

AGENDA  
REGULAR MEETING  
BOARD OF DIRECTORS

EAST BAY REGIONAL PARK DISTRICT

Tuesday, October 4, 2016

D. BUSINESS BEFORE THE BOARD

6. BOARD COMMITTEE REPORTS

b. Operations (Thursday, July 21, 2016) (Sutter)

Present

Board: Directors John Sutter (Chair), Doug Siden, Ayn Wieskamp

Staff: Mimi Waluch, Acting AGM Mark Ragatz, Kelly Barrington, Denise Valentine, Bridget Calvey, Renee Patterson, Noah Dort, Ana M. Alvarez, Michelle Julene, Ralph Trujillo

Absent: Jim O'Connor

Guests: Kelly Abreu, Carter Aasen, Rick Rickard, Leonard Muise

**Agenda Item I: Review North Peak Equestrian License Agreement: Diablo Foothills Regional Park**

Administrative Analyst II Renee Patterson began by providing a brief history of the North Peak Equestrian center. In September 2005, the District was approached by the operator of this property, Jim and Mariah Bradford-Urban, to lease District land adjacent to the equestrian center. For the next 22 months, District staff negotiated with the operator and owner to license the site to them for use in conjunction with their equestrian facility. The District granted an agreement with North Peak in 2007. Under the terms of the new agreement, the District will receive current fair market rent for the land of approximately 37,400 square feet with a value of \$1,763 per month, increasing 3% annually.

Patterson advised the Committee that Park Supervisor Bridget Calvey and staff regularly inspect the area and monitor parking, invasive weeds, and drainage concerns, as needed. Other than staff time, there are no direct costs associated with this agreement. The new ten-year agreement will bring the rental rate for the subject property more in line with current market rents. During this period, the Licensee will be responsible for any maintenance or repairs to the subject property at their sole cost.

Director Wieskamp inquired of Calvey what her experience has been running the concession. Calvey replied everything is run pretty well. There have been a couple of parking issues but she handles them as they arise.

Director Sutter inquired if they are currently in compliance. Patterson replied yes, and they pay their fees on time. Sutter inquired if the public can come and use the facility. Patterson replied only for trail use. Sutter inquired if we have a policy for renting District land for private use. Patterson replied we do not currently have a policy.

Siden moved to approve, provided that the Licensee is in compliance with all of the terms and conditions of the license agreement, the staff recommendation that the District authorize an initial five-year agreement and, at District's sole discretion, to extend the term of the agreement an additional five years upon six month's written request. Wieskamp seconded. The item passed unanimously.

## **Agenda Item 2: Update Disc Golf: Oyster Bay Regional Shoreline**

Business Services Manager Mimi Waluch provided an overview of the Disc Golf Installation Project and began by sharing in December 2013 the Board of Directors approved the Oyster Bay Regional Shoreline Land Use Plan Amendment. In 2015 the City of San Leandro had to relocate the Lake Chabot Disc Golf Course due to the East Bay Municipal Utilities District Dam Project. District Planning and Construction staff have been consulting with Leonard Muise of World Wind Disc Golf for design and development of the course. Muise's business partner Carter Aasen is organizing the future members of the Oyster Bay Disc Golf club who will be installing and maintaining the course.

Waluch introduced Architect and Project Manager Kim Fisher who presented to the Committee a detailed PowerPoint presentation on the Disc Golf Development. The presentation included information on the areas to be developed, review of the Land Use Plan amendment, details on the signage for safety, direction and instruction, schedule and milestones.

Wieskamp requested input from Park Supervisor Ralph Trujillo on the project. Trujillo responded that he has worked closely with Muise and Aasen of Wind Disc Golf on the project and believes the project is going to work. The District is only responsible for the mowing and trash removal at the site.

Siden requested the operators to introduce themselves to the Committee. Muise is the Sole Proprietor of Wind Disc Golf who has designed several courses including the course in Golden Gate Park. Aasen is a disc golf player.

Siden inquired on the location of the dog park and if there is a fence to prevent them from jumping at the golf disc. Fisher stated the plan is to reconfigure follow the existing trails. Signage will be in place. The park is currently off leash, except in developed areas which will not change. There are no current plans for a fence. When developing the new staging area, a fence will be considered for those who would like to have their dogs in a more controlled area. Fisher indicated that most disc golf courses do not have fences. Muise indicated that most courses are private in public parks and can't recall any that are fenced off.

Sutter sought clarification of the dog area location on the map. Fisher provided a more detailed explanation of the designated recreation use areas. Sutter inquired if any unpaved areas are planned for dog walkers. Fisher stated a plan is already in place for when the newer site is developed.

Sutter inquired where trees will be planted relative to the course. Fisher replied along the boundary and the Waste Management facility. In the future, individual trees and shrubs will be planted with approval. The Land Use Plan vetted the list of the types of trees to be planted.

Sutter inquired if the District has permission from the City to enter into Oyster Bay from Davis Street. Fisher replied yes, we have easements, land agreements, and memorandum of understanding, that outline exactly how it will work in coming through the facility and a conceptual design to enter through the gun club parking lot. It will take approximately one year to receive the environmental permits before the roadway and staging area will be constructed.

In closing, Muise and Aasen brought in disc golf equipment and demonstrated how to play the game of disc golf.

### **Agenda Item 3: Review Little Hills Concession Agreement: Las Trampas Regional Park**

Business Service Manager Mimi Waluch provided a review of the agreement for the Little Hills Concession at Las Trampas Regional Park. The Urban Parks Concession has been with the District since 1984. In December 2009, the District went out for a Request for Proposal. The District entered into a five-year concession agreement with Urban Parks to operate the Little Hills Concession. The agreement was renewed for a second five-year term in December 2014. The contract currently ends in December 2019.

In February 2016, Urban Parks requested a renegotiation of concession fees due to increases in costs of goods and California wage and benefit costs. According to the Urban Parks they have incurred an overall 36.2% increase of total expenses over the past four years. There has been two minimum wage increases since 2009, from \$8.00 per hour to \$10.00 per hour.

Waluch closed by reviewing a detailed chart showing Urban Park's request to decrease the fees paid to the District. The chart includes the current and proposed structure concession receipts and revenue; and the maintenance fund data. In addition, this proposal will result in decreased revenue to the District by 2.8%, approximately \$40,000 per year. The current four-year average revenue paid to the District by Urban Parks is 12.2% of gross receipts, with half for Concession Fees and half for Concession Maintenance Fees.

Sutter requested a general explanation of the operation and what generates revenue. Waluch replied the facility has summer camp picnics, special events and on weekends and evening it is a destination for wedding and ceremony receptions. It is opened April thru October. Sutter inquired if the gross receipts have been increasing. Waluch replied yes and provided the amount of increase from 2012 to 2015.

Sutter questioned what repairs are needed at the facility. Chief of Maintenance and Skilled Trades Kelly Barrington stated there are several issues at the facility that will require major maintenance in the future. Some of these issues include the water tanks are beginning to slide down the hillside, the graded pad used for wedding ceremonies and retaining wall near the pool area. Ragatz commented the pool which is from the 1950's era needs maintenance including a filter, meter and a new chlorination system.

Waluch introduced Chief Operating Officer for Urban Parks Concession Chris Cushman commented that they currently are the concessionaire at Lake Chabot and also operate 18 concessions in the state of California and one in Oregon.

Siden approved and moved to the full Board the staff recommendation that the agreement with Urban Parks for the District's Group Use Facility seasonal concession at Little Hills in Las Trampas Regional

Park be amended to change the fees paid to the District to 3% of gross receipts for the Concession Fee and 10% of gross receipts for the Concession Maintenance Fee. Wieskamp seconded. The item passed unanimously.

#### **Agenda Item 4: Open Forum for Public Comments**

Kelly Abreu addressed the Committee regarding the current court injunction on the closure of Vargas Plateau and spoke to items listed in the City of Fremont report on the Vargas Road Improvement Project, specifically relating to the widening of the road.

#### **Agenda Item 5: AGM Comments**

Ragatz provided the following updates:

- Anniversary of Port Chicago - Event went well and Interpretive staff did a great job.
- Department of Water Resources at Del Valle Meeting – The water contractors have agreed to delay the water draw down, and staff anticipates keeping swimming open through Labor Day weekend.
- Fire restrictions are in place in the Northeast and Southeast parts of the District with Level 2 warnings.

Wieskamp inquired if the District has heard more feedback on the two water districts proposal at Del Valle. Ragatz replied Alameda County Water has taken the lead on the proposal and have not developed a specific proposal. They have requested input from the District to provide information on the park operation as it exists, and what the impacts would be on raising the water level to various heights.

Dr. Ana M. Alvarez commended Operations staff for a well-planned Board Field Trip that was held on July 15, 2016.

#### **Agenda Item 6: Board Comments**

- Both Wieskamp and Siden commented on how informative the Board Field Trip was to the Hayward Shoreline.

Director Sutter adjourned the meeting at 1:58 p.m.

Respectfully submitted:  
/s/ Denise Valentine  
Executive Secretary