

## **Operational Plan for Ocotillo Property**

### Overview:

The operational plan outlines the procedures and management strategies for small-scale events held at the Ocotillo property. The goal is to ensure smooth, respectful, and compliant event execution, with minimal disruption to surrounding neighbors or the environment.

### Staffing:

Each event will be staffed by up to five individuals, including:

- Pedro Hernandez, the local on-site manager
- Griselda Hernandez, property co-manager
- Additional part-time event staff or coordinators as needed

Pedro will be present during all events to direct traffic, monitor guest activity, and respond to any issues in real time.

### Event Setup:

Event setup will begin approximately two hours prior to guest arrival. Staff will arrange any decorations, seating, or staging as needed in the main event area (between the main house and ADU). No amplified music or live performances are allowed. Lighting will consist only of installed solar fixtures.

### Guest Arrival Management:

Guests will be directed to enter from Ocotillo Drive. Pedro will be stationed near the circular driveway to guide vehicles to designated parking areas, including:

- Circular driveway
- One-way road along El Dorado
- Flat plateau in front of the ADU

### Event Operations:

Events will typically include a ceremony and optional light refreshments. No live entertainment will be provided. Guests will have access to three restrooms: two in the main house and one in the ADU. Staff will be present throughout to ensure noise levels remain within code and guest conduct is appropriate.

#### Guest Departure Management:

All guests are required to leave the premises by 8:00 PM. Pedro and other staff will guide traffic out of the property in an orderly manner and confirm that no trash or personal items are left behind.

#### Event Teardown:

Clean-up begins immediately after guest departure. Staff will remove all decorations, empty trash bins into the designated outdoor container near the ADU, and inspect the grounds for any disturbance. Teardown will be completed by 10:00 PM at the latest.