I. In Accordance With The Order Effective March 16, 2020 Issued By The Office Of The Texas Governor, The Park Board Of Trustees Will Conduct This Meeting Via Videoconference In Order To Maintain Social Distancing For The Reduction In Spread Of The Covid-19 Virus.

II. Call Meeting To Order
The meeting was called to order at 1:30 p.m.

III. Roll Call And Declaration Of A Quorum

Roll was called and a quorum declared.

Committee members in attendance: Maureen Patton, Marty Fluke, Jan Collier, Dave Jacoby and Will Wright.

Staff in attendance: Kelly de Schaun, Michael Moser, Stuart Smith, Kimberly Danesi, Michael Woody and Schel Heydenburg.

IV. Conflict Of Interest Declarations
There were no conflicts declared.

V. Requests To Address The Committee
There were no requests to address the committee.

VI. Presentation Of Highlights From Administrative And Accounting Assessment (Julie Hart, 15 Minutes)
Julie Hart with CFO by Design gave a presentation to the committee on the recent assessment they performed on the administrative and accounting functions of the Park Board. Kelly de Schaun reported that the full report was shared with the CFO transition team and that there was what she considered “low hanging fruit” that could become part of the committees work plan. It was also recommended that Ms. Hart provide input in the transition to the new CFO as well.

VII. Discuss And Consider 2020 Concessionaire Process (Schel Heydenburg/Kimberly Danesi, 15 Minutes)

Schel Heydenburg gave an overview on the payment schedule breakdown for the current concession contracts. She shared that with the beaches reopening May 1st, staff is again before the committee seeking guidance on how to proceed with the collection of fees. One possible plan would be to reduce the fees the amount that was reduced in the revised budget of 35%.

Kimberly Danesi shared that of the 29 contracts scheduled to expire prior to March 2021, 27 are scheduled to go out for bid. She recommended that consideration be given to extend these contracts all one additional year, if the concessionaire wanted, to allow a thorough audit of each contract and revision of the timeline and current contract process.
The committee directed staff to speak with legal counsel on the matter of extending contracts. They also directed staff to reach out to the chair and vice-chair of the Parks and Amenities Committee to get their input and bring this information back to the June meeting.

VIII. Discuss And Consider Approval Of 2nd Quarter Park Board Of Trustees Fiscal Year 2019-2020 Unaudited Financial Statements (Michael Moser, 20 Minutes)

Michael Moser reviewed the 2nd Quarter 2019-2020 Financial Statements.

Motion: Will Wright motioned to accept the financial statements.

Second: Jan Collier seconded.

Vote: Approved (5-0).

IX. Present And Discuss The Revenues Collected During The Month Of April 2020 (Michael Moser, 15 Minutes)

Michael Moser reviewed the April revenue collections. He shared that the State rebate included on this worksheet does not reflect the impact of the pandemic which would not show until the next rebate payment.

X. Present And Discuss Estimated Cash Position As Of April 30, 2020 (Michael Moser, 15 Minutes)

Michael Moser review the current estimated cash position worksheet as of April 30, 2020.

XI. Discuss 2020-2021 Hotel Occupancy Tax Budget Values And Process (Kelly De Schaun, 15 Minutes)

Kelly de Schaun shared that historically the Tourism Development Advisory Committee has started the conversation about the value of the hotel occupancy tax, (HOT), for the budget planning. She reported that she and Michael Woody had already started having this conversation with the Galveston Hotel and Lodging Association and while occupancy is running good at this time, the average daily rate is down and there is concern about the fall season due to the unknown status of the festivals usually held during that time. Mrs. de Schaun shared that after hurricane Ike, the Board took a conservative approach to setting the penny and that it might be prudent to do that at this time. Maureen Patton also expressed concern about not having festivals and the impact. Michael Woody shared that Tourism Development is planning for other ways to draw people to the island during this season.

XII. Future Agenda Items

- 2020-2021 Budget Calendar
- Concessionaire Program
- Value of HOT

XIII. Announcements

XIV. Adjournment

The meeting was adjourned at 3:07 p.m.