

Dodge City/Ford County CFAB Advisory Board Meeting
City Hall City Commission Chambers
Thursday, February 20, 2014
6:00 P.M.
Agenda

Welcome: Chairman Banning

Roll Call

Call to Order: Chairman Banning

Consent Calendar

1. Approval of Minutes from January 29, 2014 Meeting

Report:

1. "Why Not Dodge" Sales Tax Fund Monthly Financial Report-Report by City Clerk and Director of Finance, Nannette Pogue
2. Tournament Promoters Report- Report by Director of Southwest Sports, Ed Kimminau

Unfinished Business

1. CFAB Board Materials Update-
 - a) Use of Online File System- Report by Director of Parks and Recreation-Paul Lewis
 - b) 2014 CFAB Calendar-Report by Project Development Coordinator-Melissa McCoy

New Business

1. Other
2. Next Tentative Meeting Date March 27, 2014 at 6:00 PM

Adjournment

***Community Facilities Advisory Board Minutes
City Hall, Commission Chambers
Wednesday, January 29, 2014***

***City Commission Chambers
5:30 p.m.***

WELCOME: Justin Banning, Chair

ROLL CALL: Justin Banning, Chris Boys, Dr. Perak, Rick Sowers, Tom Stanley, Dan Schenkein, Bill Turley, Cherise Tieben, City Manager, Ed Elam, County Administration and Glenn Kerbs, Legal Counsel

Justin Banning began the meeting by making a motion to modify the existing agenda to include a discussion on the Inter-local agreement. Chris Boys seconded the motion. The motion carried unanimously.

APPROVAL OF CONSENT CALENDAR

1. Approval of CFAB Meeting Minutes, December 11, 2013

Tom Stanley moved to approve the Consent Calendar as presented, Dan Schenkein seconded the motion. The motion carried unanimously.

New Business

- 1. Inter-Local Agreement Discussion-**There was a discussion about proposed amendments to the current Inter-Local Agreement. The joint commission plans to meet in the near future.
- 2. “Why Not Dodge” Sales Tax Fund Monthly Financial Report-**City Clerk and Director of Finance, Nannette Pogue presented the 2014 “Why Not Dodge” Financial Report. She encouraged CFAB members to contact her with questions.
- 3. Review 2014 Organizational Funding Applications-**Project Development Coordinator Melissa McCoy reviewed the grant requests from each of the organizations requesting Organizational Funding for 2014 including the Tourism Task Force.
- 4. 2014 Organizational Funding Recommendations:** Tom Stanley made a motion to accept the Organizational Funding requests as submitted with the recommendation for the Depot Theater for \$150,000 and from the Tourism Task Force for \$150,000 contingent on the decision of the joint commissions to allocate funding for the Santa Fe Depot. The funding for the Dodge City 300 was also contingent on a contract with the race promoters for the short track race at Roundup Rodeo. Dr. Perak seconded the motion. The motion passed unanimously.

The 2014 Organizational Funding requests were as follows:

Requests for *CFAB Organizational Funding for 2014*

- Dodge City Area Arts Council: \$5,416.00
- Dodge City Roundup: \$20,000.00
- Dodge City Trail of Fame: \$16,000.00
- Dodge City 300: \$25,000.00
- Ford County Historical Society: \$10,000.00
- The Kansas Teachers Hall of Fame: \$19,000.00
- Depot Theater Company: \$150,000.00
- Tourism Task Force: \$164,000.00

Total Funding Requests: \$409,416.00

Amount of Organizational Funding Available: \$710,000.00

5. CFAB Responsibility Discussion: The responsibilities of CFAB of the role of the City and the County were discussion.

6. CFAB Board Materials:

a). CFAB Handbook: Project Development Coordinator, Melissa McCoy reviewed the documents for the CFAB handbook. The CFAB Board determined that they would like to have the information available online. Printed information will also be available by request. In addition, it was asked that the Sales Tax Budget be included with the documents.

b). Water Park Packet-Director of Parks and Recreation reviewed the document list for the Water Park packet. It was mentioned that the board would like to see design plans from other water park sites. A question was also asked about naming rights for the facility. It was discussed that this would be a decision would be based on a recommendation from CFAB to the Joint Commissions.

8.) Other: Melissa McCoy, Project Development Coordinator shared that Tom Stanley had agreed to serve another term. His appointment will be brought before the Joint Commission at their next scheduled meeting.

9. The next CFAB meeting was scheduled for Thursday, February 20 at 6:00 PM in the City Commissioners Chambers.

Adjournment: Justin Banning made a motion to adjourn the meeting. Dr. Perak seconded. The motion passed unanimously.

SALES TAX PROJECT FUND
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET PERFORMANCE
January, 2014

	Current Month (January 2014) Actual	Current Month (January 2014) Budget	Current YTD (Jan - Jan 2014) Actual	Current YTD (Jan - Jan 2014) Budget	Annual FY 2014 Budget	
OPERATING FUND-SALES TAX PROJECTS						
Revenues						
Sales Tax-City of Dodge City	378,748.34	375,000.00	378,748.34	375,000.00	4,500,000.00	8.42%
Sales Tax-County of Ford County	114,176.73	91,666.00	114,176.73	91,666.00	1,100,000.00	10.38%
Transfer from general Fund	0.00	0.00	0.00	0.00	0.00	0.00%
Investment Earnings	0.00	416.00	0.00	416.00	5,000.00	0.00%
Field Sports Revenues	0.00	1,499.00	0.00	1,499.00	18,000.00	0.00%
Racetrack Revenues	0.00	0.00	0.00	0.00	0.00	0.00%
Sale of Advertising	0.00	583.00	0.00	583.00	7,000.00	0.00%
Miscellaneous	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00%
	492,925.07	469,164.00	492,925.07	469,164.00	5,630,000.00	8.76%
Expenditures						
Field Sports						
Personnel Services	7,377.83	18,929.00	7,377.83	18,929.00	227,185.00	3.25%
Contractual Services	348.28	8,181.00	348.28	8,181.00	98,250.00	0.35%
Commodities	0.00	7,109.00	0.00	7,109.00	85,350.00	0.00%
Capital	0.00	1,250.00	0.00	1,250.00	15,000.00	0.00%
Field Sports-Concessions	0.00	0.00	0.00	0.00	0.00	0.00%
Field Sports-Tournaments	<u>0.00</u>	<u>11,333.00</u>	<u>0.00</u>	<u>11,333.00</u>	<u>136,000.00</u>	0.00%
Total-Field Sports	7,726.11	46,802.00	7,726.11	46,802.00	561,785.00	1.38%
Administration						
Contractual Services	0.00	73,774.00	0.00	73,774.00	885,300.00	0.00%
Commodities	0.00	25.00	0.00	25.00	300.00	0.00%
Bond Payment Transfers	423,535.84	210,833.00	423,535.84	210,833.00	2,530,000.00	16.74%
Transfer to Depr & Repl	0.00	28,750.00	0.00	28,750.00	345,000.00	0.00%
Other	<u>0.00</u>	<u>166.00</u>	<u>0.00</u>	<u>166.00</u>	<u>2,000.00</u>	0.00%
Total-Administration	423,535.84	313,548.00	423,535.84	313,548.00	3,762,600.00	11.26%
Special Events Centers						

Total Revenues	416,173.91	416,173.91
Expenditures		
Principal Payments	0.00	0.00
Interest Payments	<u>0.00</u>	<u>0.00</u>
Total Expenditures	0.00	0.00
Revenue Over/Under Expenditures	416,173.91	416,173.91

BALANCE SHEET
SALES TAX PROJECT FUNDS
ENDING JANUARY 31, 2014

	Operating Fund	Organizational Funding Fund	ST-Depr. & Replacement Fund	Event Fund	SEC Project Fund	Debt Service Account	TOTAL SALES TAX PROJECTS FUNDS
ASSETS							
Assets							
Cash	3,382,559.50	252,400.81	4,648,773.57	139,381.00	0.00	1,252,258.45	9,675,373.33
Cash - Reserve						3,420,361.30	3,420,361.30
Miscellaneous Receivable	513.74						513.74
Sales Tax Receivable	418,551.98	0.00	0.00	0.00		0.00	418,551.98
Deferred Bond Issuance Costs	0.00	0.00	0.00	0.00		872,120.81	872,120.81
TOTAL ASSETS	3,801,625.22	252,400.81	4,648,773.57	139,381.00	0.00	5,544,740.56	14,386,921.16
LIABILITIES & FUND BALANCE							
Liabilities							
Accounts Payable	208,189.48	4,022.06	0.00	0.00		0.00	212,211.54
Salaries Payable	0.00	0.00	0.00	0.00		0.00	0.00
Sales Tax Payable		4.02					4.02
Compensated Absenses Payable	10,286.17	1,187.46	0.00	0.00		0.00	11,473.63
Accrued Interest Payable	0.00	0.00	0.00	0.00		143,974.17	143,974.17
Bond Premium	0.00	0.00	0.00	0.00		63,113.84	63,113.84
Bonds Payable-Current	0.00	0.00	0.00	0.00		825,000.00	825,000.00
Bonds Payable-Non-Current	0.00	0.00	0.00	0.00		37,070,000.00	37,070,000.00
TOTAL LIABILITIES	218,475.65	5,213.54	0.00	0.00	0.00	38,102,088.01	38,325,777.20
Total Current Other Current Liabilities							
FUND BALANCE	3,583,149.57	247,187.27	4,648,773.57	139,381.00	0.00	5,133,283.55	13,751,774.96
Net Capital Assets-Related Debt						-37,895,000.00	-37,895,000.00
Unused debt proceeds						204,369.00	204,369.00
Total Fund Equity						-32,557,347.45	-23,938,856.04
TOTAL LIABILITIES AND FUND EQUITY	3,801,625.22	252,400.81	4,648,773.57	139,381.00	0.00	5,544,740.56	14,386,921.16

CFAB

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

COMMUNITY FACILITY ADVISORY BOARD CALENDAR

MONTH	DATE	MEETING TOPIC (S)
JANUARY	29	REVIEW ORGANIZATIONAL FUNDING APPLICATIONS MONTHLY FINANCIAL REPORT UPDATE BOARD HANDBOOK
FEBRUARY	20	MONTHLY FINANCIAL REPORT TOURNAMENT PROMOTERS REPORT
MARCH	27	MONTHLY FINANCIAL REPORT EVENT CENTER REPORT
APRIL	24	MONTHLY FINANCIAL REPORT DODGE CITY RACEWAY PARK REPORT
MAY	14	MONTHLY FINANCIAL REPORT ATHLETIC FIELD MAINTENANCE REPORT

JUNE	25	MONTHLY FINANCIAL REPORT TOURISM TASK FORCE REPORT
JULY	23	MONTHLY FINANCIAL REPORT EVENT CENTER REPORT
AUGUST	27	MONTHLY FINANCIAL REPORT DODGE CITY RACEWAY PARK REPORT UPDATE ORGANIZATIONAL FUNDING APPLICATIONS AND MATERIALS
SEPTEMBER	24	MONTHLY FINANCIAL REPORT TOURNAMENT PROMOTERS REPORT
OCTOBER	22	MONTHLY FINANCIAL REPORT RECOMMEND SALES TAX BUDGET
NOVEMBER	19	MONTHLY FINANCIAL REPORT ATHLETIC FIELD MAINTENANCE REPORT
DECEMBER	17	* RECEIVE ORGANIZATIONAL FUNDING APPLICATIONS MONTHLY FINANCIAL REPORT TOURISM TASK FORCE REPORT