

**DON PEDRO RECREATION AGENCY  
BOARD OF CONTROL - DON PEDRO PROJECT  
APPROVED MINUTES  
August 19, 2020**

CALL TO ORDER: 10:02a.m. Zoom Webinar

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

OTHERS PRESENT: Chad Tienken- Modesto Irrigation District (MID) (via Zoom)  
Tou Her – Turlock Irrigation District (TID)  
Ryan Reis – DPRA, Department Manager  
Brannon Gomes – DPRA, Division Manager (via Zoom)  
Jim McCoy – DPRA, Division Manager (via Zoom)  
Rebecca Dack – DPRA, Administrative Assistant  
Bill Penney – TID Associate Civil Engineer (via Zoom)  
Sara Lima – DPRA General Counsel  
Phyllis Farenkamm – Private Houseboat Owner (via Zoom)  
\*\*customers were present via zoom but did not speak.

**CALL TO ORDER**

This meeting is being conducted via webinar, pursuant to Executive Orders signed by Governor Gavin Newsom related to the ongoing COVID-19 pandemic, including provisions regarding the Brown Act. Members of the Board of Directors and the public will participate in the meetings by utilizing Zoom’s webinar feature or through a phone number, both of which are provided in the meeting agenda. Instruction sheet for Zoom log in was provided to the Board of Control and the public prior to the meeting. Director Macedo notified the public there would be opportunities for the public to comment on each agenda item immediately following each agenda item.

**2021 FEE SCHEDULE PROPOSAL**

Director Reis reviewed the Fee Comparison Summary at a 4.23% increase on fees to bring an additional \$68,072 based on 3-year average units of use. He proposed fee adjustments of approximately 2 to 3 dollars per fee and an addition of Veteran/Military Fee at \$2 reduced rate. There was discussion initiated by Director Gilman regarding the process that resulted in the 4.23% increase. Director Hannaford stated she would like to see enough revenue to cover operating costs in the future. Chairman Macedo suggested there be small incremental increases so not to get sticker shock and Director Hannaford agreed a two-year plan to get the fees closer to the average rate for these types of services to close the gap. It was also noted by Tou Her that in addition to the average, DPRA has to take into neighboring facilities of New Melones and Lake McClure. Director Reis introduces the Veteran/Active Military Fee at \$2 below the regular fee for vehicle and boat day use. The hope is to bring in more customers and please the current customers. There was some discussion regarding the increase to the non-discount fees and the increase to the Change of Ownership Houseboat fee. Additionally, Director Reis reviewed the proposed adjustments to the non-compliance fees.

**2021 RECREATION AGENCY BUDGET**

Director Reis introduced the Draft 2021 Recreation Agency Budget. He noted revenue has historically been projected on a 5-year average. This year the Agency reviewed the 3-year average and determined it is more accurate to project on the 3-year average. For expenses the 3-year average was used with some exceptions based on expected projects. Annual increases include wages, benefits, COLA, salary steps and minimum wage. Director Reis presented the plan to work with consultants for revenue ideas for 2021 and which time Director Macedo requested for consultants to be open for discussion amongst the Board. The Board members were in agreement to have consultants in the budget. Director Hannaford stated she was in complete agreement and spoke to senior management at CCSF regarding concerns and solutions regarding revenue. The Agency has complete support from CCSF for consultants.

Director Reis noted the budget includes an increase in seasonal staff from an allotment of 29 in 2020 to 34 in 2021. There is a plan for a new reservation software for 2021, increases security year round coverage with RANK to help with theft and vandalism, strategic planning with consultants and continued use of inmate labor for site preparation and fire mitigation. Director Gilman requested to make note regarding year-round security – if this increase is expecting to reduce losses, he would like to see a tracking of losses. The request was seconded by Director Hannaford. There was some discussion regarding the account for inmate labor and Director Reis explained inmate labor is not new, that it is now a separate account to better track spending for campground preparation such as weed eating. There was some discussion regarding the fireworks show. There was also discussion about the facilities maintenance which includes dumpster replacements, aerators, and PSPS PGE emergency shut offs generators for lift stations.

Director Reis moved into the presentation of the Draft Capital Budget. Phase II of the Lagoon Filter Replacement will take part after the swim season in 2021. The vehicle budget included a suggestion for a Polaris by Director Macedo to increase mobility and efficiency for staff during busy and crowded times. There was some discussion regarding employee homes and rent cost. Director Hannaford noted there is a huge benefit to having employees available on site.

There was discussion regarding the Visitor Center project which includes the landscape, security and exhibits. Due to uncertainty with the insurance company for the Rebuild, the Capital Budget includes \$1.96 million of potential cost. Director Macedo voiced concerns of putting this in the budget. Director Her explained that it was decided to be as transparent as possible with the Board regarding the project, knowing it could come up in the future if the issues is not resolved with the insurance. Director Reis explained there is a meeting with a legal consultant on Friday to see what the path will look like if they go to litigation. He also noted that it is an introductory meeting for which there is no fee. There was discussion regarding the cost of litigation and Sara Lima stated the risk and the cost and legal fees would be something to be discussed in a closed session. Director Reis informed the Board he had two options regarding the \$1.96 which was to include it in the Draft Budget or not include it. Director Macedo noted he would rather do a budget amendment and not include the amount in the 2021 Budget. Directors Hannaford and Gilman agreed. Director Reis noted he would provide any news during weekly updates and will adjust for the September 24 regular meeting. Director Hannaford also informed the Board she is reviewing the four items above the Visitor Center Rebuild which includes the Housing down to Visitor Center upgrades and completing an analysis to see if they are Fund 2 or Fund 3 projects. Director Reis noted the next steps would include the budget presented for consideration at Sept 24, 2020 meeting. The Agency will take Board's feedback and send out new packet with the updates.

#### **PUBLIC PARTICIPATION CONCERNING AGENDA ITEMS**

Director Reis opened for public comments. Brannon confirmed no raised hands and no questions were presented. Director Gilman thanked Director Reis for being consistent in outreach and the other Directors agreed.

#### **ADJOURNMENT**

Due to no further business, the Board adjourned at 11:00am

Respectfully Submitted,

Ryan Reis  
Secretary to Board of Control

Copies to: Messrs. Hannaford, Mazurkiewicz, Williams, Edwards  
Messrs. Fernandes, Reimers, Macedo, Her  
Messrs. Gilman, Tienken, Wenger