



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, April 15, 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 Society for the Preservation of Carter Railroad (SPCRR) Special Use Agreement: Ardenwood Historic Farm	(Waluch/Escobar)
(R)	2:10	2. Review of Row Chabot Pilot Program for Youth Rowing Special Use Agreement: Lake Chabot Regional Park	(Waluch/Escobar)
(R)	2:20	3. Review of Marina and Food Concession Agreement: Shadow Cliffs Regional Recreation Area	(Waluch/Escobar)
(I)	2:30	4. Review of 2010 – 2011 Request For Proposal Schedule: Revenue and Administration Unit	(Waluch/Escobar)
	2:50	5. Public Comments	
	2:55	6. Staff Comments	
	3:00	7. Adjourn	

Status

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

Board Operations Committee Members

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

Next Meeting

May 13, 2010

Distribution/Agenda Only

Board of Directors	Erich Pfuehler
Mike Anderson	Ted Radosevich
Chief Tim Anderson	Operations Mgrs./Sups.
Dave Collins	Afton Crooks
Bob Doyle	Robert Herrick
David Dubowy	Michael Kelley
Neal Fujita	Peter Rauch
Carol Johnson	Andy Schanks
Lt. Jon King	Robert Wills
Lt. Wayne Morimoto	

Distribution/Full Packet

Clerk of the Board	Dave Kalahela/Local 2428
Board Committee	Bill Surges/Local 2428
Pat O'Brien	Kelly Barrington/Local 2428
John Escobar	Tyrone Davis/Police Association
Jack Kenny	Glenn Kirby/PAC
Rick Parmer	Jerry Kent
Renee Patterson	Norman LaForce
Anne Scheer	Judi Bank/PAC
Cinde Rubaloff	
Mimi Waluch	

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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 and Administration Manager

DATE: April 15, 2010

**SUBJECT: Review of Society for the Preservation of Carter Railroad (SPCRR)
Special Use Agreement: Ardenwood Historic Farm**

The Society for the Preservation of Carter Railroad Resources, Inc. (SPCRR) has been working with the District since the early 1980's during the initial development of Ardenwood Regional Preserve. The District and SPCRR entered into an agreement in August 1983 for a ten-year period with several multi-year option periods with a final termination date of March 2007. The SPCRR agreement has been extended on a month-to-month basis through the negotiation period of the City of Fremont Master Lease. Since the Master Lease is now in the final stages of completion at District and City committee levels, renewal of the associated Ardenwood Special Use Agreements can proceed.

SPCRR operates 1-½ miles of track in Ardenwood Historic Farm, recreating the original SPCRR's Centerville Branch using draft horses to pull an 1885 North Pacific Coast RR flatcar set up as a picnic car on scheduled runs through farm fields and eucalyptus groves. SPCRR members are actively restoring three cars and have seven cars in service. These restoration efforts are usually performed by SPCRR members in front of park visitors using hand tools and 19th century techniques. On special event days, costumed brakemen and drivers operate the branch railroad and tell stories; blacksmiths shape iron and steel into boxcar parts; carpenters construct mortise and tenon joints and repair cars; laborers lay track; and mechanics tend the journal boxes and brake-gear on the cars.

The current Phase 1 Proposal for the Eastern Terminal Development consists of a car barn and storage to construct a living railcar complex and store railcars that are currently outdoors and deteriorating. The District Design and Construction review process recently led to a revised timeline for project construction, site management, and funding assurances for the term of the project development.

Staff recommends entering into a Special Use Agreement with the Society for the Preservation of Carter Railroad Resources, Inc., for operation of a horse-drawn railroad, with options of steam and diesel, a working car shop, office and museum, and memorabilia shop. The term of this Special Use Agreement would be five years with two additional five-year options. The District shall compensate SPCRR for services performed at a rate not to exceed \$48,000 in the first year, to be increased annually by 2% through the initial term, and by mutual agreement during the option terms.

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2:10 p.m. Item

TO: Board Operations Committee

FROM: Mimi Waluch, Revenue and Administration Manager

DATE: April 15, 2010

**SUBJECT: Review of Row Chabot Pilot Program for Youth Rowing
Special Use Agreement: Lake Chabot Regional Park**

Row Chabot has been working with the District to improve rowing access at the Lake Chabot Marina for the past ten years. In 2003, the Park Advisory Committee and the Board Operations Committee reviewed and approved the basic concept of the Row Chabot overall proposal to promote opportunities for youth at Lake Chabot. In brief, the purpose of Row Chabot is to provide East Bay residents, in particular those residing in the southern Alameda County area surrounding Lake Chabot, opportunities to participate in sculling and sweep rowing by giving instruction and access to equipment at the Lake Chabot Marina. The original program called for Row Chabot to provide funding and other resources needed for the design and construction of a dock, storage under the concession stand deck, and appropriate security measures.

A rowing dock and boat storage facility feasibility study was completed in 2008, which estimated the cost of construction to substantially exceed available funding. In an effort to both permit Row Chabot to introduce a pilot program and to test the impacts of the program on the Marina operation and other recreational activities utilizing the current public access dock, the Board approved the Row Chabot Pilot Program in July 2009. The approved Pilot Program is limited to 20 participants with no more than seven on the water at any time. A maximum of four sculls and a motorized chase boat will be stored on site. Row Chabot agreed to pay all costs associated with improvements necessary to secure the storage area under the Marina food concession deck. The implementation of the Pilot Program has not progressed as quickly as originally anticipated. Staff is now recommending authorizing the extension of the Special Use Agreement with Row Chabot through June 2013, which will be needed for the pilot program to become fully operational.

If the Pilot Program is successful and the planned public access dock improvements are completed prior to June 2013, staff may return to the Board Operations Committee with a recommendation to expand the program prior to the expiration of this agreement.

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2:20 p.m. Item

TO: Board Operations Committee

FROM: Mimi Waluch, Revenue and Administration Manager

DATE: April 15, 2010

**SUBJECT: Review of Marina and Food Concession Agreement:
Shadow Cliffs Regional Recreation Area**

Shadow Cliffs Regional Recreation Area has maintained a marina and food service concession for many years operated by a variety of concessionaires. In March 2008, the District entered into a short-term concession agreement with Chet Roberts of Rocky Mountain Recreation Company, to operate the marina and food concession for the 2008 and 2009 seasons.

Mr. Roberts wanted an opportunity to grow the food service and marina business for yet another year, and intends to update the food and merchandise inventory at the concession to better serve the public. Given that the season is upon us, staff recommends entering into a one-year agreement to operate the marina and food service concession with Rocky Mountain Recreation Company, to ensure boating and food service would be provided at Shadow Cliffs Regional Recreation Area through 2010.

There is no cost to the District for this action. The District can expect revenue of approximately \$8,000 annually derived from the operation of the marina and food concession, payable monthly. A full RFP process will be conducted in 2010 to establish a long-term marina and food service concessionaire for Shadow Cliffs Regional Recreation Area.

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2:30 p.m. Item

TO: Board Operations Committee

FROM: Mimi Waluch, Revenue and Administration Manager

DATE: April 15, 2010

SUBJECT: Review of 2010 – 2011 Request for Proposal Schedule:
Revenue and Administration Unit

The Revenue and Administration Unit has the following Request for Proposals included in the Work Plan scheduled for 2010 and 2011:

Ardenwood Historic Farm Catering Concession
Contra Loma Food Concession
Crown Beach Wind Surf Concession
Lake Anza Food Concession
Shadow Cliffs Food and Marina Concession
Tilden Park Pony Ride Concession
District-wide Vending Services
Piedmont Stables Equestrian Management
Skyline Ranch Equestrian Management
Sunol Trail Ride Service
Preferred Caterers List
Big Break Caretaker
Brooks Island Caretaker
Vasco Caves Caretaker

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