

**Clear Lake City Community Association, Inc.**  
**BUDGET & FINANCE COMMITTEE MEETING**

**May 30, 2019**

**MINUTES**

The Budget & Finance Committee met at 7:30pm on Wednesday, May 30, 2019 in Room B, the Board Room of the Clear Lake City Community and Recreation Center, located at 16511 Diana Lane, Houston, TX 77062.

All Committee Members were present: Treasurer Glenda Stroud, Vice-President Terry Canup, and Commercial Representative Dr. Matthew Henehan, DDS. No one was present in the audience.

Absent was General Manager Rachel Morales due to shoulder surgery.

At 7:30 pm with a quorum present, the Budget & Finance Committee Meeting was called to order by the Chair, Glenda Stroud.

Copies of the listed Major Expenditures Approved at the April 17 Board Meeting were distributed. Included in that total of \$129,777.31 was \$24,100 for Rutledge Park. This expenditure will have to be postponed as the Gym A/C needs repairs or possibly new units. *The list of Approved Expenditures is attached to these Minutes.*

Copies of the FY 2019-2020 Proposed Preliminary Budget were given to Members of the Committee. Line items for both Income and Expenditures were discussed at length by the Committee.

It was the Consensus of the Committee to present the Preliminary 2019-2020 Working Budget to the Board of Trustees at the next General Meeting: June 19, 2019.

*[Note: Later, having listened to the recording of the meeting, GM Rachel Morales made comments via e-mail which are also attached. Therefore, an updated Preliminary Budget to reflect both the Committee and the GM's comments will be presented at the June Regular Meeting.]*

The Budget & Finance Meeting was adjourned at 8:10 pm.

***Glenda Stroud***

Chair

June 11, 2019

Approved at April 17 2019 Board Meeting

Job	Location	Vendor	Amount	Scheduled for
1 Main water line break	Rec Center-Outdoor Pool	Suncoast Plumbing	\$3,480.00	4/30/2019
2 Replace pipe under blue walkway	Rec Center-Outdoor Pool	Suncoast Plumbing	\$4,850.00	4/30/2019
3 Ladies Locker Room Shower Repair/Replacements	Rec Center-Indoor Ladies Locker Room	Suncoast Plumbing	\$2,914.45	4/30/2019
4 Concrete Repair to remove tripping hazard - 1600 sq. ft. *To be completed with pipe work.	Rec Center-Outdoor Pool	Detailed Construction & Remodeling	\$10,640.00	4/23/2019
5 New concrete slab installed under canopy	Rec Center-Outdoor Pool	Detailed Construction & Remodeling	\$2,992.50	4/23/2019
6 Concrete Repair Driveway - Remove & Replace approx 8800 sq ft of concrete parking lot with 5" thick 3000 psi concrete over mat of 1/2 rebar spaced at 16" on center	Oakbrook West Parking Lot	Detailed Construction & Remodeling	\$58,520.00	4/29/2019
7 Concrete Repair - Sidewalks, 2,480 sq. ft.	Oakbrook West Park Sidewalks	Detailed Construction & Remodeling	\$14,136.00	4/29/2019
8 New Outdoor Bleachers	Rec Center-Outdoor Pool	The Park Catalog	\$6,489.00	Will Order in May
9 New Frog Spring Rider	Krueger Park - Meadowgreen	Kraftsman	\$1,655.36	Will Order in May
10 Resurface Tennis Courts & add Pickleball lines, replace current backboard with a 20ft x 8ft backboard	Rutledge Park-Camino South	Quality Courts & Surfaces	\$24,100.00	Scheduling this for end of May
<b>TOTAL</b>			<b>\$129,777.31</b>	

*Suncoast - 11,244.45 ✓*  
*Detailed - 72,450.50 OBW ✓*  
*Park Catalog - 6,489.00 ✓*  
*Kraftsman - 1,655.36 pd. 12/8/18 ✓*  
*Striping of OBW Parking Lot \$900+ ✓*  
*Rec. Center - 13,632.50 ✓*  
**NO! GYM**  
**AC ON THE**  
**FILE**

**Subject:** Budget & Finance Mtg.  
**From:** Rachel Morales <rmorales@clcca.org>  
**Date:** 5/31/2019, 12:32 PM  
**To:** stroud\_caminosouth@swbell.net, Terry Canup <pfbb@sbcglobal.net>, henehan.cicca@gmail.com

I was able to listen to the recording from the meeting last night and wanted to answer some of your questions. Glenda, you had a good point to just remove GL 63205 and 63000 from the budget as those are no longer being used.

There was a question about why the tag sales have decreased. I have not been able to pinpoint this exactly but I do know that both the daily fees and the rental fees have increased. We are selling more daily punch cards and summer pool tags instead of the bronze/silver/platinum annual tags. It could also be that those who purchased annual tags in the past have found that it was more cost-effective for them to buy the punchcards and/or pay the daily fee. I also know that a few other fitness centers popped up in the area. I decided to remove the Fitness Room tag, GL 64195 because the Fitness Room was lumped into the other facility tag options.

GL# 65000 Advertising Income was being deleted because this is basically duplicating the sponsorship income GLs. I decided to leave the speed, agility and jump training Class in this next budget because Robyn and I are working with GCVA to come up with a program this next year. This is the program that I actually introduced and coached in the past. We have not been able to find another coach to run this program but I believe we have found someone from U oh H for this summer/fall.

The dive in movie series cost us more than it did to put them on. We decided to only do one dive in movie for opening day bash. Keep in mind that the license to show the movie is now running anywhere between \$300 and \$500. When you include the cost of the movie, staff wages, & concessions, we barely break even.

As far as the Lifeguard equipment, we just purchased the AED batteries which generally cost about \$350 per battery. The equipment needed for next year will be training manikins as ours are over 10 years old.

We were over in computer equipment partly due to Harvey. We lost a few computers in the hurricane and did not replace them until this year. My cpu also crashed and could not be repaired.

As far as the pool chemicals go, I secured the partnership with SCP chemicals. This is allowing us to purchase Pool Chemicals at wholesale prices instead of purchasing them from Leslie's pool supply. We can already see a savings due to this relationship. Clearwater Chemicals will continue to provide the liquid Chlorine and the acid since SCP does not sell this.

Budget & Finance Mtg.

I chose to leave capital expenses as zero at this time as Glenda mentioned. We can change this once we have an idea of the AC costs associated with the issues we are having. We can also include the Tennis Court fees in this as well. If I add this in, I'll have to add it in income so it's basically a wash. This means the funds would have to come from UBS since the operating budget is limited.

I think I answered everything but if I missed something, please let me know.

Let me know if you have any questions.

Hope this helps!

Rachel Morales  
General Manager

Sent from my iPhone