

BOARD OF DIRECTORS MEETING AGENDA
SALINA AREA CHAMBER OF COMMERCE - VISIT SALINA ANNEX
JULY 16, 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) June Financial Reports
 - (4.2) August Board Meeting Audit Report

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

- 5. EXECUTIVE SESSION**
 - (7.1) Discussion of Prospective Industry (20 minutes)

I move that the Salina Community Economic Development Organization board of directors recess into an 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(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.**

June 18, 2020

9:00 a.m.

Via in person 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.

(1.1) Confirmation of Meeting Notice

Robinson confirmed that the meeting notice was made public via email, news release, and social media on June 12th, 2020.

Those present and comprising a quorum: Lloyd Davidson, Frank Hampton, Brian Richardson (via phone), Paula Fried (via phone @ 9:04), 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; Alan Eichelberger, Board Representative, Salina Airport Authority (via phone); and Eric Brown, Salina Area Chamber of Commerce, President.

(1.2) Public Comment

No public comments.

APPROVAL OF MINUTES

Moved by Brungardt, seconded by Gunn, to approve the May 21st, 2020 as written.

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

APPROVAL OF FINANCIAL STATEMENT AND ACCOUNTS PAYABLE

(4.1) May Financial Report

Moved by Thompson, seconded by Brungardt, to approve the May 2020 financial statements.

Aye: (9). 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 drafted a letter to the City Commission outlining line items in the EDO budget that will receive the funding decrease.

DIRECTOR'S REPORT

(5.1) Activity Updates

Eric Brown, Salina Area Chamber of Commerce President, shared some information regarding the Salina economic outlook. Salina recorded a 9.6% unemployment rate in April 2020. As of the week of June 8, 2020, 1,515 people were receiving unemployment benefits, including 200 new recipients. April and May 2020 reports were showing that 2,300 people received unemployment benefits in those months. The Imagine Salina campaign was put on pause in March but began running targeted ads in mid-April. The Chamber is sending a post-phasing survey to the membership. Brown also updated the board regarding Exide and El Dorado/Forest River.

Brown also invited everyone to attend the reboot of the Chamber Business Afterhours on August 6th, 2020.

(5.2) Prospect Update

Robinson reviewed the Prospect Table and gave a brief overview of all active and inactive projects since last month's report.

EXECUTIVE SESSION

Moved by Brungardt, seconded by Thompson to move that the Salina Community Economic Development Organization board of directors recess into 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. The open meeting will resume in this room at 9:45AM. Aye: (9). Nay: (0). Motion carried.

The board of directors recessed into executive session at 9:30 AM and reconvened at 9:45 AM. No action was taken.

Also present in executive session: Salina Airport Authority Board Representative Alan Eichelberger and the Salina Chamber of Commerce President Eric Brown.

ADJOURNMENT

Hampton adjourned the meeting at 9:47 AM.

Frank Hampton, Board President

ATTEST:

Paula Fried, Board Secretary

Profit & Loss

January through June 2020

	<u>Jan - Jun 20</u>
Ordinary Income/Expense	
Income	
Investments	
Interest-Savings, Short-term CD	952.77
Total Investments	952.77
Member Contributions	67,500.00
Total Income	68,452.77
Gross Profit	68,452.77
Expense	
Business Expenses	
Memberships	495.00
Miscellaneous Expense	131.89
Business Registration Fees	40.00
Total Business Expenses	666.89
Contract Services	
Accounting Fees	2,552.81
Total Contract Services	2,552.81
Operations	
StartUp Salina Expenses	343.10
Dues & Subscriptions	5,195.00
Training Fees	695.28
Repairs & Maintenance	326.25
Advertising/Promotion	3,916.40
Books, Subscriptions, Reference	3,294.00
Postage, Mailing Service	58.80
Printing and Copying	46.70
Supplies	779.86
Telephone, Telecommunications	1,160.73
Total Operations	15,816.12
Other Types of Expenses	
Depreciation	751.56
Insurance - Liability, D and O	4,528.15
Other Costs	59.82
Total Other Types of Expenses	5,339.53
Payroll Expenses	
Employee Health Ins	2,515.14
Director Health & Life Ins	5,360.36
Car Allowance	2,750.00
Payroll Taxes	0.00
Wages & Salaries	85,124.11
Total Payroll Expenses	95,749.61
Travel and Meetings	
Meals	409.53
Conference, Convention, Meeting	729.73
Travel	1,178.74
Total Travel and Meetings	2,318.00
Total Expense	122,442.96
Net Ordinary Income	-53,990.19
Net Income	<u><u>-53,990.19</u></u>

Salina Community Economic Development Organization, Inc.
Statement of Activities w/Prev Year Comparison
January through June 2020

	Jan - Jun 20	Jan - Jun 19	% Change
Ordinary Income/Expense			
Income			
Marketing Events Sponsorships	0.00	3,571.43	-100.0%
Investments			
Interest-Savings, Short-term CD	952.77	0.00	100.0%
Total Investments	952.77	0.00	100.0%
Member Contributions	67,500.00	145,000.00	-53.5%
Other Types of Income			
Miscellaneous Revenue	0.00	35.40	-100.0%
Total Other Types of Income	0.00	35.40	-100.0%
Total Income	68,452.77	148,606.83	-53.9%
Gross Profit	68,452.77	148,606.83	-53.9%
Expense			
Business Expenses			
Memberships	495.00	6,975.00	-92.9%
Marketing Events	0.00	12,191.96	-100.0%
Miscellaneous Expense	131.89	0.00	100.0%
Business Registration Fees	40.00	2,444.00	-98.4%
Total Business Expenses	666.89	21,610.96	-96.9%
Contract Services			
Accounting Fees	2,552.81	2,860.00	-10.7%
Outside Contract Services	0.00	2,800.00	-100.0%
Total Contract Services	2,552.81	5,660.00	-54.9%
Operations			
StartUp Salina Expenses	343.10	890.53	-61.5%
Dues & Subscriptions	5,195.00	3,711.00	40.0%
Training Fees	695.28	0.00	100.0%
Repairs & Maintenance	326.25	0.00	100.0%
Advertising/Promotion	3,916.40	7,412.05	-47.2%
Books, Subscriptions, Reference	3,294.00	129.40	2,445.6%
Postage, Mailing Service	58.80	150.00	-60.8%
Printing and Copying	46.70	267.46	-82.5%
Supplies	779.86	779.03	0.1%
Telephone, Telecommunications	1,160.73	772.41	50.3%
Total Operations	15,816.12	14,111.88	12.1%
Other Types of Expenses			
Depreciation	751.56	751.67	0.0%
Insurance - Liability, D and O	4,528.15	4,148.50	9.2%
Other Costs	59.82	0.00	100.0%
Total Other Types of Expenses	5,339.53	4,900.17	9.0%
Payroll Expenses			
Director Relocation Expense	0.00	763.19	-100.0%
Employee Health Ins	2,515.14	2,515.14	0.0%
Director Health & Life Ins	5,360.36	4,058.40	32.1%
Car Allowance	2,750.00	3,000.00	-8.3%
Payroll Taxes	0.00	7,382.12	-100.0%
Wages & Salaries	85,124.11	82,517.92	3.2%
Total Payroll Expenses	95,749.61	100,236.77	-4.5%

Salina Community Economic Development Organization, Inc.

Statement of Activities w/Prev Year Comparison

January through June 2020

	Jan - Jun 20	Jan - Jun 19	% Change
Travel and Meetings			
Meals	409.53	1,865.72	-78.1%
Conference, Convention, Meeting	729.73	150.00	386.5%
Travel	1,178.74	6,972.12	-83.1%
Travel and Meetings - Other	0.00	0.00	0.0%
Total Travel and Meetings	2,318.00	8,987.84	-74.2%
Total Expense	122,442.96	155,507.62	-21.3%
Net Ordinary Income	-53,990.19	-6,900.79	-682.4%
Net Income	-53,990.19	-6,900.79	-682.4%

Statement of Financial Position

As of June 30, 2020

	<u>Jun 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
First Bank Kansas-Sweep Acct	106,672.66
First Bank Kansas	74,626.08
Total Checking/Savings	<u>181,298.74</u>
Other Current Assets	
Prepaid Health Insurance	2,532.92
Total Other Current Assets	<u>2,532.92</u>
Total Current Assets	<u>183,831.66</u>
Fixed Assets	
Furniture and Equipment	
Accumulated Depreciation - F&E	-5,291.36
Furniture and Equipment - Other	6,145.49
Total Furniture and Equipment	<u>854.13</u>
Total Fixed Assets	<u>854.13</u>
Other Assets	
Other Assets	
Member Contribution Pledges	-15,250.00
Total Other Assets	<u>-15,250.00</u>
Total Other Assets	<u>-15,250.00</u>
TOTAL ASSETS	<u><u>169,435.79</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,149.65
Total Accounts Payable	<u>3,149.65</u>
Credit Cards	
VISA - First Bank Kansas	-117.19
Total Credit Cards	<u>-117.19</u>
Other Current Liabilities	
Payroll Liabilities	
FICA Taxes	-4,961.58
Medicare Taxes	-1,081.31
Federal W/H Taxes	2,206.52
State W/H Taxes	53.00
Federal Unemployment Taxes	-84.00
State Unemployment Taxes	-93.66
Payroll Liabilities - Other	-765.20
Total Payroll Liabilities	<u>-4,726.23</u>
Total Other Current Liabilities	<u>-4,726.23</u>
Total Current Liabilities	<u>-1,693.77</u>
Total Liabilities	<u>-1,693.77</u>

11:52 AM

Salina Community Economic Development Organization, Inc.

07/13/20

Statement of Financial Position

Accrual Basis

As of June 30, 2020

	<u>Jun 30, 20</u>
Equity	
Retained Earnings	225,119.75
Net Income	-53,990.19
Total Equity	<u>171,129.56</u>
TOTAL LIABILITIES & EQUITY	<u><u>169,435.79</u></u>

JULY 2020 DIRECTOR'S REPORT

MARKETING / PROMOTION

Due to COVID-19 pandemic we have had to eliminate almost all direct contact marketing efforts. We have taken part in numerous Zoom or Go To Meeting type calls with consultants and other economic development type groups. We did send our Department of Commerce marketing staff Chamber sponsored 67401 T Shirts.

The planned luncheon for the SCEDO was cancelled again due to the increased COVID-19 activity here in Salina and Salina County. We will reassess the status later this fall in October or early November.

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 at the end 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 was delayed on July 1st. Hope to have it open again on August 5th. 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.

Project Rise is working toward a full announcement in August, but much work is still taking place. The City of Salina's engineering and planning staff has been working closely with the company and their engineers. Additional efforts locally and in Topeka as well as with Senator Moran's staff to receive federal EDA funding.

Hosted a visit by Project Recycle. The owner visited for a third time and we toured one additional building 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.

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

SITES / BUILDINGS / TOOLS:

Several additional small 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 delayed again due to the layoff of the Department of Commerce staff member who had just been given that position in addition to his current duties. Our first application was approved from Eastern Kansas.

MONTHLY WEB/SOCIAL MEDIA STATISTICS

Website – (reported last month)

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

Website – 6/15/2020 through 7/12/2020

106 users 102 New Users 122 Sessions 1.92 Pgs/Session 1:50 Avg. Session
234 Pageviews

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

Page ?	Pageviews ?	↓
	234	% of Total: 100.00% (234)
1. /	94	(40.17%)
2. /government-incentives/	25	(10.68%)
3. /utilities/	24	(10.26%)
4. /contact-us/	17	(7.26%)
5. /sites-buildings/	17	(7.26%)
6. /workforce-education/	12	(5.13%)
7. /sites-buildings/search/	11	(4.70%)
8. /contact-us/resources/	6	(2.56%)
9. /life/	6	(2.56%)
10. /target-industries/agfood/	6	(2.56%)

Facebook – (reported last month)

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

Facebook – 6/15/2020 through 7/12/2020

917 Page Views 457 Posts Reached 80 Post Engagements 502 Page Likes

Start Up Salina Facebook Group

6/15/2020 – 249 members (+2)

7/13/2020 – 258 members (+9)



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
18-13		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
19-14	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	Seeking Abatement	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
20-02	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

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
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
20-05	Project Valley	KDOC	Active	6/22/2020	6/30/2020	Need Aviation Location	Constuct Aircraft	?	?	?	?	Need 20 acres	Seeking 700,000 SF