



**Park Board of Trustees of the City of Galveston  
Finance and Operations Committee**

11/8/2022 - Minutes

I. Call Meeting To Order

The meeting was called to order at 1:31 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.

Committee members present: Dave Jacoby, Jason Hardcastle, Jeff Ossenkop and Spencer Priest.

IV. Conflict Of Interest Declarations

There were no conflicts to declare.

V. Requests To Address The Committee

Charlotte O'Rourke addressed the committee on the financial statements.

VI. Discuss And Consider Approval Of Meeting Minutes

**Motion:** Jason Hardcastle motioned to approve the September 13, 2022 Committee meeting minutes.

**Second:** Spencer Priest seconded.

**Vote:** Approved (4-0).

VII. Discuss And Consider The Approval Of A Professional Services Agreement With Atkins For General Regulatory Agency Matters For FY 22-23 (Bryson Frazier, 5 Minutes)

Bryson Frazier reviewed the request to enter into an agreement with Atkins for regulatory consulting services and that the cost would not exceed \$20,000.

**Motion:** Spencer Priest motioned to approve the Professional Services Agreement with Atkins for General Regulatory Services.

**Second:** Jason Hardcastle seconded.

**Vote:** Approved (4-0).

VIII. Discuss And Consider Approval For Planter Box Landscaping Work At Urban Park (Corey Holcomb, 5 Minutes)

Corey Holcomb shared that the landscaping project for the planter boxes would include replacement of the irrigation systems and topsoil. He reported that this would be phase 1 for these boxes and will bring back phase 2

which will be for the planting of floral. Mr. Holcomb reported that there were three bids and staff is recommending to accept the one from Beach Town Lawn Service in the amount of \$14,500.

**Motion:** Jason Hardcastle motioned to approve the proposal from Beach Town Lawn Service for the phase 1 landscaping of the planter boxes in Urban Park.

**Second:** Jeff Ossenkop seconded.

**Vote:** Approved (4-0).

IX. Discuss And Consider Approval To Purchase A Club Car Carryall 500 For Seawolf Park (Corey Holcomb, 5 Minutes)

Corey Holcomb reported that Seawolf Park currently has three golf carts used in the daily operations of the park and that the budget was set to replace two of them due to their age and condition. He shared that the request today is for a utility cart that could be outfitted to offer concessions such as snacks, bait, etc. since there are no concession services currently offered at the park. Mr. Holcomb asked for approval to purchase this cart through the Sourcewell purchasing coop in the amount of \$12,483.06. In addition, he requested approval to trade in or auction the older cart and to use these funds towards the purchase of a regular golf cart which would fall under the amount required for Board approval.

**Motion:** Spencer Priest motioned to approve the purchase of the utility cart and to auction or trade in the older cart towards funding the purchase of the regular golf cart. .

**Second:** Jason Hardcastle seconded.

**Vote:** Approved (4-0).

X. Discuss And Consider Approval Of Electrical Upgrades At East Beach (Vince Lorefice, 5 Minutes)

Vince Lorefice reviewed the recently approved enhancements to entrance gate off of R.A. Apffel road at the East Beach. He shared that this would require the extension of the main electricity system to this area. Mr. Lorefice asked for approval of \$18,000 for Centerpoint Electric to extend the mainline to the entrance and \$18,231.01 for Crescent Electric to coordinate this extension and install the meter, and electrical components needed to complete this project.

**Motion:** Dave Jacoby motioned to approve the requested expenditures for Centerpoint and Crescent Electric for the electrical upgrades at East Beach.

**Second:** Jeff Ossenkop seconded.

**Vote:** Approved (4-0).

XI. Discuss And Consider Approval To Award Contract To Immaculate Painting For Dellanera RV Park Pavilion Exterior Painting (Tim Jackson, 5 Minutes)

Vince Lorefice shared that the exterior of the pavilion at Dellanera is in need of painting. He reported that bids were solicited and that staff is recommending to award the contract to Immaculate Painting in the amount of \$15,787.25.

**Motion:** Jason Hardcastle motioned to approve awarding the contract for painting the pavilion to Immaculate Painting.

**Second:** Spencer Priest seconded.

**Vote:** Approved (4-0).

XII. Discuss And Consider Approval To Purchase Sealver PRO WB 575 Rescue Craft (Peter Davis, 5 Minutes)

Peter Davis reported that the requested rescue craft would replace an unreliable boat frequently out for repairs. He shared that this couples with a jet ski as the motor which would improve the reliability since Beach Patrol has several jet skis. Chief Davis also shared that the old boat would be auctioned with the funds helping to defray the

cost of this purchase. He asked for approval to proceed with the purchase of the Sealver Pro Rescue Craft in the amount of \$37,575 plus shipping.

**Motion:** Jason Hardcastle motioned to approve the purchase of the Sealver Pro rescue craft.

**Second:** Jeff Ossenkop seconded.

**Vote:** Approved (4-0).

XIII. Discuss And Consider Approval Of Rates For Concessionaire Use Of Amenities And Utilities (Ann Hobing, 5 Minutes)

Ann Hobing reviewed the updated information that was requested at the September meeting which included the the additional market rate information for assistance in comparing the scenarios and alignment to cover costs. She shared that Bryson Frazier contacted some local realtors to gather data and reported that the average commercial cost per square foot is averaging between \$1.48 and \$1.59. Ms. Hobing stated that staff is recommending scenario 3 at \$1.50 per square foot along with the utilities proposal updated based on use.

**Motion:** Jeff Ossenkop motioned to approve the staff recommendation of scenario 3 and the utility fees proposed.

**Second:** Spencer Priest seconded.

**Vote:** Approved (4-0).

XIV. Discuss And Review Vehicle Needs Assessment (Bryson Frazier, 10 Minutes)

Bryson Frazier reported that the supply chain for vehicles is still feeling the impacts from the pandemic in efforts to fulfill government orders. He reviewed the list of needed vehicles for Coastal Zone Management, Beach Patrol and the parks and shared several possible solutions. Mr. Frazier would like to continue to work with Enterprise Fleet Management on the sourcing of the vehicles and bring these back for approval before finalizing the lease and/or purchase. The committee was supportive of this recommendation.

XV. Discuss And Consider Approval Of Renewal Of Credit Line And The Certificate Of Deposit At Moody National Bank (Bryson Frazier, 5 Minutes)

Bryson Frazier reported that the Park Board holds a line of credit in the amount of \$540,000 secured by a certificate of deposit, at Moody National Bank. The interest rate on this line is 1.95% and used to finance equipment purchases and other expenses as needed. Mr. Frazier is seeking approval to review this credit and certificate of deposit.

**Motion:** Dave Jacoby motioned to approve the renewals as requested.

**Second:** Spencer Priest seconded.

**Vote:** Approved (4-0).

XVI. Discuss And Consider Approval Of The Park Board Investment Policy And Authorize Publication Of A Request For Proposals For Investment Services (Bryson Frazier, 15 Minutes)

Bryson Frazier reported that the City of Galveston's investment policy was used as a template in the creation of the proposed Park Board investment policy being presented for approval. Mr. Frazier reviewed the policy. He also shared that once the policy is approved by the Board, staff is also seeking authority to develop and publish a request for proposals (RFP) for investment services.

**Motion:** Spencer Priest motioned to approve the investment policy and authorize the request for proposal for investment services.

**Second:** Jeff Ossenkop seconded.

**Vote:** Approved (4-0).

XVII. Discuss And Consider Approval Of Fiscal Year 2022 July And August Unaudited Financial Statements (Bryson Frazier, 15 Minutes)

Bryson Frazier reviewed the financial statements.

**Motion:** Spencer Priest motioned to approve the FY 2022 July and August unaudited financial statements.

**Second:** Jason Hardcastle seconded.

**Vote:** Approved (4-0).

XVIII. Executive Session

The meeting entered into executive session at 2:38 p.m.

A. Pursuant To Texas Local Government Code Section 551.074 - Personnel Matters - To Deliberate The Appointment, Employment, Evaluation, Reassignment Or Duties Of A Public Officer Or Employee

XIX. Action Item(S) Resulting From Executive Session

The open meet resumed at 3:29 p.m.

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

No action was taken.

XX. 2022-2023 Committee Work Plan

No changes at this time.

XXI. Future Agenda Items

Review of all liabilities, rates, terms, etc.

XXII. Announcements

Dellanera Beach Nourishment Project is scheduled to begin at the end of the week.

XXIII. Adjournment

The meeting was adjourned at 3:31 p.m.