I. Call Meeting To Order
   The meeting was called to order at 1:34 p.m.

II. Roll Call And Declaration Of A Quorum
   Roll was called and a quorum declared.

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

   Staff Present: Kelly de Schaun, Michael Moser, Schel Heydenburg, Kimberly Danesi, Sheryl Rozier and Stuart Smith.

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

IV. Requests To Address The Committee
   A letter from Gary Bell, chair of the Cavalla Historical Foundation, was read requesting to discuss the agreement between the Park Board and the Cavalla Historical Foundation with the committee.

V. Discuss And Consider Approval Of Meeting Minutes
   Motion: Will Wright motioned to approve the April 21, 2020 Finance and Operations Committee meeting minutes.

   Second: Dave Jacoby seconded.

   Vote: Approved (5-0).

   Motion: Marty Fluke motioned to approve the May 20, 2020 Finance and Operations Committee meeting minutes.

   Second: Jan Collier seconded.

   Vote: Approved (5-0).

VI. Discuss And Consider 2020 Concessionaire Program Process (Kimberly Danesi, 10 Minutes)

   Kimberly Danesi reported that as directed by the committee, staff met with the chair and vice-chair of the Parks and Amenities committee, Steven Creitz and Jason Worthen, regarding the impacts of the pandemic on the 2020 concessionaire program. She shared that they recommended offering extensions of 1 year to
those concessionaires whose contracts are set to expire in 2020. Mrs. Danesi recommended setting a 
deadline of July 1 for these concessionaires to accept or decline. She also stated that Mr. Crietz and Mr. 
Worthen recommended that the full base rate of the 2020 concession agreements be billed, payable in 
three installments: July, August and September.

Motion: Will Wright motioned to accept the Parks and Amenities recommendations for the 2020 
concessionaire program by offering 1-year extensions to the concessionaires whose agreements are 
expiring in 2020 with a deadline to accept by July 1 and to bill at the full base rate for the 2020 season 
payable in three installments: July, August and September.

Second: Marty Fluke seconded.

Vote: Approved (5-0).

VII. Discuss And Consider U.S. Postal Service Lease Renewal Market Value Option Term One (Sheryl Rozier, 
15 Minutes)

Sheryl Rozier gave a brief history on the U.S. Postal Service Lease and shared that this was the first of 
three renewal options.

Motion: Jan Collier motioned to approve renewal of the U.S. Postal Service Lease.

Second: Marty Fluke seconded.

Vote: Approved (5-0).

VIII. Discuss And Consider 2020-2021 Value Of Hotel Occupancy Tax (Kelly De Schaun, 15 Minutes)

Kelly de Schaun referenced her presentation given earlier in the day to the Tourism Development Advisory 
Committee (TDAC) which looked at several scenarios for the HOT projections of 2020-2021. Dave Jacoby 
reported that he had abstained at TDAC because he felt that the conversation was more antidotal than 
factual and he would like additional data to consider such as the May HOT report, future booking statistics 
and a special event update. Will Wright agreed that more data would be beneficial however there are still 
lot of unknowns that cannot be answered at this time. Mrs. de Schaun stated that the committee could 
choose to recommend a conservative approach of 1.5 million including the possible use of reserves with 
Board approval or more moderate with a 1.7 million penny. Maureen Patton stated that if the penny comes 
in at more than the budget, the overage goes into the reserves. Michael Moser and Stuart Smith both 
reminded the committee that a number to start with is needed so that they can move forward with the 
budgets. Mr. Moser recommended the 1.5 million penny and stated that it could be changed if needed 
before the budget is finalized.

Motion: Will Wright motioned to set the penny at 1.5 million at this time to start the 2020-2021 budget.

Second: Jan Collier seconded.

Vote: Approved (5-0).

IX. Present And Discuss 2020-2021 Budget Schedule (Stuart Smith/Schel Heydenburg, 5 Minutes) 
Stuart Smith reviewed the proposed 2020-2021 budget preparation schedule.

χ. Discuss And Consider April 2020 Park Board Of Trustees Unaudited Financial Statements (Michael Moser, 
15 Minutes)

Michael Moser reviewed the April 2020 financial statements.
Motion: Marty Fluke motioned to accept the April 2020 Unaudited financial statements.

Second: Dave Jacoby seconded.

Vote: Approved (5-0).

XI. Update On Park Board Revenues Collected During The Month Of May 2020 (Michael Moser, 10 Minutes)

Michael Moser reviewed the Park Revenue report.

XII. Update On Chief Financial Officer (Kimberly Danesi, 5 Minutes)

Kimberly Danesi reported that Bryson Frazier has accepted the position of Chief Financial Officer and is scheduled to start with the Park Board on July 1, 2020.

XIII. Future Agenda Items

XIV. Announcements

Kelly de Schaun shared that this would be the last meeting Michael Moser would attend. Mr. Moser was thanked by the committee for his many years of service.

XV. Adjournment

The meeting was adjourned at 2:50 p.m.