

**DON PEDRO RECREATION AGENCY  
BOARD OF CONTROL - DON PEDRO PROJECT  
APPROVED MINUTES  
June 16, 2023**

CALL TO ORDER: 10:00a.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  
Brannon Gomes – DPRA, Division Manager  
Jim McCoy – DPRA, Division Manager  
Kevin Kimbro – DPRA, Park Maintenance Supervisor  
Rebecca Dack – DPRA, Administrative Assistant  
Brooke Rohrer- General Manager, Suntex

**CALL TO ORDER**

Director Macedo called the meeting to order at 10:03am

**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 April 21, 2023, and special meeting of June 8, 2023. Copies are on file at Don Pedro Headquarters

Director Hannaford motioned to approve the consent calendar. Director Keating 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 General Manager, Brooke Rohrer provided an update regarding Suntex operations. There was discussion regarding the docks at Moccasin. There was also discussion regarding houseboats moving back to Moccasin Point. She also provided an update regarding staffing and noted the store at Moccasin is being cleaned stocked in preparation to open. Brooke noted that there is sewer, water, gas, propane, and that the pump outs are working. She also provided an update, noting they are in process of moving 30 boats currently located in the bay at Blue Oaks for the fireworks show

There was discussion regarding light replacement at the entry gate at the private marina and the fire suppression system.

**DRAFT RESERVE POLICY**

Director Reis provided an overview of a draft reserve policy. He provided a recap from the June 8<sup>th</sup> special meeting and noted there should be a range in the policy, highlighting the average annual shortfall is \$1.2M. He also provided suggestions for if the reserves fall below the specified range or exceed the specified range.

Director Reis also noted there can be an annual review of the policy and reserve balance and can determine if the range is sufficient in the form of a workshop.

The BoC discussed the range of \$1M-\$1.5M. There was also discussion regarding the current policy is at a threshold of \$40k. There was discussion regarding the TID accounting reporting process. Director Reis noted he will be able to provide a Draft Reserve Policy for action at the August regular meeting.

**CAPITAL IMPROVEMENT PLAN UPDATE**

Director Reis provided an update regarding the Capital Improvement Plan (CIP). He provided a recap of the June 8 CIP Workshop. Director Hannaford noted that CCSF would like to see a second scenario for non-FERC related projects, requesting 2 options for the capital funding for next year. The first year funded at \$1.8M as opposed to \$3M and years 2-5 funded at the balance at whatever the balance, consistent split over the 4 years. There was discussion regarding the BO overlook and the private houseboat marina road and parking.

There was discussion regarding the TID Board's direction to become revenue neutral. There was discussion regarding the Fourth Agreement. There was discussion regarding the CLA.

Discussion regarding the workshop for the VC scheduled for July 14<sup>th</sup> to seek cost estimates.

#### **FISCAL REPORT**

Brannon Gomes provided the monthly fiscal report including revenue versus operations cost and year-to-date financial information up through February 2023. Actual revenue for February 2023 was \$218,523. Actual revenue with contributions for February 2023 was \$344,130. Year-to-date revenue to February 28, 2023 is \$572,434. Year-to-date revenue with sponsor contributions to February 28, 2023 is \$860,097. Year-to-date operations expenses to February 28, 2023 are \$594,806. Projected revenue with contributions for February 2023 was \$392,712. Actual expenses for February 2023 were \$293,969. Projected expenses for February 2023 were \$359,684. Capital expenses for February 2023 is \$9,252. Year-to-date capital to February 28, 2023 is \$42,359. He noted there have been a lot of delays due to the storms and damage from January and February 2023.

#### **DIRECTOR'S REPORT**

Director Reis provided an update regarding reservations, occupancy and cancellation for May 2023. There was also discussion regarding the debris cleanup and the 2023 Fireworks Show. Director Reis provided an overview of the most recent lake elevation. There was discussion regarding the lake levels and removal of shore-based debris. There was discussion regarding past attempts to remove debris and BLM burn permits and future debris maintenance. There was discussion regarding boom placement and additional boom options.

Director Reis provided an update regarding operations and staff. There was discussion regarding the spillway and the technology to monitor the lake level elevation.

#### **MATTERS TO THE GOOD OF THE AGENCY**

Director Macedo opened for Matters to the Good of the Agency. There was additional discussion regarding the boom at Moccasin and debris.

There was discussion regarding the CLA obligations and the mooring lines. There was also discussion regarding an advisory group. There was discussion regarding hybrid options for the BoC meetings.

#### **ADJOURNMENT**

Director Hannaford motioned to adjourn, Director Keating seconded and due to no further business, the Board adjourned at 11:15 a.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