



REGIONAL PARK AND OPEN SPACE DISTRICT Policy and Procedure Manual



Policy 8.1

Campground Operations

I. POLICY

This policy is designed to provide guidance and specific direction for the daily operation of County campgrounds and to allow for standardization, where possible. Prescribed Rules and Regulations are codified through Board Ordinance 328.

II. PURPOSE

To provide written guidance for daily campground operations in order to maintain maximum efficiency and create a positive environment for all campers.

III. PROCEDURE

A. Campgrounds:

1. The length of stay at County campgrounds is limited to a maximum of 14 days with a 14-day rollover period.
 - a. This limitation does not apply to volunteer residents (“camp hosts” or “caretakers”) and those campground parks specifically designated to allow monthly or other long-term types of camping.
2. Two camping units are permitted per campsite in the following combination:
 - a. One (1) recreation vehicle (RV) and one tent;
 - b. Two (2) tents.
 - c. A camping unit is defined as either a recreational vehicle (RV) or tent.
 - d. More than one RV per site is not permitted under any circumstance.
3. A maximum of six (6) people per site are permitted.



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4. A maximum of 2-vehicles-per-campsite is permitted. Additional vehicles will be required to park in a designated overflow parking area or the day-use parking lot.
 5. An adult (18 years or older) is required for supervision of all youths using a County campground. The adult must be responsible for and control the behavior of all youths in his/her party.
 6. Visitors shall be restricted from using the campground address as their permanent address for any purposes. County park campgrounds are designed and created for recreation camping and use and not as a temporary residence.
 7. Campsites shall be maintained in a clean manner without accumulation of trash or firewood. Laundry shall not be strewn throughout the campsite.
 8. No electrical appliance, structure, or awning (unless attached to a recreation vehicle) shall be affixed to the ground or on the outside of the camping unit. An electrical appliance shall be defined as a refrigerator, microwave, electric stove/oven, freezers, etc.
- B. Employees and Volunteers shall:
1. Exhibit employee/volunteer identification through the use of an individual name tag and park uniform.
 2. Maintain a courteous and cheerful attitude.
 3. Maintain a safe environment by responding to all disturbances to campers as quickly as possible.
 4. Maintain clean restrooms in accordance with the Park District's Restroom Service Standard.
 5. Clearly post and adhere to a park opening/closing schedule so that park users are well aware of the campground's operating hours.
 6. Post and maintain safety guidelines on restrooms and kiosk with emergency numbers.



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7. Each park employee shall be knowledgeable of emergency procedures and the park evacuation plan so that if an emergency occurs each employee will know his/her role and responsibility. Riverside County non-emergency dispatch number will be written on the reservation check-in card.
 8. Volunteer residents shall be encouraged to assist in park operation. These individuals shall be authorized residency after completing and signing a volunteer resident agreement. Park employees are encouraged to work cooperatively with the camp hosts whenever and wherever possible.
- C. Equestrian Campgrounds and Trailheads:
1. Portable corrals or high-lines may be brought to the campground and tying to trailers is permitted.
 2. Every effort shall be made to accommodate equestrian users.
 3. Lake Cahuilla:
 - a. Each equestrian campsite includes one corral. Additional corrals may be reserved on a first come, first served basis.
 - b. Sites 1-5 will be reserved for equestrian use only. Non-equestrian users will be able to reserve sites 6-20, in descending order, beginning with site 20.
 - c. Once overflow corrals are filled by reservation, an additional campsite will need to be reserved to accommodate additional horse(s).
 4. Box Springs and Sylvan Meadows:
 - a. There shall be two (2) separate parking lots: one for passenger cars and one for horse trailers.
 5. Manure Removal:
 - a. All animal waste shall be placed in the dumpster on site at McCall Park. At Bogart Park, Sylvan Meadows, and Lake



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Cahuilla, animal waste shall be taken to a designated location to be removed by District staff.

6. Signage shall be posted at each park with equestrian use and flyers shall be provided to educate the public about horse etiquette and how they should interact with equestrian users to minimize conflicts with animals.

D. Exceptions:

1. The General Manager or his/her designee may grant exceptions to this policy on a case-by-case basis. All exceptions shall be documented with written approval.

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Original Issue Date: 1983

Office of Primary Responsibility: Parks

Editor: Brown, Kyla, Assistant Parks Director

Reviewed by: Bangle, Scott, General Manager/Parks Director

Approved by: District Advisory Commission

Date Approved: 7/12/18

Previous Revision Dates: 9/19/11