

**DON PEDRO RECREATION AGENCY
BOARD OF CONTROL - DON PEDRO PROJECT
APPROVED MINUTES
APRIL 21, 2023**

CALL TO ORDER: 10:00a.m.

VOTING MEMBERS PRESENT: Ron Macedo – Turlock Irrigation District (TID)
Margaret Hannaford – City & County of San Francisco (CCSF)
Jesse Franco – Modesto Irrigation District (MID)

OTHERS PRESENT: Ryan Reis – DPRA, Department Manager
Brad Koehn, TID, Chief Operating Officer
Brannon Gomes – DPRA, Division Manager
Jim McCoy – DPRA, Division Manager
Jeremy Scharli – DPRA, Chief Ranger
James Bergerson – DPRA, Chief Ranger
Bill Penney – TID, Senior Civil Engineer
Rebecca Dack – DPRA, Administrative Assistant
Vicenza Simo – Regional Director, Suntex
Brooke Rohrer- General Manager, Suntex

CALL TO ORDER

Director Macedo called the meeting to order at 10:00am

MOTION APPROVING CONSENT CALENDAR

All matters listed hereunder will be acted upon by a single vote of the Board. There will be no individual discussion of these items unless a member of the Board or the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate agenda item

1. Approval of minutes of the regular meeting of February 17, 2023, and special meetings March 8, 2023 and March 31, 2023.
Copies are on file at Don Pedro Headquarters

Director Hannaford motioned to approve the consent calendar. Director Franco seconded the motion. Motion carries.

DISCUSSION OF ANY ACTION ITEM REMOVED FROM THE CONSENT CALENDAR

There were no items removed from the consent calendar. No discussion took place.

SUNTEX UPDATE

Suntex management provided an update regarding Suntex operations. Vicenza Simo, Regional Director for Suntex, noted the houseboats will be moved by the end of June at the latest in the area in which the fireworks are fired. She also noted they will have three (3) contingency plans for moving houseboats before the 2023 DPRA Fireworks Show. She also noted the mooring lines will be done. There was discussion regarding staffing struggles with third parties.

There was discussion regarding fuel pump issues and dock extension. Ms. Simo noted the dock extension is already built and they are replacing the apron and walkway. She explained the Suntex Director of Construction would be on site to look at over \$250,000 in work that needs to be done, which has already been approved. She noted he will be looking at the private houseboat dock and concerns with decking. There was discussion regarding timelines with Tiger docks for the storm damage at Fleming, private houseboat marina and Moccasin Point Marina. She noted there is approximately \$500,000 in damage from storms which includes D-Dock, walkways, the rental dock, damage to metal structuring, and the private houseboat marina.

Ms. Simo stated they have approval to spend what is needed to build a temporary fix, noting life and safety is number one priority. Suntex is getting a quote for asphalt for the upper lot and launch ramp. She noted some other work that will be completed includes re-grading the dirt lots and re-painting all of the gates to the docks. She noted all parts have been ordered for the gates and someone is coming to look at the bathrooms to add codes for slip customers to use after hours.

There was discussion regarding the private houseboat marina cables. There was also discussion regarding Suntex creating a new low-water, high-water scenario for both marinas, which includes bathometric studies, and legal counsel which is about a six (6) month process to get a full plan together. There was discussion regarding stainless steel in the US on back-order and discussion regarding Brooke's contact information. There was also discussion regarding the main transformer.

There was discussion regarding Ms. Simo's and Ms. Rohrer's experience and background. It was noted Suntex is working to invest in education to bring on more qualified professionals. There was discussion regarding marina divers.

There was discussion regarding sourcing high-voltage electricians. There was also discussion regarding the head walk at the private houseboat marina, stabilizing cables on the east side of the private houseboat marina, and the lights been out since middle of last summer. There was also discussion regarding pumps and it was requested that the water break tire line, just beyond the houseboat marina, be restored immediately. There was discussion regarding improved communication. Director Macedo noted that any discounts or rebates requested by the customers is between Suntex and the houseboat owners.

SUNTEX MARINAS – CONCESSION LEASE AGREEMENT WAIVER: TRADING POST – Action Item

Director Reis provided an overview from last meeting. The Board of Control is to consider a request by Suntex Marinas for a temporary waiver to the CLA requirement to operate Trading Post during 2023. Last operated in Q4 of 2019, then taken over as a restaurant of Pirate Cove Restaurant in 2020. Suntex noted they had a restaurant ready to sub-contract, but they cancelled in December 2021. She also noted they were in negotiation with a new restaurant sourced 2022 and they backed out as they felt the location was not viable. There was discussion regarding the DPRA Visitor Center location and staffing issues at Fleming. There was discussion regarding CLA requirements noting that Suntex is responsible for the maintenance and repairs of the Trading Post which require them to return back to the previous condition if DPRA takes it back over.

Director Hannaford motioned to approve temporary waiver with the contingency to come to an agreement in writing by September 30, 2023 so it is ready to open by May 15, 2024, if necessary. Director Franco seconded. Motioned passes.

SUNTEX MARINAS–CONCESSION LEASE AGREEMENT WAIVER: MOCCASIN POINT MARINA BOAT RENTALS Action Item

Director Reis provided an overview from last meeting. The Board of Control is to consider a request by Suntex Marinas to waive the CLA requirement to offer boat rentals during 2023. Suntex provided revenue data requested by the Board of Control at the March meeting. They noted they do not make money at Moccasin with boat rentals, they break even.

There was discussion for customers to rent boats at Fleming and accommodations regarding the timing that it takes to get the boat back and forth to Moccasin, if someone wants to rent for Moccasin. There is a need to make it equitable for customers. Director Hannaford motioned to approve the temporary waiver for 2023, noting it has to be made equitable for Moccasin customers for the extra transportation, time and fuel to transfer back and forth from Fleming to Moccasin which is not to be included in their rental cost. Director Franco seconded motion. Motion passes.

CAPITAL IMPROVEMENT PLAN UPDATE

TID Senior Civil Engineer, Bill Penney, provided an update regarding the Capital Improvement Plan. He noted this has been in process for a year and half. He provided an overview of the process, results and plan to use it for the future. There was discussion regarding the purpose, need, scope, approach, results, and implementation plan. He noted this plan will help determine future capital projects over the next 5-10 years and DPRA will try to space the projects to avoid significant cost at once. There was discussion regarding cost and assume end-time replacement. Mr. Penney presented a 20-year replacement plan, noting the numbers presented do not include inflation. He noted DPRA will look at each project to design for what needs are at the time and not just recommendations from the report. There was discussion for immediate projects for one (1) to five (5) years which include structures, roadways and utilities noting each project will be dealt with individually and not done at the same time. He also noted staff will need to look at the phasing and consider future needs. He noted that some items have already been approved and are ongoing, for example the Blue Oaks water treatment plant. There was discussion regarding short- and long-term projects. There was also discussion regarding best practices, routine maintenance and implementation plan for annual budget process.

There was discussion about risk and evaluated consequence of failure analysis and Mr. Penney noted the consultant did not look at financial analysis or a rating for risk. It was noted they were provided with a non-destructive visual evaluation. There was discussion regarding FERC requirements. There was discussion regarding CCSF's two-year budget cycle and future workshops to provide direction to the staff. There was discussion regarding reserves and it was noted the staff should come back to the Board of Control in June for CIP priorities and budget. It was noted the Board is thankful to Mr. Penney and the DPRA staff for all of the meetings, coordination and involvement in the process for the CIP.

DPRA STRATEGIC PLAN – Action Item

Director Reis provided an overview of the Strategic Plan process and recommended plan. Director Reis presented to the Board of Control to consider request to approve DPRA's Strategic Plan as presented. Director Franco motioned to approve the Strategic Plan as presented, Director Hannaford seconded motion. Motion passes.

FISCAL REPORT

Brannon Gomes provided the monthly fiscal report including estimated current revenue versus current operations cost with comparison to initial budget projections and year-to-date financial information up through December 2022. Actual revenue for December 2022 was \$136,925, year-end revenue for 2022 \$3,492,800. Actual revenue with contributions for December 2022 was 219,411. Actual revenue for year-end for 2022 was \$5,790,464 with sponsor contributions. Projected revenue with contributions for December 2022 was \$203,903. Actual expenses for December 2022 was \$822,779, year-end expenses for 2022 was \$4,725,498. Projected expenses for December 2022 was \$367,004. Capital expenses for December 2022 is \$-32,473, year-end capital for 2022 is \$935,615. Brannon Gomes also provide a 2022 year-end overview, noting the year ended approximately \$130,000 better than budget with contributions. Additionally, he provided a Q1 update for 2023, noting actual revenue is \$728,275, actual O&M expenses are \$816,730 and actual capital expenses are \$56,241. There was discussion regarding the rescinded Blue Oaks Launch Ramp Grant. O&M is lower for Q1 due to salary savings, cleaning supplies, etc.

DIRECTOR'S REPORT

Director Reis provided an update regarding reservations, occupancy and cancellation for Q1 2023. There was also discussion regarding the debris cleanup and the 2023 Fireworks Show, noting the show is dependent upon relocation of the houseboats. Suntex guaranteed the houseboats will be moved by the end of June from the place the fireworks are discharged. Director Reis provided an overview of the most recent lake elevation.

There was discussion regarding the debris cleanup and FEMA.

MAY REGULAR MEETING - Action Item

Director Reis presented to the Board for consideration to cancel the May DPRA Regular Meeting scheduled for May 19, 2023, due to conflicts. It was noted special meetings can be schedule as needed. Director Franco motioned and Director Hannaford seconded motion, motion passes.

JULY REGULAR MEETING - Action Item

Director Reis presented to the Board for consideration to cancel the July DPRA Regular Meeting scheduled for July 21, 2023. It was noted special meetings can be schedule as needed. Director Hannaford motioned and Director Franco seconded motion, motion passes.

MATTERS TO THE GOOD OF THE AGENCY

Director Macedo opened for Matters to the Good of the Agency. There was discussion regarding the boom at Moccasin. There was additional discussion regarding debris maintenance and the fireworks show. There was discussion regarding 50amp and EV chargers.

ADJOURNMENT

Director Franco motioned to adjourn, Director Hannaford seconded and due to no further business, the Board adjourned at 12:06 p.m.

Respectfully Submitted,

Ryan Reis

Secretary to Board of Control

Copies to: Messrs. Hannaford, Mazurkiewicz, Williams, Edwards
Messrs. Fernandes, Reimers, Macedo, Koehn
Messrs. Keating, Franco, Wenger