


11. Authorization to Execute Special Use Agreement with Redwood Bowman Association, Inc. at Roberts Regional Recreation Area



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

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<b>DATE</b>	May 6, 2025
<b>TITLE</b>	Authorization to Execute Special Use Agreement with Redwood Bowman Association, Inc. at Roberts Regional Recreation Area
<b>DIVISION</b>	Operations
<b>FROM</b>	Tiffany Margulici, Business Service Manager Lisa Goorjian, Assistant General Manager of Operations
<b>APPROVED</b>	Sabrina Landreth, General Manager 

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**RECOMMENDATION**

The General Manager recommends that the Board of Directors authorize execution of a Special Use Agreement with Redwood Bowmen Association, Inc., a non-profit corporation, for a five-year term beginning on January 1, 2026 with a 5-year renewal to be agreed by both parties for a license which will allow the club use of land at Roberts Regional Recreation Area to continue to operate and maintain the existing public archery range with an annual payment of \$1,200.

**BACKGROUND**

The Board Operating Guidelines state that all Special Use Agreements (SUA) will be reviewed by the Board Operations Committee and then recommended to the full Board of Directors for approval. The East Bay Regional Park District (Park District) has 28 Special Use Agreements with various non-profit entities. Special Use Agreements must meet the Park District objectives, with appropriate public benefit and priority and are defined as "any on-going recreational development, activity, service, or land use that is provided for group and general public benefit by clubs, associations, or similar groups operating as a non-profit entity with membership open to the public." SUAs include a wide range of uses, including archery, swimming, equestrian, scouting, or horticultural. The SUAs are intended to expand the Park District's recreational offerings to the public and are often used to designate certain areas for specialized types of recreation. For example, Park District Ordinance 38 Section 403.2 allows the Board to designate areas for the use of bows and arrows, which are otherwise generally prohibited throughout the Park District.

Redwood Bowmen Association, Inc. (Club) has been in operation within East Bay Regional Park District since 1939. The Club is a nonprofit volunteer organization and has had an agreement for the range in Roberts Regional Recreation Area since 1986. The Club has had successive SUA's with the Park District for the operation, maintenance, and use of the archery range, most recently in 2015 with a term ending on December 31, 2025 (Resolution No. 2015-09-275). The SUA provides the Club with exclusive use of the Range House and several storage sheds and containers (owned by the Club) though the archery range is open to the public. The Club is responsible for maintaining these structures. Club members pay an annual membership fee of \$110 and \$125 for a family. New applicants are required to participate in one regular Club meeting, one work party, a regular Club shoot and pay an initiation fee of \$50.

The archery range is slightly over 26 acres and comprised of three separate 14-target courses: the Open Course, the Lower Course, and the Hill Course. Each 14-target course is about a half mile in distance. The range is located in the redwood forest on the west slope of Redwood Peak and in the area of brush land to the north. A meadow between the Range House and Redwood Bowl is irrigated and used as a practice course. The Club maintains the range with help from the Park District for mowing and pump out sewer service of two portable restrooms. Parking is available at the neighboring Chabot Science Center.

The Club also provides lessons through the Recreation Services Unit as well as offering instruction to veterans, scouts, and other groups. Day camp groups and the public use the range daily for free.

Weather permitting, the Club holds three events every month at the range including a monthly cleanup day. The Club is required to obtain a Park District Special Event Permit for larger events, tournaments or other special events that are open to non-club members. Permit fees are waived for up to 4 special events annually.

### **ANALYSIS**

The Club has a long-standing use within Roberts Regional Park and is well integrated into the operations of the park. The Club wishes to continue their relationship with the Park District under similar terms and conditions of the 2015 SUA. Park staff report that they have utilized the facility cooperatively and responsively. The Club maintains the site with oversight from the Park Supervisor including litter pick-up, trash cans, trail upkeep and vegetation management for the entire range. The in-kind labor provided by the club is a significant public benefit. Over the years development and improvements to the site have occurred and the Club has taken good care of the area. Club members work hard to maintain a safe, enjoyable shooting experience. The Club supplies all the targets, target bales, and other equipment needed on the range at a small cost to the Park District for some services. The Park District services the portable restrooms at the range. Staff occasionally assist with tree pruning and/or disposal of larger wood debris.

Archery was very popular back in the 1970's and over the years, it seemed that the sport of archery was on the decline, but it has become popular again, especially as an inter-generational and family activity. The Club currently has approximately 100 members.

### **FISCAL IMPACT**

Approval of this agreement will not result in any additional Park District cost or expense. The Club will continue to pay \$1,200 annually for a License Fee.

### **ATTACHMENTS**

None.



**EAST BAY REGIONAL PARK DISTRICT  
RESOLUTION NO. 2025 – 05 -  
MAY 6, 2025**

**AUTHORIZATION TO EXECUTE SPECIAL USE AGREEMENT WITH REDWOOD  
BOWMAN ASSOCIATION, INC. AT ROBERTS REGIONAL RECREATION AREA**

**WHEREAS,** Redwood Bowmen Association, Inc. is a nonprofit volunteer organization, established in 1939 to promote the sport of archery in its various forms and has operated in a designated area of Roberts Regional Recreation Area known as Redwood Bowmen Archery Range through successive Special Use Agreements with the East Bay Regional Park District (Park District); and

**WHEREAS,** Redwood Bowmen Association, Inc. club members have worked well with Park District staff and complied with the terms of the prior Special Use Agreements; and

**WHEREAS,** Redwood Bowmen Association, Inc. would like to continue the use of the range at Roberts Regional Recreation Area to maintain a safe, enjoyable shooting experience for club members and the public; and

**WHEREAS,** the review process for Special Use Agreements (Resolution No. 1994-10-262) and the Board Operating Guidelines state that Special Use Agreements must be reviewed by the Board Operations Committee; and

**WHEREAS,** on March 19, 2025, the Board Operations Committee reviewed and unanimously recommended approval to enter into a Special Use Agreement with the Redwood Bowmen Association, Inc.; and

**NOW, THEREFORE BE IT RESOLVED,** that the Board of Directors of the East Bay Regional Park District hereby authorize the General Manager to enter into an Agreement with the Redwood Bowmen Association, Inc. to use land at Roberts Regional Recreation Area, for five (5) years effective January 1, 2026, and at the mutual agreement of both parties, one additional five-year term ending on December 31, 2035 with annual revenue of \$1,200 annually coded to Account No. 101-5461-130-3791, Briones Regional Park, Other Property Usage, as presented to the Board on May 6, 2025; and

**BE IT FURTHER RESOLVED,** that the General Manager is hereby authorized and directed, on behalf of the Park District and in its name, to execute and deliver such documents and to do such acts as may be deemed necessary or appropriate to accomplish the intentions of this resolution.

Moved by Director \_\_\_\_\_, and seconded by Director \_\_\_\_\_, and  
adopted May 6, 2025, by the following vote:

FOR:

AGAINST:  
ABSTAIN:  
ABSENT: