

**Dodge City/Ford County CFAB Advisory Board Meeting**  
**City Hall**  
**City Commissioners Chambers**  
**Wednesday, April 27, 2016**  
**5:30 P.M.**  
**Agenda**

**Welcome:** Chair Tom Stanley

**Roll Call:**

**Call to Order:** 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 February 24, 2016 Meeting
2. "Why Not Dodge" Sales Tax Fund Monthly Financial Report

**Report:**

1. Tour of the Long Branch Lagoon

**Unfinished Business:**

- 1.

**New Business:**

- 1.

**Next Meeting Date(s):**

1. Monday, May 9, 2016-6:00 pm-Joint Commission Meeting- City Commissioners Chambers City Hall
2. Wednesday, May 25, 2016 6:00 pm-CFAB Meeting City Commissioners Chambers

**Adjournment**

*Community Facilities Advisory Board Minutes*  
*City Hall, Commission Chambers*  
*Wednesday, February 24, 2016*

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

**Welcome:** Tom Stanley, Chair

**Roll Call:** Paul Yaroslaski, Michael Martinez, Tom Stanley, Christa Roy, Jeff Turner, Ryan Rabe, Commissioners Sowers, City Manager Tieben, County Administrator Gilbert

**Election of 2016 CFAB Chair-** Tom Stanley opened nominations for the 2016 CFAB Chair. Michael Martinez made a motion to nominate Tom Stanley as Chair of the CFAB board, Christa Roy seconded. The motion passed unanimously.

**Election of 2016 CFAB Vice-Chair-** Tom Stanley opened nominations for Vice Chair for CFAB. Michael Martinez made a motion to nominate Ryan Rabe as Vice Chair of the CFAB board, Christa Roy seconded. The motion passed unanimously.

**Field Sports Update: Report by Director of Parks and Recreation-** Director of Parks and Rec, Paul Lewis provided an update on Field Sports. He shared that since the end of last season:

- Athletic Field Maintenance (AFM) had been working on maintenance items including infields and re-established sod areas.
- All the exterior buildings have been painted.
- CFAB had budgeted to replace two of the score boards with LED boards and because of affordable pricing all four boards will be replaced since it is compatible with the existing system. Previous scoreboards will be auctioned off and funds will be sent to CFAB.
- A new mower will be purchased this spring as it was approved for the 2016 budget.

In other updates, Mr. Lewis shared that last year, the City had a one year contract with SW Sports. Now, individuals have been identified to serve as Tournament Operator and interviews will take place. The 2016 schedule has been posted and reservations are being received by teams. The new website [www. DCLegendspark.com](http://www.DCLegendspark.com). has been set up and tournament schedules can be viewed there along with other information for tournaments.

Mr. Lewis also reported on the process to select a soccer promoter. Although there was an interview process none of the applicants were selected. However, exploring the option of awarding smaller sums of funding to bring in tournaments on a per event basis has been considered as an alternate option to hiring a soccer promoter. Mr. Lewis added that the previous contract with Charles Johnson had been terminated because he moved out of the community.

**Long Branch Lagoon Update: Report by Director of Parks and Recreation-** Mr. Lewis commented that the consultant has developed renderings of a three dimensional view of the Long Branch Lagoon. Mr. Lewis explained the features that are shown in the renderings. He added that the top of the slide tower for the signature slides is 32 feet in the air. In addition, the western inspired theming will be prominent throughout the park and the cornerstone of that theming is the play structure in the zero depth entry pool. The other highlight will be with the 19 landscaped areas in the park that will feature western

inspired pieces. This will also include a cut out of some old west characters where visitors can have their pictures taken.

Directional signs made of barn wood will highlight the western inspired names for the park features. This will include the Cowboy Creek for the Lazy River and Wrangler Rapids for the Wave Pool. Mr. Lewis also presented the Boomerango slide video which is featured on the Facebook page for Long Branch Lagoon. He also commented that the agreement with Standguard Aquatics had been approved by the City Commission.

**United Wireless Arena and Conference Center Update- Report by VenuWorks Executive Director**  
**United Wireless Arena and Conference Center-** Mr. Ragland reviewed his marketing progress and activity at the Arena and Conference Center. He shared that in November of 2014, VenuWorks launched their new website. In 2014, the website had 52,000 users and in 2015, there were 66,500 users which reflected an increase of 22%.

Mr. Ragland also explained that in 2014, there were 90,165 visitors to the United Wireless Arena and Conference Center and 2015 there were 100,854, an increase of 11%. Mr. Ragland reported that funds spent in 2014 on advertising and promotions were \$107,703 and in 2015 the amount spent was \$158,340.

In other updates, Mr. Ragland shared that website has streaming of live promotions of current and upcoming events. In addition, they recently launched a phone app in conjunction with the Hampton Inn and United Wireless. He commented on working with RSVP volunteers for a targeted street team marketing effort.

Mr. Ragland reported that Boot Hill Casino is co-sponsoring a major show at the arena that will be announced on February 26. He provided an update on the recent events including Tournament of Champions, SPIAA League Tournament as well as the wedding and bridle show. He also commented that VenuWorks now has a partner that will take 50% of the risk. This includes the 10th Street North and other upcoming shows.

**New Business:**

**Long Branch Lagoon Fee and Charges Structure-Report by Director of Parks and Recreation-** Mr. Lewis explained that the facility will open for the 2016 swim season. The hours of operation will be 11:30 to 7:00 pm daily except Sundays from 11:30 to 6:00 pm. Mr. Lewis, then provided a cost comparison for parks with similar amenities in the state. Next, he reviewed the proposed fee structure for the Long Branch Lagoon which was as follows:

Ages	LBL Proposed
0-2 years	Free
3-17 years	\$5
18-59 years	\$7
60 + years	\$5
Season Passes all ages	\$70.00

After some discussion, Jeff Turner made a motion to recommend the fee structure as presented. Paul Yaroslaski seconded. The motion passed unanimously.

**Next Meeting: Wednesday, March 30, 2016**

**Adjourn:** A Motion to adjourn was made by Christa Roy and Michael Martinez seconded. The motion passed unanimously.



Capital Outlay	0.00	12,500.00	0.00	37,500.00	150,000.00	0.00%
Total-Special Events Centers	207,930.32	85,528.00	415,606.47	256,584.00	1,026,352.00	40.49%
Facilities Maintenance						
Personnel Services	0.00	1,345.00	0.00	4,035.00	16,150.00	0.00%
Contractual Services	0.00	41.00	0.00	123.00	500.00	0.00%
Commodities	0.00	815.00	0.00	2,445.00	9,800.00	0.00%
Total-Facilities Maintenance	0.00	2,201.00	0.00	6,603.00	26,450.00	0.00%
Raceway Park						
Personnel Services	316.52	899.00	590.71	2,697.00	10,800.00	5.47%
Contractual Services	2,658.84	23,090.00	53,291.02	69,270.00	277,100.00	19.23%
Commodities	734.03	1,665.00	4,196.63	4,995.00	20,000.00	20.98%
Capital Outlay	0.00	1,000.00	0.00	3,000.00	12,000.00	0.00%
Total-Raceway Park	3,709.39	26,654.00	58,078.36	79,962.00	319,900.00	18.16%
Outdoor Regional Aquatics Facility						
Contractual Services	8,980.00	6,250.00	26,940.00	18,750.00	75,000.00	35.92%
Capital Outlay	0.00	0.00	5,500.00	0.00	0.00	
Total - Aquatics Facility	8,980.00	6,250.00	32,440.00	18,750.00	75,000.00	43.25%
TOTAL EXPENDITURES-OPERATING FUN	521,143.23	549,696.00	1,661,665.65	1,649,088.00	6,596,647.00	25.19%
Revenue Over/Under Expenditures	-412,892.84	-36,199.00	-523,653.64	-108,597.00	-434,647.00	
ST Organizational Funding Fund						
Revenues						
Grants	0.00	0.00	0.00	0.00	0.00	
Charges for Services	0.00	0.00	0.00	0.00	0.00	
Transfer From Other	0.00	7,119.00	0.00	21,357.00	85,430.00	
Transfer From Sales Tax Fund	0.00	59,167.00	0.00	177,501.00	710,000.00	0.00%
Total Revenue-ST Organizational Funding	0.00	66,286.00	0.00	198,858.00	795,430.00	
Expenditures						
Personnel Services	5,143.40	6,173.00	13,599.99	18,519.00	74,105.00	18.35%
Contractual Services	2,583.01	59,465.00	135,800.99	178,395.00	713,600.00	19.03%
Commodities	143.73	207.00	278.13	621.00	2,500.00	11.13%
Capital Outlay	1,916.80	166.00	1,916.80	498.00	2,000.00	
Total Expenditures-ST Organizational Fundir	9,786.94	66,011.00	151,595.91	198,033.00	792,205.00	19.14%
Revenue Over/Under Expenditures	-9,786.94	275.00	-151,595.91	825.00	3,225.00	
Debt Service Account - SEC						
Revenues						

Investment Income	5.80	5.80
Transfer from Reserve Fund	0.00	0.00
Transfer from Operating Funds	<u>218,313.75</u>	<u>218,313.75</u>
Total Revenues	218,319.55	218,319.55
Expenditures		
Principal Payments	0.00	0.00
Interest Payments	0.00	0.00
Investment Fees	<u>0.00</u>	<u>0.00</u>
Total Expenditures	0.00	0.00

Revenue Over/Under Expenditures 218,319.55

218,319.55

Debt Service Account - Outdoor Regional Aquatics Facility

Revenues		
Investment Income	0.00	0.00
Transfer from Project Fund	0.00	0.00
Transfer from Operating Funds	<u>56,580.50</u>	<u>170,041.50</u>
Total Revenues	56,580.50	170,041.50
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 56,580.50

170,041.50

BALANCE SHEET  
SALES TAX PROJECT FUNDS  
ENDING March, 2016

	Operating Fund	Organizational Funding Fund	ST-Depr. & Replacement Fund	Event Fund	Deport Fund	Water Park Project Fund	Debt Service Account-SEC	Debt Service Account - Water Park	TOTAL SALES TAX PROJECTS FUNDS
<b>ASSETS</b>									
<b>Assets</b>									
Cash	1,899,877.36	48,059.93	4,991,183.57	10,811.82	9,877.81	284,957.36	1,446,986.85	467,994.80	9,159,749.50
Cash - Reserve							3,487,005.18	694,325.88	4,181,331.06
Cash - Cost of Issuance								21,110.73	21,110.73
Miscellaneous Receivable	7,597.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,597.31
Sales Tax Receivable	392,749.98	0.00	0.00	0.00	0.00	0.00	749,132.81	38,121.87	392,749.98
Deferred Bond Issuance Costs	0.00	0.00	0.00	0.00	9,877.81	284,957.36	5,683,124.84	1,221,553.28	787,254.68
<b>TOTAL ASSETS</b>	<b>2,300,224.65</b>	<b>48,059.93</b>	<b>4,991,183.57</b>	<b>10,811.82</b>	<b>9,877.81</b>	<b>284,957.36</b>	<b>5,683,124.84</b>	<b>1,221,553.28</b>	<b>14,549,793.26</b>
<b>LIABILITIES &amp; FUND BALANCE</b>									
<b>Liabilities</b>									
Accounts Payable	274,013.29	0.00	0.00	0.00	200.00	1,154,871.00	222.00	0.00	1,429,306.29
Retainage Payable						423,991.00			423,991.00
Salaries Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sales Tax Payable		2.00							2.00
Compensated Absenses Payable	10,922.64	3,825.24	0.00	0.00	3,004.14	0.00	0.00	0.00	17,752.02
Accrued Interest Payable	0.00	0.00	0.00	0.00	0.00	0.00	137,536.67	28,262.50	165,799.17
Bond Premium	0.00	0.00	0.00	0.00	0.00	0.00	54,506.84	309,489.00	363,995.84
Unamortized Bond Discount								-98,400.00	-98,400.00
Bonds Payable-Current	0.00	0.00	0.00	0.00	0.00	0.00	955,000.00	355,000.00	1,310,000.00
Bonds Payable-Non-Current	0.00	0.00	0.00	0.00	0.00	0.00	35,225,000.00	9,485,000.00	44,710,000.00
<b>TOTAL LIABILITIES</b>	<b>284,935.93</b>	<b>3,827.24</b>	<b>0.00</b>	<b>0.00</b>	<b>3,204.14</b>	<b>1,578,862.00</b>	<b>36,372,265.51</b>	<b>10,079,351.50</b>	<b>48,322,446.32</b>
Total Current Liabilities									
<b>FUND BALAN</b>	<b>1,969,560.72</b>	<b>33,657.59</b>	<b>4,991,183.57</b>	<b>10,811.82</b>	<b>-363.33</b>	<b>-1,293,904.64</b>	<b>5,490,859.33</b>	<b>982,201.78</b>	<b>12,184,006.84</b>
Reserve for Encumbrances	45,728.00	10,575.10	0.00		7,037.00				63,340.10
Net Capital Assets-Related Debt							-36,180,000.00	-9,840,000.00	-46,020,000.00
Unused debt proceeds							0.00	0.00	0.00
Total Fund Equity	2,015,288.72	44,232.69	4,991,183.57	10,811.82	6,673.67	-1,293,904.64	-30,689,140.67	-8,857,798.22	-33,772,653.06
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>2,300,224.65</b>	<b>48,059.93</b>	<b>4,991,183.57</b>	<b>10,811.82</b>	<b>9,877.81</b>	<b>284,957.36</b>	<b>5,683,124.84</b>	<b>1,221,553.28</b>	<b>14,549,793.26</b>