

NOTICE OF MEETING

SHAWNEE CIVIC & CULTURAL DEVELOPMENT AUTHORITY

TYPE OF MEETING
(PLEASE CHECK)

REGULAR MEETING	(X)	RESCHEDULED REGULAR MEETING	()
SPECIAL MEETING	()	CONTINUED OR	
EMERGENCY MEETING	()	RECONVENED MEETING	()
CANCELED MEETING	()		

DATE	TIME	PLACE OF MEETING
APRIL 21, 2016	12:30PM	HEART OF OKLAHOMA EXPOSITION CENTER
		1700 W. INDEPENDENCE
		SHAWNEE, OK 74804

TO BE COMPLETED BY PERSON FILING NOTICE:

NAME: JIMMY GIBSON

TITLE: DIRECTOR

ADDRESS: PO BOX 1466
SHAWNEE, OK 74802-1466

PHONE: 405-275-7020

FILED IN THE OFFICE OF THE MUNICIPAL CLERK AT 10:33 AM/PM.

ON: April 19, 2016

SIGNED: K. Bachhofer

FOR CITY CLERK'S OFFICE USE ONLY

DATE NOTICE RELEASED TO NEWS MEDIA: April 19, 2016

PERSON FILING NOTICE: Stephanie Meiler - Gideon

NOTICE VERIFIED BY: Karin Bachhofer

AGENDA ITEM NO.8

APPROVAL OF MINUTES FROM FEBRUARY SC&CDA MEETING.

THE MOTION MADE BY TRUSTEE ERICSON, SECONDED BY TRUSTEE BARRICK TO APPROVE THE MINUTES AS PRESENTED FOR THE FEBRUARY 2016 MEETING. MOTION CARRIED.

AYE: GILBERT, HAVENS, BARRICK, MELOT, ERICSON, KOZEL
 NAY: NONE
 ABSTAIN: WORTHAM

AGENDA ITEM NO.10

APPROVAL OF THE MONTHLY FINANCIAL REPORT.

THE MOTION MADE BY TRUSTEE BARRICK, SECONDED BY TRUSTEE WORTHAM TO APPROVE THE MONTHLY FINANCIAL REPORT AS PRESENTED. MOTION CARRIED.

AYE: GILBERT, WORTHAM, HAVENS, BARRICK, MELOT, ERICSON, KOZEL
 NAY: NONE
 ABSTAIN:

AGENDA ITEM NO.11

APPROVAL OF GENERAL CLAIMS.

THE MOTION MADE BY TRUSTEE KOZEL, SECONDED BY TRUSTEE ERICKSON TO APPROVE THE GENERAL CLAIMS. MOTION CARRIED.

AYE: GILBERT, WORTHAM, HAVENS, BARRICK, MELOT, ERICSON, KOZEL
 NAY: NONE
 ABSTAIN

General Claims

A.	Communication Services	\$60.00
B.	Metropolitan Telecommunications	\$729.38
C.	Vision Bank	\$454.04
D.	Pott JR Livestock Show	\$8.00
E.	Armstrong Pest Control	\$150.00
F.	OMAG	\$3,172.00
G.	Constellation Energy	\$2,705.23
H.	Buford Whites	\$864.29
I.	Shawnee Lighting Systems	\$957.65
J.	24 Hour Lockout Service	\$859.44
K.	First United Bank	\$327.43
L.	Grimsley's	\$466.35
M.	Personal Plumbing	\$2,631.48
N.	Fuelman	\$430.45
O.	Oklahoma Natural Gas	\$1,862.81
P.	Rent-A-Tent	\$270.00
Q.	Randy's Tire & Alignment	\$495.00
R.	Shawnee Iron Company	\$724.50
S.	INS	\$734.00
T.	AT&T	\$329.94
U.	AT&T Mobility	\$56.14
V.	James Supplies	\$514.29
W.	Tennant	\$102.80
X.	NAPA	\$88.36
Y.	Shawnee News Star	\$545.00
Z.	Arrow Head Automotive Center	\$72.50
AA.	Finley & Cook	\$1,082.50
BB.	Shawnee Municipal Authority	\$657.95
CC.	Thyssenkrupp	\$964.45
DD.	DJ Reveal	\$1,401.07
EE.	Ask About Windows	\$121.00
FF.	Cutting Edge Lawns	\$3,680.00
GG.	Arvest	\$625.11
HH.	City Grease Trap Service	\$200.00
II.	First United Bank	\$95.98

JJ.	Oklahoma Natural Gas	\$441.31
KK.	John Deere Financial	\$109.95
LL.	OG&E	\$1,101.87
MM.	City of Shawnee	\$636.25
NN.	AT&T	\$329.95

Add Ons

General Account:

A.	Stuart & Clover	\$203.00
B.	Shawnee Lighting Systems	\$611.60
C.	Staples Advantage	\$311.44
D.	Pitney Bowes	\$148.00

AGENDA ITEM NO.12

APPROVAL OF SPECIAL EVENT CLAIMS

THE MOTION MADE BY TRUSTEE KOZEL , SECONDED BY TRUSTEE WORTHAM THAT THE SPECIAL EVENT CLAIMS BE APPROVED. MOTION CARRIED.

AYE: GILBERT, WORTHAM, HAVENS, BARRICK, MELOT, ERICSON, KOZEL
 NAY:
 ABSTAIN:

Special Claims

Special Claims:

A.	Cowboy Times	\$540.00
B.	INS	\$2,500.00
C.	Vann & Associates	\$2,333.00

AGENDA ITEM NO.13

APPROVAL OF SHAVINGS CLAIMS

THE MOTION MADE BY TRUSTEE KOZEL , SECONDED BY TRUSTEE WORTHAM THAT THE SPECIAL EVENT CLAIMS BE APPROVED. MOTION CARRIED.

AYE: GILBERT, WORTHAM, HAVENS, BARRICK, MELOT, ERICSON, KOZEL
 NAY:
 ABSTAIN:

A.	Xylo of Oklahoma	\$5,940.00
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AGENDA ITEM NO.14

DISCUSSION CONSIDERATION & POSSIBLE ACTION TO...

ERROR - NO ITEM NO. 14 NEEDED ON THIS AGENDA

AGENDA ITEM NO.15

IFYR REPORTS

IFYR MEETING EMAIL OUT TO BOARD MEMBERS IN FUTURE, TRADESHOW APPLICATIONS ARE COMING IN GOOD, PERSONNEL CONTRACTS ARE ALL BACK IN, STOCK INFO IS BEING HANDLED AND THINGS ARE LOOKING GOOD IN THE WORLD OF IFYR, CINCH CLOTHING SIZES HAVE BEEN SENT IN AS WELL.

AGENDA ITEM NO. 16-20

COMMITTEE REPORTS, ADMINISTRATIVE REPORTS, OLD
BUSINESS, NEW BUSINESS, COMMENTS

NOTHING NEW TO REPORT - BUDGET COMMITTEE IS STILL WORKING ON #'S

AGENDA ITEM NO.21

ADJOURNMENT

THE MOTION MADE BY TRUSTEE KOZEL, SECONDED BY TRUSTEE MELOT TO ADJOURN THE MEETING. -
MOTION CARRIED.

AYE: GILBERT, WORTHAM, HAVENS, BARRICK, MELOT, ERICSON, KOZEL

NAY:

ABSTAIN:

CHAIRMAN: MR. RANDY GILBERT

SECRETARY: MR. JUSTIN ERICSON



Heart of Oklahoma Expo Center

March 2016 Events	Amount Owed	Amount Paid	Concessions Paid to Expo	Catering Paid to Expo
Eaton Corp	\$ 350.00	\$ -	\$ -	\$ -
St. Anthony's	\$ 345.00	\$ -	\$ -	\$ -
Outlaw Motor Sports	\$ 1,381.19	\$ 325.00	\$ -	\$ -
Buckles & Banners	\$ 1,369.90	\$ 350.00	\$ -	\$ 100.00
Edward Jones	\$ 175.00	\$ -	\$ -	\$ 30.00
Original Team Roping		\$ 1,612.25		
Monkey Business	\$ -	\$ 4,325.00	\$ -	\$ -
Almost Ready to Cruise	\$ -	\$ 3,343.13	\$ 192.62	\$ -
Tecumseh FFA	\$ -	\$ 577.50	\$ -	\$ -
Red Alliance	\$ -	\$ 687.50	\$ -	\$ 205.00
Gordon Richards FFA	\$ -	\$ 125.00	\$ -	\$ -
Region 9 Airstream Rally	\$ -	\$ 8,940.00	\$ -	\$ -
Triangle Horse Sale	\$ -	\$ 16,434.41	\$ 263.82	\$ -
S & S Farm Center	\$ -	\$ 445.00	\$ -	\$ 85.00
Original Team Roping	\$ -	\$ 1,050.00	\$ 66.35	\$ -
Polack Circus	\$ -	\$ 600.00	\$ -	\$ -
Catering Pd to Expo:	\$ -	\$ -	\$ -	\$ -
Airstream RV				\$ 710.00
DEQ				\$ 8.85
PAL				\$ 50.00
Bison Federal				\$ 130.00
Police Foundation				\$ 225.00
City Commission				\$ 20.00
Mark Flores				\$ 29.75
March 2015 \$13,727.35 Totals:	\$ 3,621.09	\$ 38,814.79	\$ 522.79	\$ 1,593.60

Shawnee Civic & Cultural Dev. Authority
Statement of Assets, Liab., & Equity
As of March 31, 2016

	Mar 31, 16
ASSETS	
Current Assets	
Checking/Savings	
Bancfirst-IFYR Crisis Fund	1,704.21
Arvest-General	30,795.21
Bancfirst-0161902-Shavings	7,546.97
FNB - 1020390 (Capital Improve)	935.92
FUB-282367-Payoff	398.48
FUB-603708-Special	21,725.06
FUB-603910-Ticket	56.06
Total Checking/Savings	63,161.91
Accounts Receivable	
Accounts Receivable	8,286.38
Total Accounts Receivable	8,286.38
Other Current Assets	
Concession Receivable	-5,853.38
Undeposited Funds	10,778.13
Total Other Current Assets	4,924.75
Total Current Assets	76,373.04
Fixed Assets	
Land Improvements	47,350.44
Parking Lot Improvements	262,113.00
RV Park	
600 Section	246,317.00
Total RV Park	246,317.00
Accum Depr- Land Improvements	-685,357.56
Accum Depr- Vehicles	-102,549.89
Accum Depr-Audiovisual Equip	-35,637.46
Accum Depr-Buildings	-3,948,043.42
Accum Depr-Business Mach	-25,821.06
Accum Depr-Comm. Equip	-2,540.32
Accum Depr-Furniture	-46,884.90
Accum Depr-Mach. & Tools	-1,817,547.68
Audiovisual Equipment	68,623.71
Buildings	7,722,928.02
Business Machines	25,786.79
Communications Equipment	21,653.24
Land	645,821.42
Machinery & Tools	2,027,826.07
Parks & Recreation Equip.	29,503.09
Vehicles	110,113.19
Total Fixed Assets	4,543,653.68
TOTAL ASSETS	4,620,026.72
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued Rodeo Income	
Sponsorship	26,950.00
Total Accrued Rodeo Income	26,950.00
Sales Tax Payable	945.88
Total Other Current Liabilities	27,895.88
Total Current Liabilities	27,895.88

10:16 AM
04/14/16
Accrual Basis

Shawnee Civic & Cultural Dev. Authority
Statement of Assets, Liab., & Equity
As of March 31, 2016

	Mar 31, 16
Long Term Liabilities	
N/P - Arvest Sweeper	31,835.76
N/P-Vision Bank 44000284&Tracto	458.86
Total Long Term Liabilities	32,294.62
Total Liabilities	60,190.50
Equity	
County Money for Improvements	458,651.00
Fund Balance	
Restricted	4,328,238.54
Total Fund Balance	4,328,238.54
Retained Earnings	-237,608.30
Net Income	10,554.98
Total Equity	4,559,836.22
TOTAL LIABILITIES & EQUITY	4,620,026.72

Shawnee Civic & Cultural Dev. Authority
Statement of Revenue & Expenses
One Month and Three Months Ended, March 31, 2016

	Mar 16	Jan - Mar 16
Ordinary Income/Expense		
Income		
Additional Charges	9,094.00	24,897.00
Booth Income	650.00	650.00
Catering Income	3,233.50	4,342.00
Clean Up Fee	250.00	550.00
Concession Commission	1,250.00	2,620.00
Conference Center	8,939.00	17,528.00
Discounts	0.00	-50.58
Fred Humphrey Pavilion	9,340.00	21,390.00
Interest Income	4.86	10.51
Otto Krause Building	3,150.00	9,950.00
RV Spaces	26,345.02	41,060.03
Shavings	6,488.50	23,159.50
Total Income	68,744.88	146,106.46
Expense		
Accounting	1,082.50	3,704.68
Marketing	2,333.00	7,600.82
Bank Charges	8.21	16.56
Contract Labor	0.00	650.00
Credit Card Discounts	335.82	689.39
Dues	0.00	223.00
Equipment		
Office	30.42	270.31
Equipment - Other	514.29	514.29
Total Equipment	544.71	784.60
Equipment Rental	270.00	270.00
Fuel/Deisel	430.45	1,396.42
Insurance	3,172.00	3,172.00
Interest - Loan	657.95	657.95
Legal	203.00	1,206.75
Maintenance		
Bldg & Grounds	8,806.35	25,496.83
Computer	3,234.00	4,702.00
Equipment	4,375.68	11,224.46
Vehicle	812.86	909.95
Total Maintenance	17,228.89	42,333.24
Meals	8.00	508.00
Office Expense	423.41	1,020.20
Postage	148.00	148.00
Return Check	0.00	0.00
Rodeo Expense		
Softgoods	0.00	540.00
Advertising	1,085.00	1,750.00
Awards	0.00	420.00
IFYR Payoffs	0.00	3,780.00
Media Director	0.00	300.00
Mileage	0.00	315.10
Rodeo Expenses	0.00	3,046.87
Total Rodeo Expense	1,085.00	10,151.97
Shavings & Bedding	9,720.00	14,714.40
Supplies - Other	777.79	2,795.45
Taxes-Other	1,340.55	1,985.31
Telephone	1,445.41	3,692.66
Uniforms	622.00	622.00

Shawnee Civic & Cultural Dev. Authority
Statement of Revenue & Expenses
One Month and Three Months Ended, March 31, 2016

	Mar 16	Jan - Mar 16
Utility		
Electric	1,101.87	28,476.43
Gas	6,716.92	13,033.47
Water	0.00	698.18
Total Utility	7,818.79	42,208.08
Total Expense	49,655.48	140,551.48
Net Ordinary Income	19,089.40	5,554.98
Other Income/Expense		
Other Income		
City - Capital Money	0.00	20,660.87
City Contributions	34,612.31	64,685.63
Total Other Income	34,612.31	85,346.50
Other Expense		
Fringe Benefits		
Health Insurance	1,798.92	4,143.52
Life Insurance	30.44	82.27
Retirement	960.54	2,773.86
Total Fringe Benefits	2,789.90	6,999.65
General Insurance	1,607.37	3,214.74
Miscellaneous	400.00	460.00
Payroll Taxes	1,664.41	4,454.13
Salaries	21,759.13	58,826.48
Temp Labor	6,391.50	6,391.50
Total Other Expense	34,612.31	80,346.50
Net Other Income	0.00	5,000.00
Net Income	19,089.40	10,554.98

General Claims :

A.	Select Janitor Supply	\$54.51
B.	Arrow Head Automotive Center	\$102.42
C.	Shawnee Office Systems	\$33.12
D.	Randy's Tire & Alignment	\$321.33
E.	Winkler Door Company	\$1104.00
F.	Fuelman	\$930.33
G.	Sparks Heat & Air	\$445.30
H.	Grimsley's	\$1038.15
I.	Ask About Windows	\$121.00
J.	Cutting Edge Lawns	\$3680.00
K.	Automatic Fire Control	\$7500.00
L.	Cintas	\$622.00
M.	Oklahoma Natural Gas	\$798.19
N.	Vision Bank	\$454.04
O.	AT&T Mobility	\$48.77
P.	Finley & Cook	\$660.00
Q.	Randy's Tire & Alignment	\$276.33
R.	MetTel	\$744.57
S.	First United Bank	\$567.74
T.	Personal Plumbing	\$391.80
U.	24 Hour Lockout Service	\$585.00
V.	Techsico Enterprise Solutions	\$721.00
W.	NAPA	\$339.46
X.	Shawnee Municipal Authority	\$730.98
Y.	Armstrong Pest Control	\$150.00
Z.	Chuck Jones	\$6900.00
AA.	Fresh Filtered Air, Inc	\$650.00
BB.	Arvest	\$625.11
CC.	John Deere Financial	\$348.26
DD.	Buford Whites	\$1137.33
EE.	Shawnee Lighting Systems	\$181.97
FF.	Techsico	\$90.00
GG.	INS	\$399.98
HH.	Randy's Tire	\$45.00
II.	Fresh Filtered Air	\$650.00
JJ.	Arvest	\$625.11

Special Claims:

A.	Shawnee News Star	\$545.00
B.	A Cut Above Buckles	\$7125.00
C.	Cowboy Times	\$540.00
D.	Vann & Associates	\$2333.00
E.	INS	\$1689.94

Shavings:

A.	Xylo of Oklahoma	\$3780.00
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