

AGENDA
REGULAR MEETING
BOARD OF DIRECTORS

EAST BAY REGIONAL PARK DISTRICT

Tuesday, February 16, 2010

C. BUSINESS BEFORE THE BOARD

5. BOARD COMMITTEE REPORTS

d. Operations (12/17/09) (Severin)

Present

Board: Directors Carol Severin (Chair), John Sutter, Whitney Dotson

Staff: John Escobar, Mimi Waluch, Anne Kassebaum, Jeff Wilson, Nancy Kaiser, Carol Johnson, Mark Ragatz, Renée Patterson, Amy Coulter, Elizabeth Hales, Leigh Padmore

Public: Judi Bank (PAC), Bill Surges (Union Representative, Local 2428)

Note: Items were presented out of Agenda order to accommodate staff's meeting conflicts.

I. **Report on Richard C. Trudeau Training Center Building Operation**

(Agenda Item #5)

In 1999, the Board of Directors adopted a Use and Guidelines Policy for the Skyline Training Center (later named the Richard C. Trudeau Training Center) following discussions and negotiations with the Homeowners of Crestmont Association. The daily operation of the Trudeau Training Center is assigned to Facilities Manager Steve Myli who attended the meeting at the Committee's request to report on the Center's use guidelines and reservation procedures. Mr. Myli noted that the guidelines permit use of the building for training or business-related meetings and restrict use for celebratory events.

Mr. Myli's PowerPoint presentation showed that over the last three years, highest use of the building has involved District-related functions. The second highest use is by government agencies with whom we are active participant members. Agencies such as the Hills Emergency Forum, the California Special Districts Association, and the Alameda County Health Department are permitted to use the building free of charge in lieu of providing District staff with firefighting and other types of training.

Mr. Myli explained how District users are able to make reservations through the calendar section of Outlook software program. Outside groups who wish to reserve the facility are

directed to the Facilities Manager. Director John Sutter remarked that this appeared to be a rather awkward and inconvenient reservation process for members of the public. Mr. Myli explained that in order to avoid maintaining two calendars for the Center, reservations are managed on the Outlook calendar system. If reservations were placed within the Class system, it would be much more cumbersome for District staff to reserve Trudeau Center Rooms. Bearing in mind that almost 80% of the Center's reservations involve District activities, moving the Center to the Class system would also be an added burden on the Reservations staff.

Referring to Director Carol Severin's earlier suggestion, Director Sutter agreed that it might be appropriate to consider revising the Use and Guidelines Policy to include certain celebratory events such as award ceremonies. Responding to Director Sutter's question, Mr. Myli will verify whether certain use restrictions are imposed by the City of Oakland in its Conditional Use Permit or the result of an agreement between the District and the Homeowners of Crestmont Association (HCA). Mr. Myli cautioned that increasing usage at the site would have a direct staffing impact in handling the required additional janitorial services.

Both Directors Severin and Sutter urged staff to explore with HCA the possibility of modifying the Center's current use guidelines to permit certain celebratory events at the site such as retirements. After consulting with AGM Mike Anderson and the District's Legal Counsel, Mr. Myli will approach HCA to discuss proposed changes to the use guidelines and report his findings to both incoming and outgoing Board Operations Committee members.

2. Review of Cost Sharing Agreement with Water Agencies for Quagga Mussel Inspection Program at Lake Del Valle

AGM Escobar gave a brief overview of cost sharing agreements the District has with local water agencies at four District lakes to fund an inspection program for invasive quagga and zebra mussels. In 2008, a pilot Inspection program began at Contra Loma, Lake Chabot, Del Valle and Quarry Lakes. At Del Valle, the District has a four-way split cost-sharing agreement with three water agencies: Zone 7, Alameda County Water District (ACWD), and Santa Clara Valley Water District (SCVWD). At Contra Loma, the Contra Costa Water District (CCWD) hires a contractor to provide inspection services nine months of the year, and in the slower three remaining months, the District absorbs some minor inspection program costs. At Lake Chabot, the concessionaire is paid a monthly fee to perform all boat inspections, and at Quarry Lakes, a nine-month District employee whose expenses are shared with ACWD, performs all inspection services.

All involved water agencies are supportive of continuing the *Dressenid* mussel inspection program at Del Valle, and have indicated that their respective agencies will approve ongoing participation in the cost-sharing agreements.

Responding to Director Severin's question, AGM Escobar reported that the general public is supportive of the program, recognizing that this invasive mussel is a threat to fisheries. However, to avoid boat owners having to pay multiple daily inspection fees, they have expressed an interest in having agencies honor each other's banding once a boat has passed an initial daily inspection.

Director Sutter motioned that the Committee recommend that the General Manager be authorized to enter into cost-sharing agreements with affected water agencies for 2010. Director Severin seconded the motion which passed unanimously (2-0).

3. Recommendation Granting the General Manager Authority to Enter Into a Memorandum of Understanding with the Bay Area Quagga Mussel Consortium (Agenda Item #1)

AGM Escobar introduced this item by remarking that an outgrowth of Bay Area coordination to prevent the spread of invasive quagga and zebra (*Dreissenid*) mussels has been the formation of the Bay Area Quagga Mussel Consortium (BAQMC). The five-county group includes water districts and park and recreation agencies that manage reservoirs in Alameda, Contra Costa, Santa Clara, San Benito and Monterey Counties. The Consortium is attempting to develop regional standards for *Dreissenid* mussel prevention and has asked involved local agencies to enter into a Memorandum of Understanding (MOU).

The Consortium has secured \$250,000 in funding from the California Department of Fish & Game (CDFG) to assist participating agencies in defraying the cost of invasive mussel prevention programs in 2010, and as a member of the Consortium, the District will be eligible to receive a portion of these funds. The Consortium will also be lobbying for additional funding from State and federal program sources.

Director Severin commended staff for assuming a leadership role on this issue. Director Sutter moved that the Board Operations Committee recommend granting authorization for the General Manager to enter into an MOU agreement to formally join the Bay Area Quagga Mussel Consortium. Director Whitney Dotson seconded the motion, which passed unanimously (3-0).

**4. 2009 Committee Work Plan Review
2010 Committee Draft Work Plan**
(Agenda Items #3 & #4)

AGM Escobar and Revenue & Administration Analyst Mimi Waluch presented a summary review of the Committee's 2009 Work Plan. The Committee's tenure in 2009 was shortened to 11 months due to the adjustment of annual Committee calendar from February 1 to January 1. In 2009, meetings were convened 10 times during the 11-month life of the Committee (with the August meeting being cancelled during the budget process). Forty-three agenda items were addressed by the Committee in 2009.

Staff also presented a draft of the 2010 Committee Work Plan and, following discussion, the 2009 Committee's recommendations will be forwarded to the incoming Committee members for review at their first meeting scheduled for January 21, 2010.

Director Sutter asked about the status of the Mobile Visitor Center and the Mobile Fish Exhibit. AGM Escobar reported that the Department of Fish & Game had invited the District to display its Mobile Fish Exhibit at the International Sportsmen's Exposition being held at the San Mateo County Fairgrounds January 14-17. Plans are also being made to include the Mobile Fish Exhibit at the District's 75th anniversary gala celebration in May.

The Mobile Visitor Center's interior is almost complete and Public Affairs is currently working with Interpretive staff on the exterior graphics design. The Mobile Visitor Center is scheduled to be on the road by March/April of 2010. Updates on these two items will be presented to the 2010 Committee as a single report.

Responding to enquiries about the status of Ardenwood agreements, AGM Escobar reported that these agreements are aligned with the District's Master Agreement with the City of Fremont. The Master Agreement has been reviewed by District Counsel and is currently being reviewed by the City's attorney.

Director Sutter asked if any progress has been made in staff's efforts to improve the nutritional quality of vending machine snacks and beverages. Ms. Waluch reported that the District's supplier is committed to stocking vending machines consisting of 65% healthful food products.

Responding to Director Severin's enquiry about the status of Brooks Island, Ms. Waluch reported that the security residence is currently undergoing renovation and staff plans to issue an RFP for caretaker services in February 2010.

Director Sutter enquired about the status of the Pony Ride. Ms. Waluch reported that the facility is quite dilapidated and few resources are available to make improvements. The RFP will ask respondents whether they are prepared to operate the concession with the site in its current condition, and if they would be in a position to invest in the concession and/or combine the rides with a related side business.

Director Severin remarked that she is impressed with the efforts of staff in preparing the proposed 2010 Committee Work Plan, and commended Ms. Waluch for having done an excellent job in implementing the 2009 Work Plan and for her accomplishments as Revenue and Administration Manager.

5. **Public Comments** There were no public comments. (Agenda Item #6)

6. **Staff Comments** There were no staff comments. (Agenda Item #7)

7. **Adjournment** (Agenda Item #8)

Director Severin adjourned the meeting at 3:30 p.m. The next Board Operations Committee meeting is scheduled for 2:00 p.m. on Thursday, January 21, 2010, in the Peralta Oaks Board Room.