



MINUTES

**CLEBURNE 4B ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING
THURSDAY, MAY 16, 2019 AT 5:00 PM
CITY HALL COUNCIL CHAMBERS
10 NORTH ROBINSON STREET**

ROLL CALL AND CALL TO ORDER BY PRESIDING OFFICER AT 5:00 PM

Board Members			City Staff		
Vance Castles	President	✓	Aaron Dobson	Parks and Recreation Director	✓
Michelle Kennon		✓	Steve Polasek	City Manager/CAO	X
Debby Miller		✓	Chris Fuller	Deputy City Manager	X
Steve Shaffer	Vice President	✓	Shelly Doty	City Secretary/Board Secretary	✓
Dale Sturgeon		✓	Ivy Peterson	Deputy City Secretary	✓
John Warren		✓	Terry Leake	Finance Director	✓
Gayle White		✓	Troy Lestina	Finance Director	✓

WORKSHOP

1. Invocation by Reverend John Warren
2. Introduction of new Finance Director Troy Lestina
3. Financial report – Terry Leake

For the period of February 2019 through April 2019, the 4B Corporation received the following sales tax revenues by month with percentage comparison of the prior year’s same month: February - \$302,517 (13.8% increase), March - \$238,343 (12.1% increase), April - \$230,410 (10.0% increase). Year-to-date sales tax revenue is up 12.6% through April 2019, with 45.6% of the budgeted sales tax revenue earned, as compared to 41.7% that is projected to be earned. Sales tax revenues received in October 2018 and November 2018 are recorded as revenue in the prior fiscal year, since the actual sales occurred in August 2018 and September 2018 per Government Accounting Standards Board rules.

Year-to-date through April 2019 (58% of the budget year complete), 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	\$27,210	\$38,250	(\$11,040)	71%
Splash Station	\$25,877	\$310,000	(\$284,123)	8%
Sports Complex	\$37,924	\$62,000	(\$24,076)	61%
Total	\$91,011	\$410,250	(\$319,239)	22%

Below is a comparison of April 2019 year-to-date expenditures versus total departmental budget (58% of the budget year complete), of the 4B Corporation funded departments included in the

General Fund Budget. 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.

Department	Actual Expenditures	Budgeted Expenditures	Difference	% of Budget Expended
Booker T Washington				
Recreation Center	\$102,991	\$243,279	\$140,288	42%
Splash Station	\$151,615	\$812,607	\$660,992	19%
Sports Complex	\$236,799	\$564,863	\$328,064	42%
Railroad Museum	\$16,607	\$60,784	\$44,177	27%
Total	\$508,012	\$1,681,533	\$1,173,521	30%

The actual expenditures and transfers of the 4B Corporation through April 2019 were \$1,577,285 versus an operations, transfers and capital budget of \$3,246,776. The major expenditures are the fourth and final payment on the exercise equipment at Booker T. Washington Recreation Center, debt service principal and interest payment on the 2017 refunding sales tax bonds, security system at Splash Station, mowers and shade structures for the Sports Complex.

REGULAR MEETING

I. CONSIDER AND APPROVE MINUTES FOR MARCH 21, 2019 REGULAR MEETING.

MOTION: to approve as written

	Motion	Second	Aye	No	Abstain	Absent		Result
Castles			X				X	Approved as presented
Kennon		X	X					Approved as amended
Miller			X					Denied
Shaffer			X					Withdrawn
Sturgeon			X					
Warren			X					Postponed until:
White	X		X					
X	<i>Motion Carried</i>		<i>Motion Failed</i>					<i>Roll Call</i>

II. REVIEW AND APPROVE A QUOTE FROM COMPUTEX TECHNOLOGY SOLUTIONS FOR THE SECURITY CAMERA UPGRADE AT BOOKER T. WASHINGTON COMMUNITY AND RECREATION CENTER IN THE AMOUNT OF \$11,750.

Presenters: Aaron Dobson/Josh Rhodes, IT

There is over \$11,000 budgeted for this line item. The quote from Computex Technology Solutions is \$8,078.62. This will increase the level of security at BTW replacing a failing analog system. The system is expandable. The BTW manager will be given rights to view the videos.

The videos will be saved for a minimum of two weeks but may be available for up to a month. Cameras will be located inside and outside the facility in critical areas such as the front desk, gym and a portion of the parking lot.

MOTION: to approve in the amended amount of \$8,078.62

	Motion	Second	Aye	No	Abstain	Absent		Result
Castles			X					Approved as presented
Kenyon			X				X	Approved as amended
Miller		X	X					Denied
Shaffer			X					Withdrawn
Sturgeon	X		X					
Warren			X					Postponed until:
White			X					
X	<i>Motion Carried</i>		<i>Motion Failed</i>					<i>Roll Call</i>

III. REVIEW AND APPROVE A QUOTE FROM SUNBELT POOLS FOR A REPLACEMENT OF THE COMPETITIVE POOL DIVING BOARD AT SPLASH STATION IN THE AMOUNT OF \$14,658.

Presenter: Aaron Dobson

Staff has identified issues with the current diving board. One of the welds was broken at the end of last season. This includes installation. An engineer has inspected and given his okay. Sunbelt is the leading provider of diving boards and is a BuyBoard vendor.

MOTION: to approve the quote from Sunbelt Pools and a budget amendment in the amount of \$14,658

	Motion	Second	Aye	No	Abstain	Absent		Result
Castles			X				X	Approved as presented
Kenyon			X					Approved as amended
Miller	X		X					Denied
Shaffer		X	X					Withdrawn
Sturgeon			X					
Warren			X					Postponed until:
White			X					
X	<i>Motion Carried</i>		<i>Motion Failed</i>					<i>Roll Call</i>

IV. DISCUSS AND APPOINT A 4B BOARD MEMBER TO SERVE ON THE PARKS, RECREATION, TRAILS AND OPEN SPACE MASTER PLAN COMMITTEE.

Presenter: Aaron Dobson

Aaron explained that it is time to update the current plan so that we would be eligible for grant funding. The majority of grant providers require a master plan. This Committee would be responsible for receiving and reviewing proposals from potential firms. It should take approximately 3 months. Once the firm is selected it will be reviewed by the 4B Board, Parks Board and City Council. It will take approximately 1 year. Once the selection is made, a new committee will be appointed to work with the firm in the development of the new plan. It will consist of Aaron Dobson, Deputy City Manager Chris Fuller, Development Services Director Shane Pace, one member of the Parks Board, and one member of the 4B Board.

MOTION: to appoint Debbie Miller to serve on the Master Plan Committee

	Motion	Second	Aye	No	Abstain	Absent		Result
Castles	X		X				X	Approved as presented
Kennon			X					Approved as amended
Miller			X					Denied
Shaffer			X					Withdrawn
Sturgeon			X					
Warren			X					Postponed until:
White		X	X					
X	Motion Carried		Motion Failed					Roll Call

V. APPOINT NEW 4B BOARD SECRETARY.

Presenter: Shelly Doty, City Secretary

BRIEF: I am retiring effective May 31 so a new Board Secretary needs to be appointed. Ivy Peterson has been appointed as the new City Secretary effective June 1. It is my recommendation that Ivy Peterson be appointed as the new 4B Board Secretary.

MOTION: to appoint Ivy Peterson

	Motion	Second	Aye	No	Abstain	Absent		Result
Castles			X				X	Approved as presented
Kennon			X					Approved as amended
Miller			X					Denied
Shaffer			X					Withdrawn
Sturgeon		X	X					
Warren			X					Postponed until:
White	X		X					
X	Motion Carried		Motion Failed					Roll Call

The Board presented a certificate of appreciation to Shelly Doty for her years of service to the Board and congratulated her on her upcoming retirement from the City.

The Board presented certificates of appreciation to outgoing Board Members Gayle White and Dale Sturgeon for their years of service to the Board.

CITIZENS COMMENTS

None

ADJOURNED AT: 5:40 p.m.