



**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, NOVEMBER 13, 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 Wright called the Angleton Better Living Corporation meeting to order at 5:30 P.M.

### **PRESENT**

**Chair Wright**  
**Director Travis Townsend**  
**Director Johnny Voss**  
**Director Rachel Ritter**  
**Director Blaine Smith**  
**Director William Jackson (5:45 P.M.)**

### **ABSENT**

**Director Jaime Moreno**

### **REGULAR AGENDA**

1. Discussion and possible action to approve the minutes of the Angleton Better Living Corporation meeting of October 16, 2023.

**Upon a motion by Director Ritter and seconded by Director Townsend, Angleton Better Living Corporation approved the minutes of the Angleton Better Living Corporation meeting of the last meeting.**

**Upon an amended motion by Director Ritter and seconded by Director Townsend, Angleton Better Living Corporation approved the minutes of the Angleton Better Living Corporation meeting of October 16, 2023. The motion passed on a 5-0 vote. Director Moreno and Director Jackson 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 October 31, 2023.

**The presentation was provided by Phillip Conner, Director of Finance. Mr. Conner reported the total assets, total liabilities and fund equity, total revenue, and total**

revenues over/under expenditures year to date (YTD) financial statements as of October 31, 2023 for the Angleton Better Living Corporation (ABLC), Recreation division, and Angleton Recreation Center division. ABLC has \$487,927.27 in total assets, \$487,927.27 in total liabilities & fund equity, \$1,849,485 in total revenue, and \$118,878.72 in revenue over expenditures. The Recreation division has \$31,584.14 in total assets, \$31,584.14 in total liabilities & fund equity, \$415,261.35 in total revenue, and \$40,874.17 in revenue over expenditures. The Angleton Recreation Center division has \$359,976.81 in total assets, \$359,976.81 in total liabilities & fund equity, (\$131,912.05) in total revenue, and (\$41,200.57) in revenue under expenditures.

No action was taken.

3. Discussion on Angleton Recreation Center staff retention plan.

The presentation was provided by Jason O'Mara, Assistant Director of Parks and Recreation. Mr. O'Mara stated that staff was directed to formulate a staff retention plan for the Angleton Recreation Center in July 2023, and they proposed a multiphase approach consisting of two phases to date. Phase one includes changing the full-time custodian to a full-time Member Services Assistant resulting in two full-time Member Services Assistants to reduce part time hours and associated expenses and increase administrative consistency and customer service with front desk operations including membership sales, rentals, program registration, public communication, and facility opening. Phase one also includes changing the name of the Head Front Desk positions to Facility Assistants, this position is expected to have oversight of the entire facility in the evening and on weekends rather than the front desk only. Savings from part-time wages and contract aerobic instruction allows the Angleton Recreation Center to contract out cleaning services. The City Manager has approved phase one of the Angleton Recreation Center retention plan and the Member Services Assistant job description has been updated, reviewed, and approved by the Human Resources department and that these two vacant positions are currently open for internal applicants. Phase two will consist of the following proposals: change part-time Facility Assistants to permanent part-time Facility Assistants to increase facility oversight consistency and customer service with front desk operations, facility maintenance, public communication, and facility closings, request one Member Services Specialist position, implement a step program and evaluations for incremental part-time increases. Other retention programs to be implemented this fiscal year and next year are to improve the onboarding process, provide training on modules throughout the six month probationary period where staff completes specific tasks, utilizes demos, and has homework to showcase understanding, implement shadowing and have new staff test on skills learned, institute routine Operation Manual review during in-service, institute routine Policy Manual/HR review during in-service, institute routine safety training during in-service, include part-time on departmental outings, include part-time on departmental team building activities, allow free Angleton Recreation Center memberships for part-time staff, implement an Angleton Recreation Center store with Rec Bucks allowing staff to cash in and buy city apparel or swag, consider implementing sales incentive or quarterly sales goals for an annual gift or recognition, institute

employee appreciation like meals during in-service, Employee of the Month program, and end of year swim party.

No action was taken. Director Jackson arrived during the presentation of this item.

4. Discussion and possible action on Freedom Park Passive Area design and estimate of probable costs.

The presentation was provided by Megan Mainer, Director of Parks and Recreation. Ms. Mainer stated that Design Development for Freedom Park Passive Area to be completed by Burditt Consultants was approved by the Angleton Better Living Corporation at the October 3, 2022 meeting. Burditt Consultants have completed 30% of the construction documents but need direction from the City regarding a path forward for the crossings at Rancho Ditch and the weir onsite. She stated that Burditt Consultants have provided an opinion of probable costs at low, medium, and high investment. The lowest investment consists of boardwalk crossings for Ranch Ditch and the weir, the medium investment consists of a prefabricated bridge crossing Rancho Ditch and a boardwalk crossing at the weir, and the highest investment consists of prefabricated bridge crossings at Rancho Ditch and the weir. Burditt Consultants recommend a prefabricated bridge at Rancho Ditch that would allow for small maintenance vehicles to cross if needed and a wooden boardwalk at the weir. Consideration would be given to routing the maintenance vehicles to the weir and a metal grate at the pilot channel may be required. Burditt Consultants can complete the construction documents once a decision is made. The prefabricated bridge Contech option consists of 35 years rust free guarantee for a galvanized bridge with a 100 year plus lifespan if maintained, a 10-year limited warranty, shipment within six to eight weeks of approved drawings, custom applications like rail options, deck options, and finish options, strong load bearing capacity, high quality standards, free spans up to 250 feet, and plus or minus \$335 to \$470 per square foot depending on free span distances. She stated that the wood bridge option consists of 25 to 50 years lifespan with regular maintenance, minimal free span ability that requires longer span, on site construction, fully customizable, pedestrian bearing capacity (no small vehicles), and plus or minus \$120 per square foot. She stated that the total project costs with range for the prefabricated bridge options are; lowest investment is \$787,716, mid investment is \$1,102,631, and high investment is \$1,826,849.

No action was taken.

## **PUBLIC HEARINGS AND ACTION ITEMS**

5. Conduct a public hearing regarding designation of projects for the Angleton Better Living Corporation for fiscal year 2023-2024.

Upon a motion by Director Townsend and seconded by Director Jackson, Angleton Better Living Corporation opened the public hearing at 6:15 P.M. The motion passed on a 6-0 vote. Director Moreno was absent.

There were no speakers in favor or against.

Upon a motion by Director Townsend and seconded by Director Jackson, Angleton Better Living Corporation closed the public hearing at 6:16 P.M. The motion passed on a 6-0 vote. Director Moreno was absent.

6. Discussion and possible action on designation of projects for the Angleton Better Living Corporation for fiscal year 2023-2024.

The presentation was provided by Megan Mainer, Director of Parks and Recreation. Ms. Mainer stated that on April 10, 2023, staff discussed Capital Improvement Plan priorities with the Parks and Recreation Board. The Parks and Recreation Board noted the following top priorities: American with Disabilities Act items, soccer and field lighting at BG Peck Soccer Complex, park mowing equipment, Abigail Arias Park, and Freedom Park improvements. On April 17, 2023, staff discussed CIP priorities with the Angleton Better Living Corporation. The Angleton Better Living Corporation noted the following top priorities: soccer and field lighting at BG Peck Soccer Complex, raising the fields at BG Peck Soccer Complex, Abigail Arias Park if it includes a skate park and water feature, and Freedom Park improvements. Other project priorities include ADA Self-Evaluation and Transition plan items for year two, capital outlay equipment (e.g. mower, trailer, and skid steer lease) that was not budgeted this fiscal year, well water pump at BG Peck Soccer Complex, and improvements to the Angleton Recreation Center Natatorium. Last fiscal year, the Angleton Better Living Corporation approved funding to rehabilitate Angleton ISD tennis courts on Downing Street (which was not complete until FY23-24), design development for Freedom Park Passive Area (which will not be complete until FY23-24), matching funds for the TxDOT Transportation Alternatives (TA) Grant for a Multimodal Transportation and Trails Master Plan (which we were not awarded), and BG Peck Soccer Complex Solar LED Lighting (Parking Lot). The Angleton Better Living Corporation will be responsible for completing all items already approved highlighted in gray. Additionally, staff has attached an updated Capital Improvement Plan based on the Parks and Recreation Board and Angleton Better Living Corporation input but did not include items that were not listed as Fiscal Year 2023-2024 priorities based on the Parks & Recreation Master and Strategic Plan.

No action was taken.

7. Discussion and possible action on debt issuance for designated projects for the Angleton Better Living Corporation for fiscal year 2023-2024.

The Angleton Better Living Corporation continued discussion and specified debt issuance parameters based on the designated projects discussed in item no. 6 for the Angleton Better Living Corporation for fiscal year 2023-2024 to determine if debt issuance is the path forward to execute project needs.

Upon a motion by Director Townsend and seconded by Director Voss, Angleton Better Living Corporation approved to issue debt, not to exceed \$4,000,000, for land, buildings, equipment, facilities, and improvements to enhance the City of Angleton's public park facilities suitable for amateur sports, entertainment, tourist, and public park purposes and events, including parks and park facilities, open space improvements, and related parking facilities, roads, water and sewer facilities, and other related

improvements that enhance any of those items and allocate \$2,000,000 to Abigail Arias Park, \$900,000 to Freedom Park, \$500,000 to Angleton Recreation Center, \$250,000 to BG Peck Soccer Complex, and \$350,000 to drainage improvements. The motion passed on a 5-1 vote with Director Ritter opposed. Director Moreno was absent.

Chair Wright asked Angleton Better Living Corporation if there were any changes to item no. 6 after discussing item no. 7 and there were not any changes stated.

## ADJOURNMENT

The meeting was adjourned at 7:25 P.M.

These minutes were approved by Angleton Better Living Corporation on this the 20<sup>th</sup> day of February 2024.

CITY OF ANGLETON, TEXAS

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John Wright  
Chair

ATTEST:

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Michelle Perez, TRMC  
City Secretary