

AGENDA
REGULAR MEETING
BOARD OF DIRECTORS

EAST BAY REGIONAL PARK DISTRICT

Tuesday, May 19, 2015

C. BUSINESS BEFORE THE BOARD

7. BOARD COMMITTEE REPORTS

a. Operations (Thursday, April 16, 2015) (Sutter)

Present

Board: Directors John Sutter (Chair), Diane Burgis, Doug Siden

Staff: Mimi Waluch, Denise Valentine, Noah Dort, Kelly Barrington, Mark Ragatz,
Renee Patterson

Absent: Jim O'Connor

Guests: John Maunder, Patrick Miller, Jane Miller, Steve Spickard, Steve Harker,
Bill Mulgrew, James Birchall, Judi Bank, Jake Stewart, Mark Luthman, Judi Bank

I. Review of Convenience Camping Pilot Project: District-wide

Administrative Analyst Renee Patterson provided the Committee with a detailed overview on Phase II of the camping project. Ms. Patterson recounted that budget funds were appropriated for 2015 to conduct a pilot program for convenience camping. The pilot program would cover research and provide camping structure options.

Patrick Miller with 2M confirmed the comments made by Ms. Patterson and shared through a quick analysis, the idea to select one site that would be appropriate for a pilot project in the near future. Once the site is selected, the physical makeup of the location would be determined. Next would be to ascertain the revenue, how to market the site, set appropriate rates, address management and operations targets, and conclude whether it is feasible to construct the site in the near future.

Director Sutter inquired on the list of candidates for the potential site. Mr. Miller indicated the sites are the Brickyard, Sunol, Anthony Chabot, Eckley, Carquinez Strait, and to revisit Del Valle. There is also potential to review backpack or convenience related camps, such as yurts, four-sided cabins or tent cabins. Amenities could include such options as utilities, heating, or Wi-Fi access.

Director Burgis suggested to schedule a visit to tour some of the potential sites. Mr. Miller advised that there are some existing local convenience camps that could be considered.

Director Sutter questioned if there was a set budget for this project. Mr. Miller indicated that part of the process is to determine the budget costs to be incurred, with the objective to identify a feasible project.

Director Siden moved to approve and accept staff recommendation of the 2M Associates proposal for a Professional Services sole source contract with a cost of \$28,388 and not to exceed \$30,000 for preparation of a pilot program for a convenience camping site in the District. Director Burgis seconded, which passed unanimously.

2. Update Interim Management and Operations of Redwood Canyon Public Golf Course: Lake Chabot Regional Park

Business Services Manager Mimi Waluch provided a detailed report on the current status, completed projects, projects in progress, and planned improvements for the facility. Ms. Waluch revisited the transition from the prior operator to Touchstone Golf LLC. She elaborated on maintenance updates and the acquisition of inventory while advising there are several facility projects currently being addressed which include safety factors. Planned projects April 2015 through November 2015 include electrical updates to the golf cart charging system, additional and security lighting throughout the facility, and restaurant improvements. District staff is currently working on permanent signage for the front of the facility. In addition, a hazardous tree maintenance program needs to be created. Ms. Waluch expressed her appreciation to the Board for authorizing the allocation of \$500,000 to continue capital projects that will improve building sustainability.

Director Burgis questioned if the HVAC needs repairs or replacement. Chief of MAST Kelly Barrington advised the unit needs to be replaced.

Director Burgis inquired on the outcome of the Easter brunch. Mr. Harker responded the event was successful, with 150 guests in attendance. Ms. Waluch mentioned she attended the brunch, observed guests enjoying themselves, and commented that staff service was good.

Director Sutter inquired on what parts of the facility were open prior to the transition that are not currently operational. CFO of Touchstone Golf LLC Mark Luthman indicated the restaurant was open, however, offerings were reduced after the transition due to the Alameda County Health Department concerns. He stated the plans for a soft opening in the next few weeks, with the restaurant being fully operational in May. He shared their overall philosophy is to create awareness through marketing and sales, then sell the concept of the customer experience when visitors come to the facility. The current focus is to address the list of projects, spread the word of the facility being opened, and communicate the name change.

Ms. Waluch indicated that the Spikes Café is no longer operational due to a report completed by the Alameda County Health Department. She also noted that security alarms are in place,

and cameras are being installed to capture license plates at the entrance/exit. A new front gate has been fabricated and will be installed in the next 30 days.

Director Sutter inquired if District Public Safety patrolled the area. Mr. Barrington confirmed that both District Public Safety and Alameda County Sheriff departments patrol the area.

Director Burgis inquired on the next steps once the term of the contract is completed with Touchstone Golf LLC. Ms. Waluch reviewed the plans in place following the end of the term in March 2016. She indicated that in November/December of 2015, the District will issue another Request for Proposal. Improvements will have been completed. Revenue and expenditures will be captured for one year of operation, and that information will be included for revenue projections in the proposal. Adjustments will also be made to the discretionary and mandatory improvement lists. By February 2016, staff anticipates returning to the Committee with a recommendation and terms for the next contract.

3. Public Comments

Bill Mulgrew with Castro Valley Chamber of Commerce shared with the Committee the positive conversations around the city about the Redwood Canyon Public Golf Course facility. Mr. Mulgrew mentioned the importance of the facility to the community, and stated his willingness to work with the operators to raise awareness. He stated his recent positive experience working with Touchstone staff. He commented that the Chamber of Commerce holds three legacy events annually, and was unable to host them at the facility last year. They anticipate scheduling the events this year at the facility.

4. AGM Comments

Substituting for AGM Jim O'Connor, Chief of MAST Kelly Barrington stated the improvements to the facility have been remarkable, especially the changes to the golf course itself.

Director Sutter inquired if there were any updates on the drought. Mr. Barrington replied at this time the District has not received further updates on the drought issue as related to the golf course. District staff is in the process of scheduling a meeting with the primary water agencies to discuss the drought.

5. Board Comments

Director Siden expressed his appreciation to District staff and Touchstone for scheduling the tour of the facility today.

Meeting adjourned at 1:18 p.m.

At this time the Committee joined staff from the District and Touchstone for a facility tour.