

BOARD OF DIRECTORS MEETING AGENDA
SALINA AREA CHAMBER OF COMMERCE - VISIT SALINA ANNEX
JUNE 18, 2020 AT 9:00AM

- 1. CALL TO ORDER AND ROLL CALL @ 9:00 AM**
 - (1.1) Confirmation of Meeting Notice
 - (1.2) Public Comments

- 2. APPROVAL OF MINUTES**

- 3. APPROVAL OF FINANCIAL STATEMENT & ACCOUNTS PAYABLE**
 - (4.1) May Financial Reports

- 4. DIRECTOR'S REPORT**
 - (5.1) Activity Updates
 - (5.2) Prospect Update

- 5. EXECUTIVE SESSION**
 - (7.1) Discussion of Prospective Industry (15 minutes)

I move that the Salina Community Economic Development Organization board of directors recess into an executive session for ____fifteen (15) minutes to discuss the subject of a specific economic development project based upon the need to discuss data relating to the financial affairs or traded secrets of corporations, partnerships, trusts and individual proprietorships pursuant to K.S.A. 75-4319(b)(4). The open meeting will resume in this room at ____ AM.

- 6. ADJOURNMENT**

**CITY OF SALINA, KANSAS
REGULAR MEETING OF THE SALINA COMMUNITY ECONOMIC DEVELOPMENT
ORGANIZATION, INC.**

May 21, 2020

9:00 a.m.

Via Go To Meeting and Audio Link

CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Salina Community Economic Development Organization, Inc. was called to order at 9:00 AM by Frank Hampton, Board President. Robinson confirmed that the meeting notice was made public via email, news release, and social media on May 18th, 2020.

Those present and comprising a quorum: Lloyd Davidson, Frank Hampton, Brian Richardson, Paula Fried (in at 9:04 AM), Michelle Griffin, Cheryl Murray, John Gunn, and Jeff Thompson

Also present:

Mitch Robinson, Salina Community Economic Development Organization Executive Director; Robin VanAtta, Salina Community Economic Development Organization Administrative Assistant; Tim Rogers, Executive Director, Salina Airport Authority; Mike Schrage, City Manager, City of Salina; and Eric Brown, Salina Area Chamber of Commerce, President.

Not present: Pete Brungardt.

1.2 Public Comment

No public comments.

APPROVAL OF MINUTES

Moved by Davidson, seconded by Thompson, to approve the February 27, 2020 as written. Aye: (7). Nay: (0). Motion carried.

APPROVAL OF FINANCIAL STATEMENT AND ACCOUNTS PAYABLE

(4.1) February Financial Report

Moved by Gunn, seconded by Fried, to approve the February 2020 financial statements.

Aye: (8). Nay: (0). Motion carried.

(4.2) March Financial Report

Moved by Thompson, seconded by Richardson, to approve the February 2020 financial statements. Aye: (8). Nay: (0). Motion carried.

(4.3) April Financial Report

Moved by Davidson, seconded by Gunn, to approve the February 2020 financial statements and to approve the Blue Cross Blue Shield quarterly invoice be paid via one signature. Aye: (8). Nay: (0). Motion carried.

The City of Salina had decreased allocations to the EDO due to recent budget cuts. They have decreased their member contribution by 10% or \$25,000. Robinson will draft a letter to the City Commission outlining line items in the EDO budget that will show the funding decrease.

DIRECTOR'S REPORT

(5.1) Activity Updates

(5.2) Prospect Update

Robinson reviewed the Prospect Table that was included in the complete board packet.

EXECUTIVE SESSION

Moved by Gunn, seconded by Thompson to move that the Salina Community Economic Development Organization board of directors recess into executive session for twenty(20) minutes to discuss the subject of a specific economic development project based upon the need to discuss data relating to the financial affairs or traded secrets of corporations, partnerships, trusts and individual proprietorships pursuant to K.S.A. 75-4319. The open meeting will resume in this room at 9:56 AM. Aye: (8). Nay: (0). Motion carried.

The board of directors recessed into executive session at 9:36 AM and reconvened at 9:56 AM. No action was taken.

Also present in executive session: City Manager Mike Schrage, Salina Airport Authority Executive Director Tim Rogers, and the Salina Chamber of Commerce President Eric Brown.

ADJOURNMENT

Moved by Davidson, seconded by Richardson to adjourn the meeting. Aye: (8). Nay: (0). Motion carried. Hampton adjourned the meeting at 9:57 AM.

Frank Hampton, Board President

ATTEST:

Paula Fried, Board Secretary

Salina Community Economic Development Organization, Inc.

06/15/20

Statement of Activities w/Prev Year Comparison

Accrual Basis

January through May 2020

	Jan - May 20	Jan - May 19	% Change
Ordinary Income/Expense			
Income			
Marketing Events Sponsorships	0.00	3,571.43	-100.0%
Investments			
Interest-Savings, Short-term CD	880.91	0.00	100.0%
Total Investments	880.91	0.00	100.0%
Member Contributions	67,500.00	145,000.00	-53.5%
Total Income	68,380.91	148,571.43	-54.0%
Gross Profit	68,380.91	148,571.43	-54.0%
Expense			
Business Expenses			
Memberships	495.00	6,975.00	-92.9%
Marketing Events	0.00	1,716.96	-100.0%
Miscellaneous Expense	111.89	0.00	100.0%
Business Registration Fees	0.00	2,294.00	-100.0%
Total Business Expenses	606.89	10,985.96	-94.5%
Contract Services			
Accounting Fees	2,315.00	2,510.00	-7.8%
Outside Contract Services	0.00	1,000.00	-100.0%
Total Contract Services	2,315.00	3,510.00	-34.1%
Operations			
StartUp Salina Expenses	335.97	704.94	-52.3%
Dues & Subscriptions	5,000.00	3,711.00	34.7%
Training Fees	695.28	0.00	100.0%
Advertising/Promotion	3,316.40	5,750.05	-42.3%
Books, Subscriptions, Reference	204.00	129.40	57.7%
Postage, Mailing Service	0.00	150.00	-100.0%
Printing and Copying	46.70	139.33	-66.5%
Supplies	491.83	690.54	-28.8%
Telephone, Telecommunications	938.68	677.15	38.6%
Total Operations	11,028.86	11,952.41	-7.7%
Other Types of Expenses			
Depreciation	626.30	626.38	0.0%
Insurance - Liability, D and O	4,562.00	900.00	406.9%
Other Costs	59.82	0.00	100.0%
Total Other Types of Expenses	5,248.12	1,526.38	243.8%
Payroll Expenses			
Director Relocation Expense	0.00	763.19	-100.0%
Employee Health Ins	2,095.95	2,095.95	0.0%
Director Health & Life Ins	4,687.96	3,386.00	38.5%
Car Allowance	2,250.00	2,500.00	-10.0%
Payroll Taxes	0.00	6,374.37	-100.0%
Wages & Salaries	72,019.93	69,844.80	3.1%
Total Payroll Expenses	81,053.84	84,964.31	-4.6%

Salina Community Economic Development Organization, Inc.

Statement of Activities w/Prev Year Comparison

January through May 2020

	Jan - May 20	Jan - May 19	% Change
Travel and Meetings			
Meals	323.82	1,362.91	-76.2%
Conference, Convention, Meeting	729.73	150.00	386.5%
Travel	1,178.74	3,062.32	-61.5%
Travel and Meetings - Other	0.00	1,969.40	-100.0%
Total Travel and Meetings	2,232.29	6,544.63	-65.9%
Total Expense	102,485.00	119,483.69	-14.2%
Net Ordinary Income	-34,104.09	29,087.74	-217.3%
Net Income	-34,104.09	29,087.74	-217.3%

Statement of Financial Position

As of May 31, 2020

	<u>May 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
First Bank Kansas-Sweep Acct	122,600.80
First Bank Kansas	74,935.56
Total Checking/Savings	<u>197,536.36</u>
Other Current Assets	
Prepaid Health Insurance	3,780.64
Total Other Current Assets	<u>3,780.64</u>
Total Current Assets	201,317.00
Fixed Assets	
Furniture and Equipment	
Accumulated Depreciation - F&E	-5,101.86
Furniture and Equipment - Other	4,509.89
Total Furniture and Equipment	<u>-591.97</u>
Total Fixed Assets	-591.97
Other Assets	
Other Assets	
Member Contribution Pledges	-15,250.00
Total Other Assets	<u>-15,250.00</u>
Total Other Assets	-15,250.00
TOTAL ASSETS	<u>185,475.03</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
VISA - First Bank Kansas	-326.66
Total Credit Cards	<u>-326.66</u>
Other Current Liabilities	
Payroll Liabilities	
FICA Taxes	-4,220.15
Medicare Taxes	-986.99
Federal W/H Taxes	2,146.52
State W/H Taxes	38.00
Federal Unemployment Taxes	-84.00
State Unemployment Taxes	-93.66
Payroll Liabilities - Other	-1,103.26
Total Payroll Liabilities	<u>-4,303.54</u>
Total Other Current Liabilities	<u>-4,303.54</u>
Total Current Liabilities	<u>-4,630.20</u>
Total Liabilities	-4,630.20
Equity	
Retained Earnings	224,209.32
Net Income	-34,104.09
Total Equity	<u>190,105.23</u>
TOTAL LIABILITIES & EQUITY	<u>185,475.03</u>

Profit & Loss

January through May 2020

	<u>Jan - May 20</u>
Ordinary Income/Expense	
Income	
Investments	
Interest-Savings, Short-term CD	880.91
Total Investments	880.91
Member Contributions	67,500.00
Total Income	68,380.91
Gross Profit	68,380.91
Expense	
Business Expenses	
Memberships	495.00
Miscellaneous Expense	111.89
Total Business Expenses	606.89
Contract Services	
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Wages & Salaries	72,019.93
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Net Income	<u><u>-34,104.09</u></u>

JUNE 2020 DIRECTOR'S REPORT

MARKETING / PROMOTION

The Kansas Economic Development Association cancelled their fall meeting which was scheduled to be in Salina on September 29th and 30th due to COVID-19. The conference will be held in Salina in the fall of 2021. This year's conference will be an online conference in response to COVID-19.

WORKFORCE TALENT AND HOUSING

Brady Sherman, the Wichita developer of a "micro mansion" concept has started his model home in Wichita. We are looking to take a group down to tour the home after the first week of July.

A former area resident is working with a Nebraska-based apartment developer seeking potential locations and support for a development that could go up to 98 units in two phases. The project is seeking local support at this time. We are seeking additional information on the proposed development.

ENTREPRENEURSHIP / SMALL BUSINESS DEVELOPMENT

The reboot of Startup Salina will be on Wednesday, July 1st. Working on the speaker right now to start the promotion effort. Attempting to line up a well-known Salina business owner.

PROSPECT MANAGEMENT

We continue to work with a foreign owned company looking to establish a new production facility here in Salina. The project was discussed at the company's board meeting in April, but a decision has been postponed due to the virus. We hope to have a timeline for a final decision in late May.

Project Rise is working toward a full announcement in August, but much work is still taking place. The City of Salina is working via their DRT (Development Review Team) group to provide additional information concerning P&Z (planning & zoning) as well as flooding issues. An EDA grant has been submitted. With the support of Senator Jerry Moran and his staff we hope to get a decision ASAP. This project continues to require numerous weekly meetings, phone calls and dozens of emails to provide information to the company and work on developing potential funding sources for this project. As part of this project I held a Zoom call with representatives of the Regional EPA office in KC. We reviewed one of their programs that could assist with the costs related to the removal of hazardous items from the targeted construction area.

Hosted a visit by Project Recycle. The owner visited for a second time and we toured several potential buildings and one possible building site in rural Salina County. The project would be a

composting operation that would take in items for a fee and then crush or chop those items to turn them into compost. The owner is based in Stillwater, OK and is an OSU grad.

A Johnson County resident, formerly with NASA in CA is looking for a location in Kansas to develop a company that will take a NASA designed drone vehicle and work with the military and private sector in identify containments in the environment. A conference call with two of the key company members and Tim Rogers and Dr. Kurt Barnhart was held to identify key issues with their project.

The remaining prospects have been followed up with and we are maintaining contact where needed. (See the June 2020 Prospect Table)

SITES / BUILDINGS / TOOLS:

Several additional buildings have been identified in Salina for smaller projects. We have also checked on our existing list to remove any buildings that have been sold or leased. Additional property and buildings are being identified on an “ongoing basis” to keep an updated record.

The Certified Sites Program has been jump started with a new program manager who is employed by the Department of Commerce. Our first application was reviewed this past week and the manager is seeking new applications from across the state.

MONTHLY WEB/SOCIAL MEDIA STATISTICS

Website – (reported last month)

278 users 274 New Users 302 Sessions 1.77 Pgs/Session 1:22 Avg Session
534 Pageviews

Website – 5/18/2020 through 6/14/2020

91 users 86 New Users 100 Sessions 1.98 Pgs/Session 2:03 Avg. Session
198 Pageviews

Website - Pages Visited – 5/18/2020 through 6/14/2020

Page Title ?	Pageviews ? ↓
	198 % of Total: 100.00% (198)
1. Salina Kansas EDO	73 (36.87%)
2. Search Sites & Buildings - Salina Community Economic Development Organization	24 (12.12%)
3. Utilities - Salina Kansas EDO	23 (11.62%)
4. Sites & Buildings - Salina Kansas EDO	20 (10.10%)
5. Contact Salina Kansas EDO	18 (9.09%)
6. Workforce & Education - Salina Kansas EDO	13 (6.57%)
7. Life - Salina Kansas EDO	7 (3.54%)
8. Incentives - Salina Kansas EDO	6 (3.03%)
9. Ag-Food - Salina Kansas EDO	5 (2.53%)
10. Location - Salina Kansas EDO	3 (1.52%)

Facebook – (reported last month)

1,525 Page Views 354 People Reached 51 Post Engagements 497 Page Likes

Facebook – 5/18/2020 through 6/14/2020

1,655 Page Views 695 Posts Reached 181 Post Engagements 500 Page Likes

Start Up Salina Facebook Group

5/18/2020 – 247 members (+5)

6/15/2020 – 249 members (+2)



Prospect Table

This information is strictly CONFIDENTIAL. Discussion of this information outside of this meeting could jeopardize the progress of these pending projects.

Code #	Project Name	Client Source	Project Status	Contact Date	Milestone / Decision Date	Project Objective	Business Description	Jobs (New)	Average Salary	Investment	Niche	Acreage Required	Square Footage
18-9	Project Destination	Local Entrepreneur Contact from Salina Airport Exec Dir.	Inactive	6/12/2018	July 20th Real Estate Review	Unique retail opportunity with potential high attraction	Locally owned facility attract visitors to Salina	?	?	?	Unique Retail Opportunity	NA	5000-9000 SF
18-13		Local Researchers/Developers	Active		No Deadline	7 year effort researching use of 3D imaging	Company being dislocated from existing offices seeking new location and project funding/assistance	Currently 2 FT employees plus research team	?	About \$1m to start	Medical, military, media uses	Purchased a local building in November for new office/lab space	office space of 5000-7500 sf
19-7	Project Petal	KS Dept of Commerce/TX Consultant	Active	4/25/2019	April Decision Date	Seeking location for Japanese Company in Midwest	metal fabrication & assembly	455 to start with 795 at year 5	\$19.25 per hour	\$50m	Seeking site in KS	105 acres or purchase existing building	Building size of 520,000 SF
19-8	Project Gemini	Direct Call to Chamber & SCEDO	Active	5/13/2019	Construction Start Fall 2020	Assembly Operation	Local Company looking for additional building to house assembly	100 by first 3 years.	Over \$20 per hour	Approximately \$75 million	South Ohio Street	28 acres	Build 210,000 sf
19-9	Project Stover	Kansas DOC	Inactive	8/9/2019	Submitted 8/23/2019 Reviewing Submittals	Manufacture products using corn stover	Build various wood products using wood stover	15-17	Average \$14 to \$20/hour	?	Corn Production Region	14-16	Build 10,000 sf
19-13	Project Red Air	SAA	Inactive	8/28/19	Submitted 9/16/19	FL Based Company looking for new location	Foreign Air Force planes fly against US forces	50+	Upper Levels	?	Maintain Anti- US aircraft		60,000 SF



Prospect Table

Code #	Project Name	Client Source	Project Status	Contact Date	Milestone / Decision Date	Project Objective	Business Description	Jobs (New)	Average Salary	Investment	Niche	Acreage Required	Square Footage
19-14	Project Mobile	Direct Contact	Active	10/10/2019	Reviewing Sites 11/25/19	Company looking for additional Call Center operation space	Servicing small hospital accounting needs	50	?	?		N/A	12,000 SF
19-15	Project Toys	Direct Contact	Active	10/10/2019	Met with County Commission	Company seeking incentives for new retail operation	Retail and service location for farm equipment, ATVs, and watercraft	5	\$20/hr	\$2.0 m	Ag & Recreation	Already own 22 acre site	Will Build 18,000 SF
19-16	Omaha Developer	Direct Contact	Active	12/2/2019	Submitted 12/13/19	Seeking 10-15 acres	Location for Mfg Operation	20-100	\$19/hr	?	Defense Related	Looking for site	Building Up to 100,000 sf
20-01	Project Milk Jug	KDOC	KS OUT	3/13/2020	Submitted 3/13/2020	Seeking 17,000 SF		?	?	?	?		17,000 SF Building
20-02	Project Recycle	SAA referral;	Active	1/5/2020	Visited Twice	Seeking site or building for composting	Est Composting Operation	5-Mar	\$15-\$20	?	Has Operation in OK	Acreage or Building	15,000 SF
20-03	Project Solo	SAA	Active	5/15/2020	Funding Need	Location to establish Drone Manufacturing	Use NASA Developed Drone to Get Govt Contracts	200	\$20 & UP	\$2.5 m	Exp with Govt	Airport Location	Bldg 509
20-04	Project Aniram	KDOC	Active	5/15/2020	5/20//2020	Seeking 600,000 sf	Build Airplanes	1600	avg \$100k	\$150-\$250M	?	20-80 acres	600,000 sf to start