

AGENDA
REGULAR MEETING
BOARD OF DIRECTORS

EAST BAY REGIONAL PARK DISTRICT

Tuesday, May 2, 2017

C. BUSINESS BEFORE THE BOARD

7. BOARD COMMITTEE REPORTS

a. Operations (Thursday, January 19, 2017) (Waespi)

Present

Board: Directors Dennis Waespi (Chair), Ellen Corbett, Dee Rosario

Staff: Jim O'Connor, Mimi Waluch, Renee Patterson, Alicia Gonzales, Dan Sykes,
Noah Dort, Cliff Rocha, Scott Possin, Denise Valentine

Guests: Rick Rickard, Matt Allen, Jesse Alvitir, Joe Slaney, Ed Woo

Agenda Item I: Review Contra Costa County Communication Site License: Vollmer Peak, Tilden Regional Park

Administrative Analyst Renee Patterson informed the Committee that Contra Costa County is requesting to renew the license for the management and use of the existing communication site facility located on District land at Vollmer Peak in Tilden Regional Park. Patterson provided a brief overview of the agreement and displayed a map indicating the communication site location in the park.

Patterson recalled that 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 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.

Patterson closed by introducing Ed Woo, Chief Information Officer with Contra Costa County and opened up for any questions on the item.

Director Waespi inquired if the Regional Park District has a repeater at the site. Woo responded yes. Both radio and microwave.

Director Corbett inquired as to which agencies utilize the tower. Woo replied California Highway Patrol, Cal Trans, and other state agencies use the tower. Bay Area Rapid Transportation has a new site.

Director Rosario inquired if the agreement covers repeaters the District has throughout the parks or lands. Woo responded the agreement only covers this site at Vollmer Peak.

Waespi inquired how much in revenue does Contra Costa receive through this tower. Woo commented he does not have the figure, however, Contra Costa County does recover their costs and does not make a profit.

Corbett moved to approve the staff recommendation to authorize 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. Rosario seconded. The motion passed unanimously.

Agenda Item 2: Review Caretaker Contract for Services: Brooks Island Regional Preserve

Administrative Analyst Noah Dort began by informing the Committee that staff is seeking a recommendation to enter into a contract with Matthew Steven Allen to perform caretaker services at Brooks Island Regional Preserve.

Dort explained that Brooks Island is not open to the public and recalled that the island is a bird sanctuary with over 16 species of birds. The island also includes a salt marsh and coastal grass lands in an undisturbed state. Access to the island is through reservation only.

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 full-time, 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.

Dort indicated Allen has been the caretaker at the island for the past six years and is a former Richmond Marina resident. He is familiar with San Francisco Bay, the island and marina, with extensive training in maintenance, service and monitoring of electrical, plumbing and mechanical and instrumentation installations, upgrades and improvements.

Rosario inquired if there is a limit on the maintenance that the Caretaker provides. Dort replied that first contact would be to the District Maintenance and Skilled Trades Department before performing maintenance tasks.

Waespi inquired on how many interpretive tours are conducted per year. Allen responded there are 6 kayak tours being conducted this year and one large boat tour. The range of tours is now between 6 to 10 per year. This includes large boat, kayak, District Clerical Forum and Park Operations Unit meeting tours, which are managed by the District.

Rosario moved to approve the staff recommendation to enter in to 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 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. Corbett seconded. The motion passed unanimously.

Agenda Item 3: Review Model Mariners Special Use Agreement: Alameda Creek Trail

Administrative Analyst Renee Patterson shared that being reviewed today, is the existing special use agreement with the Model Mariners which is set to expire this year. A video clip was then played for the Committee of the model boats in action at the Alameda Creek Trail and the Kaiser A Pond location was displayed on a map.

Patterson stated 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 reports 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.

Patterson introduced members of Model Mariners, which included Joe Slaney and Jesse Alvitri.

Rosario inquired if the boats are for day-use only. Slaney replied the boats are for day-use only, however the site is also utilized for the overnight event held by the club.

Rosario inquired if they have received any complaints. Slaney indicated trail users do comment on the activity, however, there are no houses in the area and the surrounding businesses are vacant. Slaney indicated the pond closes at 5:00 p.m. on weekdays and 6:00 p.m. on the weekends. The club cannot begin an event before 9:00 a.m.

Corbett inquired if there are 10 events per year. Patterson replied the District does not restrict the amount of events. The club is allowed to have up to 10 events at the \$250 agreement fee. If they exceed the 10 event limit, they would need to obtain a District Special Event Permit. Corbett inquired what time of day does the club arrive on the weekends. Slaney responded the events begin at 9:00 a.m. with check-in beginning at 8:30 a.m.

Waespi inquired on the number of members in the club. Slaney replied there is a total of 35 members signed up so far, with an anticipation of 15 more members.

Wasepi inquired if the club has an outreach program. Slaney replied the group greets visitors and answers any questions they might have.

Corbett moved to approve and recommend to the full Board the staff recommendation for 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. Rosario seconded. The action passed unanimously.

Agenda Item 4: 2017 Committee Draft Work Plan Review

Management Analyst Alicia Gonzales provided a brief history of the Work Plan that includes the goals and objectives of the District. Staff has developed 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. The items being reviewed today are not in a priority order. Issues are added to the list throughout the year as they develop.

Gonzales then inquired if there were items the Committee would like to add to the list. Corbett requested time to review the list and get back with staff.

#8 Dumbarton Quarry Regional Recreation Area Campground Concession RFP

Rosario inquired if item 8 is being proposed. O'Connor replied management is still reviewing the operation of the campground.

Waespi inquired if this Committee reviews any follow up to the Smoking Policy. O'Connor stated the policy was reviewed and approved by the Board, however, staff can bring the item back to a future meeting and report out on the progress of the policy.

Corbett inquired if an update will be provided on the parking enforcement at Mission Peak. O'Connor replied staff can provide a follow up to the item.

Agenda Item 5: Open Forum for Public Comments

There were no public comments.

Agenda Item 6: AGM Comments

O'Connor provided the following updates:

- Storm update – Del Valle remains closed possibly through February. The flood level is down to 706 acre feet. Staff is waiting for the park to dry out to perform significant clean up.

Agenda Item 7: Board Comments

- Corbett – Are the road closures still in effect for the newt migration. O'Connor replied yes, November through April each year.

Director Waespi adjourned the meeting at 1:18 p.m.

Respectfully submitted:

/s/ Denise Valentine

Executive Secretary