



**Hemisfair Park Area Redevelopment Corporation  
Board Meeting Minutes  
Friday, August 14, 2020  
8:00 AM – 10:00 AM**

**Board Members in Attendance:**

Rod Radle, Chair  
Juan Landa, Vice Chair  
Cara DeAnda, Treasurer  
Cynthia Lee, Secretary  
Melissa Chamrad  
Tracy Hammer  
Sue Ann Pemberton  
Kristi Wyatt  
Steve Yndo  
Lori Houston

**Staff Members in Attendance:**

Andres Andujar  
Omar Gonzalez  
Traci Lewand  
Geoff Baldwin  
Thea Setterbo  
Jane Linde

**Board Members Not Present:**

Ben Gorzell  
Corina Castillo-Johnson

**Other Guests & Visitors:**

Karl Baker, Golden Steves  
Anne Krause, Hemisfair Conservancy

**Call to Order**

Hemisfair Board Chair Rod Radle called the meeting to order at 8:05 a.m.

**Citizens to be Heard**

There were none.

**Approval of June 12, 2020 Meeting Minutes**

Mr. Radle presented the June 12, 2020 meeting minutes for comment and discussion. Mr. Landa offered a motion to accept the minutes and Ms. Lee provided a second. There being no further discussion, Mr. Radle asked for a voice vote and the motion passed unanimously.

**CEO Report – Hemisfair CEO**

Mr. Andujar addressed the fiscal year 2021 budget. The budget considers the impact of COVID-19. Current revenue is down by a third from a year ago. Current expenses have been reduced by 25% by adjusting staff size, eliminating pay increases and performance pay, and reducing cost of line items. The reserve fund will be used to address the temporary shortfall. Mr. Andujar thanked the board for their help in the pursuit of financial sustainability.

Attendance at the park is at 5% of what it was at this time last year. Staff is taking advantage of the slow times to continue park maintenance and to complete small projects that have already been funded.

Mr. Andujar reported that HPARC is continuing to work with the City to expedite procurement processes for Bond funded projects including Civic Park. Civic Park could potentially be broken up into two phases, with a contractor tentatively starting in summer of 2021. Mr. Andujar emphasized the importance of starting funded projects, which will further the momentum of Hemisfair being included in the 2022 Capital Municipal Bond.

Mr. Andujar reported that HPARC is negotiating postponement of payments of debt obligations to the



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City. He thanked Lori Houston, Troy Elliott, and the Board for their efforts and guidance through this process and expressed his optimism.

Mr. Radle inquired about when the Board and the public could expect more details on the partial construction of Civic Park. Mr. Andujar confirmed that this information will be ready for the next board meeting, including alternative plans depending on the bids that come in and the constraints of budget. Mr. Radle expressed the importance of updating the public and his appreciation for the future information.

**Board Officers' election**

Mr. Radle introduced the Officer's Election Item and turned over the discussion to Mr. Landa. Mr. Landa reviewed the current officers and proposed that all positions remain the same for the next year. There were no questions or comments offered. Mr. Yndo made the motion and Ms. Chamrad seconded; the motion passed unanimously. Board Officers will continue in the same positions: Rod Radle (Chair), Juan Landa (Vice Chair), Cara DeAnda (Treasurer), and Cynthia Lee (Secretary).

**FY21 Board Meeting Schedule**

Mr. Andujar proposed that the FY2021 Board meeting schedule shift to odd months, starting with the December 2020 meeting moving to January 2021. Meetings will continue to be held at 8am. Mr. Landa made the motion and Mr. Yndo seconded. The motion passed unanimously.

**FY2021 Budget; and monthly oversight by Finance Committee**

Mr. Gonzalez presented the budget, starting with Revenues, including FY20 Original and Actual budgets, and projections for FY21. He noted that FY20 and FY21 could have similar budgets - with the second half of FY20 occurring in COVID-19 conditions and the first half of FY21 projected to be in similar revenue conditions. Mr. Gonzalez notes that the biggest change for FY21's budget is that HPARC will no longer receive the contribution from the City General Fund. COSA is working with HPARC to defer Civic Park debt payments for the next two fiscal years, as the projected lease revenues in the Northwest P3 zone will likely be delayed. The largest income source for FY21 will be drawn from Reserves. Tenant lease revenue is low due to businesses being closed while attendance is down, only Paleteria remains open. Event revenue is essentially non-existent until the Spring when the park will potentially have events again. Parking revenue has slowed considerably but will hopefully resume in the second half of FY21. TIRZ will provide about \$135,000, pending board action. There is minor revenue shown from Interest Income.

Ms. Chamrad asked how much is in the Reserve account and how much would be left after FY21. Mr. Gonzalez confirmed that \$1.3 million will be left after FY21 and that a similar amount would be drawn from Reserve in FY22. Mr. Radle asked if HPARC is anticipating revenues to increase in FY22 since the Reserve account will be exhausted at that time. Mr. Gonzalez confirmed and reiterated the uncertainty of this time and mentioned that HPARC is taking a conservative approach to provide funding while we resolve revenue issues.

Mr. Gonzalez updated the board on changes in expenses. The conservancy will receive two-thirds of their previous allocation. Marketing fees are down 6%, as there are less events needing marketing. Dues and subscriptions are about the same. With less staff, HPARC saves 12% on office expenses. Janitorial services have been replaced by a part-time staffer doing weekly cleaning. Maintenance and Programming budgets have been trimmed, and Security guards are only working nights.



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Parking expenses are high due to the lease with AREA for The Hemisfair Garage starting payments in March '20, making it the only area of increased expense. HPARC is waiting to hear if the PPP loan will be forgiven. Layoffs have made salary, payroll, and insurance expenses lower, and there will be no performance pay. Overall office expenses have been lowered by 9%.

Based on the uncertainty of the next fiscal year, Mr. Gonzalez proposed monthly reviews by the finance committee. Any actions taken by the finance committee will be reviewed at the next board meeting to ensure knowledge of the flexible and changing budget.

Mr. Radle asked for a motion to approve the FY2021 budget. Ms. DeAnda made the motion and Mr. Landa seconded. The motion passed unanimously.

**Committee Updates –**

***Executive***

Mr. Radle commented that Civic Park has had an 18-month delay regardless of COVID-19 and thanked Ms. Houston for her assistance as a liaison to the city. He hopes to have an update on developer negotiations with the city within 30 days.

***Branding***

Ms. Setterbo reported that she has been taking training on metrics with which HPARC can measure the park's diversity and equity. She also reported that Hemisfair has joined the High Line Network, a group of 38 infrastructure reuse projects across North America, which can share experiences with each other focusing on equity and racial justice. Hemisfair is now also one of 38 local organizations which have completed the SA2020 Advancing Racial Equity cohort. Ms. Setterbo will provide a comprehensive update on her findings at the next meeting.

Ms. Setterbo shared some positive messages from participants of Story Time and Back to School Bash. Ms. Lewand discussed the success of Back to School Bash as the first drive-thru event and the first event working with "volunteer pods" to maintain safety while hosting an event. 296 out of 500 backpacks were picked up and the rest will be donated to areas of greatest need. All of the Teacher totes were claimed.

Ms. Lewand reported the continuing success of Story Time. Hemisfair has a curbside activity box pick-up, but for people who don't get a box, the crafts use common household items. 888 people have participated in 3 months, averaging 68/week. Virtual Story Time will continue even after regular programming resumes to benefit people who cannot come in person for a variety of reasons.

Virtual attendance this year has been 14,630. Year to date, the park has had 402,100 visitors, bringing the current total to 2,744,400.

***Finance***

Mr. Landa thanked Mr. Gonzalez for his help with updating the new budget and Ms. Houston for her continued support and flexibility.

Ms. Krause reported that the Back to School Bash donation will double for next year, as well as a doubling of a Story Time donation. There are 60 active grant proposals.



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**Planning & Development**

Mr. Gonzalez reported that the Texas Historic Commission didn't approve the plan for renovating Espinoza House for Bombay Bicycle Club. HPARC is working with THC on revisions to the plan and will update the board with any changes.

The Hemisfair Boulevard project phase two design is underway and can lead to new opportunities in the Eastern zone and Tower Park.

The Schultze RFI proposals are due in 1 week, and 4-5 parties are interested in applying.

HPARC is waiting on responses from Zachry and COSA regarding the Northwest zone and should have action in the next few weeks.

Mr. Baldwin emphasized maintaining the park so that the people who come through have a good experience. The butterfly gardens continue to be a great no-touch attraction for visitors to the park.

Other small projects include a wheelchair ramp into the HPARC office, new charging stations throughout the park, and COVID-19 informative signs. Mr. Radle asked about extra measures for Labor Day. Mr. Baldwin responded that Parks and Recreation provides signage and closes restrooms.

**Executive Session**

The Board did not recess into Executive Session.

**Board Member Comments**

There were no comments from the Board.

**Adjournment**

Mr. Radle commended the work of staff and committee members. Mr. Yndo makes the motion to adjourn the meeting and Ms. Pemberton seconded. The motion passed unanimously.

There being no further business, Mr. Radle adjourned the meeting at 9:09 a.m.

**ACCESSIBILITY STATEMENT**

This meeting was conducted via Zoom. Auxiliary aids and services, including Deaf interpreters, must be requested forty-eight (48) hours prior to the meeting. For assistance, call (210) 354-2947, or 711 (Texas Relay Services for the Deaf).

NOTICE: Effective March 16, 2020, Governor Gregg Abbott authorized the temporary suspension of some of the statutory provisions of the Texas Open Meetings Law. This Meeting is being held pursuant to this authorization and will limit face-to-face meetings to slow the spread of the Coronavirus (COVID19). This meeting was held using the **Zoom** platform.