



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

**12:30 p.m. Item**

**TO:** Board Operations Committee  
**FROM:** Mimi Waluch, Business Services Manager  
**DATE:** February 18, 2016  
**SUBJECT: Review Redwood Canyon Public Golf Course Concession:  
Lake Chabot Regional Park**

The Redwood Canyon Public Golf Course, formally known as the Willow Park Public Golf Course, is part of Lake Chabot Regional Park. In September 1965, the Park District subleased land to the initial developers for design, construction, operation and maintenance of an 18-hole golf course. This initial lease expired on November 30, 2014.

In July 2014, the District released an RFP for a golf course concession that included funding of needed capital improvements. This strategy was unsuccessful and the proposals submitted were non-responsive. District staff determined that some capital renovation was required at the facility prior to the next RFP process. The capital improvements focused on addressing the long-term asset preservation and sustainability of the facility and will allow the future concessionaire to invest more capital into facility improvements which will add to services, enhance the visitor experience, and improve profitability and sustainability.

The District released a second RFP on November 13, 2015. To offer full and open competition to the public, the RFP was advertised in local and major newspapers, posted on the District’s website, and sent to golf course operators resulting in two submittals from the following prospective operators: 1) Billy Casper Golf/RC Golf, and 2) Touchstone Golf LLC. District staff reviewed the proposals and requested follow-up information to further evaluate if the RFP requirements were met.

It was determined that the Billy Casper Golf/RC Golf submittal was non-responsive. Staff interviewed Touchstone Golf LLC as a prospective concessionaire to determine how they would best accomplish the defined expectations, details of the proposed facility and maintenance plan, details of the mandatory capital improvements, and their proposed business plan and business concept if awarded the contract.

After careful consideration and review of the proposal, presentation, and response to panel interview questions, District staff is recommending that the Board Operations Committee approve and recommend to the full Board the selection of Touchstone Golf LLC as the new concessionaire at Redwood Canyon Public Golf Course. The basis of the award is centered on the evaluation of Touchstone’s ability to reach a standard level of revenue, previous and proposed quality and quantity of service, years in business, capability to provide services throughout the term with adequate fiscal resources to cover start-up costs and sustain possible losses, sources of financing and availability of funds, the proposed investment in

Board of Directors

Doug Siden President Ward 4	Beverly Lane Vice-President Ward 6	Dennis Waespi Treasurer Ward 3	Diane Burgis Secretary Ward 7	Whitney Dotson Ward 1	John Sutter Ward 2	Ayn Wieskamp Ward 5	Robert E. Doyle General Manager
-----------------------------------	--	--------------------------------------	-------------------------------------	--------------------------	-----------------------	------------------------	------------------------------------

promotion of the facility and services, proposed enhancement plan for services at the concession, and the evidence of ability to accomplish these objectives.

Staff recommends that the Board Operations Committee approve and recommend to the full Board a 25-year concession agreement to Touchstone Golf LLC for the Redwood Canyon Public Golf Course. In the initial 10-year term, the District can expect annual average rent revenue of \$63,800 and an average of \$133,750 will be set aside in a site-specific concession maintenance fund (CMF) each year.



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

**1:00 p.m. Item**

**TO:** Board Operations Committee  
**FROM:** Alicia Gonzales, Management Analyst  
**DATE:** February 18, 2016  
**SUBJECT: Update Concession Cost Study: District-wide**

---

Management Analyst Alicia Gonzales will present an update to the Board Operations Committee on District-wide concessions. At the December 15, 2015 Board of Directors meeting, several Directors requested information on direct and indirect costs associated with concessions. At the December 17, 2015 Board Operations Committee meeting it was decided that staff would bring the five highest earning concessions and the five lowest earning concessions back to the Board Operations Committee for review and comment.

---

Board of Directors

Doug Siden  
President  
Ward 4

Beverly Lane  
Vice-President  
Ward 6

Dennis Waespi  
Treasurer  
Ward 3

Diane Burgis  
Secretary  
Ward 7

Whitney Dotson  
Ward 1

John Sutter  
Ward 2

Ayn Wieskamp  
Ward 5

Robert E. Doyle  
General Manager



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

**1:15 p.m. Item**

**TO:** Board Operations Committee  
**FROM:** Noah Dort, Administrative Analyst II  
**DATE:** February 18, 2016  
**SUBJECT: Review Caretaker Contract for Services: Big Break Regional Shoreline**

---

Big Break Regional Shoreline requires Caretaker services to monitor the 1,648 acre Delta Park property. The Caretaker shall live on a designated residence site in a self-provided, stand-alone, livable mobile unit. Duties will include opening and closing gates and restrooms, monitoring the ADA fishing/observation pier and routine patrol of the site.

In March, 2012, after an open application and interview process, Mr. Nathan Lawrence was selected as the best candidate to provide Caretaker services during the final phases of construction and development of Big Break Regional Shoreline. The construction and development of the Big Break Visitor Center at the Delta is complete, however, Public Safety reports show that there are still regular attempts to access the park by unauthorized, after-hours visitors. The current Caretaker Contract for Services will end March 11, 2016.

District staff has reassessed the need for a Caretaker services at this location, and concluded that such services continue to be necessary to safeguard District property and natural resources. The notice for the available contract Caretaker position was posted in newspapers and online advertisements. Qualified applicants were interviewed by District staff, and Mr. Nathan Lawrence is considered to be the best candidate for this position.

Mr. Lawrence is familiar with East Contra Costa County and the surrounding area. He has experience in facilities maintenance and security. Mr. Lawrence has also enjoyed being a part of this newly developing park and has been an asset to the District since 2012, by providing Caretaker services at Big Break Regional Shoreline.

Staff recommends entering into a Caretaker Contract for Services for Big Break Regional Park with Mr. Nathan Lawrence. The initial term of the Contract would be one year, commencing March 12, 2016, with the possibility of 2 one-year extensions upon mutual agreement between the District and Mr. Lawrence. The cost to the District for this action is \$6,368.16 per year, to increase by 1.5% annually during the term of this Contract. The initial annual contract costs compute to \$530.68 per month for providing Caretaker services at Big Break Regional Shoreline.

---

Board of Directors

Doug Siden  
President  
Ward 4

Beverly Lane  
Vice-President  
Ward 6

Dennis Waespi  
Treasurer  
Ward 3

Diane Burgis  
Secretary  
Ward 7

Whitney Dotson  
Ward 1

John Sutter  
Ward 2

Ayn Wieskamp  
Ward 5

Robert E. Doyle  
General Manager



**1:30 p.m. Item**

**TO:** Board Operations Committee

**FROM:** Renee Patterson, Administrative Analyst II

**DATE:** February 18, 2016

**SUBJECT: Review Bay Area Air Quality Management District Communication Site License: South County Corporation Yard, Lake Chabot Regional Park**

---

Since 1989, the Bay Area Air Quality Management District has maintained a meteorological system, and related equipment, on District property at the South County Corporation Yard at Lake Chabot Regional Park. The information gathered at the site provides data that helps improve Bay Area air quality. The weather monitoring system includes a tower, measuring instruments, a computer, a line for electric power and a telephone. The instruments on the tower measure wind speed, wind direction, temperature, and humidity. The data collected is stored in a small computer attached to the lower portion of the tower.

Staff recommends four 5-year terms, beginning June 1, 2016 for this Communications License with an annual fee of \$814.45 and with 5% annual increase.

---

Board of Directors

Doug Siden  
President  
Ward 4

Beverly Lane  
Vice-President  
Ward 6

Dennis Waespi  
Treasurer  
Ward 3

Diane Burgis  
Secretary  
Ward 7

Whitney Dotson  
Ward 1

John Sutter  
Ward 2

Ayn Wieskamp  
Ward 5

Robert E. Doyle  
General Manager



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

**1:45 p.m. Item**

**TO:** Board Operations Committee  
**FROM:** Renee Patterson, Administrative Analyst II  
**DATE:** February 18, 2016  
**SUBJECT:** **Review State of California Communication Site License:  
Vollmer Peak, Tilden Regional Park**

The State of California would like to renew the license for use of the existing communication site facility located at Vollmer Peak in Tilden Regional Park for the California Highway Patrol (CHP) and Office of Emergency Services (OES). The CHP has been at this site since 1968 and the OES has had a communication license with the District for a multiple wave/radio communications system since September 1994. The site provides major primary frequency coverage for the western half of the Contra Costa County area, and the northeastern portion of the San Francisco Bay area.

In October 2014 OES, through CHP, made an internal agreement on the communication site facility, without notifying the District. In consideration of this change, District staff recommends a new agreement with a combined license for OES with the consent of the CHP. License fees due to the District, to account for the racks previously licensed by OES, total \$9,972.64. This amount will be due with the first payment of the new agreement.

The State of California is not proposing any change to their use of the current site, as the facility is self-sufficient, requires very little maintenance, and State employees rarely access their equipment at the site.

District staff recommends authorization for a communication site license agreement with State of California, by and through the Department of General Services with the consent of the CHP and OES for a 5 year term, with three additional 5 year terms, for the State's existing communication equipment at Vollmer Peak in Tilden Regional Park. The District can expect annual revenues of \$43,200 for nine racks of equipment at \$400 per rack, per month, with an annual adjustment of 2.3%. Licensee fees currently due to District for October 2014 through January 2015 are \$9,972.64. The road access fee is \$1,200. There is no cost to the District for this action.

Board of Directors

Doug Siden President Ward 4	Beverly Lane Vice-President Ward 6	Dennis Waespi Treasurer Ward 3	Diane Burgis Secretary Ward 7	Whitney Dotson Ward 1	John Sutter Ward 2	Ayn Wieskamp Ward 5	Robert E. Doyle General Manager
-----------------------------------	--	--------------------------------------	-------------------------------------	--------------------------	-----------------------	------------------------	------------------------------------



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

**2:00 p.m. Item**

**TO:** Board Operations Committee

**FROM:** Renee Patterson, Administrative Analyst II

**DATE:** February 18, 2016

**SUBJECT: Review Newfoundland Club of Northern California Special Use Agreement:  
Del Valle Regional Park**

---

The Newfoundland Club of Northern California (Club) has been in existence since the mid-1980's. The Club is the largest purebred Newfoundland dog water rescue training club in the western United States, sponsoring working dog events, offering public education, and promoting the understanding and appreciation of this special breed.

For the last 20 years, on a weekly basis, four to six members train and test up to ten dogs in water rescue techniques in May through October at Hobie Point in Del Valle Regional Park. The Newfoundland Club of America Water Test is a special event sponsored each year by the Club in the fall at Del Valle. This annual water test certifies the dogs for various levels of rescue and involves a series of exercises designed to show the instinctive and learned skills that have been a recorded part of the breed's history for centuries: a blend of obedience and taking commands from the handler, while using his own intelligence and skills.

The Club will pay the District regular park use fees: daily rates for parking, dog, boat trailer, Quagga Zebra Mussel inspection, and reservable picnic site fees. The Club will process a special event request and pay \$250, or the current special event permit fee, for the annual fall testing event.

Staff recommends the Board Operations Committee approve and recommend to the full Board a five-year Special Use agreement beginning April 1, 2016 with a second five-year term with the Newfoundland Club of Northern California to record the details of the use area and the continued activities for training and testing of water rescue techniques at Del Valle Regional Park.

---

Board of Directors

Doug Siden  
President  
Ward 4

Beverly Lane  
Vice-President  
Ward 6

Dennis Waespi  
Treasurer  
Ward 3

Diane Burgis  
Secretary  
Ward 7

Whitney Dotson  
Ward 1

John Sutter  
Ward 2

Ayn Wieskamp  
Ward 5

Robert E. Doyle  
General Manager