

BOARD OF DIRECTORS MEETING AGENDA
SALINA AREA CHAMBER OF COMMERCE – VISIT SALINA ANNEX
JANUARY 20, 2022 AT 9:30 AM

- 1. CALL TO ORDER AND ROLL CALL @ 9:30 AM**
 - (1.1) Confirmation of Meeting Notice/ Visitor Introductions
 - (1.2) Public Comments

- 2. APPROVAL OF MINUTES**
 - (2.1) December 2021 Minutes

- 3. APPROVAL OF FINANCIAL STATEMENT & ACCOUNTS PAYABLE**
 - (3.1) December Financial Reports

- 4. MONTHLY SPOTLIGHT – DR. ALYSIA STARKEY, KANSAS STATE UNIVERSITY SALINA AEROSPACE & TECHNOLOGY CAMPUS**

- 5. DIRECTOR’S REPORT**
 - (5.1) REPCO Update
 - (5.2) Housing Update
 - (5.3) Engineering Firm Report
 - (5.4) 2022 Entrepreneurial Week / Business Plan Competition March 7-11th
 - (5.5) Election of Officers for 2022
 - (5.6) Prospect Updates – See Attached Chart

- 6. EXECUTIVE SESSION**
 - (5.1) Executive Session (____ minutes)
I move that the Salina Community Economic Development Organization board of directors recess into an executive session for (____) minutes to discuss the subject of specific economic development projects 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.

- 7. ADJOURNMENT**

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

December 16, 2021

Via in person and Zoom Link

CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Salina Community Economic Development Organization, Inc. was called to order at 9:32 AM by Lloyd Davidson, Board President.

(1.1) Confirmation of Meeting Notice

Robinson confirmed that the meeting notice was made public via email, news release, and social media.

Those present and comprising a quorum:

In person:

Paula Fried
Cheryl Murray
Pete Brungardt
Lloyd Davidson
Frank Hampton
John Gunn

Zoom (Z):

Brian Richardson (Z)

Also present:

Mitch Robinson, Salina Community Economic Dev. Organization, Executive Director
Robin VanAtta, Salina Community Economic Dev. Organization Administrative Assistant
Tim Rogers, Executive Director, Salina Airport Authority (Z)
Rodger Sparks, County Commissioner, Saline County
Cody Heiman, First Bank Kansas
Renee Duxler, Salina Area Chamber of Commerce, Director of Economic & Workforce Development (Z)

Absent: Max Wellbrock-Talley, Jim Maes

(1.2) Public Comment

No Public Comment

APPROVAL OF MINUTES

(2.1-2) Moved by Gunn, seconded by Hampton to approve the November 18, 2021 minutes and the December 6, 2021 minutes.

Aye: (7). Nay: (0). Motion carried.

APPROVAL OF FINANCIAL STATEMENT AND ACCOUNTS PAYABLE

(3.1-2) October and November Financial Reports

Moved by Fried, seconded by Brungardt to approve the October 2021 and November 2021 financial reports

Aye: (7). Nay: (0). Motion carried.

(3.2) Formally Adopt 2022 Budget

Moved by Brungardt, seconded by Hampton to amend and approve to deduct \$26,000 from the Advertising line item and move it to a newly created Reserve Funds line item.

Aye: (7). Nay: (0). Motion carried.

DIRECTOR'S REPORT

(4.1) REPCO Update

Office staff worked on the packet to go before the City Commission on December 20, 2021. The blue form is being redrafted and a revised copy will be sent to the board for review before submitting to the City Manager's office.

(4.2) Housing Update

Robinson updated the group on a few new housing development opportunities and the existing possible developments.

(4.3) Project Score Card / Project Evaluation Form

No action taken.

(4.4) 2022 Entrepreneurial Week / Business Plan Competition March 7-11th

Robinson reviewed the draft schedule of events. Prize amounts to be rewarded: 1st Prize - \$8,000; 2nd Prize - \$5,000; and 3rd Prize - \$3,000. Next steps are to seek out sponsors and donors. Competition is open to residents in Saline County and the contiguous counties.

(4.5) Upcoming Board Member Changes / Officers for 2022

Several board member terms are expiring at the end of January 2022: John Gunn and Cheryl Murray. The slate of officers will be approved in January 2022.

(4.6) Prospect Updates – See Attached Chart

(4.7) Annual Personnel Review

EXECUTIVE SESSION

(5.1) Discussion of Personnel (15 minutes)

Personnel

Moved by Brungardt, seconded by Gunn that the Salina EDO Board of Directors recess into executive session for 15 minutes to discuss a non-elected employee's performance and status based upon the need to discuss personnel matters of non-elected personnel pursuant to K.S.A. 75-4319(b)(1). The open meeting will resume in this room at 10:30 a.m.

The Board of Directors recessed into executive session at 10:15 AM and reconvened at 10:31 AM.

Upon reconvening, it was moved by Hampton, seconded by Brungardt to approve a 4% wage increase for Mitch Robinson and Robin VanAtta for fiscal year 2022.

Aye: (7). Nay: (0). Motion carried.

ADJOURNMENT

Moved by Gunn, seconded by Hampton, to adjourn the meeting at 10:32 AM. Aye: (7). Nay: (0). Motion carried.

Lloyd Davidson, Board President

ATTEST:

Cheryl Murray, Board Secretary

DRAFT

Salina Community Economic Development Organization, Inc.

01/14/22

Statement of Financial Position

Accrual Basis

As of December 31, 2021

	<u>Dec 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
First Bank Kansas-Sweep Acct	149,729.62
First Bank Kansas	72,848.21
Total Checking/Savings	222,577.83
Other Current Assets	
Prepaid Health Insurance	-524.47
Total Other Current Assets	-524.47
Total Current Assets	222,053.36
Fixed Assets	
Furniture and Equipment	
Accumulated Depreciation - F&E	-6,295.36
Furniture and Equipment - Other	6,145.49
Total Furniture and Equipment	-149.87
Total Fixed Assets	-149.87
TOTAL ASSETS	221,903.49
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-681.94
Total Accounts Payable	-681.94
Credit Cards	
VISA - First Bank Kansas	790.68
Total Credit Cards	790.68
Other Current Liabilities	
Payroll Liabilities	
FICA Taxes	-358.26
Medicare Taxes	479.64
Federal W/H Taxes	3,114.94
State W/H Taxes	-320.55
State Unemployment Taxes	-395.00
Total Payroll Liabilities	2,520.77
Total Other Current Liabilities	2,520.77
Total Current Liabilities	2,629.51
Total Liabilities	2,629.51
Equity	
Net Assets w/ Donor Restriction	20,000.00
Retained Earnings	211,717.02
Net Income	-12,443.04
Total Equity	219,273.98
TOTAL LIABILITIES & EQUITY	221,903.49

Salina Community Economic Development Organization, Inc.

Statement of Activities w/Prev Year Comparison

01/14/22

Accrual Basis

January through December 2021

	Jan - Dec 21	Jan - Dec 20	% Change
Ordinary Income/Expense			
Income			
Marketing Events Sponsorships	2,500.00	0.00	100.0%
Direct Public Support			
Gifts in Kind - Goods	20,000.00	0.00	100.0%
Total Direct Public Support	20,000.00	0.00	100.0%
Investments			
Interest-Savings, Short-term CD	632.47	1,377.26	-54.1%
Total Investments	632.47	1,377.26	-54.1%
Member Contributions	291,000.00	265,500.00	9.6%
Other Types of Income			
Grants	0.00	30,000.00	-100.0%
Miscellaneous Revenue	33.05	0.00	100.0%
Total Other Types of Income	33.05	30,000.00	-99.9%
Total Income	314,165.52	296,877.26	5.8%
Gross Profit	314,165.52	296,877.26	5.8%
Expense			
Business Expenses			
Memberships	0.00	950.00	-100.0%
Marketing Events	5,000.00	585.00	754.7%
Miscellaneous Expense	235.97	263.09	-10.3%
Business Registration Fees	40.00	40.00	0.0%
Total Business Expenses	5,275.97	1,838.09	187.0%
Contract Services			
Accounting Fees	11,375.12	11,670.13	-2.5%
Outside Contract Services	26,710.00	710.00	3,662.0%
Total Contract Services	38,085.12	12,380.13	207.6%
Facilities and Equipment			
Donated Facilities	20,000.00	0.00	100.0%
Total Facilities and Equipment	20,000.00	0.00	100.0%
Operations			
StartUp Salina Expenses	403.18	384.10	5.0%
Donations	50.00	0.00	100.0%
Dues & Subscriptions	1,968.88	5,387.00	-63.5%
Training Fees	0.00	695.28	-100.0%
Repairs & Maintenance	128.97	326.25	-60.5%
Advertising/Promotion	19,299.51	9,926.71	94.4%
Books, Subscriptions, Refere...	3,258.70	3,868.55	-15.8%
Postage, Mailing Service	116.00	59.85	93.8%
Printing and Copying	60.58	71.40	-15.2%
Supplies	1,917.01	2,181.50	-12.1%
Telephone, Telecommunicatio...	3,137.39	2,436.43	28.8%
Total Operations	30,340.22	25,337.07	19.8%
Other Types of Expenses			
Depreciation	1,103.97	651.59	69.4%
Insurance - Liability, D and O	5,437.00	4,863.65	11.8%
Other Costs	82.42	171.73	-52.0%
Total Other Types of Expenses	6,623.39	5,686.97	16.5%

Salina Community Economic Development Organization, Inc.

Statement of Activities w/Prev Year Comparison

01/14/22

Accrual Basis

January through December 2021

	Jan - Dec 21	Jan - Dec 20	% Change
Payroll Expenses			
Retirement Contribution	11,052.68	22,064.82	-49.9%
Employee Health Ins	7,155.38	6,047.64	18.3%
Director Health & Life Ins	12,227.25	12,814.26	-4.6%
Car Allowance	6,000.00	6,000.00	0.0%
Payroll Taxes	12,914.81	17,918.12	-27.9%
Wages & Salaries	170,560.87	176,854.34	-3.6%
Total Payroll Expenses	219,910.99	241,699.18	-9.0%
Travel and Meetings			
Meals	1,625.62	610.48	166.3%
Conference, Convention, Meet...	1,171.64	1,410.40	-16.9%
Travel	3,575.61	1,317.67	171.4%
Total Travel and Meetings	6,372.87	3,338.55	90.9%
Total Expense	326,608.56	290,279.99	12.5%
Net Ordinary Income	-12,443.04	6,597.27	-288.6%
Net Income	-12,443.04	6,597.27	-288.6%

Salina Community Economic Development Organization, Inc.
Statement of Activities w/Prev Year Budget Comparison
January through December 2021

	Actual	Actual	Actual	Actual	Budget YTD
	Dec 2021	Dec 2020	Jan - Dec 21	Jan - Dec 20	Jan - Dec 21
Ordinary Income/Expense					
Income					
Start up Salina Income		-		-	-
Marketing Events Sponsorships	2,500.00	-	2,500.00	-	-
Member Contributions	-	-	291,000.00	265,500.00	291,000.00
Investments-Interest	40.79	79.65	632.47	1,377.26	1,400.00
Pass Through Income	-	-		-	
Miscellaneous Revenue	-	-	33.05	-	
Gifts in Kind - Goods	20,000.00		20,000.00		
Grants	-	30,000.00	-	30,000.00	
Total Income	22,540.79	30,079.65	314,165.52	296,877.26	292,400.00
Gross Profit	22,540.79	30,079.65	314,165.52	296,877.26	292,400.00
Expense					
Business Expenses					
Pass Through Payments		-		-	
Memberships	-	-	-	950.00	1,500.00
Marketing Events	-	-	5,000.00	585.00	9,600.00
Miscellaneous Expense	-	20.00	235.97	263.09	500.00
Business Registration Fees	-	-	40.00	40.00	1,000.00
Total Business Expenses	-	20.00	5,275.97	1,838.09	12,600.00
Contract Services					
Accounting Fees	1,391.73	-	11,375.12	11,670.13	12,000.00
Outside Contract Services	860.00	-	26,710.00	710.00	1,000.00
Contract Services - Other	-	-	-	-	-
Total Contract Services	2,251.73	-	38,085.12	12,380.13	13,000.00
Facilities and Equipment					
Donated Facilities	20,000.00				
Total Donated Facilities	20,000.00	-	20,000.00		
Operations					
StartUp Salina Expenses	400.00	6.00	403.18	384.10	-
Donations (Outgoing Board Recognition)	-		50.00	-	-
Dues & Subscriptions	455.00	-	1,968.88	5,387.00	4,300.00
Training Fees	-		-	695.28	-
Advertising/Promotion	-	2,065.00	19,299.51	9,926.71	10,000.00
Repairs & Maintenance	-	-	128.97	326.25	400.00
Books, Subscriptions, Reference	75.00	65.00	3,258.70	3,868.55	3,000.00
Postage, Mailing Service	58.00	1.05	116.00	59.85	170.00
Printing and Copying	-	-	60.58	71.40	500.00
Supplies	581.02	573.51	1,917.01	2,181.50	2,000.00
Telephone, Telecommunications	180.51	176.61	3,137.39	2,436.43	2,600.00
Total Operations	1,749.53	2,887.17	30,340.22	25,337.07	22,970.00
Other Types of Expenses					
Taxes & Licenses	-	-	-	-	40.00
Depreciation	45.43	(726.27)	1,103.97	651.59	1,585.00
Other Costs	5.25	104.32	82.42	171.73	
Insurance - Liability, D and O	-	-	5,437.00	4,863.65	5,000.00
Total Other Types of Expenses	50.68	(621.95)	6,623.39	5,686.97	6,625.00
Payroll Expenses					

Salina Community Economic Development Organization, Inc.
Statement of Activities w/Prev Year Budget Comparison
January through December 2021

	Actual	Actual	Actual	Actual	Budget YTD
	Dec 2021	Dec 2020	Jan - Dec 21	Jan - Dec 20	Jan - Dec 21
Retirement Contribution	2,763.17	22,064.82	11,052.68	22,064.82	11,055.00
Director Relocation Expense	-	-	-	-	-
Employee Health Ins	520.21	1,507.21	7,155.38	6,047.64	5,500.00
Director Health & Life Ins	843.65	2,387.06	12,227.25	12,814.26	10,500.00
Car Allowance	500.00	750.00	6,000.00	6,000.00	6,000.00
Payroll Taxes	670.90	17,918.12	12,914.81	17,918.12	14,750.00
Wages & Salaries	13,104.19	19,657.24	170,560.87	176,854.34	180,000.00
Total Payroll Expenses	18,402.12	64,284.45	219,910.99	241,699.18	227,805.00
Travel and Meetings					
Meals	431.55	96.35	1,625.62	610.48	2,000.00
Conference, Convention, Meeting	268.00	-	1,171.64	1,410.40	1,000.00
Travel	-	-	3,575.61	1,317.67	6,000.00
Travel and Meetings - Other	-	-	-	-	500.00
Total Travel and Meetings	699.55	96.35	6,372.87	3,338.55	9,500.00
Total Expense	43,153.61	66,666.02	326,608.56	290,279.99	292,500.00
Net Ordinary Income	(20,612.82)	(36,586.37)	(12,443.04)	6,597.27	(100.00)
Net Income	(20,612.82)	(36,586.37)	(12,443.04)	6,597.27	(100.00)

JANUARY 2022 REPORT

MARKETING / PROMOTION

We are working with local committee related to working on funding from the state-wide SPARK Committee which could go toward various economic development programs. No specified housing funds have been outlined. In the Governor's 2023 budget there has been \$20 million planned for assistance with existing housing programs to expand the capacity of the programs.

We continue to work with Paula Fried and Michael Freeland making final design concerning annual report of the SCEDO. Gathering final quotes from area businesses and community leaders.

STRATEGIC PLANNING

No activity at this time.

WORKFORCE TALENT / HOUSING

The developers who have been interested in the Ambassador Hotel Project continue to look at additional property around Salina. The developers continue to work on final estimates on the hotel renovation as well as other options for new construction.

The developers of the Magnolia Pointe project are now looking for other land options.

By the end of the January the F&C Group needs to have their local site committed and their needs submitted to the Department of Commerce for assistance. They will be submitting sites in Salina, Topeka and Wichita to the Lt Governor seeking assistance on these projects.

A large amount of activity has been going on within the local housing development with several property auctions occurring. Several parcels surrounding the Menards building have been sold for future development.

Attended a meeting with community representatives involved in childcare here in Salina. Look to be developing a job description for the position to develop support for childcare workers in the area as well as assisting individuals seeking to start their own childcare center. This would be funded with \$80,000 remaining from a grant.

ENTREPRENEURSHIP / SMALL BUSINESS DEVELOPMENT

A group representing the SCEDO, Chamber, Temple, KS Salina is putting together an effort to help develop and promote a business plan competition and a weeklong series of educational opportunities related to assisting business startups. The date is March 7-14th to include the Chambers high school business plan competition. We have started raising funds for the rewards for the prizes to the top three finishers. Bennington Bank has committed to assisting with a donation for the rewards. Several other banks and organizations have been asked for donations.

As a member of the Board of Directors of the Temple, we have been working on developing a plan to raise \$2 million for construction of a new elevator for the facility, new HVC for the 6th floor and for

addition of new ADA certified bathrooms for the building. Look to kick off the campaign in the 2nd quarter of 2022.

PROSPECT MANAGEMENT

For the past six weeks have been working on closely with a team of representatives of a local manufacturer seeking tax abatement from the City of Salina. The SCEDO Board of Directors met and made recommendations to the City Commission. The company will invest approximately \$6 to \$7 million and hire five additional workers. The City of Salina is working to place the request on one of their upcoming agendas.

The SCEDO's contact with a KC based railroad engineering firm has brought the first step forward with two different designs for possible access to property north of a local manufacturer. A rough cost of approximately \$5.3 million would move the rail to the north allowing for access along the former tracks. The next step is to discuss this plan with the UP Railroad. There are state funds allocated for grant awards to assist with such a project.

SITES / BUILDINGS / TOOLS:

Continue to monitor sites and available buildings within the community.

MONTHLY WEB/SOCIAL MEDIA STATISTICS

Website – (reported December 2021)

146 users 144 New Users 165 Sessions 1.52 Pgs/Session 0:28 Avg Session
234 Pageviews

Website –12/13/2021 – 1/16/2022

164 users 162 New Users 180 Sessions 1.61 Pgs/Session 1:07 Avg Session
289 Pageviews

Facebook – (reported December 2021)

343 Page Views 337 Post Reach 50 Post Engagements 699 Page Likes

Facebook – 12/13/2021 – 1/16/2022

263 Page Reach 102Post Reach 50 Post Engagements 704 Page Likes

Start Up Salina Facebook Group

8/15/2021 – 299 members (+7)
9/13/2021 – 299 members (--)
10/18/2021 – 299 members (--)
11/16/2021 – 305 members (+6)
12/12/2021 – 309 member (+4)
1/17/2021 – 312 members (+3)



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
21-7	Project Heavy	SAA Direct Contact	Active	4/15/2021	2022	MRO/Fabrication	Need Building	?	Above Co Avg Wage	?	?	North End of Airport	500,000 to 1 M SF
21-10	Project Storage	Direct Contact	Active	7/29/2021	8/23/2021	Visited August 23rd	Energy Storage 3-4 years for approval	0	0	\$330M	Energy	40 acres under opt	Outside Storage
21-11	IN Apartment Developers	Direct Contact/DOC	Active	8/3/2021	Conference Call Update 12/14	Apartment	Approximately 200-220 units	3-Feb	?	est \$25M	Housing	10 acres	200-220 units
21-12	Project Birdcage	KDOC	Active	8/31/2021	11/1/2021	Shovel-ready site for Manufacturing / Warehousing / Distribution	Industrial Site for 425,000 SF manufacturing and 300,000 SF warehouse with future expansion possibilities	700-900 over 3-5 years	Wages competitive to the region selected.	\$300 Million	?	100 to 150 acres	425,000 SF manufacturing and 300,000 SF warehouse
21-13	Project Ocean	KDOC	Active	9/29/2021	Submitted 10/6/21 Finalist Selected 11/2021	Considering both greenfield sites and existing buildings.	New U.S. large-scale plant manufacturing project.	4,000 FTEs within 2 years	\$23/hr	?	(NAIC 335 - Electrical Equipment, Appliance, Component Mft)	350+ acres	3,000,000 SF
21-14	Project Singularity	KDOC	Active	9/30/2021	Submitted 10/6/2021 In operation in 2022	Establish new production facility and U.S. Headquarters	Precision machining company and Tier 2 supplier to the semiconductor industry	175 jobs over 6 years	?	\$40 M	MFTing	20 acres (The plot needs to accommodate building for employee childcare, parking spaces, turcking/loading area, and solar panels)	40,000-80,000 SF
21-15	Project MVP	SAA Direct Contact	Active	10/12/2021	Contract Being Drafted	New property for future warehousing	Build 100,000 sf warehouses x 8	limited	?	approx \$30-40 M	Warehousing	80 acres @ SAA	800,000 total sq
21-16	Project Bison	KDOC	Active	11/16/2021	Decision date note specified. Project would be a 5-year build out	New manufacturing facility	Building turf maintenance equipment for US sales; powder painting involved	555 employees, with possible growth up to 740 employees by 2030	Expected wages 15% about prevailing rate in the area for similar jobs. Benefit package also includes health care.	\$100 Million	Manufacturing	60-150 acres submit Sager-Miller	200,000 SF with a later expansion to 500,000 SF
21-17	Project REPCO	Jeff Maes	Active	11/23/2021	City Commission	Expansion of existing manufacturing, warehousing, and laboratory facilities	manufacturing and warehousing in the milling industry, nutritional industry, and the bakery industry.	5	4 @ \$48,600 1 @ \$63,300	\$6-\$7 Million	Mftg and Warehouse	On current parcel	36,000 sq ft warehouse/ mfgt facility + 6K-10K sq ft office and lab complex
21-18	Project JR	KC Realtor	New	11/19/2021	Waiting for site visit	Warehouse for existing company from outside the region.	Warehouse seeking rural location on Interstate	20 Warehousing Position + Sales	?	\$20 Million	Warehousing and Regional Office 60,000 SF Rural Location	20-40 acres on Interstate interchange	60,000 SF



Salina Community
Economic Development
Organization

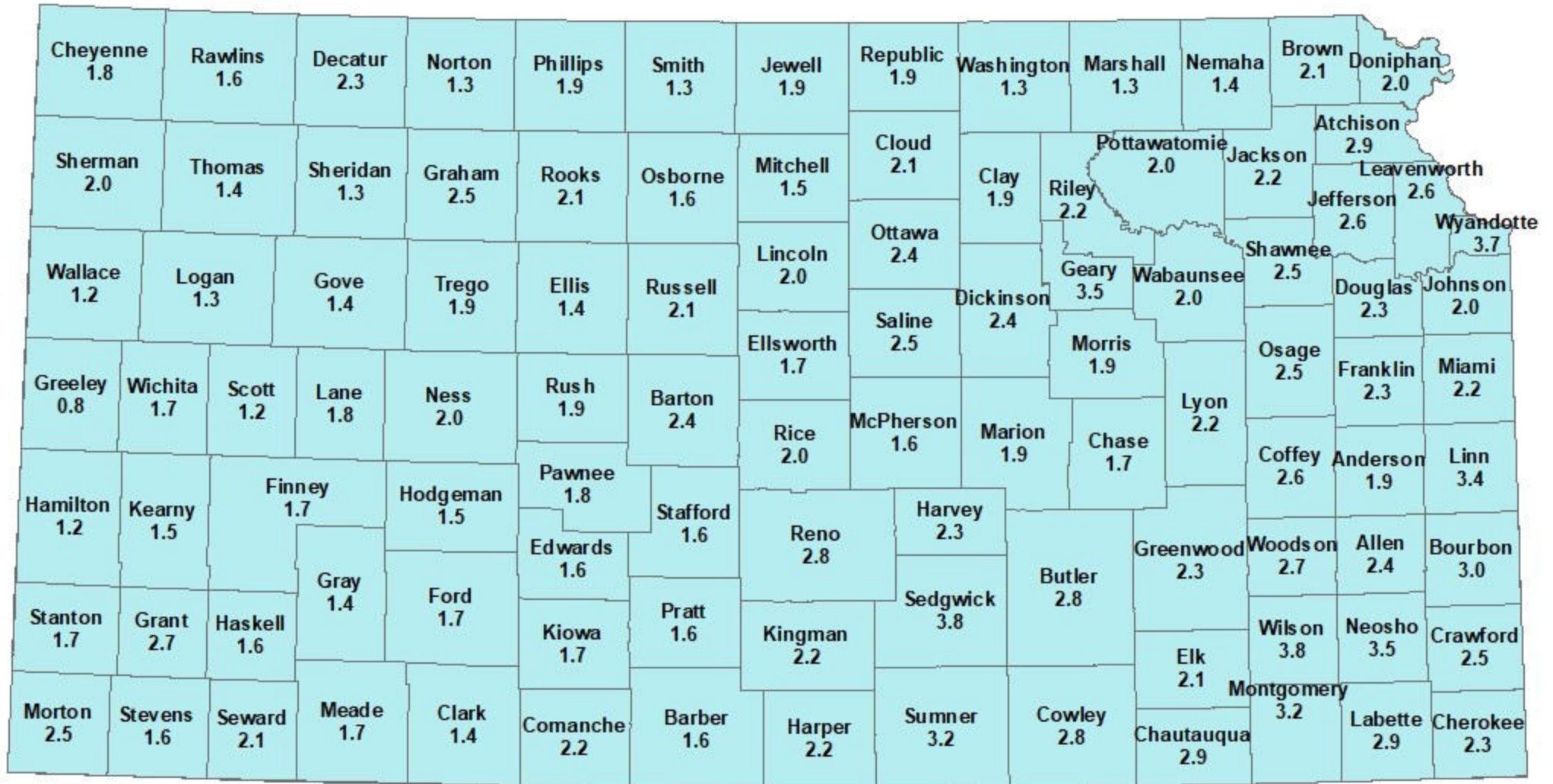
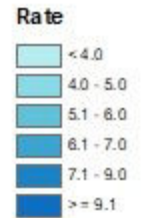
Prospect Table

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
22-01	Project Big Rig	Direct Call	New	1/19/2022	Reviewing Sites	Seeking 20 site for Travel Plaza	High quality C Store with lots of services	150-200	?	\$35-\$50 M	C Store w/hotel	20 acres on Interstate	Not Disclosed

ACTIVE INACTIVE NEW

ELIMINATED SUCCESS DELAYED

NOVEMBER 2021 UNEMPLOYMENT RATES



Note: County unemployment rates are only available not seasonally adjusted

Source: Kansas Department of Labor, Labor Market Information Services and the Bureau of Labor Statistics; Local Area Unemployment Statistics (LAUS)

Created: December 2021