



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

12:30 p.m. Item

TO: Board Operations Committee
FROM: Alicia Gonzales, Management Analyst
DATE: January 19, 2017
SUBJECT: 2017 Committee Draft Work Plan Review

Staff has developed and made available the draft 2017 Board Operations Committee Work Plan for review and comment. The Draft Work Plan was presented at the Committee’s last meeting of 2016 and since that date suggested changes and additions, from the previous Board Operations Committee members and staff, have been incorporated into the Draft Work Plan.

Item Description Staff

Policy Reviews and Recommendations

- | | |
|-----------------------------------|------------|
| 1. 2018 Consolidated Fee Schedule | (Dort) |
| 2. Request For Proposal Policy | (Gonzales) |

Concessionaire and Special Use Agreement Reviews and Recommendations

- | | |
|--------------------------------------------------------------------------------------------------------------|-------------|
| 1. Ardenwood Historic Farm Blacksmith Concession | (Patterson) |
| 2. Briones Regional Park Girl Scouts Campground Use Agreement | (Patterson) |
| 3. Briones Regional Park Telecommunications License Agreement | (Patterson) |
| 4. Brooks Island Caretaker Agreement | (Dort) |
| 5. Del Valle Regional Park Astronomy Connection Special Use Agreement | (Patterson) |
| 6. District-wide Vending Machine Concession RFP | (Waluch) |
| 7. District-wide US Department of Interior Geological Survey License Agreement | (Patterson) |
| 8. Dumbarton Quarry Regional Recreation Area Campground Concession RFP | (Waluch) |
| 9. Las Trampas Regional Wilderness Equestrian Stables Concession RFP | (Patterson) |
| 10. Martinez Regional Shoreline Racing Pigeon Club Special Use Agreement | (Patterson) |
| 11. Martinez Regional Shoreline Sportsman Club Special Use Agreement | (Patterson) |
| 12. Sunol Regional Wilderness Trail Riding Service | (Patterson) |
| 13. Tilden Regional Park Vollmer Peak (3) Communication Site Agreements:
Contra Costa County, EBMUD, BART | (Waluch) |
| 14. Model Mariners Special Use Agreement: Alameda Creek Trail | (Patterson) |
| 15. Camp Arroyo Environmental Camp Concession RFP | (Waluch) |

Board of Directors

- | | |
|---------------------------------------------------------------|-------------|
| 16. MESP Sea Breeze Concession RFP | (Waluch) |
| 17. Gateway Park Special Use Agreement | (Waluch) |
| 18. Lake Chabot Regional Park Concession 2 nd term | (Patterson) |

Informational Reports and Discussion Topics

- | | |
|-------------------------------------------------------------------------------|--------------|
| 1. 2017 Board Operations Committee Work Plan Year-end Final | (Gonzales) |
| 2. 2018 Board Operations Committee Draft Work Plan Review | (Gonzales) |
| 3. District-wide Reservable Facilities Update | (Lamborn) |
| 4. District-wide Residence Program Update | (Dort) |
| 5. Interpretive and Recreation Services Northwest Region Update | (Zuckermann) |
| 6. Maintenance Contracts & Encroachment Permits Update | (Brawner) |
| 7. Mission Peak Regional Preserve Stanford Avenue Curfew Pilot Program Update | (Gonzales) |
| 8. Park Operations Delta Unit Update | (Cunning) |
| 9. Park Operations Interpretive Parklands Unit Update | (Noonan) |
| 10. Park Operations Shoreline Unit Update | (Takei) |
| 11. District-wide CiviCorps Program Update | (Patterson) |
| 12. District-wide Point of Sale Program Update | (Hornbeck) |
| 13. Tilden Park Merry Go Round Concession Update | (Dort) |
| 14. Annual Update on Concession and Facility Costs: District-wide | (Gonzales) |
| 15. _____ | (Staff) |
| 16. _____ | (Staff) |
| 17. _____ | (Staff) |
| 18. _____ | (Staff) |
| 19. _____ | (Staff) |



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

1:00 p.m.

TO: Board Operations Committee

FROM: Renee Patterson, Administrative Analyst II

DATE: January 19, 2017

**SUBJECT: Review Contra Costa County Communication Site License:
Vollmer Peak, Tilden Regional Park**

Contra Costa County would like to renew the license for the management and use of the existing communication site facility located at Vollmer Peak in Tilden Regional Park. Contra Costa County and the District first entered into an agreement on this site in 1961. This site has been in continuous use since 1961 for multiple wave/radio communications for public agencies only, including the District’s Public Safety communications. The site provides major primary frequency coverage for the western half of the Contra Costa County area and the northeastern portion of the San Francisco Bay area.

The County operates, maintains, and manages the sixty-foot telecommunications tower and related telecommunications facilities as well as the District’s equipment shelter on the premises. The tower and shelter are shown below. The District currently collects fees from Contra Costa County for the use of the equipment shelter. Contra Costa County collects fees from public agencies who use the tower that is owned by them and for their management of the site. Neither the District nor Contra Costa County is proposing any change to their management and use of the site as the facility is self-sufficient, requires very little maintenance, and County staff rarely access the site.

District staff recommends authorization for a communication site license agreement with Contra Costa County for one five-year term, with three additional 5-year terms, for the existing communication site at Vollmer Peak in Tilden Regional Park. The District can expect annual revenues from Contra Costa County of \$28,800 for six racks of equipment at \$400 per rack, per month, with an annual increase based on CPI up to 3%. The annual road access fee is \$500 and Contra Costa County pays all utilities for the site. There is no cost to the District for this action.



Board of Directors

Beverly Lane
President
Ward 6

Dennis Waespi
Vice-President
Ward 3

Ayn Wieskamp
Treasurer
Ward 5

Whitney Dotson
Secretary
Ward 1

Dee Rosario
Ward 2

Ellen Corbett
Ward 4

Vacant
Ward 7

Robert E. Doyle
General Manager



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

1:15 p.m. Item

TO: Board Operations Committee
FROM: Noah Dort, Administrative Analyst II
DATE: January 19, 2017

SUBJECT: Review Caretaker Contract for Services: Brooks Island Regional Preserve

Brooks Island Regional Preserve is a 373-acre island located just off the Richmond Inner Harbor. Brooks Island is a marvelous bird sanctuary, with over 18 species of nesting birds, and also supports an unusual variety of plant communities. Access to Brooks Island is available only by reservation in a naturalist-led tour.

Brooks Island requires Caretaker services to monitor the property for safety and security, and to protect the resources of this environmentally sensitive area. The Caretaker lives on the island in the designated residence full-time as their primary residence, provides their own motor boat for travel between the island and mainland, maintains chemical toilets and vegetation in the residential and public use areas, conducts routine patrols of the site, provides monthly reports on visitor and animal activity, and is available to meet with District staff who lead tours at designated times.

The current Caretaker, Matthew Steven Allen, was initially selected in early 2011 as the best candidate. In late 2013, as a result of his superb service, the success of increased patrols, and the resulting impact on Caretaker equipment and supplies, the contract with Mr. Allen was extended to the maximum term. The current contract ends on February 28, 2017. Notice of the available Caretaker contract was posted in newspapers and online advertisements, and the District received resumes from 9 applicants including the current caretaker Mr. Allen. Qualified candidates were interviewed by District staff, and Mr. Allen is considered to be the best candidate for this contract.

As the Caretaker for 6 years and a former Richmond Marina resident, Mr. Allen is very familiar with the San Francisco Bay, the marina area, and the island itself. Mr. Allen has extensive training in maintenance, service, and monitoring of electrical, plumbing, and mechanical and instrumentation installations, upgrades, and improvements. Additionally, Mr. Allen is skilled in carpentry and grounds maintenance techniques. Mr. Allen has also established positive relationships with park staff.

Staff recommends entering into a Caretaker Contract for Services for Brooks Island Regional Preserve with Matthew Steven Allen. The initial term of the contract would be 1 year, commencing March 1, 2017, with the possibility of two 1-year extensions upon mutual agreement between the District and Mr. Allen. The cost to the District for this action is \$39,071.28 for the first year, to increase by 2.5% annually through the end of the term. The initial annual contract costs compute to \$3,255.94 per month for providing Caretaker services at Brooks Island Regional Preserve.

Board of Directors

Beverly Lane President Ward 6	Dennis Waespi Vice-President Ward 3	Ayn Wieskamp Treasurer Ward 5	Whitney Dotson Secretary Ward 1	Dee Rosario Ward 2	Ellen Corbett Ward 4	Vacant Ward 7	Robert E. Doyle General Manager
-------------------------------------	-------------------------------------------	-------------------------------------	---------------------------------------	-----------------------	-------------------------	------------------	------------------------------------



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

1:30 p.m. Item

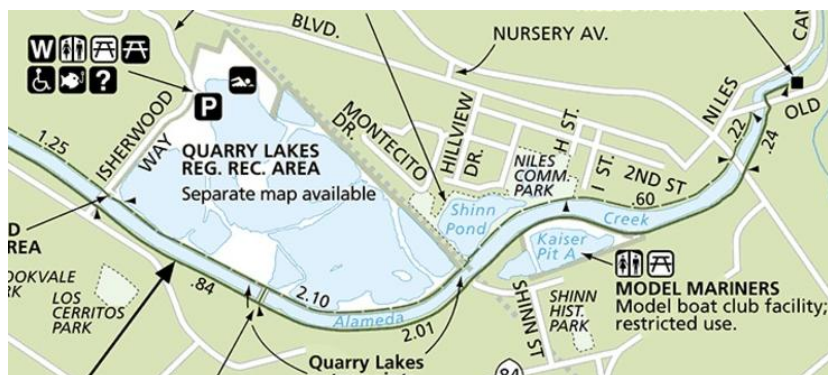
TO: Board Operations Committee
FROM: Renee Patterson, Administrative Analyst II
DATE: January 19, 2017
**SUBJECT: Review Model Mariners Special Use Agreement:
Alameda Creek Trail**

The Alameda Creek Trail opened in January 1973. The project was funded by the U.S. Army Corps of Engineers, the Alameda County Flood Control and Water Conservation District, and the East Bay Regional Park District. The Alameda Creek Trail is located alongside Alameda Creek and Quarry Lakes Regional Recreation Area.

The Model Mariners is a club that has been using Kaiser Pond A on Alameda Creek Trail since 1978. District staff meets annually with a representative from the Model Mariners, Alameda County Flood Control, and Alameda County Water District to discuss methods for improving site conditions, as well as alleviating issues relating to any complaints. Park staff report that overall the club has been cooperative, kept the area litter free, faithfully controlled all gates and locks, heeded all safety regulations, and maintained insurance requirements.

This Special Use Agreement with the Model Mariners, will continue to allow its members the non-exclusive use of the area to conduct model boat activities for their enjoyment as well as the enjoyment of the general public. There are no utilities or District structures in the area.

Staff recommends the Board Operations Committee approve and recommend to the full Board a five-year Special Use agreement beginning April 1, 2017 and a second five-year term, subject to District's sole discretion, based on their satisfactory performance and ability to adhere to all terms of the agreement. The District receives \$250 per year for this use.



Board of Directors

Beverly Lane President Ward 6	Dennis Waespi Vice-President Ward 3	Ayn Wieskamp Treasurer Ward 5	Whitney Dotson Secretary Ward 1	Dee Rosario Ward 2	Ellen Corbett Ward 4	Vacant Ward 7	Robert E. Doyle General Manager
-------------------------------------	-------------------------------------------	-------------------------------------	---------------------------------------	-----------------------	-------------------------	------------------	------------------------------------