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BOARD OPERATIONS COMMITTEE
Tuesday, April 16, 2009 – *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 p.m.	1. Review of Mt. Diablo Silverado Council, Boy Scouts of America Centennial (2010) Special Event Proposal: Del Valle Regional Park	(Margulici/Kenny)
(R)	2:20	2. Reconsideration of Board Operations Committee Recommendation: Bay Area Radio Control Society Special Use Agreement: Point Pinole Regional Shoreline	(Patterson/Escobar)
(R)	2:40	3. Renewal of Castle Rock Arabians Special Use Agreement: Diablo Foothills Regional Park	(Patterson/Escobar)
(R)	3:00	4. Renewal of Existing TowerCo Assets, LLC - Communication Site License: Hayward Regional Shoreline	(Patterson/Escobar)
(I)	3:20	5. 2009 Camping Plan Update	(Kenny)
	3:40	6. Public Comments	
	3:45	7. Staff Comments	
	3:50	8. Adjourn	

(R) Recommended
 (I) Information
 (D) Discussion

Board Operations Committee Members:
 Carol Severin, Chair; John Sutter; Whitney Dotson; Beverly Lane (Alternate)
 John Escobar, Staff Coordinator

Future Meetings - 2009
 May 21st
 June 18th
 July 16th

Board of Directors
 Mike Anderson
 Tim Anderson
 Yolande Barial
 Laura Comstock
 Bob Doyle
 Neal Fujita
 David Dubowy
 Stephen Gehrett
 Don Goodenow
 Carol Johnson
 Anne Kassebaum
 Nancy Kaiser

Distribution/Agenda Only
 Jon King
 Paul Miller
 Renee Patterson
 Erich Pfoehler
 Ted Radosevich
 Mark Ragatz
 Anne Rockwell
 Mark Ruppenthal
 Warren Schultz
 Brian Wiese
 Jeff Wilson
 Rita Fesler
 Operations Supervisors

Operations Supervising Naturalists
 Bruce Beyaert
 Afton Crooks
 Robert Herrick
 Michael Kelley
 Peter Rauch
 Andy Schanks
 Robert Wills

Distribution/Full Packet
 Board Committee Members
 Pat O' Brien
 Dave Collins
 John Escobar
 Jack Kenny
 Rick Parmer
 Anne Scheer
 Cinde Rubaloff
 Allen Pulido – Clerk of the Board
 Mimi Waluch
 Local 2428 – Dave Kalahale
 Public Safety POA – Tyrone Davis

Rich Guarienti
 Jerry Kent
 Norman LaForce
 Judi Bank
 Alan Kaplan

***Please Note Time Change**

Board of Directors

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2:00 p.m. Item

TO: Board Operations Committee

FROM: Tiffany Margulici, Reservations Supervisor

DATE: April 16, 2009

SUBJECT: **Review of Mt. Diablo Silverado Council, Boy Scouts of America Centennial (2010) Special Event Proposal: Del Valle Regional Park**

Mt. Diablo Silverado Council (MDSC) provides Scouting support to over 15,000 youth and over 5,000 adult volunteers in Contra Costa, Solano, Lake, Napa and portions of Alameda Counties. Boy Scouts of America will celebrate its 100th anniversary with a year-long celebration starting in September of 2009 and running through August of 2010.

MDSC is a non-profit organization that organizes large-scale camps and events on a regular basis. The proposed weekend event will include activities, events, displays, adventure, archery, games and celebratory programs that commemorate Boy Scout history, for 2,500 campers and up to 4,000 day-use participants. Campers will also work with park staff on conservation projects. The theme for this event is *"100 Years of Adventure: A Legacy of Heroes."*

MDSC has requested use of Del Valle Regional Park as the site for a Centennial Special Event April 16-18, 2010. This would include exclusive use of all four phases of Del Valle Family Campground, Wild Turkey, Punta Vaca, and Ardilla Group Camps, and all five picnic areas on the west side of the lake. Normal day use operation and public access, including the beach, picnic areas, boat ramp and marina will be available to regular park visitors on the east side of the Lake. The available public facilities should easily accommodate anticipated public use for mid-April. The entire park trail system will remain open for general park use.

MDSC has met twice with Park Operations, Public Safety, and Reservations staff to review the overall concept for the weekend. The campout will be staged at the west side of Lake Del Valle and use the entire Family Campground. Participants will arrive Friday afternoon and the event will conclude Sunday evening. MDSC has provided preliminary event plans, which cover safety, emergency procedures, and communication. MDSC will be required to complete the Special Event application process and provide insurance coverage prior to final approval.

Due to its large scope and likely impact on general public use of the park, Board approval is required. Costs for this event will be fully covered by MDSC. Proposed fees to the Park District include \$13,460 for the rental of the campground, group campsites and picnic areas, \$9,000 in second vehicle fees, and

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approximately \$8,000 in additional park staffing costs. Park users will be notified of the event by temporary informational signing provided by the MDSC. General park use will then be directed to the east side picnic area, marina and beach. The reservations system will block out all family and group camping reservations for the dates of the event.

Park District staff recommends that MDSC be permitted to conduct the Centennial Special Event at Del Valle Regional Park on April 10, 2010. This is not anticipated to be an annual event.

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2:20 p.m. Item

TO: Board Operations Committee

FROM: Renee Patterson, Administrative Analyst II

DATE: April 16, 2009

SUBJECT: **Reconsideration of Board Operations Committee
Recommendation: Bay Area Radio Control Society
Special Use Agreement: Pt. Pinole Regional Shoreline**

At the March 24, 2009 meeting, the Board Operations Committee recommended approval with Bay Area Radio Control Society (BARCS) for use of a portion of the former Bruener Property. The March 24 staff recommendation provided for a one-year initial term with the option of four one-year additional renewals. As a result of consultation with General Counsel, staff is now seeking a modification of the March 24 Board Operations Committee recommendation, reducing the overall term of the agreement to two years in recognition of the potential conflict this special use may have with future marsh restoration projects.

Staff recommends authorizing the Special Use Agreement with BARCS which will allow its members the exclusive use of a segment of land formerly known as the Bruener Property, adjacent to the Point Pinole Regional Shoreline, in order to conduct radio controlled model aviation activities. The Agreement will be for one year, commencing, June 5, 2009. Licensee will have the option to renew, at the District's sole discretion, for one additional year from the date of the initial term by giving the District written notice. The District will have sole discretion to terminate at any time with 180 days notice. The District will receive \$2,400 per year for the License. There is no cost to the District involved.

BARCS is a club of approximately 100 members who fly radio controlled model airplanes, helicopters, and gliders. This non-profit corporation is registered with the State of California and is a chartered member of the Academy of Model Aeronautics (AMA), the world's largest aero modeling organization. AMA provides organizational and technical support including safety rules, layout and noise guidelines, along with \$4,000,000 liability insurance coverage for the BARCS. All members are required to belong to the AMA which provides them a \$2,000,000 personal liability insurance policy.

BARCS has been a tenant on the land, formerly known as the Bruener Property, since 1981. The District has had an agreement with BARCS since June 2007. Park Supervisor John Hitchen reports that in the past two years, club members have worked well with staff and have had no major incidents. BARCS currently maintains the field and landing strip, a small container to store safety equipment and other sundry items,

and a portable lavatory. Participating members and volunteers actively engage in clean-up days at the site and annually promote a fundraising event for one of the local charitable organizations.

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2:40 p.m. Item

TO: Board Operations Committee

FROM: Renee Patterson, Administrative Analyst II

DATE: April 16, 2009

**SUBJECT: Renewal of Castle Rock Arabians Special Use Agreement:
Diablo Foothills Regional Park**

The District entered into an agreement in April 2000 with Nancy Dupont, d.b.a. Castle Rock Arabians, for use of the open-air equestrian arena in the Diablo Foothills Regional Park in order to operate a summer program teaching riding and horsemanship to children. Included in the agreement are requirements for the management and maintenance of the arena and surrounding area. The arena and corals are a popular facility with local equestrians, and in May 2007, the agreement was amended granting authority to Castle Rock Arabians to collect a \$25 annual fee from each user of the arena in order to offset general repair and maintenance cost of the facility.

In 2008, Operations staff determined that the existing paddock area along Castle Rock Road needed to be moved from its roadside location near the parking area to provide better general public access to the interior of the park. Ms. Dupont agreed to move the paddock fences to an area adjacent to the existing arena.

At this time, Ms. DuPont is requesting approval to waive her \$900 Special Use fee for 2008 in recognition of the costs incurred in improving the arena as well as creating an adjoining paddock area that was well in excess of \$900. Staff would like to take this opportunity to update the Special Use Agreement with Castle Rock Arabians in the Diablo Foothills Regional Park to include the expansion of the arena and the move of the paddock, as well as extension of the term for another five years.

After reviewing the completed work and the paid invoices for the improvements, staff recommends authorizing the waiver of the 2008 \$900 Special Use Fee as well as the extension of the Special Use Agreement with Castle Rock Arabians for an additional five-year term. The District can expect revenue of \$900 annually. There is no cost involved to the District.

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3:00 p.m. Item

TO: Board Operations Committee

FROM: Renee Patterson, Administrative Analyst II

DATE: April 16, 2009

**SUBJECT: Renewal of Existing TowerCo Assets LLC – Communication Site License:
Hayward Regional Shoreline**

TowerCo Assets LLC (“TowerCo”) would like to renew their communication site license for the existing facility which is within the Park District’s Hayward Regional Shoreline Service Yard. TowerCo is not proposing any change to the site. Current facilities include a 65’ pole holding 3 antennae arrays and a 10’ x 20’ air conditioned equipment shelter, all within a 30’ x 40’ enclosed fenced area. The facility requires limited periodic access for maintenance.

This communication site was established in August 1999 and included an agreement for a five-year term and five-year option with Nextel Communications to expand their wireless communication service area. Since the inception of this site, Nextel has merged with Sprint. Effective September 23, 2008 and pursuant to the language in Section 13 of the agreement, Sprint Nextel assigned its interest in the license with the District to a wholly owned subsidiary, TowerCo.

Although there was some disagreement between TowerCo and District staff over the amount of the monthly payment, an accord has been reached and the required payment will be made in full when the new agreement is executed.

There is no cost to the District for this action. Staff recommends a five-year contract with a five-year option and payments of \$3,700 per month. The District can expect revenue of approximately \$44,400 for the first year with an annual adjustment of 1.5%.

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Camping Five Year Plan 2009 Update

The schedule below is an update by the Operations Division on recently completed camping projects and the proposed plan for camping improvements over the next five years. Comments shown in bold reflect status or progress on project.

2007

ROUND VALLEY GROUP CAMP

Camp was completed and opened for public use.

PT. PINOLE

Preliminary site work and utility installation for group camp near pier was completed.

ANTHONY CHABOT

Preliminary site work was begun to add a new backpack camp near Two Rocks group camp

2008

PT. PINOLE – Complete Phase I improvements to group camp near pier and open to public use.

Phase I completed.

ANTHONY CHABOT – Create backpack camp near Two Rocks group camp.

Pads for tent areas graded.

COYOTE HILLS - Upgrade Dairy Glen Camp with shelter and toilet.

Plans completed, funding secured.

BRIONES - Upgrade 2 existing group camps.

Roof and skylight replaced at Maud Whalen Camp; water tank replaced at Wee-Ta-Chi Camp.

DISTRICT-WIDE – Develop a Camping theme brochure and video.

Moved to 2009.

REDWOOD

Two camp structures built at Fern and Mill sites.

SIBLEY - Add backpack camp at former Beekeeper site.

Backpack site located, work started on developing amenities.

2009

ANTHONY CHABOT – Complete backpack camp near Two Rocks group camp.

COYOTE HILLS

Vault toilet was installed and plans are in progress for construction of two shelters.

DISTRICT-WIDE – Develop a Camping theme brochure and video.

ROBERTS – Support the efforts of Chabot Space & Science Center and the City of Oakland, to develop a residential group camp near the Space and Science Center.

PT. PINOLE

Shelter construction is in progress, vault toilet building has been purchased and Phase II improvements to group camp near pier to be completed by summer 2009.

REDWOOD - Begin preliminary work to add backpack camp at existing group site.

SIBLEY - Complete backpack camp at former Beekeeper site.

TILDEN – Replace existing fog shelter destroyed by fire; install new ADA compliant restroom.

BRIONES – Begin the research of potential new sites for the Briones Archers field course in order to make the current site available for conversion to a group camp.

2010

DISTRICT-WIDE – Reconstitute the Camping Advisory Task Force and initiate a complete review of the Camping Program.

BRIONES – Add vault toilets to Maud Whalen Group Camp.

DEL VALLE – Add electrical hookups in campground.

VARGAS PLATEAU – Construct primitive group camp.

TILDEN/WILDCAT CANYON - Add backpack camp near Nimitz Way and/or at suitable location in Tilden

2011

BRIONES - Add new group camp.

CROCKETT HILLS - Construct group camp.

ROUND VALLEY – Construct bridge to improve camp access.

2012

BRUSHY PEAK - Establish group camp at Laughlin Ranch Area.

LAS TRAMPAS - Construct group camp.

2013

VARGAS PLATEAU – Add backpack camp.

CARQUINEZ - Add backpack camp at Franklin Hills.

Undetermined Year

DUMBARTON QUARRIES – Construct RV campground.

ANTHONY CHABOT – Expand family campground per Land Use Plan.

CAMP ARROYO – Construct improvements per master plan.



3:20 p.m. Item

TO: Board Operations Committee
FROM: Jack Kenny, Chief of Park Operations
DATE: April 16, 2009
SUBJECT: 2009 Camping Plan Update

I will present an update to the Board Operations Committee on progress made on the District's Camping Plan. With the Board's adoption of Phase II of the Camping Task Force in 2005, Operations Division management staff made a commitment to produce annual informational reports on camping to both the Board Operations Committee and the Park Advisory Committee. No report was made in 2008 so this report will cover the status of camping projects as well as a revised schedule for the future. It should be noted that the District will undertake a full review of the Camping Plan in 2010, including a reconstituting of the Camping Task Force.

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