

**DON PEDRO RECREATION AGENCY
BOARD OF CONTROL - DON PEDRO PROJECT
DRAFT MINUTES
February 16, 2024**

CALL TO ORDER: 10:00a.m.

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

OTHERS PRESENT: Ryan Reis – DPRA, Department Manager
Brad Koehn – COO, Turlock Irrigation District
Brannon Gomes – DPRA, Division Manager
Jim McCoy – DPRA, Division Manager
James Bergerson – DPRA, Chief Ranger
Jeremy Scharli – DPRA, Chief Ranger
David Fantazia – DPRA, Park Maintenance Worker II
Rebecca Dack – DPRA, Administrative Assistant
Sara Lima – DPRA, General Counsel
Brooke Rohrer – Suntex, General Manager

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 January 26, 2024. 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.

SERVICE AWARDS

Director Reis recognized staff, Rebecca Dack for 5 years of service and Jeremy Scharli for 10 years of service.

SUNTEX PROPOSAL: BLUE OAKS REPAIR YARD – THIRD PARTY *Information Only*

Suntex General Manager, Brooke Rohrer, provided an overview of Suntex's proposal to the Board of Control regarding an agreement with a third party service of the Blue Oaks Repair Yard. Ms. Rohrer provided an overview of BoatWRX, noting they own the boat shop by the Houseboat Mini Mart. She also provided an overview of BoatWRX leadership, which includes Michael Armer and Torre Reich. Ms. Rohrer noted BoatWRX was founded in June 2019 and their current workforce is 10 employees and 5 contractors. She noted they do full service boat repair, haul and launch, and there is a possibility of towing services on the lake.

Director Macedo noted this is a proposal for information only and the Board will have to approve any rates. Director Keating inquired about the partnership with Pirate Cove and the Trading Post. Director Reis noted DPRA has talked with Suntex about Board action for a Resolution so there are not the same issues as Pirate Cove. Ms. Rohrer noted customers would still have the option to choose their contractor and Suntex feels a third-party would be able to run the repair yard more efficiently. There was discussion regarding vendor fees and allowing other vendors to continue working at the yard.

Ms. Rohrer noted that Suntex is looking for specialists in the repair yard. There was discussion as to what Suntex will charge BoatWRX as a sublease. Ms. Rohrer noted contracting with BoatWRX does not release Suntex from any liability.

There was discussion regarding the Concession Lease Agreement (CLA) noting Suntex will still be required to provide all the services.

Members of the public inquired about how much experience BoatWRX has and how long have they been building houseboats. Ms. Rohrer confirmed they have been completing those items since 2019. She also stated BoatWRX will come to a Board Meeting at some point to be able to speak to any questions and provide a business plan. Members of the public also inquired if BoatWRX would take

over repair at Fleming Meadows. Ms. Rohrer confirmed that is not part of this proposal, but possibly in the future.

Members of the public expressed concerns about holding BoatWRX accountable and if they would be running other businesses out of Blue Oaks. Director Macedo confirmed that nothing has been guaranteed yet, this proposal is for information only.

Members of the public expressed concerns about BoatWRX creating a monopoly and Ms. Rohrer confirmed customers can still choose their own contractor.

Member of the public, Stephe Lashkoff, requested financial transparency and Ms. Rohrer confirmed DPRA can pull financials at any time. She also noted Suntex is trying to provide better service for customers through BoatWRX and that Suntex is looking to move all service yards to third-party services throughout their company.

SUNTEX PROPOSAL: FLEMING MOTOR REPAIR SHOP PROJECT *Action Item*

Suntex General Manager, Brooke Rohrer, presented a proposal to the Board of Control to replace the current motor repair shop. She noted that Suntex has listened to feedback during town halls and on slip surveys. She noted they have made adjustments and are looking for approval from the Board on this today. She provided an overview of the plan noting there will be more clearance, more access points for fuel and pump outs. She also included Suntex would like to add a second story breakroom for employees. Ms. Rohrer noted they are going to have a second pump out installed, coming in spring.

There was discussion regarding the width of the boat slips. Ms. Rohrer confirmed the slips are 26ft wide.

Member of the public inquired if that will shift everything down 58ft toward the shore. There was discussion about adequate room for houseboats. Ms. Rohrer noted customers may lose 10-15 ft., but houseboats are not pulling up all the way to the gang walk. There was discussion regarding spacing and water levels. Ms. Rohrer confirmed that as soon as staff is done moving temp lines, another pump out will be added.

Director Macedo noted there are some concerns with low water and Suntex seems to be addressing it. He noted he does not want to stop the project as Suntex wants to get this done and have been waiting a long time to do it.

Member of the public, Ross Swett, inquired about the designs. Ms. Rohrer confirmed they were completed by Suntex engineering, who has been out here to look at it.

There was discussion regarding the schematics and dimensions. There was also discussion about the 5mph zone due to 4 houseboats remaining on the temporary lines.

Director Macedo noted that if this was done and Suntex adds another pump out, it would solve the bulk of the issues that have been discussed. Director Hannaford inquired about the time for construction. Ms. Rohrer confirmed that repair shop project will be scheduled at the end of the season and the additional pump out is scheduled for the end of March 2024. Ms. Rohrer also noted Suntex has monthly town halls, where workflow issues can be discussed if any arise.

Member of the public inquired about moving the rental jet skis. Ms. Rohrer noted Suntex will no longer be offering jet ski rentals. Director Hannaford motioned to approve, Director Macedo seconded motion. Motion carries.

SUNTEX UPDATE

Suntex General Manager, Brooke Rohrer, provided an update regarding Suntex operations. She noted for Moccasin Point, Suntex has cleaned up shorelines and removed old cabling and debris, dry storage spaces have been painted and numbered, as well as the vegetation cleaned out. Ms. Rohrer also noted that Wi-Fi has been installed on the docks, the marina gate lock has been replaced, and staff is conducting daily storm cable maintenance, noting slight damage to the headwalk on January 11, 2024 and the repair was completed the same day.

Ms. Rohrer provided an updated regarding completed maintenance for Fleming Meadows, noting the dry storage doors have been replaced, the “bone yard” and upper parking lot has been cleaned up and a privacy fence has been added, lights have been added to the tire line at the private marina, and daily storm cable maintenance is being conducted; no storm damage so far in 2024.

Ms. Rohrer provided an overview for projects and maintenance in progress for Moccasin Point, noting the equipment has been ordered to upgrade the fuel dispensers, staff is working to repair the headwalk, and they are working on a low water plan.

Ms. Rohrer provided an overview for projects and maintenance in progress for Fleming Meadows, noting staff is replacing light bulbs and fixtures throughout, the permit to repave and mark parking lots should be obtained by the end of March as the application has

been finalized. She also noted staff is working on cable removal as water levels fluctuate and ongoing vegetation control. Ms. Rohrer noted the last two temporary mooring lines are scheduled to be removed February 19, 2024, but there are concerns with 35 mph winds. She stated Suntex does not have authorization to move boats unless it is an emergency, and need boats to move back to Buzzard Cove. She noted they have been dealing with 3 to 4 houseboaters who do not want Suntex to move their boats. There was additional discussion about moving houseboats and Agency authority. Ms. Rohrer also noted the pieces have been ordered for a new apron for the private marina head walk.

Ms. Rohrer provided an overview of potential maintenance and capital projects for Moccasin Point, noting they are looking to paint and number buoy balls, as well as bring back boat rentals in May 1, 2024.

Ms. Rohrer provided an overview of potential maintenance and capital projects for Fleming Meadows, noting they will be painting and numbering buoy balls, upgrading the café, upgrading the ship store, painting the exterior of the ship store, adding an additional restroom, adding a second pump-out station, removal of the headwalk in Gilman Cove, and motor repair shop replacement, which was just approved.

WORKSHOP: 50 AMP CAMPGROUND

Director Reis provided an overview of the 50 amp campground project, and noted it was a part of the Strategic Plan. He provided an overview of the feasibility analysis, potential locations, preliminary budget, and return-on-investment. Director Reis noted the next steps include staff and consultant preparation of concept design, staff presentation on budget and return-on-investment, and provide a comprehensive User Fee Study on other campgrounds and RV parks offering 50amp, full-hookup campsites. Director Reis provided an overview of the feasibility study, noting the study looked at 50-100 new 50amp sites, including modern sites per the Strategic Plan with more pull-thru options, wider roads and sites, group campsites and additional amenities, shade structures, a ratio of 1 to 40 of restrooms to campsites, and the goal of avoiding retaining walls. Director Reis noted Fleming Meadows is typically 100% full on weekends from May 15 to September 15 and Blue Oaks gets close to 100% full during the same timeframe. He provided an overview of existing campground and feedback, noting the current sites were designed for vehicles and trailers of the 1960's, the sites and roads were modified in the late 1980's and early 1990's, the sites are unleveled and require retaining walls. He also noted trees in campsites do not hold up well and customers prefer shade structures. Director Reis provided an overview of the sites that were reviewed as potential 50amp campsite locations, noting "site A" at Fleming Meadows, by the newer wilderness area, is the preferred site based on the pros and cons comparisons. He also provided an overview of the potential revenue, noting average annual occupancy for full hookup at Fleming Meadows is 34.6% since 2018 and reached a high of 40% in 2023. He also noted the potential revenue numbers do not include any group camping revenues and the numbers were calculated at 25% usage of 365 days. Director Reis provided preliminary cost estimates for the staff recommended location of "site A" at Fleming Meadows. He noted the low end presented is for 50 sites and high end is for 80 sites. He also noted some construction tasks can be done internally through TID Construction Department to provide some cost savings. Director Reis noted phasing could see some early savings, the challenge is we do not control the market.

Director Hannaford noted the City has a concern that the project is not part of FERC and is challenged from the City having to pay 51%. She noted she is more than willing to take this back to the City for discussion. Director Hannaford also noted she would like to look at the possibility of splitting cost amongst the Districts evenly in three and would also like to look for grant funding.

Director Reis noted if there is understanding of what the Board is looking for, that will help with the process, noting there may be certain things that have to be added to the project in order to qualify for grants. There was discussion regarding covering operating costs and Director Reis inquired about how much it may cost to get shovel ready.

Director Reis recommended to table the topic until the next meeting so that Director Hannaford can bring back to the Board CCSF's expectations. There was discussion regarding bonds. Director Reis also noted he can work with TID financial department to discuss options for funding outside of standard contributions, revenue funding vs bond funding. Director Hannaford also noted the Board cannot direct the Agency to bring in more revenue and not provide tools to do so.

There was discussion regarding paving and design concepts. Director Reis noted there was a proposal for a brand new entrance station initially, we could look at options for traffic mitigation.

FISCAL REPORT

Brannon Gomes, notified the Board that due to TID's year-end financial closeout process, the official monthly financial statement is not currently available. Mr. Gomes provided projections for January 2024, noting the projected revenue is \$355,000 compared to the actual revenue for January 2023 at \$353, 837. He noted the projected operations expenses for January 2024 is \$315,700 compared to the actual expenses for January 2023 at \$300,837. Mr. Gomes also noted the projected capital expenses for January 2024 is \$29,000 compared to \$32,399 for January 2023.

DIRECTOR’S REPORT

Director Reis provided an update regarding reservations, occupancy and cancellation comparison from January 2023 to January 2024. Director Reis also provided an overview of social media analytics since the launch of DPRA’s contract with the marketing firm.

MATTERS TO THE GOOD OF THE AGENCY

Director Macedo opened for Matters to the Good of the Agency. Member of the public, Ross Swett, inquired about EV Charging. Mr. Brad Koehn, TID COO, noted there are some planned for the Visitor Center Project due to updating the infrastructure. Director Reis noted DPRA is looking to see how to generate revenue off EV Charging and talked about using the temporary visitor center area once moved to the new Visitor Center. Mr. Koehn noted TID is putting in their own chargers and they are looking for sites. A member of the public inquired about vendors taking over the Blue Oaks repair yard and what Suntex is going to do with the current employees. Ms. Rohrer noted the employees will remain in the yard. A member of the public thanked the Board for being the best Board and most responsive.

Director Macedo would like to propose to cancel the meeting for March 15, 2024 due to a scheduling conflict. Public member, Stephie Lashkoff, requested if the March 15, 2024 meeting noted on the website can be updated to note the meeting has been cancelled and a new meeting will be scheduled. Director Reis noted the website will be updated as soon as the special meeting is scheduled.

ADJOURNMENT

Director Hannaford motioned to adjourn, Director Keating seconded and due to no further business, the Board adjourned at 11:41a.m.

Respectfully Submitted,
Ryan Reis
Secretary to Board of Control

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