



Park Board of Trustees of the City of Galveston

8/22/2022 - Minutes

I. Call Meeting To Order

The meeting was called to order at 131 p.m.

II. Pledge Of Allegiance

The Pledge was recited by those present.

III. Roll Call And Declaration Of A Quorum

Roll was called and a quorum declared.

Trustees Present: Marty Fluke, Will Wright, Dave Jacoby, David Collins, Jason Hardcastle, Jess Ossenkop, Spencer Priest and Jason Worthen.

IV. Conflict Of Interest Declarations

Jason Hardcastle declared a conflict with agenda item XI-B and submitted a conflict of interest declaration form.

V. Requests To Address The Board

Mary Branum addressed the Board regarding agenda item IX-B.

Sam Collins and Sharon Lewis spoke on agenda item VII - B.

Ted O'Rourke asked for support in making Galveston a port of call.

Frank Maceo encouraged the Board to spend hotel occupancy taxes on an historic baseball park on the east end for sports tourism.

VI. Recognition

Peter Davis read an email received from Jessica Lee expressing her gratitude for the actions taken by lifeguard Miller Arcos during her family's recent visit to East Beach. In her letter, she shared that her daughter and some friends had drifted too far out and she was very appreciative of Mr. Arcos' actions to get their attention and guide them back to shore safely. Chief Davis recognized lifeguard Arcos for this actions not only in this case, but his work all summer.

A. Recognition Of Outgoing Trustee - Maureen Patton (Marty Fluke, 5 Minutes)

Marty Fluke recognized Maureen Patton for her many years of service to the Park Board as a trustee and committee member of the Tourism Development Advisory and Finance and Operations committees. He also shared his appreciation of her service on many boards and committees within Galveston.

B. Employee Spotlight - Aaron Cain (Susan Keeble, 5 Minutes)

Susan Keeble reported that Aaron Cain was unable to attend the meeting due to a family emergency but wanted to recognize him for his service and shared he was celebrating his five-year anniversary with the Park Board.

VII. Tourism Development

A. Presentation On The Galveston State Of The Arts Report (Josh Bloom, 15 Minutes)

Kelly de Schaun introduced Josh Bloom and Nick Kalogeresis with the Lakota Group and Antoinette Lynch who is the local coordinator working through the Galveston Arts Center. Mr. Bloom gave an overview of the state of the arts in Galveston and shared the plan, timeline and key observations. This report will be a tool in developing the Cultural Arts Master Plan and the draft of the full report was included in the meeting packet.

B. Recap Of Juneteenth Programs And Coverage (Jacquelyn Helton, 5 Minutes)

Jacquelyn Helton shared that the full debrief of Juneteenth was included in the meeting packet. She reported on several highlights including the over 1 million dollars worth of publicity value received. Mrs. Helton shared that per the Smith Travel Report for the Juneteenth weekend, occupancy was up 15.4%, average daily rate was up 5.8% and demand was up 15.6%.

VIII. Operations

A. Galveston Naval Museum Update (Brian Abugel, 15 Minutes)

Marty Fluke introduced Brian Abugel with the Galveston Naval Museum. Mr. Abugel presented an overview of the year to date activities for the museum and reported on several initiatives including the Battleship Texas viewing event and Halloween activities in addition to their veteran events. Mr. Abugel also shared that the museum experienced record attendance in July.

IX. Administration

A. Discuss And Review Park Board Grant Needs Matrix (Tom Singleton, 15 Minutes)

Tom Singleton presented an overview of the grant program objectives and strategy. He reviewed the proposed Tier 1 and Tier 2 priority grant needs for fiscal years 2023 and 2024. Dave Jacoby added that he has discussed this item with Bryson Frazier and Mr. Singleton and that the list is based on the grants available as well as what the Park Board qualifies for. Kelly de Schaun shared that staff will be bringing to the Board a proposal to reinstate the non-profit foundation that was previously run by the Park Board. This non-profit would help with acquiring grants from private foundations..

B. Discuss And Consider Approval To Award Contract For Short Term Rental Compliance And Hotel Occupancy Tax Collection And Distribution Services (Bryson Frazier, 10 Minutes)

Bryson Frazier reviewed the history and process that resulted in the solicitation of request for proposals for short term rental compliance and hotel occupancy tax (HOT) collection and distribution services. He reviewed the scope of services that the task force determined which included the creation and maintenance of a short term rental database, managing the HOT collection, short term rental compliance, assisting with code enforcement and providing a hot line for complaints. Mr. Frazier

reported that four proposals were received, and the committee is recommending to award the agreement to Deckard Technologies based on their compliance software and customer references.

Motion: David Collins motioned to approve the award of contract to Deckard Technologies.

Second: Will Wright seconded.

Vote: Approved (8-0).

C. Discuss And Consider Approval Of FY23 Salary Ranges (Susan Keeble, 5 Minutes)

Susan Keeble reported that as part of the two-year plan started in 2021 to better align the Park Board salaries with market, she is bringing forward the next phase of adjustments. She shared that recruitment and retention has improved since the adjustments made in the previous year. Mrs. Keeble reviewed the key changes reflected in the proposed ranges which include moving the executive positions to negotiable, changing placement for some positions based on market and/or change in scope of role or reporting structure, addition of new positions, adjustment of the midpoint for the first range to \$15.00 and expansion of the exempt ranges.

Motion: Dave Jacoby motioned to approve the proposed salary ranges.

Second: Marty Fluke.

Vote: Approved (8-0).

D. Discuss And Consider Approval Of FY23 Salary Contingency And Incentive Program (Susan Keeble, 5 Minutes)

Susan Keeble reported that the salary contingency is used for performance-based compensation, incentive programs and salary adjustments that may be needed due to compression in some positions. She shared that she presented the ranges of 7-9% to the Finance and Operations committee and they voted to recommend budgeting a 7% contingency.

Motion: Dave Jacoby motioned to approve the 7% salary contingency for the fiscal year 2023 budget.

Second: Jason Hardcastle seconded.

Vote: Approved (8-0).

E. Discuss And Review 2023-2027 Capital Improvement Plan (Sheryl Rozier, 10 Minutes)

Sheryl Rozier reported that the Capital Improvement Plan being presented is for 2023-2027 and reviewed the list of items specifically being submitted for the fiscal year 2023 budget.

F. Presentation Of The Fiscal Year 2022-2023 Draft Operating And Capital Budget (Bryson Frazier, 40 Minutes)

Bryson Frazier reviewed the first draft of the fiscal year 2023 complete budget. He shared that the draft of the Park budgets have been sent to the City as per the Interlocal agreement and that they have sent back preliminary comments with the 45-day window for their final input being September 12, 2022. Mr. Frazier reported that the hotel occupancy tax value was set at 2.7 million with the operating costs budgeted at 2.5 million and the balance assigned to capital/contingency. He also shared that all of the budgets have been reviewed by at least one committee prior to being presented to the Board. Final approval is scheduled for the September 27, 2022 Board meeting.

G. City Council Liaison Report (David Collins, 5 Minutes)

David Collins shared that he was a judge at the AIA Sandcastle event and thanked staff for this being a very well organized event. He reported that tragically there was another drowning at San Luis Pass and that the entities involved collectively need to look at what can be done to in this area to resolve this issue. Mr. Collins also asked staff to look at what can be done with the special use area off of Appfel Road by the East Beach entrance to control the amount of vehicles in this area. Lastly, he reported that the city engineer has looked at Stewart Beach pavilion to determine the viability of rehabbing the facility and he would share the final report once received.

X. Consent

Motion: Spencer Priest motioned to approve consent agenda items A, C, D, E and F.

Second: David Collins seconded.

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

Concern was expressed regarding liability for the use of the parking lots for the special events as being requested for consent agenda item B. Carla Cotropia reported that it is a requirement of the agreement that liability insurance is carried by the contractor and the Park Board also has liability insurance.

Motion: Spencer Priest motioned to approve consent agenda item B.

Second: Will Wright seconded.

Vote: Approved (6-1, Ossenkop opposed).

- A. Discuss And Consider Approval Of Meeting Minutes (Schel Heydenburg)
- B. Discuss And Consider Approval To Renew Agreement With Jeff Brown, Dba Brown Food Services, For Rental Of Park Board Plaza Parking Lots For Special Event Parking (Schel Heydenburg)
- C. Discuss And Consider Approval To Purchase A New 2023 Freightliner/McNeilus 25-Yd. Rear-Loading Refuse Truck From McNeilus Truck And Manufacturing For Coastal Zone Management (Larry Jackson)
- D. Discuss And Consider Approval Of Tourism Development Expenditures (Melody Smith)
- E. Discuss And Consider Approval Of Special Event Incubator Funding For 2023 Galveston Steampunk Festival (Bryan Kunz)
- F. Discuss And Consider Approval Of Fiscal Year 2022 May Unaudited Financial Statements (Bryson Frazier)

XI. Executive Session

The meeting entered executive session at 4:51 p.m.

- A. Pursuant To Texas Government Code Section 551.071 - Consultation With Attorney On A Matter In Which The Duty Of The Attorney To The Governmental Body Under Texas Disciplinary Rules Of Professional Conduct Of The State Of Texas Clearly Conflicts With This Chapter - Issues Concerning Committee Chairs And Conflict Of Interests
- B. Pursuant To Texas Government Code Section 551.071 - Consultation With Attorney On A Matter In Which The Duty Of The Attorney To The Governmental Body Under Texas Disciplinary Rules Of

Professional Conduct Of The State Of Texas Clearly Conflicts With This Chapter - Legal Matters
Concerning Litigation Cause # 22-CV-1472 Park Board For The City Of Galveston Vs GGPM LLC, Gulf
Properties, Et Al

XII. Action Item (S) Resulting From Executive Session

The open meeting resumed at 5:35 p.m.

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

Agenda Item XI-A

Motion: Marty Fluke motioned to temporarily remove Jason Worthen from his committee appointments until all litigation between the parties have been resolved and at that time, his reappointment to the committees will be considered.

Second Will Wright seconded.

Vote Approved (5-0)

Agenda Item X1-B - No action taken.

XIII. Future Agenda Items

- Update on FEMA status
- Debt settlement
- Seawolf Park Update
- Wayfinding signage award of contract

XIV. Announcements

- GEDP event at Scholes Field - 8/24/2022
- CTA event - 8/23/2022
- The monthly talking points were distributed. They included information on the Texas Tourism Alliance Summit being hosted in Galveston September 19-21, Benefits of Tourism, 2021 Economic Impacts of Tourism and hotel occupancy tax.

XV. Adjournment

The meeting was adjourned at 5:44 p.m.

Schel Heydenburg
Board Reporter

Dave Jacoby
Board Secretary