



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

**Thursday, March 18, 2021 at 5:00pm City Hall Council Chambers
10 North Robinson Street, Cleburne, TX 76031**

REGULAR MEETING

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, Director of Finance
- ✓ Marcie Freelen, Assistant 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. Community Interest Matters, Announcements & Presentations

A. Financial Report thru February 2021

Mrs. Freelen introduced the City's new Finance Director, Rhonda Daugherty to the Board of Directors who presented the financial report.

In February 2021, the 4B Corporation received sales tax revenues of \$345,899 from the State Comptroller. For the month of February 2021, the sales tax allocation is down -1.02%, as compared to the same month in the prior fiscal year, and is higher by 8.09% for the fiscal year. Year-to-date, 29.7% of the budgeted sales tax revenue had been earned, as compared to 25.0% 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 February 2021 (41.67% 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	\$17,949	\$31,150	(\$13,201)	57.62%
Splash Station	\$31,138	\$250,000	(\$218,862)	12.46%
Sports Complex	\$14,550	\$35,000	(\$20,450)	41.57%
Total	\$63,637	\$316,150	(\$252,513)	20.13%

Year-to-date through February 2021 (41.67% 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	\$71,179	\$226,421	\$155,242	31.44%
Splash Station	\$162,084	\$911,588	\$749,504	17.78%
Sports Complex	\$237,243	\$665,506	\$428,263	35.65%
Railroad Museum	\$8,732	\$51,123	\$42,391	17.08%
Total	\$479,238	\$1,854,638	\$1,375,400	25.84%

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 December 2020 were \$1,568,477 versus an operations, transfers and capital budget of \$2,871,566. The major capital expenditures are the annual debt principal and interest payment, trashcans at the Sports Complex, sand change at Splash Station, and various pieces of equipment.

B. Update on the status of Splash Station by Katie Easdon
i. Winter Ice Storm Review

During the unprecedented length of freezing temperatures during the winter storm URI, there was a power outage at Splash Station's for approximately 30 hours. The backup generator

battery drained due to cold weather. A permanent onsite generator is being considered to alleviate any issues caused by extended power outages.

Issues with the competition dome were loss of power, backup system, deflation, light poles damaged. The solution: breakers, backup system repairs, electrician, and repairs by Yeadon Domes.

Issues with the competition pool were loss of power and water from a leak. The solution for the pool pump: Filling the pool, surge pit evaluation by Sun Belt Pools and Parks Department and leak seal.

Issues with the pump room were loss of power, pump room heaters, and pipe bursting. The Solution: breakers, Splash Station/Parks/Water Department, pipe repaired, contractor removed pumps for repairs, competition pool operational 2/26/21.

ii. Summer Season Preview

Splash Station will be 100% open this 2021 Season. To date, two job fairs have been conducted and half of the staff have been hired.

C. Update on the status of the Railroad Museum Expansion project by Aaron Dobson

- Roof replacement 204,206,208 roof was replaced in Oct 2019
- Asbestos remediation for 204, 206, 208 N. Main Street was complete in Nov 2020
- Demolition of all 3 suits have been completed by Fast General Construction Company
- Next step is electrical plumbing, HVAC, and close up floor

i. FY 2021 Funding project (Front Façade, FFE, Audio Visual)

- Original Funding: \$635,000
 - 4B Funds: \$225,000
 - General Funds: \$410,000
- 4B Additional Funding: \$126,000
 - Audio Visual
 - Furniture, Fixtures and Equipment
 - Front Façade

Fast General Construction Company's initial bid came in under budget so there will be cost savings on this project with no amenities being compromised. The savings is due to the under budget bid. Audiovisual estimates will determine what level of savings there will be.

- 5. Review and recommend to the Cleburne City Council the selection of Latham Fence, Inc. for the Iron Panel Fence and 12" mow strip at the Spirit of Cleburne for an amount not to exceed \$21,760; Perry Weather for the replacement of Outdoor Weather System for Sports Complex for an amount not to exceed**

\$19,600; Perry Weather for the replacement of an Outdoor Weather System for Splash Station for an amount not to exceed \$15,069; Furniture Leisure Commercial Site Furnishings for the replacement of Dining Chairs and Tables for Splash Station for an amount not to exceed \$2,748; Marathon Fitness for the replacement of Rubber Dumbbells and Dumbbell Rack for Booker T. Washington Recreation Center for an amount not to exceed \$2,919.60; total for all the projects for an amount not to exceed \$62,096.60.

Presented by: Aaron Dobson, Director of Parks & Recreation

Brief: Spirit of Cleburne Iron Panel Fence-The purpose of this item is to replace the chain link fencing at the Spirit of Cleburne (#3417). The new iron panel fence will have a twelve (12) inch concrete mow strip and a double swing gate. The Spirit of Cleburne is one of the most photographed items in Cleburne and the new fence will add to its aesthetic value. The mow strip will assist on wear and tear to the iron fence from grounds maintenance. Latham Fence was awarded this project utilizing an interlocal agreement for an amount not to exceed \$21,760. The 501c3 Cleburne Railroad Museum Group has agreed to pay up to half (\$10,880) of this project.

Sports Complex Weather System-The purpose of this item is to replace the existing weather system at Splash Station. The new system will have an Outdoor Warning System w/PA, Solar/Cellular Powered, Syncs w/ all Weather Software, 4 Audible Horns & 1 Flashing Strobe, Automated & Manually triggered, installation, mobile app. Additionally this system will allow for a weather station at the Sports Complex and information will be sharable with Splash Station. This weather station will track temperature, humidity, heat index, wind speed and direction, wind chill, precipitation, and sky camera. Perry Weather was awarded this project utilizing Buy Board (#579-19) for an amount not to exceed \$19,600.

Splash Station Weather System-The purpose of this item is to replace the existing weather system at Splash Station. The new system will have an Outdoor Warning System w/PA, Solar/Cellular Powered, Syncs w/ all Weather Software, 4 Audible Horns & 1 Flashing Strobe, Automated & Manually triggered, installation, mobile app. Perry Weather was awarded this project utilizing Buy Board (#579-19) for an amount not to exceed \$15,069.

Splash Station Dining Chairs and Tables-The purpose of this item is to replace the existing tables and dining chairs that are utilized at Splash Station. The current tables and chairs are nearing the end of their useful life and this will allow Splash Station to provide the same level of service that our guest expect. Furniture Leisure Commercial Site Furnishings was awarded this project for a total of \$2,748.

Booker T. Washington Dumbbells and Dumbbell Rack-The purpose of this item is to replace the rubber dumbbells and dumbbell rack that guests utilize at Booker T. Washington Recreation Center. The current rubber dumbbells are aging with the rubber coating coming off of them, causing them to be taken out of use. It is common to replace the dumbbell rack at the time of purchasing new dumbbells. Marathon Fitness was awarded this project for a total of \$2,919.60.

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

6. **Review and recommend to the City Council amending the City's FY2021 4B Economic Development Corporation budget (authorized by OR09-2020-49) in the amount of \$62,096.60 for various projects.**

Presented by: Rhonda Daugherty, Director of Finance

Brief: This item provides funding for the projects detailed in Item #5 above.

Director Mann made a motion to **approve Item #6 as presented** and was seconded by Director Warren. The motion carried with a unanimous vote of 5 to 0.

ADJOURNMENT

ADJOURNED AT: 6:02 PM

APPROVAL OF MINUTES

APPROVED BY MAJORITY VOTE OF THE BOARD ON: April 15, 2021