



**EAST BAY REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA STAFF REPORT**

DATE	April 16, 2025
TITLE	Approval of the Minutes for the Board Operations Committee Meeting January 15, 2025
DIVISION	General Manager's Office
FROM	Yolande Barial Knight, Clerk of the Board

RECOMMENDATION

Recommend approval of the minutes for the Board Operations Committee Meeting of January 15, 2025.

COMMITTEE MINUTES

The January 15, 2025, Board Operations Committee (Committee) meeting was held pursuant to the Brown Act. Committee members and staff participated in the meeting in the Board Room at 2950 Peralta Oaks Court, Oakland, California.

The January 15, 2025, Board Operations Committee was video recorded and may be viewed by clicking the following link <https://ebparks.new.swagit.com/videos/325908>

Committee Chair Waespi called the meeting to order at 10:31 a.m.

1. Roll Call

Recording Clerk Yulie Padmore conducted a roll call. Present were the following Directors and staff:

Committee: Chair Dennis Waespi, Lynda Deschambault, Luana España, Elizabeth Echols (absent)

Staff: Lisa Goorjian, Elizabeth Mackenzie, Tiffany Margulici, Renee Patterson, Shannon Punt, Ruby Tumber, Yulie Padmore

2. Approval of Minutes
None.

3. Public Comments on Items Not on the Agenda
None.

4. Action Items

a. **Recommendation to Execute Special Use Agreement with Wings of Rogallo Northern California Hang Glider Association at Mission Peak Preserve**

Administrative Analyst Renee Patterson presented a PowerPoint outlining an explanation of special use permits, location, background, annual payment, and staff recommendation.

In response to Committee questions, Administrative Analyst Patterson and Business Services Manager Tiffany Margulici confirmed that there had been no accidents with trail users; and explained the annual fee and determination of environmental impact; consideration of special use permits by the Committee and recommendation to the full Board; and South Bay Soaring radio-controlled flights special use agreement.

Steve Welch, Chair of Mission Peak, explained limited vehicular traffic and hikers from Stanford. In response to Committee questions, Welch confirmed that there had been no accidents with park goers and explained their liability insurance; and discussed flight time; flying requirements; and the majority of use on the weekends, with some mid-week flights.

In response to Chair Waespi, Assistant General Manager of Operations Lisa Goorjian discussed consideration of designations such as “recreation” and “preserve” were being considered in the District Plan.

MOTION

Director Deschambault moved, and Director España seconded a motion to recommend approval of a special use agreement with Wings of Rogallo Northern California Hang Glider Association at Mission Peak Preserve. The motion carried unanimously.

5. Informational Items

a. **Reservations Unit Permit Update**

Reservations Supervisor Shannon Punt presented a PowerPoint outlining permits offered; permitting process; data on Bootcamp permits, outdoor programs and summer day camps, special event permits; and next steps.

In response to Director Deschambault, Reservations Supervisor Punt, Business Services Manager Margulici and Assistant General Manager of Operations Goorjian explained guidelines and collaboration to ensure events were brought to the parks that fit the location; fee waivers and reduction process; and assurance of equity use. Director Deschambault asked about the special event process for larger events, such as Two Day Town in Del Valle. Punt discussed the need to evolve events with the permit process. Margulici explained modifications due to trends such as fire danger, security, and emergency response. Deschambault encouraged education on modifications to special use permit regulations.

In response to Director España, Punt discussed efforts to bring meetup and running groups under the permitting system; potential Request for Proposal for management permits and reservations; balancing events throughout locations and limitations such as parking; permitting timeline and increased costs; and costs and fee waivers.

In response to Director Waespi, Punt responded there are nine staff members in the Reservations Unit. Processes covered by the Department include apiary permits; access to Ohlone Trail permits; scatter remains and drone permits; and complaints or suggestions for improvements.

b. 2025 Operations Committee Work Plan

Assistant General Manager of Operations Goorjian explained the purpose of the work plan.

Management Analyst Ruby Tumber presented the 2025 Operations Committee Work Plan.

Director Deschambault suggested consideration of opportunities for energy efficiency, including greenhouse gas inventory and fleets. Chair Waespi discussed the importance of chemical toilets to the restroom conversion project. He suggested a field trip to the concessionaire locations and promotion of an environmental purchasing policy for concessionaires and certified green businesses for caterers.

6. Announcements

None.

7. Adjournment

There being no further business, Chair Waespi declared the meeting adjourned at 11:54 a.m. in memory of former Park District Director Doug Siden.

Respectfully submitted,

Yolande Barial Knight, Clerk of the Board