



THE FOLLOWING REPRESENTS THE ACTIONS TAKEN BY THE ANGLETON BETTER LIVING CORPORATION IN THE ORDER THEY OCCURRED DURING THE MEETING. THE ANGLETON BETTER LIVING CORPORATION OF ANGLETON, TEXAS CONVENED IN A MEETING ON MONDAY, AUGUST 21, 2023, AT 5:30 P.M., AT THE CITY OF ANGLETON COUNCIL CHAMBERS LOCATED AT 120 S. CHENANGO STREET ANGLETON, TEXAS 77515.

DECLARATION OF A QUORUM AND CALL TO ORDER

With a quorum present, Chair John Wright called the Angleton Better Living Corporation Meeting to order at 5:31 P.M.

PRESENT

Chair John Wright
Director Travis Townsend
Director Rachel Ritter
Director Johnny Voss
Director Ellen Eby

ABSENT

Director William Jackson
Director Jaime Moreno

REGULAR AGENDA

- 1. Discussion and possible action to approve the minutes of the Angleton Better Living Corporation meeting of July 24, 2023.**

Director Eby stated a correction was needed on item no. 4 by stating that her name was used to make the motion and second the motion.

Upon a motion by Director Voss and seconded by Director Eby, Angleton Better Living Corporation approved the minutes of the Angleton Better Living Corporation meeting of July 24, 2023. The motion passed on a 5-0 vote. Director Jackson and Director Moreno were absent.

- 2. Discussion and possible action on the Angleton Better Living Corporation, Recreation division, and Angleton Recreation Center division YTD financial statements as of July 31, 2023**

The presentation on the Angleton Better Living Corporation, Recreation division, and Angleton Recreation Center division year-to-date financial statements was provided by

Phil Conner, Director of Finance. Mr. Conner stated as of July 31, 2023, the Angleton Better Living Corporation fund balance was \$305,229.50, the Recreation fund balance was \$85,723.27, and the Recreation Center fund balance was \$314,483.34.

3. Discussion on Angleton Recreation Center Performance Measures and current memberships.

The presentation was provided by Jason O'Mara, Assistant Director of Parks and Recreation. Mr. O'Mara stated the information in the chart shows a comparison of FY 2021-2022 to FY 2022-2023 as of July 31, 2023, for family, individual, and senior memberships, room rentals, daily entry fees, and Angleton Recreation Center programs. There was a total revenue increase by \$46,529.25. There was an increase of 157 annual memberships, 7,848 monthly memberships, and 10,668 check-ins and a decrease of 2,403 day passes.

4. Discussion and possible action on Angleton Recreation Center end-of-year financial practices and creation of an Angleton Recreation Center fund balance.

The presentation was provided by Megan Mainer, Director of Parks and Recreation. Ms. Mainer stated that historically, Angleton Better Living Corporation directed staff to retain excess revenue in an Angleton Recreation Center fund balance at the end of each fiscal year. This end-of-year financial practice was in place prior to 2018. Upon further research, staff found formal action regarding Angleton Recreation Center end-of-year financial practices and the creation of an Angleton Recreation Center fund balance account had not been taken. Staff would like to formalize Angleton Recreation Center end-of-year financial practices in the form of an action. The current fund balance in the Angleton Recreation Center fund balance account 60-400-999 is estimated to be \$153,238.65.

Upon a motion by Director Townsend and seconded by Director Ritter, Angleton Better Living Corporation approved the full amount of the Angleton Recreation Center fund balance to be transferred to the ABLC fund balance. Upon an amended motion by Director Townsend and seconded by Director Ritter, Angleton Better Living Corporation approved to transfer Angleton Recreation Center fund balance to the ABLC fund with a cap of \$100,000 to remain in the ABLC fund balance. The motion passed on a 5-0 vote. Director Jackson and Director Moreno were absent.

5. Discussion and possible action on FY 2022-2023 additional budget reclassifications and budget adjustments.

The presentation was provided by Megan Mainer, Director of Finance. Ms. Mainer stated that based on the recent financial audit, staff wanted to bring additional budget reclassifications and budget adjustment requests to Angleton Better Living Corporation. The budget summary chart presented on the PowerPoint listed items in nine categories to be reclassified or adjusted. Parks reclassifications included 21

bilingual pay items in the amount of \$92.32 each, a scout plaque in the amount of \$181.65, a fridge in the amount of \$449.00, a filed naming signage in the amount of \$1,776.00, two leased building items in the amount of \$1,523.55, a leased building in the amount of \$1520.22, and four leased building items in the amount of \$1520.21. Parks Budget Adjustments included salaries in the amount of \$61,045.50, Ms. Mainer stated when salaries were adjusted by the Finance Department during budget preparation all positions may not have been accounted for including vacancies, phone allowance in the amount of \$180 due to the account balance being short \$180 and can be taken from workers compensation balance, insurance subsidy in the amount of \$928.85 as staff was not informed an insurance subsidy would be charged and the remaining funds are to come from health insurance, fuel in the amount of \$7,166 due to an increase in fuel costs, equipment supplies in the amount of \$3,000 due to an increase in GeoTabs in addition to equipment supplies for equipment repairs, Repair and maintenance equipment in the amount of \$2,000 due to an increase in equipment repairs and major trailer rehabilitation, Repair and maintenance infrastructure in the amount of \$1,000 for an additional park bench and trash receptacle due to additional slab at Lakeside Park, required Texas Parks and Wildlife Department plaque, dedication plaque, and memorial bench and plaque, vegetation in the amount of \$1,000 due to unanticipated costs associated with Lakeside Park's tree installation (300+ trees), and annual software in the amount of \$5,400 due to an unanticipated charge for iWORQ subscription. Right-of-way budget adjustments included, salaries in the amount of \$15,318.89 due to salaries being adjusted by the Finance Department during budget prep and all positions may not have been accounted for including vacancies, vehicle supply in the amount of \$8 as funds were not budgeted for annual inspection, fuel expense in the amount of \$10,000 due to an increase in charges for diesel fuel; in the two previous years the Right-of-way fund only contributed to diesel purchases four to six times per year, equipment supplies in the amount of \$500 due to an increase in mower deck repairs for tractors, and employee appreciation in the amount of \$25 as staff was not informed that Human Resources charges departmental budgets for employee service awards. The recreation division reclassification included books for bus in the amount of \$65.36. Recreation division budget adjustments included lease payments in the amount of \$2,000 to show appropriate location to copier lease expenses and employee appreciation in the amount of \$20 due to an increase for a staff development luncheon. Angleton Recreation Center expense reclassifications included pool lap lanes in the amount of \$911.88, October 2022 gasoline usage in the amount of \$152.92, November 2022 gasoline usage in the amount of \$134.78, December 2022 gasoline usage in the amount of \$97.74, January 2023 gasoline usage in the amount of \$215.76, March 2023 gasoline usage in the amount of \$489.08, April 2023 gasoline usage in the amount of \$362.49, May 2023 gasoline usage in the amount of \$299.55, June 2023 gasoline usage in the amount of \$204.95, July 2023 gasoline usage in the amount of \$138.65, a Walmart purchase in the amount of \$48.31, and fitness classes in the amount of \$60. Angleton Recreation Center revenue reclassifications included general programs in the amount of \$187.88, youth camps in the amount of \$3,779.63, community events in the amount of \$2,030, father daughter event in the amount of

\$3,970, senior programs in the amount of \$2,819, miscellaneous programs in the amount of \$3,061, and senior memberships in the amount of \$321. Angleton Recreation Center budget adjustments include cleaning supplies in the amount of \$2,750 due to an increase in expenses for cleaning supplies, small equipment in the amount of \$510 increased for replacement monitors for front desk, equipment in the amount of \$13,000 due to replacement of most strength equipment in weight room , general programs in the amount of \$82 to cover cost of lifeguard certification cards, dues and subscriptions in the amount of \$750 to cover increased cost for weight room cable, and contract labor miscellaneous in the amount of \$635 to cover increase in equipment preventative maintenance. Angleton better Living Corporation budget adjustments included ABLC contingency in the amount of \$29,088.06 for additional debt payment that was made last fiscal year but was also budgeted for this fiscal year; the excess debt service funds can support excess spending in the Angleton Better Living Corporation Contingency line item, transfer to debt service in the amount of \$61,045.55 as salaries that were adjusted by the Finance Department during budget prep all positions may not have been accounted for including vacancies, and transfer to debt service in the amount of \$15,318.89 due to salaries being adjusted by the Finance Department during budget prep and all positions may not have been accounted for including vacancies.

Upon a motion by Eby and seconded by Director Townsend, Angleton Better Living Corporation approved the FY 2022-2023 additional budget reclassifications and budget adjustments. The motion passed on a 5-0 vote. Director Jackson and Director Moreno were absent.

6. Discussion and possible action on Parks and Rights-of-Way, Recreation, Angleton Recreation Center, and Angleton Better Living Corporation fiscal year 2023-2024 budgets.

The presentation was provided by Megan Mainer, Director of Finance.

Ms. Mainer stated that staff prepared proposed budgets for Parks and Rights-of-Way, Angleton Recreation Center, Recreation, and Angleton Better Living Corporation for fiscal year 2023-2024.

Upon a motion by Director Eby and seconded by Director Voss, Angleton Better Living Corporation approved the Parks and Right-of-Way, Recreation, Angleton Recreation Center, and Angleton Better Living Corporation fiscal year 2023-2024 budgets. The motion passed on a 5-0 vote. Director Jackson and Director Moreno were absent.

ADJOURNMENT

The meeting was adjourned at 6:39 P.M.

These minutes were approved by Angleton Better Living Corporation on this 16th day of October, 2023.

CITY OF ANGLETON, TEXAS

John Wright
Chair

ATTEST:

Michelle Perez, TRMC
City Secretary