

# REPORT TO COUNCIL

## City of Sacramento

915 I Street, Sacramento, CA 95814-2604  
www. CityofSacramento.org



Consent  
April 26, 2007

Honorable Mayor and  
Members of the City Council

**Title: Agreement: Equestrian Facility in Del Paso Regional Park**

**Location/Council District:** 3200 Longview Drive, Council District 2

**Recommendation:** Adopt a **Resolution** determining that it is in the best interest of the City to enter into a lease without competitive bidding and authorizing the City Manager to execute a three-year lease agreement with the Sacramento Horsemen's Association (SHA) for the equestrian facility in Del Paso Park.

**Contact:** Lori Harder, Support Services Manager, 808-5172; Marcy Tierce, Administrative Analyst, 808-5129

**Presenters:** Not Applicable

**Department:** Parks and Recreation

**Division:** Administration

**Organization No:** 4511

### **Description/Analysis**

**Issue:** The City of Sacramento has leased an equestrian facility in Del Paso Regional Park to the Sacramento Horsemen's Association (SHA), a charitable nonprofit organization, for over 40 years. The most recent lease has expired; however, SHA has continued to occupy the site on a month-to-month basis. The Department of Parks and Recreation and SHA have begun joint programming at the site, focused on providing outdoor and recreation activities for City of Sacramento youth. Staff recommends approval of a new three year lease with a focus on SHA providing programming for Sacramento youth. The initial three year term will allow time for further programming partnerships to grow and be evaluated by the City, SHA, and other agencies/organizations such as schools and youth-focused organizations.

**Policy Considerations:** In accordance with Sacramento City Code Section 3.68.110 F, the City may enter into a lease without competitive bidding when Council finds and determines that special circumstances

make the use of the bid procedure inappropriate. In this case, the on-site improvements are geared for a specialized use; that is, equestrian programs and activities which are the focus of SHA.

Further, the recommendation is consistent with policy contained in the Council adopted *Parks and Recreation Master Plan 2005-2010* including: formalize partnership agreements with a range of public entities to improve and maintain public facilities and grounds, and provide programs and activities through partnerships and collaborations to maximize facility utilization generally giving preference to City residents. This recommendation also addresses the City Council's strategic goal to achieve sustainability and livability.

**Commission Action:** None with this item.

**Environmental Considerations:** The proposed action is exempt from environmental review pursuant to the CEQA Guidelines Section 15378, "general policy and procedure making."

**Rationale for Recommendation:** SHA has operated and managed the facility for over 40 years. SHA has maintained the property well, has provided and managed a venue for novice equestrian events, provided services to law enforcement agencies utilizing horses in enforcement and ceremonial activities, has developed an on-going partnership with Sacramento County 4-H, and are good stewards of Arcade Creek and the trail system within Del Paso Regional Park. More recently, SHA has co-sponsored recreation activities for Sacramento youth. Staff recommends this site be further utilized for youth programming given it's location in a habitat area with large tree canopy, trail system, and facilities that support day camps and overnight activities. SHA can also provide an introduction to the sport of equestrianism for Sacramento youth. In order for programming partnerships and activities to grow, staff recommends it's in the best interest of the City of Sacramento for the City Council to approve a three year lease agreement with SHA.

**Financial Considerations:** The proposed lease will generate \$750.00 monthly revenue during the initial term to offset Department of Parks and Recreation operating costs for annual firebreak mowing by Park Operations, and Recreation services related to transportation and on-site programming. Throughout the lease term, SHA will continue to be responsible for all of the management, operation, maintenance, utilities, and security costs for the facility.

**Emerging Small Business Development (ESBD):** None with this item.

Respectfully Submitted by: *Lori Harder*  
*for* Cassandra H.B. Jennings  
Assistant City Manager

Recommendation Approved:

*for* *Cassandra H.B. Jennings*  
RAY KERRIDGE  
City Manager

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## **Attachment 1**

### **Background**

The Sacramento Horsemen's Association (SHA) obtained the first lease with the City of Sacramento for a clubhouse and arena in Del Paso Park in 1946. Now , the subject premises is comprised of approximately 14.5 acres of property within Del Paso Regional Park (see Exhibit A), a horse barn, a clubhouse building, two horse arenas, and attached structures. An additional two acre site on the west side of the premises may be used by SHA to provide parking during special events. This area is bound by post and cable fencing to protect surrounding oak woodlands.

Key points in the proposed lease include the following:

1. Programming - SHA will continue to host on-site youth programs in partnership with the Department of Parks and Recreation. Monthly lease payments include funding to offset costs for transportation and supervision. In addition, SHA shall be required to initiate programming with schools, the City and/or community based organizations with a focus on serving City of Sacramento youth at the site.
2. Parking – A special event parking area on the west side of the leased premises was reduced in size about five years ago and edged with post and cable fencing to better define boundaries and protect surrounding oak woodlands. The post and cable barriers are maintained by SHA at their cost.
3. Improvements - SHA is required to expend a minimum of \$1,000 in annual tenant improvements. Over time, the nonprofit has invested additional sums to improve the facility, including upgrades to the Clubhouse, barn, and new arena lighting.

**RESOLUTION NO. 2007-**

**April 26, 2007**

Adopted by the Sacramento City Council

**AUTHORIZING A LEASE AGREEMENT WITH SACRAMENTO HORSEMEN'S  
ASSOCIATION (SHA) FOR EQUESTRIAN FACILITY IN DEL PASO  
REGIONAL PARK**

**BACKGROUND**

- A. The City of Sacramento has leased space in Del Paso Regional Park for equestrian facilities and activities to the Sacramento Horsemen's Association (SHA) since 1946.
- B. The original lease term has expired and SHA has continued to occupy the site on a month-to-month basis.
- C. SHA has maintained the property well, has provided and managed a venue for novice equestrian events, provided services to law enforcement agencies utilizing horses in enforcement and ceremonial activities, has developed an on-going partnership with Sacramento County 4-H, and have been good stewards of Arcade Creek and the trail system in this section of Del Paso Regional Park.
- D. Staff recommends this site be further utilized for youth programming given it's location in a habitat area with large tree canopy, trail system, and facilities that support day camps and overnight activities. SHA can also provide an introduction to the sport of equestrianism for Sacramento youth.
- E. For the reasons stated above, Council finds and determines that special circumstances make the use of the bid procedure inappropriate as provided for in Sacramento City Code Section 3.68.110 F.
- F. The recommended three year lease period will allow time for further programming partnerships to grow and be evaluated by the Department of Parks and Recreation, SHA, and other agencies/organizations such as schools and youth-focused organizations.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY  
COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. The City Manager is authorized to execute a three year lease agreement with the Sacramento Horsemen's Association for the equestrian facility in Del Paso Regional Park.

