

Dodge City/Ford County CFAB Advisory Board Meeting
City Hall
City Commissioners Chambers
Wednesday, November 7, 2018
6:00 P.M.
Agenda

Welcome: Chair Ryan Rabe

Roll Call:

Call to Order: Chair Ryan Rabe

Visitors:

(Limit of five minutes per individual and fifteen minutes per topic. Final action may be deferred until the next CFAB meeting unless an emergency situation does exist).

Consent Calendar:

1. Approval of Minutes from September 19, 2018 Meeting
2. “Why Not Dodge” Sales Tax Fund Monthly Financial Report

Report:

1. CFAB Update- Assistant City Manager/Public Affairs Melissa McCoy

Unfinished Business:

- 1.

New Business:

1. 2019 CFAB Organizational Funding Applications Recommendations- Report by Assistant City Manager/Public Affairs Melissa McCoy

Next Meeting Date(s):

1. 6:00 pm, Wednesday, January 30, 2019
2. 6:00 pm, Wednesday, March 27, 2019
3. 6:00 pm, Wednesday, September 25, 2019
4. 6:00 pm, Wednesday, November 6, 2019

Adjournment

Dodge City/Ford County CFAB Advisory Board Meeting
City Commission Chambers
City Hall
Wednesday, September 19, 2018
6:00 P.M.
Minutes

Welcome: Chair Ryan Rabe welcomed everyone to the meeting.

Roll Call: Ryan Rabe, Paul Yaroslaski, Christa Roy, Michael Brakey, Michael Burns, Mike Laskowsky, Commissioner Chris Boys, Commissioner Rick Sowers, County Administrator J.D. Gilbert and City Manager Cherise Tieben

Call to Order: Chair Ryan Rabe

Consent Calendar:

1. Chair Ryan Rabe asked if there were any questions on the minutes from the meeting on March 28 there were none.
Action: Paul Yaroslaski moved to approve. Michael Brakey seconded the motion that passed 6- 0.

2. **Why Not Dodge” Sales Tax Fund Monthly Financial Report:** Finance Director Nannette Pogue answered questions from the previous meeting in regards to the financial report.

Reports:

1. **Progress Reports for 2018 CFAB Organizational Funding Grantees- Report by Assistant City Manager/Public Affairs Melissa McCoy-** Melissa McCoy presented the 2018 CFAB Organizational Progress Reports from the grand recipients. She explained that the grant is an 80/20 reimbursement grant and that the entities are required to show their twenty percent match before requesting reimbursement. She also stated that all entities had assisted the Dodge City Convention and Visitor’s Bureau with the State Fair and that they had all been met the requirement of attending the Tourism Coalition meetings.

Unfinished Business:

1. There was no unfinished business.

New Business:

1. **Why Not Dodge Sales Tax Budget-**City Finance Director Nannette Pogue presented the 2019 Why Not Dodge Sales Tax budget.

Action: Paul Yaroslaski made a motion to approve the budget as presented with the exception of the following:

- Add \$20,000 for ice events at the Special Event Center.

- Amend the capital improvement for the Special Event Center to \$100,000.
- Removal of additional funding in Field Sports for umpires and score keepers for 1 ½ of the tournaments.
- Include \$600,000 in the Depreciation fund for the addition of the Swirl Bowl Slide or other signature slide for the water park.

Michael Burns seconded the motion which passed 6-0.

Next Meeting Date(s):

1. 6:00 pm., Wednesday, November 7, 2018, City Commissioners Chambers City Hall

Adjournment- Michael Brakey made motion to adjourn the meeting Christa Roy seconded the motion that passed 6-0.

BALANCE SHEET
SALES TAX PROJECT FUNDS
ENDING September 2018

	Organizational					Debit Service Account-SEC	Debt Service Account - Water Park	TOTAL SALES TAX PROJECTS FUNDS
	Operating Fund	Funding Fund	& Replacement Fund	Event Fund	Depot Fund			
ASSETS								
Assets								
Cash	(561,165.03)	84,459.13	2,106,762.69	202,132.59	396,674.38	320,910.74	212,712.69	2,762,487.19
Cash - Reserve	-	-	-	-	-	3,642,670.56	687,435.68	4,330,106.24
Cash - 2016 REF Bonds Debt Service	-	-	-	-	-	501,290.63	-	501,290.63
Cash - Cost of Issuance	-	-	-	-	-	4,344.63	1.15	4,345.78
Miscellaneous Receivable	260.21	-	-	-	4,586.40	-	-	4,846.61
Sales Tax Receivable	377,400.65	-	-	-	-	-	-	377,400.65
Deferred Bond Issuance Costs	-	-	-	-	-	-	-	-
TOTAL ASSETS	(183,504.17)	84,459.13	2,106,762.69	202,132.59	401,260.78	4,469,216.56	900,149.52	7,980,477.10
LIABILITIES & FUND BALANCE								
Liabilities								
Accounts Payable	368,585.33	3,127.86	-	-	106.95	-	-	371,820.14
Retainage Payable	-	-	61,230.66	-	-	-	-	61,230.66
Salaries Payable	-	-	-	-	-	-	-	-
Sales Tax Payable	179.38	-	-	-	-	-	-	179.38
Compensated Absenses Payable	11,427.68	4,429.54	-	-	3,194.41	-	-	19,051.63
Accrued Interest Payable	-	-	-	-	-	113,714.06	27,070.83	140,784.89
Deferred Gain on Refunding	-	-	-	-	-	2,060,303.86	-	2,060,303.86
Bond Premium	-	-	-	-	-	48,768.62	277,195.00	325,963.62
Unamortized Bond Discount	-	-	-	-	-	-	-	-
Bonds Payable-Current	-	-	-	-	-	1,170,000.00	365,000.00	1,535,000.00
Bonds Payable-Non-Current	-	-	-	-	-	33,460,000.00	8,760,000.00	42,220,000.00
TOTAL LIABILITIES	380,192.39	7,557.40	61,230.66	-	3,301.36	36,852,786.54	9,429,265.83	46,734,334.18
Total Current Liabilities								
FUND BALAN								
Reserve for Encumbrances	(577,871.56)	76,901.73	2,045,532.03	202,132.59	397,959.42	2,246,430.02	595,883.69	4,986,967.92
Net Capital Assets-Related Debt	14,175.00	-	-	-	-	(34,630,000.00)	(9,125,000.00)	(43,755,000.00)
Unused debt proceeds	-	-	-	-	-	-	-	-
Total Fund Equity	(563,696.56)	76,901.73	2,045,532.03	202,132.59	397,959.42	(32,383,569.98)	(8,529,116.31)	(38,753,857.08)
TOTAL LIABILITIES AND FUND EQUITY	(183,504.17)	84,459.13	2,106,762.69	202,132.59	401,260.78	4,469,216.56	900,149.52	7,980,477.10

SALES TAX PROJECT FUND
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET PERFORMANCE
September 30, 2018

	Current Month (September 2018) Actual	Current Month (September 2018) Budget	Current YTD (Jan-Sep 2018) Actual	Current YTD (Jan-Sep 2018) Budget	Annual FY 2018 Budget	
OPERATING FUND-SALES TAX PROJECTS						
Revenues						
Sales Tax	487,387.51	495,416.00	4,157,457.13	4,458,744.00	5,945,000.00	69.93%
Investment Earnings	(1,476.87)	500.00	10,601.88	4,500.00	6,000.00	176.70%
Field Sports Revenues	-	10,832.00	107,525.78	97,488.00	130,000.00	82.71%
Racetrack Revenues	-	-	-	-	-	0.00%
Miscellaneous	-	-	2,700.00	-	-	0.00%
Longbranch Lagoon	6,906.76	41,249.00	485,375.59	371,241.00	495,000.00	98.06%
Total Revenues	492,817.40	547,997.00	4,763,660.38	4,931,973.00	6,576,000.00	72.44%
Expenditures						
Field Sports						
Personnel Services	57,471.91	19,662.00	168,352.11	176,958.00	235,975.00	71.34%
Contractual Services	26,146.78	9,012.00	149,115.85	81,108.00	108,200.00	137.82%
Commodities	11,773.68	6,733.00	80,383.54	60,597.00	80,850.00	99.42%
Capital	-	9,166.00	79,646.47	82,494.00	110,000.00	72.41%
Field Sports-Tournaments	11,248.68	17,520.00	122,944.49	157,680.00	210,275.00	58.47%
Total-Field Sports	106,641.05	62,093.00	600,442.46	558,837.00	745,300.00	80.56%
Administration						
Contractual Services	860,000.00	72,524.00	860,324.92	652,716.00	870,300.00	98.85%
Commodities	-	-	-	-	-	0.00%
Capital	-	-	-	-	-	0.00%
Bond Payment Transfers	342,813.58	268,716.00	3,877,448.66	2,418,444.00	3,224,600.00	120.25%
Transfer to Dev & Growth	-	-	-	-	-	0.00%
Interest	-	-	-	-	-	0.00%
Transfer to Depr & Repl	645,000.00	53,750.00	645,000.00	483,750.00	645,000.00	100.00%
Other	-	183.00	2,758.00	1,647.00	2,200.00	125.36%
Total-Administration	1,847,813.58	395,173.00	5,385,531.58	3,556,557.00	4,742,100.00	113.57%

OPERATING FUND-SALES TAX PROJECTS

Revenues

Sales Tax 487,387.51 495,416.00 4,157,457.13 4,458,744.00 5,945,000.00 69.93%
Investment Earnings (1,476.87) 500.00 10,601.88 4,500.00 6,000.00 176.70%
Field Sports Revenues - 10,832.00 107,525.78 97,488.00 130,000.00 82.71%
Racetrack Revenues - - - - - 0.00%
Miscellaneous - - 2,700.00 - - 0.00%
Longbranch Lagoon 6,906.76 41,249.00 485,375.59 371,241.00 495,000.00 98.06%
Total Revenues 492,817.40 547,997.00 4,763,660.38 4,931,973.00 6,576,000.00 72.44%

Expenditures

Field Sports
Personnel Services 57,471.91 19,662.00 168,352.11 176,958.00 235,975.00 71.34%
Contractual Services 26,146.78 9,012.00 149,115.85 81,108.00 108,200.00 137.82%
Commodities 11,773.68 6,733.00 80,383.54 60,597.00 80,850.00 99.42%
Capital - 9,166.00 79,646.47 82,494.00 110,000.00 72.41%
Field Sports-Tournaments 11,248.68 17,520.00 122,944.49 157,680.00 210,275.00 58.47%
Total-Field Sports 106,641.05 62,093.00 600,442.46 558,837.00 745,300.00 80.56%

Administration

Contractual Services 860,000.00 72,524.00 860,324.92 652,716.00 870,300.00 98.85%
Commodities - - - - - 0.00%
Capital - - - - - 0.00%
Bond Payment Transfers 342,813.58 268,716.00 3,877,448.66 2,418,444.00 3,224,600.00 120.25%
Transfer to Dev & Growth - - - - - 0.00%
Interest - - - - - 0.00%
Transfer to Depr & Repl 645,000.00 53,750.00 645,000.00 483,750.00 645,000.00 100.00%
Other - 183.00 2,758.00 1,647.00 2,200.00 125.36%
Total-Administration 1,847,813.58 395,173.00 5,385,531.58 3,556,557.00 4,742,100.00 113.57%

Special Events Centers									
Contractual	231,937.94	71,708.00	877,312.94	645,372.00	860,500.00	101.95%			
Insurance & Electric	40,303.70	3,799.00	41,987.96	34,191.00	45,600.00	92.08%			
Other	-	-	-	-	-	0.00%			
Capital Outlay	-	12,500.00	39,419.56	112,500.00	150,000.00	26.28%			
Total-Special Events Centers	272,241.64	88,007.00	958,720.46	792,063.00	1,056,100.00	90.78%			
Facilities Maintenance									
Personnel Services	29.90	1,345.00	11,866.67	12,105.00	16,150.00	73.48%			
Contractual Services	-	-	1,191.44	-	-	0.00%			
Commodities	-	774.00	6,099.13	6,966.00	9,300.00	65.58%			
Total-Facilities Maintenance	29.90	2,119.00	19,157.24	19,071.00	25,450.00	75.27%			
Raceway Park									
Personnel Services	810.61	899.00	8,318.18	8,091.00	10,800.00	77.02%			
Contractual Services	46,584.70	27,940.00	294,283.71	251,460.00	335,300.00	87.77%			
Commodities	462.77	915.00	5,764.62	8,235.00	11,000.00	52.41%			
Capital Outlay	-	416.00	-	3,744.00	5,000.00	0.00%			
Total-Raceway Park	47,858.08	30,170.00	308,366.51	271,530.00	362,100.00	85.16%			
Outdoor Regional Aquatics Facility									
Personnel Services	-	765.00	-	6,885.00	9,180.00	0.00%			
Contractual Services	25,630.12	36,164.00	537,493.73	325,476.00	434,000.00	123.85%			
Commodities	916.74	1,874.00	21,391.47	16,866.00	22,500.00	95.07%			
Capital Outlay	-	1,500.00	12,708.54	13,500.00	18,000.00	70.60%			
Total - Aquatics Facility	26,546.86	40,303.00	571,593.74	362,727.00	483,680.00	118.18%			
TOTAL EXPENDITURES-OPERATING FUN									
	2,301,131.11	617,865.00	7,843,811.99	5,560,785.00	7,414,730.00	105.79%			
Revenue Over/Under Expenditures	(1,808,313.71)	(69,868.00)	(3,080,151.61)	(628,812.00)	(838,730.00)				

ST Organizational Funding Fund

Revenues									
Grants	-	-	-	-	-	-	-	-	0.00%
Charges for Services	-	-	-	-	-	-	-	-	0.00%
Transfer From Other	-	7,750.00	-	-	-	69,750.00	-	-	0.00%
Transfer From Sales Tax Fund	710,000.00	59,166.00	710,000.00	-	532,494.00	93,000.00	710,000.00	100.00%	
Total Revenue-ST Organizational Funding	710,000.00	66,916.00	710,000.00	-	602,244.00	803,000.00	-	-	
Expenditures									
Personnel Services	22,231.04	7,888.00	75,928.04	70,992.00	94,675.00	80.20%	-	-	
Contractual Services	260,286.75	59,465.00	680,504.25	535,185.00	713,600.00	95.36%	-	-	
Commodities	161.30	115.00	928.82	1,035.00	1,400.00	66.34%	-	-	
Capital Outlay	-	-	-	-	-	0.00%	-	-	
Total Expenditures-ST Organizational Fundin	282,679.09	67,468.00	757,361.11	607,212.00	809,675.00	93.54%	-	-	
Revenue Over/Under Expenditures	427,320.91	(552.00)	(47,361.11)	(4,968.00)	(6,675.00)		-	-	
Debt Service Account - SEC									
Revenues									
Investment Income	23,047.58	-	86,117.31	-	-	-	-	-	
Transfer from Reserve Fund	-	-	-	-	-	-	-	-	
Transfer from Operating Funds	271,909.40	-	2,638,622.00	-	-	-	-	-	
Total Revenues	294,956.98	-	2,724,739.31	-	-	-	-	-	
Expenditures									
Principal Payments	-	-	1,170,000.00	-	-	-	-	-	
Interest Payments	-	-	691,181.30	-	-	-	-	-	
Investment Fees	-	-	-	-	-	-	-	-	
Total Expenditures	-	-	1,861,181.30	-	-	-	-	-	
Revenue Over/Under Expenditures	294,956.98	-	863,558.01	-	-	-	-	-	
Debt Service Account - Outdoor Regional Acquatics Facility									
Revenues									
Investment Income	-	-	(3,615.32)	-	-	-	-	-	
Transfer from COI fund	-	-	-	-	-	-	-	-	
Transfer from Operating Funds	70,904.18	-	723,137.62	-	-	-	-	-	
Total Revenues	70,904.18	-	719,522.30	-	-	-	-	-	
Expenditures									
Principal Payments	-	-	365,000.00	-	-	-	-	-	
Interest Payments	-	-	162,425.00	-	-	-	-	-	
Total Expenditures	-	-	527,425.00	-	-	-	-	-	
Revenue Over/Under Expenditures	70,904.18	-	192,097.30	-	-	-	-	-	

CFAB

PO Box 880 □ Dodge City KS 67801 □ Phone: 620/225-8100 □ Fax: 620/225-8144

Memorandum:

To: Community Facility Advisory Board

From: Assistant to the City Manager/Project Development Coordinator Melissa McCoy

Date: November 2, 2018

Subject: *CFAB Recommendations for 2019 CFAB Organizational Funding*

Recommendation: Staff recommends approval of the 2019 CFAB Organizational Funding Requests as submitted.

Background:

City staff received six grant applications for CFAB Organizational Funding totaling **\$97,869.00**. The amount of available funding is \$110,000

2019 CFAB Organizational Funding Requests

- Dodge City Area Arts Council:\$12,087.00
- Dodge City Roundup:\$35,311.00
- Dodge City Trail of Fame: \$13,600.00
- Ford County Historical Society: \$16,800.00
- Kansas Teachers Hall of Fame: \$3,771.00
- Young Guns Youth Rodeo: \$16,300.00

Total Requests: \$97,869.00

Total Funding Available: \$110,000.00

Detailed Description of CFAB Recommendations for Organizational Funding

- \$12,087.00 Dodge City Area Arts Council
 - \$35,311.00 Dodge City Roundup
 - \$13,600.00 Dodge City Trail of Fame
 - \$16,800.00 Ford County Historical Society
 - \$3,771.00 Kansas Teachers Hall of Fame
 - \$16,300.00 Young Guns Youth Rodeo
1. \$12,087.00-Dodge City Area Arts Council- (\$7,744.00) Utilities and (\$4,842.40) Insurance
 2. \$35,311.00- Roundup Rodeo-(\$5,360.00) East Arena Work, (\$20,050.00) Contestant Payout, (\$5,348.00) Premium Seating and (3,642.00) Vending Area Electric

3. \$13,600.00-Dodge City Trail of Fame-(\$15,000)Contract Labor Charlie Meade, (\$2,000) (Trail of Fame Medallions Robert Wright and Print Olive)
4. \$16,800.00- Ford Co. Historical Society- (\$11,360.00)Operations,(\$5,440.00)Digital Access Security
5. \$16,300.00 -Young Guns- (\$11,900) Operations for Expo rent, sound system, Secretary, Judges, EMT & Timers –City would pay Expo Center directly for Expo Operations (\$1600) Laser Eyes for Barrels and Poles
6. \$3,771.00.-Kansas Teachers Hall of Fame- (\$ 1,080.00) Cement/Sidewalk, (\$940) North Building Repairs, (\$424.00) Tree Removal and (\$1,327.00) Sprinkler System

Total: \$ 110,000.00

Justification:

The staff's recommendation is based on the amount of funding available.

Financial Considerations:

The total available funds for 2019 Organizational Funding is \$710,000. The City and County recommend as a priority per the Inter-local agreement an amount not to exceed \$600,000 for funding costs and expenses of the County owned Expo Center and the City owned Santa Fe Depot or other Master Tourism implementation projects. This total amount shall be allocated one-half to the County and one-half to the City.

In addition, any Kansas not-for-profit, tax exempt corporation, organization with its principal offices located in Ford County and the principal function of which is to promote and or/preserve the western heritage of Dodge City and Ford County, the promotion of tourism and attracting visitors and conventions to the area through the construction and/or maintenance of public facilities and or conducting public activities may submit a request for the remaining funds in the Organizational Funding account. The total amount of funding requests from these organizations for 2019 is \$97,869 and the total amount of funds available is \$110,000. Based on the funds available and funds requested, CFAB recommends funding the full amount of the requests.

Legal Considerations:

This recommendation meets the criteria set forth per the Inter-local Agreement.

Attachments:

Summary of 2019 Organizational Funding Requests

Summary of Individual Organizational Funding Requests:

Applicant: Dodge City Arts Council

Requested Grant Amount: **\$12,087.00**

Matching Funds: \$3,021.80

Total Project Cost: **\$15,109.**

Proposed Project:

- \$7,744.80 Insurance
- \$4,842.40 Utilities

Applicant: Dodge City Roundup

Requested Grant Amount: **\$35,311.00**

Matching Funds: \$7,062.20

Total Project Cost: **\$230,000.00**

Proposed Projects:

- \$5,360.00 East Arena Work
- \$5,348.00 Premium Seating
- \$20,050.00 Contestant Payout
- \$3,642.00 Vending Area Electric

Applicant: Dodge City Trail of Fame

Requested Grant Amount: **\$13,600.00**

Matching Funds: \$3,400.00

Total Project Cost: **\$17,000.00**

Proposed Projects:

- \$15,000.00 Contract Labor for Special Deputy US Marshal Charlie Meade
- \$2,000.00 Trail of Fame Medallions for Robert Wright and Print Olive

Applicant: Kansas Teacher Hall of Fame

Requested Grant Amount: **\$ 3,771.00**

Matching Funds: \$ 942.00

Total Project Cost: **\$ 4,713.00**

Proposed Projects:

- \$ 1,080.00 Cement/Sidewalk
- \$940.00 North Building Repairs from rain damage
- \$424.00 Tree Removal
- \$1327.00 Sprinkler System

Applicant: Ford County Historical Society

Requested Grant Amount: **\$16,800.00**

Matching Funds: \$ 4,200.00

Total Project Cost: **\$ 21,000.00**

Proposed Projects:

- \$ 11,360.00 Operations
- \$ 5,440.00 Digital Access/Security

Applicant: Young Guns Association

Requested Grant Amount: \$ 16,300.00

Matching Funds: \$ 4,075.00

Total Project Cost: \$20,375.00

Proposed Projects:

- \$11,900-Operations (Costs below is per weekend/total of 5 weekends for youth events)
 - \$440.00 Building Rent
 - \$120 Sound System
 - \$400.00 Secretary
 - \$840.00 Judges
 - \$100.00 Insurance
 - \$240.00 EMT
 - \$240.00 Timers
- \$1600-Laser Eyes for Barrels and Poles

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