



**CLEBURNE 4B ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS REGULAR MEETING MINUTES**

**Thursday, January 21, 2021 at 5:00pm**

**City Hall Council Chambers**

**10 North Robinson Street, Cleburne, TX 76031**

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**REGULAR MEETING**

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City board meetings reopened to the public with social distancing and sanitation guidelines in place as a continued response to the COVID-19 health emergency. Members of the board, city staff and the public were given an opportunity to participate in person or by teleconference.

**1. Roll Call and Call to Order by Presiding Officer @ 5:02 PM**

\*Participated Remotely

Board Members:

- ✓ Chris Boedeker
- ✓ Michelle Kennon
- ✓ Kim Lively
- ✓ Mike Mann
- ✓ Debby Miller, Vice-President
- ✓ Jean Moss
- ✓ John Warren

City Staff:

- ✓ Aaron Dobson, Parks and Recreation Director\*
- Steve Polasek, City Manager/CAO
- Chris Fuller, Deputy City Manager
- ✓ Ivy Peterson, City Secretary/Board Secretary
- ✓ Marcie Freelen, Acting Finance Director
- ✓ Katie Easdon, Recreation Manager

**2. Invocation** by John Warren

**3. ~~City Secretary reads the guidelines to speak before the Board of Directors~~**

Vice-President Miller waived the reading of the guidelines until such a time as necessary

**4. Introduction of new Board of Director's member Kim Lively**

BRIEF: Kim Lively has served for four year on the Parks & Recreation Board, three years as President of the Board. Recently Mr. Lively has served as a member of the Parks, Recreation, Trails and Open Space Steering Committee.

**5. Community Interest Matters, Announcements & Presentations**

**5A. Financial Report thru December 2020, presented by Marcie Freelen**

In December 2020, the 4B Corporation received sales tax revenues of \$267,454 from the State Comptroller. For the month of December 2020, the sales tax allocation is down -0.68%, as compared to the same month in the prior fiscal year, and is lower by -0.68% for the fiscal year. Year-to-date, 8.9% of the budgeted sales tax revenue had been earned, as compared to 8.3% that is projected to be earned. Sales tax revenues received in October 2020 and November 2020 are recorded as revenue in the prior fiscal year since the actual sales occurred in August 2020 and September 2020 per Government Accounting Standards Board rules.

Year-to-date through December 2020 (25% of the budget year), actual revenue earned by the 4B funded departments, as compared to budgeted General Fund revenue, is as follows:

Department	Actual Revenue	Budgeted Revenue	Balance to Earn	% of Revenue Earned
Booker T Washington Recreation Center	\$10,476	\$31,150	(\$20,674)	33.63%
Splash Station	\$29,423	\$250,000	(\$220,577)	11.77%
Sports Complex	\$14,550	\$35,000	(\$20,450)	41.57%
<b>Total</b>	<b>\$54,449</b>	<b>\$316,150</b>	<b>(\$261,701)</b>	<b>17.22%</b>

Year-to-date through December 2020 (25.00% of the fiscal year complete), actual expenditures of the 4B funded departments as compared to budgeted General Fund expenditures are as follows:

Department	Actual Expenditures	Budgeted Expenditures	Balance to Spend	% of Budget Expended
Booker T Washington Recreation Center	\$49,678	\$226,421	\$176,743	21.94%
Splash Station	\$100,533	\$911,588	\$811,055	11.03%
Sports Complex	\$146,666	\$665,506	\$518,840	22.04%
Railroad Museum	\$5,296	\$51,123	\$45,827	10.36%
<b>Total</b>	<b>\$302,173</b>	<b>\$1,854,638</b>	<b>\$1,552,465</b>	<b>16.29%</b>

At the end of the fiscal year, revenues received are netted against expenditures for the 4B funded departments (Booker T Washington Recreation Center, Splash Station, Sports Complex, and Railroad Museum) to calculate the transfer to the General Fund for reimbursement for the net expenditures of the 4B funded departments.

The actual expenditures and transfers of the 4B Corporation through December 2020 were \$364,346 versus an operations, transfers and capital budget of \$2,871,566. The major capital expenditures are the annual debt principal and interest payment, trash cans at the Sports Complex, sand change at Splash Station, and various pieces of equipment.

**5B. Update on the status of projects at 4B facilities, presented by Katie Eason**

BRIEF: Staff updated the 4B Board on the status of projects at Splash Station, Sports Complex, Booker T. Washington Recreation Center, Railroad Museum.

## **Splash Station Projects:**

### Sand Change:

- Scheduled for the week of March 22<sup>nd</sup>.
- The Dome is scheduled to be taken down the same week. Both projects will be completed at the same time and will reduce the amount of down time for our guests.

### Vortex Pump Replacement:

- Scheduled for January 26<sup>th</sup>
- This will allow for the utilization of the Vortex area in our leisure pool this summer

### Pump Room Heaters:

- Completed in December
- This has insured our pump room maintains the appropriate room temperature.

### Crushed Granite:

- Various bed have been updated to include crushed granite
- Planting materials will be installed in the Spring

### Doom Interior Light Poles:

- Received in January and will be installed for the 2022 season.

### Lounge Chairs:

- Will have these prior to the summer swim season.

Splash Station is being prepared to open at 100% capacity for the 2021 season.

## **Booker T. Washington Recreation Center Projects:**

### Stairmaster:

- Installed in November
- This addition has been welcomed by our guests and has become one of the higher used piece's of equipment at the facility.

### Weight Room Mirror:

- This is on backorder and will be install once it is available.

### Front Entrance Door:

- This is in the process of being installed and is estimated to be completed by the beginning of March.

## **Sports Complex Projects:**

### Flex Wing Mower:

- Mower has been received and utilized.

### Sidewalk Grates:

- New grates have been installed.

### H Frame Trash Cans:

- New trash cans are being installed and will be ready for the spring season.

### Crushed Granite:

- All beds within the Sports Complex have been updated to include crushed granite.

## **Railroad Museum Expansion Project:**

### Roof Replacement:

- The roof over 204, 206 and 208 was replaced in October 2019.

### Asbestos Remediation:

- The remediation of the asbestos in 204, 206 and 208 was completed in November 2020.

### Demolition and Next Steps:

- Fast General Construction has completed the demolition of all three suites.
- Next steps are to complete electrical, plumbing and HVAC. Then close up floors that were cut for plumbing work

## **6. Consider and approve minutes for the November 19, 2020, Regular Meeting.**

Director Boedeker made a motion to **approve as presented** and was seconded by Director Kennon. The motion carried with a unanimous vote of 7 to 0.

## **7. Consider appointment of Board of Director Officer(s).**

BRIEF: 4B Board Members will nominate and vote on a Member to serve as Board Officer(s).

Director Boedeker made a motion to **appoint Debby Miller as President** and was seconded by Director Mann. The motion carried with a unanimous vote of 7 to 0.

Director Boedeker made a motion to **appoint Michelle Kennon as Vice President** and was seconded by Director Warren. The motion carried with a unanimous vote of 7 to 0.

## **8. Consider appointment of member to the Parks, Recreation, Trails, and Open Space Master Plan Steering Committee.**

BRIEF: 4B Board Members will nominate and vote on a Member to serve on the Committee.

President Miller nominated Director Lively to serve on the steering committee and was seconded by Director Boedeker.

A nomination was also made for Director Moss by Vice President Kennon. After further discussion, Director Moss withdrew her name from consideration.

Director Boedeker nominated **Director Lively to serve on the Committee** and the Board of Directors approved the nomination with a unanimous vote of 7 to 0.

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## **ADJOURNMENT**

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**ADJOURNED AT: 5:27 PM**

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## **APPROVAL OF MINUTES**

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**APPROVED BY MAJORITY VOTE OF THE BOARD ON: April 15, 2021**