

Dodge City/Ford County CFAB Advisory Special Board Meeting

City Hall, City Commission Chambers

806 N. 2nd Avenue

Tuesday, March 30, 2021

6:30 P.M.

Agenda

Welcome: Chair Michael Brakey and Introduction of new board member Angela Unruh

Roll Call:

Call to Order: Chair Michael Brakey

Visitors:

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

Consent Calendar:

1. Approval of Minutes from January 26, 2021 Meeting
2. “Why Not Dodge” Sales Tax Report-

Reports:

CFAB Updates:

1. United Wireless Arena and Boot Hill Casino and Resort Conference Center Update- Report by Chris Ragland, Executive Director
2. Why Not Dodge Project Updates- Report by Adam Lockard, Parks and Facilities Director and Melissa McCoy, Assistant City Manager/Public Affairs

Unfinished Business:

New Business:

1. CFAB Letter of Support for City of Dodge City application for KDOT Cost Share Program for Downtown Streetscape-Report by Melissa McCoy, Assistant City Manager/Public Affairs

Next Meeting Date(s):

1. Tuesday, April 20, 2021, Dodge City Raceway Park

Adjournment:

**Dodge City/Ford County CFAB Advisory Special Board Meeting
Over Zoom**

Tuesday, January 26, 2021

6:30 P.M.

Minutes

Welcome: Chair Ryan Rabe

Roll Call: Ryan Rabe, Mike Martinez, Mike Laskowsky (absent), Martha Mendoza, Michael Burns, Michael Brakey (absent), Hugo Rodela, Mayor Rick Sowers, County Commissioner Kenneth Snook, City Manager Nick Hernandez, and County Commissioner J.D. Gilbert (absent)

Call to Order: Chair Ryan Rabe

Visitors: There were no visitor remarks.

Election of Officers:

1. **Election of 2021 Chair:** Michael Martinez made a motion to nominate Michael Brakey to serve as Chair of CFAB. Michael Burns seconded the motion which passed 5-0.
2. **Election of 2021 Vice-Chair:** Ryan Rabe made a motion to nominate Michael Burns to serve as Vice Chair and Michael Martinez seconded the motion. The motion passed 5-0.

Consent Calendar:

1. Approval of Minutes from January 12, 2021 Meeting
2. “Why Not Dodge” Sales Tax Report- Finance Director Nicole May provided an overview of sales tax fund and commented that sales were up 2.8%.

Ryan Rabe made a motion to approve the consent calendar and Michael Martinez seconded. The motion passed 5-0.

Reports:

CFAB Updates:

1. **Dodge City Raceway Park Report (DCRP):** CDR Promotions, DCRP Operator/Promoter provided an update on progress for events at the 2021 race season. They have scheduled 20 races for 21 including weekly racing for 5 classes and 5 multi-day special events. The renamed, ‘Young Guns’ formerly Little DCRP additionally has 12 event dates schedule. CDR Promotions has added an affordable sport compact class. Other special events for the 2021 season will be a Grand National Tractor Pull event on July 1st through the 3rd, a two day Flat Track Motorcycle event in mid-September along

with the continuation of the Driver and Fan Appreciation and Jerry Soderberg Memorial race which will be the 9th annual event.

The season points fund, and purses have been increased for the 2021 season and the promoters are looking to give away over 340 trophies with sponsors support.

3. **Energy Update United Wireless Arena and Boot Hill Casino and Resort Conference Center:** Mike Weber with Weber Refrigeration provided an update on the energy savings progress with the new controls system for the heating and cooling system. He anticipated that \$199,153 was saved on utilities in 2020 with \$50,786 of those funds due to reduced building operation caused by Covid19 pandemic.
4. **Introduction of the New Parks and Facilities Director:** Assistant City Manager/Public Affairs, Melissa McCoy introduced Adam Lockard the new director. Adam brings a vast amount of experience in Parks and Facilities and has worked both in the public and private sector.
5. **Sports and Events Coordinator:** Jordan German provided an update on the upcoming tournament season which will start on April 17th with the Spring Kickoff. The Tournament season runs from April 17th- July 18th and there will be eight tournaments, all sanctioned, including five baseball tournaments with two being USSSA Baseball and three NBC Hap Dumont sanctioned. In addition, the three softball Tournaments are USSSA sanctioned. The Dodge City A's will be back this season and plan on hosting ten mini camps during the summer. There will also be an MLB Hit, Pitch and Run Regional competition in April.

Unfinished Business:

1. There was no unfinished business.

New Business:

1. There was no new business.

Next Meeting Date(s):

1. 6:30 pm, Tuesday, January 26, 2021

Adjournment: The board thanked Ryan Rabe for his dedication and service on CFAB since this meeting marked the end of his second three-year term. Assistant City Manager/Melissa McCoy shared that the Ryan will be recognized at an upcoming meeting when the board meets in person. Ryan Rabe made a motion to adjourn, Michael Martinez seconded. The motion passed 5-0.

BALANCE SHEET
SALES TAX PROJECT FUNDS
ENDING December 2020

	Operating Fund	Organizational Funding Fund	ST-Depr. & Replacement Fund	Event Fund	Depot Fund	Debt Service Account - Water Park	TOTAL SALES TAX PROJECTS FUNDS
ASSETS							
Assets							
Cash	858,645.50	105,403.17	1,115,034.44	55,048.43	303,559.49	252,231.72	2,699,343.41
Cash - Reserve	-	-	-	-	-	673,246.14	4,398,295.86
Cash - 2016 REF Bonds Debt Service	-	-	-	-	-	-	931,463.66
Cash - Cost of Issuance	-	-	-	-	-	1.15	4,345.78
Miscellaneous Receivable	262.41	-	-	-	1,034.52	-	1,296.93
Sales Tax Receivable	385,557.11	-	-	-	-	-	385,557.11
Deferred Bond Issuance Costs	-	-	-	-	-	-	-
TOTAL ASSETS	1,244,465.02	105,403.17	1,115,034.44	55,048.43	304,594.01	925,479.01	8,420,302.75
LIABILITIES & FUND BALANCE							
Liabilities							
Accounts Payable	8,393.35	-	34,635.95	-	5,782.85	-	48,812.15
Retainage Payable	-	-	-	-	-	-	-
Salaries Payable	2,475.46	-	-	-	461.65	-	2,937.11
Sales Tax Payable	46.87	-	-	-	-	-	46.87
Compensated Absenses Payable	12,130.24	-	-	-	2,434.65	-	14,564.89
Accrued Interest Payable	-	-	-	-	-	25,208.33	132,314.58
Deferred Gain on Refunding	-	-	-	-	-	-	1,874,876.50
Bond Premium	-	-	-	-	-	244,901.00	1,874,876.50
Unamortized Bond Discount	-	-	-	-	-	-	287,931.62
Bonds Payable-Current	-	-	-	-	-	390,000.00	1,735,000.00
Bonds Payable-Non-Current	-	-	-	-	-	7,990,000.00	38,860,000.00
TOTAL LIABILITIES	23,045.92	-	34,635.95	-	8,679.15	8,650,109.33	42,956,483.72
Total Current Liabilities							
FUND BALAN	1,221,419.10	105,403.17	1,080,398.49	55,048.43	295,914.86	655,369.68	6,058,819.03
Reserve for Encumbrances	-	-	-	-	-	-	-
Net Capital Assets-Related Debt	-	-	-	-	-	(8,380,000.00)	(40,595,000.00)
Unused debt proceeds	-	-	-	-	-	-	-
Total Fund Equity	1,221,419.10	105,403.17	1,080,398.49	55,048.43	295,914.86	(7,724,630.32)	(34,536,180.97)
TOTAL LIABILITIES AND FUND EQUITY	1,244,465.02	105,403.17	1,115,034.44	55,048.43	304,594.01	925,479.01	8,420,302.75

SALES TAX PROJECT FUND
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET PERFORMANCE
December 31, 2020

	Current Month (Dec 2020) Actual	Current Month (Dec 2020) Budget	Current YTD (Jan-Dec 2020) Actual	Current YTD (Jan-Dec 2020) Budget	Annual FY 2020 Budget	
Revenues						
Sales Tax	536,417.24	498,837.00	6,092,433.08	5,986,000.00	5,986,000.00	101.78%
Investment Earnings	-	1,667.00	5,594.63	20,000.00	20,000.00	27.97%
Field Sports Revenues	8,751.56	17,250.00	29,703.46	207,000.00	207,000.00	14.35%
Racetrack Revenues	-	-	-	-	-	0.00%
Miscellaneous	-	5,317.00	5,400.00	63,810.00	63,810.00	8.46%
Longbranch Lagoon	3,223.00	39,598.00	214,818.09	475,000.00	475,000.00	45.22%
Total Revenues	548,391.80	562,669.00	6,347,949.26	6,751,810.00	6,751,810.00	94.02%
Expenditures						
Field Sports						
Personnel Services	22,788.92	20,011.00	203,086.72	239,802.00	239,802.00	84.69%
Contractual Services	18,677.80	8,822.00	101,914.94	105,050.00	105,050.00	97.02%
Commodities	12,415.99	7,969.00	58,540.82	95,100.00	95,100.00	61.56%
Capital	-	-	-	-	-	#DIV/0!
Field Sports-Tournaments	6,827.95	23,486.00	118,450.50	281,348.00	281,348.00	42.10%
Total-Field Sports	60,710.66	60,288.00	481,992.98	721,300.00	721,300.00	66.82%
Administration						
Contractual Services	300,238.80	72,123.00	300,238.80	865,300.00	865,300.00	34.70%
Commodities	-	-	-	-	-	0.00%
Capital	-	-	-	-	-	0.00%
Bond Payment Transfers	279,315.55	279,800.00	3,620,138.08	3,357,567.00	3,357,567.00	107.82%
Transfer to Dev & Growth	-	-	-	-	-	0.00%
Interest	-	-	-	-	-	0.00%
Transfer to Depr & Repl	-	-	-	-	-	0.00%
Other	-	187.00	2,657.92	2,200.00	2,200.00	#DIV/0!
Total-Administration	579,554.35	352,110.00	3,923,034.80	4,225,067.00	4,225,067.00	92.85%

OPERATING FUND-SALES TAX PROJECTS

Special Events Centers									
Contractual	50,000.00	74,625.00	925,500.00	895,500.00	895,500.00	895,500.00	103.35%		
Insurance & Electric	5,821.10	3,611.00	48,688.07	43,200.00	43,200.00	43,200.00	112.70%		
Other	-	-	466.11	-	-	-	0.00%		
Capital Outlay	-	1,663.00	12,854.00	20,000.00	20,000.00	20,000.00	64.27%		
Total-Special Events Centers	<u>55,821.10</u>	<u>79,899.00</u>	<u>987,508.18</u>	<u>958,700.00</u>	<u>958,700.00</u>	<u>958,700.00</u>	<u>103.00%</u>		
Facilities Maintenance									
Personnel Services	-	1,350.00	5,890.85	16,200.00	16,200.00	16,200.00	36.36%		
Contractual Services	-	-	-	-	-	-	0.00%		
Commodities	-	623.00	3,011.25	7,300.00	7,300.00	7,300.00	41.25%		
Total-Facilities Maintenance	<u>-</u>	<u>1,973.00</u>	<u>8,902.10</u>	<u>23,500.00</u>	<u>23,500.00</u>	<u>23,500.00</u>	<u>37.88%</u>		
Raceway Park									
Personnel Services	121.11	911.00	8,110.49	10,800.00	10,800.00	10,800.00	75.10%		
Contractual Services	7,143.00	27,419.00	264,380.02	328,500.00	328,500.00	328,500.00	80.48%		
Commodities	384.70	1,061.00	3,926.20	12,600.00	12,600.00	12,600.00	31.16%		
Capital Outlay	-	612.00	22,946.00	7,300.00	7,300.00	7,300.00	314.33%		
Total-Raceway Park	<u>7,648.81</u>	<u>30,003.00</u>	<u>299,362.71</u>	<u>359,200.00</u>	<u>359,200.00</u>	<u>359,200.00</u>	<u>83.34%</u>		
Outdoor Regional Aquatics Facility									
Personnel Services	-	-	-	-	-	-	#DIV/0!		
Contractual Services	1,872.26	57,995.00	402,938.89	575,500.00	575,500.00	575,500.00	70.02%		
Commodities	2,603.33	1,049.00	8,937.20	12,500.00	12,500.00	12,500.00	71.50%		
Capital Outlay	-	-	-	-	-	-	#DIV/0!		
Total - Aquatics Facility	<u>4,475.59</u>	<u>59,044.00</u>	<u>411,876.09</u>	<u>588,000.00</u>	<u>588,000.00</u>	<u>588,000.00</u>	<u>70.05%</u>		
TOTAL EXPENDITURES-OPERATING FUN	708,210.51	583,317.00	6,112,676.86	6,875,767.00	6,875,767.00	6,875,767.00	88.90%		
Revenue Over/Under Expenditures	(159,818.71)	(20,648.00)	235,272.40	(123,957.00)	(123,957.00)	(123,957.00)			



Memorandum

To: Community Facility Advisory Board (CFAB)
From: Assistant City Manager/Public Affairs, Melissa McCoy
Date: March 30, 2021
Subject: Letter of Support
Agenda Item: New Business

Recommendation: Staff requests approval of a letter of support from CFAB for the City of Dodge City's application for the KDOT Cost Share Program to help fund the downtown Streetscape project.

Background: The purpose of the downtown streetscape project is to revitalize the heart of downtown to be significant draw for visitors and locals. The project is partially funded through the Sales Tax & Revenue (STAR) Bonds. In addition to the Streetscape, this project will replace aging infrastructure to accommodate the future needs of downtown. However, additional monies are needed to help fund the project.

Justification: The KDOT Cost Share Program will help bridge the funding gap. This program provides financial assistance to local entities for transportation projects that improve safety, support job retention, economic growth and improve accessibility and walkability.

Financial Considerations: There are no financial considerations for CFAB. The project is partially funded through STAR Bonds and the City is requesting \$2 million from the Cost Share program.

Purpose/Mission: This project matched the City's Core Values of Safety and Ongoing Improvement.

Legal Considerations: There are no legal considerations.

Attachments: Letter of Support

KDOT Cost Share Program
Attention: Michelle Needham
Economic Development Programs Manager

Dear Ms. Needham:

The Community Facility Advisory Board (CFAB) is pleased to provide our full support for the City of Dodge City's application for the Kansas Department of Transportation's (KDOT) CostShare application for the Downtown Streetscape project. The role of CFAB is to provide advice and recommendations for "Why Not Dodge" Sales Tax projects. The downtown Streetscape project will create a sense of place that embraces our Western heritage and enhances economic development. It will help bolster sales tax growth while improving quality of life for our residents.

This project will also improve accessibility by connecting Boot Hill Museum, the Visitor's Center to Downtown and the Santa Fe Depot through a new walking trail and improved sidewalks. In addition, it will add a welcoming atmosphere to draw locals and visitors into the heart of our community through improved landscaping walking paths, streetlights, and public art that will also serve to recruit and retain businesses.

It is for all the above reasons that we strongly support the downtown streetscape project. We greatly appreciate your favorable consideration of our letter and the City's application for the KDOT Costshare program. If you have any additional questions please do not hesitate to contact me at cbrakey@cox.net.

Sincerely,

Michael Brakey
CFAB Chair