



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

**Thursday, April 15, 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 5:17 PM**

\*Participated Remotely

Board Members:

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

City Staff:

- ✓ Aaron Dobson, Parks & Recreation Director
- Steve Polasek, City Manager/CAO
- ✓ Chris Fuller, Deputy City Manager\*
- ✓ Ivy Peterson, City Secretary\*
- ✓ Marcie Freelen, Assistant Finance Director
- ✓ Kristi Dempsey, Parks & Recreation Secretary

**2. Invocation by Director John Warren**

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

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

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

**A. Financial Report thru March 2021, presented by Marcie Freelen**

In March 2021, the 4B Corporation received sales tax revenues of \$313,888 from the State Comptroller. For the month of March 2021, the sales tax allocation is up 25.63%, as compared to the same month in the prior fiscal year, and is higher by 8.09% for the fiscal year. Year-to-date, 40.14% of the budgeted sales tax revenue had been earned, as compared to 33.3% 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 March 2021 (50.00% 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	\$22,305	\$31,150	(\$8,845)	71.61%
Splash Station	\$32,492	\$250,000	(\$217,508)	13.00%
Sports Complex	\$21,930	\$35,000	(\$13,070)	62.66%
<b>Total</b>	<b>\$76,727</b>	<b>\$316,150</b>	<b>(\$239,423)</b>	<b>24.27%</b>

Year-to-date through March 2021 (50.00% 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	\$91,031	\$226,421	\$135,390	40.02%
Splash Station	\$210,564	\$911,588	\$701,024	23.10%
Sports Complex	\$290,528	\$665,506	\$374,978	43.66%
Railroad Museum	\$13,330	\$51,123	\$37,793	26.07%
<b>Total</b>	<b>\$605,453</b>	<b>\$1,854,638</b>	<b>\$1,249,185</b>	<b>32.65%</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 March 2021 were \$1,762,321 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.

5. **Consider and approve meeting minutes for January 21, 2021, March 18, 2021 and April 6, 2021.**

Director Boedeker made a motion to **approve the minutes as presented** and was seconded by Vice-President Kennon. The motion carried with a unanimous vote of 4 to 0.

6. **Review and recommend to the Cleburne City Council the selection of Delcom Group (TIPS Contract #200904 AV) for the audiovisual system at the Railroad Museum for an amount of \$24,817.07 with a \$1,300 contingency for a total project amount not to exceed \$26,117.07.**

Presented by Aaron Dobson, Director of Parks & Recreation

Brief: The multipurpose room audiovisual project will include a motorized recessed ceiling screen, ceiling mounted projector, flush mounted speakers and subwoofers, wireless microphone system, and HDMI wall plate. The IT team recommends including a five percent (5%) contingency for this project. Delcom Group awarded this project utilizing TIPS contract, #200904 AV, in an amount of \$24,817.07 with a \$1,300 contingency for a total project amount not to exceed \$26,117.07.

Director Boedeker made a motion to **approve Item #6 as presented** and was seconded by Director Warren. The motion carried with a unanimous vote of 4 to 0.

7. **Review and recommend to the Cleburne City Council the selection of Computex Technology Solutions (BuyBoard Contract #579-19) for network cabling and cameras at the Railroad Museum for an amount of \$17,432 with a \$1,750 contingency for a total project amount not to exceed \$19,182.**

Presented by Aaron Dobson, Director of Parks & Recreation

Brief: The cabling will provide network drops at locations where there will be computers and phones along with a fiber run to the Smith History Museum to provide them access. They will be installing a locking network rack to house all of the network equipment. The cameras are setup around the building to provide coverage of public areas, entrance/exits, and some outside coverage of the front area. The cameras will hookup to the current camera system. Computex Technology Solutions was awarded this project utilizing BuyBoard contract #579-19 in an amount of \$17,432 with a \$1,750 contingency for a total project amount not to exceed \$19,182.

Director Warren made a motion to **approve Item #7 as presented** and was seconded by Vice-President Kennon. The motion carried with a unanimous vote of 4 to 0.

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## ADJOURNMENT

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**ADJOURNED AT: 5:31 PM**

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## APPROVAL OF MINUTES

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**APPROVED BY MAJORITY VOTE OF THE BOARD ON: July 1, 2021**