



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

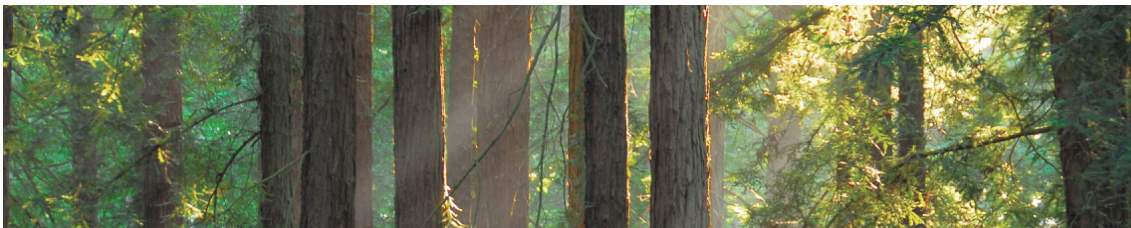
**TO:** Board Operations Committee  
**FROM:** Kate Collins, Supervising Naturalist  
**DATE:** December 17, 2015  
**SUBJECT: Update Open House Tours:  
Black Diamond Mines Regional Preserve**

Supervising Naturalist Kate Collins will provide an update on the Mine Open House events at Black Diamond Mines Regional Preserve. Tours are designed to attract first-time users to the park and to provide low-income park users access to the mining museum. During the last three years, there have been five Mine Open House events offered per year. In 2015, expanded marketing efforts greatly increased the impact of these events, with an average attendance of 529, which represents a 53% increase in attendance as compared to the two years prior.

Surveys administered by volunteers show that a significant portion of this increase in participation can be attributed to increased marketing efforts. While the Mine Open House events have, historically, largely served people from nearby communities, many participants in this year’s Mine Open House events were first time visitors from further away. Anecdotal evidence suggests that many of these first-time visitors learned of the event as a result of paid advertising on social media. Since the first Open House of the year, which served a record-breaking 916 people, park staff have also noted an increase in overall visitation to Black Diamond Mines, a portion of which may be attributed to the increasing impact of these special events.

Board of Directors

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

**TO:** Board Operations Committee  
**FROM:** Mimi Waluch, Business Services Manager  
**DATE:** December 17, 2015  
**SUBJECT: 2015 Committee Work Plan Year-end Final**

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The 2015 Board Operations Committee Work Plan and the Committee’s progress on specific projects are summarized below. Staff will be in attendance at the December 17, 2015 meeting to provide more detailed information and answer the Committee’s questions. During 2015, the Committee convened at eleven of its twelve 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 2015.

**Item Description** **Staff**

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**Policy Reviews and Recommendations**

- |   |          |
|---|----------|
| 1. Communication Site Policy<br><i>Pending review in 2016</i>       | (Waluch) |
| 2. 2016 Consolidated Fee Schedule<br><i>Completed November 2015</i> | (Dort)   |

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

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|--|----------|
| 3. Anthony Chabot Regional Park Marksmanship Range Concession Agreement<br><i>Pending review in 2016</i>         | (Waluch) |
| 4. Anthony Chabot Regional Park Marksmanship Range Fee Schedule Review<br><i>Completed March 2015</i>            | (Waluch) |
| 5. Anthony Chabot Regional Park Skyline Ranch Equestrian Stables Concession RFP<br><i>Pending review in 2016</i> | (Waluch) |
| 6. Ardenwood Historic Farm Wedding, Picnic, and Special Event Concession RFP<br><i>Pending review in 2016</i>    | (Waluch) |

<b>Item</b>	<b>Description</b>	<b>Staff</b>
<b>Concessionaire and Special Use Agreement Reviews and Recommendations (continued)</b>		
7.	Ardenwood Historic Farm Blacksmith Concession RFP <i>Pending review in 2016</i>	(Waluch)
8.	Ardenwood Historic Farm SPCRR Use Agreement <i>Completed November 2015</i>	(Bletz)
9.	Big Break Regional Shoreline Caretaker Contract for Services <i>Completed February 2015</i>	(Dort)
10.	Briones Regional Park Girl Scouts Campground Use Agreement <i>Pending review in 2016</i>	(Waluch)
11.	Briones Regional Park Archery Club Special Use Agreement <i>Completed March 2015</i>	(Waluch)
12.	District-wide Convenience Camping Pilot Program <i>Completed October 2015</i>	(O'Connor)
13.	District-wide Reservable Facilities Preferred Caterers Concession RFP <i>Pending review in 2016</i>	(Waluch)
14.	Lake Chabot Regional Park EBMUD Master Park and Recreation Lease <i>Completed November 2015</i>	(Waluch)
15.	Lake Chabot Regional Park Redwood Canyon Public Golf Course Interim Operation and Management Agreement <i>Completed March 2015</i>	(Waluch)
16.	Las Trampas Regional Wilderness Equestrian Stables Concession RFP <i>Pending review in 2016</i>	(Waluch)
17.	Martin Luther King Regional Shoreline Save the Bay Use Agreement <i>Completed February 2015</i>	(Patterson)
18.	Martin Luther King Shoreline Golden Gate Audubon Society Use Agreement <i>Completed February 2015</i>	(Patterson)
19.	Mission Peak Regional Preserve Stanford Avenue Curfew Pilot Program <i>Completed November 2015</i>	(Gonzales)
20.	Mission Peak Regional Preserve Wings of Rogallo Use Agreement <i>Completed January 2015</i>	(Patterson)
21.	Mission Peak Regional Preserve South Bay Soaring Use Agreement <i>Completed January 2015</i>	(Patterson)

<b>Item</b>	<b>Description</b>	<b>Staff</b>
<b>Concessionaire and Special Use Agreement Reviews and Recommendations (continued)</b>		
22.	Martin Luther King Regional Shoreline Save the Bay Agreement <i>Completed February 2015</i>	(Patterson)
23.	Martin Luther King Regional Shoreline Golden Gate Audubon Society Agreement <i>Completed February 2015</i>	(Patterson)
24.	Mission Peak Regional Preserve Stanford Avenue Curfew Pilot Program <i>Completed November 2015</i>	(Gonzales)
25.	Mission Peak Regional Preserve Wings of Rogallo Use Agreement <i>Completed January 2015</i>	(Patterson)
26.	Mission Peak Regional Preserve South Bay Soaring Use Agreement <i>Completed January 2015</i>	(Patterson)
27.	Point Isabel Regional Shoreline <i>PIDO</i> Use Agreement <i>Completed February 2015</i>	(Patterson)
28.	Redwood Regional Park Piedmont Equestrian Stables Concession RFP <i>Pending review in 2016</i>	(Waluch)
29.	Redwood Regional Park Redwood Bowl Equestrian Arena RFP <i>Pending review in 2016</i>	(Waluch)
30.	Roberts Regional Recreation Area Montclair Swim Team Use Agreement <i>Completed March 2015</i>	(Waluch)
31.	Roberts Regional Recreation Area Redwood Bowmen Use Agreement <i>Completed June 2015</i>	(Waluch)
32.	Shadow Cliffs Regional Recreation Area Food and Marina Concession RFP <i>Pending review in 2016</i>	(Waluch)
33.	Tilden Regional Park Lake Anza Food Concession RFP <i>Pending review in 2016</i>	(Waluch)
34.	Tilden Regional Park Vollmer Peak (5) Communication Site Agreements <i>Pending review in 2016</i>	(Waluch)
35.	Tilden Regional Park Merry-Go-Round Maintenance and Preservation Contract <i>Completed March 2015</i>	(Dort)
36.	Vasco Caves Regional Preserve Caretaker Agreement <i>Completed January 2015</i>	(Dort)

<b>Item</b>	<b>Description</b>	<b>Staff</b>
<b>Informational Reports and Discussion Topics</b>		
37.	2015 Board Operations Committee Draft Work Plan Review <i>Completed January 2015</i>	(Waluch)
38.	2015 Board Operations Committee Work Plan Year-End Final <i>Completed December 2015</i>	(Waluch)
39.	2016 Board Operations Committee Draft Work Plan Review <i>Completed December 2015</i>	(Gonzales)
40.	Anthony Chabot Regional Park Chabot Gun Club Informational Report <i>Completed September 2015 and October 2015</i>	(O'Connor)
41.	Black Diamond Mines Regional Preserve Open House Tours Update <i>Completed December 2015</i>	(Collins)
42.	Castle Rock Recreation Area American Peregrine Falcon Activities Update <i>Completed May 2015</i>	(Calvey)
43.	Coyote Hills Regional Park Patterson Property Trail System Update <i>Pending review in 2016</i>	(Staff)
44.	Coyote Hills Visitor Center Ash Street Program Partnership Update <i>Completed June 2015</i>	(Krebs)
45.	Crab Cove Visitor Center UCSF Benioff Children's Hospital Oakland HPHP <i>Completed July 2015</i>	(Nelson-Embry)
46.	Del Valle Regional Park Special Event Proposal Two Day Town <i>Completed February 2015</i>	(Margulici)
47.	Del Valle Regional Park Watersports Concession Update <i>Pending review in 2016</i>	(Patterson)
48.	District-wide Community Outreach Program Update <i>Completed May 2015</i>	(Rizzotti)
49.	District-wide Convenience Camping Pilot Program Update <i>Completed April 2015 and June 2015</i>	(Patterson)
50.	District-wide Cultural Resources Program Update <i>Completed May 2015</i>	(Ortiz)
51.	District-wide Drought Recovery Plan <i>Completed June 2015</i>	(Ragatz)
52.	District-wide Kids Healthy Outdoor Challenge Update <i>Completed November 2015</i>	(Bletz)

<b>Item</b>	<b>Description</b>	<b>Staff</b>
<b>Informational Reports and Discussion Topics (continued)</b>		
53.	District-wide Mobile Education Program Fish Friends Update <i>Completed July 2015</i>	(Frank)
54.	District-wide Oral History Program Update <i>Completed March 2015</i>	(Bletz)
55.	District-wide Save the Bay Smoking Ban Proposal <i>Completed February 2015</i>	(Ragatz)
56.	Don Castro and Cull Canyon Recreation Areas Status of Reservoirs <i>Completed July 2015</i>	(Stoneham)
57.	Dumbarton Quarry Regional Recreation Area Campground Project Update <i>Pending review in 2016</i>	(Ragatz)
58.	Lake Chabot Redwood Canyon Public Golf Course Update and Facility Tour <i>Completed April 2015</i>	(Waluch)
59.	Shadow Cliffs Regional Recreation Area Solar Project <i>Pending review in 2016</i>	(Barrington)
60.	Tilden Regional Park Merry-Go-Round Concession Update <i>Pending review in 2016</i>	(Waluch)



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

**TO:** Board Operations Committee  
**FROM:** Alicia Gonzales, Management Analyst  
**DATE:** December 17, 2015  
**SUBJECT: 2016 Committee Draft Work Plan Review**

Staff has developed and made available the first draft of the 2016 Board Operations Committee Work Plan for review and comment at the Committee’s last meeting of 2015. Staff will incorporate the Committee’s suggested changes into the Draft Work Plan for review and approval of the incoming 2016 Board Operations Committee members at their January 21, 2016 Committee meeting.

**Item Description** **Staff**

**Policy Reviews and Recommendations**

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|-----------------------------------|----------|
| 1. Ordinance 38 (biennial review) | (Love)   |
| 2. 2017 Consolidated Fee Schedule | (Dort)   |
| 3. Communication Site Policy      | (Waluch) |

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

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|---|----------|
| 4. Anthony Chabot Regional Park Marksmanship Range Concession Agreement         | (Waluch) |
| 5. Anthony Chabot Regional Park Skyline Ranch Equestrian Stables Concession RFP | (Waluch) |
| 6. Ardenwood Historic Farm Wedding, Picnic, and Special Event Concession RFP    | (Waluch) |
| 7. Ardenwood Historic Farm Blacksmith Concession RFP                            | (Waluch) |
| 8. Briones Regional Park Girl Scouts Campground Use Agreement                   | (Waluch) |
| 9. Contra Loma Regional Park Swim Lagoon Food Concession RFP                    | (Waluch) |
| 10. Crown Beach Regional Shoreline Boardsailing Concession RFP                  | (Waluch) |
| 11. Del Valle Regional Park Marina, Camp Store, and Food Concession RFP         | (Waluch) |
| 12. Del Valle Regional Park Newfoundland Club of Northern CA Use Agreement      | (Waluch) |
| 13. Diablo Foothills Regional Park North Peak Equestrian Use Agreement          | (Waluch) |
| 14. District-wide Vending Machine Concession RFP                                | (Waluch) |
| 15. Dumbarton Quarry Regional Recreation Area Campground Concession RFP         | (Waluch) |
| 16. District-wide Reservable Facilities Approved Caterers Concession RFP        | (Waluch) |
| 17. Lake Chabot Redwood Canyon Public Golf Course Concession RFP                | (Waluch) |
| 18. Las Trampas Regional Wilderness Equestrian Stables Concession RFP           | (Waluch) |
| 19. Martin Luther King Regional Shoreline Flexi-Van Leasing, Inc. Use Agreement | (Waluch) |

Board of Directors

**Item Description**

**Staff**

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

- 20. Miller/Knox Regional Shoreline Golden State Model Railroad Use Agreement (Waluch)
- 21. Redwood Regional Park Redwood Bowl Equestrian Arena Use Agreement RFP (Waluch)
- 22. Redwood Regional Park Piedmont Equestrian Stables Concession RFP (Waluch)
- 23. Shadow Cliffs Regional Recreation Area Food and Marina Concession RFP (Waluch)
- 24. Tilden Regional Park Lake Anza Food Concession RFP (Waluch)
- 25. Tilden Regional Park Vollmer Peak (5) Communication Site Agreements: (Waluch)  
Contra Costa County, EBMUD, State of CA, CA Highway Patrol, BART

**Informational Reports and Discussion Topics**

- 26. 2016 Board Operations Committee Draft Work Plan Review (Gonzales)
- 27. 2016 Board Operations Committee Work Plan Year-end Final (Gonzales)
- 28. 2017 Board Operations Committee Draft Work Plan Review (Gonzales)
- 29. Business Service Unit Update (Waluch)
- 30. Camp Arroyo Facility Update (Deshaies)
- 31. Civicorps Schools Youth Employment Services Contract Update (Patterson)
- 32. Coyote Hills Regional Park Patterson Property Trail System Update (Ragatz)
- 33. Del Valle Regional Park Watersports Concession Update (Patterson)
- 34. District-wide Reservable Facilities Update (Deshaies)
- 35. District-wide Residence Program Update (Dort)
- 36. Dumbarton Quarry Regional Recreation Area Campground Project Update (Ragatz)
- 37. Interpretive and Recreation Services Chief Update (Kassebaum)
- 38. Interpretive and Recreation Services Northwest Region Update (Zuckermann)
- 39. Interpretive and Recreation Services Southeast Region Update (Bletz)
- 40. Maintenance and Skilled Trades Chief Update (Barrington)
- 41. Maintenance Contracts & Encroachment Permits Update (Brawner)
- 42. Maintenance Superintendent Update (LeBow)
- 43. Mission Peak Regional Preserve Stanford Avenue Curfew Pilot Program Update (Gonzales)
- 44. Monarch Butterflies Presentation (Garcia)
- 45. Park Operations Chief Update (Ragatz)
- 46. Park Operations Delta Unit Update (Cunning)
- 47. Park Operations Interpretive Parklands Unit Update (Noonan)
- 48. Park Operations Lakes Unit Update (Manley)
- 49. Park Operations Parkland Unit Update (Sykes)
- 50. Park Operations Recreation Areas Unit Update (Stoneham)
- 51. Park Operations Shoreline Unit Update (Takei)
- 52. Reservations Department Update (Suzuki)
- 53. Tilden Regional Park Merry-Go-Round Concession Update (Dort)
- 54. Tilden Regional Park Golf Course Audubon International Management Practices (Ragatz)
- 55. \_\_\_\_\_ (Staff)
- 56. \_\_\_\_\_ (Staff)
- 57. \_\_\_\_\_ (Staff)
- 58. \_\_\_\_\_ (Staff)
- 59. \_\_\_\_\_ (Staff)