



Park Board of Trustees of the City of Galveston

Finance and Operations Committee Regular Meeting

601 Tremont, Galveston, Texas 77550

5/18/2021 - Minutes

I. Call Meeting To Order

The meeting was called to order at 1:32 p.m.

II. Roll Call And Declaration Of A Quorum

Roll was called and a quorum declared.

Committee members present: Dave Jacoby, Marty Fluke, Jason Hardcastle and Maureen Patton.

Committee members absent: Will Wright

III. Conflict Of Interest Declarations

There were no conflicts declared.

IV. Requests To Address The Committee

There were no requests to address the committee.

V. Discuss And Consider Approval Of Meeting Minutes (Schel Heydenburg)

Motion: Marty Fluke motioned to approve the April 20, 2021 Finance and Operations Committee meeting minutes.

Second: Maureen Patton seconded.

Vote: Approved (4-0).

VI. Discuss And Consider The Purchase Of A Used Dump Truck With 12-Yard Compacity From Max Trucks & Equipment (Bryson Frazier, 10 Minutes)

Bryson Frazier reviewed the requested purchase of the dump truck for the coastal zone management department. He shared that the Park Board does not have a dump truck and when there is a need, one is rented or borrowed from the City. Mr. Frazier reported that the purchase of this truck would eliminate the rental expenses and allow for the Park Board to respond to repairs of the beach access points in a much

faster and efficient manner.

Motion: Maureen Patton motioned to approve the purchase of the used dump truck from Max Trucks and Equipment.

Second: Marty Fluke seconded.

Vote: Approved (4-0).

VII. Discuss And Review Total Rewards And Compensation Program (Susan Keeble, 5 Mintues)

Susan Keeble reviewed the updates made to the total rewards and compensation program which included current EEO descriptors, clarification of merit increase calculations for new staff, title changes and part-time benefits.

VIII. Discuss And Review Proposed Salary Ranges For Park Board Positions (Susan Keeble, 15 Minutes)

Susan Keeble shared that the current salary range framework was approved and implemented in 2016. She reported that in 2017-2018, the Park Board, along with the Port of Galveston and the City of Galveston participated in a compensation study to show how the government entities matched market. Mrs. Keeble stated that the Park Board is currently experiencing challenges in staffing open positions, in part to the pay scales, especially in the front line positions that pay below the current living wage in Galveston of \$14.33. She reported that the implementation of the new pay structure to bring staff below the new minimum would require \$21,304 annually or, in moving towards using the mid-point as the market, the cost would be \$83,989 annually to bring staff below 85% of mid-point to that level. Staff is recommended the second option. Bryson Frazier added that staff is looking for guidance as they proceed with the 21-22 budget process.

Mrs. Keeble shared that currently there are 28 Full-time/Part-time and 50 seasonal positions open, most of which are for coastal zone management and she believes that the higher rates will help in recruitment and retaining staff in this area.

IX. Discuss And Consider Approval Of Fiscal Year 2021 March Unaudited Financial Statements (Bryson Frazier, 20 Minutes)

Bryson Frazier reviewed the March 2021 unaudited financial statements. Dave Jacoby asked about the HOT trend analysis previously distributed with the financials. Mr. Frazier reported that these are now part of the monthly report distributed to the Board.

Motion: Jason Hardcastle motioned to approve the March 2021 Unaudited Financial Statements.

Second: Marty Fluke seconded.

Vote: Approved (4-0).

X. 2020-2021 Committee Work Plan

No changes or updates were reported.

XI. Future Agenda Items

- City Auditor - HOT Audits
- Interfund Transfers
- Health Plan
- Grant Office

- Financial Projections
- Technical Assessment

XII. Announcements

XIII. Adjournment

The meeting was adjourned at 2:24 p.m.