

Outdoor Festival Ordinance Requirements:

Name of Festival: **Enchanted Forest Festival**

1.) Dates and hours of operation (MCC 6.16.040(C))

**June 7-10, 2018**

**Hours:**

**Thursday, June 7 from 10am to 10pm. Friday and Saturday, June 8 & 9 from 10am to 2am and Sunday, June 10 from 10am to midnight.**

2.) How many people will attend? (MCC 6.16.040(D))

**Varies per day but an estimated 2000 to 3000 attendees, including staff and performers.**

3.) Sponsor of festival:

Non-profit:

Partnership:

Jeremy Mayberry 698 Bellevue Ave, Santa Rosa, CA 95407

Kai Ferrarra P.O. Box 773, Arcata, CA 95521

Corporation:

Application signed by the President and attested to by the Secretary

Certified copy of the Articles of Incorporation

4.) Legal description of premises where festival will be held (MCC 6.16.040(B))

**Physical location: Black Oak Ranch, 50350 Highway 101, Laytonville, California 95454**

Proof of ownership and written consent of property owners for above listed parcel and legal description of premises.

5.) Statement of adequacy:

Sheriff attesting to the adequacy of the proposed security or statement itemizing the deficiencies (MCC 6.16.040(E))

Statement from County Health Officer attesting to the adequacy of the proposed sanitation, food handling and preparation facilities, and waste disposal (MCC 6.16.040(F))

April 10, 2018

To Whom It May Concern,

Jeremy Mayberry and Enchanted Forest Gathering, LLC has permission to present a music festival at Black Oak Ranch on June 7-10, 2018. He is renting our facility for the event. Let me know if you have any questions.

Regards,

A handwritten signature in black ink that reads "Bob Barsotti". The signature is written in a cursive style with a large initial "B".

Bob Barsotti  
Facility Manager/owner  
Black Oak Ranch  
PO Box 337  
Laytonville, CA 95454  
707-984-8457

MENDOCINO  
TCTF110

\*\* SECURED PROPERTY TAXES \*\*  
\* PARCEL INFORMATION \*

5/01/18  
14:28:33

ASSMT 10384  
PARCEL 0135704800  
NAME BLACK OAK RANCH LIMITED PARTNE  
NAME 2 RSHIP  
CO NAME  
ADDRESS PO BOX 1147  
CITY/ST LAYTONVILLE, CA ZIP 95454

-----JANUARY 1ST ASSESSEE-----  
BLACK OAK RANCH LIMITED PARTNE  
-----CURRENT ASSESSEE DATA-----  
BLACK OAK RANCH LIMITED PARTNE  
PO BOX 1147  
LAYTONVILLE, CA 95454  
DEMAND STMT -

SITUS 49380 HWY 101 NO LA LANDSCAPE  
CORTAC \_\_\_\_\_ SUBDIVISION \_\_\_\_\_

LAND VALUE 12700 IMPROVEMENT VALUE 10955 PERS PROP VALUE 0  
FXTR VALUE 0 HOME EXEMPTION 0 MISC EXEMPTION 0  
EXEMPTION CODE VETERANS CODE MISCELLANEOUS CODE  
NET ASSESSED VALUE 23655 PENALTY CODE  
ACREAGE 160.00 TAX DEFAULT DATE TAX DEFAULT SEQUENCE NBR  
TAX RATE AREA 155003 USE CODE FP64RL00 LAST ACTION DATE  
F5-SEARCH ASSMT/PRCL/NME F8-ASSMNT F9-PAYMNT F20-ASSR UNSEC F21-SUPP INQ  
F22-ABSTRACT MAINT

MENDOCINO  
TCTF110

\*\* SECURED PROPERTY TAXES \*\*  
\* PARCEL INFORMATION \*

5/01/18  
14:28:47

ASSMT 10343  
PARCEL 0135604700  
NAME BLACK OAK RANCH LIMITED PARTNE  
NAME 2 RSHIP  
CO NAME  
ADDRESS PO BOX 1147  
CITY/ST LAYTONVILLE, CA

-----JANUARY 1ST ASSESSEE-----  
BLACK OAK RANCH LIMITED PARTNE  
-----CURRENT ASSESSEE DATA-----  
BLACK OAK RANCH LIMITED PARTNE  
PO BOX 1147  
LAYTONVILLE, CA 95454  
DEMAND STMT

ZIP 95454

SITUS 50250 HWY 101  
CORTAC

NO LA

LANDSCAPE  
SUBDIVISION

LAND VALUE 254825 IMPROVEMENT VALUE 114188 PERS PROP VALUE 0  
FXTR VALUE 0 HOME EXEMPTION 0 MISC EXEMPTION 0  
EXEMPTION CODE VETERANS CODE MISCELLANEOUS CODE  
NET ASSESSED VALUE 369013 PENALTY CODE  
ACREAGE 140.00 TAX DEFAULT DATE TAX DEFAULT SEQUENCE NBR  
TAX RATE AREA 155003 USE CODE 0053FL00 LAST ACTION DATE  
F5-SEARCH ASSMT/PRCL/NME F8-ASSMNT F9-PAYMNT F20-ASSR UNSEC F21-SUPP INQ  
F22-ABSTRACT MAINT

MENDOCINO  
TCTF110

\*\* SECURED PROPERTY TAXES \*\*  
\* PARCEL INFORMATION \*

5/01/18  
14:28:56

ASSMT 10342  
PARCEL 0135604600  
NAME BLACK OAK RANCH LIMITED PARTNE  
NAME 2 RSHIP  
CO NAME  
ADDRESS PO BOX 1147  
CITY/ST LAYTONVILLE, CA ZIP 95454

-----JANUARY 1ST ASSESSEE-----  
BLACK OAK RANCH LIMITED PARTNE  
-----CURRENT ASSESSEE DATA-----  
BLACK OAK RANCH LIMITED PARTNE  
PO BOX 1147  
LAYTONVILLE, CA 95454  
DEMAND STMT

SITUS 50220 HWY 101  
CORTAC

NO LA

LANDSCAPE  
SUBDIVISION

LAND VALUE	141456	IMPROVEMENT VALUE	716720	PERS PROP VALUE	72446
FXTR VALUE	0	HOME EXEMPTION	0	MISC EXEMPTION	0
EXEMPTION CODE		VETERANS CODE		MISCELLANEOUS CODE	
NET ASSESSED VALUE	930622			PENALTY CODE	
ACREAGE	66.00	TAX DEFAULT DATE		TAX DEFAULT SEQUENCE NBR	
TAX RATE AREA	155003	USE CODE	0053FL00	LAST ACTION DATE	
F5-SEARCH ASSMT/PRCL/NME		F8-ASSMNT	F9-PAYMNT	F20-ASSR UNSEC	F21-SUPP INQ
F22-ABSTRACT MAINT					

**THOMAS D. ALLMAN**  
Sheriff-Coroner



**Captain Gregory Van Patten**  
*Field Services*  
**Captain Tim Pearce**  
*Corrections*

## County of Mendocino Office Of The Sheriff-Coroner

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April 26, 2018

To: Shari Schapmire  
Mendocino County Treasurer - Tax Collector. Collections

Regarding: Letter of adequacy of security for the 2018 Enchanted Forest Music Festival to be held at the Black Oak Ranch, Laytonville, Ca

Mrs. Schapmire,

I am authoring this letter to inform you I have been in contact with Mr. Bob Barsotti, project manager for the 2018 Enchanted Forest Music Festival, to be held on June 8, 9 and 10 at the Black Oak Ranch in Laytonville Ca. Mr. Barsotti has provided me letters of his intention to provide adequate security numbers. This includes the hiring of a private security firm, along with security volunteers, that will be assigned to the event location of the entire three (3) days of the event.

The intent of this letter is to inform you the security, and safety, measures planned for this event currently meet the public safety requirements of the Mendocino County Sheriff's Office.

If you should have any questions or concerns, please feel free to contact me at (707) 456-3877.

Sincerely,

Lt. Kirk R. Mason  
Mendocino County Sheriff Office  
Inland, Northern Operations

cc: Bob Barsotti  
Lisabeth Cader, Collections, Treasurer Tax Collectors Office  
Capt. VanPatten  
Sgt. DeMarco  
Event file



**Mendocino County Health and Human Services Agency**

*"Healthy People, Healthy Communities"*

Carmel Angelo ♦ HHSA Director



**Community Health Services**  
**Environmental Health Division**  
UKIAH OFFICE

4/25/2018

Shari Schapmire  
Mendocino County Tax Collector

**SUBJECT: Enchanted Forest Festival 2018**

Dear Ms. Schapmire:

Environmental Health has received and reviewed the "Community Event Application Permit" for the above subject outdoor festival. It is a four-day event to be held at the Black Oak Ranch, and is scheduled for June 7<sup>th</sup>, through 10<sup>th</sup>, 2018.

The facilities and planned operations are adequate to meet the public health requirements of an outdoor festival.

Items addressed were: location, operation, sanitation (liquid waste and hand washing), refuse disposal, and food service.

Sincerely,

A handwritten signature in cursive script that reads "Meropi Germanou".

Meropi Germanou, REHS  
Consumer Protection Program

cc. file



# COUNTY OF MENDOCINO

501 Low Gap Rd., Room 1060  
Ukiah, California 95482  
Phone (707) 463-4321  
Fax (707) 463-4166

*Shari L. Schapmire*  
Treasurer-Tax Collector

## Application for Outdoor Festival License under Article III of Chapter 11 of the Mendocino County Code

- Name Jeremy Mayberry - Enchanted Forest Gathering, LLC
- Residence Address 698 Bellevue Ave Santa Rosa, CA 95407
- Mailing Address PO Box 337 Laytonville CA 95454
- Individual \_\_\_\_\_ Corporation or Partnership LLC
- Names and addresses of partners or corporation officers:

Name	Title	Address
<u>Jeremy Mayberry</u>	<u>owner</u>	<u>698 Bellevue Ave Santa Rosa CA 95407</u>
<u>Kai Ferrararo</u>	<u>owner</u>	<u>PO Box 773 Arcata, CA 95521</u>
_____	_____	_____

- Principal location of event:  
50350 N Hwy 101 Laytonville CA 95454 707 2723796  
Address Telephone

- Provide certified copy of Articles of Incorporation, if applicable.
- Provide location and legal description of the premises where the outdoor festival is to be conducted, including all lands to be used for parking or other uses incidental to the outdoor activity. Submit **proof of ownership** of said premises or the written consent of all owners.
- Provide the date or dates and the hours during which the festival is to be conducted.
- Provide an estimate of the maximum number of spectators, participants, or others expected to attend the outdoor festival for each day conducted.
- Applicant must contact the Mendocino County Sheriff's Office and comply with all requirements. Provide detailed explanation of the plan for policing the activity with particular emphasis on the control and prevention of alcohol and drug consumption.
- Applicant must contact the Mendocino County Department of Planning and Building Services and comply with all requirements.
- Applicant must contact the Mendocino County Environmental Health Department and comply with all requirements.
- Provide written explanation of implementation of waste reduction, reuse, recycling, and diversion programs.

15. Provide detailed information on the following areas:

- a. Security Protection
- b. Water Supply
- c. Food Supply
- d. Sanitation facilities
- e. Medical facilities and services
- f. Vehicle parking space
- g. On-site traffic control and vehicle access
- h. Plans for spectators or participants remaining at night or overnight
- i. Camping facilities
- j. Illumination of premises
- k. Cleanup of premises
- l. Rubbish removal
- m. Plans for handling larger number of overnight spectators than are expected

**This application shall be filed with the Tax Collector no later than three weeks prior to the event. This application shall be accompanied by a non-refundable fee, (if applicable), which shall be of an amount to be set by resolution of the Board of Supervisors.**

4/13/18  
Date

Jy Mylenny  
Applicant  
Producer  
Title

\_\_\_\_\_  
President of Corporation

\_\_\_\_\_  
Attest: Secretary of Corporation

**OUTDOOR FESTIVAL PERMIT APPLICATION**  
**The Enchanted Forest Festival**

**ADDENDUM**

8. Location of festival is 50350 Highway 101 in Laytonville, approximately 3.5 mile south of the intersection of Spy Rock Rd. and Highway 101. Assessors parcel numbers 013-570-48, 013-560-47, 013-560-46

9. Festival will take place Thursday, Friday, Saturday, & Sunday, June 7-8-9-10, 2018, 10AM to 10PM Thursday, 10AM to 2AM Friday & Saturday, 10AM to 12PM Sunday.

10. We expect about 2000 to 3000 to attend this year, with approximately 350 staff and performers included in that number.

11. Give detailed explanation of the applicants plan for policing the activity with particular emphasis on the control and prevention of alcohol and drug consumption:

Our plan will include approximately 35 paid security and over 150 volunteers. We will provide 24 hr monitoring of the campground and will be proactive in the discouragement of drug or alcohol use. In the concert area we will also provide monitors preventing any alcohol consumption by anyone. This is an alcohol free event. We also have a no in and out policy in the campground eliminating anyone from going back into town.

**Security schedule:**

from June 4 to June 5

2 security staff 8AM to 6PM

June 6 - main volunteer staff begins arriving

4 parking staff 8AM to 8PM

4 security staff 8AM to 8PM

4 overnight security staff 8PM to 8AM

June 7 we open our parking lot at 6 AM for patron arrival

8 parking staff 6AM to 12 Midnight

8 security staff 6AM to 12 Midnight in front lot

25 security staff 12 Noon to 12 Midnight

20 security staff 4PM to 10 PM

16 overnight security from 12 Midnight to 8AM

We open our camping lot at 8AM

June 8 we open our parking lot at 7AM

8 parking staff 7AM to 12 Midnight

We open our camping lot at 8AM

8 security staff 7AM to 12 Midnight in front lot

40 security staff from 8AM to 12 Midnight interior  
60 security staff from 12 Noon to 12 Midnight interior  
20 overnight security from 12 Midnight to 8AM

June 9 - we open parking at 7AM & camping at 8AM

8 parking staff from 7AM to 10PM  
8 security from 7AM to 10PM in front lot  
40 security from 8AM to 12 Midnight interior  
60 security from 10AM to 12 Midnight interior  
20 overnight security from 12 Midnight to 8AM

June 10 - we open parking at 7AM & camping at 8AM

4 parking staff 7AM to 6PM  
6 security staff 7AM to 8PM in front lot  
40 security staff 8AM to 10PM interior  
40 security staff from 10AM to 10PM interior  
12 overnight staff from 10PM to 8AM

June 11 - camping closes at 12 Noon

traffic control staff from 7AM to 2PM

we expect majority of campers to be gone by 1PM  
all campers out by 5PM

8 security staff 8AM to 2PM  
4 security staff from 2PM to 6PM  
6PM facility closed

12. I have contacted Planning and Building and will comply with all requirements.

13. I have contacted the Department of Environmental Health and will comply with all requirements.

14. Written explanation of implementation of waste reduction, reuse, recycling and diversion programs:

This is to let you know that we have an extensive recycling program in effect at Black Oak Ranch. Each location where there is a garbage can we also have a mixed recyclables can, giving the public an opportunity to separate their garbage from their recycling. As the cans get emptied we further check all garbage bags, facilitated by using clear plastic bags, for recyclables that have gotten mixed in with garbage. We require all vendors to use composting cups, plates, and flat wear. We place all recyclables in dumpsters provided by Willits Solid Waste for this purpose. No polystyrene containers allowed! In recent years although our crowd size has increased, we have been able to send less garbage to the land fill and more recycling to the recyclers.

**15. Provide detailed information on the following areas:**

**a. Security Protection:**

Provided by In House security services. We will have approximately 25 paid security and 150 volunteer security on hand throughout the weekend. In addition we will be contracting with a licensed security company for an additional 12 paid security.

**b. Water Supply:**

In our campground and concert area we have 9 water tanks that will be filled as needed by our own water delivery service using water from the Laytonville County Water District bulk sales outlet.

**c. Food Supply:**

Individual food vendors will provide food service for patrons. They will be required to obtain Mendocino County Health Department permits.

**d. Sanitation facilities:**

Portable toilets, including disabled units and hand wash stations, all in numbers exceeding county requirements, both in the campground and in the concert area will be provided by B & B Portable Toilets. B & B also provides a pumper truck with crew on standby at the event throughout the weekend.

**e. Medical Facilities and Services:**

The Haight Ashbury Medical Clinic's Rock Medicine will be providing our medical station. It will be located in the concert area next to the entrance. There will be a doctor, nurses, and a full contingent of volunteer staff on duty 24 hr's a day. The Director of Rock Medicine is Gordon Oldham, and he can be reached at 415-487-3680.

**f. Vehicle parking space:**

Day parking will be in a lot directly adjacent to the entrance from Highway 101. We will have a parking crew on hand to direct each vehicle into a space. Fire aisles will be maintained at 18' throughout the parking area. Campers will be allowed to park their vehicle in the campground and camp next to their vehicle. Once inside, vehicles will not be allowed to leave and return. We will have security monitoring the camping and parking lots throughout the weekend.

**g. On-site traffic control and vehicle access:**

The CHP has agreed to allow our traffic contractor to provide traffic control at the entrance to our camping/parking lots from Highway 101. Once inside, our parking crew will direct cars to their parking spots. There will be a clearly marked system of fire lanes throughout our camping and parking areas.

**h. Plans for spectators remaining overnight:**

People will be allowed to camp overnight. They can camp with their vehicle, or they can pitch a tent in one of our tent only camping areas.

**i. Camping Facilities:**

We will provide toilets, drinking water, food service, cleanup, fire protection, medical facility, and security throughout the weekend.

**j. Illumination of premises:**

We will provide generators with light strands to illuminate the main pathways in the campground. We will also provide flood lights at our highway entrance and box office, and individual lanterns to remote security posts.

**k. Cleanup of premises:**

We have a cleanup crew that will be responsible for emptying our 65 50 gal. drums and for picking up any trash anywhere in our facility. They will distribute garbage bags to each campsite and pickup full ones. They will also be recycling all cans and bottles as they pick up the entire area after the event.

**l. Rubbish removal:**

Willits Solid Waste will provide dumpsters that will be emptied at the end of the event for both garbage and recycling.

**m. Plans for handling larger number of overnight spectators than are expected:**

We will have signs available to put on the Highway in case of a sellout that will tell people that the event is full. If event sells out in advance we will provide negative advertising on the local radio stations telling people not to come without an advance ticket. We can also have them make this announcement during the weekend if we sellout at the door.