

**DON PEDRO RECREATION AGENCY
BOARD OF CONTROL - DON PEDRO PROJECT
APPROVED MINUTES
June 12, 2020**

CALL TO ORDER: 10:00a.m. via Zoom

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
Michael Warntjes – Suntex, Regional Vice President (via Zoom)
Katie Linton – Suntex, General Manager
Michelle & Andy Coppock – Pirate Cove, Owners
**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.

MINUTES APPROVAL

Director Macedo requested approval for the meeting minutes for the March 13 and May 29 Regular and Special Board Meetings. Director Gilman motioned to approve and Director Hannaford seconded the motion. The motion passed.

VISITOR CENTER REBUILD UPDATE

Bill Penney, TID Associate Engineer provided an update regarding the rebuild. He provided an update regarding exhibit from the inquiries at the March regular board meeting. He explained various ideas and themes the team compiled of representatives of each district are working on. Mr. Penney also provided an update regarding the bids and insurance approval. The total estimated cost of the project with the newly received bids came in at \$6.86, approximately \$1 million more than original estimate from 6 months prior. The insurance is reviewing the bids and a formal response from the insurance has not been received. Director Macedo brought up concerns regarding the possibility of the insurance not approving the cost based on the new bids. Mr. Penney confirmed they have been seeking approval from insurance throughout the entire project. The team expects a response from the insurance in the near future regarding the total project cost. Director Hannaford asked for an update for the originally expected cost and the actual cost. Mr. Penney also provided an update on the project timeline with an updated completion date of end of summer 2021. The original completion date was previously the beginning of summer, but there are delays related to the COVID pandemic. Director Macedo confirmed there were no more questions regarding the rebuild update.

SUNTEX HOUSEBOAT AGREEMENT

Director Macedo requested to move the fiscal report to the Director’s report so the Board can get to the Suntex Houseboat Agreement first. Director Macedo noted that the Board probably won’t take action today as the

Agreement may be an ongoing project. Agency Director Reis provided an update to the Board regarding work he has done with General Counsel Sara Lima by reviewing comments and making adjustments. There was some discussion about the Agreement and Board of Control would like to make sure the agreement is fair and equitable to both the customers and Suntex. The Board noted concerns due to the timing of the revised agreement being sent out the night before the meeting, that the Board and members of the public did not have sufficient time to review the changes. The Board agreed they would like more time to review the agreement and public comments before making a decision. Director Macedo confirmed with Sara Lima that in the interim, operations would continue as normal under the current agreement. Director Macedo inquired as to whether the public had any comments in addition to the concerns that were emailed prior to the meeting. Brannon Gomes confirmed there were no hands raised. Director Macedo asked if there was a motion to table the Houseboat Agreement for a later date. Director Hannaford motioned to table the Agreement until there was sufficient time to comment and review and Director Gilman seconded the motion. The motion to table the approval of the Houseboat Agreement passed. Director Gilman inquired as to whether there was a timeframe and if a date had to be set and Sara Lima confirmed there is no guidance on a specific timeframe, but has to be done somewhat promptly, for either an approval or denial. She confirmed as long as they are moving forward in good faith, there are no issues. Director Macedo directed the Agency to send out the Agreement at least a week or two in advance to give time to provide feedback.

SUNTEX THIRD PARTY LEASE PROPOSAL FOR TRADING POST

Agency Director Reis introduced Michelle and Andy Coppock, the owners of the restaurant interested in subleasing the Trading Post. There was discussion from the Board about the excitement for a new restaurant and options for customers. Director Macedo asked if there was a motion to approval the Suntex Third Party Lease Proposal. Director Hannaford motioned to approve, Director Gilman seconded the motion and the motion carried.

SUNTEX AT&T FIBER PROJECT PROPOSAL

Agency Director Reis provided an update regarding the Suntex AT&T Fiber Project. He reached out to AT&T regarding options for DPRA and is currently waiting on proposal and estimate, which would be separate for DPRA from the current Suntex Fiber Project. Director Macedo asked if there was a motion to approve the Suntex AT&T Fiber Project Proposal. Director Gilman motioned to approve, Director Hannaford seconded and the motion carried.

FISCAL REPORT

Agency Director Reis provided a budget update for March 2020 and an update for revenue and expenses through May, does not include June 2020 and still requires TID Accounting adjustments The update included the COVID impact from March 20 to May 2, 2020. Although revenue was less due to the closure, the expenses were also significantly less.

Projected revenue for the month of March 2020 was \$288,299 and actual revenue without contributions was \$84,377. Actual revenue with Sponsor contributions was \$220,823. Projected expenses for March 2020 were \$248,885 and the actual expenses were \$213,728. Actual revenue year-to-date up to March 2020 is \$497,352. Total revenue, including sponsor contributions is \$922,005. Actual expenses year-to-date up to March 2020 \$618,068 leaving a balance of \$303, 937 of revenue over expenses. Capital expenses for the month of March totaled \$20,860. Year-to-date, \$21,761 in Capital funding has been spent.

There was discussion about revenue earned at time of reservations and much of the refunds are from revenue recognized in 2019. There was also some discussion regarding capital projects and the timeline of completion is usually in the fall after the busy season. Director Hannaford asked for clarification regarding operating expenses, revenue and NET budget and loss. Agency Director Reis stated he will get the specific numbers and provide them in the next monthly report. There was also some discussion regarding the cost of the lagoon filter and the possibility of deferring payment for the installation to 2021 to minimize the financial impact to the districts. Bill Penney stated he would look into options as the installation contract is separate from the provider and fabricator contract. Tou Her recommended that the options should be presented to the Board at the next meeting.

DIRECTOR'S REPORT

Agency Director Reis provided an update of Memorial Day activity for 2020 in comparison to 2019. Due to bad weather in 2019, Memorial Day 2020 had 111 more day use vehicles than 2019. There was discussion regarding traffic flow on Bonds Flat. The backup was minimized due to providing a short-term solution with a cash only line

for day use on Memorial Day Weekend. DPRA is looking at long-term options including potential land development and faster lanes with mobile pay options and is in discussions with PayPal.

Director Macedo agreed it would be beneficial to look at conceptual options for land development. There was some discussion regarding the steps needed to look at options for land development. DPRA will work with Bill Penney to get some more information together for the Board to review.

Agency Director provided an update regarding options for reopening the campgrounds. There was discussion regarding Tuolumne County guidelines including screening for COVID, amenity wipe-downs and disinfection and more cleaning that is not usually required after a typical stay for customers. The additional requirements will require more staff and resources. Two options were presented which included July 1 and July 13. The Board reviewed the pros and cons of both options and directed the Agency to work toward reopening July 1. There was discussion regarding the possibility of having the customers clean their campsites prior to departure, but the Board decided to make sure the staff was responsible for cleaning and disinfecting the campsites.

There was also discussion regarding temporarily sub-contracting cleaning and janitorial services. There was also discussion regarding temporarily updating the check-out time to 11am to allow more time for cleaning the campsites after each camper. Additionally, there was discussion regarding the swimming lagoon. After discussion, it was decided to work toward opening as soon as possible, but no timeframe was given due to the work needed and filter checks needed to be done. There was discussion regarding sufficient signage regarding traffic backlog.

Agency Director Reis confirmed the Fireworks Show was officially postponed and the communication was posted on the website and social media.

He also notified the Board the August Budget Workshop would need to be rescheduled due to scheduling conflicts and will reach out regarding Board Member availability.

MATTERS TO THE GOOD OF THE AGENCY

Director Hannaford requested that Suntex provide an updated safety summary as projects are completed and new projects are added. Katie Linton confirmed that some work was delayed due to COVID but other projects were being completed. Agency Director Reis also provided an update regarding customer concerns regarding swim deck down in the houseboat dock. DPRA viewed the issues and at the time no issues with non-compliance. DPRA recommends that if customers have future issues to please contact the marina at the time of the event to ensure concerns can be addressed right away. Director Macedo confirmed there were more matters to the good of the agency.

ADJOURNMENT

Director Gilman motioned to adjourn the meeting, Director Hannaford seconded motion and motion passed. Due to no further business, the Board adjourned at 11:38am

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