



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 3/11/2025

To:

Board of Directors of the Sonoma County Agricultural Preservation and Open Space District; Sonoma, County Board of Supervisors

Department or Agency Name(s): Sonoma County Agricultural Preservation and Open Space District, Sonoma County Regional Parks

Staff Name and Phone Number: Marina Montes, 707-565-5730, David Robinson, 707-565-2824

Vote Requirement: Majority

Supervisorial District(s): Fifth District

Title:

Chanslor Ranch Interim Property Management Agreement & Equestrian Facilities Lease Extension

Recommended Action:

- A) Approve and authorize the General Manager and the Director of Regional Parks to execute the Chanslor Ranch Interim Property Management Agreement between the Sonoma County Agricultural Preservation and Open Space District and Sonoma County Regional Parks to continue services through August 1, 2025 or the date the Property is transferred to Sonoma County Regional Parks, whichever is sooner.
- B) Approve an extension of the equestrian facilities lease at Chanslor Ranch with Andreas Loose dba "Five Brooks Ranch" to continue the existing operations through April 30, 2026.

Executive Summary:

In November 2023, the Sonoma County Agricultural Preservation and Open Space District ("Ag + Open Space") partnered with Sonoma County Regional Parks ("Regional Parks") to acquire the 378.06-acre property commonly known as Chanslor Ranch ("Property") for a new regional park and open space preserve. The Property is currently used for an active trail-riding operation and is available to the public for day use.

Since the Property's acquisition, Regional Parks has provided for day-to-day management of the Property under a contract with Ag + Open Space. This approach has provided both agencies an opportunity to become familiar with the Property's features in order to support ongoing work to design the appropriate conservation easement protections for the Property. The contract for the day-to-day work performed by Regional Parks expired December 31, 2024. To maintain the current level of service, a new agreement needs to be executed.

The existing lease with Andreas Loose for operation of the equestrian facilities on the Property is also set to expire on April 30, 2025. Staff recommend extending this lease for a year to provide for continuity of this operation. Once the Property is owned by Regional Parks, Regional Parks will make a determination regarding whether to continue the existing lease beyond the April 2025 expiration date or to conduct an RFP process for the same opportunity.

Discussion:

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Chanslor Ranch is a 378.06-acre property located at 2660 N. Highway One just north of Bodega Bay, California. The land is a high priority for the Ag + Open Space’s Vital Land Initiative and for Regional Parks’ long-range plans in the area. The acquisition of the Property on November 17, 2023 was the first step in ensuring that the Property is conserved in perpetuity to protect the Property’s important scenic, natural resource, and open space qualities. It is expected to be transferred to Sonoma County Regional Parks in the summer of 2025. In the meantime, Ag + Open Space has continued public day use of the Property, including the commercial equestrian operation managed by Andreas Loose (doing business as “Five Brooks Ranch”) under a lease agreement.

Interim Property Management Agreement

Ag + Open Space has contracted with Regional Parks to support public day-use operations, as well as property maintenance and repair services through an interim property management agreement. The previously-approved contract expired on December 31, 2024, but the need for these daily services continues. The requested Board action approves a new interim management agreement with a budget not-to-exceed \$70,000 to cover services rendered until the transfer of title to Regional Parks, which is expected to occur in the summer of 2025.

Equestrian Facilities Lease

The Property has been used for equestrian boarding and trail rides since at least the 1930s. The lease with the equestrian operator, Andreas Loose (doing business as “Five Brooks Ranch”), will expire on April 30, 2025. To continue this use of the Property, Ag + Open Space proposes to extend the term of the existing lease for an additional year to April 30, 2026. No other changes to the lease are proposed at this time.

At the expiration of the lease term, the lease may be further extended by mutual agreement between Regional Parks and Mr. Loose. Or, in the alternative, Regional Parks may conduct an RFP to solicit proposals from other equestrian operators.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

August 22, 2023: Chanslor Ranch Fee Acquisition (Summary No. 5A)

FISCAL SUMMARY

Expenditures	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected
Budgeted Expenses			
Additional Appropriation Requested (Operating Expenses)	\$40,000	\$30,000	
Total Expenditures	\$40,000	\$30,000	

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Funding Sources			
Ag + Open Space Funds	\$40,000	\$30,000	
General Fund/WA GF	\$0.00		
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$40,000	\$30,000	

Narrative Explanation of Fiscal Impacts:

The estimate of operating costs for the interim property management agreement is based on the average monthly expenses observed during Ag + Open Space’s ownership of the Property for services utilized in the previous agreement with Regional Parks. Approximately \$40,000 will be utilized during the current fiscal year, and an additional \$30,000 will be programmed for the 2025-2026 Fiscal Year.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

n/a

Attachments:

- Attachment 1 - Chanslor Interim Property Management Agreement
- Attachment 2 - First Amendment to Equestrian Facilities Lease
- Attachment 3 - Equestrian Facilities Lease

Related Items “On File” with the Clerk of the Board:

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