Benton Advertising & Promotion Commission Agenda

January 8, 2025 3:30 pm at the Benton Municipal Complex in Council Chambers

I.	Call to Order			
II.	Roll Call Frank Baptist Steve Brown Alison Burch Bill Eldridge Elgin Hamner IV Luke Moody Greg Shinn	Present		
III.	Minutes from December Meeting			
IV.	Financial Reports A. Profit and Loss Reports – Jordan Woolbright B. Bank Balances and Collections Report – Mandy Spicer			
v.	Administrative Delinquency Report – Mandy Spicer	r		
VI.	Funding A. AFC (Arkansas Football Club) B. Saline County Fair Association -	Benton – 2 nd - 1 st Readin	Reading and Vote	
VII.	Report from Benton Event Center	·– Nikki Cl	numley	
VIII.	Report on the Development of Exi	t 114 Prop	erty – Bill Eldridge	
IX.	Old Business A. A&P Marketing Committee – Steve Brown B. 2025 Budget Committee Meeting January 16 at 9:00 am – Bill Eldridge			
Χ.	New Business Next Meeting Date – February 12			
XI.	Other Business			
XII.	Adjournment			

BENTON ADVERTISING & PROMOTION COMMISSION Minutes December 11, 2024

I. CALL TO ORDER

Chairman Bill Eldridge called the meeting of the Benton Advertising & Promotion Commission to order on December 11, 2024, at 3:30 pm at the Benton Municipal Complex in Council Chambers.

II. ROLL CALL

Commissioners in attendance include: Bill Eldridge, Steve Brown, Alison Burch, Frank Baptist, Luke Moody, Elgin Hamner and Greg Shinn. No absences.

III. MINUTES

Frank Baptist made a motion to approve the minutes of the November 20, 2024 meeting. Luke Moody seconded. Motion carried.

IV. FINANCIAL REPORTS

A. Profit & Loss Reports

Financial reports were presented by Jordan Woolbright. The A&P Commission bank accounts show the following balances as of November 30, 2024:

Bank OZK – Focus Group Project	\$627,963.56
Bank OZK – A&P	\$131,401.73
Bank OZK Event Center	\$458,402.91
Bank OZK – Savings	\$393,587.74
Total Checking/Savings	\$1,611,355.94

There is a liability of \$693.00 owed to the Arkansas Department of Finance for sales tax and to the City of Benton for sales tax.

A&P profit and loss statement: for the month of November 2024 total income of \$17,802.07 and total expenses of \$12,285.22 resulting in net income of \$5,516.85. For the year to date as of November 2024 total income of \$200,072.20, total operating expenses of \$164,511.05 resulting in net income of \$35,561.15.

Event Center profit and loss statement: for the month of November 2024 total income of \$59,463.09, total operating expenses of \$40,559.53 resulting in net income of \$18,903.56. For the year to date as of November 2024 total income of \$666,761.14, total operating expenses of \$462,598.57 and capital expenditures of \$63,061.17 resulting in net income of \$141,101.40.

Focus Group profit and loss statement: for the month of November 2024 total income of \$19,278.37 and total expenses of \$0 resulting in net income of \$19,278.37. For the year to date as of November 2024 total income of \$215,171.16 and total expenses of \$0 resulting in net income of \$215,171.16.

B. Bank Balances and Collections Report

Mandy Spicer presented the bank accounts with the following balances as of November 30, 2024:

	Statement	Prev. Month's
	Balance	Balance
A&P Collections General	\$5,615.94	\$8,873.72
Bond Account	Closed	Closed
A&P Large Project Checking	\$2,435,753.07	\$2,341,480.52
A&P Small Project Checking	\$1,218,458.06	\$1,180,014.10
A&P General Operating Checking	\$133,713.72	\$133,788.70
Benton Focus Group Checking	\$627,963.56	\$608,685.19
Benton Event Center Gen Operating Checking	\$458,402.91	\$441,687.80
Benton Event Center Savings	\$393,587.74	\$392,403.01
	\$5,273,495.00	

V. ADMINISTRATIVE

Collections received in the month of November 2024 were \$178,615.15 which is 0.21% more than November 2023. There are 32 delinquencies for the month. Most of them are food trucks along with pop-ups from Old Fashioned Day. Below are the amounts collected in October of this year along with November of the previous five years:

November 2024 Collections:	\$178,615.15
November 2023 Collections:	\$178,235.97
November 2022 Collections:	\$154,044.55
November 2021 Collections:	\$141,463.51
November 2020 Collections:	\$129,755.98
November 2019 Collections:	\$119,762.25

Luke Moody made a motion to accept the financial reports as presented by Jordan Woolbright and Mandy Spicer. Elgin Hamner seconded. Motion carried.

VI. FUNDING REQUESTS

AFC Benton – 1st Reading – Bill Eldridge recognized Chip Bosley. Chip thanked the commission for the opportunity and explained that the AFC Benton soccer club began ten years ago and has grown to 20 teams, including competitive level teams and has approximately 300 players. Chip explained that the club would like to renovate land owned by the City of Benton next to Sunset Lake and Bernard Holland for three soccer fields that would be maintained by the city's parks department and continue to be

owned by the City. Chip introduced Dan Wilson who provided that both he and Chip are volunteers with the club. Dan explained that the club currently has no permanent fields but they practice and play on whatever fields are available in the area. Chip explained that the estimated cost of the project is \$255,240 and the club is seeking donations. Once the soccer complex that the commission has discussed building at exit 114 is completed, these soccer fields would become pickleball fields.

Mayor Tom Farmer said he believes having these three soccer fields would be beneficial to area businesses because of the large number of people who would be coming for games and tournaments and then would visit local businesses. Bill Eldridge thanked Chip and Dan for the information and told them the commission would vote at its January meeting.

VII. REPORT FROM BENTON EVENT CENTER

Nikki Chumley reported about 12 events in the building from November 21 to December 11, including JA's bingo, the AR Opioid Recovery Partners meeting, Benton Chamber's luncheon, the Duck Duck Goose consignment sale, and several birthday and Christmas parties. She's already receiving down payments for 2026 reservations.

VIII. REPORT ON THE DEVELOPMENT OF EXIT 114 PROPERTY
Bill Eldrige reported that final permits from the Corps of Engineers are still pending.

IX. OLD BUSINESS

A&P Marketing Committee – Steve Brown said the marketing committee met this week with representatives from The Sells Agency to review the status of the new website. He recognized Drew Finkbeiner, John Hodges and Thad James from The Sells Agency who thanked the commission for the opportunity to provide an update. John and Thad explained that they are working on the brand identity for the website, collecting pictures and videos, and getting feedback from the committee. During the process of creating the website, the committee will be able to see the test site in real time and give feedback. They showed a video they created from the Christmas parade and lighting of the Christmas tree.

X. NEW BUSINESS

- A. 2025 Budget Committee The 2025 budget committee will consist of Bill Eldridge, Jordan Woolbright, Mandy Spicer, Nikki Chumley, Amy McCormick, Gary James and Luke Moody.
- B. The next meeting of the A&P Commission will be January 15, 2025.

XI. OTHER BUSINESS None

XII.	ADJOURNMENT		
	Luke Moody made a motion to adjourn the meeting.	Frank Baptist seconded.	Motion
	carried. The meeting was adjourned at 4:01 pm.		

Bill Eldridge, Chairman

Amy McCormick, Recording Secretary

Statement of Assets, Liabilites & Equity-Modified Cash Basis

Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted
As of December 31, 2024

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Bank OZK - Focus Group Project	647,845.75
Bank OZK - A&P	137,242.80
Bank OZK - Event Center	456,070.48
Bank OZK - Savings	394,898.98
Total Checking/Savings	1,636,058.01
Total Current Assets	1,636,058.01
TOTAL ASSETS	1,636,058.01
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	14
Sales Tax Payable	2,386.25
Total Other Current Liabilities	2,386.25
Total Current Liabilities	2,386.25
Total Liabilities	2,386.25
Equity	
Retained Earnings	1,218,829.23
Net Income	414,842.53
Total Equity	1,633,671.76
TOTAL LIABILITIES & EQUITY	1,636,058.01

Profit & Loss Budget vs. Actual - A&P - Modified Cash Basis

Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted December 2024

	Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest	415.81	250.00	165.81	166.32%
Sales Tax Revenue	17,788.27	16,615.96	1,172.31	107.06%
Total Income	18,204.08	16,865.96	1,338.12	107.93%
Gross Profit	18,204.08	16,865.96	1,338.12	107.93%
Expense				
Accounting Services	500.00	550.00	(50.00)	90.91%
Advertising Expense	695.50	420.00	275.50	165.6%
Comp. for Commissioners	600.00	750.00	(150.00)	80.0%
Funding	2,709.18	4,166.66	(1,457.48)	65.02%
Legal Counsel	1,200.00	1,200.00	0.00	100.0%
Repairs & Maintenance	0.00	750.00	(750.00)	0.0%
Service Agreement	6,658.33	6,658.33	0.00	100.0%
Total Expense	12,363.01	14,494.99	(2,131.98)	85.29%
Net Ordinary Income	5,841.07	2,370.97	3,470.10	246.36%
et Income	5,841.07	2,370.97	3,470.10	246.36%

Benton A&P Commission Profit & Loss Budget vs. Actual - A&P - Modified Cash Basis Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense	,		0	
Income				
Interest	4,908.49	3,000.00	1,908.49	163.62%
Sales Tax Revenue	213,367.79	207,352.38	6,015.41	102.9%
Total Income	218,276.28	210,352.38	7,923.90	103.77%
Gross Profit	218,276.28	210,352.38	7,923.90	103.77%
Expense				
Accounting Services	6,215.00	6,600.00	(385.00)	94.17%
Advertising Expense	5,094.18	5,040.00	54.18	101.08%
Comp. for Commissioners	7,500.00	9,000.00	(1,500.00)	83.33%
Funding	44,456.09	50,000.00	(5,543.91)	88.91%
Legal Counsel	14,400.00	14,400.00	0.00	100.0%
Meals & Entertainment	65.83	0.00	65.83	100.0%
Postage	65.66	160.00	(94.34)	41.04%
Repairs & Maintenance	19,177.34	3,000.00	16,177.34	639.25%
Service Agreement	79,899.96	79,899.96	0.00	100.0%
Total Expense	176,874.06	168,099.96	8,774.10	105.22%
Net Ordinary Income	41,402.22	42,252.42	(850.20)	97.99%
let Income	41,402.22	42,252.42	(850.20)	97.99%

Benton A&P Commission Profit & Loss Budget vs. Actual - Event Center - Modified Cash Basis Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted December 2024

	Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest	2,765.87	2,300.00	465.87	120.26%
Sales-Revenue				
Alcohol Sales-Beer/Wine	9,814.85	4,449.83	5,365.02	220.57%
Alcohol Sales-Mixed Drinks	3,342.45	1,592.50	1,749.95	209.89%
Sales-Revenue - Other	29,214.54	27,673.00	1,541.54	105.57%
Total Sales-Revenue	42,371.84	33,715.33	8,656.51	125.68%
Sales Tax Revenue	17,788.27	16,615.96	1,172.31	107.06%
Total Income	62,925.98	52,631.29	10,294.69	119.56%
Gross Profit	62,925.98	52,631.29	10,294.69	119.56%
Expense		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Advertising Expense	1,000.00	0.00	1,000.00	100.0%
Alcohol Expense	223.48	178.99	44.49	124.86%
Bank Service Fees	867.10	407.79	459.31	212.63%
Building Alarm System	147.61	147.61	0.00	100.09
Cable TV	186.35	184.22	2.13	101.16%
Cleaning Service	1,180.71	1,441.00	(260.29)	81.949
Contract Labor	2,825.00	2,184.50	640.50	129.32%
Dues & Memberships	0.00	150.00	(150.00)	0.0%
Health Insurance	1,213.43	1,213.43	0.00	100.0%
Insurance	26,298.13	21,604.14	4,693.99	121.73%
Internet	323.95	333.45	(9.50)	97.15%
Labor Expenses	18,054.68	18,082.52	(27.84)	99.85%
Laundry Expense	2,748.45	886.95	1,861.50	309.88%
Office Expense	257.37	371.32	(113.95)	69.31%
Pest Control Expense	131.26	65.63	65.63	200.0%
Repairs & Maintenance	814.85	9,700.00	(8,885.15)	8.4%
Supplies	2,590.64	607.44	1,983.20	426.49%
Telephone Expense	23.30	168.80	(145.50)	13.8%
Trash Pickup	557.92	1,399.06	(841.14)	39.88%
Utilities	6,126.24	6,797.53	(671.29)	90.13%
Website	69.95	59.95	10.00	116.68%
Total Expense	65,640.42	65,984.33	(343.91)	99.48%
Net Ordinary Income	(2,714.44)	(13,353.04)	10,638.60	20.33%
Income	(2,714.44)	(13,353.04)	10,638.60	20.33%

Profit & Loss Budget vs. Actual - Event Center - Modified Cash Basis Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest	32,705.30	27,600.00	5,105.30	118.5%
Sales-Revenue				
Alcohol Sales-Beer/Wine	16,949.86	12,660.40	4,289.46	133.88%
Alcohol Sales-Mixed Drinks	6,305.31	4,172.02	2,133.29	151.13%
Refunds/Returns	(1,153.00)	0.00	(1,153.00)	100.0%
Sales-Revenue - Other	461,511.86	478,114.00	(16,602.14)	96.53%
Total Sales-Revenue	483,614.03	494,946.42	(11,332.39)	97.71%
Sales Tax Revenue	213,367.79	207,352.38	6,015.41	102.9%
Total Income	729,687.12	729,898.80	(211.68)	99.97%
Gross Profit	729,687.12	729,898.80	(211.68)	99.97%
Expense	te and the second	* **		
Advertising Expense	3,000.00	2,186.50	813.50	137.21%
Alcohol Expense	3,969.05	5,249.93	(1,280.88)	75.6%
Alcohol Permit Expense	3,576.00	3,500.00	76.00	102.17%
Bank Service Fees	6,810.89	7,660.76	(849.87)	88.91%
Building Alarm System	7,495.75	2,421.32	5,074.43	309.57%
Cable TV	2,231.94	2,210.64	21.30	100.96%
Cleaning Service	15,014.22	17,292.00	(2,277.78)	86.83%
Contract Labor	41,048.90	45,800.40	(4,751.50)	89.63%
Dues & Memberships	279.95	475.00	(195.05)	58.94%
Health Insurance	14,197.13	14,197.14	(0.01)	100.0%
Insurance	26,298.13	21,604.14	4,693.99	121.73%
Internet	3,924.55	4,001.40	(76.85)	98.08%
Labor Expenses	178,691.47	179,246.49	(555.02)	99.69%
Laundry Expense	21,582.45	19,030.65	2,551.80	113.41%
Linen & Supplies	1,691.23	1,217.00	474.23	138.97%
Mileage Reimbursement	157.05	366.28	(209.23)	42.88%
Office Expense	4,530.54	5,082.84	(552.30)	89.13%
Pest Control Expense	1,061.00	1,334.44	(273.44)	79.51%
Repairs & Maintenance	93,228.16	69,530.64	23,697.52	134.08%
Supplies	18,164.60	19,862.48	(1,697.88)	91.45%
Telephone Expense	1,357.16	2,104.34	(747.18)	64.49%
Trash Pickup	4,377.89	5,662.04	(1,284.15)	77.32%
Utilities	74,781.58	72,173.73	2,607.85	103.61%
Website	769.35	759.35	10.00	101.32%
Total Expense	528,238.99	502,969.51	25,269.48	105.02%
Net Ordinary Income	201,448.13	226,929.29	(25,481.16)	88.77%
Other Income/Expense				
Other Expense				
Capital Expenditures	63,061.17	93,358.51	(30,297.34)	67.55%
Total Other Expense	63,061.17	93,358.51	(30,297.34)	67.55%
Net Other Income	(63,061.17)	(93,358.51)	30,297.34	67.55%
et Income	138,386.96	133,570.78	4,816.18	103.61%

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

Profit & Loss Budget vs. Actual - Focus Group - Modified Cash Basis Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted December 2024

et % of Budget
92 174.49%
31 107.06%
23 111.6%
23 111.6%
23 111.6%
23 111.6%

Profit & Loss Budget vs. Actual - Focus Group - Modified Cash Basis Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted January through December 2024

% of Budget
150.59%
102.9%
106.0%
106.0%
106.0%
106.0%

Benton Advertising & Promotion Commission Bank Account Balances December 31, 2024

Account Name		Acct #	Statement Balance	Previous Month's Balance
Cash Accounts:				
A&P Collections General		***1584	5,249.24	5,615.94
Bond Account		***1592	CLOSED	CLOSED
				0.00
A&P Large Project Checking	50%	***0318	2,530,413.15	2,435,753.07
A&P Small Project Checking	20%	***0348	1,257,128.75	1,218,458.06
A&P General Op Checking	10%	***3297	137,965.39	133,713.72
Benton Focus Group Checking	10%	***2274	647,845.75	627,963.56
				0.00
Benton Event Center General Op Checking	10%	***2640	454,274.77	458,402.91
Benton Event Center Savings		***9832	394,898.98	393,587.74

TOTAL OPERATING CASH & INVESTMENTS

5,427,776.03

BENTON ADVERTISING & PROMOTION COLLECTIONS - FY2024 - NET

DEC JAN FEB											
# of Businesses 82 132,423.63 141,7 # of Businesses 20 378.26 4 # of Businesses 20 13		MARCH AF	APRIL P	MAY	JUNE	JULY	AUGUST	SEPT	00	NOV	TOTAL
# of Businesses											
# of Businesses 82 82 # of Businesses 20 13 # of Businesses 11 4,466.31 5,0 # of Businesses 11 11 # of Businesses 20 13 # of Businesses 20 13 # of Businesses 23 21 # of Businesses 23 21 # of Businesses 23 21 # of Businesses 13 11,0	141,715.07 172	172,039.72 158	158,823.68 15	158,779.35 1	162,675.60	150,202.56	148,178.25	152,283.25	147,562.27	152,279.18	1,833,047.14
# of Businesses 20 378.26 4 # of Businesses 20 13 # of Businesses 11 11 # of Businesses 23 21 # of Businesses 23 21 # of Businesses 18 14	85	98	84	78	83	80	80	79	82	83	
# of Businesses 20 378.26 4 # of Businesses 20 13 # of Businesses 11 4,466.31 5,0 # of Businesses 23 2,1 # of Businesses 23 2,1 # of Businesses 23 2,1 # of Businesses 18 1,4											
# of Businesses 20 13 4,889.11 4,466.31 5,0 # of Businesses 11 11 3,450.15 3,223.99 2,7 # of Businesses 23 21 12,979.78 9,351.77 11,0	438.84	1,007.65	365.00	963,92	818.74	637.79	1,530.28	692.21	935.44	775.86	9,536.79
# of Businesses 11 4,466.31 5,0 # of Businesses 23 21 # of Businesses 23 21 # of Businesses 12,979.78 9,351.77 11,0	16	16	13	24	23	56	21	18	22	15	
# of Businesses 11 4,466.31 5,0 # of Businesses 23 21 # of Businesses 23 21 # of Businesses 12,979.78 9,351.77 11,0											
# of Businesses 11 11 3,450.15 3,223.99 2,7 # of Businesses 23 21 12,979.78 9,351.77 11,(5,016.73	5,844.87 6	6,141.01	6,587.56	6,272.46	5,703.37	4,989.37	4,628.29	5,273.33	4,079.50	63,891.91
3,450.15 3,223.99 2,7 # of Businesses 23 21 12,979.78 9,351.77 11,0	11	11	11	11	11	Ħ	10	10	6	10	
# of Businesses 3,450.15 3,223.99 2,7 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2											
# of Businesses 23 21 12,979.78 9,351.77 11,C	64.79	3,213.69 2	2,695.65	2,308.34	2,880.06	3,183.38	2,220.02	3,453.80	2,234.98	3,821.40	34,950.25
12,979.78 9,351.77 11,C # of Businesses 18 14	19	21	21	20	20	16	15	19	17	21	
12,979.78 9,351.77 11,0 # of Businesses 18 14											
# of Businesses 18	53.70	13,601.26 11	11,373.45	12,911.59	14,045.31	14,362.39	13,495.66	11,507.85	12,448.73	13,334.80	150,279.72
.xa5000	16	18	16	16	19	16	18	17	16	14	
TOTAL GROCERY 4,216.97 3,025.75 3,55	56.72	3,715.28	3,296.43	3,636.12	3,776.73	3,518.89	3,200.04	3,251.25	2,220.62	3,277.73	40,692.53
# of Businesses 5 5	ī	s	s	s	S	5	S	5	4		
GRAND TOTALS 182,613.39 152,869.71 164,045	164,045.85 199	199,422.47 182,	182,695.22 185	185,186.88 19	190,468.90	177,608.38	173,613.62	175,816.65	170,675.37	177,568.47	2,132,398.34

2,033,497.77 1,837,155.24 1,673,361.06 1,419,547.31 1,443,077.07

163,482.66 148,725.26 135,536.13 109,901.21 116,259.46 8.62%

178,235.97 154,044.55 141,463.51 129,755.98 119,762.25 -4.24%

> 158,573.06 131,394.46 119,983.38

173,416.93 155,200.96

187,330.46 170,989.88 160,523.11 134,831.92 131,093.40 -5.19%

164,103.87 154,468.26 148,740.03 115,292.01 16.07% 123,451.44

186,089.97 168,019.16 152,994.36

167,841.35 156,810.34

174,446.63 158,659.20

153,767.56 127,930.49

167,462.05

155,553.56 154,095.92

129,638.16 109,322.08 117,613.40 107,528.57 -8.71%

97,678.07 147,830.27

105,889.39

114,271.51 111,444.38 110,355.97

136,911.96 127,256.22 117,759.17

2021 Collections 2020 Collections

2023 Collections 2022 Collections

150,715.18 129,020.47

120,664.42 8.85%

14.32%

6.68%

17.4%

% increase from 2023 to 2024

2019 Collections

161,766.76

8.69%

0.11%

-0.49% 123,024.71 135,416.48

112,256.92

126,876.64 119,508.52 143,658.46

Benton Event Center-Event Report

December 12, 2024 to January 7, 2025

October 1, 2013 to December 11, 2024

973,590

	Date(s)	# of Attendees
ICF Entergy Solutions	12/11/2024	110
ACDI Christmas Party	12/11/2024	
AG Officer of the Year	12/12/2024	515
Middleton Christmas Party	12/13/2024	250
Campbell Automotive Holiday Party	12/14/2024	
CHI/STVI LDI	12/17-12/18/2024	
Saline County Gun & Knife Show	12/20-12/21/2024	
Chamber Bingo	12/30/2024	
Toler Rehearsal Dinner	12/3/2025	
Teen Dance	12/4/2025	300

of Events: 10

TOTAL: 5,310

TOTAL: 978,900