

**DON PEDRO RECREATION AGENCY  
BOARD OF CONTROL - DON PEDRO PROJECT  
APPROVED MINUTES  
August 10, 2023**

CALL TO ORDER: 10:07a.m.

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

OTHERS PRESENT: Ryan Reis – DPRA, Department Manager  
Brad Koehn, TID, Chief Operating Office  
Brannon Gomes – DPRA, Division Manager  
Jim McCoy – DPRA, Division Manager  
Kevin Kimbro – DPRA, Park Maintenance Supervisor  
Bill Penney – TID, Senior Civil Engineer  
Rebecca Dack – DPRA, Administrative Assistant  
Sara Lima – DPRA, General Counsel  
Gerardo Santana – MID, BOC Alternate  
Seylin Savy – MID, BOC Alternate

**CALL TO ORDER**

Director Macedo called the meeting to order at 10:07a.m.

**PUBLIC PARTICIPATION CONCERNING AGENDA ITEMS**

Director Macedo opened up public comment regarding agenda items. He noted he will allow public comments throughout the meeting.

**VISITOR CENTER WORKSHOP**

Director Reis and Mr. Penney provided an overview of the Visitor Center Project. Director Reis provided a recap from the previous meeting. He noted the previous direction regarding inspections for cost estimates for repairs from Suntex, which is still in process. There was discussion regarding Suntex responsibility and negotiations. There was discussion regarding FERC obligations and the RFQ/RFP process. There was also discussion regarding a phased approach for improvements for the Trading Post and design contingencies built into the budget. There was discussion regarding offering a stipend to the short-listed candidates. There was also discussion regarding the insurance settlement, the reserves and Money Market interest. The Board members discussed allowing for a \$7.5M budget for the project. There was also discussion regarding presenting to the Districts due to this project as a major contract.

**TID/MID – MAINTENANCE OF THE RESERVOIR DRAFT BUDGET WORKSHOP**

Director Reis presented a 2024 draft budget for Fund 2. He provided a breakdown of the proposal for 2024 including boom replacement and annual debris removal and maintenance. He provided a recap of past processes with BLM and burning requirements. There was discussion regarding the debris removal process. There was also discussion regarding FEMA reimbursement. There was also discussion regarding the rafters and Wards Ferry, outside funding and potential partnerships.

**2024 DRAFT DPRA BUDGET WORKSHOP**

Director Reis presented a 2024 draft O&M and Capital Budget for Board direction. Reis provided overview of the O&M draft budget, noting an overall increase of \$307K. He highlighted some budget cuts and increases from 2023 to 2024. There was discussion regarding labor and recruitment. There was also discussion regarding limiting unused funds from increasing reserves and Director Reis provided overview of the Draft Reserve Policy which would include reviewing reserves annually.

Director Reis provided an overview of the recurring capital and Capital Improvement Plan (CIP) projects. There was discussion regarding electric and hybrid vehicles. There was also discussion regarding vegetation management. Director Reis provided an overview of the option for disc golf. There was discussion regarding backhoes and rebates and tractor replacements. Director Hannaford noted that DPRA housing improvement doesn't fall under Fund 3, but CCSF has funded it for the last few years and will continue to support the funding. In response, Director Reis noted the housing improvements are a part of the same project as previous years. Director Reis also noted that there is an expectation for cost savings up front for the CIP projects and Mr. Penney commented that the hope is to combine several projects for a cost savings for designs. There was discussion regarding the CIP timeline noting if projects can start construction earlier, they will.

### **FEE SCHEDULE AND AGENCY REVENUE OVERVIEW**

Director Reis presented a history of DPRA revenue and proposed new and increased fees for Board direction. Reis provided an overview of revenue trends and projected revenue of \$3.5M with today's rates and 2022 units of use. There was discussion regarding projected revenue being too conservative and Director Macedo noted with the additional Public Relations (PR) and marketing; the expectation is to show some projected revenue increases. There was discussion regarding expectations from the Districts and Director Macedo noted he would like the projected revenue to be around \$4.2M for 2024. There was discussion regarding TID labor negotiations and DPRA staffing allocations.

Director Reis provided an overview of new proposed fees including hang tags/transferrable annual vehicle permit, noting if the permit is lost, stolen or damaged, customers will have to pay the full price to replace. There was discussion regarding cost to produce the permit as well as noting there is no option for discounted fees with this proposed permit and this will be in addition to the current sticker offerings.

There was discussion regarding credit card processing fees and cash handling. There was discussion regarding invoices and annual renewal notices, as well as alternative forms of payment. Director Reis noted the current POS system cannot handle alternatives, but DPRA is working on a new reservation software.

Director Reis provided an overview of proposed fee increases for 2024. There was discussion regarding simplifying the rate structure and market comparisons. There was discussion regarding monthly camping and a draft Monthly Camping Policy. He noted DPRA is considering updated reservation and cancellation policies which should help with some of the monthly camping issues. There was discussion regarding promotions and discounts. There was also discussion regarding vouchers and cancellations. There was discussion regarding fishing tournaments and Fish and Game permits.

### **2024 SPONSOR CONTRIBUTIONS**

Director Reis presented an overview of options for 2024 Sponsor Contributions. Director Reis noted that based on everything that BoC discussed all year, the reserve balance should be used offset the contributions for 2024. It was also noted that the proposed recurring capital of \$955,000 will be a part of the sponsor contributions for 2024. Director Reis noted he will present the various options discussed at this meeting to the BoC at the next regular meeting.

### **ADJOURNMENT**

Director Hannaford motioned to adjourn, Director Keating seconded and due to no further business, the Board adjourned at 12:09p.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