

DON PEDRO RECREATION AGENCY

**Managing the resources while providing for recreational
opportunities at the Don Pedro Recreation Area**



DPRA Board of Control Monthly Report

**February 15, 2019
Fiscal and Director's Report
J. McCoy, Interim Department Manager, DPRA**

FISCAL REPORT

December 2018

Due to the TID year-end audit process, the fiscal information for December 2018 has not been submitted to DPRA.

DIRECTOR'S REPORT

- **RESERVATIONS:**
 - 599 new campsite reservations were made in January 2019, compared to 517 for January 2018.
 - This is a 13.7% increase from January 2018.
- **ANNUAL HOUSEBOAT PERMIT RENEWAL**
 - **The Annual Houseboat Permit Renewals are still being processed.**
 - To date:
 - 238 renewals have been processed
 - 19 are outstanding
 - Delinquency Notices have been sent to houseboat owners who have not completed their 2019 Houseboat Permit renewal
 - Delinquent houseboat permit renewals are subject to the Houseboat Non-Discount Renewal Fee of \$525
 - Fees and renewal documents must be received by February 28, 2019
 - Renewals not received by February 28, 2019 will be assessed a \$275.00 non-compliance fine and the houseboat will be "Red-Tagged" prohibiting operation of the houseboat until fees and all Houseboat Permit Application requirements are met
 - Staff will have on time registration passes applied to houseboats by February 28th (In progress) and late payment passes applied by April 30th
- **ADMINISTRATION**
 - **Rafting Special Use Permits Renewals were mailed out on 1/9/19**
 - Annual rafters meeting will be hosted by CCSF on March 20, 2019
 - **Visitor's Center Rebuild**
 - Meeting with insurance company conducted 2/7/19.
 - Reviewed cost escalations, design contingency, contractor procurement, and rebuild timeline
 - DPRA Staff has been clearing dead and overgrown vegetation from site
 - **Recruitment and Staffing**
 - Recreation Division Manager second interviews conducted on 1/31/19
 - Customer Service Rep I-II Cashier recruitment in progress
 - Recruitment for Park Maintenance Worker I-II is in progress
 - Seasonal recruitment has started
 - Director Collett returned from LOA on 2/1 on a limited basis until his retirement on June 1, 2019. For continuity of operations, Jim McCoy

will continue to be the Interim Recreation Department Manager for DPRA

- **Annual Fireworks Show**
 - Scheduled for Saturday, 6/29

- **OPERATIONS:**

- **Facility preparation for 2019 season:**
 - Mowing will begin at lagoon lawn about once every 3 weeks and verifying proper sprinkler operation.
 - Will conduct annual service on mules
 - Winterize pipes at all 3 campgrounds
 - Tuolumne River Arm and Moccasin Creek woody debris
 - Will continue to monitor and collect debris
 - Will add more debris boom to Moccasin Creek
 - Annual permits are being applied to all on-project boats, PWC's, and SC vessels
 - Regulatory and hazard Buoys
 - Staff will continue to monitor and inspect buoy lines
 - Buoy and hardware order
 - Herbicide application all DPRA areas (Fleming Meadows, Blue Oaks and Moccasin)
 - Service all application equipment
 - Training for herbicide spray
 - Apply herbicide to Wreck Bay, Graveyard, and all hiking trails
 - Vessel operation training
 - Train personnel on basic start up, shut down, and basic operation procedures
 - HQ site clean up
 - Tree service to remove remaining problematic pines
 - Prune, trim, or remove remaining neglected shrubbery
 - Rock work landscaping
 - Site Evaluations
 - All minor maintenance to be completed by March 2019

- **CAPITAL PROJECTS:**

- **2019**
 - **Picnic table replacement**
 - Awaiting table delivery. Estimated completion March 2019
 - **Lagoon filter plant upgrades**
 - Professional services with Water Solutions, Inc. has been awarded and awaiting response to on-site visit
 - **2019 vehicle purchase**
 - has been ordered, waiting for delivery
 - **Sewer upgrades**
 - Aerators ordered and installed at Fleming and Blue Oaks waste water ponds