



**CLEBURNE 4B ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, August 12, 2021 at 5:00pm
City Hall Council Chambers, 10 North Robinson Street, Cleburne, TX 76031**

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 at 5:00 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 and Recreation Director
- Steve Polasek, City Manager/CAO
- ✓ Chris Fuller, Deputy City Manager
- ✓ Ivy Peterson, City Secretary
- ✓ Rhonda Daugherty, Finance Director

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

5. Consider and approve meeting minutes for July 1, 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 6 to 0.

6. Presentation of the Financial Report thru July 2021.

Presented by Rhonda Daugherty, Director of Finance

For the month of July 2021, the 4B Corporation received sales tax revenues of \$281,003 from the State Comptroller. The sales tax allocation is down 4.68%, as compared to the same month in the prior fiscal year, but is higher by 15.13% for the fiscal year. Year-to-date, 81.59% of the budgeted sales tax revenue had been earned, as compared to 66.67% that is projected to be earned.

In accordance with the Generally Accepted Accounting Principles (GAAP) best accounting practices, sales tax revenues received in October and November are recorded as revenue in the prior fiscal year since the actual sales occurred in August and September.

Year-to-date through July 2021 (83.33% 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	\$36,654	\$31,150	\$5,504	117.67%
Splash Station	280,420	250,000	30,420	112.17%
Sports Complex	42,727	35,000	7,727	122.08%
Total	\$359,801	\$316,150	\$43,651	113.81%

Year-to-date through July 2021 (83.33% 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	\$152,880	\$226,421	\$73,541	32.48%
Splash Station	517,776	911,588	393,812	43.20%
Sports Complex	464,440	669,150	204,709	30.59%
Railroad Museum	27,793	51,123	23,330	45.63%
Total	\$1,162,889	\$1,858,282	\$695,393	37.42%

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 July 2021 were \$2,174,473 versus an operations, transfers and capital budget of \$2,933,663. 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 and no formal action was taken.

7. Consider and approve the 4B Economic Development Corporation Sales Tax Fund Budget for Fiscal Year 2022.

Presented by Rhonda Daugherty, Director of Finance and Aaron Dobson, Director of Parks and Recreation

Summary: The purpose of this item is to review and consider approval of the proposed FY2022 budget requests for the various 4B Divisions, including all CIP items.

Mrs. Daugherty presented the Corporation's revenues for the last six fiscal years (2015 – 2020) with the primary source of revenue being the ½ cent sales tax.

- FY 2015 - \$2,791,358
- FY 2016 - \$2,670,846
- FY 2017 - \$2,779,966
- FY 2018 - \$3,030,955
- FY 2019 - \$3,196,231
- FY 2020 - \$3,399,846

The current FY 2021 sales tax revenue through July receipts was \$2,461,659. Fiscal year 2022 sales tax revenue is projected at \$3,300,000.

Expenditures budgeted for the FY 2022 is projected at \$3,916,507, whereas for FY 2021 is \$2,695,566 for an increase of \$1,220,941 due to additional capital improvement projects.

Mr. Dobson presented the capital improvement projects for FY 2022 and are listed as follows:

Facility	Capital Improvement Project	New/ Renovation	Cost
BTW Recreation Center	Gym Flooring Replacement	R	\$114,000
BTW Recreation Center	Treadmill Replacement	R	\$ 24,000
BTW Recreation Center	Interior Painting	R	\$ 34,000
BTW Recreation Center	Banquet Hall Flooring Replacement	R	\$ 16,500
BTW Recreation Center	Banquet Hall Audio Visual	N	\$ 29,950
Splash Station	Air Handler Replacement	R	\$160,000
Splash Station	Dome Airlock and Revolving Door	R	\$ 19,000
Splash Station	Robotic Commercial Pool Cleaner	R	\$ 5,300
Splash Station	Locker Room Renovation	R	\$108,000
Splash Station	Control Panel replacement and Sump Pump Addition	R	\$ 15,000
Splash Station	Shade Fabric Replacements	R	\$ 15,800
Splash Station	Pump Shade Fabric Cover	N	\$ 26,000
Splash Station	Generator	N	\$170,000
Sports Complex	Irrigation Intake Hand Dredging	R	\$ 21,500

Sports Complex	Tractor Replacement	R	\$ 41,000
Sports Complex	Infidel Groomer	R	\$ 26,000
Sports Complex	Update Chemical Program	R	\$ 44,000
Sports Complex	Infield Irrigation	N	\$ 8,000
Sports Complex	Football Scorer Box replacement	R	\$ 18,200
Sports Complex	Field Painter	R	\$ 6,100
Sports Complex	Shade Canopy Fabric Replacement	R	\$ 16,000
Sports Complex	Field Survey	N	\$ 9,135
Railroad Museum	#3417 Lighting	N	\$ 5,800
4B Corporation Subtotal			\$933,285

Director Mann requested to see the specifications for the portable generator at Splash Station.

Director Warren was pleased to see the Booker T Washington facility flooring replacement included in the proposed budget.

Director Boedeker inquired if the FY 2022 budget included any funds for the Parks Master Plan projects and Mr. Dobson confirmed that some of the CIPs in this budget are indeed part of the master plan.

*Director Boedeker excused himself from the meeting as he had another civic commitment.

Director Mann made a motion to **approve Item #7 presented** and was seconded by Director Warren. The motion carried with a unanimous vote of 5 to 0.

ADJOURNMENT

ADJOURNED AT: 6:07 PM

APPROVAL OF MINUTES

APPROVED BY MAJORITY VOTE OF THE BOARD ON: October 28, 2021