

Approved Meeting Minutes
PARK ADVISORY COMMITTEE
June 25, 2018

ATTENDING: Best, Brubaker, Burke, Corkin, Gregory, Ho, Kern, Mercurio, Rickard, Robinson, Sanwong, Skaredoff, Tsutsui, Trotter, Wilkins, Yee

ABSENT: Bueren, Godfrey, Madsen, Thompson, Williams

STAFF ATTENDING: Auker, Johnson, Barrington, O'Connor, Pfuehler, Rasmussen, Schirmer, Strawson O'Hara, Wilson, Clay

GUESTS: Board Member Ayn Wieskamp

PUBLIC: Bruce 'Ollie' Olson, William Yragui, Kelly Abreu

The meeting began at 7:03 p.m.

1. **Approval of the May 21, 2018 Minutes:** The May 21, 2018 minutes were approved. The motion to approve was moved by PAC member Kern. PAC member Best seconded approval of the minutes. PAC members Burke, Corkin, Trotter, Wilkins, Williams and Yee abstained due to being absent.
2. **Introductions:** PAC vice-chair Rickard asked PAC members, staff and the public to introduce themselves.

Government Affairs Manager Pfuehler introduced new PAC members Annie Burke and Sharon Corkin. Pfuehler introduced Burke and stated she was appointed by the Alameda County Board of Supervisors. She comes with a lot of experience in nonprofits and environmental organizations throughout the Bay Area. Pfuehler introduced Corkin as a long time District employee. She joins the PAC as a representative of the Alameda Labor Council.

3. **Board Member Comments:** Director Wieskamp announced PAC member Ben Yee will receive the 25th State Assembly District 2018 Community Hero award.

Director Wieskamp provided an update about Ward 5 which stretches from Fremont to Livermore including Pleasanton, Sunol and Newark. Wieskamp pointed out the largest parks in her ward are Sunol/Ohlone at almost 7,000 acres and Pleasanton Ridge at over 9,000 acres. Wieskamp stated in the last ten years the Park District has grown by 23,000 acres. 11,000 of those acres are in Contra Costa County. For many of these acres, the East Contra Costa County Habitat Conservancy covered 90% of the cost for the acquisition. Wieskamp commented in the last ten years Quarry Lakes, Dublin Hills, Brushy Peak and Vargas Plateau have increased in size. Wieskamp mentioned a future park, Doolan Canyon, is a beautiful open space between the cities of Dublin and Livermore. Eventually, it will be open for public use in her Ward. There is tremendous community support to preserve this land and staff is working to make trail connections.

Wieskamp commented that Castleridge Trailhead was recently opened at Pleasanton Ridge creating a second access to the park. The Park District developed the trailhead, added bathrooms and water. The City of Pleasanton developed 50 parking spots along Old Foothill Road.

Wieskamp reported Del Valle flooded five times last year. With staff's hard work, the park has been restored. Five new convenience camping cabins have been built as a pilot program, and have been well received by the public. Wieskamp stated Dumbarton Quarry by the Bay Campground at Coyote Hills will open in 2019. Wieskamp commented hookup campsites, a playground, an amphitheater and access to Coyote Hills Regional Park will be included. An account from the tipping fee the District receives from every load brought in to fill the quarry has reached nearly \$3 million dollars and will fund projects at Coyote Hills.

4. **Foundation Update:** Juliana Schirmer, Foundation Development Director, provided an update about Foundation activities. Schirmer reported a key focus for the Foundation is the expansion of the membership program. Citizens may now purchase memberships at five local REI stores as well as at nine of the East Bay Regional Parks.

Kern inquired about efforts to raise funds to purchase a parcel of land in the Martinez area. Carol Johnson, AGM Public Affairs replied the Muir Heritage Land Trust is heading the effort, and is funding a large portion of the purchase. It is a great connection contiguous to other Park District lands, and will be managed by Muir Heritage Land Trust. Access will be granted in the future to the public.

5. **Public Comments:**

Kelly Abreu commented about the PAC Committee's recent field trip to Vargas Plateau, and asked for advanced public notice for future PAC field trips. He commented about the Vargas Plateau LUP and the need for improved parking, more entrances, trail connections and campgrounds. He stated the Fremont City Council voted at their June meeting to close the middle section of Morrison Canyon Road to vehicle traffic, but will retain the road for emergency and non-motorized uses.

William Yragui handed out a Tri-City Voice article and flier regarding Morrison Canyon Road. He commented his advocacy work includes making sure citizens attend public meetings. Yragui stated he distributed fliers to encourage citizens to support the closure of Morrison Canyon Road. With the community member's attendance and support, the City of Fremont listened to their request.

6. **Presentations:**

- (I) **a. Renaming of North Woods Loop Trail in Pleasanton Ridge – Suzanne Wilson, Senior Planner Trails Development and Juliana Schirmer, Foundation Development Director**
Juliana Schirmer, Foundation Development Director provided background information about the North Woods Loop Trail. Schirmer spoke about Philip Scholz, who passed away while trying to rescue a suicidal man on the Caltrain tracks in Santa Clara. His wife Emily Scholz created the Philip Scholz Memorial Foundation (Foundation) to raise funds to support communities and causes that were important to Philip. Philip was an avid hiker in the regional parks. In 2016, the Foundation donated \$80,000 to the Regional Parks Foundation for the construction of a trail at Pleasanton Ridge. The trail project is estimated to cost \$125,000. The Foundation will hold a fundraiser in October 2018 to celebrate Philip's birthday and to raise additional funds for the project. Trails Department staff and Regional Parks Foundation staff proposed renaming the *North*

Woods Loop Trail, which is identified in the Pleasanton Ridge Land Use Plan, to the *Philip Scholz Memorial Trail* in honor of Philip.

Suzanne Wilson, Senior Planner in Trails Development reported in 2012 the North Woods Loop Trail was proposed. Wilson talked about the steps taken to name a trail, and the criteria to name a trail after a person. Wilson added renaming the trail does not conflict with the Park District's naming policy, or the adopted Pleasanton Ridge Land Use Plan. Initially, other trails were considered, but it was determined the North Woods Loop Trail at the northern portion of Pleasanton Ridge would be ideal. This multi-use natural surface trail goes through Bay Oak woodlands and offers inspiring views.

On October 5, 2018 Philip would have celebrated his 40th Birthday. To celebrate his life and legacy, Emily and the Philip Scholz Memorial Foundation are hosting an "Over the Hill" fundraiser to highlight Phil's love of hiking in the parks. This will be a celebration of his life and a chance for supporters to receive an update about the memorial trail and development at Pleasanton Ridge Regional Park.

PAC member Sanwong gave her recommendation for the renaming of the trail to honor Philip Scholz. Sanwong mentioned Emily is the operations manager at Valley Humane Society in Pleasanton. She supported the comments provided in the PAC's dog policy report. Gregory expressed support for the trail naming.

Recommendation: Motion made by PAC member Sanwong and PAC member Gregory seconded the motion to approve the Renaming of North Woods Loop Trail in Pleasanton Ridge. The recommendation passed unanimously.

(I) b. 2017 Comprehensive Annual Financial Report (CAFR) – Debra Auker, AGM/CFO Finance and Management Services

Debra Auker, AGM/CFO Finance and Management Services, presented the draft CAFR report. Auker explained the CAFR will be submitted for the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. Staff expects to receive acknowledgment similar to the awards received by the District for the past 17 consecutive years.

Auker reported the District is in sound financial condition. The complete reconciliation of the 2017 fiscal year, as recorded in detail in the draft CAFR, demonstrates the continuing effectiveness of the District's conservative financial approach and the strong support of the Board of Directors toward financial transparency and long-term planning. The CAFR records the continuing commitment of public funds to provide services through expenditures on land acquisition, development projects, staff wages and benefits, debt service on bonds, and all required and recommended governmental activities necessary to operate the District. These year-end financial results will be used as the basis for making recommendations to the Board of Directors for future budgets.

Auker explained that District assets have grown. In 2017, the District's total net position as of December 31, 2017 totaled \$771.8 million, which increased by \$17.6 million in 2017 primarily due to property tax revenue being greater than budgeted, and salaries and benefits savings due to staff vacancies. Auker stated the General Fund ending fund balance, included in the governmental fund financial statements, increased by \$8.7 million.

Yee inquired about the “notes receivable” and asked if it is an outstanding loan. Auker answered this is the result of an estate gift from the Borel Trust in Danville. It is money owed to the District. Yee noted on page 167 the number of bulldozers went from five to four, and questioned if it was adequate amount of equipment. Kelly Barrington, Chief of MAST replied there were bulldozers that weren’t being utilized on a regular basis, and to keep and maintain them would not be cost effective.

PAC member Skaredoff asked how much of the budget is devoted to debt service. He also asked about the District’s reserve and how long operations could continue without additional funding. Auker replied the policy for unassigned reserve is 32% of revenue. If expenditures are over \$100 million per year, there is \$50 million in unassigned fund balance in the General Fund. There isn’t a full year’s worth of reserves. Currently, money is being set aside for facility renovation and replacement. Since 2012, properties have been assessed for the future cost to maintain, rebuild or replace. There is an informal policy to shift about five million dollars a year to the fund established in 2012 to ensure facilities stay in good condition.

Best reported the PAC Finance Committee recommends the full PAC recommend to the Board of Directors approval of the Comprehensive Annual Financial Report.

Recommendation: Motion made by PAC member Best. PAC member Kern seconded the motion to approve the draft CAFR. The recommendation passed unanimously.

(i) **c. Measure WW Update – Debra Auker, AGM/CFO Finance and Management Services**

Debra Auker, AGM/CFO Finance and Management Services stated overall the District secured a \$500 million authorization from the voters in 2008. Auker explained the first series of bonds under the Measure WW authority were issued in mid-2009, the second series in mid-2013 and the most recent series in late 2017. The 2017 \$80 million series included \$30 million in Certified Green Bonds. The \$164 million in tax-exempt proceeds issued were sold at extremely low interest rates, with the 2017 series receiving a very competitive rate of 2.48%. The Park District also issued \$44.55 million in refunding bonds, with \$20 million as Certified Green Bonds, generating \$7.1 million in debt service savings. The current refunding in combination with the previous debt re-structure and \$20 million issue of Measure AA refunding bonds, has allowed the District to hold the combined 2017/18 debt service on both the AA and WW bonds to \$2.10 per \$100,000 of assessed valuation (AV) and \$3.20 per \$100,000 the year before; well below the District’s \$10 per \$100,000 of AV commitment to voters. The 2018/19 tax rate is also expected to meet this benchmark. It will, however, go up to accommodate the 2017 bond debt service. Auker reported \$375 million in Measure WW funding was allocated based on Metropolitan Area population balance as known in 2007. The original program allocations, by percentage are; South 35%, West 32% and Diablo 33%. Auker noted \$96.1 million in appropriations have been approved by the Board of Directors for both WW acquisition projects (\$59.6 million) and development projects (\$36.5 million). In addition, \$37.1 million has been budgeted to the Land Acquisition “Designated Acquisitions” account, which is the holding account for projects that have not yet been transferred and received formal appropriations. Of the total appropriation of \$96.1 million, \$77.2 million has been expended on both acquisition and development projects to date. The largest uses of WW funding are \$7 million for the Atlas Road Bridge creating a new access to Point Pinole Regional Shoreline, \$2.8 million for the Pinole Shores to Bay Front Park San Francisco

Bay Trail, \$4.1 million toward the purchase of Roddy Ranch in Deer Valley, \$3.5 million for the Robertson property at Pleasanton Ridge, \$2.1 million for Wiedemann Ranch and \$3.0 million for the GSA property at Crown Beach.

Auker stated the District is entering its tenth year of the Measure WW Local Grant Program. The program was set to expire on December 31, 2018. Staff received numerous extension requests from local agencies. Staff suggested authorizing a three-year extension. In May, the Board approved the extension of the program through December 31st, 2021. Through the end of the 2017 year, 234 projects valued at \$116.1 million or 93% of the total \$125 million program (including the District's administrative fee) have been approved and are being undertaken by local agencies. The Local Grant Program has funded 160 completed projects. The application, review and reimbursement process has proceeded smoothly. Approximately \$88.1 million has been reimbursed to local agencies during the first nine years of the program.

In 2017, the Board created a program similar to the local grants for urban creeks. In the first round, the District accepted grant applications for up to \$1.6 million. The total allocation for the urban creek program is \$8 million. The first round of applications (three received) totaling \$1,589,433 was approved by the Board in April 2018.

The remaining District-wide Measure WW funds available (less appropriated funds, but inclusive of the reserve) totals \$278.9 million. Measure WW allocations are established by the expenditure plan adopted in 2008. The Board, however, has the authority to modify the plan, apply the reserves, transfer funds between allocation areas and/or adjust the balance between acquisition and development uses.

PAC member Ho noted the deadline for local projects was extended. She asked if there is a deadline for when the District's projects funded by Measure WW need to be expended. Auker replied the deadline is based on when the bonds are issued. The tax code states that there is a three to four year period after issuance that the money is supposed to be spent, but there is no end date. The authorization for the tax levy goes until the last of the debt service is paid on the bonds.

Recommendation: None. This was an informational item.

d. Measure CC Update 2019 Budget and Spending Plan - Jeff Rasmussen, Assistant Finance Officer

Jeff Rasmussen, Assistant Finance Officer, provided an update about the 2019 Measure CC budget and spending plan. Measure CC was approved by the voters in November 2004 and expires in 2020. It authorizes a tax rate of \$1 per month for each single-family parcel for a total of about \$47 million dollars over the life of the program. Measure CC funds can be used for capital or operational/maintenance expenses, and pays for staffing which is a tremendous benefit for the Measure CC zone. The Measure CC zone encompasses 20 regional parks and 9 communities. The parks are: Alameda Point, Anthony Chabot, Brooks Island, Claremont Canyon, Crown Beach, Huckleberry, Kennedy Grove, Lake Chabot, Leona Canyon, McLaughlin Eastshore, Miller/Knox, MLK Jr. Shoreline, Point Isabel, Point Pinole, Redwood, Roberts Sibley, Temescal, Tilden and Tilden Nature Area, Wildcat Canyon and Alvarado Park.

Rasmussen explained Measure CC is primarily focused on critical upgrades at some of the Park District's oldest and busiest parks in the western part of the District. Some of the categories

funded are trail extensions and improvements, fire hazard reduction, shoreline restoration, infrastructure repairs and staffing.

Rasmussen stated the total value of the program is \$46,732,141. To date, revenue spent is \$32,704,361 and unspent revenue is \$9,612,215. Future revenue is \$4,415,565. 83 projects are within Measure CC. 55% of the projects are complete, and 20% of the projects have been modified to ensure they are completed. Within CC, the Board has the authorization to modify projects as necessary. There are 43 completed projects to date. Rasmussen highlighted a few projects including: the renovation of picnic tables at Brooks and Buckeye, replacement of chemical toilets with vault toilets, and Environmental Education Center exhibit and lighting all at Tilden Regional Park, and the Atlas Road Bridge at Point Pinole. Rasmussen reported staffing funded by Measure CC includes: operations, police fire and resource protection at McLaughlin Eastshore State Park, year-round operation of Crab Cove Visitor Center at Crown Memorial State Beach, and vegetation management for wildfire prevention in East Bay Hills.

Rasmussen stated there is a 10% reserve (\$4.7 million dollars) included as part of Measure CC for the Board to allocate to special high priority projects. To date, the Board has appropriated funds for three projects: \$1,106,245 for the Atlas Road Bridge and Public Access Project, \$1,000,000 for initial funding of the Point Pinole Visitor Center and \$1,500,000 for the Bay Trail along Doolittle Drive. \$1,090,055 in unallocated reserve funds remain for future high priority opportunities.

Rasmussen stated there is one project modification to the spending plan. The transfer of \$25,000 from the Redwood Stream Trail re-route to Roberts Park for redwood tree protection and interpretation. Staff wants to protect and interpret some of the old growth stumps in the park. Skaredoff inquired about the reasoning behind the transfer of funds from the Redwood Regional Park Stream Trail to Roberts Park. Rasmussen explained the FEMA disaster of 2017 wiped out much of the creek and the trail work will now be funded by FEMA.

PAC member Tsutsui asked about the anticipated start date for the Measure CC extension. Pfuehler replied the vote to extend will be in November, but the revenue won't begin until 2020.

Kern stated his support for the recommendation, but believes there should be serious consideration to ensure stakeholders are more solidified in their support of the Measure's extension. Kern asked this be incorporated in the recommendation for consideration by the Board of Directors.

Recommendation: Motion to recommend the 2019 Measure CC budget and spending plan was made by PAC member Wilkins. PAC member Tsutsui seconded the motion to approve and recommend the Board of Directors approve the 1) Measure CC 2019 budget and spending plan, 2) the \$1,090,055 in reserve funds remain unallocated for future high priority opportunities, 3) modification of Measure CC project description and transfer of \$25,000 for redwood stump conservation. The recommendation passed unanimously.

e. VAC-CON- Kelly Barrington, Chief of Maintenance and Skilled Trades (MAST) Barrington provided details about the purchase of the VAC-CON. The VAC-CON can operate under conditions that current District owned machinery are unable. Barrington listed some of the

benefits: sewer line/system clean-outs; reduced dependence on Roto-Rooter; increased capacity and efficiency; safe excavation of utilities or other critical infrastructure; safely “pot-hole” and locate unmarked utilities; reduce impact on the environment; improved vault and lift station maintenance; and improved worker safety.

Barrington explained maintaining the District’s sanitary sewer system is a key function of the Sanitation Unit. In the past, \$64,000 dollars has spent yearly on Roto-Rooter services. Hydro-jetting culverts with the VAC-CON on a regular basis would maintain the culverts and prevent rust. With the VAC-CON, the nozzle on the truck can be used to expose utilities cleanly and in a safe manner. In addition, the VAC-CON can clean out sewer lift stations to the bottom, clean completely and replace with fresh water. The VAC-CON can safely excavate unmarked utilities without doing any damage to pipes. This same nozzle can be increased and make clean cuts on asphalt.

The VAC-CON unit can clear a culvert without allowing downstream sedimentation to occur. The District would still need to report out to the regulators under current permit conditions, but this technique has no impact on stream banks, inlets or outflows. It significantly reduces the impact on the environment while completing necessary and important maintenance activities. Using this method will also extend the life of District culverts and prevent MAST/roads and trails from needing to dig up and replace or reset them once clogged. Roads and trails that are already in place will also be better preserved. The VAC-CON has a 11.5 cubic yards capacity to haul dirt or septage, 1,100 gallons of water capacity, is self-cleaning and makes work safer for crews. The purchase price for the VAC-CON is \$421,946.00.

PAC member Mercurio asked the expected lifespan is for this vehicle. Barrington replied 18-20 years with regular maintenance. Sanwong asked if this is new technology. Barrington replied no, it has been available for several years. Skaredoff asked if one vehicle is enough to manage the whole Park District. Barrington replied no, there are other vehicles currently in use that will still be used to perform work, especially in remote places. Ho asked where the maintenance shops are located in the District. Barrington replied there are three locations: Pacheco, Tilden and South County at Public Safety in Castro Valley.

Wieskamp said she is very impressed with this piece of equipment, and it is worth the purchase price.

Recommendation: This is an informational item.

7. PAC Member Comments

Ho commented about a citizen concern that one of the Measure CC projects is to gravel the Wildcat Creek trail. It is a trail that parallels Wildcat Creek in West County from Wildcat Canyon into Tilden Regional Park. The trail is set at the top and a little bit back from the creek bank. The existing trail is a dirt fire road that’s 10-12 feet wide with varying amounts of tree canopy and gets muddy. The trail has been graveled, but it was placed much wider than the original trail. The citizen was concerned that it changed the character of the trail, and it looked more like a utility road. Ho asked if there is any official designation of trails for emergency access, and what the standards are for these trails. O’Connor replied he has been to the site and is researching the issue.

PAC member Gregory asked about the government's proposed use of the Concord Naval Weapons Station as a detainee area for illegal immigrants/children. Gregory asked if the District has responded. Pfuehler replied staff are in communication with Congressman DeSaulnier's office regarding this issue, and will reach out to the Navy directly. No one has seen the document.

PAC member Robinson attended the Board of Directors meeting held at Big Break. She attended the Board Field trip in East County.

8. **Report from Chair** – None
9. **Board Committee Reports** – None
10. **Old Business** – None
11. **New Business** – None
12. **Adjournment** – The meeting was adjourned 9:03 p.m.

Summary of Actions:

1. The PAC approved the May 21, 2018 minutes.
2. The PAC recommended that the Board support the approval of the renaming of the North Woods Loop Trail in Pleasanton Ridge
3. The PAC recommended that the Board support the approval of the Comprehensive Annual Financial Report (CAFR)
4. The PAC recommended that the Board support the approval of the Measure CC Budget and Spending Plan

Respectfully submitted,

Sharon Clay
Confidential Secretary