



**CLEBURNE 4B ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, February 10, 2022 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.

1. Roll call and call to order by Presiding Officer at 5:00 PM

- | | |
|--|---|
| <p><u>Board Members:</u></p> <ul style="list-style-type: none">✓ Chris BoedekerMichelle Kennon, Vice PresidentKim Lively✓ Mike Mann✓ Debby Miller, President✓ Jean Moss✓ John Warren | <p><u>City Staff:</u></p> <ul style="list-style-type: none">✓ Aaron Dobson, Parks and Recreation DirectorSteve Polasek, City Manager/CAO✓ Chris Fuller, Deputy City Manager✓ Ivy Peterson, City Secretary✓ Rhonda Daugherty, Finance Director |
|--|---|

2. Invocation by Director 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 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 meeting minutes for October 28, 2021.

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

6. Presentation - Railroad Museum Opening
Presented by Aaron Dobson, Director of Parks and Recreation

- Sneak Peek: February 10th from 6 – 7:30 pm
 - City Council
 - 4B Board of Directors
 - Museum Board
 - CRRMG
- Railroad Museum Grand Opening
 - February 11th – 12th open 12 – 7 pm
 - Mayor Cain – official opening 12:30 pm
 - Coloring Contest, Boxcar Decoration, and more

- About the new museum
 - Triple the size of the temporary museum
 - Over 400 historical objects
 - Interactive displays
 - Various programs

7. Presentation – Splash Station:

- a. Lifeguard Salaries
- b. Seasonal and Part Time Staff Benefits
- c. Resident and Non-Resident Rates
- d. Cost Recovery

Presented by Aaron Dobson, Director of Parks and Recreation

Mr. Dobson presented facility comparison charts for lifeguard starting pay and incentives and outlined potential future incentives opportunities:

- Returning seasonal employee pay increase
- Refer a friend program: \$10.00 per referral and referral must work for Splash Station for 6 weeks
- Seasonal & Part Time Staff Incentive Pay
 - \$50: Memorial Day thru 1st week of August
 - \$150: Memorial Day thru Labor Day
 - An employee can only receive one incentive bonus at the end of the season

Mr. Dobson reported Splash Station's 5-year cost recovery percentages averaging 44.5% (excluding 2020's 8% due to the pandemic).

A guest entrance fee comparison chart was presented that included Cleburne, Burleson, and Joshua YMCA's day passes, summer membership and year-round membership.

Mr. Dobson outlined the next steps:

- Continue to monitor starting pay for seasonal and part-time staff
- Make a request for seasonal and part-time incentives to budget team for the FY '23 budget
- Work with a consultant to review Splash Station and cost recovery opportunities including:
 - Financial Analyses
 - Review existing revenue and expenses and recommend what can be done to maximize facility and user groups.
 - Review existing fees and provide suggestions for potential increase, included but not limited to creating a Resident vs. Non-Resident charge.

8. Consider the Capital Improvement Projects for Booker T. Washington Community and Recreation Center

Presented by Aaron Dobson, Director of Parks and Recreation

- 8a.** Recommend to City Council to consider the selection of Ponder Company Inc. for Booker T. Washington Community and Recreation Center Gymnasium and Banquet Hall flooring replacement, for an amount not to exceed \$93,921.

Summary: This item calls for the replacement of the gymnasium and banquet hall flooring at the Booker T. Washington Community and Recreation Center. The current flooring in the gymnasium is aging and has various spots that do not allow for the bouncing of a basketball, and the banquet hall flooring limits the flexibility of the use of the room. The improved flooring will allow the gymnasium to better serve athletic and recreation guests and allow for the banquet hall to meet the greater need of guests. Ponder Company, Inc. was awarded this project utilizing BuyBoard (r41-21) for an amount not to exceed \$93,921 (Gymnasium - \$77,346 and Banquet Hall - \$16,575).

Director Moss made a motion to **approve Item #8a as presented** and was seconded by Director Warren. The motion carried with a vote of 5 to 0.

- 8b.** Review and recommend to City Council the selection of DHC Texas: Construction, Restoration and Repair for interior painting at Booker T. Washington Community and Recreation Center for an amount not to exceed \$38,190.

Summary: This item is to re-paint all of Booker T. Washington Community and Recreation Center interior, including the gym, weight room, banquet hall, cardio room, foyer, hallway walls & front doors. This does not include the kitchen or bathrooms at this time. Facility has not been professionally painted since the opening of the facility. DHC Company, was awarded this project utilizing TIPS (200201) for an amount not to exceed \$38,190.

Director Moss made a motion to **approve Item #8b as presented** and was seconded by Director Mann. The motion carried with a vote of 5 to 0.

9. Consider the Capital Improvement Project for Sports Complex:

- a. Turf Chemical Program

Presented by Aaron Dobson, Director of Parks and Recreation

Summary: Recommend to City Council the selection of Texas Multi-Chem (BuyBoard 611-20) for Sports Complex turf chemical maintenance, for an amount not to exceed \$31,740. This item calls for Texas Multi-Chem to oversee the application of post emergent, pre-emergent, ant control, and fertilizer (15-5-10) on two occasions through the year. The specific fertilizer selected is based on soil samplings and will help provide safe and vibrant field conditions for guests. Texas Multi-Chem was awarded this program utilizing BuyBoard (611-20) for an amount not to exceed \$31,740.

Director Boedeker made a motion to **approve Item #9 as presented** and was seconded by Director Mann. The motion carried with a vote of 5 to 0.

10. Consider Amending Splash Station's Fee Schedule concerning Lifeguard Training Fees

Presented by Aaron Dobson, Director of Parks and Recreation

Summary: Recommend to City Council amending Chapter 98: Parks and Recreation, Section 98.027(A) Splash Station Admission Fees of the Code of Ordinances for the purpose of omitting fee structure for lifeguard certification and testing effective March 1, 2022. The American Red Cross oversees the training and certification of lifeguards and periodically updates the rates with limited advanced notification. In order to recover costs and utilize the updated rates for the

various trainings offered at Splash Station, it is recommended the subsections for “Water safety / first aid courses and certifications” and “Lifeguard testing for Splash Station employees only” be removed from the Code of Ordinances.

Director Mann made a motion to **approve Item #10 as presented** and was seconded by Director Boedeker. The motion carried with a vote of 5 to 0.

11. Consider and Approve Sports Association Agreements for Sports Complex

Presented by Aaron Dobson, Director of Parks and Recreation

Summary: Review and approve the Sports Associations (Cleburne Baseball and Softball Association, Cleburne Football League, Cleburne Soccer Association, and Johnson County Sports Association) Facility Utilization Agreement and Concession Stand Lease Agreement. The action item will approve the local associations’ utilization of the sports complex and the corresponding concession stand. The agreement is for a two-year time frame and does not allow for extensions.

- Review and renew facility utilization agreements with CBSA, CFL, CSA, and JCSA
 - \$18 maintenance fee per player per season
- Review and renew concessions lease agreements with CBSA, CFL, and CSA
 - \$60 lease, per week, per concession stand
- Agreements are for a two-year time frame and will expire in February 2024

Director Moss made a motion to **approve Item #11 as presented** and was seconded by Director Warren. The motion carried with a vote of 5 to 0.

ADJOURNMENT

ADJOURNED AT: 5:47 PM

APPROVAL OF MINUTES

APPROVED BY MAJORITY VOTE OF THE BOARD ON: MARCH 17, 2022