

RESOLUTION NO. 14-01

**A Resolution of the Parks and Recreation Commission of the City of Lompoc,
County of Santa Barbara, State of California,
In the Matter of Establishing Rules, Regulations, Policies and Fees
for River Park Campground**

WHEREAS, the following rules, regulations, policies and fees are established for operation and management of the River Park Campground, pursuant to Subsection 2.52.020 B. and Section 12.08.040 of the Lompoc Municipal Code, and apply to all camping areas located at River Park and all other City campgrounds established or to be established in the future. This document shall amend existing rules, regulations, policies and fees and shall supersede in case of conflict.

NOW, THEREFORE, THE PARKS AND RECREATION COMMISSION OF THE CITY OF LOMPOC, STATE OF CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Fees, Accounting, and Fee Waiver Policy

A. The River Park Campground provides a stable revenue stream for the Park Maintenance Division and reduces the City General Fund subsidy. The City shall establish appropriate policy and fees to ensure the River Park Campground Enterprise Fund generates sufficient revenue to meet or exceed the campground budget. Fees shall not exceed the usual and customary charge for similar services within 30 miles. Funds exceeding the operating budget shall be invested as determined by the Finance Director with principal and interest deposited in the River Park Campground Reserve Fund. The River Park Campground Reserve Fund shall be used for property acquisition debt repayment or capital projects as determined by the Public Works Director.

B. Fee Schedule

Camping fees shall be charged according to the following schedule:

Full-Hookup Site (includes 1 Camping Unit)	\$30.00 per day \$200.00 per continuous 7 days
Additional vehicle or trailer (whether parked at campsite or Overflow Parking)	\$10.00 per unit per day
Tent Camping Site	\$15.00 per day
Split Firewood	\$7.00 per bundle
Dump Station (free for registered campers)	\$10.00 per use
Pets (max 2 per site)	FREE

Reservation Fee (group reservations only)	\$30.00 non-refundable
Long-term Camper Deposit	\$500.00
Entire Campground Rental	\$1000.00 per day plus Long-Term Surcharge (see Section 3)

- C. Group reservations for entire campground shall be approved by the Parks and Recreation Commission. Payment shall be required in advance.
- D. Group reservations for less than entire campground shall be approved by Park Management. Payment shall be required in advance. Minimum group size is 4 sites. No other reservations accepted.
- E. A single Reservation Fee applies to all sites reserved at once.
- F. Cancellation of group reservations with at least 7 day notice shall receive full site fee refund. All other cancellations shall receive 50% refund.
- G. Long-term campers must pre-pay every 4 weeks.
- H. Long-term camper deposit refunded at check out after inspection for site damage.
- I. All revenue shall be deposited in the River Park Campground Enterprise Fund.
- J. No Fee Waiver Policy
The River Park Campground provides a stable revenue stream for the Park Maintenance Division and reduces the City General Fund subsidy. Therefore, it shall be City policy not to grant requests for fee waivers for special events, unless approved by the Public Works Director.

SECTION 2. Campground Rules and Regulations

A. General

1. The rules, regulations, policies and fees contained in this document shall be applied and enforced year round, including holidays.
2. Register and pay the required fee before occupying campsite.
3. Campsites are available on a first come, first served basis.
4. Campers arriving before 8:00 a.m. will be charged for the previous night.
5. Check-out time is 2:00 p.m.
6. Minimum stay: 1 day.

7. Maximum stay: 21 continuous days within a 28-day period.
8. Quiet time in the campground area is from 10:00 p.m. until 7:00 a.m. Radios, generators, and other activates distracting to neighboring campers are prohibited during quiet time.
9. Camping is permitted in designated sites only.

B. Site Occupancy

1. A maximum of six (6) people (including children) are allowed per campsite. There is no limit to the number of tents as long as they all fit into the campsite(s) registered.
2. Persons under 18 years of age shall be accompanied by a responsible adult at all times.
3. A maximum of one Camping Unit plus one extra vehicle are allowed per campsite. Both must be parked on the paved campsite parking pad. A Camping Unit is defined as a vehicle or trailer that is specifically designed for camping and offers privacy to the occupants. By definition, a boat is not a camping unit. Likewise, work trucks and vehicles designed for functions other than recreation are not camping units. Park Management reserves the right to use discretion regarding this policy.
4. No parking is allowed on the road shoulders, except for emergencies.
5. Visitors are welcome in the campground between 9:00 a.m. and 9:00 p.m. however, Overflow Parking closes at dusk.

C. River Park Campground Overflow Parking

1. The parking lot north of the campground in River Park day use area is designated as River Park Campground Overflow Parking.
2. No camping permitted in River Park Campground Overflow Parking.
3. Campers and visitors are authorized to use River Park Campground Overflow Parking at no charge until River Park day use area closes at dusk. Vehicles left in River Park Campground Overflow Parking after dusk must be registered at the campground and pay an additional vehicle fee per the current fee schedule.

D. Alcohol

1. Single serving alcoholic beverages are allowed in campground. The registered camper shall ensure compliance with all laws and regulations, including his/her guests.
2. Alcohol is prohibited outside the campground in all areas of River Park day use area.
3. Keg beer, party balls, beer balls and similar containers are prohibited.

E. Fires

1. Fires are permitted in fire rings only. Charcoal fires are permitted in charcoal grills. Open ground fires are prohibited.
2. No fire shall be left unattended at any time.
3. All fires may be prohibited due to seasonal conditions at the discretion of Park Management.
4. Help protect our City and stop the spread of tree pests. If you bring firewood, then burn all of it before leaving your campsite or purchase your wood at the campground or local sources.
5. Wood gathering is prohibited except to collect fallen wood and driftwood from within the riverbed.
6. Fires must be fully extinguished before all the occupants of the campsite retire for the evening.
7. A dumpster is provided for trash disposal. The burning of trash and excess litter is prohibited.

F. Dump Station

1. Dump station is for recreation vehicles only. Commercial use is prohibited.
2. Dumping or disposal of dish or bath water, septic, or other waste matter on the ground is prohibited.

G. Pets

1. Pets must be kept on a leash not to exceed six feet or securely confined in a kennel.
2. The registered camper shall ensure pet waste is picked up and disposed of immediately, including those of his/her guest.
3. Aggressive or unusually noisy animals are prohibited.
4. Horses, mules and other pets over 80 pounds are prohibited.

H. Property and Environmental Damage

1. Any intentional actions resulting in damage to property or the environment will be prosecuted to the fullest extent of the law.

SECTION 3. Long-Term Camping Policy

- A. The campground is intended for guests desiring temporary lodging. The campground shall not be claimed as a place of residence nor shall a guest be considered a legal tenant. Guests using the campground shall waive all rights to, shall not be eligible for, nor shall file any claim for benefits associated with Local, State, Federal or other housing programs.
- B. No Displacement Policy and Long-Term Surcharge
Long-term campers are essential to the financial health of the River Park Campground Enterprise Fund, historically generating up to half of monthly revenue. Long-term campers desire reliable accommodations and the City risks losing these guests to competing facilities when they are displaced. Therefore, it shall be City policy to not grant requests for displacement of long-term campers for special events, unless approved by the Public Works Director. If a request for displacement of long-term campers is approved, then a surcharge shall be added to the regular camping fees calculated for the special event per the current fee schedule. The surcharge shall be determined by the Public Works Director.
- C. Requests to be assigned a long-term site shall be made in writing by submitting an application suitable to Park Management accompanied by a letter describing the need, along with any supporting documentation Park Management deem necessary. Preference shall be given to out-of-town contractors with proof of short-term local employment. Applications shall be approved by the Public Works Director, or designee, and can be terminated at any time without cause.
- D. Long-term campers may stay up to 52 continuous weeks within a 56-week period. Guests desiring to return as a long-term camper shall reapply.
- E. Long-term sites shall be selected by Park Management. A maximum of 50% of the campground can be used for long-term camping, unless approved by the Public Works Director, or designee.
- F. Dogs shall have proof of rabies vaccination.
- G. Long-term campers shall keep the site orderly, clean, and free of litter and debris.
- H. Without the express written permission of Park Management, no modifications to the site are allowed that cannot be removed within 24 hours.
- I. Long-term campers will be assigned limited landscape duties (watering, weeding, etc.) within their site as determined by Park Management.
- J. Chairs, tables, awnings and any other items determined by Park Management shall be removed when requested for campsite maintenance.

SECTION 4. Campground Violation Policy

A. The rules, regulations and policies in this document were created to protect the campground for the good of the community and encourage a safe and enjoyable visit for all guests. When violations of the rules, regulations or policies are identified, Park Management shall use these procedures when considering the appropriate response. The City reserves the right to discipline or evict campers at its sole discretion. This policy creates no contractual rights for the violator.

B. Minor Violations

1. Each minor violation shall be handled with progressive discipline using the following guideline. Each minor violation by any guest of a registered camper will be applied to both the guest and the registered camper. The minor violation count is cumulative and does not reset with each new visit.

Violation 1: Verbal Warning.

Violation 2: Written Warning.

Violation 3: Written Citation with a Fine not to exceed \$250.00.

Violation 4*: Eviction from the campground.

* Each subsequent minor violation shall also result in eviction.

2. Minor violations are determined by Park Management and include, but are not limited to the following:
 - i. Not following written or posted campground rules and regulations.
 - ii. Nonpayment, incomplete payment, or late payment of campground fee.
 - iii. Returned check for insufficient funds.
 - iv. Vehicle not registered.
 - v. Tow vehicle not present at night.
 - vi. Pet off leash or not under control.
 - vii. Violation of quiet time.
 - viii. Litter and debris in campsite.
 - ix. Exceeding speed limit.
 - x. Wood gathering within park or cutting standing trees.
 - xi. Fires left unattended or not fully extinguished.
 - xii. Swimming or wading in River Park Lake.
 - xiii. Fishing without license.
 - xiv. Golfing.
 - xv. Horseback riding within improved park areas.

- xvi. Vehicle maintenance or repair (oil changes, engine work, brake work, etc.)
- xvii. Children left without adult supervision.
- xviii. Using paintball, airsoft or similar guns.

C. Major Violations

1. Each Major violation will result in a written citation with a Fine not to exceed \$500.00 and immediate eviction from the campground. Each major violations will be determined by Park Management and include, but are not limited to, the following:
 - i. Law Enforcement response (disturbing the peace, drugs and alcohol, warrants or other violations)
 - ii. Park damage (destruction of City property)
 - iii. Harassment or verbal threats of City employees, Park Host, Park Ranger, or other customers and guests.
 - iv. Fighting.
 - v. Using fireworks.
 - vi. Using BB guns, pellet guns, or other firearms.
 - vii. Theft.
 - viii. Dog bite.

D. NO RETURN LIST

1. Each time a violation results in eviction, whether Minor or Major Violation, that action shall be documented in a written report and forwarded to the Public Works Director, or designee, by Park Management for the violator's possible placement on the NO RETURN LIST.
2. Each individual on the NO RETURN LIST shall be banned from use of the campground for 3 to 5 years, as determined by the Public Works Director, or designee based on the severity of the violation and whether the individual is a repeat violator.

E. Appeals

1. The determination of a major or minor violation and any fine imposed shall be final, unless the violator, within 10 calendar days after being given notice of that decision, files a written appeal and deposits any fine imposed with the Public Works Director. The Public Works Director will hear the appeal at the earliest date and time convenient to the appellant and Director. The Director's determination regarding the appeal will be

provided, in writing, to the appellant within 10 City-business days after the appeal is heard. The decision of the Director is final. If the appeal is upheld, then, within 30 days after the Director provides the appellant his/her decision to uphold the appeal, the City will reimburse the appellant for the deposited fine.

2. The decision whether a violator is to be placed on the NO RETURN LIST and the time length of the ban shall be final, unless that violator, within 10 calendar days after being given notice of that decision, files a written appeal with the Parks and Recreation Commission secretary and pays a fee of \$95.00 to cover the administrative costs for processing that appeal. That appeal will then be scheduled for a public meeting before the Commission at the earliest date convenient to the appellant, Commission and City staff. The Commission shall make its determination at the conclusion of the public meeting and that determination shall be provided, in writing, to the appellant within 10 City-business days after it is made. The decision of the Commission is final.

SECTION 5. Implementation

- A. City staff is directed to revise all campground flyers, signs, and other materials as necessary to reflect these changes.
- B. This Resolution is effective on the day of its adoption with the following exception:
 - a. Fees for reservations approved prior to the effective date of this Resolution shall be according to the terms of the prior reservation.

The foregoing Resolution was proposed by Commissioner _____,
seconded by Commissioner _____, and was duly passed and
adopted by the Council of the City of Lompoc at its regular meeting on _____,
2014, by the following vote:

AYES: Commissioner: Beverly Kennedy
 Patti Coggin
 Pat Brady
 Craig McNamee
 Arlen Sechrest

NOES: Commissioner:(s):

ABSENT: Commissioner:(s):

JoAnne Plummer, Secretary
Parks and Recreation Commission