

BOARD OF DIRECTORS MEETING AGENDA
SALINA AREA CHAMBER OF COMMERCE – VISIT SALINA ANNEX
NOVEMBER 19, 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**
 - (3.1) October Financial Reports
 - (3.2) Proposed 2021 Budget Review

- 4. MONTHLY SPOTLIGHT – GLOBAL AVIATION INITIATIVE AND AVIATION UPDATE**
 - Dr. Alysia Starkey, Dean, Kansas State University Polytechnic Campus
 - Lindsey Dreiling, Executive Director, Aviation Strategy, Kansas State University Polytechnic Campus

- 5. DIRECTOR’S REPORT**
 - (5.1) Activity Updates
 - (5.2) Prospect Update

- 6. EXECUTIVE SESSION**
 - (6.1) Discussion of Personnel (____ minutes)
Personnel
I move the Salina EDO Board of Directors recess into executive session for ____ 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 ____ a.m.

- 7. ADJOURNMENT**

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

October 15, 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 October 12, 2020.

Those present and comprising a quorum:

In person:

Frank Hampton
Pete Brungardt
Lloyd Davidson

Via Audio Link:

Michelle Griffin
John Gunn
Jeff Thompson

Absent: Brian Richardson, Paula Fried, Cheryl Murray

Also present:

Mitch Robinson, Salina Community Economic Development Organization Executive Director; Robin VanAtta, Salina Community Economic Development Organization Administrative Assistant; Alan Eichelberger, Sunflower Bank, President (phone); Renee Duxler, Salina Area Chamber of Commerce, Economic and Workforce Development Director; Tim Rogers, Salina Airport Authority, Executive Director (phone); and Mike Schrage, City of Salina, City Manager (phone).

(1.2) Public Comment

No public comments.

APPROVAL OF MINUTES

Moved by Brungardt, seconded by Davidson, to approve the September 17, 2020 minutes as written. Aye: (6). Nay: (0). Motion carried.

APPROVAL OF FINANCIAL STATEMENT AND ACCOUNTS PAYABLE

(3.1) September Financial Report

Moved by Davidson, seconded by Brungardt, to approve the September 2020 financial statements. Aye: (6). Nay: (0). Motion carried.

(3.2) Proposed 2021 Budget Review

Rough draft was given to the board for initial review. Document will be updated with proposed wage & salary increases. Member contributions will also be updated to 2021 agreed amount. No action taken.

DIRECTOR'S REPORT

(4.1) Activity Updates

Housing

Several housing investment projects were discussed. Floors plans from the 144-unit project were viewed. Robinson has been contacting communities that are using Rural Housing Incentive Districts (RHID) to address housing needs.

(4.2) Prospect Update

See Prospect Table-October 2020 for additional information.

EXECUTIVE SESSION

Moved by Brungardt, seconded by Davidson 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 9:50AM. Aye: (6). Nay: (0). Motion carried.

The board of directors recessed into executive session at 9:35 AM and reconvened at 9:50 AM. No action was taken.

Also present in executive session: Mike Schrage, City Manager, City of Salina (phone)

ADJOURNMENT

Hampton adjourned the meeting at 9:51 AM.

Frank Hampton, Board President

ATTEST:

Paula Fried, Board Secretary

Statement of Financial Position

As of October 31, 2020

	<u>Oct 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
First Bank Kansas-Sweep Acct	195,940.68
First Bank Kansas	74,247.01
Total Checking/Savings	<u>270,187.69</u>
Other Current Assets	
Prepaid Health Insurance	6,349.72
Total Other Current Assets	<u>6,349.72</u>
Total Current Assets	<u>276,537.41</u>
Fixed Assets	
Furniture and Equipment	
Accumulated Depreciation - F&E	-5,792.40
Furniture and Equipment - Other	6,145.49
Total Furniture and Equipment	<u>353.09</u>
Total Fixed Assets	<u>353.09</u>
TOTAL ASSETS	<u>276,890.50</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
VISA - First Bank Kansas	313.48
Total Credit Cards	<u>313.48</u>
Other Current Liabilities	
Payroll Liabilities	
FICA Taxes	-8,772.65
Medicare Taxes	-1,972.61
Federal W/H Taxes	2,146.52
State W/H Taxes	373.00
Federal Unemployment Taxes	-84.00
State Unemployment Taxes	-194.00
Payroll Liabilities - Other	-765.20
Total Payroll Liabilities	<u>-9,268.94</u>
Total Other Current Liabilities	<u>-9,268.94</u>
Total Current Liabilities	<u>-8,955.46</u>
Total Liabilities	<u>-8,955.46</u>
Equity	
Retained Earnings	225,119.75
Net Income	60,726.21
Total Equity	<u>285,845.96</u>
TOTAL LIABILITIES & EQUITY	<u>276,890.50</u>

Salina Community Economic Development Organization, Inc.

Statement of Activities w/Prev Year Comparison

October 2020

	Oct 20	Oct 19	% Change
Ordinary Income/Expense			
Income			
Investments			
Interest-Savings, Short-term CD	73.14	147.39	-50.4%
Total Investments	73.14	147.39	-50.4%
Member Contributions	72,625.00	72,500.00	0.2%
Total Income	72,698.14	72,647.39	0.1%
Gross Profit	72,698.14	72,647.39	0.1%
Expense			
Business Expenses			
Memberships	0.00	435.00	-100.0%
Miscellaneous Expense	20.00	20.00	0.0%
Business Registration Fees	0.00	40.00	-100.0%
Total Business Expenses	20.00	495.00	-96.0%
Contract Services			
Accounting Fees	206.97	1,925.00	-89.3%
Total Contract Services	206.97	1,925.00	-89.3%
Operations			
StartUp Salina Expenses	35.00	400.00	-91.3%
Dues & Subscriptions	192.00	0.00	100.0%
Advertising/Promotion	795.00	0.00	100.0%
Books, Subscriptions, Reference	335.80	240.73	39.5%
Printing and Copying	0.00	98.78	-100.0%
Supplies	0.00	237.86	-100.0%
Telephone, Telecommunications	295.87	213.34	38.7%
Total Operations	1,653.67	1,190.71	38.9%
Other Types of Expenses			
Depreciation	125.26	125.29	0.0%
Other Costs	3.34	0.00	100.0%
Total Other Types of Expenses	128.60	125.29	2.6%
Payroll Expenses			
Employee Health Ins	419.19	576.09	-27.2%
Director Health & Life Ins	672.40	983.89	-31.7%
Car Allowance	500.00	500.00	0.0%
Payroll Taxes	0.00	1,009.60	-100.0%
Wages & Salaries	19,656.27	12,697.12	54.8%
Total Payroll Expenses	21,247.86	15,766.70	34.8%
Travel and Meetings			
Meals	0.00	511.77	-100.0%
Conference, Convention, Meeting	0.00	150.00	-100.0%
Travel	0.00	-409.19	100.0%
Total Travel and Meetings	0.00	252.58	-100.0%
Total Expense	23,257.10	19,755.28	17.7%
Net Ordinary Income	49,441.04	52,892.11	-6.5%
Net Income	49,441.04	52,892.11	-6.5%

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

	Acutal	Actual	Actual	Actual	Budget YTD
	20-Sep	19-Sep	Jan - Sep 20	Jan - Sep 19	Jan - Sep 20
Ordinary Income/Expense					
Income					
Start up Salina Income		-		-	
Marketing Events Sponsorships		-	-	3,571.43	-
Member Contributions	-	72,500.00	265,500.00	290,000.00	266,666.70
Investments-Interest	73.14	147.39	1,220.79	208.14	
Pass Through Income	-	-		-	
Miscellaneous Revenue	-		-	35.40	
Total Income	73.14	72,647.39	266,720.79	293,814.97	266,666.70
Gross Profit	73.14	72,647.39	266,720.79	293,814.97	266,666.70
Expense					
Business Expenses					
Pass Through Payments		-		-	
Memberships	-	435.00	495.00	7,410.00	833.30
Marketing Events	-	-	585.00	12,776.96	63,004.50
Miscellaneous Expense	20.00	20.00	223.09	418.58	-
Business Registration Fees	-	40.00	40.00	2,484.00	-
Total Business Expenses	20.00	495.00	1,343.09	23,089.54	63,837.80
Contract Services					
Legal Fees	-	-			3,333.40
Accounting Fees	206.97	1,925.00	10,381.12	11,860.00	10,516.60
Outside Contract Services	-	-	710.00	2,800.00	-
Contract Services - Other	-	-	-	-	-
Business Registration Fees	-	-			-
Total Contract Services	206.97	1,925.00	11,091.12	14,660.00	13,850.00
Operations					
StartUp Salina Expenses	35.00	400.00	378.10	1,553.25	-
Dues & Subscriptions	192.00	-	5,387.00	3,926.00	633.30
Training Fees	-	-	695.28	-	
Advertising/Promotion	795.00	-	7,861.71	17,412.05	-
Repairs & Maintenance	-	-	326.25	-	416.70
Books, Subscriptions, Reference	335.80	240.73	3,803.55	370.13	-
Postage, Mailing Service	-	-	58.80	150.00	125.00
Printing and Copying	-	98.78	71.40	475.06	416.70
Supplies	-	237.86	1,346.25	3,259.83	1,666.70
Telephone, Telecommunications	295.87	213.34	2,173.40	1,871.60	2,357.50
Total Operations	1,653.67	1,190.71	22,101.74	29,017.92	5,615.90
Other Types of Expenses					
Taxes & Licenses	-	-	-	40.00	
Depreciation	125.26	125.29	1,252.60	1,252.78	-
Other Costs	3.34	-	63.16	20.00	
Insurance - Liability, D and O	-	-	4,863.65	4,148.50	-
Total Other Types of Expenses	128.60	125.29	6,179.41	5,461.28	-
Payroll Expenses					
Director Relocation Expense	-	-	-	763.19	-
Employee Health Ins	419.19	576.09	4,050.58	4,636.42	11,666.70
Director Health & Life Ins	672.40	983.89	9,072.86	9,150.38	10,923.00
Car Allowance	500.00	500.00	4,750.00	5,000.00	5,000.00
Payroll Taxes	-	1,009.60	-	11,435.12	14,499.90

No assurance is provided on these financial statements

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

	Acutal	Actual	Actual	Actual	Budget YTD
	20-Sep	19-Sep	Jan - Sep 20	Jan - Sep 19	Jan - Sep 20
Wages & Salaries	19,656.27	12,697.12	144,092.92	133,498.20	141,684.60
Total Payroll Expenses	21,247.86	15,766.70	161,966.36	164,483.31	183,774.20
Travel and Meetings					
Meals	0.00	511.77	514.13	2,610.86	2,083.30
Conference, Convention, Meeting	-	150.00	1,410.40	300.00	-
Travel	-	(409.19)	1,317.67	9,373.77	5,000.00
Travel and Meetings - Other	-	-	-	-	-
Total Travel and Meetings	-	252.58	3,242.20	12,284.63	7,083.30
Total Expense	23,257.10	19,755.28	205,923.92	248,996.68	274,161.20
Net Ordinary Income	(23,183.96)	52,892.11	60,796.87	44,818.29	(7,494.50)
Net Income	(23,183.96)	52,892.11	60,796.87	44,818.29	(7,494.50)

No assurance is provided on these financial statements



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	Success (8/13/20)	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	Success (8/13/20)	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
19-17	Project Rise	LOCAL	Success (8/10/20)	11/4/2019	Announced 8/10/2020	Food Production	Pizza Plant Expansion	225	\$65,210	\$6-700 M		Expansion on Existing Site	400,000 SF
20-02	Project Recycle	SAA referral	Active	1/5/2020	Visited 4x	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
20-04	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
20-06	Project Rome	KDOC	Active	7/24/2020		Call Center for ~300 workstations for B2B & B2C	Plug and Play Call Center	150-200	\$15/hr	?	?	NA	25K-40K SF
20-07	Project Fairview	KDOC	Active	9/11/2020	?	Find existing building	Archery Equipment Manufacturing	190 yr1 300 yr 5	\$40,000	?	?	?	70,000 SF
20-08	Project Zero	KDOC	Active	10/6/2020	11/24/2020	Small Aircraft	Build/test Aircraft	1000-2000	\$18-\$23	?	Access to Runway 25-50 acres	25 acres	276,000 SF
20-09	Project Treehouse	KDOC	Active	10/12/2020	10/16/2020	230 acres with rail	Composite Materials	1170 by Year 4Upper Quartile		Yr 4 \$737M	?	200+ Acreas	?
20-10	Project Food Supplier	Direct Call to Chamber & SCEDO	Active	10/12/2020	?	Beef Processing	Regional	200-300		?	NE KS	40 acres	100,000-150,000
20-11	Project Andes KDOC	KDOC	New	11/2/2020	11/9/2020	Aerospace Mfg		100	?	\$45m & \$120m	SAA	25 acres	20-50,000 sf