

Benton Advertising & Promotion Commission

Agenda

July 9, 2025

3:30 pm at Benton City Hall in Council Chambers

(410 River Street)

I. Call to Order

II. Roll Call	Present	Absent
Frank Baptist	_____	_____
Steve Brown	_____	_____
Alison Burch	_____	_____
Bill Eldridge	_____	_____
Elgin Hamner IV	_____	_____
Luke Moody	_____	_____
Greg Shinn	_____	_____

III. Minutes from June 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

VI. Funding

None

VII. Report from Benton Event Center – Nikki Chumley

VIII. Report on the Development of Exit 114 Property – Bill Eldridge

IX. Old Business

A. A&P Marketing Committee – Steve Brown / Rachel Rivers

B. BEC Lighting System – Nikki Chumley

X. New Business

Next Meeting Date – August 13

XI. Other Business

XII. Adjournment

BENTON ADVERTISING & PROMOTION COMMISSION

Minutes

June 11, 2025

I. CALL TO ORDER

Chairman Bill Eldridge called the meeting of the Benton Advertising & Promotion Commission to order on June 11, 2025, at 3:30 pm at Benton City Hall in Council Chambers.

II. ROLL CALL

Commissioners in attendance were Bill Eldridge, Frank Baptist, Alison Burch, Elgin Hamner, Luke Moody and Greg Shinn. Steve Brown was absent.

III. MINUTES

Alison Burch made a motion to approve the minutes of the May 14, 2025 meeting. Frank Baptist 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 May 31, 2025:

Bank OZK – Focus Group Project	\$705,914.03
Bank OZK – A&P	\$158,363.04
Bank OZK – Event Center	\$516,369.16
Bank OZK – Savings	<u>\$400,927.86</u>
Total Checking/Savings	\$1,781,574.09

There is a liability of \$345.00 owed to the Arkansas Department of Finance for sales tax.

A&P profit and loss statement: for the month of May 2025 total income of \$18,695.95 and total operating expenses of \$16,944.82 resulting in net income of \$1,751.13. For the year to date as of May 2025 total income of \$90,374.58 and total operating expenses of \$59,585.18 resulting in net income of \$30,789.40.

Event Center profit and loss statement: for the month of May 2025 total income of \$64,239.60, total operating expenses of \$39,260.35 and capital expenditures of \$0 resulting in net income of \$24,979.25. For the year to date as of May 2025 total income of \$316,863.52, total operating expenses of \$198,468.14 and capital expenditures of \$50,026.57 resulting in net income of \$68,368.81.

Focus Group profit and loss statement: for the month of May 2025 total income of \$20,375.36 and total operating expenses of \$0 resulting in net income of \$20,375.36. For the year to date as of May 2025, total income of \$98,410.22, total operating expenses of \$11.10 and total special project expense of \$50,000.00 resulting in net income of \$48,399.12.

B. Bank Balances and Collections Report

Mandy Spicer presented the bank accounts with the following balances as of May 31, 2025:

	Statement Balance	Prev. Month's Balance
A&P Collections General	\$9,430.59	\$10,962.44
A&P Large Project Checking	\$2,020,922.18	\$1,950,783.52
A&P Small Project Checking	\$1,441,775.94	\$1,402,415.50
A&P General Operating Checking	\$161,239.67	\$158,855.12
Benton Focus Group Checking	\$705,914.03	\$685,538.67
Benton Event Center Gen Operating Checking	\$535,949.15	\$517,418.13
Benton Event Center Savings	<u>\$400,927.86</u>	\$392,169.15
	\$5,276,159.42	

V. ADMINISTRATIVE

Collections received in the month of May 2025 were \$180,551.60, which is 1.2% less than in May 2024. The collections received in May are for the month of April.

Below are the amounts collected in May of this year along with May of the previous six years:

May 2025 Collections:	\$180,551.60
May 2024 Collections:	\$182,695.22
May 2023 Collections:	\$167,841.35
May 2022 Collections:	\$156,810.34
May 2021 Collections:	\$147,830.27
May 2020 Collections:	\$97,678.07
May 2019 Collections:	\$120,664.42

The restaurant that was very delinquent at the last meeting which the commissioners approved the hearing process for, immediately paid and brought its account current. Current collections are good and there are only a few 30-days past due and are being notified.

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

VI. FUNDING REQUEST

- A. Old Fashioned Day Committee – 2nd Reading and Vote – The request is for \$6,000. Luke Moody made a motion to approve funding up to \$6,000 for Old Fashioned Day. Alison Burch seconded. Motion carried.
- B. AFC Benton – follow-up – Bill Eldridge reminded the commissioners that in January 2025, the commission approved payment of \$50,000 from the Focus Group account to help with the construction of three soccer fields on City property at Sunset Lake and another \$50,000 at a later date to be used for lighting.

Bill Eldridge recognized Chip Bosley. Chip thanked the commissioners for the opportunity to provide an update on the construction of the soccer fields at Sunset Lake. Chip provided the following update: dirt work and sprinklers are complete, one field will be sodded next week pending weather, the other two fields will be sprigged to establish grass on them, soccer clubs from Hot Springs, Sheridan and Otter Creek have reached out inquiring about using the fields, a sponsor backed out so AFC Benton is a little short of the \$250,000 goal and the power poles and wiring have been donated along with the labor cost to set the poles. All of the lighting poles and wiring will be installed for the three fields and the tentative plan, pending funding, is for only the lights on the first field to be activated. The lights on the other two fields will be completed as funds are available. Chip is currently seeking estimates and exploring avenues of obtaining lighting.

Luke Moody made a motion to approve up to \$50,000 for lighting to be paid from the Focus Group account directly to the vendor. Frank Baptist seconded. Motion carried.

VII. REPORT FROM BENTON EVENT CENTER

Nikki Chumley reported about 13 events that have been hosted in the building since the last meeting, including a banquet, a high school graduation, planning meeting for Amplify and the County Judges conference. Attendance is at 1,010,060 as of June 10. The original refrigerator used for alcohol went out this week and a new one was delivered this morning. Nikki provided that the original icemaker has been replaced and some maintenance has been done over the years on other appliances.

VIII. REPORT ON THE DEVELOPMENT OF EXIT 114 PROPERTY

Bill Eldridge reported the request for bids for dirt work on the RV park and soccer complex is out and submitted bids will be opened on June 25 at 10:30 am at City Hall. McClelland Engineers worked with the Corp of Engineers to put the project out for public comment this week for 30 days. Dan Beranek plans on attending next month's A&P meeting to give updates.

IX. OLD BUSINESS

A&P Marketing Committee – In Steve Brown's absence, Bill Eldridge gave the report. Bill introduced Rachel Rivers, the new marketing director for A&P, the Benton Event Center and the Benton Chamber. Rachel thanked the commissioners and reported she's met with Sells Agency representatives to discuss the website project and will have meetings with them every two weeks. She's coordinating their Thursday visits to the area to get content.

X. NEW BUSINESS

A. Nikki Chumley reported the lighting at the Benton Event Center is the original system and replacement parts/supplies/re-programming cannot be acquired or done because of its age. In order to be pro-active and avoid major problems with the system being out for an extended period and impacting scheduled events, she would like to get bids on replacing the system. Luke Moody made a motion for Nikki Chumley to work with Mandy Spicer to issue a request for bids to replace the lighting system at the Benton Event Center. Elgin Hamner seconded. Motion carried.

B. The next meeting of the A&P Commission will be July 9, 2025.

XI. OTHER BUSINESS


None.

XII. ADJOURNMENT

Luke Moody made a motion to adjourn the meeting. Elgin Hamner seconded. Motion carried. The meeting was adjourned at 4:00 pm.



Bill Eldridge, Chairman



Amy McCormick, Recording Secretary

Benton A&P Commission
Statement of Assets, Liabilities & Equity-Modified Cash Basis
Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted
As of June 30, 2025

	<u>Jun 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank OZK - Focus Group Project	727,404.21
Bank OZK - A&P	166,245.89
Bank OZK - Event Center	536,550.67
Bank OZK - Savings	401,982.22
Total Checking/Savings	<u>1,832,182.99</u>
Total Current Assets	<u>1,832,182.99</u>
TOTAL ASSETS	<u><u>1,832,182.99</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Sales Tax Payable	619.08
Total Other Current Liabilities	<u>619.08</u>
Total Current Liabilities	<u>619.08</u>
Total Liabilities	619.08
Equity	
Retained Earnings	1,633,671.76
Net Income	197,892.15
Total Equity	<u>1,831,563.91</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,832,182.99</u></u>

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

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
June 2025

	<u>Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Interest	499.27	350.00	149.27	142.65%
Sales Tax Revenue	19,203.92	17,045.00	2,158.92	112.67%
Total Income	<u>19,703.19</u>	<u>17,395.00</u>	<u>2,308.19</u>	<u>113.27%</u>
Gross Profit	19,703.19	17,395.00	2,308.19	113.27%
Expense				
Accounting Services	600.00	600.00	0.00	100.0%
Advertising Expense	146.80	109.80	37.00	133.7%
Comp. for Commissioners	600.00	750.00	(150.00)	80.0%
Funding	30.00	4,167.00	(4,137.00)	0.72%
Labor Expenses	2,602.80	0.00	2,602.80	100.0%
Legal Counsel	1,200.00	1,200.00	0.00	100.0%
Repairs & Maintenance	0.00	1,000.00	(1,000.00)	0.0%
Service Agreement	6,658.33	6,658.33	0.00	100.0%
Total Expense	<u>11,837.93</u>	<u>14,485.13</u>	<u>(2,647.20)</u>	<u>81.73%</u>
Net Ordinary Income	<u>7,865.26</u>	<u>2,909.87</u>	<u>4,955.39</u>	<u>270.3%</u>
Net Income	<u><u>7,865.26</u></u>	<u><u>2,909.87</u></u>	<u><u>4,955.39</u></u>	<u><u>270.3%</u></u>

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

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 June 2025

	<u>Jan - Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Interest	2,635.40	2,100.00	535.40	125.5%
Sales Tax Revenue	107,442.37	107,758.00	(315.63)	99.71%
Total Income	<u>110,077.77</u>	<u>109,858.00</u>	<u>219.77</u>	<u>100.2%</u>
Gross Profit	110,077.77	109,858.00	219.77	100.2%
Expense				
Accounting Services	3,775.00	3,715.00	60.00	101.62%
Advertising Expense	229.30	374.80	(145.50)	61.18%
Comp. for Commissioners	4,050.00	4,500.00	(450.00)	90.0%
Funding	11,461.52	24,999.00	(13,537.48)	45.85%
Labor Expenses	2,863.08	0.00	2,863.08	100.0%
Legal Counsel	7,200.00	7,200.00	0.00	100.0%
Office Expense	11.10	0.00	11.10	100.0%
Postage	224.92	225.00	(0.08)	99.96%
Repairs & Maintenance	1,640.62	2,650.00	(1,009.38)	61.91%
Service Agreement	39,949.98	39,949.98	0.00	100.0%
Total Expense	<u>71,405.52</u>	<u>83,613.78</u>	<u>(12,208.26)</u>	<u>85.4%</u>
Net Ordinary Income	<u>38,672.25</u>	<u>26,244.22</u>	<u>12,428.03</u>	<u>147.36%</u>
Net Income	<u>38,672.25</u>	<u>26,244.22</u>	<u>12,428.03</u>	<u>147.36%</u>

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

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
June 2025

	<u>Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Interest	2,966.17	2,300.00	666.17	128.96%
Sales-Revenue				
Alcohol Sales-Beer/Wine	2,098.28	1,700.00	398.28	123.43%
Alcohol Sales-Mixed Drinks	710.78	200.00	510.78	355.39%
Sales-Revenue - Other	46,839.86	32,442.00	14,397.86	144.38%
Total Sales-Revenue	<u>49,648.92</u>	<u>34,342.00</u>	<u>15,306.92</u>	<u>144.57%</u>
Sales Tax Revenue	19,203.92	17,045.00	2,158.92	112.67%
Total Income	<u>71,819.01</u>	<u>53,687.00</u>	<u>18,132.01</u>	<u>133.77%</u>
Gross Profit	<u>71,819.01</u>	<u>53,687.00</u>	<u>18,132.01</u>	<u>133.77%</u>
Expense				
Advertising Expense	77.30	0.00	77.30	100.0%
Alcohol Expense	0.00	477.45	(477.45)	0.0%
Alcohol Permit Expense	3,576.00	3,576.00	0.00	100.0%
Bank Service Fees	717.88	640.47	77.41	112.09%
Building Alarm System	147.61	147.61	0.00	100.0%
Cable TV	197.00	186.35	10.65	105.72%
Cleaning Service	964.69	1,345.00	(380.31)	71.72%
Contract Labor	4,169.70	3,300.00	869.70	126.36%
Health Insurance	1,364.53	1,364.53	0.00	100.0%
Internet/IT	1,481.95	2,193.00	(711.05)	67.58%
Labor Expenses	14,059.52	14,090.83	(31.31)	99.78%
Laundry Expense	1,664.40	3,909.15	(2,244.75)	42.58%
Office Expense	1,450.76	479.87	970.89	302.32%
Pest Control Expense	0.00	70.00	(70.00)	0.0%
Repairs & Maintenance	1,856.93	5,921.36	(4,064.43)	31.36%
Supplies	2,129.85	472.40	1,657.45	450.86%
Telephone Expense	140.54	117.00	23.54	120.12%
Trash Pickup	651.65	557.92	93.73	116.8%
Utilities	5,856.01	5,799.74	56.27	100.97%
Website	109.90	109.00	0.90	100.83%
Total Expense	<u>40,616.22</u>	<u>44,757.68</u>	<u>(4,141.46)</u>	<u>90.75%</u>
Net Ordinary Income	<u>31,202.79</u>	<u>8,929.32</u>	<u>22,273.47</u>	<u>349.44%</u>
Other Income/Expense				
Other Expense				
Capital Expenditures				
Painting Event Rooms & Lobby	10,241.00	9,316.00	925.00	109.93%
Total Capital Expenditures	<u>10,241.00</u>	<u>9,316.00</u>	<u>925.00</u>	<u>109.93%</u>
Total Other Expense	<u>10,241.00</u>	<u>9,316.00</u>	<u>925.00</u>	<u>109.93%</u>
Net Other Income	<u>(10,241.00)</u>	<u>(9,316.00)</u>	<u>(925.00)</u>	<u>109.93%</u>
Net Income	<u><u>20,961.79</u></u>	<u><u>(386.68)</u></u>	<u><u>21,348.47</u></u>	<u><u>(5,420.97%)</u></u>
 Transfer to BEC Savings	 (10,000.00)			
Transfer from BEC Savings	10,241.00			

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

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
January through June 2025

	<u>Jan - Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Interest	16,298.27	13,800.00	2,498.27	118.1%
Sales-Revenue				
Alcohol Sales-Beer/Wine	3,741.26	5,600.00	(1,858.74)	66.81%
Alcohol Sales-Mixed Drinks	1,956.14	2,900.00	(943.86)	67.45%
Sales-Revenue - Other	259,244.49	239,403.00	19,841.49	108.29%
Total Sales-Revenue	<u>264,941.89</u>	<u>247,903.00</u>	<u>17,038.89</u>	<u>106.87%</u>
Sales Tax Revenue	107,442.37	107,758.00	(315.63)	99.71%
Total Income	<u>388,682.53</u>	<u>369,461.00</u>	<u>19,221.53</u>	<u>105.2%</u>
Gross Profit	388,682.53	369,461.00	19,221.53	105.2%
Expense				
Advertising Expense	77.30	0.00	77.30	100.0%
Alcohol Expense	4,989.55	5,306.55	(317.00)	94.03%
Alcohol Permit Expense	3,576.00	3,576.00	0.00	100.0%
Bank Service Fees	3,605.81	3,490.30	115.51	103.31%
Building Alarm System	1,166.92	1,881.08	(714.16)	62.04%
Cable TV	1,160.70	1,118.10	42.60	103.81%
Cleaning Service	7,171.14	8,070.00	(898.86)	88.86%
Contract Labor	24,723.00	24,525.00	198.00	100.81%
Dues & Memberships	550.00	1,175.00	(625.00)	46.81%
Health Insurance	7,982.50	7,982.50	0.00	100.0%
Internet/IT	4,885.70	13,158.00	(8,272.30)	37.13%
Labor Expenses	90,846.53	91,716.39	(869.86)	99.05%
Laundry Expense	11,902.65	13,745.50	(1,842.85)	86.59%
Linen & Supplies	1,233.60	1,138.96	94.64	108.31%
Office Expense	5,338.37	2,795.78	2,542.59	190.94%
Pest Control Expense	710.93	695.00	15.93	102.29%
Repairs & Maintenance	21,068.73	47,236.61	(26,167.88)	44.6%
Supplies	7,446.41	8,148.35	(701.94)	91.39%
Telephone Expense	656.32	702.00	(45.68)	93.49%
Trash Pickup	3,008.11	3,055.56	(47.45)	98.45%
Utilities	36,524.44	34,609.49	1,914.95	105.53%
Website	459.65	458.75	0.90	100.2%
Total Expense	<u>239,084.36</u>	<u>274,584.92</u>	<u>(35,500.56)</u>	<u>87.07%</u>
Net Ordinary Income	149,598.17	94,876.08	54,722.09	157.68%
Other Income/Expense				
Other Expense				
Capital Expenditures				
Network Improvements	10,532.52			
Security Cameras	23,959.14	23,959.14	0.00	100.0%
LED Lights Change Out	15,534.91	12,947.91	2,587.00	119.98%
Chair Replacement	0.00	10,337.00	(10,337.00)	0.0%
Painting Event Rooms & Lobby	10,241.00	9,316.00	925.00	109.93%
Total Capital Expenditures	<u>60,267.57</u>	<u>56,560.05</u>	<u>3,707.52</u>	<u>106.56%</u>
Total Other Expense	<u>60,267.57</u>	<u>56,560.05</u>	<u>3,707.52</u>	<u>106.56%</u>
Net Other Income	<u>(60,267.57)</u>	<u>(56,560.05)</u>	<u>(3,707.52)</u>	<u>106.56%</u>
Net Income	<u>89,330.60</u>	<u>38,316.03</u>	<u>51,014.57</u>	<u>233.14%</u>
 Transfer to BEC Savings	(50,000.00)			
Transfer from BEC Savings	60,267.57			

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

Benton A&P Commission
Profit & Loss Budget vs. Actual - Focus Group - Modified Cash Basis
Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted
June 2025

	<u>Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Interest	2,286.26	1,500.00	786.26	152.42%
Sales Tax Revenue	19,203.92	17,045.00	2,158.92	112.67%
Total Income	<u>21,490.18</u>	<u>18,545.00</u>	<u>2,945.18</u>	<u>115.88%</u>
Gross Profit	<u>21,490.18</u>	<u>18,545.00</u>	<u>2,945.18</u>	<u>115.88%</u>
Net Ordinary Income	<u>21,490.18</u>	<u>18,545.00</u>	<u>2,945.18</u>	<u>115.88%</u>
Net Income	<u><u>21,490.18</u></u>	<u><u>18,545.00</u></u>	<u><u>2,945.18</u></u>	<u><u>115.88%</u></u>

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

Benton A&P Commission
Profit & Loss Budget vs. Actual - Focus Group - Modified Cash Basis
Substantially All Disclosures Required by the Modified Cash Basis of Accounting Omitted
January through June 2025

	<u>Jan - Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Interest	12,458.03	9,000.00	3,458.03	138.42%
Sales Tax Revenue	107,442.37	107,758.00	(315.63)	99.71%
Total Income	<u>119,900.40</u>	<u>116,758.00</u>	<u>3,142.40</u>	<u>102.69%</u>
Gross Profit	<u>119,900.40</u>	<u>116,758.00</u>	<u>3,142.40</u>	<u>102.69%</u>
Expense				
Office Expense	11.10	0.00	11.10	100.0%
Total Expense	<u>11.10</u>	<u>0.00</u>	<u>11.10</u>	<u>100.0%</u>
Net Ordinary Income	<u>119,889.30</u>	<u>116,758.00</u>	<u>3,131.30</u>	<u>102.68%</u>
Other Income/Expense				
Other Expense				
Special Projects	50,000.00	100,000.00	(50,000.00)	50.0%
Total Other Expense	<u>50,000.00</u>	<u>100,000.00</u>	<u>(50,000.00)</u>	<u>50.0%</u>
Net Other Income	<u>(50,000.00)</u>	<u>(100,000.00)</u>	<u>50,000.00</u>	<u>50.0%</u>
Net Income	<u><u>69,889.30</u></u>	<u><u>16,758.00</u></u>	<u><u>53,131.30</u></u>	<u><u>417.05%</u></u>

NO ASSURANCE IS PROVIDED ON THESE STATEMENTS.

Benton Advertising & Promotion Commission Bank Account Balances
June 30, 2025

Account Name		Acct #	Statement Balance	Previous Month's Balance
Cash Accounts:				
A&P Collections General		***1584	12,899.87	9,430.59
Bond Account		***1592	CLOSED	CLOSED
				0.00
A&P Large Project Checking	50%	***0318	2,123,504.09	2,020,922.18
A&P Small Project Checking	20%	***0348	1,483,268.79	1,441,775.94
A&P General Op Checking	10%	***3297	166,245.89	161,239.67
Benton Focus Group Checking	10%	***2274	727,404.21	705,914.03
				0.00
Benton Event Center General Op Checking	10%	***2640	536,991.13	535,949.15
Benton Event Center Savings		***9832	401,982.22	400,927.86
TOTAL OPERATING CASH & INVESTMENTS				<u><u>5,452,296.20</u></u>

RESTAURANTS:

2024 Collection% increase from 2024 to 2025

Benton Event Center-Event Report

June 12, 2025 to July 9, 2025

October 1, 2013 to June 11, 2025

1,010,060

	Date(s)	# of Attendees
Benton Chamber Bingo	6/11-6/12/2025	977
Saline County Comic Expo	6/13-15/2025	885
AR Attorney General Never Forget	6/17/2025	400
AAC Treasurer's Meeting	6/18-20/2025	250
Elect Temple- Repast	6/20/2025	120
Pretty Chic Bingo	6/21/2025	370
AR Prevention Summit Conference	6/23-25/2025	912
AR Safari Club Banquet	6/26/2025	160
SC Gun & Knife Show	6/27-6/29/2025	2600
AAEA CASBO/Superintendent Mtg	7/7-9/2025	475

of Events: 10

TOTAL: 7,149

TOTAL: 1,017,209



Office of Administrative Services
114 S. East Street
Benton, AR 72015

Request for Proposals

Bid Number: RFP 2025-04	Buyer: Mandy Spicer, Chief Financial Officer
Commodity: Benton Event Center Lighting Program	Bid Opening Date: Friday, June 27 th , 2025.
Department: Benton A&P Commission	Bid Opening Time: 10:15 am
Date Issued: Friday, June 13, 2025.	

All proposals will be accepted until **Friday, June 27th, 2025**. All proposals must be placed in a sealed package clearly marked on the outside "**Benton Event Center – Lighting Program RFP**" The envelope should be properly addressed to the City of Benton with the Proposer's name and address indicated outside on the sealed package. An unsigned proposal will be considered non-responsive.

Mailing Address:	Bid Opening Location:
114 S East Street	114 S. East Street
Benton, AR 72015	Benton, AR 72015

Middlebrooks Electric
Printed Name of Company

718 S East St Benton AR 72015
Company Address

501 778 4646
Telephone Number

Fax Number

jon@middlebrookselectric.coa
E-Mail Address

Jonathan Hudson
Printed Name of Authorized Signature

6/26/25
Date

[Signature]
Authorized Signature

6/26/25
Date



Estimate

Proposal Date: 6/27/2025

Proposal #: 9629

ESTIMATOR

Jon H

SALES REP

BLAKE

Submitted To:

Benton Event Center
17322 I-30 North
Benton, AR 72019

Project:

City of Benton
Benton Event Center
Lighting Program RFP

We hereby submit estimate for:

Price to complete the following: Install (1) new Lutron lighting control system in place of the Copper lighting system. Each meeting room square will be able to be controlled independently. Price includes new lighting controls for the front lobby. Price includes programming of the system and testing for proper operation.

Total before Sales Tax \$61,250.25

All materials are guaranteed to be as specified. All work to be completed in a workman like manor according to standard practices. Any alteration or deviation from the above specifications involving extra cost, will be executed only upon written orders and will become an extra charge over the above estimate.

All agreements are contingent upon strikes, accidents or delays beyond our control.

We are licensed bonded and insured for your protection as well as ours.

We are not responsible for any unmarked underground services

There is a "Hard Rock Clause" in place for hard digging

CREDIT CARD
PAYMENT 3% CHARGE

SALES TAX (9.375%) \$5,742.22

TOTAL \$66,992.47

SIGNATURE _____

Please sign to authorise work



Electric  Service

Benton 501-778-4646

Conway 501-327-6262

Hot Springs 501-408-4648



Estimate

Proposal Date: 6/27/2025

Proposal #: 9630

ESTIMATOR

Jon H

SALES REP

BLAKE

Submitted To:

Benton Event Center
17322 I-30 North
Benton, AR 72019

Project:

City of Benton
Benton Event Center
Lighting Program RFP

We hereby submit estimate for:

ALTERNATE ADDITION: Price to install (4) Extron touchscreens to control the new Lutron lighting system. Install new Cat6 wiring to each touchscreen and tie into the Lutron system. Program and test the screens for proper operation.

Total before Sales Tax \$23,547.50

All materials are guaranteed to be as specified. All work to be completed in a workman like manor according to standard practices. Any alteration or deviation from the above specifications involving extra cost, will be executed only upon written orders and will become an extra charge over the above estimate.

All agreements are contingent upon strikes, accidents or delays beyond our control.

We are licensed bonded and insured for your protection as well as ours.

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There is a "Hard Rock Clause" in place for hard digging

CREDIT CARD
PAYMENT 3% CHARGE

SALES TAX (9.375%) \$2,207.58

TOTAL \$25,755.08

SIGNATURE _____

Please sign to authorize work



Official RFP Price Sheet

All applicants must fill out the form below, along with the appropriate authorized signatures.

	Price
Total Bid for Benton Event Center – Lighting Program	\$60,992.47

Upon signing this form, the applicant is acknowledging that all information provided in this RFP is true and will provide documentation requested.

Price given above is the final to the City of Benton and includes all taxes, overhead and profit to the bidder. The City of Benton reserves the right to accept any or all part of bids, to reject any or all bids and to award to the bid deemed in the best interest to the City.

Middlebrooks Electric
Printed Name of Company

718 S East St Benton AR 72015
Company Address

501 778 4646
Telephone Number

Fax Number

jon@middlebrookselectric.com
E-Mail Address

Jonathan Hudson
Printed Name of Authorized Signature

6/26/25
Date

[Signature]
Authorized Signature

6/26/25
Date