

# DON PEDRO RECREATION AGENCY

BOARD OF CONTROL • REGULAR MEETING

*November 17, 2023*



# AGENDA

- CALL TO ORDER
- MOTION APPROVING CONSENT CALENDAR
- DISCUSSION OF ANY ACTION ITEMS REMOVED FROM CONSENT CALENDAR
- FLOATING RESTROOM GRANT RESOLUTION
- SUNTEX UPDATE
- SUNTEX RATE PROPOSAL
- DPRA VISITOR CENTER UPDATE
- FISCAL REPORT
- DIRECTOR'S REPORT
- ADJOURN TO CLOSED SESSION
- REPORT OF ACTION TAKEN IN CLOSED SESSION
- MATTERS TO THE GOOD OF THE AGENCY

The background of the slide features a photograph of a group of people, including children and adults, gathered around a campfire at night. The scene is dimly lit, with the primary light source being the fire, which casts a warm glow. The individuals are positioned in a semi-circle, and their forms are somewhat blurred, suggesting a candid, natural moment. The overall color palette is dark with warm, yellowish-orange highlights from the fire.

# **Board Consideration to Approve Consent Calendar**

# Discussion of Any Items Removed from Consent Calendar



# Floating Restroom Grant

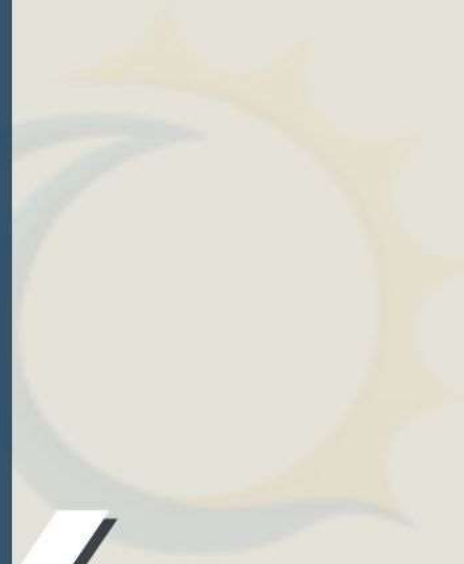
- Original Restroom Grant was awarded in 2010
- DPRA has 8 floating restrooms on the lake
- Two are at end of life. DPRA has requested two new restrooms via the grant from Boating & Waterways
- No additional cost to the agency. *(Estimated cost of each restroom is \$90,000)*
- Maintenance will continue as usual, as same number of restrooms will occupy the lake
- If approved and grant is awarded, DPRA will be notified by Spring 2024 with expected delivery Fall 2024





# **Board Consideration of Resolution for Floating Restroom Grant**

# SUNTEX UPDATE



VINICIO PEDRO

FINA



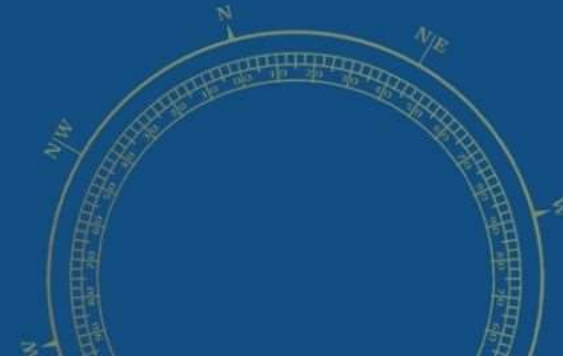
A SUNTEX EXPERIENCE



## Lake Don Pedro Marina

### November Operational Update

General Manager: Brooke Rohrer  
Regional Director: Vincenza Simo





## Completed Projects for Moccasin Point

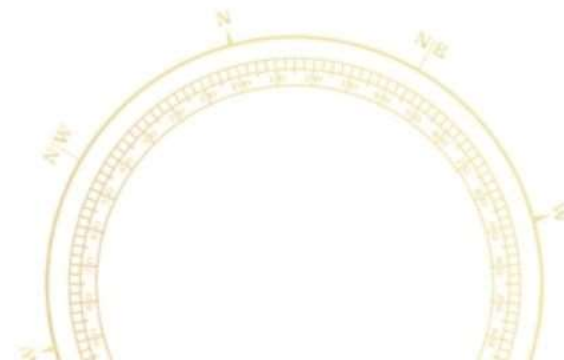
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- Platform 8 repaired, new cabling and lines inspected by engineering firm
- Buoy Ball's replaced and adjusted per customer feedback
- Extension Dock installed
- Employee Housing removed
- Services restored for pump-outs, fuel, propane
- Replaced ice containers and currently offering ice

## Completed Projects for Fleming Meadows

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- Storm Damage repaired
- Wifi Pole on Private Houseboat Dock inspected
- Light fixture replaced on Private Houseboat Dock gate
- Wind and Wave study for new attenuator



## Projects in Progress for Moccasin Point

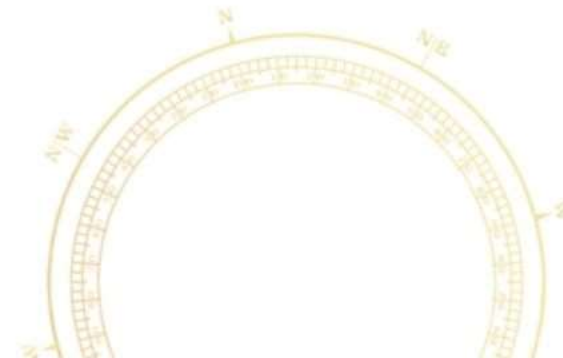
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- Reopening of ship store
- Upgrading fuel dispensers
- Repairing headwalk
- Replacing main gate lock
- Upgrading WiFi
- Wind and Wave study
- Low Water Plan

## Projects in Progress for Fleming Meadows

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- Replacing light bulbs and fixtures throughout
- Attenuator for Private Houseboat Dock
- Attenuator for Fleming Meadows
- Repaving and marking parking lots
- Dry Storage doors being replaced
- Cleaning out “Bone Yard”
- Tar Pit building installation at Blue Oaks
- Cable removal as water levels fluctuate
- Ongoing vegetation control





## Potential Projects for Moccasin Point

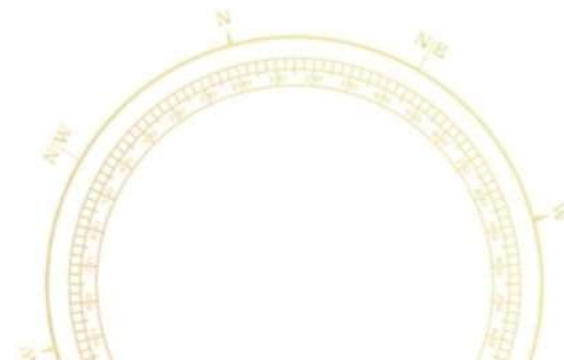
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- Painting and numbering Buoy Balls
- Boat Rentals
- Upgrading Dry Storage
- Upgrading Ship Store

## Potential Projects for Fleming Meadows

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- Painting and numbering Buoy Balls
- Upgrading Cafe
- Upgrading Ship Store
- Painting Ship Store exterior
- Additional restroom
- Second pump-out station
- Removal of headwalk in Gilman Cove
- Motor Repair Shop replacement





# Platform Repairs and Engineering Inspection



Structural | Civil | Site | Marine | Coastal  
Bridge, Highway | Rail | Entertainment | Geotechnical  
Facade | Building Envelope | Construction Engineering  
Forensic Investigation | Surveying | Mapping

October 23, 2023

Suntex Marinas  
17330 Preston Rd, Suite 100C  
Dallas, Texas 75252

Attn: D. Brian Broom  
Director of Construction

Email: brian.broom@suntex.com

Re: Underwater Inspection – Moccasin Point Mooring Lines  
Jamestown, CA  
McLaren File No. 231318

Dear Mr. Broom,

McLaren Technical Services, Inc. (McLaren) performed an underwater inspection of eight (8) floating platform connections at Moccasin Point Marina (Moccasin Point) located at 11405 Jacksonville Rd, Jamestown, CA, 95327. McLaren performed the inspection on October 12, 2023. The primary goal of the inspection was to verify that repairs were in place according to design drawings. **Overall, McLaren takes no exception to the completed work.**

This Inspection Letter report is broken down into the following sections:

- Scope of Work and Inspection Methodology
- Description of the Site
- Findings
- Conclusion

## Scope of Work and Inspection Methodology

McLaren mobilized a Professional Engineer-Diver (PE Diver) to perform the inspection, which was performed from a boat and from the floating platforms. The PE Diver utilized the reference project drawings, "Moccasin Point Mooring Field Plan" by Suntex Marinas, dated November 10, 2022 (Appendix A). The inspection verified the completion of the repairs in the scope, including replacement of anchor connections, platform connections, wire rope anchor lines and mooring lines and sheaves. McLaren also completed a cursory inspection of in place components to confirm their viability.



Photo 1: Typical complete installation of mooring and anchor lines with five (5) cable clips. (Punch list #1, #2, #6)



Photo 2: Typical junction plate-shackle-sheave connection beneath platform.



Photo 3: Typical 8 in x 3/4 in. sheave beneath platform.



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18°

19°

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21°

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24°

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## Moccasin Point Employee Housing Removed





17°

18°

19°

20°

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22°

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25°

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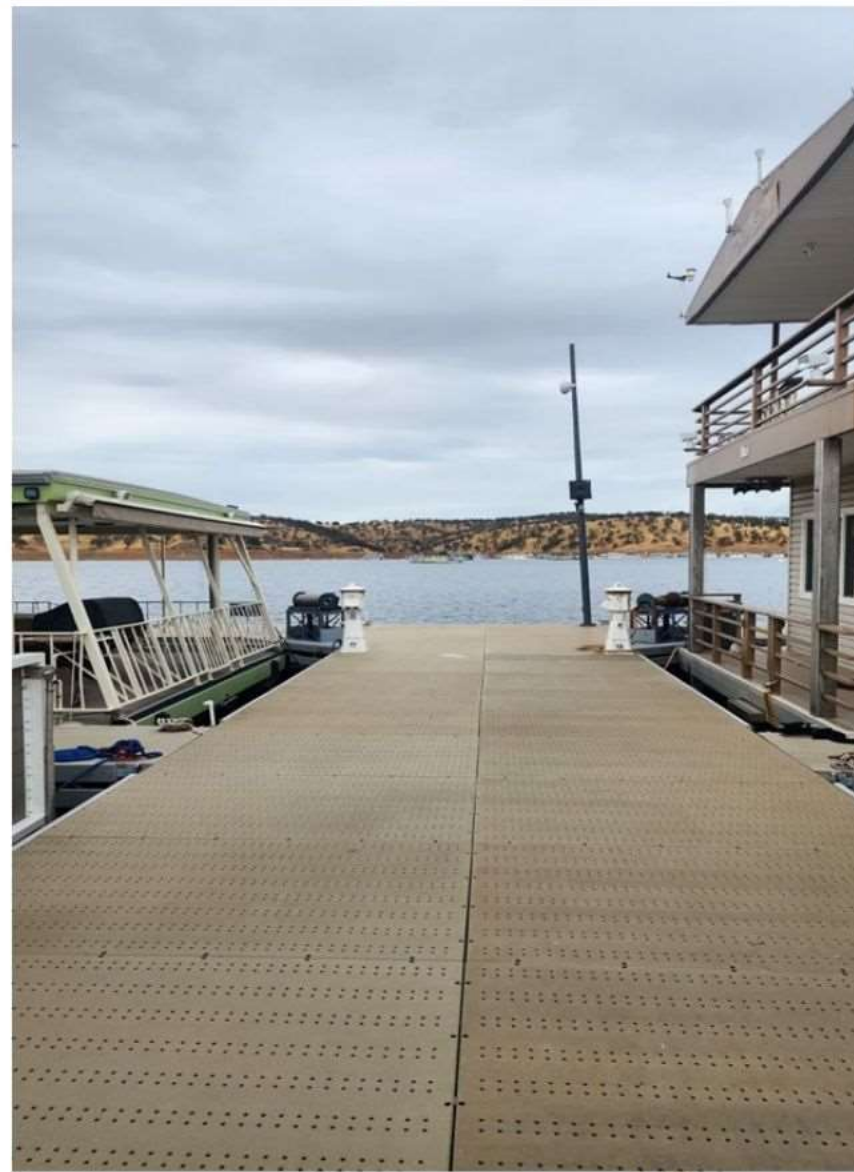
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## Private Houseboat Dock Gate Light and WiFi Pole





17°

18°

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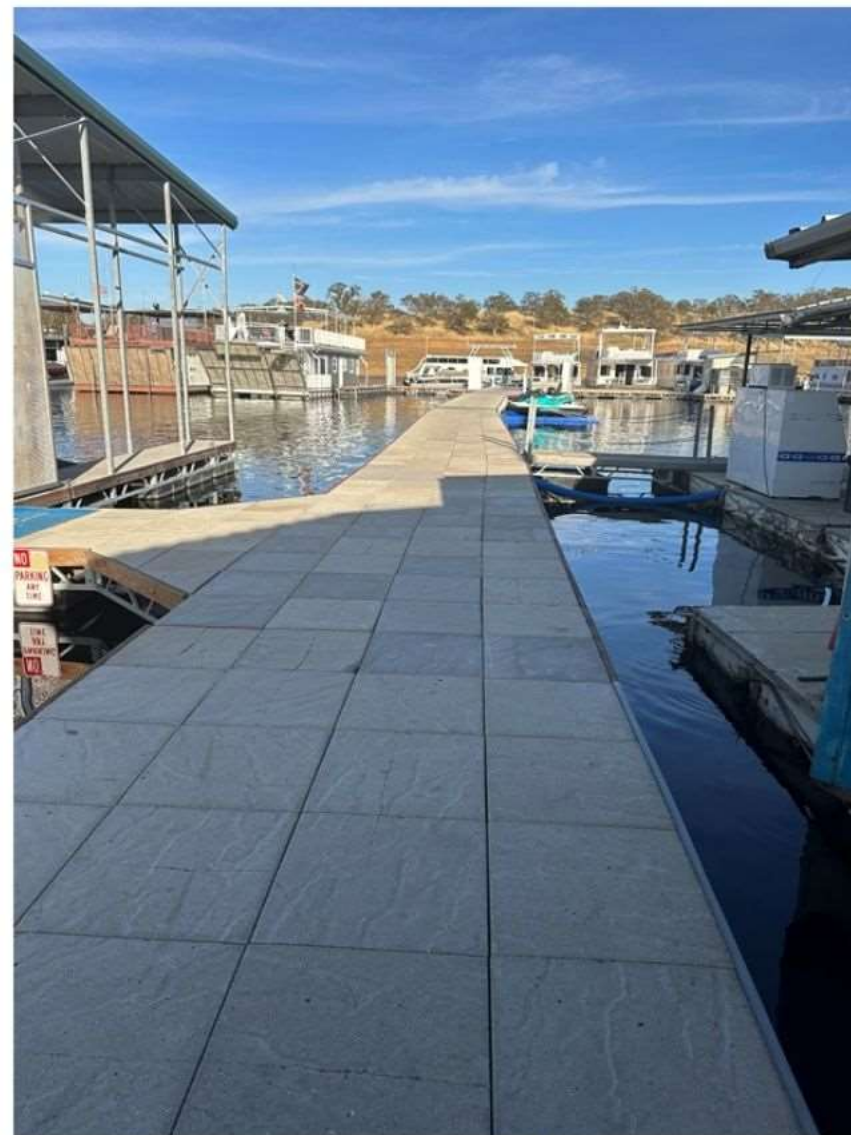
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## Fleming Meadows Storm Damage Repairs







# **Suntex Rate Proposal**

## 2024 Rate Request Presentation for Don Pedro and Moccasin Point

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GENERAL MANAGER: Brooke Rohrer  
REGIONAL DIRECTOR: Vincenza Simo





# 2024 Don Pedro and Moccasin Point Rate Presentation

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## Overview:

To request the 2024 rates for Don Pedro Marina and Moccasin Point Marina.

## Table of Contents:

- Market comparison for rates
- Amenity comparison with neighboring Suntex Marinas
- CapEx spend for 2023 and 2024 CapEx strategy
- Rate request for 2024 Don Pedro
- Rate request for 2024 Moccasin Point
- Rate request for 2024 Blue Oaks



# Market Rate Comparison

## Market Annual Slip Rate Comparison 2023

MARINA	Houseboats	Mooring Balls	20'-28'	30'-34'	36'-46'	48'-58'	60'-80'	Price per Linear Foot	Amenities
DON PEDRO	\$7,991.40	\$4,284	\$2,820 - \$5,004	\$6243.84 (32')	N/A	N/A	N/A	\$5.00 - \$16.26	Covered and Uncovered Dry Storage; Fuel; Pumpout; Restaurant; Snack Shack; Ship Store; Boat Rentals; Service; Boat Lift Rentals
MOCCASIN POINT	\$5,106.48 - \$6,139.80	\$3,408.60	\$1,944 - \$2,388 (20')	N/A	N/A	N/A	N/A	\$5.07 - \$15.99	Covered and Uncovered Dry Storage; Fuel; Pumpout; Ship Store; Service
NEW MALONES	\$6,730	\$4,320	\$3,600 - \$3,920	\$4,560 (30')	N/A	N/A	N/A	\$12.67 - \$17.53	Fuel; Convenience Store; Boat Rentals
RIVERPOINT LANDING	\$8,100 - \$12,360	N/A	\$3,120 - \$3,720	\$4,080 - \$4,680	\$5,700 - \$7,560	\$8,100-\$10,260	\$12,360 (70')	\$11.07 - \$14.74	Uncovered Dry Storage; Fuel; Pumpout; RV Park

\* Moccasin Point rates have not increased since 2019 due to low water closure

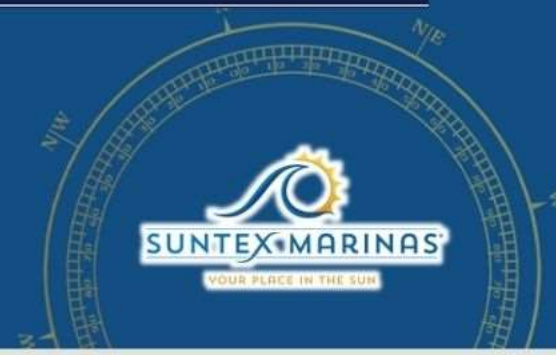




## Amenity and Rate Comparison with Neighboring Suntex Marinas

### Neighboring Suntex Marina Comparison

Suntex Marinas	Rates per Linear Foot Range	Slip Sizes Available	Amenities
Don Pedro	\$5.00 - \$16.26	24' - 56'	Covered and Uncovered Dry Storage; Fuel; Pumpout; Restaurant; Snack Shack; Ship Store; Houseboat and Small Boat Rentals; Service; Boat Lift Rentals
Pleasure Cove	\$13.00 - \$16.50	24' - 60'	Fuel; Pumpout; Ship Store; Small Boat Rentals; RV/Campsites; Cabin Rentals; Boat Lift Rentals
Tahoe Keys	\$26.00 - \$57.00	20' - 65'	Uncovered Dry Storage; Fuel; Pumpout; 3rd party Service and Boat Rental



## CapEx Spend for 2023 and 2024 Strategy

### 2023 CapEx Spend:

- Total Capital spent for 2023 so far is \$1,646,585.24. Some of those items include:
- Cameras
- WiFi
- Dry Storage repairs
- Tractors
- Golf Carts
- Landscaping
- Storm Repairs
- Slip Survey requests
- Repaving parking lots – in permit process
- Tar Pit building – Starting Q4
- Motor Repair shop – Starting Q4

### 2024 CapEx Strategy:

- Total CapEx estimated spend will surpass \$2 million in 2024. Some of the projects currently being vetted include:
- Attenuator
- Dry Storage upgrades
- Bathroom upgrades
- Café upgrades
- Additional pumpouts
- Fuel tank upgrades





## Rate Request for 2024 Don Pedro

### Don Pedro

- The average CPI for the year is 5.35% and this does not take into consideration wage inflation. We are asking for 1.65% for wages, in addition to the CPI request.

<https://www.bls.gov/charts/consumer-price-index/consumer-price-index-by-region.htm>

- We did not implement the full 2022 approved rates until 2023 and did not ask for an additional rate increase for the 2023 calendar year.
- We are asking to align Don Pedro's rate with Suntex standards and charge by linear foot or slip length, whichever is greater.
- COB rates increasing 3.5% for Houseboats and 5% for small boats.
- Implementing a 3% credit card surcharge for all storage contract payments starting November 1<sup>st</sup>, 2023 due to Merchant Fee inflation. We will continue to offer ACH, Debit, Check and Cash as other forms of payment.



## Rate Request for 2024 Don Pedro

Rate Card Don Pedro	2023 Annual Rate	2023 Monthly Rate	Price per Linear Foot	2024 Annual Rate	2024 Monthly Rate	Price per Linear Foot	Cost Increase per Year	Cost Increase per Month
A & B 24 Wet Covered	\$4,584	\$382	\$15.92	\$4,904.64	\$408.72	\$17.03	\$320.64	\$26.72
A & B 26 Wet Covered	\$5,004	\$417	\$16.04	\$5,353.92	\$446.16	\$17.16	\$349.92	\$29.16
A & B 32 Wet Covered	\$6,243.84	\$520.32	\$16.26	\$6,681.60	\$556.80	\$17.40	\$437.76	\$36.48
C 24 Wet Covered	\$4,368	\$364	\$15.92	\$4,904.64	\$408.72	\$17.03	\$536.64	\$44.72
C 24 Wet Uncovered	\$2,820	\$235	\$9.79	\$3,018.24	\$251.52	\$10.48	\$198.24	\$16.52
HB D 56 Wet Uncovered	\$7,991.40	\$665.95	\$11.89	\$8,547.84	\$712.32	\$12.72	\$556.44	\$46.37
PHBD 56 Wet Open Outside	\$7,991.40	\$665.95	\$11.89	\$8,547.84	\$712.32	\$12.72	\$556.44	\$46.37
PSB 28 Wet Open Outside	\$1,800.00	\$150.00	\$5.36	\$1,928.64	\$160.72	\$5.74	\$128.64	\$10.72
Houseboat Bouy	\$4,284.00	\$357.00	\$6.38	\$4,583.88	\$381.99	\$6.82	\$299.88	\$24.99
Transient Overnight 26 Wet Slip	\$31 per night	N/A	\$1.19	\$32 per night	N/A	\$1.23	N/A	N/A
26 Covered Dry Storage	\$1,800	\$150	\$5.77	\$1,925.04	\$160.42	\$6.17	\$125.04	\$10.42
24 Uncovered Dry Storage Trailer	\$366	\$31	\$1.27	\$391.68	\$32.64	\$1.36	\$25.68	\$2.14
24 Uncovered Dry Storage Boat and Trailer	\$780.00	\$65.00	\$2.70	\$832.32	\$69.36	\$2.89	\$52.32	\$4.36





## Rate Request for 2024 Moccasin Point

### Moccasin Point

- Asking for CPI consideration for 2024 rates. The average CPI for the year is 5.35% and this does not take into consideration wage inflation. We are asking for only CPI due to the small staff at Moccasin Point.

<https://www.bls.gov/charts/consumer-price-index/consumer-price-index-by-region.htm>

- Rates have not been increased since 2019.
- We are asking to align Moccasin Point's rate with Suntex standards and charge by linear foot or slip length, whichever is greater.
- Implementing a 3% credit card surcharge for all storage contract payments starting November 1<sup>st</sup>, 2023 due to Merchant Fees doubling in the last year. We will continue to offer ACH, Check and Cash as other forms of payment.
- COB rentals will start again in 2023 with a small boat increase of 5%.



## Rate Request for 2024 Moccasin Point

	2023 Annual Rate	2023 Monthly Rate	2023 Price per Linear Foot	2024 Annual Rate	2024 Monthly Rate	2024 Price per Linear Foot	Cost Increase per Year	Cost Increase per Month
<b>Rate Card Moccasin Point</b>								
A 20 Wet Open Outside Double	\$2,256	\$188	\$9.40	\$2,368.80	\$197.40	\$9.87	\$112.80	\$9.40
A 24 Wet Open Outside	\$2,388	\$199	\$8.29	\$2,507.40	\$208.95	\$8.71	\$119.40	\$9.95
A 24 Wet Open Outside Double	\$2,256	\$188	\$7.83	\$2,368.80	\$197.40	\$8.23	\$112.80	\$9.40
A 26 Wet Open Outside Double	\$2,256	\$188	\$7.23	\$2,368.80	\$197.40	\$7.59	\$112.80	\$9.40
A 32 Wet Open Outside Double	\$5,106.48	\$425.54	\$13.30	\$5,361.84	\$446.82	\$13.96	\$255.36	\$21.28
B 20 Wet Open Outside Double	\$2,256	\$188	\$9.40	\$2,368.80	\$197.40	\$9.87	\$112.80	\$9.40
B 32 Wet Open Outside Double	\$2,256	\$188	\$5.88	\$2,368.80	\$197.40	\$6.17	\$112.80	\$9.40
B 60 Wet Open Outside End	\$5,106.48	\$425.54	\$7.09	\$5,361.84	\$446.82	\$7.44	\$255.36	\$21.28
Buoy 56 Wet Open Outside	\$3,408.60	\$284.05	\$5.07	\$3,579.00	\$298.25	\$5.33	\$170.40	\$14.20
C 20 Wet Open Outside	\$2,256	\$188	\$9.40	\$2,368.80	\$197.40	\$9.87	\$112.80	\$9.40
C 32 Wet Open Outside	\$5,106.48	\$425.54	\$13.30	\$5,361.84	\$446.82	\$13.96	\$255.36	\$21.28
C 32 Wet Open Outside Double	\$5,106.48	\$425.54	\$13.30	\$5,361.84	\$446.82	\$13.96	\$255.36	\$21.28
C 60 Wet Open Outside End	\$6,139.80	\$511.65	\$8.53	\$6,446.76	\$537.23	\$8.95	\$306.96	\$25.58
D 20 Wet Open Outside	\$2,388	\$199	\$9.95	\$2,507.40	\$208.95	\$10.45	\$119.40	\$9.95
D 32 Wet Open Outside	\$5,106.48	\$425.54	\$13.30	\$5,361.84	\$446.82	\$13.96	\$255.36	\$21.28
D 32 Wet Open Outside Double	\$5,106.48	\$425.54	\$13.30	\$5,361.84	\$446.82	\$13.96	\$255.36	\$21.28
D 32 Wet Open Outside XL Wde	\$6,139.80	\$511.65	\$15.99	\$6,446.76	\$537.23	\$16.79	\$306.96	\$25.28
D 60 Wet Open Outside End	\$6,139.80	\$511.65	\$8.53	\$6,446.76	\$537.23	\$8.95	\$306.96	\$25.28
Dry Covered Inside boat	\$1,800.00	\$150.00	\$5.00	\$1,881.60	\$156.80	\$5.23	\$81.60	\$6.80
Dry Open Outside boat and trailer	\$780	\$65	\$2.17	\$819.00	\$68.25	\$2.28	\$39.00	\$3.25
Dry Trailer only	\$366.00	\$30.50	N/A	384.36	\$32.03	N/A	\$18.36	\$1.53



## Rate Request for 2024 Blue Oaks

Service Yard	Hourly Labor Rate 2023
Bobs Marine	\$145.00 Per HR
C&C Marine	\$145.00 Per HR
Evens Powersports	\$145.00 Per HR
Boat Country	\$180.00 Per HR
Boat Masters	\$149.00 Per HR
Inland Marine	\$160.00 Per HR
Pacific Marine Center	\$180.00 Per HR
Semper Speed & Marine	\$150.00 Per HR
Blue Oaks Service Center	\$116.88 Per HR

- Requesting to increase our hourly labor rate to \$150 per hour for 2024, to be aligned with the competitive market rates.
- Increasing our labor rates also allows us to add an additional full-time position and part-time position, to help service the customer in a more efficient manner.



## Proposed 2024 Service Department Rates

Accommodations	Lake McClure Haul/Launch Comparable	Current Rate	New Rate
Boatyard Boat Launch – Haul Fee Under 50 Tons	\$30 /Linear Ft – Add \$300 for 2nd story and >2 pontoons	\$22 / Linear Foot (max \$1,232)	\$24 / Linear ft (max \$1,344)
Boatyard Boat Launch – Haul Fee Over 50 Tons		\$27 / Linear Foot (max \$1,512)	\$29 / Linear ft (max \$1,624)
Boatyard Boat Launch – Launch Fee Under 50 Tons		\$22 / Linear Foot (max \$1,232)	\$24 / Linear ft (max \$1,344)
Boatyard Boat Launch – Launch Fee Over 50 Tons		\$27 / Linear Foot (max \$1,512)	\$29 / Linear ft (max \$1,624)
Labor Rate: Boatyard		\$110 / Hour	\$150 / Hour
Labor Rate: Motor Repair Shop		\$116.88 / Hour	\$150 / Hour
Blue Oaks Repair Yard Monthly Rate		\$194 / month	\$225 / month
Daily Yard Use Fee		\$26.32 / day / person	\$38 / day / person
Salvage Barge: 2 Laborers Min. for safety		\$368 / Hour	\$375 / Hour
Boat Tow: 2 Laborers for safety		\$179 / Hour	\$200 / Hour

\* McClure is the only competitor in the area who offers Haul and Launch on houseboats. Their rates start at \$30 a linear foot and go up from there.





# Visitor Center Update

# Agenda

1. Project progress
2. Project delivery methods
3. Procurement recommendation
  - ☐ RFQ/RFP process
  - ☐ Contractor selection
4. Project description
  - ☐ Trading Post rehab
  - ☐ Visitor Center program
  - ☐ Proposed budget
5. Anticipated project schedule





# Project Progress since August

## ☐ Environmental Review

- Historic Resources Evaluation
  - Associated with CIP
- Cultural and Biological impact reviews
- Local Tribe notification
- Draft IS-MND

## ☐ Technical Requirements Determination

- Meetings and interviews with various stakeholders
  - Infrastructure
  - Space program
  - Furnishings, Fixtures & Equipment

## ☐ Legal Coordination

- Opinion of available project delivery methods

## ☐ Contractor RFQ/RFP Document Preparation

- Project Overview
- Contractor Scope of Work
- Space Program and Technical Requirements
- Basis of Selection

Administrative Draft

DON PEDRO RECREATION AGENCY VISITOR  
CENTER PROJECT  
Initial Study/Mitigated Negative Declaration

Prepared for  
Turlock Irrigation District

November 2023



### **REQUEST FOR QUALIFICATIONS**

**DON PEDRO RECREATION AGENCY  
VISITOR CENTER  
PROJECT #WRA-23-XXX**

Turlock Irrigation District  
Turlock, California

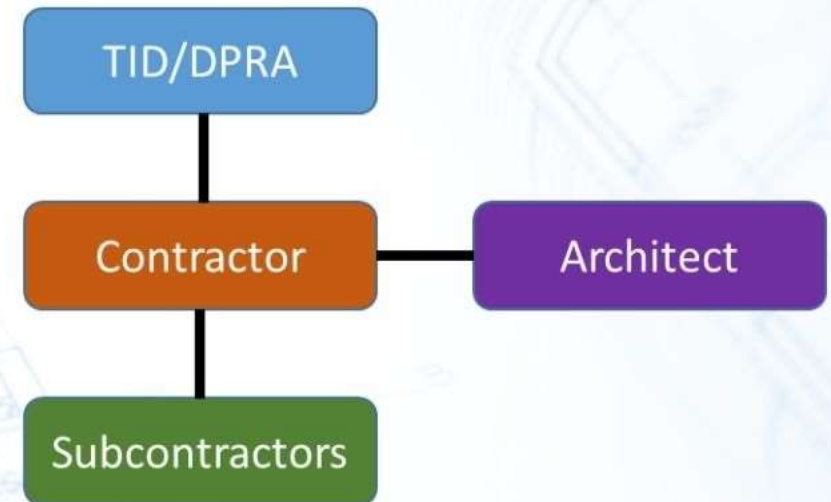
Date Issued: XX XX, 2023  
Statement of Qualifications Due: XX XX, 2023

Prepared by:  
Diana L. Brink, Purchasing Division Manager



# Project Delivery: Design-Build

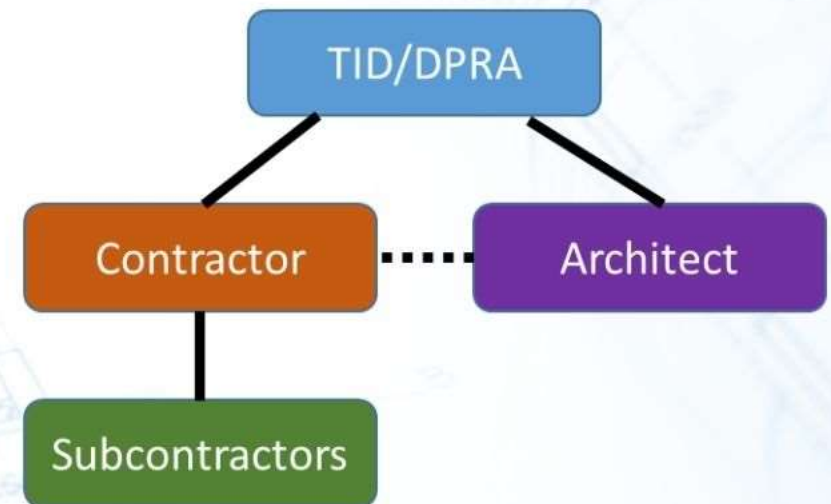
- ❑ PCC 22160-22169
  - “Local agency”: A city, county, or special district
  - “Project”: A wastewater treatment facility, solid waste facility, recycling facility, or fire protection facility
- ❑ Contract and GMP timing
  - **Single** contracted entity: Contractor
  - Initial contract includes all pre-construction and construction services
    - GMP known **before** any pre-construction fees incurred
- ❑ Design and construction impacts
  - Project team organization creates efficiencies
    - Constructability review during design
    - Costs tracked at every milestone by contractor
  - Limited owner collaboration throughout design
  - **Parallel** design and construction processes





# Project Delivery: CM at-Risk

- ❑ PCC 20146
  - “Public entity”: Made up of members of the county board of supervisors
  - “Project”: Any infrastructure, excluding roads
- ❑ Contract and GMP timing
  - **Multiple** contracted entities: 1) Contractor and 2) Architect
  - Initial contract includes only pre-construction services, contract amendment for construction
    - GMP known **after** pre-construction fees incurred
    - Allows for off-ramp if construction costs are too high
- ❑ Design and construction impacts
  - Project team organization creates efficiencies
    - Constructability review during design
    - Costs tracked at every milestone by contractor
    - Contractor and architect begin forming relationship
  - Owner collaboration throughout design
  - **Linear** design and construction processes



# Project Delivery: Progressive DB

## ❑ PCC 22170-22174

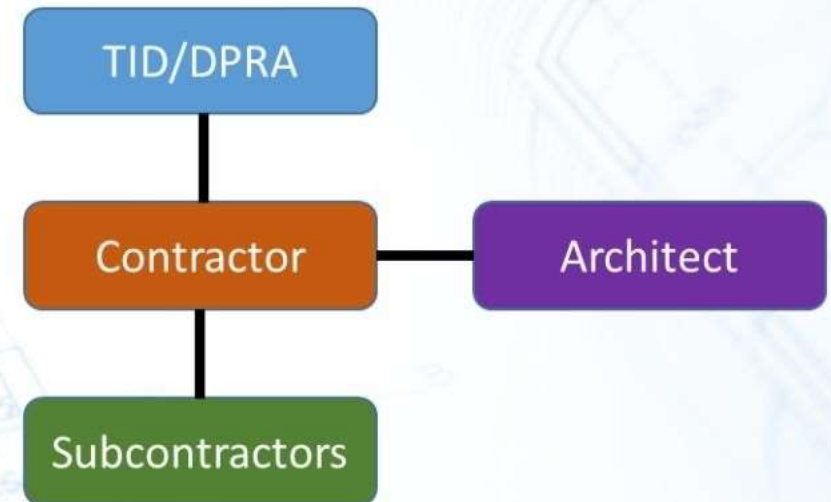
- “Local agency”: A city, county, or special district
- “Design-Build project”: Any project that treats, pumps, stores, or conveys water, wastewater...or supporting facilities.

## ❑ Contract and GMP timing

- **Single** contracted entity: Contractor
- Initial contract includes only pre-construction services, contract amendment for construction
  - Contractor **highly motivated** to stay within GMP
  - GMP known **after** pre-construction fees incurred
  - Allows for off-ramp if construction costs are too high

## ❑ Design and construction impacts

- Project team organization creates efficiencies
  - Contractor and architect typically have existing relationship
  - Constructability review during design
  - More constructability influence during design than CMAR
  - Costs tracked at every milestone by contractor
- Owner collaboration throughout design
- **Linear** design and construction processes





# Project Delivery: Design-Bid-Build

## ❑ PCC 22000-22003

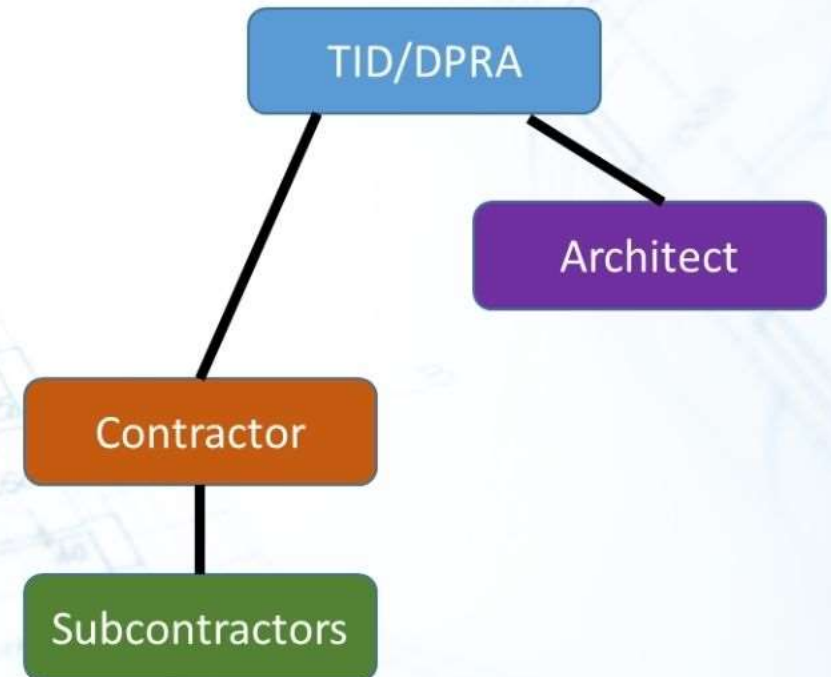
- “Public agency”: A city, county, or special district
- “Public project”: Any construction, erection, renovation, improvement, demolition, and repair work involving any publicly owner, leased, or operated facility

## ❑ Contract and GMP timing

- **Multiple** contracted entities: 1) Contractor and 2) Architect
- Initial contract to architect for design services
  - Upon design completion, bid solicitation for construction services
  - Construction cost known **after** design fees incurred
  - Allows for off-ramp if construction costs are too high
  - Contractor **not involved** during design process

## ❑ Design and construction impacts

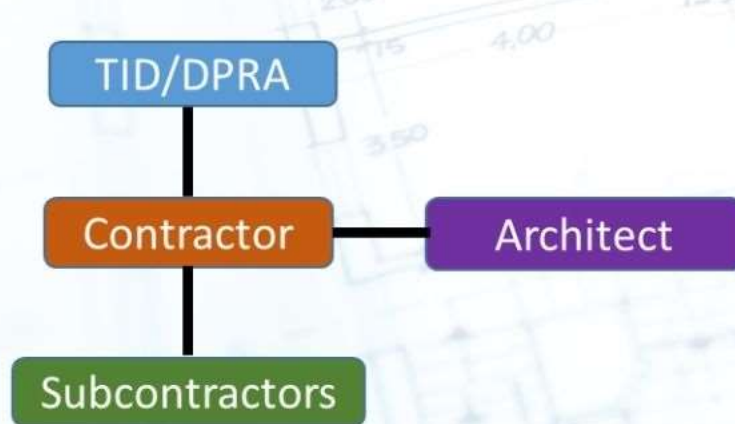
- Limited/no architect and contractor collaboration
  - Constructability review **after** design completion
- Owner collaboration throughout design
- **Linear** design and construction processes



# Project Delivery Summary

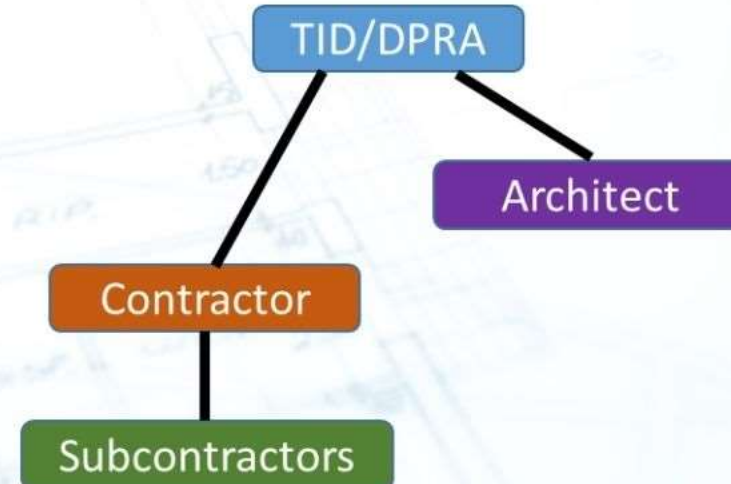
## ❑ Progressive Design-Build

- Single contracted entity
  - Cost and schedule efficiencies
  - On-going constructability and cost input
- GMP known after design fees incurred
  - Contractor **highly** motivated to stay within budget
- Owner collaboration



## ❑ Design Bid Build

- Multiple contracted entities
  - Costs tracked by design team
  - Minimal to no constructability input
  - Constructability issues could delay project
- GMP known after design fees incurred
- Owner collaboration





# Procurement Recommendation

1. Staff to prepare Progressive Design-Build RFQ/RFP
2. RFQ to shortlist to 2-4 DB teams
  - ❑ Shortlist based on qualifications
3. RFP sent to shortlisted firms
  - ❑ Submittal requirements:
    - Conceptual building floorplan
    - Building elevations
    - Site plan
    - Pre-construction fee (design and construction bidding)
4. Firms to receive stipend for complete proposal package
5. Interview bidders, if necessary
6. Present RFP results and staff recommendation to BOC for approval



# Trading Post Rehab

- ☐ Focus on repairs
  - Floors
  - Walls
  - Lighting
  - Utilities
  - Equipment
  - Deck
- ☐ Building Code Requirements
  - Accessibility
- ☐ Match New Building
  - Exterior paint
  - Minor architectural alterations





# Visitor Center Program

Space Name	Dimensions		
	Length (feet)	Width (feet)	Area (square feet)
DPRA Staff Operations			
Director Office	12	18	216
Division Manager Office	12	12	144
Administrative Assistant Office	12	12	144
Multi-Use Office	12	12	144
Reservation	15	20	300
Staff Breakroom	12	15	180
Staff Restroom	10	10	100
Storage	12	12	144
IT Closet (IDF)	12	15	180
DPRA Staff Operations Subtotal			1,552
Customer Visitor Center			
Multi-Purpose Room	15 sf/person		1,500
Lobby/Exhibition	25	25	625
Mens Restroom	10	20	200
Womens Restroom	10	20	200
Janitor Closet	6	10	60
Customer Visitor and Event Center Subtotal			2,585
Circulation/Walls/MEP	25% of total area		1,035
Total Building Area			5,172





# New Building – Exterior





# Utilities and Site Improvements

- ☐ **Water**
  - Verify pressure and flow of existing 2" service and 4" main
  - Verify capacity for fire suppression system
- ☐ **Sanitary Sewer**
  - Verify capacity of existing 4" service, 6" main, and downstream lift station
- ☐ **Storm Drain**
  - Surface storm drainage system to remain
- ☐ **Electrical**
  - Confirm capacity of existing 800A panel at Trading Post
- ☐ **Internet/Fiber/Wi-Fi**
  - Extend fiber and install pole/tower for communications
- ☐ **Security and Access Control**
  - Install access control hardware
  - Install security cameras
- ☐ **Traffic Circulation & Parking**
  - Existing access and roadways
  - Re-stripe parking stalls

# Proposed Project Budget

Line Item	Budget
Cost Estimating	\$10,000
Environmental Review and Mitigation	\$100,000
Contract Preparation	\$50,000
Design Plan Review	\$20,000
Construction Inspection	\$70,000
Furnishings, Fixtures & Equipment (FF&E)	\$750,000
Design and Construction	\$6,000,000
Owner's Contingency (5% of total)	\$500,000
<b>Total Budget</b>	<b>\$7,500,000</b>

- ❑ Insurance settlement = \$6.9M
- ❑ CAMP @ 5.58% for 12 months = \$7.3M
  - *As of November 9, 2023*



# Anticipated Project Schedule

- ✓ 1. Staff to hire cost estimator to develop range of estimates (2023 Q2)
- ✓ 2. Staff to present program options and range of cost estimates to BOC (2023 Q2)
  - ❑ BOC to approve final program and project budget
- ✓ 3. Staff to hire consultant for CEQA and Historic Resources review (2023 Q3)
- 4. Staff to issue RFQ/RFP (2024 Q1)
  - ❑ RFQ to shortlist to 2-4 entities
  - ❑ Consideration to offer stipend for schematic design
  - ❑ Interview bidders

# Anticipated Project Schedule

5. Staff to present results of RFQ/RFP process to BOC and Districts (2024 Q1)
6. Staff to award contract to preferred bidder (2024 Q1)
7. Contractor to develop construction documents (2024 Q2-Q3)
8. Contractor to bid the construction project (2024 Q3/Q4)
9. Staff to present results of bid to BOC for approval (2024 Q4)
10. DB firm to begin construction (2024 Q4)



# FISCAL REPORT

## AUGUST 2023



	AUG 2023	AUG 2022
Revenue - Month of August	\$ 382,883	\$ 350,528
Actual Revenue (with sponsor contributions)	\$ 587,852	\$ 590,864
Projected Revenue (with sponsor contributions)	\$ 640,837	\$ 594,103
Projected Operation Expense	\$ 453,927	\$ 533,951
Actual Operation Expense	\$ 455,523	\$ 511,058
<b><u>YEAR-TO-DATE ACTUALS</u> to August 31st</b>		
Actual Revenue	\$ 3,298,344	\$ 2,924,406
Operation Expense	\$ 3,302,849	\$ 2,928,852
Actual Revenue (with sponsor contributions)	\$ 4,946,134	\$ 4,856,512
<b><u>CAPITAL EXPENSES</u></b>		
August Actual Capital	\$ 2,078	\$ 18,014
YTD Actual Capital	\$ 267,646	\$ 323,186

# October 2023 *(Projections)*



	OCT 2023	OCT 2022
<b><u>YEAR-TO-DATE</u></b>		
Projected Revenue	\$ 3,600,000	\$ 3,260,497
Projected Operation Expense	\$ 4,122,546	\$ 3,562,986
<b><u>CAPITAL EXPENSES</u></b>		
YTD Actual Capital	\$ 379,745	\$ 666,558



# DIRECTOR'S REPORT

*Reservations*

**432**

Reservations made in  
OCTOBER 2023

**379**

Reservations made in  
OCTOBER 2022

*Occupancy*

**1,486**

Nights Occupied  
OCTOBER 2023

**1,462**

Nights Occupied  
OCTOBER 2022

*Cancellations*

**27**

Reservation Cancellations  
OCTOBER 2023

**12**

Reservation Cancellations  
OCTOBER 2022

# Director's Report

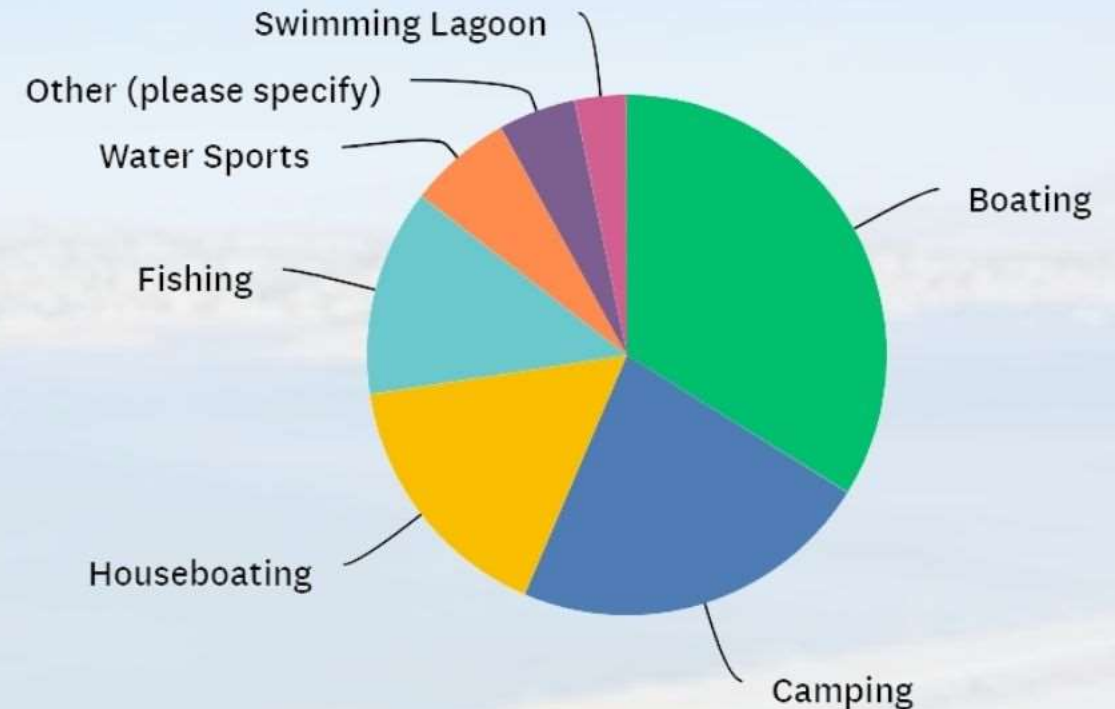
## Customer Satisfaction Survey

### Key Highlights:

- Launched October 18, 2023
- 62 Respondents to date

### What is your primary purpose in coming to Don Pedro Lake?

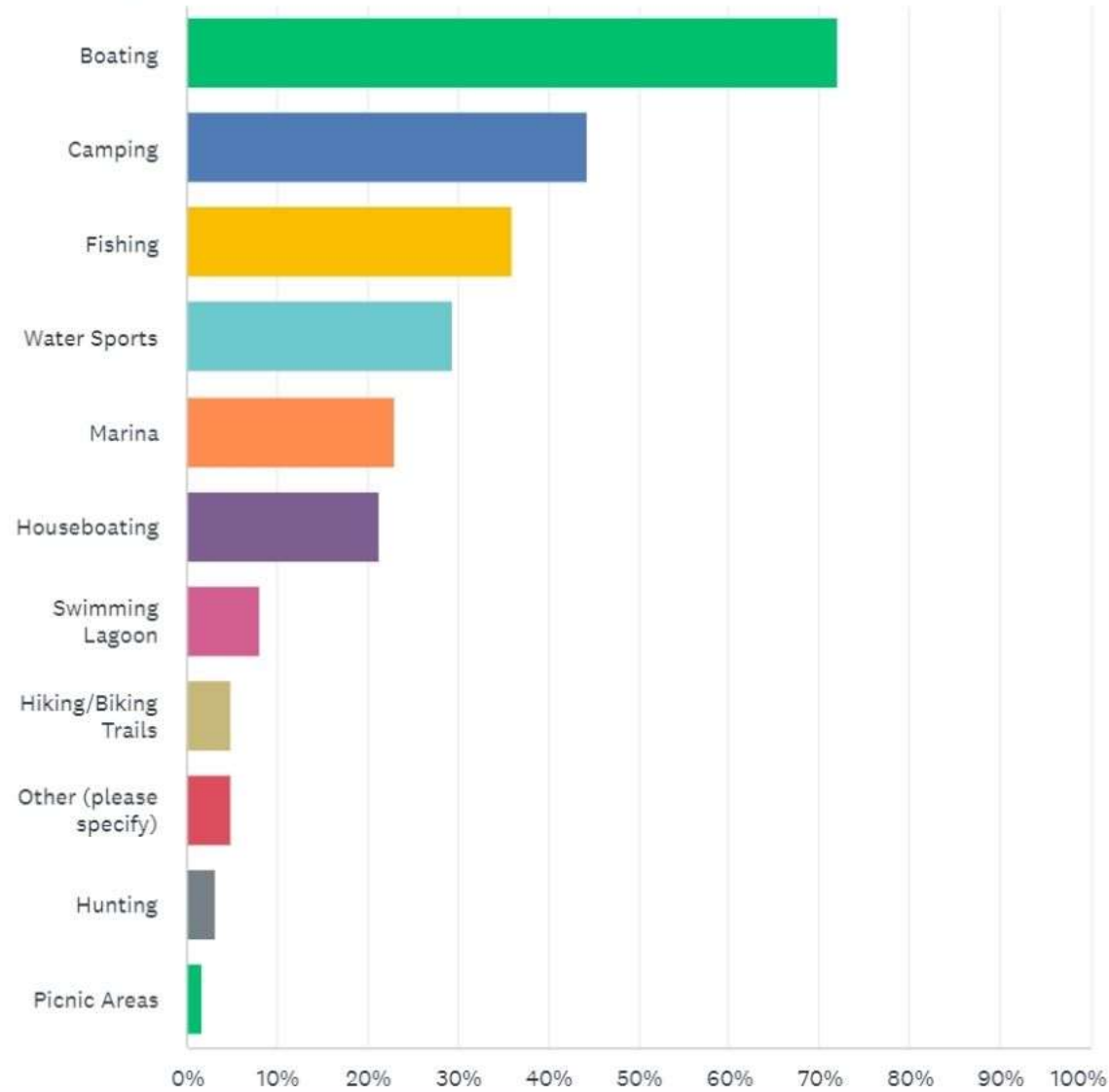
Answered: 62 Skipped: 0





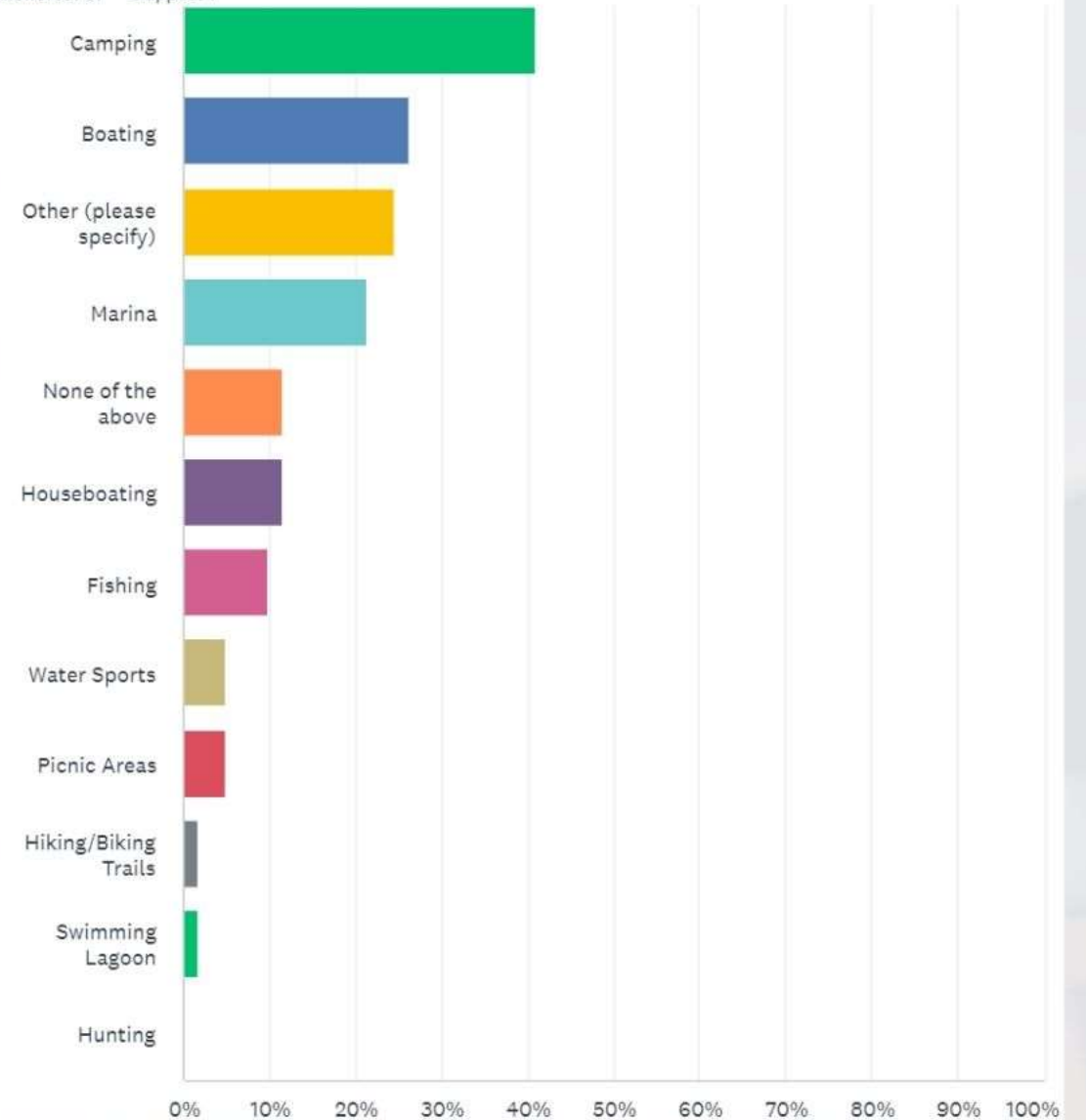
Which activities did you take advantage of on your most recent trip?  
Mark all that apply:

Answered: 61 Skipped: 1



Which parts of Don Pedro Lake need improvements? Mark all that apply:

Answered: 61 Skipped: 1



# Director's Report

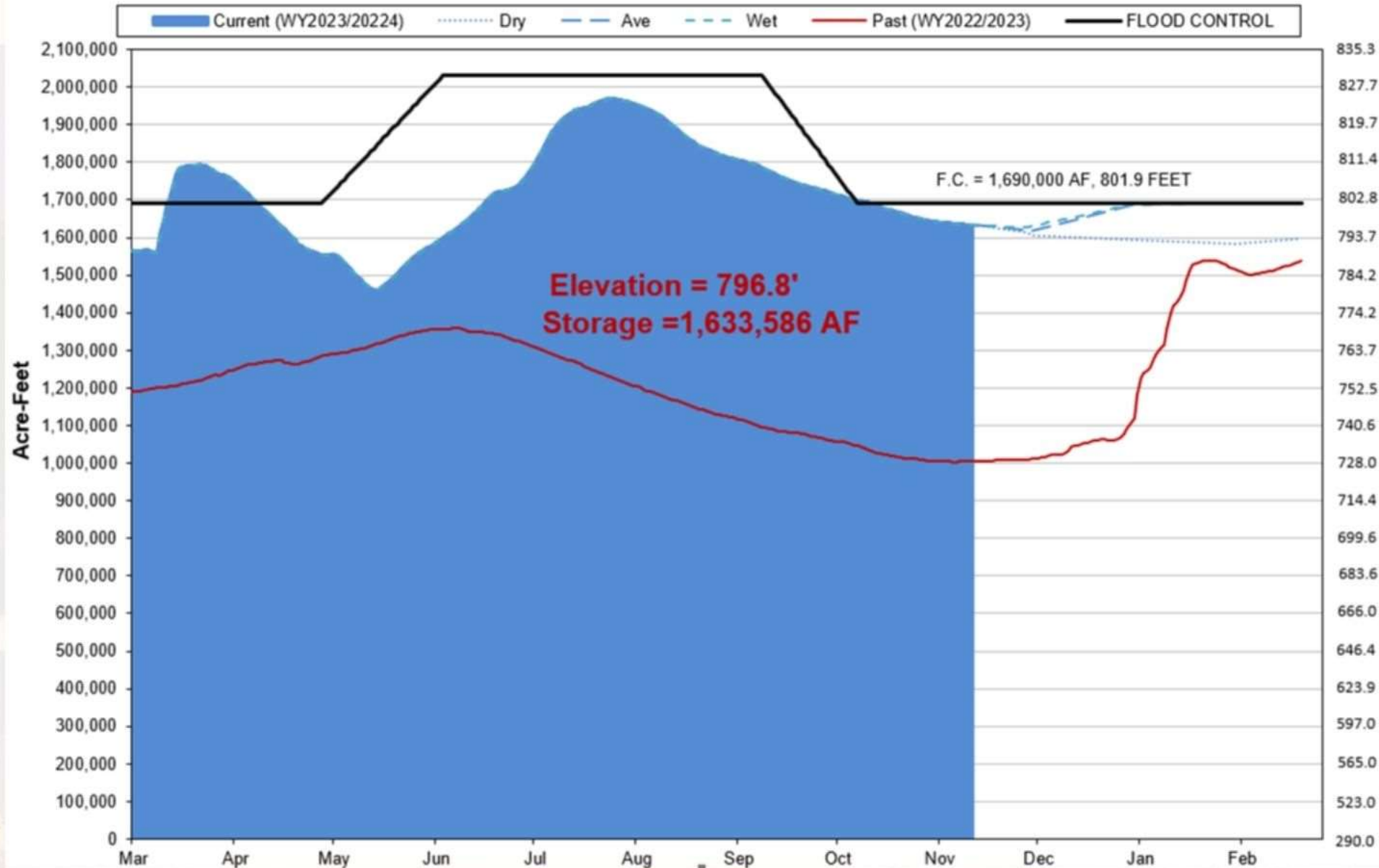
- **CAMP Funds Transfer**
- **Debris Removal**
- **Meeting with TCSO: Sheriff Pooley**
- **Minutes Update**



# Signage Update



# Don Pedro Storage: Effective November 12, 2023





**Adjourn to Closed Session**

# **Report of Action Taken in Closed Session**





# **Matters to the Good of the Agency**



# Next Regular Meeting

December 15, 2023 • 10am





# Adjournment