

**DON PEDRO RECREATION AGENCY  
BOARD OF CONTROL - DON PEDRO PROJECT  
APPROVED MINUTES  
December 5, 2025**

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  
Brannon Gomes – DPRA, Recreation Division Manager  
Jim McCoy – DPRA, Recreation Division Manager  
Kevin Kimbro – DPRA, Park Maintenance Supervisor  
Rebecca Dack – DPRA, Administrative Assistant  
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 October 17, 2025. Copies are on file at Don Pedro Headquarters
2. Board consideration to cancel the December DPRA Regular Meeting scheduled for December 12, 2025.

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

**DISCUSSION OF ANY ACTION ITEM REMOVED FROM THE CONSENT CALENDAR**

There were no items removed from the consent calendar.

**PUBLIC PARTICIPATION CONCERNING AGENDA ITEMS**

Public member requested an update on Suntex and DPRA Concessional Lease Agreement (CLA) amendments. Director Reis noted discussions are ongoing as the MID Board had additional questions. The public inquired if the CLA amendment will come back to the DPRA Board before any approvals. Director Reis noted that it will depend on whether there are any changes to the agreement after MID's questions are answered. He noted if there are changes, the CLA amendments will have to be presented to DPRA for another approval, but if there are no changes it will not come back. Director Reis stated the TID Board approved the CLA amendments. Public member inquired if they will be notified when the MID Board will vote on the CLA amendments. Director Macedo noted that MID will agendaize it when they plan to vote and notified the public that they will have to watch the MID agendas to know when it is posted as an action item. Director Reis noted that he has not been informed about DPRA being placed on the MID Board agenda for the month of December.

**RECOGNITION OF RETIREMENT – MARGARET HANNAFORD**

Director Macedo provided a moment of recognition for Director Hannaford's years of service to DPRA and congratulations for her retirement.

**SUNTEX RATE PROPOSAL *Information Only***

Brooke Rohrer, Suntex General Director, provided an overview of the Suntex rate proposal. She noted the request is the same request as what was presented in the proposed CLA amendments at CPI + 2% for LDPM and MPM houseboats, CPI+3% for LDPM and MPM small boat slips, and CPI+3% for service.

Public member inquired if the rate proposal for both marinas and why Suntex is not only requesting cost of living. Ms. Rohrer noted that she did not determine the rates, and that the direction is coming from Suntex corporate.

Public member noted that in previous years, DPRA Board approved rate increases with the stipulation that certain projects had to be completed before the rates would go into effect. He noted the private houseboat dock is in bad shape with chipping and peeling paint. Ms. Rohrer noted Suntex is looking the private houseboat dock as a priority for next year's projects. Ms. Rohrer noted Suntex is looking at different materials and have tested a new material at two different marinas to see how it stands up to the sun in high temperatures. She noted they tested in in Arizona and another marina with high temps as they want material that is not going to break and crack. She included Suntex feels good about this material going forward for next year and they will be replacing the whole private houseboat dock, not just painting it.

Public member brought up the new docks at the Blue Oaks ramp and noted it is beautiful. Director Reis confirmed with Mr. Gomes that it was a complete replacement of both fingers at approximately \$80k a piece through a company out of Stockton. Mr. Gomes stated he can provide the information to Suntex. Public member inquired about a date of completion on the project and Ms. Rohrer stated she cannot provide a date as the 2026 budget has not been finalized yet. She noted it is on the Capex requests and as soon as she receives confirmation in the coming weeks, she will provide it to the customers.

Public members asked to table the Suntex rate increase until that is fixed. Director Reis noted the rate proposal will be posted on the website after the meeting and the public will have 30 days to review before it is presented to the Board for consideration. Director Macedo stated that hopefully in 30 days Suntex will have an update with more information about the decking for the private marina and the Board may look at project completion before rate increases.

Ms. Rohrer provided amenity comparisons with neighboring marinas such as Lake McClure, New Melones, Lake Camanche and Tower Park Marina. She also provided a preview of what the rates would look like per slip type if they are approved by the Board.

Public member inquired if there is an increase for DPRA for the houseboats. Director Reis noted that the 2026 DPRA Schedule of Fees was voted on and approved earlier in the year and there was no increase on the houseboat permits. He also noted there may be an extension on the houseboat renewals depending on what happens with the CLA amendment.

#### **2026 BOARD MEETING SCHEDULE *Action Item***

Director Reis provided the 2026 meeting schedule for Board consideration, noting meetings may be subject to change and additional special meetings may be scheduled.

Director Hannaford motioned to approve the 2026 Board Meeting Schedule. Director Franco seconded the motion. Motion carries.

#### **DPRA CANCELLATION POLICY REPORT**

Director Reis provided an overview of the DPRA Cancellation Policy report, noting that at the TID Board budget meetings for the past couple of years, there has been discussion regarding DPRA cancellations. He noted that 45 days after reservation is made and a credit card is processed, the DPRA credit card processing company requires a check refund and will not refund back to the original form of payment. He noted that all check refunds go to the TID General Manager for revolving funds approval. He noted that DPRA is working with a credit card company to remedy the issue. He also noted that there are customers who gatekeep campsites, for example they will book 8 sites for 2 weeks will come back and make a change to get the sites they want due to the current reservation policy of booking 1 year out. He noted DPRA has a hard time regaining that revenue after a cancellation. Director Reis provided an overview of DPRA current cancellation policy. Director Hannaford inquired if reducing the number of sites that can be scheduled will change the gatekeeping and Director Reis noted he is not sure if changing the cancellation policy will prevent the gatekeeping.

Mr. Gomes provided an overview of the research that was completed noting he looked at state, private, local, and government campsites, resorts and hotels and noted DPRA has a stricter policy than many others. He stated that many have a traditional cancellation policy which allow cancellations 24 hours or more before arrival and provide a full refund. Additionally, any cancellations within 24 hours or less, the first night cost is forfeited plus any applicable fees. The other cancellation policy he noted is a tiered system in which the refund percentage decreases as the arrival date gets closer for example 100% to 50% to 25% is refunded up to four weeks out from reservation date. Mr. Gomes noted hotels offer a reduced rate non-refundable rate and noted that is related more to a reservation policy and is not really a cancellation policy. Director Macedo noted that airlines typically offer a discounted non-refundable rate. Director Reis noted this is to open discussion with the Board to seek direction regarding the cancellation policy.

Director Macedo directed staff to look into a hybrid policy for the reservation and cancellations and maybe offer a 5% discount and refund some money back to a voucher instead of a non-refundable rate. He also noted he is not so worried about what other campgrounds do. Director Hannaford noted DPRA can look into a way to stop that gatekeeping of sites. She also noted it is discouraging to allow cancellations the day before which does not allow time for rebooking. Director Reis noted DPRA will pivot to look at reservations policies and hybrid option and will present something to the Board early next year.

#### **FISCAL REPORT**

Mr. Gomes provided actuals for November 2025 with a comparison of November. 2025 projected revenue for November is \$81,000, compared to November 2024 at \$68,978. Projected operations expenses for November 2025 are \$200,000, and actual operations expenses for November 2024 was \$342,829. Capital expenses January 2025 to November 2025 are projected at \$297,739. Capital expenses for January 2024 to November 2024 were \$951,130. Director Reis also provided projected revenue for 2025 year-end at \$3,800,000, 2025 year-end projected expenses at \$5,602,400 and 2025 year-end projected capital expenses are \$730,023. Year-end revenue actuals for 2024 were \$3,607,588, O&M expenses were \$4,971,754 and capital expenses were \$970,597. He noted a few projects may carry over to 2026 to be finished.

### **DIRECTOR’S REPORT**

Director Reis provided an update regarding reservations, occupancy and cancellation comparison from November 2024 to November 2025.

### **ADJOURNMENT**

Director Hannaford motioned to adjourn, Director Franco seconded and due to no further business, the Board adjourned at 10:36a.m.

Respectfully Submitted,

Ryan Reis

Secretary to Board of Control

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