



**Park Board of Trustees of the City of Galveston
601 Tremont Street, Galveston, Texas 77550**

5/25/2021 - Minutes

I. Call Meeting To Order

The meeting was called to order at 1:30 p.m.

II. Roll Call And Declaration Of A Quorum

Roll was called a quorum declared.

Trustees present: Spencer Priest, Will Wright, Dave Jacoby, David Collins, Steven Creitz, Marty Fluke, Jason Hardcastle and Jason Worthen,

Trustees absent: Maureen Patton.

III. Conflict Of Interest Declarations

There were no conflicts declared.

IV. Requests To Address The Board

Lloyd Martin submitted comments regarding agenda item X-C - Concession agreement with Oasis Helicopters.

V. Employee Spotlight - Chuck Jones (Susan Keeble, 5 Minutes)

Susan Keeble introduced Chuck Jones, Coastal Zone Management Assistant Operations Manager and shared highlights from his career with the Park Board.

VI. Cavalla Historical Foundation President Update (Brian Abugel, 15 Minutes)

Cavalla Historical Foundation President, Brian Abugel, presented the 2021-2022 Galveston Naval Museum Development Plan and the year to date progress report.

Mr. Abugel also invited the Board to attend the Memorial Day ceremony being held at the museum on Monday, May 31, 2021.

VII. Administration

A. Resolution Of Appreciation, American Bird Conservancy (Steven Creitz, 5 Minutes)

Steven Creitz read a Resolution of Appreciation for the American Bird Conservancy for their partnership and support of the Park Board. In attendance to accept the resolution was Kacy Ray, Gulf Conservation Program Manager and Kristin Vale, Texas Coastal Program Coordinator.

B. Present And Discuss Draft Of Park Board Strategic Plan (Tammy Canavan, 20 Minutes)

Tammy Canavan shared that this draft was compiled based on the feedback from all of the trustee, staff and partner meetings held over the past few months. She reviewed the Vision statement and asked the trustees to think about the addition of a modifier to help make it Galveston specific. Historic Beach destination was recommended. She reviewed the mission statement and the values. Jason Worthen recommended changing unprecedented and suggested unique. Mrs. Canavan then reviewed the goals and the initiative details for these. Jason Hardcastle asked that the formatting of the initiative terms of short, medium and long be redone as there are too many check marks making it difficult to follow.

C. Mid-Year 2021-2021 Business Plan Updates - Tourism Development, Beach Patrol And General Fund (40 Minutes)

Kelly de Schaun gave an overview of the business plan schedule. She shared that the presentation would supplement the monthly updates included each month in the Island Times report included in the Board meeting briefing packets.

Updates were presented by Kelly de Schaun for the General Fund, Michael Woody for Tourism Development and Peter Davis for Beach Patrol. Each shared the year-to-date accomplishments for their departments. These included the successful re-initiation of tourism activities, the continued dialogue and coordination with the City of Galveston on several items such as the Short Term Rental ordinance and west end beach nourishment, the launching of the new mobile visitor center and work on several initiatives including the strategic plan, diversity, equity and inclusion, cultural and historical programming and holiday event contests. They also shared the challenges in their departments such as needed system updates, facility needs, and staffing shortages, most notably in Beach Patrol.

D. Discuss And Consider Increase In Beach Patrol Salary Ranges (Peter Davis/Susan Keeble, 10 Minutes)

Susan Keeble reported that the current salary ranges were approved and implemented in 2016. She shared that in 2017, the Park Board began a compensation study with the City of Galveston and the Port of Galveston and that the proposed ranges and position placements reflect the consultants recommendations. Mrs. Keeble reiterated the Beach Patrol staffing shortage previously discussed and asked for approval to implement the salary range changes for Beach Patrol to assist with the retention of the current staff and recruitment. She also recommended increases for staff at less than 85% of the mid-point.

Motion: Marty Fluke motioned to approve staff recommendation to implement the proposed salary ranges and increases for staff under 85% of mid-point in Beach Patrol.

Second: Jason Hardcastle seconded.

Vote: Approved (8-0).

E. Discuss And Consider Approval Of Second Reading Of Proposed Amendment To Park Board Of Trustees Bylaws - Article V - Meetings (Carla Cotropia, 5 Minutes)

Carla Cotropia read the proposed by-law changes to Article V - Meetings.

Motion: David Collins motioned to approve the proposed by-law change.

Second: Dave Jacoby seconded.

Vote: Approved (8-0).

VIII. Operations

- A. Presentation Of The Blue Flag Program And Visitor Intercept Study (Kelly De Schaun/Kristin Butler, 20 Minutes)

Kelly de Schaun gave an overview of the Blue Flag program and shared that the American Shore and Beach Preservation Association has initiated a United States pilot program. She reported that the Park Board has offered Galveston's East Beach to be one of four pilot sites and shared the criteria required. Mrs. de Schaun stated that the Park Board/East Beach already meet many of the requirements but shared that some will need policy or financial support from the Board such as water quality testing and limited access for dogs and other domestic animals.

Mrs. de Schaun introduced Kristin Butler, a Master's student at the University of North Texas, who will be conducting a study on the implementation of the program at East Beach for her thesis. Ms. Butler presented her plan and the timeline for this study.

- B. Discuss And Consider Approval To Publish Stewart Beach Public Private Partnership Request For Qualifications (Ann Hobing, 10 Minutes)

Ann Hobing thanked those that participated in the recent site visit with Jones, Lang and Lasalle and shared with the Board that the Request for Qualifications, (RFQ), is almost finalized and ready to be published. She review the proposed timeline and requested approval to publish the RFQ.

Motion: Marty Fluke motioned to approve publishing the Stewart Beach RFQ.

Second: Dave Jacoby seconded.

Vote: Approved (8-0).

- C. Discuss Alternative Upgrades And Repairs For Stewart Beach Pavilion (Kelly De Schaun, 15 Minutes)

Kelly de Schaun reviewed several scenarios regarding Stewart Beach pavilion, asking for feedback from the Board so that staff knows which direction to pursue. These scenarios included fully repairing and remodeling the pavilion or demolishing and finding alternate accommodations for staff. Dave Jacoby added that this facility is one of the most visible assets in Galveston and is in favor of options 3 and 4 that decommission and demolish it. Jason Hardcastle was in agreement. David Collins thought this conversation to be premature until the public-private partnerships plays out and does not believe the timeline to be realistic. He also asked about providing services without the pavilion. Mr. Jacoby added that the decommissioning of the pavilion and replacement of functions will need to happen before the demolition. Staff will work on costs and take this item back to the Finance and Operations committee for further discussion.

- D. Discuss And Consider Approval Of The Park Board's Submissions To The Coastal Erosion Planning & Response Act (CEPRA) Cycle 12 Grant Program (Sheryl Rozier, 15 Minutes)

Sheryl Rozier reviewed each proposed application for the CEPRA Cycle 12 grant program. These included the Hurricane Harvey FEMA repairs at Babe's Beach, Engineering and Design for the extension of the 8 Mile Road project from Cycle 11 and the amendment and update of the Federal Beach and Dune Restoration permits. Mrs. Rozier shared that the extension of the 8 Mile Road project was requested by the City's Industrial Development Corporation.

Motion: Marty Fluke motioned to approve the submittal of the CEPRA 12 applications.

Second: Will Wright seconded.

Vote: Approved (8-0).

IX. Tourism Development

- A. Update On 7th Annual Galveston Island Tourism Summit (Michael Woody, 5 Minutes)

Michael Woody gave an overview of the tourism summit held May 5, 2021. He reported that in total, there were 698 participants, 367 in-person and 331 online.

- B. Discuss And Consider Resolution Regarding Galveston Island Vacation Rentals (Kelly De Schaun, 10 Minutes)

Kelly de Schaun reported that the resolution for consideration was brought forth in response to a discussion from the April Tourism Development Advisory Committee meeting. This resolution supports the City of Galveston in the creation of local ordinances requiring the collection of HOT by online short term rental platforms, implementation of quality of life ordinances to maintain harmony between the residents and the rentals, an annual registration fee to replace the one-time fee and the role of the Park Board which includes the registrations and collections. Mrs. de Schaun also shared that this directs the Finance and Operation committee to develop and implementation plan to support the City's efforts.

Motion: Jason Hardcastle motioned to approve the resolution.

Second: David Collins seconded.

Vote: Approved (6-0, Fluke and Jacoby abstained).

X. Consent

Motion: Marty Fluke motioned to approve the consent agenda items.

Second: Steven Creitz seconded.

Vote: Approved (8-0).

- A. Discuss And Consider Approval Of Fiscal Year 2021 March Unaudited Financial Statements (Bryson Frazier)
- B. Discuss And Consider The Purchase Of A Used Dump Truck With 12-Yard Capacity From Max Trucks & Equipment (Bryson Frazier)
- C. Discuss And Consider Extension Of Concessionaire Agreement With Oasis Helicopters (Ann Hobing)
- D. Discuss And Consider The Approval Of The Proposal For Engineering Services For The Mooring Of The USS Stewart (Sheryl Rozier)
- E. Discuss And Consider The Approval To Execute The Second One-Year Option And The Reimbursement To The City Of Galveston For Annual Survey Work For Galveston's Engineered Beaches (Sheryl Rozier)
- F. Discuss And Consider Approval Of Tourism Development Expenditures (Michael Woody)

XI. Executive Session

The meeting entered Executive Session at 5:04 p.m.

- A. Pursuant To Texas Local Government Code Section 551.074 - Personnel Discussion - Chief Executive Officer, Chief Financial Officer And Legal Counsel Annual Evaluation
- B. Pursuant To Texas Government Code Section 551.071 - Consultation With Attorney Concerning Interlocal Agreement With City Of Galveston

XII. Action Item (S) Resulting From Executive Session

The open meeting resumed at 5:53 p.m.

- A. Discuss And Consider Action For Any Executive Session Item Listed On The Meeting Agenda

Motion: Dave Jacoby motioned to authorize the Board Chair to finalize and execute an employment agreement with Bryson Frazier.

Second: Marty Fluke

Vote: Approved (7-0, Wright not present at time of vote).

XIII. Park Board Chair Update And Discussion On Upcoming Meetings And Board Appointments (Spencer Priest, 10 Minutes)

Spencer Priest expressed his appreciation for all of the accomplishments achieved over the past year. He reported that those wishing to reapply to be trustee, the applications are due to the City by June 11th and interviews are scheduled for June 17th. David Collins shared that the City would also make room on the workshop agenda June 24th to interview applicants unable to attend the 17th. City Council will appoint at their regular meeting on that day.

XIV. Monthly Report

The Monthly Report was included in the briefing documents for the meeting.

XV. Future Agenda Items

Progress Report - Short Term Rental Plan

XVI. Announcements

Michael Woody shared that he received updated information and that there were 732 participants in the Tourism Summit.

XVII. Adjournment

The meeting was adjourned at 6:07 p.m.

Schel Heydenburg

Dave Jacoby

Board Reporter

Board Secretary