

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** February 27, 2006  
**Department:** General Services  
**Budget Unit:** 063  
**Agenda Date:** March 21, 2006  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO

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**TO:** Board of Supervisors

**FROM:** Bob Nisbet, Director (568-1011)  
General Services Department

**STAFF CONTACT:** Paddy Langlands (568-3065)  
Assistant Director, Support Services Division

**SUBJECT:** Cachuma Lake Yurts and Cabin Concession Agreement  
Third Supervisorial District

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**Recommendations:**

That the Board of Supervisors:

- A. Approve and execute the Concession Agreement between the County of Santa Barbara and Central Coast Cabins, the Concessioner, which allows the Concessioner to operate a yurt and cabin rental service in a portion of Cachuma Lake County Park through January 12, 2007, and authorizes the Director of Parks, or designee, to administer the Agreement on behalf of the County.
- B. Approve the Notice of Exemption pursuant to Section 15303 of the California Environmental Quality Act (CEQA). (Post)

**Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with Goal No. 1: An efficient government able to respond effectively to the needs of the community.

**Executive Summary and Discussion:**

The County is currently holding over on a year-to-year basis under an "Agreement to Administer the Reclamation Area", executed January 12, 1953; between the County and the United States Bureau of Reclamation, wherein the County assumed responsibility for operation and management of the Cachuma Lake Park. Until a new agreement has been negotiated with the Bureau, the County will continue to operate and manage the Park. Pursuant to that obligation, the County manages several concessioners providing various amenities at the Park, designed to contribute to the public enjoyment of the Park as well as generating revenue to support the Park's operations.

The County's Parks Department currently has three yurts available for rent at the Park (a Yurt is a circular domed tent that is portable and self-supporting, with water and electrical hookups). The yurts have proven to be an attractive feature for visitors as well as a good source of revenue for the Park. This Agreement allows the concessioner to install additional yurts and small cabins in designated areas of the Park. The installation or placement of each yurt or cabin in the Park will be subject to review and approval by the Parks Department.

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**Executive Summary and Discussion (Cont'd):**

The term of the Agreement will begin upon execution of the Concession Agreement, and will terminate January 12, 2007, with an option to extend the Agreement for an additional ten years if the Master Lease is extended or renewed. Any extension will be subject to any and all processes, limitations or restrictions that may be imposed by the Bureau and/or the Master Lease. Upon termination of the Agreement, the concessioner's facilities will be removed from the Park, except that any structural improvements to the Park that have been previously approved by the Parks Department shall be allowed to remain in the Park.

The concessioner will pay a rental amount determined by a percentage of gross revenues, with a minimum monthly rent of TWO HUNDRED FIFTY DOLLOARS (\$250.00) per month. The percentage rent will be TEN PERCENT (10%) of the first SIXTY THOUSAND DOLLRS (\$60,000.00) in any given calendar year, and TWELVE PERCENT (12%) of any gross income that exceeds SIXTY THOUSAND DOLLARS in that given calendar year. The concessioner will maintain books and records of all transactions conducted in the Park, and those books and records will be subject to review and audit by the County.

The Agreement will be administered and enforced by the Director of the Parks Department, or designee. This will allow the Parks Department to review and approve all installation and placement of the yurts and cabins in the Park, and allow for modifications to the Agreement as necessary. Revenue from the Agreement will help support Park operations at Cachuma Lake.

The project has been determined to be exempt from CEQA pursuant to Section 15303 for New Construction or Conversion of Small Structures. There will be no more than 5 yurt cabins installed under this lease agreement. The yurt cabins will replace an equal amount of campsites. Once the CEQA document has been approved by the Board, it will be forwarded to the Bureau of Reclamation for processing under NEPA. The lease agreement requires the concessioner to comply with all local, County State and Federal laws, rules and regulations affecting the property.

**Mandates and Service Levels:**

No change in programs or service levels.

**Fiscal and Facilities Impacts:**

It is estimated that this concession lease agreement will result in additional ongoing revenue to the Parks Department of a minimum of \$6,000 per year starting in FY 2006-07, with the potential of additional ongoing revenue based on the success of the concession. This revenue will be deposited into the Parks Department's Cachuma Lake concession revenue account – Department 052, Fund 0001, Program 0703, Project CRAREC, Line Item Account 5661.

**Special Instructions:** After Board action, distribute as follows:

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|--|---------------------------------|
| 1. Original Document                   | Board's Official File           |
| 2. Duplicate Original and Minute Order | Don Grady, Real Estate Services |

**Note:** Clerk of the Board to date stamp and post the Notice of Exemption and provide one copy to the Park Department, attn: Coleen Lund.

**Attachments:**

Original and Duplicate Original Concession Agreement  
Notice of Exemption

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**\*Board Letter prepared by Don Grady, Office of Real Estate Services, General Services**