

**BOARD OF DIRECTORS MEETING AGENDA**  
**SALINA AREA CHAMBER OF COMMERCE - VISIT SALINA ANNEX**  
**OCTOBER 15, 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) September Financial Reports
  - (3.2) Proposed 2021 Budget Review
  
- 4. DIRECTOR'S REPORT**
  - (4.1) Activity Updates
  - (4.2) Prospect Update
  
- 5. EXECUTIVE SESSION**
  - (5.1) Discussion of Prospective Industry (\_\_ 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.**

**September 17, 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 September 11, 2020.

Those present and comprising a quorum:

In person:

Frank Hampton  
John Gunn  
Lloyd Davidson  
Pete Brungardt

Via Audio Link:

Brian Richardson  
Paula Fried (in at 9:03 AM)  
Jeff Thompson  
Cheryl Murray  
Michelle Griffin

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 (phone); Amanda Otto, Big Brothers/Big Sisters of Salina, Executive Director (phone).

**(1.2) Public Comment**

No public comments.

**APPROVAL OF MINUTES**

Moved by Davidson, seconded by Gunn, to approve the August 20, 2020 minutes as written. Aye: (8). Nay: (0). Motion carried.

## **APPROVAL OF FINANCIAL STATEMENT AND ACCOUNTS PAYABLE**

### **(3.1) August Financial Report**

Moved by Brungardt, seconded by Gunn, to approve the August 2020 financial statements.

Aye: (9). Nay: (0). Motion carried.

## **DIRECTOR'S REPORT**

### **(5.1) Activity Updates**

#### **Certified Sites Program**

Kansas Department of Commerce (KDOC) has taken this program over from the Kansas Economic Development Alliance (KEDA). Salina is currently working on one site application at the Salina Airport Authority. A certified site has proper utilities established, no evidence of environmental issues, and other infrastructure is in place. Have a site as certified usually speeds up the RFI process when submitting a certified site for an identified project.

#### **Micro Mansions**

They have finished the model home in Wichita. Nine (9) people have committed to purchasing finished homes. Planning and zoning issues have been worked out. These 400-700 square foot homes are perfect with those wanting a smaller footprint. Is there a local property owner that would be interested? Investors are also needed.

#### **Housing**

A project developer has committed to a 144-unit complex in Salina. Units would be mostly 1-2 bedroom; some might be 3 bedrooms. The complex will also include a clubhouse, pool, and fitness area. Land has been identified and investors are on board.

### **(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**

No executive session needed

## **ADJOURNMENT**

Hampton adjourned the meeting at 9:33 AM.

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Frank Hampton, Board President

ATTEST:

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Paula Fried, Board Secretary

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

	Jan - Sep 20	Jan - Sep 19	% Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Marketing Events Sponsorships	0.00	3,571.43	-100.0%
Investments			
Interest-Savings, Short-term CD	1,147.65	60.75	1,789.1%
<b>Total Investments</b>	1,147.65	60.75	1,789.1%
Member Contributions	192,875.00	217,500.00	-11.3%
Other Types of Income			
Miscellaneous Revenue	0.00	35.40	-100.0%
<b>Total Other Types of Income</b>	0.00	35.40	-100.0%
<b>Total Income</b>	194,022.65	221,167.58	-12.3%
<b>Gross Profit</b>	194,022.65	221,167.58	-12.3%
<b>Expense</b>			
<b>Business Expenses</b>			
Memberships	495.00	6,975.00	-92.9%
Marketing Events	585.00	12,776.96	-95.4%
Miscellaneous Expense	203.09	398.58	-49.1%
Business Registration Fees	40.00	2,444.00	-98.4%
<b>Total Business Expenses</b>	1,323.09	22,594.54	-94.1%
<b>Contract Services</b>			
Accounting Fees	10,174.15	9,935.00	2.4%
Outside Contract Services	710.00	2,800.00	-74.6%
<b>Total Contract Services</b>	10,884.15	12,735.00	-14.5%
<b>Operations</b>			
StartUp Salina Expenses	343.10	1,153.25	-70.3%
Dues & Subscriptions	5,195.00	3,926.00	32.3%
Training Fees	695.28	0.00	100.0%
Repairs & Maintenance	326.25	0.00	100.0%
Advertising/Promotion	7,066.71	17,412.05	-59.4%
Books, Subscriptions, Reference	3,467.75	129.40	2,579.9%
Postage, Mailing Service	58.80	150.00	-60.8%
Printing and Copying	71.40	376.28	-81.0%
Supplies	1,346.25	3,021.97	-55.5%
Telephone, Telecommunications	1,877.53	1,658.26	13.2%
<b>Total Operations</b>	20,448.07	27,827.21	-26.5%
<b>Other Types of Expenses</b>			
Taxes and Licenses	0.00	40.00	-100.0%
Depreciation	1,127.34	1,127.49	0.0%
Insurance - Liability, D and O	4,863.65	4,148.50	17.2%
Other Costs	59.82	20.00	199.1%
<b>Total Other Types of Expenses</b>	6,050.81	5,335.99	13.4%
<b>Payroll Expenses</b>			
Director Relocation Expense	0.00	763.19	-100.0%
Employee Health Ins	3,702.05	4,060.33	-8.8%
Director Health & Life Ins	8,400.46	8,166.49	2.9%
Car Allowance	4,250.00	4,500.00	-5.6%
Payroll Taxes	0.00	10,425.52	-100.0%
Wages & Salaries	124,436.65	120,801.08	3.0%
<b>Total Payroll Expenses</b>	140,789.16	148,716.61	-5.3%

## Salina Community Economic Development Organization, Inc.

## Statement of Activities w/Prev Year Comparison

January through September 2020

	Jan - Sep 20	Jan - Sep 19	% Change
<b>Travel and Meetings</b>			
<b>Meals</b>	514.13	2,099.09	-75.5%
<b>Conference, Convention, Meeting</b>	1,410.40	150.00	840.3%
<b>Travel</b>	1,317.67	9,782.96	-86.5%
<b>Travel and Meetings - Other</b>	0.00	0.00	0.0%
<b>Total Travel and Meetings</b>	3,242.20	12,032.05	-73.1%
<b>Total Expense</b>	182,737.48	229,241.40	-20.3%
<b>Net Ordinary Income</b>	11,285.17	-8,073.82	239.8%
<b>Net Income</b>	<b>11,285.17</b>	<b>-8,073.82</b>	<b>239.8%</b>

## Statement of Financial Position

As of September 30, 2020

	Sep 30, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
First Bank Kansas-Sweep Acct	146,867.54
First Bank Kansas	75,750.40
Total Checking/Savings	222,617.94
Other Current Assets	
Prepaid Health Insurance	3,349.73
Total Other Current Assets	3,349.73
Total Current Assets	225,967.67
Fixed Assets	
Furniture and Equipment	
Accumulated Depreciation - F&E	-5,667.14
Furniture and Equipment - Other	6,145.49
Total Furniture and Equipment	478.35
Total Fixed Assets	478.35
<b>TOTAL ASSETS</b>	<b>226,446.02</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Credit Cards	
VISA - First Bank Kansas	133.81
Total Credit Cards	133.81
Other Current Liabilities	
Payroll Liabilities	
FICA Taxes	-8,335.42
Medicare Taxes	-1,870.35
Federal W/H Taxes	1,103.26
State W/H Taxes	53.00
Federal Unemployment Taxes	-84.00
State Unemployment Taxes	-194.00
Payroll Liabilities - Other	-765.20
Total Payroll Liabilities	-10,092.71
Total Other Current Liabilities	-10,092.71
Total Current Liabilities	-9,958.90
Total Liabilities	-9,958.90
Equity	
Retained Earnings	225,119.75
Net Income	11,285.17
Total Equity	236,404.92
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>226,446.02</b>

**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
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Start up Salina Income		-		-	
Marketing Events Sponsorships		-	-	3,571.43	-
Member Contributions	-	-	192,875.00	217,500.00	240,000.03
Investments-Interest	69.68	33.74	1,147.65	60.75	
Pass Through Income	-	-		-	
Miscellaneous Revenue	-		-	35.40	
<b>Total Income</b>	<b>69.68</b>	<b>33.74</b>	<b>194,022.65</b>	<b>221,167.58</b>	<b>240,000.03</b>
<b>Gross Profit</b>	<b>69.68</b>	<b>33.74</b>	<b>194,022.65</b>	<b>221,167.58</b>	<b>240,000.03</b>
<b>Expense</b>					
<b>Business Expenses</b>					
Pass Through Payments		-		-	
Memberships	-	-	495.00	6,975.00	749.97
Marketing Events	585.00	585.00	585.00	12,776.96	56,704.05
Miscellaneous Expense	23.72	398.58	203.09	398.58	-
Business Registration Fees	-	-	40.00	2,444.00	-
<b>Total Business Expenses</b>	<b>608.72</b>	<b>983.58</b>	<b>1,323.09</b>	<b>22,594.54</b>	<b>57,454.02</b>
<b>Contract Services</b>					
Legal Fees	-	-			3,000.06
Accounting Fees	6,457.04	-	10,174.15	9,935.00	9,464.94
Outside Contract Services	-	-	710.00	2,800.00	-
Contract Services - Other	-	-	-	-	-
Business Registration Fees	-	-			-
<b>Total Contract Services</b>	<b>6,457.04</b>	<b>-</b>	<b>10,884.15</b>	<b>12,735.00</b>	<b>12,465.00</b>
<b>Operations</b>					
StartUp Salina Expenses	-	9.91	343.10	1,153.25	-
Dues & Subscriptions	-	20.00	5,195.00	3,926.00	569.97
Training Fees	-	-	695.28	-	
Advertising/Promotion	-	10,000.00	7,066.71	17,412.05	-
Repairs & Maintenance	-	-	326.25	-	375.03
Books, Subscriptions, Reference	65.00	-	3,467.75	129.40	-
Postage, Mailing Service	-	-	58.80	150.00	112.50
Printing and Copying	18.40	38.30	71.40	376.28	375.03
Supplies	438.74	550.10	1,346.25	3,021.97	1,500.03
Telephone, Telecommunications	245.79	529.27	1,877.53	1,658.26	2,121.75
<b>Total Operations</b>	<b>767.93</b>	<b>11,147.58</b>	<b>20,448.07</b>	<b>27,827.21</b>	<b>5,054.31</b>
<b>Other Types of Expenses</b>					
Taxes & Licenses	-	-	-	40.00	
Depreciation	125.26	125.25	1,127.34	1,127.49	-
Other Costs	-	-	59.82	20.00	
Insurance - Liability, D and O	-	-	4,863.65	4,148.50	-
<b>Total Other Types of Expenses</b>	<b>125.26</b>	<b>125.25</b>	<b>6,050.81</b>	<b>5,335.99</b>	<b>-</b>
<b>Payroll Expenses</b>					
Director Relocation Expense	-	-	-	763.19	-
Employee Health Ins	348.53	419.19	3,702.05	4,060.33	10,500.03
Director Health & Life Ins	672.40	672.40	8,400.46	8,166.49	9,830.70
Car Allowance	250.00	500.00	4,250.00	4,500.00	4,500.00
Payroll Taxes	-	1,009.58	-	10,425.52	13,049.91

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	6,552.09	12,697.12	124,436.65	120,801.08	127,516.14
<b>Total Payroll Expenses</b>	<b>7,823.02</b>	<b>15,298.29</b>	<b>140,789.16</b>	<b>148,716.61</b>	<b>165,396.78</b>
<b>Travel and Meetings</b>					
Meals	77.90	281.84	514.13	2,099.09	1,874.97
Conference, Convention, Meeting	-	-	1,410.40	150.00	-
Travel	138.93	1,557.91	1,317.67	9,782.96	4,500.00
Travel and Meetings - Other	-	-	-	-	-
<b>Total Travel and Meetings</b>	<b>216.83</b>	<b>1,839.75</b>	<b>3,242.20</b>	<b>12,032.05</b>	<b>6,374.97</b>
<b>Total Expense</b>	<b>15,998.80</b>	<b>29,394.45</b>	<b>182,737.48</b>	<b>229,241.40</b>	<b>246,745.08</b>
<b>Net Ordinary Income</b>	<b>(15,929.12)</b>	<b>(29,360.71)</b>	<b>11,285.17</b>	<b>(8,073.82)</b>	<b>(6,745.05)</b>
<b>Net Income</b>	<b>(15,929.12)</b>	<b>(29,360.71)</b>	<b>11,285.17</b>	<b>(8,073.82)</b>	<b>(6,745.05)</b>

No assurance is provided on these financial statements



## **OCTOBER 2020 DIRECTOR'S REPORT**

### **MARKETING / PROMOTION**

Waiting on the next large event to release our next newsletter. Most likely will be in January promoting the new year.

### **WORKFORCE TALENT AND HOUSING**

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 supporter/investor at this time. We are seeking additional information on the proposed development.

We have also been working with a local businessman who has brought a Wichita developer to Salina. The developer was able to develop an agreement with another businessman to invest in the project. They are reviewing the project and looking at possible assistance from the City of Salina.

### **ENTREPRENEURSHIP / SMALL BUSINESS DEVELOPMENT**

We have not been able to restart the monthly Startup Salina events held the first Wednesday of each month. Due to the COVID 19 virus we have had a lack of success getting speakers to commit. We are hoping to have our next session on Wednesday, November 4<sup>th</sup>.

Numerous COVID relief programs have been established by the City and County in result of federal funding shuttled to the state government. The most recent one is called SPARK which has approved funding to the Salina Chamber for approximately \$2.7 million in loans. Companies have submitted requests for assistance from this program and other funds available from the city, county, regional planning and State of Kansas' Department of Commerce.

### **PROSPECT MANAGEMENT**

Work continues with Project Rise and Project Gemini. After announcements of both projects work on issuing IRB's and other funding methods/grants continue.

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

### **SITES / BUILDINGS / TOOLS:**

Staff continues to maintain the list of available buildings and sites in Salina and Saline County.

The Certified Sites Program will be restarting soon after the Department of Commerce has hired an existing staff member to take over the program. Our first application was approved from Eastern Kansas.

### **MONTHLY WEB/SOCIAL MEDIA STATISTICS**

#### **Website – (reported August 2020)**

139 users    135 New Users    151 Sessions    1.95 Pgs/Session    1:59 Avg Session  
295 Pageviews

#### **Website –8/18/2020 through 9/15/2020**

**124 users    122 New Users    137 Sessions    1.64 Pgs/Session    1:11 Avg Session**  
**224 Pageviews**

#### **Facebook – (reported last month)**

230 Page Views    624 Posts Reached    148 Post Engagements    506 Page Likes

#### **Facebook – 9/14/2020 through 10/11/2020**

**213 Page Views    2,063 Posts Reached    209 Post Engagements    515 Page Likes**

#### **Start Up Salina Facebook Group**

6/15/2020 – 249 members (+2)  
7/13/2020 – 258 members (+9)  
8/17/2020 – 264 members (+6)  
9/15/2020 – 273 members (+9)  
10/12/2020 – 280 members (+7)



# 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	None Provided	Site with Runway	Aerospace	?	?	?	Access to Runway 25-50 acres		?
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 SCEDOActive	Active	10/12/2020	?	Beef Processing	Regional	200-300		?	NE KS	40 acres	100,000-150,000