

**Dodge City/Ford County CFAB Advisory Board Meeting**  
**City Hall City Commission Chambers**  
**Wednesday, May 21 2014**  
**6:00 P.M.**  
**Agenda**

**Welcome:** Vice Chair Tom Stanley

**Roll Call**

**Call to Order:** Vice Chair Tom Stanley

**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 May 1, 2014 Meeting
2. "Why Not Dodge" Sales Tax Fund Monthly Financial Report

**Unfinished Business**

**New Business**

1. Developer Presentation-Report by City Manager-Cherise Tieben
2. Water Park Progress Report and Features Discussion-Report by Director of Parks and Recreation-Paul Lewis
3. Next Meeting Date: June 25, 2014 at 6:00 PM in the City Commission Chambers

**Adjournment**

***Community Facilities Advisory Board Minutes  
City Hall, Commission Chambers  
Thursday, May 1, 2014***

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***City Commission Chambers  
6:00 p.m.***

**WELCOME:** Justin Banning, Chair

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

**VISITOR'S SECTION DISCUSSION:**

Chair Justin Banning requested that the board consider a Visitor's Section during the meetings. It was the consensus of the board that a Visitor's Section be added to the agenda and that it follow the same guidelines as the Visitor's Section during the City and County Commission meetings which includes five minutes per person and no more than fifteen minutes per topic. In addition, visitors will have an opportunity to make a comment or ask as a question during the meeting topics. These comments or questions should be limited to 5 minutes and the Chair will call upon individuals as time allows.

**APPROVAL OF CONSENT CALENDAR:**

1. Approval of CFAB Meeting Minutes, April 24, 2014-Dr. Perak moved to approve the consent calendar as presented, Tom Stanley seconded the motion. The motion carried 6-0.

**UNFINISHED BUSINESS:**

1. LED Message Board for Western State Bank Expo Center-Report by Project Development Coordinator, Melissa McCoy. Ms. McCoy explained that at the previous CFAB meeting on April 24, the board had tabled the decision to approve the Organizational Funding request from the Western State Bank (WSB) Expo Center to purchase a LED Message Board so that staff could explore moving one of the existing signs to the location. Luminous Neon was consulted and determined that the existing LED sign at the Civic Center would work well at the WSB Expo Center and that Civic Center message board had better resolution than the sign that was being considered. There would also be no additional costs for the sign, since USD 443 had agreed to pay for moving the sign as part of the agreement for the transfer of the Civic Center.

Dr. Perak made a motion to recommend moving the LED Message Board from the Civic Center to the WSB Expo Center. Tom Stanley seconded and the motion passed unanimously.

2. Approval of the Letter of Intent for Dodge City Soccer for Tournament Promotional Services-Report by Director of Parks and Recreation Paul Lewis. Mr. Lewis reviewed the letter of intent from Dodge City Soccer/Coach Charles Johnson for tournament promotional services. The contract includes among other conditions, conducting three outdoor events in 2014 with a goal of attracting 132 teams and 1000 participants. In addition, Coach Johnson will continue to maintain the Dodgecitysoccer.com website. Dodge City Soccer will be paid \$30,000 as compensation for services provided and all event expenses. Payments will be made in installments of \$7500.

Dan Schenkein recommended approving the terms and recommending a contract with Dodge City Soccer. Bill Turley seconded the motion that passed unanimously.

**NEW BUSINESS:**

1. Consideration of Site Locations for Regional Aquatics Park-Report by Director of Parks and Recreation Paul Lewis. Mr. Lewis reviewed each of the proposed sites for the future regional aquatics park. The four proposed options as reviewed at the previous CFAB meeting included the St. Mary's Complex, Cavalier Field, All 4 Fun and Wright Park. Mr. Lewis also presented a letter from the Leisure Group of Companies of Prairie Village, Kansas who expressed interest in negotiating a letter of intent and then a definitive development agreement to develop a 90 to 120 room hotel next to the facility if it was located at the Wright Park Site. The Wright Park location also provides an opportunity for expansion that was not available at the other sites.

Dr. Perak made a motion to recommend the Wright Park location to the Joint Commissions as the site for the future regional aquatics park. Tom Stanley seconded the motion. The motion carried unanimously.

**UPCOMING MEETINGS:**

1. Joint Commission Meeting: May 12, 2014 at 6:00 PM in the Rose Room
2. CFAB Meeting: May 21 at 6:00 PM in the City Commissioners Chambers

**Adjournment:** Tom Stanley 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  
April, 2014

	Current Month (April 2014) Actual	Current Month (April 2014) Budget	Current YTD (Jan - Apr 2014) Actual	Current YTD (Jan - Apr 2014) Budget	Annual FY 2014 Budget
<b>Revenues</b>					
Sales Tax	93,590.40	466,666.00	1,576,088.70	1,866,664.00	5,600,000.00
Transfer from general Fund	0.00	0.00	0.00	0.00	0.00
Investment Earnings	129.93	416.00	509.97	1,664.00	5,000.00
Field Sports Revenues	0.00	1,499.00	10,000.00	5,996.00	18,000.00
Racetrack Revenues	0.00	0.00	0.00	0.00	0.00
Sale of Advertising	0.00	583.00	0.00	2,332.00	7,000.00
Miscellaneous	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	93,720.33	469,164.00	1,586,598.67	1,876,656.00	5,630,000.00
					28.14%
					0.00%
					10.20%
					55.56%
					0.00%
					0.00%
					0.00%
					28.18%
<b>Expenditures</b>					
Field Sports					
Personnel Services	12,258.00	18,929.00	41,752.76	75,716.00	227,185.00
Contractual Services	7,121.10	8,181.00	15,724.26	32,724.00	98,250.00
Commodities	8,565.02	7,109.00	15,939.58	28,436.00	85,350.00
Capital	0.00	1,250.00	5,390.00	5,000.00	15,000.00
Field Sports-Concessions	0.00	0.00	0.00	0.00	0.00
Field Sports-Tournaments	0.00	11,333.00	25,000.00	45,332.00	136,000.00
Total-Field Sports	27,944.12	46,802.00	103,806.60	187,208.00	561,785.00
					18.38%
					16.00%
					18.68%
					35.93%
<b>Administration</b>					
Contractual Services	4,249.99	73,774.00	5,499.99	295,096.00	885,300.00
Commodities	0.00	25.00	0.00	100.00	300.00
Bond Payment Transfers	211,767.92	210,833.00	1,058,839.60	843,332.00	2,530,000.00
Transfer to Depr & Repl	0.00	28,750.00	0.00	115,000.00	345,000.00
Other	<u>0.00</u>	<u>166.00</u>	<u>0.00</u>	<u>664.00</u>	<u>2,000.00</u>
Total-Administration	216,017.91	313,548.00	1,064,339.59	1,254,192.00	3,762,600.00
					0.62%
					0.00%
					41.85%
					0.00%
					0.00%
					28.29%
<b>Special Events Centers</b>					
Contractual	122,105.76	50,882.00	400,626.85	203,528.00	610,600.00
					65.61%

OPERATING FUND-SALES TAX PROJECTS

Commodities	<u>0.00</u>	<u>877.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total-Special Events Centers	122,105.76	401,503.85	203,528.00	610,600.00	65.76%	
Facilities Maintenance						
Personnel Services	264.82	264.82	5,576.00	16,740.00	1.58%	
Contractual Services	0.00	0.00	164.00	500.00	0.00%	
Commodities	0.00	0.00	<u>3,260.00</u>	<u>9,800.00</u>	0.00%	
Total-Facilities Maintenance	264.82	264.82	9,000.00	27,040.00	0.98%	
Raceway Park						
Personnel Services	859.06	859.06	2,336.00	7,020.00	12.24%	
Contractual Services	4,456.50	57,251.88	89,416.00	268,300.00	21.34%	
Commodities	877.50	2,596.09	6,500.00	19,500.00	13.31%	
Capital Outlay	0.00	0.00	<u>2,000.00</u>	<u>6,000.00</u>	0.00%	
Total-Raceway Park	6,193.06	60,707.03	100,252.00	300,820.00	20.18%	
TOTAL EXPENDITURES-OPERATING FUN	372,525.67	1,630,621.89	1,754,180.00	5,262,845.00	30.98%	
Revenue Over/Under Expenditures	-278,805.34	-44,023.22	122,476.00	367,155.00		
ST Organizational Funding Fund						
Revenues						
Grants	0.00	0.00	0.00	0.00		
Charges for Services	0.00	22.98	0.00	0.00		
Transfer From Sales Tax Fund	0.00	0.00	100,000.00	300,000.00	0.00%	
Total Revenue-ST Organizational Funding	0.00	22.98	100,000.00	300,000.00		
Expenditures						
Personnel Services	4,441.08	16,313.38	21,108.00	63,325.00	25.76%	
Contractual Services	8,077.17	258,162.56	76,391.68	229,175.00	112.65%	
Commodities	1,453.44	1,518.50	2,500.00	7,500.00	20.25%	
Capital Outlay	0.00	0.00	0.00	0.00		
Total Expenditures-ST Organizational Fundin	13,971.69	275,994.44	99,999.68	300,000.00	92.00%	
Revenue Over/Under Expenditures	-13,971.69	-275,971.46	0.32	0.00		
Debt Service Account						
Revenues						
Investment Income	0.00	0.00				
Transfer from Project Fund	0.00	204,405.99				
Transfer from Operating Funds	<u>211,767.92</u>	<u>847,071.68</u>				
Total Revenues	211,767.92	1,051,477.67				

Expenditures		
Principal Payments	0.00	0.00
Interest Payments	0.00	0.00
Total Expenditures	0.00	0.00
Revenue Over/Under Expenditures	211,767.92	1,051,477.67

BALANCE SHEET  
SALES TAX PROJECT FUNDS  
ENDING April 30, 2014

	Operating Fund	Organizational Funding Fund	ST-Depr. & Replacement Fund	Event Fund	SEC Project Fund	Debt Service Account	TOTAL SALES TAX PROJECTS FUNDS
<b>ASSETS</b>							
Assets							
Cash	3,407,072.47	-26,419.41	4,648,773.57	235,065.80	0.00	1,887,562.22	10,152,054.65
Cash - Reserve						3,425,986.39	3,425,986.39
Miscellaneous Receivable	290.46					0.00	290.46
Sales Tax Receivable	378,748.34	0.00	0.00	0.00	0.00	831,124.81	378,748.34
Deferred Bond Issuance Costs	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>831,124.81</u>	<u>831,124.81</u>
<b>TOTAL ASSETS</b>	<b>3,786,111.27</b>	<b>-26,419.41</b>	<b>4,648,773.57</b>	<b>235,065.80</b>	<b>0.00</b>	<b>6,144,673.42</b>	<b>14,788,204.65</b>
<b>LIABILITIES &amp; FUND BALANCE</b>							
Liabilities							
Accounts Payable	335,471.68	6,899.00	0.00	0.00	0.00	0.00	342,370.68
Salaries Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sales Tax Payable		2.00					2.00
Compensated Absences Payable	7,660.95	2,298.90	0.00	0.00	0.00	0.00	9,959.85
Accrued Interest Payable	0.00	0.00	0.00	0.00	0.00	141,986.67	141,986.67
Bond Premium	0.00	0.00	0.00	0.00	0.00	60,244.84	60,244.84
Bonds Payable-Current	0.00	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	0.00	37,070,000.00	37,070,000.00
<b>TOTAL LIABILITIES</b>	<b>343,132.63</b>	<b>9,199.90</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>38,097,231.51</b>	<b>38,449,564.04</b>
Total Current Other Current Liabilities							
<b>FUND BALANCE</b>	<b>3,442,978.64</b>	<b>-35,619.31</b>	<b>4,648,773.57</b>	<b>235,065.80</b>	<b>0.00</b>	<b>5,738,072.91</b>	<b>14,029,271.61</b>
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						<u>-31,952,558.09</u>	<u>-23,661,359.39</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>3,786,111.27</b>	<b>-26,419.41</b>	<b>4,648,773.57</b>	<b>235,065.80</b>	<b>0.00</b>	<b>6,144,673.42</b>	<b>14,788,204.65</b>