

**DON PEDRO RECREATION AGENCY
BOARD OF CONTROL - DON PEDRO PROJECT
APPROVED MINUTES
December 13, 2019**

CALL TO ORDER: 10:04a.m. CCSF, Hetch Hetchy Administrative Building, Moccasin

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

OTHERS PRESENT: Chad Tienken- Modesto Irrigation District (MID)
Tou Her – Turlock Irrigation District (TID)
Ryan Reis – DPRA, Department Manager
Jim McCoy – DPRA, Interim Department Manager
Brannon Gomes – DPRA, Division Manager
Michael Clipper – TID, Risk & Investment Analyst
Bill Penney – TID, Associate Civil Engineer
Rebecca Dack – DPRA, Administrative Assistant
Michael Warntjes – Suntex, Regional Vice President
Jim Haley – Private Houseboat Owner
Hiram & Kris Harlan – Private Houseboat Owner

MINUTES

Mr. Ron Macedo requested a motion to approve the Don Pedro Recreation Agency (DPRA) Board of Control minutes of the September 13, 2019 Board of Control Regular meeting and the October 25, 2019 Special meeting. Ms. Hannaford motioned and Mr. Gilman seconded the motion. Motion passed.

INTRODUCTION OF DPRA DIRECTOR

Ryan Reis, new DPRA Director, gave a brief introduction to the Board of himself and his experience.

MONTHLY FISCAL REPORT

Jim McCoy, Interim Department Manager presented the fiscal report to the Board for October 2019 which shows a comparison of October 2019 to October of 2018 with a breakdown by category.

Projected revenue for the month of October 2019 with sponsor contributions was \$138,465 with actual revenue at \$157,662. Projected expenses for October 2019 were \$224,943 and the actual expenses were \$218,791.

Actual revenue year-to-date to October 2019 \$2,615,131. Total revenue, including sponsor contributions was \$4,249,715. Actual expenses year to date was \$2,538,558 leaving a balance of \$1,711,157 of revenue over expenses. Capital expenses year-to-date, \$159,392 in Capital funding has been spent. Pending fall projects are not reflected in capital fiscal report for October.

VISITOR CENTER UPDATE

Bill Penney, TID Associate Civil Engineer, provided a high level overview of the history and progress of the visitor center rebuild. He reemphasized the insurance requirement of “Like, Kind, and Quality” for a full insurance reimbursement. It was asked if more steel is being used and Mr. Penney confirmed they are using more steel and

more fire resistant materials. He discussed the process of selection for the Construction Manager at Risk (CMAR). Mr. Gilman asked if the consultant used to review the building codes was included in the insurance cost and Mr. Penney confirmed that he was. He also asked for an explanation of the 30%, 60% and 95% design plans. Mr. Penney explained the difference between the 3 phases. There was some discussion regarding storage in the new building. There was also some discussion regarding visibility, clearing of brush and signage to attract visitors to the building. Mr. Gilman asked how security cameras will be set up for the new building. Mr. Penney stated that because DPRA did not have security at the old building, the insurance will not reimburse for security cameras, but they are installing conduits and electric for future security needs. Mr. Her stated that TID has a manager for security and preparedness. Mr. Gilman asked if landscaping was destroyed during the fire, then why the insurance won't cover the reimbursement for it. It was explained that a portion is being covered in a limited scope. There was some discussion regarding fire insurance and difference between residential and DPRA insurance. Mr. Gilman requested larger pictures and numbers on presentations for easier viewing. Ms. Hannaford inquired as to how long construction will take and Mr. Penney explained the expectation is fourteen to fifteen months with an approximate completion date of June 2021.

LAGOON FILTER REPLACEMENT UPDATE

Bill Penney, TID Associate Civil Engineer provided an update regarding history and progress of the lagoon filter replacement. The project will be completed in two phases, phase one to be completed in 2020. The team is currently in the process of vendor bidding. There was some discussion regarding closure of the lagoon with the project timeline, it is currently expected to open a month late with a target opening date of the middle of May 2020. Ms. Hannaford requested all projects be presented to the Board after completion to review projection accuracy. Mr. Gilman discussed notification of closure of the lagoon for customers to make sure customers are well aware when booking reservations.

MOCCASIN WAREHOUSE UPDATE

Bill Penney, TID Associate Civil Engineer provided an update regarding history and progress of the warehouse roof replacement and electric upgrades. Roofing contractor expected to be completed by the end of 2019.

OPERATIONS UPDATE

Brannon Gomes, DPRA Division Manager provided the DPRA operations update. He discussed the number of customer contacts for 2019 which included issues regarding quiet time, vehicle operation, boating violations, and more. He discussed lake and campground operations projects which include buoy cable replacement, concrete table replacement, and landscaping. For the maintenance department, Mr. Gomes provided an update of the larger projects such as ADA upgrades and lift station improvements, as well as routine maintenance of winterizing equipment.

DIRECTOR'S REPORT

Jim McCoy, Interim Department Manager presented the Director's Report to the Board. 163 reservations were made in November 2019, which is 25% more than November 2018. Year-to-date, 10,331 reservations have been made in 2019 compared to 8,589 reservations that were made for the same time period in 2018. Reservations are currently up 16.9% from this time last year. Mr. McCoy also provided an update regarding current recruitments and annual houseboat permit renewals. Mr. McCoy also informed the Board of the Agency's attempt at selling annual permits online as a pilot program. There was some discussion regarding the process of online purchases and placement of stickers.

MATTERS TO THE GOOD OF THE AGENCY

The private houseboat owners emailed a letter to the Board regarding Suntex rate increases and had a member read the letter out loud for the Board and public to hear. The letter was read out loud to the Board and will be attached to the official minutes. Mr. Macedo noted that the letter was received and Suntex has been notified. Mr. Warntjes committed to address these issues and confirmed Suntex will host quarterly meetings and a monthly newsletter will

be going out. He also confirmed that nothing has been completed with the proposed rates so he has nothing formal to present. He noted the issue with the decking has come across his desk it has been placed in his operating budget for next year. There was some discussion regarding the rate increase for the balls, customers at Fleming pay annually \$450 more than people at Moccasin pay for the same ball. There was also a reference to a letter sent to the Board in September 2018 regarding new marina and small boat slips regarding size. There are also concerns that customers are paying for amenities not being used. Mr. Warntjes addressed the concerns and will continue to look into these issues. Mr. Macedo thanked Mr. McCoy for his work over the last year as interim and welcomed Mr. Reis.

ADJOURNMENT

Due to no further business, the Board adjourned at 11:25 a.m.

Respectfully Submitted,

Jim McCoy

Interim Secretary to Board of Control

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