

**DON PEDRO RECREATION AGENCY
BOARD OF CONTROL - DON PEDRO PROJECT
MINUTES
December 11, 2015**

CALL TO ORDER: 10:00 a.m. Don Pedro Recreation Agency

VOTING MEMBERS PRESENT: Michael Frantz – Turlock Irrigation District (TID)
Paul Campbell – Modesto Irrigation District (MID)
Mike Williams – City & County of San Francisco (CCSF)

OTHERS PRESENT: Tou Her – Turlock Irrigation District (TID)
John Davids – Modesto Irrigation District (MID)
Chris Collett – DPRA, Division Manager, Campground Operations
Dave Jigour – DPRA, Division Manager, Lake Operations
Jim Smith – Forever Resorts Regional General Manager
Keith Lynar – Private Houseboat Owner
John & Marcia Boer – Private Houseboat Owners
Bob & Susie Lynar – Private Houseboat Owners
Ross Swett – Private Houseboat Owner
Steve Vilas – Private Houseboat Owner

MINUTES

The Don Pedro Recreation Agency (DPRA) Board of Control approved the minutes of the October 9, 2015, Board of Control meeting as written.

MONTHLY FISCAL REPORT

Compared to October, 2014, most categories of revenue were equal to or up for the month of October, 2015, with the exception of day use personal watercraft, annual vessel permits, personal watercraft permits, tent camping, reservation fees and WiFi fees. Projected revenue for the month of October was \$72,620 and actual revenue was \$39,716. October revenue combined with sponsor contributions totaled \$74,132. Projected expenses for the month of October were \$174,288 and actual expenses were \$168,463. Actual revenue, year-to-date, was \$1,386,727. Total revenue, including sponsor contributions, was \$2,687,633. Actual expenses, year-to-date, was \$2,173,857, leaving a balance of \$513,776 of revenue over expenses. Capital expenses for the month of October totaled \$6,613 and were associated with restroom roof renovation and the Fleming Meadows launch ramp project. Year to date, \$68,524 in Capital funding has been spent.

PROPOSED REVISION OF THE DPRA BOARD OF CONTROL AGENCY REGULATION RA 9000.020 – BOARD OF CONTROL MEETINGS – Action Item

Agency Director Russell presented a proposal to revise DPRA Board of Control Agency Regulation RA 9000.020 – Board of Control Meetings. Director Russell stated that action items for DPRA Board of Control consideration and other business requiring a meeting rarely occur on a monthly basis. DPRA recommends a revision that includes establishing regular quarterly meetings to be held the second Friday of March, June, September and December. Director Russell added that additional special meetings may be scheduled as needed on a case by case basis. DPRA also recommends removal of specific references to actions that are already required as part of the California Government Code for public meetings therefore eliminating any inconsistencies that may occur between the Agency Regulation and the Government Code.

Board Chairman Frantz asked if the proposed meeting dates account for the annual ACWA Conference and Board Member Campbell questioned what it takes, as in staff time, to prepare for the Board meetings. DPRA Director Russell stated that the quarterly schedule does account for ACWA and that the preparation time depends on what is transpiring at the meeting. It could take anywhere from a weeks' worth of staff time when there are multiple items on the agenda to a couple of days when there are no action items on the agenda. Mr. Campbell also questioned if the quarterly meeting schedule would give enough opportunity for any items that may come up to be addressed. Director Russell stated that additional meetings may be scheduled if the need arises.

After some discussion, the Board voted unanimously to approve the revision to the DPRA Board of Control Agency Regulation RA 9000.020 – Board of Control Meetings.

2015 DPRA OPERATIONS REVIEW

Division Manager, Chris Collett, summarized the 2015 season for the Campground Operations Division. He shared a compilation of statistics which included a comparison of visitor use in 2015 to visitor use in 2014. Mr. Collett stated that overall visitor use was down approximately 22.6%. Mr. Collett pointed out that the very first day of the 2015 summer season, April 1st, the Fleming Meadows launch ramp narrowed down from five to two lanes and no other launching was available.

Mr. Collett stated that staff made thousands of contacts with customers and he pointed out that nearly every boater was contacted by at least 2-3 staff members who provided assistance at the launch ramp. Fleming Meadows was the primary focus of staff with over 2,000 staff hours dedicated to customer service at the Fleming Meadows launch ramp where staff directed traffic, provided shuttle services, and launch and retrieval assistance. The swimming lagoon also required additional staff members for traffic control during heavy use. Mr. Collett reviewed an incident synopsis which categorized the number and types of incidents and enforcement issues to which the Ranger staff responded in 2015. Mr. Collett briefed the Board on staff activities in 2015 and gave a glimpse into activities planned for 2016.

Division Manager, Dave Jigour, summarized the 2015 season for the Lake Operations Division. He explained that due to the low lake elevation this year, he saw things that he had never experienced in his career. He stated that the lake reached its lowest point since 1977 at an elevation of 671.18 ft. Islands became peninsulas, new islands and navigational hazards emerged, and high water shortcuts and passages dried up. Lake Operations staff spent countless hours maintaining, clearing and improving the Fleming Meadows ramp. They also provided assistance in keeping the old Hwy. 49 unimproved launch ramp open as long as possible. Low lake levels also allowed staff to remove debris from the shoreline as it became beached. A series of slides were presented that showed trash and debris that has been cleaned up from the lake bottom throughout the year. Mr. Jigour also shared a compilation of statistics which included the types of incidents that staff responded to during the season. Utilizing a slideshow presentation, Mr. Jigour shared with the Board the variety of activities and accomplishments that took place outside of the developed recreation facilities during 2015.

DIRECTOR'S REPORT

There were 53 new reservations made in November, 2015. This is six more than were made in November, 2014. Year to date, a total of 4,396 reservations have been made in 2015 compared to 5,334 reservations that were made during the same period in 2014. This is an 18% decrease from 2014.

Veterans Day week at Don Pedro Lake, offering veterans and active military personnel free use of DPRA's facilities between November 5th and 12th, was enjoyed by more veterans than in previous years. Veterans utilized a total of 60 hook-up nights, and 20 vehicle day use and 12 boat day use at no charge during the week.

The DPRA Maintenance staff has completed the restroom roof replacement capital project for 2015.

The Fleming Meadows launch ramp project for 2015 has been completed and the water level is close to allowing the new section of ramp to be used.

The ADA modification work is underway in the second shower restroom at Fleming Meadows' "H" camping area. The work includes reconfiguration of shower stalls and restroom stalls, relocation of sinks, installation of new ADA compatible hardware and installation of a waterless urinal. The restroom will be closed thru January 2016.

There were 19 Ranger I candidates who passed the written exam and supplemental questionnaire. The top 10 will be interviewed on December 17th.

The DPRA staff are collaborating on the Strategic Plan for DPRA. Goals are being established through this process that will help DPRA meet its Mission into the future.

MATTERS TO THE GOOD

Private houseboat owner, Steve Vilas, expressed his appreciation to DPRA staff for all of the hard work done on the lake with the marking of hazards. Mr. Vilas added that the Forever Resorts staff is also doing a good job dealing with the low water situation.

Agency Director Russell, presented Board Chairman Frantz and Board Member Williams with plaques for their years of dedicated service on the Don Pedro Board of Control. Chairman Frantz served on the Board since September, 2010, and Director Williams has served since August, 2011. Chairman Frantz stated that Charlie Fernandes will be his replacement representing TID. Mr. Frantz added that Director Campbell, being the senior member, will take the position of Board Chairman. Mr. Williams stated that he will continue to attend the Board meetings, but Brent Hörger will be representing City & County of San Francisco (CCSF) at future meetings.

Tou Her, Assistant General Manager, Water Resources, TID, announced that Carol Russell, Department Manager, DPRA, will be retiring in March, 2016. The Board and Tou Her presented a Certificate of Appreciation to Ms. Russell for her 32 years of service. Mr. Her shared Ms. Russell's history at TID, and he pointed out that she has held the position of Director for almost 14 years, making her the longest serving Director at DPRA. Mr. Her and the Board Members each expressed that Carol will be greatly missed and wished her good luck in her retirement.

MOTIONS PASSED

On motion of Williams, seconded by Campbell, the following motion was adopted:

2015-12-03 The Board voted unanimously to approve the revision of the DPRA Board of Control Agency Regulation RA 9000.020 – Board of Control Meetings.
The revision establishes regular quarterly meetings to be held on the second Friday of March, June, September and December. The revision also includes removal of verbiage already reflected in the Government Code.

ADJOURNMENT

Due to no further business, the Board adjourned at 12:30 p.m.

Respectfully Submitted,

Carol Russell
Secretary to Board of Control

Copies to: Messrs. Hörger, Williams
Messrs. Fernandes, Hashimoto, Macedo, Her
Messrs. Campbell, Davids, VanHoy, Salyer