

AGENDA
REGULAR MEETING
BOARD OF DIRECTORS

EAST BAY REGIONAL PARK DISTRICT

Tuesday, April 6, 2021

E. BUSINESS BEFORE THE BOARD

6. BOARD COMMITTEE REPORTS

c. Operations (Thursday, January 21, 2021) (Corbett)

Present

Board: Directors Ellen Corbett (Chair), Ayn Wieskamp, Elizabeth Echols

Staff: Jim O'Connor, Ruby Tumber, Steve Castile, Anne Kassebaum, Tiffany Margulici, Renee Patterson, Sarah Lamborn, Nate Luna, Alan Love, Denise Valentine

Absent: None

Guests: Kelly Abreu, Tessa Nicholas, Brian Hickey, Adam Cope, Juwan Swan,

Agenda Item 2: Update: District-wide Civicorps Agreement

Chief of Park Operations Steve Castile, along with staff from Civicorps, presented an informational update on the Districtwide Civicorps Agreement, a Community Services Program. Items reviewed included: the annual operations contracts, Park District work plan, staff and corps members who have worked at the Park District, history of the partnership, project highlights, and Civicorps staff introductions.

Director Wieskamp inquired what are the next steps for students ready to transition to a higher level in the program. Civicorps Executive Director Tessa Nicholas replied that the next level is dependent on the level of education in which a student enters the program. In the job training program, there are milestones each student is expected to achieve before advancing to another level. For future advancement, the Support Services Team conducts individual service strategies to determine the individual goals of the student. Internship opportunities are also available within Civicorps for a variety of different intern positions. Civicorps also staffs two case counselors to address the needs for mental health, transportation, childcare, and housing.

Director Echols inquired on specific goals set by staff for job placement. Nicholas expressed the goal is for staff to see the expansion of the list of core members and staff who transition to a position with the Park District. Currently staff is evaluating the pathways for members to connect and bridge into employment opportunities. A great example is Waste Management. After a student completes two years of Class B driving experience with Civicorps, the student can then

enter an apprenticeship with Waste Management for two years and upon completion be considered for full time employment with the organization. In addition, staff is working with all existing partners and reviewing the needs of the partner and identifying the training requirements needed from students.

Director Corbett inquired if outreach is being directed towards the foster children group. Nicholas replied affirmatively and that Civicorps has partnerships with Beyond Emancipation and First Place for You. Both organizations work directly with foster youth and recognize this group comes with a different set of barriers. Civicorps conducted a study of the subgroup of former foster youth and youth in the program to ensure that these groups were being served as well as any other subgroup.

AGM O'Connor inquired if students applying for jobs are aided with the application process. Nicholas replied Civicorps holds resume building, cover letter, and interview skills workshops, where volunteers currently work directly with students via Zoom. Civicorps continues to identify gaps in training to better prepare a competitive applicant.

Agenda Item 3: Update: Reservable Facilities Department

Reservable Facilities Supervisor Sarah Lamborn presented an update on the Reservable Facilities Department. Items in the presentation included: overview of the Reservable Facilities, photos, department staff, caterers, approved caterers list, events, statistics, revenue, and projects.

Wieskamp inquired on current plans at the Camp Arroyo site. O'Connor replied funding has been secured related to utility costs. Due to COVID, events are currently on hold at the camp. Staff is utilizing the down time to complete several projects at the site.

Corbett inquired if staff is looking to increase Wi-Fi at indoor facility locations. Lamborn replied staff is exploring the options relating to Wi-Fi.

Corbett recalled the last Reservable Facilities presentation and inquired on the status of the outdoor project at the MLK Shoreline Center. Lamborn replied staff has approached the project by dividing it into three phases. Currently staff is working on phase one – a roof painting project. This work will begin once the weather permits.

Agenda Item 3: Brazilian Building PG&E Gas Line Decommission

Maintenance and Skilled Trades Project Manager Nate Luna provided an update on the PG&E Gas Line Decommission project at the Brazilian Building and residence at Tilden Park Regional Park. Items in the presentation included: project objectives, project location, exposed PG&E gas line, project objectives, timeline, project challenges, steep hillside planning, dumpster enclosure, project cost, dumpster enclosure health code compliance, Tilden sewer main and lateral repair, project accomplishments, and decorative fence/screen for service entrance.

Echols inquired on what is occurring at the Park Hills HOA, as it was displayed on the map. Luna replied there is a trail that runs from the HOA site to Wildcat, where a gas line is located.

Echols inquired if Park District lost income due to the work not being completed on time by PG&E. O'Connor replied, yes. Echols inquired if compensation was received for the interrupted service. O'Connor replied, no. Lamborn commented staff placed maintenance holds for the month of April, so the loss of income was minimal.

Agenda Item 4: 2021 Committee Work Plan Review

Management Analyst Ruby Tumber provided an overview of the 2021 Committee Work Plan, reviewed items added to the list by the 2020 Committee members and sought topics to be added by the 2021 Committee members.

Echols inquired on the process of determining what items are added to the list each year. Tumber replied each year staff populates the list and presents it to the Committee. The list is based on agreements coming to term and individual item timelines.

Corbett referenced the 2021 Ordinance 38 Biennial review item and requested an opportunity to review background material prior to the item being presented to the Committee.

Corbett inquired if there are cell tower agreements coming to term in 2021 year. Tumber replied, no. Corbett questioned whether staff expects any new requests to be received in 2021. O'Connor recalled at the end of 2020 staff approved a one-year extension for the PG&E communication site at Black Diamond. In addition, staff was approached by Contra Costa County to build a new facility in Carquinez Straights Regional Shoreline in Martinez, which has been handed over to the Park District ASD Planning group led by Chief of Planning Brian Holt.

Corbett inquired if any private entities have made inquiries on sites. Business Services Manager Tiffany Margulici recalled staff occasionally receives private entity applications that generally do not meet Park District policy needs, are not aesthetic, or are not considered good service to the public. Corbett inquired if it is typical for private entities to request to reserve space in a new complex. Margulici stated Contra Costa County has expressed interested in sub-leases. Corbett inquired if it would generate revenue. Margulici replied yes, and stated the standard percentage received for subleases is 25% of the sub lease revenue.

Corbett requested to add to the list an update on the MLK Shoreline Center. Wieskamp suggested a discussion on how to market the MLK Shoreline Center to local area businesses.

Corbett requested to add to the list an update on Wi-Fi upgrades in the Park District.

Corbett inquired if staff has changed the ways members of the public make reservations. Margulici responded Ardenwood Farm was briefly open utilizing a registration system for a specific time slot. The same model will be used for Tilden Little Farm when it opens on February 18. A pilot was implemented for allowing members of the public to pay boat launch and Quagga inspection fees online. Staff is working in 2021 to upgrade all credit card readers to contactless, which would allow Apple and Google pay options.

Agenda Item 5: Public Comments

Kelly Abreu of Mission Peak Conservancy – Commented on Mission Peak data, expanded hiking and biking, park upgrades, Ordinance 38, disparity on parking ticket fines.

Agenda Item 6: Board Comments

Directors Wieskamp, Echols and Corbett commented on looking forward to a busy and good year.

Agenda Item 7: AGM Comments

- In process of recruitment for Chief of Maintenance and Skilled Trades. The target is mid-February to fill the permanent position.
- Supervising Naturalist Mike Moran will be serving as the acting NW I & R Regional Services Manager.

Meeting adjourned at 2:41 p.m.