

**DON PEDRO RECREATION AGENCY
BOARD OF CONTROL - DON PEDRO PROJECT
MINUTES
September 9, 2016**

CALL TO ORDER: 10:06 a.m. CCSF, Hetch Hetchy Administrative Building, Moccasin

VOTING MEMBERS PRESENT: Paul Campbell – Modesto Irrigation District (MID)
Charles Fernandes – Turlock Irrigation District (TID)
Brent Hörger – City & County of San Francisco (CCSF)

OTHERS PRESENT: Tou Her – Turlock Irrigation District (TID)
John Davids – Modesto Irrigation District (MID)
Brad Koehn – TID, Department Manager, Civil Engineering
Dave Jigour – DPRA Division Manager, Lake Operations
Jim McCoy – DPRA, Division Manager, Campground Operations
Phil Hetz – Lake Don Pedro Marina Manager
Travis Flosi – Moccasin Point Marina Manager
Keith Lynar – Private Houseboat Owner
Bob & Susie Lynar – Private Houseboat Owners
Linda Swett – Private Houseboat Owner
Phyllis & Joe Farenkamm – Private Houseboat Owners
Jerry Jenkins – Private Houseboat Owner
Jeff Muller – Private Houseboat Owner
Jeff Ashton – Private Houseboat Owner
Jim & Nora Wisler – Private Houseboat Owners

MINUTES

The Don Pedro Recreation Agency (DPRA) Board of Control approved the minutes of the June 10, 2016, Board of Control meeting, and the August 24, 2016, Board of Control special meeting, as written.

MONTHLY FISCAL REPORT

Compared to July, 2015, revenue was up considerably for the month of July, 2016. Projected revenue for the month of July was \$486,530 and actual revenue was \$389,415. July revenue combined with sponsor contributions totaled \$684,843 which is approximately \$198,000 over the projection. Projected expenses for the month of July were \$319,555 and actual expenses were \$300,815. Actual revenue, year-to-date, was \$1,520,991. Total revenue, including sponsor contributions, was \$2,835,559. Actual expenses, year-to-date, was \$1,606,767, leaving a balance of \$1,228,792 of revenue over expenses. Capital expenses for the month of July totaled \$31,991 and were associated with telemetry at the Blue Oaks water plant. Year to date, \$64,615 in Capital funding has been spent.

PROPOSED DON PEDRO RECREATION AGENCY FEE SCHEDULE ADJUSTMENTS

Agency Director Collett presented the proposed fee schedule adjustments. Mr. Collett explained that discussion and clarification took place following the budget presentation at the August Board of Control Special meeting and that some changes had been made. Mr. Collett reviewed fees that will not be adjusted in 2017, fees reduced from the previous proposal, and fees to be adjusted in 2017. Mr. Collett stated that the current DPRA fees are 18% below average and that the proposed increases should reduce the gap to 12.8% below average.

The Board unanimously approved the 2017 fee increases presented today.

2017 RECREATION AGENCY BUDGET

Agency Director Collett presented the draft 2017 O&M and Capital budgets to the Board for approval. Mr. Collett explained that the budget was prepared by using a 5 year look back, or average, from both the revenue and expense standpoint. Mr. Collett added that some changes were made after the information was presented at the August 24th Board of Control special meeting. The 2017 O&M Budget being presented today is lower but still includes 5% step increases, 3 % COLA, 23 seasonal staff employees, fireworks show, and \$100,000 deductible due to the Headquarters fire.

Board Chairman, Paul Campbell asked for clarification of the duties of the seasonal staff, what was not done when DPRA

operated with reduced seasonal staff, and what is expected to be done with the additional seasonal staff? Agency Director Collett responded that DPRA is not able to staff the entrance stations during normal hours to provide prompt courteous service, restroom servicing is not taking place in a timely manner, and night patrols is limited due to greatly reduced staffing. Chairman Campbell stated that Don Pedro Lake can be a premier location and he would like staff to think about ways to enhance use by finding out what customers want, adding features that pay for themselves, and proactive marketing. Director Hörger added that there are creative ways to go about marketing that we can talk about in the future. After some discussion, the Board unanimously approved the \$3,214,337 2017 O&M Budget and \$378,000 2017 Capital Budget as presented today, including \$1,422,626 in contributions from DPRA's sponsoring agencies to make up the gap between the budgeted expenses and the projected 2017 revenue.

DPRA FIRE TEMPORARY FACILITY AND REBUILD UPDATE

Agency Director Collett provided an update to the Board as to the current status of the DPRA Visitor Center/Headquarters. Mr. Collet reminded those in attendance that a fire destroyed the Visitor Center on May 25th, 2016. A modular office arrived the following day allowing staff to serve the customers with camping reservations and emergency dispatch. A long term modular office has now been set up in the parking lot of the original headquarters building and staff was able to move in and conduct business on August 29th.

Brad Koehn, TID Department Manager, Civil Engineering, reviewed the history of the Visitor Center and provided information regarding future plans. Mr. Koehn stated that the original building was built in 1971 and was funded by CCSF, TID, and MID. The building is a required facility of our FERC license and it contained many cultural artifacts and historical documents. Mr. Koehn stated that the rebuild process will provide us with the unique opportunity to reanalyze the staff and visitor needs and explained that the rebuild will consist of four phases: Phase 1 – Procure an Architect (2016), Phase 2 – Project Entitlement (2017), Phase 3 – Final Design & Permitting (2017), Phase 4 – Construction (2017-2018). Mr. Koehn shared some slides featuring visitor centers at Shasta Dam, San Luis Reservoir, Pyramid Lake, and the Delta.

Board Director Hörger encouraged staff to get data on what users might like to see in the new Visitor Center. Board Chairman Campbell asked that Mr. Koehn make a presentation to the various Boards when there is a significant update.

DIRECTOR'S REPORT

There were 744 new reservations made in August 2016. This is 357 more than were made in August, 2015. Year to date, 6,580 reservations have been made in 2016 compared to 4,122 reservations that were made during the same period in 2015. Reservations made in 2016 have surpassed the total number of reservations made in 2014 and 2015.

Director Collett reviewed Labor Day weekend activity. There were very few incidents over the holiday weekend but DPRA staff did respond to four minor medical assists, one eviction for conduct, a domestic dispute with an arrest made, a theft of park signs, and a dumpster fire. DPRA Rangers also made over 275 proactive contacts during the holiday weekend. There were 13,500 Visitor Days in 2016, compared to 8,790 Visitor Days in 2015. Vehicle day-use totaled 3,506 compared to 2,162 in 2015. Watercraft day use totaled 1,229 compared to 631 in 2015. The combined revenue for all three campgrounds totaled \$47,799 compared to \$30,199 in 2015.

Chief Ranger interviews will take place next week. Ranger I interviews will follow after that.

Maintenance staff are preparing for the capital roadwork project that will take place in the fall at both Moccasin Point and Fleming Meadows campgrounds.

The Fleming Water Tank Refurbishment capital project is scheduled to take place this fall.

Seasonal staff layoffs have begun and will continue through September.

Ranger staff is preparing for winter site closures and winter project planning.

Electric Shock Drowning (ESD) warning signs have been posted at the marinas, ESD warning and information has been posted on the DPRA Facebook page, and a letter with an informational brochure was sent to all mooring customers.

Several houseboat owners have already installed ELCIs. Board Chairman Campbell asked that a list of qualified electricians be prepared and made available to houseboat owners. Chairman Campbell also stated that information requests need to be documented.

At the request of Cal Trans and their contractor, Lake Operations staff has installed a safety boom around the Hwy. 120 bridge supports to prevent vessel traffic from passing under some of the overhead construction. Private houseboat owner, Bob Lynar commented that the boom creates a choke point and he would like a 5 mph sign on the bridge. Chairman Campbell directed DPRA to come up with a remedy for this.

Lake Operations staff and Moccasin Point Marina staff participated in the Tuolumne County Resource Conservation Districts Tuolumne River Clean-up Day on August 13th, by the Wards Ferry Bridge. Tons of debris and old rusty vehicle parts was removed.

Most of the corralled Tuolumne River floating debris has now gone a ground. DPRA staff will be working with county inmate crews in October prepping the debris for burning in November and December.

The DPRA work barge will be pulled next week for the installation of a new outboard motor and pontoon maintenance.

The Lake Don Pedro Marina has placed a lien sale on a private houseboat for delinquent fees. The sale will take place on September 28th.

The lower Blue Oaks Boat Launch Facility engineering plans are at 30% completion. The Division has now placed the project on hold and are requesting DPRA provide a written request to extend the grant period for one year. There may be a recommendation to break the construction down to smaller phases.

MATTERS TO THE GOOD

Private houseboat owner, Phyllis Farenkamm asked if DPRA is considering her request made at the August Board of Control special meeting, for a transferable vehicle annual pass and a discounted 2nd boat pass. Agency Director Collett commented that those are the type of items DPRA will look at in the future. Ms. Farenkamm asked for clarification on the law regarding boating around moored vessels and would like to know how to educate boaters. Board Chairman Campbell suggested installing signs informing boaters of courtesy and regulations, and to look into using explorer scouts to increase presence.

Private houseboat owner, Jeff Ashton asked if there is anything that can be done to deter the rising thefts. Discussion took place regarding types of security equipment that could be used. Chairman Campbell suggested increased lighting, utilizing seasonal staff, and asked DPRA staff to research costs involved in adding security equipment to all three entrance stations.

Lake Don Pedro Marina Manager, Phil Hetz, suggested that DPRA help support the annual houseboater pig roast through social media. Mr. Hetz stated that the pig roast is very popular and raises money for charity.

Private houseboat owner, Susie Lynar asked if there will be a Board of Control meeting if Forever Resorts sells the marinas. Tou Her, Department Manager, Water Resources, responded that any action that would require assigning a concessionaire would go through the Board of Control.

MOTIONS PASSED

On motion of Hörger, seconded by Fernandes, the following motion was adopted:

2016-09-03 The Board voted unanimously to approve the proposed 2017 Don Pedro Recreation Agency Fee Schedule Adjustments.

Upon roll call the following vote was had:

Ayes: Directors Campbell, Hörger, Fernandes
Noes: none

