



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

**BOARD OPERATIONS COMMITTEE**  
**Thursday, February 18, 2010 – 2:00 p.m.**  
**Peralta Oaks – Board Room**

The following agenda items are listed for Committee consideration. In accordance with the Board Operating Guidelines, no official action of the Board will be taken at this meeting; rather, the Committee's purpose shall be to review the listed items and to consider developing recommendations to the Board of Directors.

**AGENDA**

<u>Status</u>	<u>Time</u>	<u>Item</u>	<u>Staff</u>
(R)	2:00	1. Review of Open Water Aquatic Team (SOWAT) Special Use Agreement: Shadow Cliffs Regional Recreation Area	(Waluch/Escobar)
(R)	2:20	2. Review of Open Water Swim Team (ORCAS) Special Use Agreement: Shadow Cliffs Regional Recreation Area	(Waluch/Escobar)
(R)	2:40	3. Review of Montclair Swim Team Special Use Agreement: Roberts Regional Recreation Area Pool	(Waluch/Escobar)
(R)	3:00	4. Review of Kayak Concession Agreement: Del Valle Regional Park	(Waluch/Escobar)
(I)	3:15	5. Quagga Mussel Inspection and Monitoring Program Update	(Escobar/Kenny)
	3:25	6. Public Comments	
	3:30	7. Staff Comments	
	3:35	8. Adjourn	

**Status**

(R) Recommendation  
 (I) Information  
 (D) Discussion

**Board Operations Committee Members**

Beverly Lane, Chair; Doug Siden; Whitney Dotson;  
 Carol Severin (Alternate); John Escobar (Staff Coordinator)

**Next Meeting**

March 18, 2010

**Distribution/Agenda Only**

Board of Directors  
 Mike Anderson  
 Chief Tim Anderson  
 Dave Collins  
 Bob Doyle  
 David Dubow  
 Neal Fujita  
 Carol Johnson  
 Lt. Jon King  
 Lt. Wayne Morimoto

Erich Pfuehler  
 Ted Radosevich  
 Operations Mgrs./Sup.  
 Afton Crooks  
 Robert Herrick  
 Michael Kelley  
 Peter Rauch  
 Andy Schanks  
 Robert Wills

**Distribution/Full Packet**

Board Committee  
 Pat O'Brien  
 John Escobar  
 Jack Kenny  
 Rick Parmer  
 Renee Patterson  
 Anne Scheer  
 Cinde Rubaloff  
 Clerk of the Board

Mimi Waluch  
 Dave Kalahale./Local 2428  
 Bill Surges./Local 2428  
 Police Assoc./Davis  
 Kelly Barrington  
 Glenn Kirby/PAC  
 Jerry Kent  
 Norman LaForce  
 Judi Bank/PAC

**Board of Directors**

Doug Siden President Ward 4	Beverly Lane Vice-President Ward 6	Carol Severin Treasurer Ward 3	John Sutter Secretary Ward 2	Whitney Dotson Ward 1	Ted Radke Ward 7	Ayn Wieskamp Ward 5	Pat O'Brien General Manager
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**2:00 p.m. Item**

**TO:** Board Operations Committee

**FROM:** Mimi Waluch, Revenue & Administration Manager

**DATE:** February 18, 2010

**SUBJECT: Review of Open Water Aquatic Team (SOWAT) Special Use Agreement: Shadow Cliffs Regional Recreation Area**

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During the 1981 swim season, the District received many requests from individuals for permission to use our lakes as training areas for open water swimming. This included requests to swim outside designated swim areas with no lifeguard supervision. Staff recommended that these individuals form an organized group in order to enter into an agreement with the Park District. In 1982, Shadow Cliffs Open Water Aquatic Team (“SOWAT”) was formed with approximately 30 members. Since that time, the District has entered into repeated agreements with SOWAT in order to accommodate these requests. Each swimmer must pass a proficiency test by swimming 1,500 meters in less than 30 minutes. For identification purposes, swimmers are required to wear a designated colored swim cap and must swim in groups of two or more, or with the accompaniment of a rescue boat. Swimmers are also required to sign in and out at the parking kiosk as a safety precaution.

SOWAT has grown in membership from 30 to present day of approximately 100 members varying in levels of participation. An offshoot group of swimmers has recently formed, the Shadow Cliffs ORCAS, and the two groups now work cooperatively to make use of the lake for open water swimming. This cooperative relationship has resulted in some swimmers maintaining membership in both organizations. SOWAT wishes to continue its relationship with the District and is requesting to renew their agreement to use Shadow Cliffs Regional Recreation Area for their team to open water swim.

The District currently receives \$100 per year from SOWAT and staff recommends a fee increase to \$1,200 per year for the initial term of three years with one two-year option period. In addition, approximately \$250 - \$500 per month is generated during the summer months from parking fees and Regional Parks Foundation membership sales associated with this use. Approval of this agreement will not result in any additional Park District cost or expense.

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**2:20 p.m. Item**

**TO:** Board Operations Committee

**FROM:** Mimi Waluch, Revenue & Administration Manager

**DATE:** February 18, 2010

**SUBJECT: Review of Open Water Swim Team (ORCAS) Special Use Agreement:  
Shadow Cliffs Regional Recreation Area**

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In 2007, the District was approached by an offshoot group of swimmers that originally were members of the Shadow Cliffs Open Water Aquatic Team ("SOWAT"). Due to conflicts in the approach to team management and after several months of unsuccessful attempts at resolution, it appeared that formation of a separate organization was the best alternative. In September 2008, the District authorized the new group the Shadow Cliffs Quarry Crawlers, now known as the ORCAS, to enter into a special use agreement following the same rules and regulations of the SOWAT agreement.

This arrangement of having two open water swim teams at the same facility was put forth on a trial basis with the understanding that members of both teams would swim in consideration of each other's ability and scheduling needs. Staff is in agreement that both teams have utilized the facility cooperatively and without conflict during this trial period.

ORCAS has grown in membership from 5 to present day of approximately 50 members with varying levels of participation. Many swimmers are members of both the ORCAS and SOWAT rosters and use this as an advantage to pair up to gain additional time spent in the water. Additionally, the ORCAS have held several evening swim events that include a beach cleanup program in cooperation with the Park Supervisor and staff.

The District currently receives \$100 per year from ORCAS and staff recommends a fee increase to \$1,200 per year for the initial term of three years with one two-year option period. In addition, approximately \$100 - \$200 per month is generated during the summer months from parking fees and Regional Parks Foundation membership sales associated with this use. Approval of this agreement will not result in any additional Park District cost or expense.

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**2:40 p.m. Item**

**TO:** Board Operations Committee

**FROM:** Mimi Waluch, Revenue & Administration Manager

**DATE:** February 18, 2010

**SUBJECT: Review of Montclair Swim Team Special Use Agreement:  
Roberts Regional Recreation Area Pool**

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The Montclair Swim Team is a local area team comprised of 50 youth swimmers who range in age from 7-13. The team has been in existence in the Oakland Hills area since 1960. In 2006, the team moved from its long-time training facility at a private swim club to Roberts Regional Recreation Area Pool. This arrangement enables the swim team to maintain consistent training programs, provides added coaching opportunities that permit swimmers to reach their full individual potential, and affords swimmers opportunities to test their abilities in competition.

Roberts Park and Pool is a popular end of school year swim party site for approximately 25 schools each year. Staff has successfully accommodated all of these uses of Roberts Pool during the school calendar year. The user groups have worked with the Park District to schedule pool availability and co-exist creating a very friendly and respectful environment. In addition, this fall the District will be implementing evening swim lessons September 7 – 30, 2010, and the Montclair Swim Team is willing to modify their training schedule to accommodate the swim lesson sessions.

The swim team season runs August through June, and the Montclair Swim Team is committed to providing a high-quality swimming program. Staffing the program with appropriately trained and certified personnel, including coaches and instructors, in order to conduct instruction and ensure water safety and other program elements will be the responsibility of the Montclair Swim Team. Further, the Montclair Swim Team agrees to abide by the District code of conduct, locker room protocols and other policies and procedures related to general safety.

The Montclair Swim Team will pay the Park District a rate of \$50 per hour for exclusive use of the Roberts pool with anticipated scheduling of pool use for 26 weeks from August to June. At renewal time, District reserves right to revisit fees. The District can expect revenue of approximately \$25,000 during this season of programming. Staff recommends the Board Operations Committee approve and recommend to the full Board a one-year agreement with four one-year options with the Montclair Swim Team for utilization of the Roberts Pool for swim team training.

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**3:00 p.m. Item**

**TO:** Board Operations Committee

**FROM:** Mimi Waluch, Revenue & Administration Manager

**DATE:** February 18, 2010

**SUBJECT: Review of Kayak Concession Agreement: Del Valle Regional Park**

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In 2006, the Board of Directors approved a concession agreement with Sunrise Mountaineering that effectively converted the pre-existing windsurf concession into a kayak instruction and rental concession at Del Valle Regional Park. Sunrise Mountaineering was granted a one-year agreement with an additional one-year option to test the public's response to the converted concession. At the end of this term in March 2008, Sunrise Mountaineering expressed an interest in continuing its operation of the Del Valle kayak concession and was given a three-year extension on the original agreement, ending March 2011.

At this time, Sunrise Mountaineering is seeking an additional three-year commitment from the Park District before they begin replacing and upgrading their rental equipment and storage facility. This extended agreement would allow Sunrise Mountaineering the opportunity to continue to establish a customer base for the kayaking venue at Del Valle Regional Park.

Staff recommends the Board Operations Committee approve and recommend to the full Board a three-year extension agreement. A formal Request for Proposal would then be conducted in the fall of 2013 in order to award the concession on a longer more typical five-year term, with an additional five-year option period. The District can expect annual revenue of approximately \$12,000. There is no cost to the District for implementation of this three-year extension.

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**3:15 p.m. Item**

**TO:** Board Operations Committee

**FROM:** John Escobar, Assistant General Manager, Operations

**DATE:** February 18, 2010

**SUBJECT: Quagga Mussel Inspection and Monitoring Program**

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Staff will report the progress of the Park District's joint Quagga Mussel Inspection and Monitoring Program within the District's two-county area and participation in the five-county Bay Area Consortium. The staff will focus on three areas of the program: the ongoing joint boat inspection program with local water districts, the cooperative efforts underway to secure supplemental funding for inspection and monitoring activities, and the Park District's participation in the five-county consortium and implementation of consortium's best management practices.

As the Park District begins its third year of boat inspections, support has now been secured for 2010 from all five local water districts. The initial inspection program had been approved as a pilot program by all the participating agencies. The Park District now views the program as a regular ongoing activity supported by regular staff positions at two lakes and financial support of inspection programs at two additional lakes. However, funding from water district partners is still approved on a year-to-year basis. Water agencies remain reluctant to make a long-term commitment to a program that largely supports recreation which is not central to their specific mission.

Several staff members are now actively engaged in seeking supplemental funding sources to support inspection and monitoring programs. The Park District Grants Department will be handling the distribution of \$50,000 grants being made to each of the District's two counties from the Department of Fish and Game to support ongoing inspection and monitoring programs, and to implement use of an online database that will alert participating agencies to inspection failures. The Grants Manager and Legislative Program Manager are also working on 2011 Federal appropriations requests in an effort to secure \$2,500,000 for the five-county Bay Area Consortium and its members to continue inspection and monitoring programs.

The Board authorized the General Manager to sign a Memorandum of Understanding earlier this year to formally become part of the Bay Area Quagga Mussel Consortium. Staff has been working with participating members to finalize wording of the MOU. With the help of the General Counsel's Office, staff worked on modifying language to be consistent with current District inspection and monitoring practices. Staff will report to you at your meeting on the few minor issues that are yet unresolved. However, staff will recommend that the General Manager sign the Memorandum of Understanding.

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