

**Riverbanks Park Commission
Meeting Minutes
18 April 2024**

In accordance with the Freedom of Information Act, a copy of the agenda is available to radio and TV stations, newspapers, and persons requesting notification; was posted in the lobby of Riverbanks' administration building and was uploaded to Riverbanks' webpage.

Attendance Report

Commissioners Present: Jan Stamps, Jeff Reeves, Bob Davidson, Alana Williams, Deneen Shockley, Cliff Bourke, Mike Velasco (via phone)

Staff Present: Tommy Stringfellow, Lochlan Wooten, Christie Vondrak, Ashley Harris, Jessica Austin

Call to Order

Chairwoman Stamps called the meeting to order at 12:30pm.

Reading of the Minutes

The March 21, 2024, Commission Meeting minutes were approved as distributed.

Bourke motioned to approve the minutes, Shockley seconded, m/c unanimous.

Chairman's Remarks

- A lot is going on at Riverbanks for the rest of April and into May.
- Happy wedding anniversaries to Reeves and Shockley, and congratulations on the wedding of Shockley's son.
- Welcome back to Stringfellow from a trip overseas to visit the Leitner Poma Gondola facility.

Finance Report:

VP of Finance Ashley Harris provided the following report:

- March Dashboard Report:
 - Expenditures and transfers – we are 3.3M over prior year. 3M of that total is from the difference in state funding received. Expenditures are lower than budget due to utility costs – garden water bill is \$163,000 less than prior year.
 - Earned revenues up over budget and prior year, primarily due to general admission fees, concession & retail commissions, facility rental & group admission fees, rides & attractions, and interest income exceeding budgeted revenues. Earned \$703,000 in interest through March.
- March Balance Sheet:
 - Average earning interest rate in LGIP for March was 5.54%
 - Bond related costs and bond proceeds are recorded in a separate fund, so as we pay bond related costs, we'll report a balance as 'Due from Bond fund' in the General Fund.

Davidson motioned to approve the financials, Reeves seconded, m/c unanimous.

President & CEO Report:

President & CEO Tommy Stringfellow provided the following report:

- Met with Theo DuBose and Robert Hobson to start the document review for submission of the Bond. The rating call will be on July 16th.
- The state house and senate released their first round of the state budget. We anticipate Riverbanks will be included on subsequent rounds.
- Traveled to Leitner Poma's facility to view Gondola design and production.

Chief Administrative Officer Report:

Chief Administrative Officer Christie Vondrak provided the following report:

- Dates & Reminders
 - Wine Tasting – April 19 7pm-9:30pm
 - Plant Sale – April 20 9am-Noon
 - Happy 50th Anniversary! - April 25 6pm-8:30pm
 - Governors Press Conference - April 26 10:30am
 - Legislative Family Day - May 1 5:30pm – 8:30pm
 - Midlands Gives – May 7
 - Peak Drift Press Conference – May 8th 10am
 - Riverbanks Run – May 11
 - Members Night Out - May 31, June 14, June 28
 - May Commission Meeting - May 16
 - ECHO Conference - June 4-6
 - Bond Ratings - July 16
- Food trucks were on-site for staff during Spring Break. HR hosted a pizza party on Friday of Spring Break.


Chief Operating Officer Report:

Chief Operating Officer Lochlan Wooten provided the following report:

- Spring Break Statistics:
 - Generated 1M in revenue during Spring Break.
 - Recorded 82,987 attendance from March 29 – April 7. Average daily attendance was 9,220. Larger attendance than previous years.
- FYTD Attendance – 882,547, 4.7% over prior year, 4.5% under budgeted.
- Explore More update - online sales are up thanks to QR codes in the park which will reduce use of plastic cards.
- Education facility update- design phase continues.
- Received approval for the incoming transfer of new koala and new sea lion.

The meeting was adjourned.

Approved and adopted on the 16 day of May 2024.


_____, Secretary