



**CLEBURNE 4B ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
Thursday, April 21, 2022 at 5:00pm  
City Hall Council Chambers, 10 North Robinson Street, Cleburne, TX 76031**

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**1. Roll call and call to order by Presiding Officer at \_\_\_\_\_ PM**

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| <u>Board Members:</u> <ul style="list-style-type: none"><li>✓ Chris Boedeker</li><li>✓ Michelle Kennon, Vice President</li><li>✓ Kim Lively</li><li>✓ Mike Mann</li><li>✓ Debby Miller, President</li><li>✓ Jean Moss</li><li>✓ John Warren</li></ul> | <u>City Staff:</u> <ul style="list-style-type: none"><li>✓ Aaron Dobson, Parks and Recreation Director</li><li>Steve Polasek, City Manager/CAO</li><li>Chris Fuller, Deputy City Manager</li><li>✓ Ivy Peterson, City Secretary</li><li>✓ Rhonda Daugherty, Finance Director</li></ul> |
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**2. Invocation by Director \_\_\_\_\_**

**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 is necessary.

**4. Citizens Comments:** An opportunity for the public to make comments or address concerns for any matter whether or not posted on the agenda. There were no speakers.

**5. Consider and approve minutes for March 17, 2022 regular meeting.**

Director \_\_\_\_\_ made a motion to **approve Item #5 as presented** and was seconded by Director \_\_\_\_\_. The motion carried with a vote of \_\_\_\_\_ of \_\_\_\_\_.

## 6. Presentation of the Financial Report thru March 2022.

Presented by: Rhonda Daugherty, Director of Finance

Summary: In March 2022, the 4B Corporation received sales tax revenues of \$324,550 from the State Comptroller. For the month of March 2022, the sales tax allocation is up 3.40%, as compared to the same month in the prior fiscal year, and is higher by 15.88% for the fiscal year. Year-to-date, 44.30% 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 2021 and November 2021 are recorded as revenue in the prior fiscal year since the actual sales occurred in August 2021 and September 2021 per Government Accounting Standards Board rules.

Year-to-date through March 2022 (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	\$23,183	\$33,500	(\$10,317)	69.20%
Splash Station	\$11,112	\$245,000	(\$233,888)	4.54%
Sports Complex	\$20,136	\$40,000	(\$19,864)	50.34%
Total	\$54,431	\$318,500	(\$264,069)	17.09%

Year-to-date through March 2022 (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	\$133,268	\$297,867	\$164,600	44.74%
Splash Station	\$207,972	\$971,139	\$763,167	21.42%
Sports Complex	\$282,327	\$713,795	\$431,468	39.55%
Railroad Museum	\$32,988	\$77,842	\$44,854	42.38%

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Total	\$656,555	\$2,060,643	\$1,404,088	<b>31.86%</b>
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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 2022 were \$1,884,611 versus an operations, transfers and capital budget of \$3,946,457. 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.

Item #6 is informational and for discussion only with no formal action taken.

**7. Review and recommend to City Council the selection of C&P Electrical Systems, LLC for the Generator Transfer Switch and Connection Box at Splash Station for an amount not to exceed \$35,500.**

Presented by: Rodney Carlock, Parks Superintendent

Summary: This item is to oversee the connectivity for the backup generator system at Splash Station. The contractor will install 400 amp 48v 3 phase manual transfer switch. Furnish and install conduit and wiring from the existing mcc to the new manual transfer switch. Furnish and install 400 amp 480v phase generator connection box on outside of electrical room. Furnish and install conduit and wiring from new manual transfer switch to generator connection box. This project was competitively bid. Five bids were submitted, one bid did not attend the pre-bid meeting facility walk through. The lowest eligible bid submitted was from C&P Electrical Systems, LLC. They have been awarded this project for an amount not to exceed \$35,500.

Director \_\_\_\_\_ made a motion to **approve Item #7 as presented** and was seconded by Director \_\_\_\_\_. The motion carried with a vote of \_\_\_\_\_ of \_\_\_\_\_.

**8. Update on new projects and the Capital Projects Manager**

Item #8 is informational and for discussion only with no formal action taken.

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**ADJOURNMENT**

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**ADJOURNED AT:** \_\_\_\_\_ PM

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**APPROVAL OF MINUTES**

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**APPROVED BY MAJORITY VOTE OF THE BOARD ON:** \_\_\_\_\_