



**NOTICE OF REGULAR MEETING**  
**Park Board of Trustees of the City of Galveston**  
**Parks and Amenities Committee**  
**Thursday, January 5, 2023 at 9:00 a.m.**  
**Park Board Plaza Board Room - 1st Floor**  
**601 Tremont**  
**Galveston, Texas 77550**

- I. Call Meeting To Order
- II. Pledge Of Allegiance
- III. Roll Call And Declaration Of A Quorum
- IV. Conflict Of Interest Declarations
- V. Requests To Address The Committee  
*The public shall be allowed to provide comment to the committee regarding one or more agenda or non-agenda items. All requests to address the committee must be submitted in writing and can be presented to the committee reporter the day of the meeting or by completing the Public Comment Form available on the Park Board of Trustees website at the following link prior to the start of the meeting:*  
  
[HTTPS://WWW.GALVESTONPARKBOARD.ORG/FORMS.ASPX?FID=65.](https://www.galvestonparkboard.org/forms.aspx?fid=65)
- VI. Discuss And Consider Approval Of Meeting Minutes  
  
Documents:  
  
[10.13.2022 DRAFT MINUTES.PDF](#)  
[12.1.2022 DRAFT MINUTES.PDF](#)
- VII. Presentation Of The Fiscal Year 2022 Parks Program (Nicole Charlebois, 15 Minutes)  
  
Documents:  
  
[FY22 PROGRAM SUMMARY.PDF](#)
- VIII. Update On Park Revenues And Key Performance Indicators (Corey Holcomb, 10 Minutes)  
  
Documents:  
  
[PAC REV UPDATE.PDF](#)
- IX. Update From Staff Regarding City Direction On The Development Of Stewart Beach And Seawolf Park (Vince Lorefice, 15 Minutes)

Documents:

[STEWART BEACH AND SEAWOLF PARK OVERVIEW 2023.PDF](#)

X. 2022-2023 Committee Work Plan

Documents:

[PAC FY22.23 WORKPLAN.PDF](#)

XI. Future Agenda Items

XII. Announcements

XIII. Adjournment

***I certify that the above Notice of Meeting was posted in a place convenient to the public, in accordance with Chapter 551 of the Texas government Code, on or before December 30, 2022, 5:00 p.m.***

**Approved**

Jason Hardcastle, Chair, PAC

**Approved**

Marty Fluke, Chair, Park Board of Trustees

**Approved as to Format**

Kelly de Schaun, Chief Executive Officer

**Please Note Members of the City Council may be attending and participating in the discussion.**

In accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall, within three (3) days prior to any proceeding, contact the Park Board Administration

Office, 601 Tremont, Galveston Texas 77550 (409-797-5147)



**Park Board of Trustees of the City of Galveston  
Parks and Amenities Advisory Committee**

10/13/2022 - Minutes

I. Call Meeting To Order

This meeting was called to order at 9:01 a.m.

II. Pledge Of Allegiance

The Pledge of Allegiance was recited.

III. Roll Call And Declaration Of A Quorum

Roll was called and a quorum was declared.

Committee Members Present: Jason Hardcastle, Mary Branum, Anna Deichmann, Randall Kopfer, Diane Olsen, Tony Pathyil, Alyson Poston, Joe Zdunek

IV. Conflict Of Interest Declarations

There were no conflicts of interest declared.

V. Requests To Address The Committee

Public comments were made by Justin Johnson, Richard Sort, and Bill Hynek in regard to item VII. Board of Trustees Chair, Marty Fluke addressed the committee in regard to welcoming the new Parks and Amenities Committee members.

VI. Discuss And Consider Approval Of Meeting Minutes

Motion: Mary Branum motioned to approve the minutes for the June 2, 2022, and July 7, 2022, Parks and Amenities Committee meetings.

Seconded: Joe Zdunek seconded.

Vote: Approved (8-0)

VII. Review Of FY21.22 Park Revenues (Corey Holcomb, 10 Minutes)

Vince Loreface stated that the review of the FY21.22 park revenues does not include funds from the General Fund or the Hotel and Occupancy Tax.

Corey Holcomb proceeded to review the revenues and key performance indicators for the parks as of September 25, 2022. Due to the agenda overview submission date, the revenues shown are six days short of the end of FY22 on October 1, 2022.

Dellanera RV Park exceeded the expected budgeted camping revenue by \$232,000.10 and exceeded the expected budgeted gift shop sales by \$4,294.52. Revenue from the beach user fees was less than the expected budget by \$7,920.00 due to an increase in annual pass sales and the Nourishment Project at Babe's Beach making it a more desirable location on the west end of the island.

Seawolf Park exceeded the expected budgeted admission revenue by \$66,847.50. Revenue from fishing was less than the expected budget by \$60,145 due to the flounder moratorium.

Urban Park's total revenue was less than the expected budget by \$190,685 due to two Pay by Phone outages during Memorial Day weekend and Independence Day weekend.

East Beach exceeded the expected budgeted revenue by \$155,795.12 while Stewart Beach's total revenue was less than the expected budget by \$153,043.50. This deficiency is due to the initial Stewart Beach budget accounting for an additional month of

revenue but due to the delay of the drainage project start date, Stewart Beach was unable to capture that month of revenue. Marketing and staff directed Stewart Beach traffic to East Beach, which is reflected in the revenue offset between the two parks.

VIII. Discuss And Consider Eligibility Of Galveston Adventures Helicopter Tours For New Agreement (Ann Hobing, 10 Minutes)

Ann Hobing reviewed the Galveston Adventures Helicopter Tours Concessionaire Agreement in order to determine their eligibility for a new agreement. The review included an overall performance assessment of Galveston Adventures in which staff recommended eligibility be granted for the Right of First Refusal for a new agreement to take effect when the current agreement expires on October 31, 2022.

Motion: Mary Branum motioned to move this item forward to the Board of Trustees and approve the eligibility for the First Right of Refusal to be granted to Galveston Adventure Helicopter Tours for a new agreement.

Seconded: Randall Kopfer seconded.

Vote: Approved (8-0)

IX. Presentation Of Concessionaire Partner 2023 Request For Proposals (Ann Hobing, 5 Minutes)

Ann Hobing updated the committee on the 2023 Concessionaire Partners' Request For Proposals (RFP) which was made public on August 1, 2022. The RFP was shared publicly on Facebook, the Park Board Website, and local and regional chambers of commerce. The RFPs were due no later than August 31, 2022. By this date, zero proposals were received. As of October 13, 2022, Ann Hobing is actively accepting RFPs for the Islander Gift Shop at Stewart Beach and other non-existing concessionaire operators.

The committee recommended a review of the application process and articulating the language of the RFP to not deter individuals when they see a deadline.

X. Update And Timeline Presentation For The Parks 2022-2023 Capital Projects (Sheryl Rozier, 15 Minutes)

Sheryl Rozier provided a high-level update on the 2022-2023 Capital Improvement Plan (CIP). The projects listed in the CIP require City Council approval, involve larger funding streams, or have other important implications to the parks the Park Board manages. The 2022-2023 CIP represents capital projects at R.A. Appfel Park, Stewart Beach, Seawolf Park, East End Lagoon, and Seawall Urban Park.

These include:

- R.A. Appfel Park Drainage Project
- Stewart Beach Concrete Repair Work
- Beach Patrol Headquarters at Stewart Beach
- Seawolf Park USS Stewart Mooring Project
- Seawolf Park Fishing Pier Extension
- Seawolf Park Ship & Sub Bulkhead
- Contingency Seawolf Park Erosion Fill
- Contingency Seawolf Park RV Park
- East End Lagoon RESTORE funding which will support bidding and construction of an outdoor interpretive center.
- Deployment of six mobile restrooms on Seawall Blvd.

Coastal Projects include:

- Dellanera RV Park Beach Repair Harvey FEMA
- Babe's Beach Repair Harvey FEMA
- Engineering Design and Permitting for an Offshore Breakwater
- USACE Beach Nourishment Permit Amendments
- Engineering and Design from Dellanera's West Boundary to 13 Mile Road Beach Nourishment
- Engineering and Permitting for Emergency Ramps West of 61st St.
- Stewart Beach Vegetation Mitigation
- Babe's Beach BUDM RESTORE

XI. Update On The Washed Ashore Island Wide Art Exhibition (Kimberly Danesi, 15 Minutes)

Kimberly Danesi presented information regarding The Washed Ashore Project that will be coming to Galveston Island in December 2022. Washed Ashore is a non-profit traveling art exhibit made entirely out of marine debris collected from the beaches of Oregon. The intent of this project is to raise awareness of the impact that waste has when left on our beaches and to educate visitors, residents, and local businesses on the best waste management and reduction practices.

This project will come in two phases. The first phase will be the exhibition of 21 existing Washed Shore pieces in various locations around the island from early December 2022 through early March 2023. The Park Board will build on the momentum

created in phase 1 by launching an Artist in Residence Program in phase 2. This program will pair a local artist with Washed Ashore to create a piece specifically for Galveston. Staff will update the Board of Trustees with the final details of phase 2 before proceeding with an agreement.

#### XII. 2022-2023 Committee Work Plan

Parks and Amenities Chair, Jason Hardcastle, anticipates additional meetings will be added to the work plan in order to capitalize on enhancing Park Board-managed parks.

#### XIII. Future Agenda Items

#### XIV. Announcements

Anna Deichmann announced that Galveston Island Nature Tourism Council (GINTC) will be hosting a Photography based Nature Walk at East End Lagoon on October 15, 2022, at 9:00 a.m.

Ann Hobing announced that the final Women in Coastal Science speaker for 2022 will be Lucy Flores with Texas Beach Watch at East Beach on October 28, 2022, at 9:00 a.m. Ms. Hobing also mentioned the series is gaining momentum and support for 2023.

Diane Olsen announced that the ice sculptors have arrived at Moody Gardens Ice Land and are they excited to be back after 2 years.

Vince Lorefice announced that the Stewart Beach ADA Access Channel 2 news segment has increased visitor interest. Ann Hobing added that it has been an honor to work with UTMB and is excited to continue working with them on accessibility at the parks.

#### XV. Adjournment

This meeting was adjourned at 10:39 a.m.



## GALVESTON

\* ISLAND \*  
Park Board of Trustees

### Park Board of Trustees of the City of Galveston Parks and Amenities Advisory Committee

12/1/2022 - Minutes

#### I. Call Meeting To Order

This meeting was called to order at 3:02 p.m.

#### II. Pledge Of Allegiance

The Pledge of Allegiance was recited.

#### III. Roll Call And Declaration Of A Quorum

Roll was called and a quorum was declared.

Committee Members present: Jason Hardcastle, Mary Branum, Lisa Carnes, Anna Deichmann, Randall Kopfer, Diane Olsen, and Tony Pathyil.

#### IV. Conflict Of Interest Declarations

There we no conflicts of interest declared.

#### V. Requests To Address The Committee

There we no requests to address the committee.

#### VI. Update From The Seawolf Park Task Force (Vince Lorefice, 30 Minutes)

Vince Lorefice provided an update on the Seawolf Park Task Force following the City and Park Board joint meeting. During the joint meeting, Trustee and Parks and Amenities Chair, Jason Hardcastle presented City Council with development opportunities at Seawolf Park, and two phases were developed. In the first phase, the Park Board will request authorization from the City to issue a Request for Information (RFI) to gauge interest in private investment in building/operating a small recreational vehicle (RV) park. If feasible interest is shown, the City Council and Park Board can determine if a Request for Proposal (RFP) is appropriate. While the direction of the RFI is determined, the opportunity for the Park Board to invest in and operate a limited-service RV Park has also been discussed as a viable option.

The second phase will be to update the Seawolf Master Plan with a site plan for future improvements. Opportunities for future improvement include:

- Water taxi connecting Seawolf Park to the Strand National Historic District
- Expansion of the Galveston Naval Museum
- Added ramadas with facades to showcase the history of immigration on the island
- Extend the existing fishing pier
- Add a new fishing pier along the bayside
- Splashpad water feature

Moving forward, the RFI document and process will be reviewed at the December 8, 2022, City Council meeting. The process is expected to be completed by the end of February 2023.

#### VII. 2022-2023 Committee Work Plan

Parks and Amenities Chair, Jason Hardcastle anticipates a Parks and Amenities Committee (PAC) meeting will need to be held in February to provide an update on the discussion between the Park Board and City Council. The schedule will be determined during the January 5, 2023, PAC meeting.

#### VIII. Future Agenda Items

- Update regarding City direction on the development of Stewart Beach

#### IX. Announcements

Kimberly Danesi announced that Dickens on the Strand is this weekend and invited the committee members out on Sunday at 4:30 p.m. to cheer on the Park Board during the Bed Race.

X. Adjournment

The meeting was adjourned at 4:16 p.m.



**Agenda Item:** Presentation Of The Fiscal Year 2022 Parks Programs

**Background:** Recognizing the importance of programming, the Park Board hosted 20 unique programs at R.A. Apffel Park, Stewart Beach, Seawolf Park, Dellanera RV Park, Seawall Urban Park, and East End Lagoon. In the development of these programs, the primary goal was to provide a trusted gathering place that connected Galveston residents and park visitors to activities, facilities, opportunities, and services that overall enhanced the quality of time spent at the parks.

Throughout the fiscal year, staff developed and executed programs in many capacities. New ideas were generated through group brainstorming sessions, relationships with community partners were cultivated, marketing strategies were developed and executed, and on-site logistics were coordinated between park staff and program participants. In addition to the work of the Park Board staff, the Parks Department developed a fall and spring intern position for a Parks Program Developer. As Parks Program Developers they were provided with a set of deliverables, including a proposed programming calendar for our Parks.

In fiscal year 2023, Park Staff and the Guest Experience Team plan to build on the success of 2022 programs and research best practices and ideas from the National Recreation and Parks Association's concept of Community Wellness Hubs. Program development will include identifying community assets and resources, audience interests, educational gaps, and recreational needs which will enrich experiences at our parks.

**Funding Source (if applicable):** Program funding is allocated in the annual budget in the Park in which the program is delivered.





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**Agenda Item:** Update on Park Revenues and Key Performance Indicators

**Background:** The Park Board of Trustees manages five City Parks as part of an interlocal agreement. Management tracks the revenues and key performance indicators of our parks on a weekly basis. The information presented today reflects the latest data for the parks as of Sunday, December 18, 2022.

Dellanera RV Park: Staff is preparing to paint the pavilion, install new facial boards around the deck of the pavilion, build picnic tables for upstairs and has replaced the west and east side of the front entry sign. Management coordinated with the Guest Experience Team to host a Sip-N-Paint and a Holiday Christmas Sweater Party.

Seawolf Park: Grace the Whale Tail has arrived as part of the Washed Ashore project. A ripped shade sail has been replaced on the playground and the others have been tightened. All parking lot light poles have been painted. Beginning December 19, 2022, Seawolf will shift into the winter hours until March 1, 2023.

Urban Park: Management is working with Beach Town Lawn Services to replace irrigation in the planter boxes and fill them to the top with soil. The 2<sup>nd</sup> phase of this project will involve installing native plants inside of the planter boxes. Staff is continuing to pressure wash all the bus stop walkways and adjust Pay by Phone signs along the Seawall.

Beach Parks: Staff at East Beach has reset emergency lane entrance points 2, 3 & 4, reset bollards at the Boddecker entrance and the fishing jetty parking lot. Staff at Stewart Beach has installed parking lot signs and poles in the west parking lot and all pedestrian bridges. Staff has also installed hanging trash cans throughout the west parking lot, reset emergency lanes on the beach front and have stored the mobile amenities away during the off season.

The table on the next page provides a snapshot of the revenues of the park as of December 18, 2022. These figures do not include revenue sources such as concessionaire collections, grants, loans or FEMA proceeds.



		Year to Date (FY)		
		Actual	Budget*	Diff.
Dellanera	Occupancy	70.1%		
	Camping Revenue	195,133.61	200,000.00	⊗ (4,866.39)
	Beach User Fees	1,417.74	2,625.00	⊗ (1,207.26)
	Gift Shop/Other Sales*	2,428.84	2,100.00	⊙ 328.84
	Season Pass \$ Collected	50.00		
	Ultimate Pass # Sold	1.00		
	Cancellations \$	(42,382.56)		
<i>*Gift shop open with limited product.</i>				
Seawolf Park	Admission Revenue	105,690.00	122,000.00	⊗ (16,310.00)
	Fishing Revenue	203,814.00	244,000.00	⊗ (40,186.00)
	Free Resident #	474.00		
	CHF Car Count #	3,060.00		
Urban Park	Total Revenue	211,302.00	299,500.00	⊗ (88,198.00)
	Transactions	37,155.00		
	Annual Passes	840.00		
East Beach	Total Revenue	15,410.00	67,400.00	⊗ (51,990.00)
	Car Count	1,024.00		
	Season Pass # Sold	3.00		
	Ultimate Pass # Sold	-		
	Free Admission #	94.00		
Stewart Beach	Total Revenue	37,072.00	21,000.00	⊙ 16,072.00
	Car Count	2,479.00		
	Season Pass # Sold	-		
	Ultimate Pass # Sold	-		
	Free Admission #	177.00		
	Special Use #	91.00		
<i>*Budget includes entire current month</i>				



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**Agenda Item:** Update From Staff Regarding City Direction On The Development of Stewart Beach and Seawolf Park

**Background:** On November 17, 2022, the City and Park Board conducted a joint coordination meeting. At this meeting, Trustee Jason Hardcastle presented the Council with options in developing Seawolf Park and Stewart Beach. From that direction, Park Board Staff has prepared the below action plan.

**Stewart Beach:** Over the years, the amenities provided to the guests at Stewart Beach have changed drastically. A once thriving beach destination, is in significant need of a complete redevelopment including the pavilion which has reached the end of its useful life.

Earlier this year, the City created a joint Task Force to allow the Park Board and the City to work together to review past efforts and define a vision for this City property to create the best and highest use for this community asset. Working with the Task Force was beneficial as it outlines the "desired" and "undesired" amenities for redevelopment. These action items are included in the current Request for Qualifications (RFQ).

**Why a Master Developer:** A Master Developer will have the experience and financial ability to turn the City and Park Board's vision into a formal Master Plan. This Master Developer would also have the fiscal wherewithal to implement this vision or would have the network to bring in other investors/developers for certain aspects of the development. The Master Developer would have a formal contract between the City and the Park Board that would set the terms and conditions of each portion of the development. This allows the City and the Park Board to fully control each step in the process and ensure the end results are beneficial to the public.



**Seawolf Park:** Seawolf Park continues to be a high-functioning facility due to the variety of services and amenities provided. This success yields an annual payment to the City of \$300,000 of unrestricted funds, contributing a total of \$1.2 million over the past 4 years. Without additional investments, the park will not be able to hold these year-over-year payments.

In an effort to expand the revenue sources, the Park Board believes a small recreational vehicle (RV) park could be added and would complement the existing services. Previous efforts to allow for recreational vehicles were undertaken, but due to limitations in wastewater processing, these efforts were not executed.

Additional amenities, such as an extended fishing pier, Naval Museum, cultural interpretation information, and walking trails are also being considered by a current Park Board and City of Galveston Task Force. The Task Force is working to bring a fully developed site plan to Council early in 2023.

**Why a Request for Information (RFI):** A Request for Information (RFI) will allow the private sector to easily show formal interest in a project without major investment in time and financial cost one might expect through a more thorough process like a Request for Proposal (RFP). The RFI allows the City and the Park Board to quickly identify the best course of action. If there is interest in the private sector investing on public lands, a RFP will need to be conducted to meet local and state laws.

**Staff Recommendation:** Information only, no action needed.

**Parks and Amenities Committee 2022-2023 Work Plan**

Amended April 2022

Quarter 1

<i>October</i>	<i>November</i>	<i>December</i>
Review of Concessionaire Program CAPEX Project timeline FY21.22 Review of revenues	No Meeting	No Meeting

Quarter 2

<i>January</i>	<i>February</i>	<i>March</i>
2023 Parks Marketing Campaign	No Meeting	Update from EEL Task Force Review 5 Year CAPEX Update on Blue Flag Designation

Quarter 3

<i>April</i>	<i>May</i>	<i>June</i>
No Meeting	Park Tours State of the Parks Review Strategic Plan	Discuss 23.24 PAC Work Plan Review FY23.24 Budget

Quarter 4

<i>July</i>	<i>August</i>	<i>September</i>
No Meeting	Approve 23.24 PAC Work Plan	No Meeting

Monthly: Park Employee Spotlight, Park Revenues and KPI's

*\* East End Lagoon Advisory Task Force meets every other month.*