use Fee Schedule</th>
<th>Refundable Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 and under</td>
<td>$65.00</td>
<td>$65.00</td>
</tr>
<tr>
<td>60 - 70</td>
<td>$90.00</td>
<td>$90.00</td>
</tr>
<tr>
<td>100</td>
<td>$130.00</td>
<td>$130.00</td>
</tr>
<tr>
<td>200</td>
<td>$185.00</td>
<td>$185.00</td>
</tr>
<tr>
<td>250 - 300</td>
<td>$225.00</td>
<td>$225.00</td>
</tr>
<tr>
<td>350</td>
<td>$250.00</td>
<td>$250.00</td>
</tr>
<tr>
<td>500 +</td>
<td>$400.00</td>
<td>*400.00</td>
</tr>
</tbody>
</table>

Note: A gate fee shall be imposed for each vehicle in addition to use fees. In addition to the use fee, a reservation fee shall be charged for any size barbecue facility. Facilities not in use or not previously reserved are available on a first-come, first-served basis, subject to above use fees and required deposit.

* The Director may establish a higher deposit depending on the size of the group and nature of the activities.

E. Park Building Use Fees:

- Steckel Park Stone Cabin and BBQ Area
  - $140.00 Use Fee
  - $140.00 Security Deposit

- Camp Comfort Park Clubhouse/Area 1
  - $350.00 Use Fee
  - $350.00 Security Deposit
  - After hours Clubhouse Decorating fee/pre-setup
    - 6 p.m. - 9 p.m. only (if available)
    - $25.00

F. Afterhours Group Camping Building Use:

- Oak Park Area 1 (w/ permit)
  - $20.00

- Camp Comfort Clubhouse (w/ permit)
  - $30.00

- Stone Cabin (w/ permit)
  - $20.00

Use of these facilities afterhours will be from 6 p.m. - 9 p.m. only

G. Other Special Park Facility Use:

1. Equestrian Arenas:
$80.00 per day use fee for each day reserved. Use fee for arenas is in addition to the normal park entry fee. Special Use Permit required with insurance (per section IV.C.1) for any events. One Special Use Permit may cover a two-day event.

Santa Rosa Valley Park arena has a 24-event-per-calendar-year restriction with a maximum of 180 people and 50 horses per event.

Any lease consummated for operation of these facilities shall take precedence over use fees.

2. Softball Field:

Daytime Use: $10.00 Per Hour
All Day: $50.00

Baseball is prohibited on County ball fields, other than Oak Dell fields.

Team Practices: Special Use Permit required with insurance (per section IV.C.1). Minimum of 30 days reservation required. Fees will be computed at 50% of regular hourly rate.

3. Paddle Ball Courts:

$10.00 Per Hour - Min 2 hrs
$50.00 All Day

Use fee for facility for each day reserved, limited to tournaments and approved groups on a first-come, first-served basis, to all others at no fee or deposit; however, subject to reserved user preemption. Special Use Permit required with insurance (per section IV.C.1) for any events.

4. Sanitary Disposal Stations/Campsite:

All RV tank dumping shall pay a fee of $25.00 for each vehicle dumping. However, those holding a current camping permit for that dump site location shall pay a fee of $15.

5. VENDOR ORGANIZED PUBLIC EVENTS:

A use fee of $1.00 per adult, 18 years and older, shall be charged for people attending an event open to the public in a County-operated park where attendance is expected to exceed 250 persons. A minimum use fee deposit shall be required at the time of application approval to cover the use fee. If the actual attendance is less than the minimum use fee deposit, the Parks Department will refund the difference to the vendor, and if actual attendance exceeds the anticipated attendance, the vendor must pay the Parks
Department the amount owed above the minimum use fee deposit. Use fee deposit shall be in accordance with the following scale:

<table>
<thead>
<tr>
<th>Anticipated Attendance</th>
<th>Minimum Use Fee Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>250 - 500</td>
<td>$500</td>
</tr>
<tr>
<td>501 - 1000</td>
<td>$1,000</td>
</tr>
<tr>
<td>1001 - 2000</td>
<td>$2,000</td>
</tr>
<tr>
<td>2001 - 3000</td>
<td>$3,000</td>
</tr>
<tr>
<td>3001 - 4000</td>
<td>$4,000</td>
</tr>
<tr>
<td>4001 - Over</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

6. **Day Camps:**

Reservation fee plus rental fee for each reserved barbeque area used per day. If using a youth group camping area, the charge is $5.00 flat fee for each day reserved and $2.00 per youth per day.

7. **Oak Dell (Ojai Valley Little League) Fields:**

$50.00 per day use fee for each day reserved per field, plus a $150 security deposit per field. Special Use Permit may be required with insurance (per section IV.C.1) for any open events.

8. **Kenny Grove Amphitheater:**

$100.00 per day use fee for each day reserved, plus $100 security deposit. Use fee is in addition to the normal park entry fee. Special Use Permit required with insurance (per section IV.C.1) for any events. One Special Use Permit may cover a two-day event.

H. **General Park Facilities:**

General park facilities and/or areas other than those specific facilities described above may be reserved for special use upon the approval of the Director. Applicable use fee for a special use will be at the discretion of the Director; Group reservation fees apply if area is reserved.

**Examples of a “Special Use”:**

1. Creating self-made, unapproved special areas with three or more tables by moving picnic tables together or bringing into the park additional tables, or by organizing an unapproved gathering of a group of 50 or more people.

2. Roping off section of parking lot.

3. Special event not provided for in Rent & Fee Schedule.
4. Temporary use of park land for special storage, sign advertising, and other uses not provided for in Rent & Fee Schedule.

III. ANNUAL PARK PASS

A. The Annual Park Pass (APP) is good for day use access only, with unlimited use of day use parking areas, equestrian arenas and the Soule Park Dog Park area. Use of group use picnic areas, overnight tent camping, Recreational Vehicle camping, etc. is not included.

B. Passes are valid for a 12-month period from the date of issue. They are issued as “one per household,” which means anyone from that household may utilize the APP, as long as they are driving the registered vehicle that displays the APP window sticker. A maximum of 12 people per vehicle is allowed.

C. One passenger vehicle (and trailer), or horse and rider may enter the park utilizing an APP. Users will be issued a window sticker for display on their primary vehicle. Users that intend to ride horses into the park, or that do not own vehicles will be issued a wallet card for identification. Note: one pass may be used for both a horse and rider and a tow vehicle. Multiple horses and riders from one family may use one pass.

D. The APP is $60 per pass annually. Extra passes for the same household may be purchased for an additional $12 each (maximum of 4 passes per household).

E. A Discount Access Park Pass is available at a reduced cost of $30 each for individuals that meet one or more of the following criteria:
   - 60 years or older (must show photo ID)
   - Holders of State of California issued "Distinguished Veteran" Pass (must show State of California-issued pass and photo ID).
   - Permanently Disabled Persons (must show State of California-issued Permanently Disabled Person registration card and photo ID. Temporarily Disabled Persons are not eligible for a Discount Access Park Pass).

F. A $25.00 processing fee will be charged for each replacement pass.

G. Passes are non-refundable and non-transferable.

IV. COMMERCIAL ACTIVITY PERMITS

A. No person shall sell or publicly solicit the sale of merchandise, conduct or operate a business or service for hire or compensation, or advertise or solicit business
upon County property under the jurisdiction of the General Services Agency (GSA) unless a permit is obtained from the Director. The Director is authorized to institute reduced or waive permit fees based on an evaluation of County benefit and under the circumstances the permit is being requested.

B. Vendor Selling Permit fees:

1. One Day Permit  $ 45.00
2. Monthly Permit    $ 85.00
3. 6 Month Permit    $ 300.00
4. Annual Permit     $ 450.00
5. Alcohol Permit    $ 70.00

C. In order to qualify for a commercial activity permit the following is required:

1. Certificate of Insurance
   Commercial General Liability (CGL) “occurrence” coverage in the minimum amount of $1,000,000 combined single limit (CSL) bodily injury and property damage each occurrence. County to be named as “additional insured.” Higher coverage may be required at the discretion of the Director.

2. Identification Card
   A refundable identification card deposit of $15 per card will be required. If the card is not returned within 30 days of expiration date, the deposit is forfeited.

3. Business License
   Evidence of a city/County business license is required.

   Note: Permit does not allow permittee to enter those parks with existing concession agreements, nor does permit allow permittee to enter upon lessee’s premises without approval of the lessee. One (1) year permit is subject to thirty (30) day termination. Permits are not assignable.

4. Additional Requirements
   The permittee may be required by the Director or County to meet other requirements for issuance of the permit (e.g., safety equipment, food-handling certificate).

V. SPECIAL USE PERMITS

A. Feature Movie Filming          $ 1,700.00 Per Event
B. TV or Commercial Filming       $ 1,700.00 Per Event
C. Filming Parking Only           $ 500.00 Per Day
D. Commercial Photography         $ 180.00 Per Day
E. Commercial Demonstrations $ 600.00 Per Event

F. Other Special Activities $ 120.00 Per Event

Note: The fee applies to all or part of a facility. The Director may lower the permit fee on a case-by-case basis. Maximum permit term per event is 24 hours (unless otherwise permitted by the Director). A security deposit will be required in an amount equal to the use permit fee unless waived by the Director. Evidence of insurance is required in the referenced amounts (per Section IV.C.1). A County permit is also required for activities on leased property. Sound Permits will be issued by the lessee when required by ordinance. Special Use Permit fees may be waived if activity is part of a reserved group area. Special Use Permit fees may be non-refundable, but refunds may be considered under unique circumstances by the Director. Bounce Houses or Jolly Jumpers do not require a permit when they are covered under a group use permit, otherwise they will pay 50% of the value of a special use permit.

VI. SPECIAL USES REQUIRING EXTRA OR OVERTIME PERSONNEL

Any use requiring extra County personnel shall be charged a fee at the following rate. Said fee shall be prepaid when predictable, or after service is rendered when not predictable.

County Personnel Overtime: Rate approved by Board of Supervisors annually.

Examples:

A. Special maintenance requirements other than normal cleanup.

B. Uses requiring special operational personnel services or supervision.

C. Crowd control.

D. Extended hours beyond normal closing.

E. Use requiring special Park Ranger supervision.

Note: Two uniformed and licensed security personnel per 100 people shall be provided at the customer’s expense for all concerts and special events where alcoholic beverages are sold if the event is open to the public or live and/or recorded music is the form of entertainment, unless otherwise waived by the Director.

VII. COMMUNITY CENTERS/LOCAL PARKS

There are six community centers/local parks owned and operated by the County:
Each location may be subject to an independent Local Parks Advisory Commission appointed by the Board of Supervisors. The Commission’s function is advisory to the Parks Department and Board of Supervisors.

Reservations, use fees, and required security deposits for community centers/parks are to follow the guidelines set forth in Section II.B.

A. **CASITAS SPRINGS**

1. **Community Center – Main Building Rental**

Baptisms, dinners, receptions, or showers, etc. Use includes kitchen and patio area. (216 people maximum):

<table>
<thead>
<tr>
<th>Use Fee</th>
<th>$200.00 per Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Deposit</td>
<td>$250.00</td>
</tr>
<tr>
<td>Decorating fee/pre-setup 5pm – 7pm (if available)</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

Business, educational, and professional meetings:

| Use Fee – onetime | $15.00 (3 Hour Maximum) |
| Weekly Meetings (max four per month) | $50.00 (Per month) |
| Security Deposit | $50.00 |

Organized instruction for profit:

| Use Fee | $15.00 Per Hour |
| Security Deposit | $100.00 Per Reservation |
| Insurance Required – same as Sec. IV. C. 1. |

2. **Barbecue Area Rental** (20 people maximum)

| Use Fee | $55.00 (includes restrooms) |
| Security Deposit | $55.00 |
3. **Facility Hours/Security**

7:30 a.m. until 10:00 p.m. All uses (except meetings and instruction) after 6:00 p.m. require two licensed, uniformed security personnel per each 100 people. Security personnel will remain on site until the facility is locked and secured by the renter. The Director has discretion to waive the above requirement if it is determined that security is not required for that type use.

4. **Use Fees**

One half of the use fee is due at the time of the reservation and the remainder of fees are due three (3) weeks prior to reservation date.

5. **Fee Exemptions**

a. The Director has discretion to waive fees and/or security deposits for: (1) non-profit, adult-chaperoned youth groups, such as Boy Scouts, Girl Scouts, Campfire Girls, Campfire Boys, and YMCA or YWCA; and (2) Board-approved, government sponsored programs that in the determination of the Director lack funds for rental payments. However, a $20.00 fee will be charged for use of the kitchen.

b. All non-profit and government-sponsored users must comply with the insurance requirements in section IV.C.1.

**B. OAK VIEW COMMUNITY CENTER**

1. **Main Hall (Gymnasium)**

Baptisms, fundraisers, dinners, parties, receptions, showers, etc. (use fee includes kitchen and patio area) (290 people maximum):

<table>
<thead>
<tr>
<th>Use Fee:</th>
<th>$450.00 per Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Deposit:</td>
<td>$500.00</td>
</tr>
<tr>
<td>Decorating fee/pre-setup 5pm – 7pm (if available)</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

Business, educational and professional meetings:

- **Day (7:30 a.m. - 6:00 p.m.)** $15.00 3 Hour Max
- **Night (6:00 p.m. - 10:00 p.m.)** $20.00 4 Hour max
- **Security Deposit** $50.00
- **Weekly Meetings (max four per month)** $50.00 (Per Month)

Organized instruction for profit:

<table>
<thead>
<tr>
<th>Use Fee</th>
<th>$ 25.00 per Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Deposit:</td>
<td>$150.00</td>
</tr>
<tr>
<td>Insurance Required – same as Sec. IV. C. 1.</td>
<td></td>
</tr>
</tbody>
</table>
2. **Kunkle Hall** (77 people maximum capacity)

   Baptisms, fundraisers, dinners, parties, receptions, showers, etc. (Use fee includes kitchen and patio area):

<table>
<thead>
<tr>
<th>Use Fee</th>
<th>Security Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>$175.00 per Day</td>
<td>$225.00</td>
</tr>
</tbody>
</table>

   | Decorating fee/pre-set up 5pm – 7pm (if available) | $25.00 |

   **Business, Educational and Professional Meetings:**

<table>
<thead>
<tr>
<th>Use Fee</th>
<th>Security Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>$15.00 3 Hour Max</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

   **Organized instruction for profit:**

<table>
<thead>
<tr>
<th>Use Fee</th>
<th>Security Deposit:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$25.00 per Hour</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

   Insurance Required – same as Sec. IV. C. 1.

3. **Kitchen Only**

<table>
<thead>
<tr>
<th>Use Fee</th>
<th>Security Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>$30.00 per Day</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

4. **Basketball Court** (Leagues may only play with Recreation Commission and Parks Department approval)

<table>
<thead>
<tr>
<th>Use Fee</th>
<th>Per Night</th>
</tr>
</thead>
<tbody>
<tr>
<td>$10.00 per Hour</td>
<td>$50.00 (for league play)</td>
</tr>
</tbody>
</table>

   **Team Practices/League Play:**
   Special Use Permit required with insurance (per section IV.C.1). Minimum of 5 uses a month is required prepaid. Fees are 50% of hourly rate.

5. **Facility Hours/Security**

   7:30 a.m. to 10:00 p.m. All uses (except meetings, basketball, and instruction) after 6:00 p.m. require two licensed, uniformed security personnel per each 100 people. Security personnel will remain on site until the facility is locked and secured by renter. The Director has discretion to waive the above requirement if it is determined that security is not required for that type use.

6. **Use Fees**

   20
One half of use fee due at reservation and the remainder of fees are due three (3) weeks prior to reservation date.

7. Fee Exemptions

a. The Director has discretion to waive fees and/or security deposits for: (1) non-profit, adult-chaperoned youth groups, such as Boy Scouts, Girl Scouts, Campfire Girls, Campfire Boys, and YMCA orYWCA; and (2) Board-approved, government sponsored programs that in the determination of the Director lack funds for rental payments. However, a $20.00 fee will be charged for use of the kitchen.

b. All non-profit and government-sponsored users must comply with the insurance requirements in section IV.C.1.

C. PIRU/WARRING PARK

1. Community Center

Baptisms, dinners, parties, receptions, showers, etc. (125 people maximum capacity):

- Large Room w/ Kitchen $225.00 per Day
- Security Deposit $275.00
- Decorating fee/pre-setup 5pm – 7pm (if available) $25.00

- Small Room w/ Kitchen (65 people Max) $125.00 per Day
- Security Deposit $160.00
- Decorating fee/pre-setup 5pm – 7pm (if available) $25.00

- Full Center w/ Kitchen (190 People Max) $300.00 per Day
- Security Deposit $350.00

- Kitchen Only $30.00 per Day
- Security Deposit $50.00

- Seniors’ Small Room & Kitchen $300.00 per Month

Business, educational, and professional meetings:

- Use Fee (3-hour maximum) $15.00
- Weekly Meetings, Max four per month $50.00 per Month
- Security Deposit $50.00

Organized instruction for profit:

- Use Fee $15.00 per Hour
- Security Deposit $100.00
- Insurance Required (Sec. IV.C.1.)
2. **Ball Field**

   - **Day Use (3-hour minimum)**: $15.00 per Hour
     - ($5 each additional hour)
   - **Night Use (w/Lighting)**: $20.00 per Hour
   - **Tournaments (restricted flight balls only)**: $30.00 Each Participating Team
   - **Clubs with insurance (30-day minimum)**
     - With Lighting: $7.50 per Hour
     - Without Lighting: $10.00 per Hour

   **Team Practices:**
   - Special Use Permit required with insurance (per section IV.C.1).
   - Minimum of 5 uses per month required prepaid. Fees are 50% of hourly rate.

3. **Basketball Court**

   - **Use Fee**: $15.00 per Day

4. **Covered BBQ**

   - **Use Fee**: $100.00 per Day
   - **Security Deposit**: $100.00

   **Note:** Not available when men’s tournament is scheduled

5. **Snack Bar**

   - **Use Fee**: $15.00 per Day
   - **Security Deposit**: $50.00

6. **Snack Bar (Area 1)**

   - **Use Fee**: $75.00 per Day
   - **Security Deposit**: $75.00

7. **Filming**

   - **Use Fee**: See Sec V.

8. **Facility Hours/Security**

   7:30 a.m. until 10:00 p.m. All uses (except meetings or instruction) after 6:00 p.m. require two licensed, uniformed security personnel per each 100 people. Security personnel will remain on site until the facility is locked and secured by the renter. The group use area will require security after 6:00 p.m. The Director has discretion to waive the above requirement if it is determined that security is not required for that type use.
9. **Use Fees**

One half of rental fee due at the time of the reservation and the remainder of fees are due three (3) weeks prior to reservation date.

10. **Fee Exemptions**

a. The Director has discretion to waive fees and/or security deposits for: (1) non-profit, adult-chaperoned youth groups, such as Boy Scouts, Girl Scouts, Campfire Girls, Campfire Boys, and YMCA or YWCA; and (2) Board-approved, government sponsored programs that in the determination of the Director lack funds for rental payments. However, a $20.00 fee will be charged for use of the kitchen.

b. All non-profit and government-sponsored users must comply with the insurance requirements in section IV.C.1.

D. **El RIO (ROGER JONES)**

1. **Community Center**

   Baptisms, fundraisers, dinners, parties, receptions, showers, etc. including kitchen and patio (120 people maximum):

<table>
<thead>
<tr>
<th>Use Fee:</th>
<th>$275.00 per Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Deposit:</td>
<td>$275.00</td>
</tr>
<tr>
<td>Decorating fee/pre-setup 5pm – 7pm (if available)</td>
<td>$ 25.00</td>
</tr>
</tbody>
</table>

   Business, Educational and Professional meetings:

   Use Fee – onetime               | $15.00 (3-hour maximum) |
   Weekly Meetings (max four per month) | $50.00 (per month) |
   Security Deposit                | $50.00             |

   Organized Instruction for Profit:

   Use Fee                        | $ 15.00 per Hour |
   Security Deposit:              | $100.00          |
   Insurance Required (sec. IV.C.1.) |

2. **Facility Hours/Security**

   7:30 a.m. until 10:00 p.m. All uses (except meetings and instruction) after 6 p.m. require two licensed, uniformed security personnel per each 100 people. Security personnel will remain on site until the facility is locked and secured by renter. The Director has discretion to waive the above requirement if it is determined that security is not required for that type use.
3. **Use Fees**

   One half of rental fee due at reservation and the remainder of fees are due three (3) weeks prior to reservation date.

4. **Fee Exemptions**

   a. The Director has discretion to waive fees and/or security deposits for: (1) non-profit, adult-chaperoned youth groups, such as Boy Scouts, Girl Scouts, Campfire Girls, Campfire Boys, and YMCA or YWCA; and (2) Board-approved, government sponsored programs that in the determination of the Director lack funds for rental payments. However, a $20.00 fee will be charged for use of the kitchen.

   b. All non-profit and government-sponsored users must comply with the insurance requirements in section IV.C.1.

E. **SATICOY**

1. **Community Center**

   Baptisms, dinners, parties, receptions, showers, etc. (125 people maximum):

   - Main Room w/ Kitchen: $225.00 per Day
   - Security Deposit: $275.00
   - Decorating fee/pre-setup 5pm – 7pm (if available): $25.00

   - Meeting Room w/ Kitchen (65 people maximum): $125.00 per Day
   - Security Deposit: $125.00
   - Decorating fee/pre-setup 5pm – 7pm (if available): $25.00

   - Full Center w/ Kitchen (190 people maximum): $300.00 per Day
   - Security Deposit: $350.00

   - Kitchen Only: $30.00 per Day
   - Security Deposit: $50.00

   Business, education and professional meetings:

   - Use Fee (3-hour maximum): $15.00
   - Weekly Meetings, max. four per month: $50.00 per Month
   - Security Deposit: $50.00

   Organized instruction for profit:

   - Use Fee: $15.00 per Hour
   - Security Deposit: $100.00
   - Insurance Required (sec. IV.C.1.)
Note: Jolly Jumps are not allowed at the Community Center.

2. **Softball Field**

   - Day Use (3 hr. maximum) $15.00 per Hour
   - Night Use (w/Lighting) (3-hour maximum) $20.00 per Hour
Team Practices:

Special Use Permit required with insurance (per section IV.C.1). Minimum of 5 uses per month required prepaid. Fees are 50% of hourly rate.

3. **Covered BBQ Area**

<table>
<thead>
<tr>
<th>Use Fee</th>
<th>$ 80.00 per Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Deposit</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

4. **Facility Hours / Security**

7:30 a.m. until 10:00 p.m. All uses (except meeting and instructions) after 6 p.m. require two licensed, uniformed security personnel per each 100 people. Security personnel will remain on site until the facility is locked and secured by renter. The Director has discretion to waive the above requirement if it is determined that security is not required for that type use.

5. **Use Fees**

One half of rental fee due at the time of the reservation and the remainder of fees are due three (3) weeks prior to reservation date.

6. **Fee Exemptions**

a. The Director has discretion to waive fees and/or security deposits for:
   (1) non-profit, adult-chaperoned youth groups, such as Boy Scouts, Girl Scouts, Campfire Girls, Campfire Boys, and YMCA or YWCA; and (2) Board-approved, government sponsored programs that in the determination of the Director lack funds for rental payments. However, a $20.00 fee will be charged for use of the kitchen.

b. All non-profit and government-sponsored users must comply with the insurance requirements in section IV.C.1.

F. **Piru Town Square**

1. **Depot**

Baptisms, fundraisers, parties, receptions, showers, etc. (40 people maximum):

<table>
<thead>
<tr>
<th>Use Fee</th>
<th>$ 75.00 per Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Deposit</td>
<td>$100.00</td>
</tr>
<tr>
<td>Decorating fee/pre-setup 5pm – 7pm (if available)</td>
<td>$ 25.00</td>
</tr>
</tbody>
</table>

Business, Educational and Professional meetings:

| 2 hours (maximum) | $10.00 per Day |
4 meetings+ paid in advance $25.00

Organized Instruction for Profit:

Use Fee $15.00 per Hour
Security Deposit: $100.00
Insurance Required (sec. IV.C.1.)

2. Pergola and Fountain Area (by permit):

Use Fee: $125.00 per Day
Security Deposit: $125.00

3. Facility Hours/Security

7:30 a.m. until dusk. All uses after 6 p.m. require two licensed, uniformed security personnel per 100 people. Security personnel will remain on site until the facility is locked and secured by renter.

4. Use Fees

One half of rental fee due at the time of the reservation and the remainder of fees are due three (3) weeks prior to reservation date.

5. Fee Exemptions

a. The Director has discretion to waive fees and/or security deposits for:
   (1) non-profit, adult-chaperoned youth groups, such as Boy Scouts, Girl Scouts, Campfire Girls, Campfire Boys, and YMCA or YWCA; and (2) Board-approved, government sponsored programs that in the determination of the Director lack funds for rental payments.

b. All non-profit and government-sponsored users must comply with the insurance requirements in section IV.C.1.

VIII. DOCUMENT PROCESSING FEE

A fee shall be paid to County in advance for lessee initiated requests requiring the drafting and related processing of documents. Document processing fees shall be deemed earned by County when paid and shall not be refundable. Said fees are construed as reimbursement of administrative costs. The document fees authorized by the Board are as follows:

A. Documents executed by Director: $350.00

B. Documents executed by Board: $750.00
C. Hypothecation documents review: $250.00 + County Counsel hourly rate

D. Research $ 48.00 Per Hour

Exceptions: No fee will be required under the following circumstances:

1. Document is mutually or bilaterally initiated by lessee and County, and action taken benefits both parties.

2. Document is initiated by lessee; however, additional new terms or conditions are imposed to benefit County not related to lessee's request, i.e. consideration is paid other than the document fee as determined by the Director.

IX. BAD CHECK FEE AND LIQUIDATED DAMAGE FEE

A bad check fee of $25.00 per returned check shall be levied and liquidated damages shall be imposed for defaults per lease terms.

X. NEGOTIATIONS, PREPARATION AND LEGAL APPROVAL

The leases, subleases, licenses, permits, special use/activity permits, extensions, amendments, consents, notices of intent to terminate and notices to terminate shall be negotiated and prepared by GSA. All agreements shall be submitted to County Counsel's office for approval as to legal sufficiency prior to final execution, with the exception of pre-approved, routine form documents.

XI. RENTAL POLICY

All tenants of Parks property are required to pay rent. The Director may determine that certain special services including labor and/or materials may be accepted in lieu of cash payment for rent where all other guidelines are consistent with Director approval.

XII. SECURITY DEPOSITS

All tenants shall provide County with, and at all times maintain, a security deposit. Said amount shall be based on rent paid, adjusted periodically and concurrently with any adjustments to rent. Public entities governed by the Board shall be exempt. Said deposit shall be placed in a County trust account or place of safekeeping and shall guarantee tenants full and faithful performance of all terms and conditions of their agreement. The following forms of deposit are acceptable:

A. Cash

B. Time Certificate of Deposit (CD)
C. Renewable and irrevocable Letter of Credit

D. Acceptable Surety Bond

The following shall be the basis of the amount of the Deposit unless otherwise stated in the Rents and Fee Schedule:

<table>
<thead>
<tr>
<th>Agreement Type</th>
<th>Deposit Calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Agreement</td>
<td>Deposit shall be equal to one (1) month rent.</td>
</tr>
<tr>
<td>Residential Lease Agreement</td>
<td>Deposit shall be equal to one (1) month rent.</td>
</tr>
<tr>
<td>Lease/Management Agreement</td>
<td>Term of less than five (5) years - Equal to three (3) months’ rent.</td>
</tr>
<tr>
<td></td>
<td>Term of more than five (5) years - Equal to six (6) months’ rent.</td>
</tr>
</tbody>
</table>

XIII. TERMINATION DUE TO REPEATED VIOLATIONS

The Board of Supervisors hereby authorizes the GSA Director to include in selected agreements the right to issue a "Notice of Termination for Breach of Good Faith" which would allow termination of an agreement after tenants repeat the same violation three (3) times or more within a twelve (12) month period, regardless of the tenants cure, remedy, or diligent pursuit to correct the violations.

XIV. VENDING AND ELECTRONIC GAME MACHINE PERCENTAGE RENT

A. Vending Machines

Ten percent (10%) of all gross sales, which exceed the minimum, shall be paid to County as percentage rent.

Exception: No rent for coin-operated newspaper dispenser machines, subject to seven (7) day notice of permit termination.

B. Game Machines

Twenty percent (20%) of all gross sales, which exceed the minimum, shall be paid to County as percentage rent.

NOTE: Higher percentages may be negotiated and a minimum guaranteed rent might be required as determined by the Director.

XV. PARK ENCROACHMENT LICENSES

1. PARKS
The Director shall determine where encroachment licenses may be granted based on private need versus public benefit. Encroachment licenses shall require fees paid in advance each year. In addition to the annual encroachment license fee, a non-refundable, one-time processing fee of $125.00 shall be required to reimburse a portion of the GSA administrative costs for processing the encroachment license application, making necessary site inspections, and issuing the license application. The square foot areas assigned to encroachments (surface, overhead, or underground) shall be valued at $3.50 per square foot for the purpose of calculating annual license fees at 10% return on the assigned value. The encroachment license process shall not apply to permits or leases issued for park use.

2. **OJAI VALLEY TRAIL**

<table>
<thead>
<tr>
<th>Type of Encroachment Across Trail</th>
<th>Minimum License Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exclusive surface access</td>
<td>$120.00 per Year</td>
</tr>
<tr>
<td>Overhead or underground</td>
<td>$ 65.00 per Year</td>
</tr>
</tbody>
</table>

Any encroachment along the nine-mile trail system shall be subject to the same formula calculations for license fee, except linear distances in excess of 10,000 linear feet shall be negotiated by the Director and approved by the Board.

**Guidelines for Establishing Width of Assigned Encroachment Area:**

- Overhead: 5 Feet
- Underground: 7 Feet
- Surface Road: 10 Feet Exclusive; 20 Feet Shared

**Examples:**

A. **Exclusive Surface Access Across Trail:**
   - Assigned Encroachment Area 10’ x 50’ = 500 Square Feet
   - @ $3.50 is $1,750 x 10% return = $175.00 Annual License Fee.

B. **Exclusive Underground Pipeline Along Trail:**
   - Assigned Encroachment Area 7’ x 1,000’ = 7,000 Square Feet
   - @ $3.50 is $24,500 x 10% return = $2,450.00 Annual License Fee.

Discouraging and limiting the number of surface encroachments shall maintain the continuity and safety of the Ojai Valley Trail where alternative access exists or where the encroachment effectively creates a hazard or interferes with the users of the Trail. Encroachment license for driveways serving single-family residences and mobile home parks will be issued on a “no fee” basis.
XVI. NON-COUNTY MANAGED REGIONAL PARKS

- Steckel Park KOA Campgrounds
- Kenney Grove Park

1. **Entry Gate Fees:**

   a. All non-County managed regional parks may charge a motorized vehicle entry fee of up to $7.00 per entry seven days a week, including holidays, year round.

   b. Gate tallies are made available upon request at non-County managed regional parks.

2. **Overnight Camping Facilities:**

   **Types of Campsites:**

   The fees charged for overnight camping in Ventura County non-County managed parks in which overnight camping facilities are provided shall be based on the following:

   Improved campsites include at least three of the following: Restrooms with flush toilets, drinking water, showers, electrical hookups, individual campsites, and sanitary disposal station.

   a. Youth Group Camping Areas are included in the category of Improved campsites.

   b. Unimproved campsites include informal campsites or parking areas with central water supply. Most toilets are portable.

2. **Overnight Camping Use Fees:**

   Fees charged for the occupation of all or part of a campsite are held by lessee.

   Group campers must pay based on the actual size of groups.

   **Rules Governing Overnight Camping:**

   a. Checkout time is 11:00 a.m.; however, this may be extended for up to four hours with permission from the leasee.

   b. Only one Recreational Vehicle, or one trailer, is permitted per campsite along with one non-recreational vehicle. Any combination of Recreational Vehicle/trailer, non-recreational vehicle and tent(s) cannot exceed maximum person occupancy per campsite and must fit within campsite parameters.
c. Campers are permitted to camp in a non-County managed park for a cumulative total of 180 days in a twelve (12) month period, per County Ordinance.

d. All dogs must be kept on a leash not to exceed 6 feet in length at all times. Service Dogs are fee exempt.

3. Special Uses Requiring Extra or Overtime Personnel:

Uses requiring extra personnel shall be charged, in addition to use and reservation fees, an hourly rate for personnel costs (full direct and indirect overhead costs, including equipment consideration and support services shall be included in hourly rate). Said fee shall be established by the lessee at $25/hour or any part thereof, and prepaid by user when need is predictable, and only after service is rendered when not predictable.

Examples:

a. Use requiring special management supervision.

b. Special maintenance requirements other than normal cleanup.

c. Remaining in park beyond normal closing hours.

Note: Uniformed and licensed security personnel must be furnished for all concerts and special events where alcoholic beverages are sold unless otherwise waived by the Director. Two guards are required per each 100 people. Park permit from lessee, Alcohol and Beverage Control (ABC) permit, GSA Parks alcohol sales permit and proof of insurance from the responsible party must be on file 30 days prior to the event.