



2950 PERALTA OAKS COURT • P.O. BOX 5381 • OAKLAND • CA • 94605-0381  
 T. 1 888 EBPARKS F. 510 569 4319 TDD. 510 633 0460 WWW.EBPARKS.ORG

**12:45 p.m. Item**

**TO:** Board Operations Committee  
**FROM:** Mimi Waluch, Revenue and Administration Manager  
**DATE:** December 18, 2014  
**SUBJECT:** **2014 Committee Work Plan Year-end Final**

The 2014 Board Operations Committee Work Plan and the Committee’s progress on specific projects are summarized below. Staff will be in attendance at the December 18, 2014 meeting to provide more detailed information and answer the Committee’s questions. During 2014, the Committee convened at all twelve of its scheduled meetings. Staff wishes to express many thanks to the Committee members for their superior guidance, support and consideration on the variety of matters discussed and reviewed in 2014.

**Item Description** **Staff**

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**Policy Reviews and Recommendations**

- 1. Ordinance 38 (biennial review)  
*Completed June 2014* (King)
- 2. 2015 Consolidated Fee Schedule  
*Completed September 2014* (Dort/Waluch)
- 3. Communication Site Policy  
*Pending review in 2015* (Waluch)

**Concessionaire and Special Use Agreement Reviews and Recommendations**

- 4. Anthony Chabot Gun Range RFP  
*Updated Committee at February 2014 meeting on RFP process* (Waluch)
- 5. Ardenwood City of Fremont Patterson House  
*Completed August 2014* (Waluch)

Board of Directors

|                                     |  |                                  |                                   |                        |                         |                       |                                    |
|-------------------------------------|--|----------------------------------|-----------------------------------|------------------------|-------------------------|-----------------------|------------------------------------|
| Ayn Wieskamp<br>President<br>Ward 5 | Whitney Dotson<br>Vice-President<br>Ward 1 | Ted Radke<br>Treasurer<br>Ward 7 | Doug Siden<br>Secretary<br>Ward 4 | Beverly Lane<br>Ward 6 | Carol Severin<br>Ward 3 | John Sutter<br>Ward 2 | Robert E. Doyle<br>General Manager |
|-------------------------------------|--|----------------------------------|-----------------------------------|------------------------|-------------------------|-----------------------|------------------------------------|

## Concessionaire and Special Use Agreement Reviews and Recommendations (continued)

6. Del Valle Kayak and Windsurf Concession RFP (Waluch)  
*Presented at February 2014 Committee meeting with recommendation  
Reconsideration at April 2014 Committee meeting*
7. Lake Chabot Willow Park Golf Course RFP (Waluch)  
*Updated Committee on RFP process, January 2014  
Review Interim Operations, October 2014*
8. Tilden MGR/Carousel and Food Concession RFP (Waluch/Dort)  
*Completed February 2014*
9. Equestrian Stables Fee Schedule Mid-year Amendment (Dort)  
*Completed July 2014*
10. Shadow Cliffs Open Water Swim Special Use (SOWAT) (Patterson)  
*Completed November 2014*
11. Shadow Cliffs Open Water Swim Special Use (ORCAS) (Patterson)  
*Completed November 2014*
12. Ardenwood Wedding, Picnic, and Special Event Concession RFP (Waluch)  
*Pending review in 2015*
13. Ardenwood Blacksmith RFP (Waluch)  
*Pending review in 2015*
14. Briones Girl Scouts Campground Use Agreement (Waluch)  
*Pending review in 2015*
15. Briones Archery Club Special Use Agreement (Waluch)  
*Pending review in 2015*
16. Las Trampas Equestrian Stables Concession RFP (Waluch)  
*Pending review in 2015*
17. Mission Peak South Bay Soaring Hanggliders (Waluch)  
*Pending review in 2015*
18. Mission Peak NorCal Repeaters Communication site (Waluch)  
*Pending review in 2015*
19. Mission Peak Wings of Rogallo (Waluch)  
*Pending review in 2015*
20. Pt. Isabel PIDO Special Use Agreement (Waluch)  
*Pending review in 2015*
21. Redwood Arena Concession RFP (Waluch)  
*Pending review in 2015*

- 22. Redwood Bowmen Special Use Agreement (Waluch)  
*Pending review in 2015*
- 23. Redwood Piedmont Stables Concession RFP (Waluch)  
*Pending review in 2015*
- 24. Roberts Montclair Swim Team (Waluch)  
*Pending review in 2015*
- 25. Shadow Cliffs Food and Marina Concession RFP (Waluch)  
*Pending review in 2015*
- 26. Tilden Lake Anza Food Concession RFP (Waluch)  
*Pending review in 2015*
- 27. Tilden Vollmer Peak Communication Site Agreements: (Waluch)  
Contra Costa County, EBMUD, State of CA, CA Highway Patrol, BART  
*Pending review in 2015*

**Informational Reports and Discussion Topics**

- 28. 2014 Board Operations Committee Draft Work Plan Review (Waluch)  
*Completed January 2014*
- 29. 2014 Board Operations Committee Work Plan Year-end Final (Waluch)  
*Agenda item December 2014*
- 30. 2015 Board Operations Committee Draft Work Plan Review (Waluch)  
*Agenda item December 2014*
- 31. Camping Plan Update (O'Connor)  
*Completed Jun 2014*
- 32. Park Operations Interpretive Parklands Unit Update (Miller)  
*Grazing Program Update Completed July 2014* (Defreese)  
*Black Diamond Mines Preserve Projects Update Completed August 2014* (Shallenberger)
- 33. Maintenance and Skilled Trades Unit Update (LeBow/Barrington)  
*ADA Project Status Update Completed July 2014*
- 34. Reservable Facilities Update (McNally)  
*Completed March 2014*
- 35. Camp Arroyo Facility Update (McNally)  
*Completed March 2014*
- 36. Tidewater Boating Center Outreach Update (Krebs)  
*Completed January 2014*

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| 37. Proposed Changes to Interpretive Services Sector<br><i>Completed February 2014</i>                                 | (Kaiser)        |
| 38. 2014 – 2015 Request for Proposals Timeline and Anticipated Transition Plans<br><i>Completed March 2014</i>         | (Waluch)        |
| 39. Drought Contingency Plan for 2014 Update<br><i>Completed April 2014</i>  | (O'Connor)      |
| 40. Interpretive Services Intern Project; Concessionaire's Manual for Ardenwood<br><i>Completed May 2014</i>           | (Wilgus/Kaiser) |
| 41. ReserveAmerica Inc. Software Agreement Update<br><i>Completed May 2014</i>   | (Margulici)     |
| 42. Park Operations Recreation Unit Update<br><i>Alternative Work Program YEP Crew Update Completed September 2014</i> | (Stoneham)      |
| 43. Tilden Merry-Go-Round Transition Update<br><i>Completed September 2014</i>   | (Waluch)        |
| 44. Pleasanton Ridge Shuttle Program Update<br><i>Completed November 2014</i>  | (Zuckermann)    |
| 45. Fleet Services Unit Update<br><i>Pending review in 2015</i>  | (McCrystle)     |
| 46. Vargas Plateau Update<br><i>Pending review in 2015</i>   | (Staff)         |
| 47. Patterson Property Trail System Update<br><i>Pending review in 2015</i>  | (Staff)         |



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**I:15 p.m. Item**

**TO:** Board Operations Committee  
**FROM:** Mimi Waluch, Revenue and Administration Manager  
**DATE:** December 18, 2014  
**SUBJECT: 2015 Committee Draft Work Plan Review**

Staff has developed the first draft of the 2015 Board Operations Committee Work Plan for review and comment at the Committee’s last meeting of 2014. Staff will incorporate the Committee’s suggested changes into the Draft Work Plan for review and approval of the incoming 2015 Board Operations Committee members at their January 15, 2015 Committee meeting.

| <b>Item</b>                               | <b>Description</b>             | <b>Staff</b>  |
|---|--------------------------------|---------------|
| <b>Policy Reviews and Recommendations</b> |                                |               |
| 1.  | Communication Site Policy      | (Waluch)      |
| 2.  | 2016 Consolidated Fee Schedule | (Dort/Waluch) |

| <b>Item</b>   | <b>Description</b>  | <b>Staff</b> |
|---|---|--------------|
| <b>Concessionaire and Special Use Agreement Reviews and Recommendations</b> |   |              |
| 3.  | Anthony Chabot Gun Range                                    | (Waluch)     |
| 4.  | Ardenwood Wedding, Picnic, and Special Event Concession RFP | (Waluch)     |
| 5.  | Ardenwood Blacksmith RFP                                    | (Waluch)     |
| 6.  | Briones Girl Scouts Campground Use Agreement                | (Waluch)     |
| 7.  | Briones Archery Club Special Use Agreement                  | (Waluch)     |
| 8.  | Facilities Preferred Caterers RFP                           | (Waluch)     |
| 9.  | Lake Chabot Willow Park Golf Course RFP                     | (Waluch)     |
| 10.   | Las Trampas Equestrian Stables Concession RFP               | (Waluch)     |
| 11.   | Mission Peak <i>South Bay Soaring Hangliders</i>            | (Waluch)     |
| 12.   | Mission Peak NorCal Repeaters Communication site            | (Waluch)     |
| 13.   | Mission Peak <i>Wings of Rogallo</i>                        | (Waluch)     |

Board of Directors

| Item | Description | Staff |
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**Concessionaire and Special Use Agreement Reviews and Recommendations (continued)**

|     |  |          |
|-----|--|----------|
| 14. | Pt. Isabel <i>PIDO</i> Special Use Agreement   | (Waluch) |
| 15. | Redwood Arena Concession RFP   | (Waluch) |
| 16. | Redwood Bowmen Special Use Agreement   | (Waluch) |
| 17. | Redwood Piedmont Stables Concession RFP  | (Waluch) |
| 18. | Roberts Montclair Swim Team  | (Waluch) |
| 19. | Shadow Cliffs Food and Marina Concession RFP   | (Waluch) |
| 20. | Tilden Lake Anza Food Concession RFP   | (Waluch) |
| 21. | Tilden Vollmer Peak Communication Site Agreements:<br>Contra Costa County, EBMUD, State of CA, CA Highway Patrol, BART | (Waluch) |

**Informational Reports and Discussion Topics**

|     |  |                 |
|-----|--|-----------------|
| 22. | 2015 Board Operations Committee Draft Work Plan Review   | (Waluch)        |
| 23. | 2015 Board Operations Committee Work Plan Year-end Final | (Waluch)        |
| 24. | 2016 Board Operations Committee Draft Work Plan Review   | (Waluch)        |
| 25. | District Residence Program Update                        | (Waluch)        |
| 26. | Park Operations Chief Update                             | (Ragatz)        |
| 27. | Park Operations Interpretive Parklands Unit Update       | (Miller)        |
| 28. | Park Operations Mines Unit Update                        | (Shallenberger) |
| 29. | Park Operations Lakes Unit Update                        | (Schultz)       |
| 30. | Park Operations Parkland Unit Update                     | (Manley)        |
| 31. | Park Operations Recreation Areas Unit Update             | (Stoneham)      |
| 32. | Park Operations Delta Unit Update                        | (Cunning)       |
| 33. | Park Operations Shoreline Unit Update                    | (Takei)         |
| 34. | Operations Revenue Services Unit Update                  | (Waluch)        |
| 35. | Interpretive and Recreation Services Chief Update        | (Kassebaum)     |
| 36. | Community Outreach Program Update                        | (Rizzotti)      |
| 37. | Cultural Resources Program Update                        | (Ortiz)         |
| 38. | Mobile Education Program Update                          | (Frank)         |
| 39. | Interpretive Services Update                             | (Staff)         |
| 40. | Recreation Services Update                               | (Staff)         |
| 41. | Maintenance and Skilled Trades Chief Update              | (Barrington)    |
| 42. | Maintenance Contract & Encroachments Permits Update      | (Brawner)       |
| 43. | Maintenance Superintendent Update                        | (LeBow)         |
| 44. | Fleet Services Unit Update                               | (McCrystle)     |
| 45. | Willow Park Golf Course Update                           | (Waluch)        |
| 46. | Anthony Chabot Gun Club and Range Update                 | (Waluch)        |
| 47. | Tilden Merry-Go-Round Concession Update                  | (Waluch)        |
| 48. | Del Valle Watersports Concession Update                  | (Waluch)        |
| 49. | Vargas Plateau Update                                    | (Staff)         |
| 50. | Patterson Property Trail System Update                   | (Staff)         |