

**BOARD OF DIRECTORS MEETING AGENDA**  
**SALINA AREA CHAMBER OF COMMERCE - VISIT SALINA ANNEX**  
**SEPTEMBER 17, 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) August Financial Reports
  
- 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 \_\_\_\_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.**

**August 20, 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 9:02 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 August 17th, 2020.

Those present and comprising a quorum:

In person:

Frank Hampton

John Gunn

Lloyd Davidson

Via Audio Link:

Brian Richardson

Paula Fried

Jeff Thompson

Cheryl Murray

Absent: Pete Brungardt and Michelle Griffin

Also present:

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

Absent: Pete Brungardt and Michelle Griffin

**(1.2) Public Comment**

No public comments.

**APPROVAL OF MINUTES**

Moved by Davidson, seconded by Gunn, to approve the July 16, 2020 and August 6<sup>th</sup>, 2020 minutes as written.

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

**APPROVAL OF FINANCIAL STATEMENT AND ACCOUNTS PAYABLE**

**(4.1) July Financial Report**

Moved by Thompson, seconded by Fried, to approve the July 2020 financial statements.

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

**(4.2) 2019 Audit Report**

Moved by Gunn, seconded by Thompson, to approve the 2019 Audit Report as written.

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

Jim Trower, Wood & Durham, is available for calls or questions regarding the 2019 Audit report. The final letter was included in the digital packet. Robinson will be sending out the audit report to the member organizations.

**DIRECTOR'S REPORT**

**(5.1) Activity Updates**

Eric Brown, Chamber President, updated the board on the various COVID-19 funding programs offered by the state, Saline County, and City of Salina. The Chamber Foundation applied for direct ad that would provide funding for small business grants for Salina-area businesses.

**(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 9:32 AM.

---

Frank Hampton, Board President

ATTEST:

---

Paula Fried, Board Secretary

## Statement of Financial Position

As of August 31, 2020

	<u>Aug 31, 20</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
First Bank Kansas-Sweep Acct	170,797.86
First Bank Kansas	70,347.93
Total Checking/Savings	241,145.79
Other Current Assets	
Prepaid Health Insurance	4,441.32
Total Other Current Assets	4,441.32
Total Current Assets	245,587.11
Fixed Assets	
Furniture and Equipment	
Accumulated Depreciation - F&E	-5,541.88
Furniture and Equipment - Other	6,145.49
Total Furniture and Equipment	603.61
Total Fixed Assets	603.61
Other Assets	
Other Assets	
Member Contribution Pledges	-120,250.00
Total Other Assets	-120,250.00
Total Other Assets	-120,250.00
<b>TOTAL ASSETS</b>	<b><u>125,940.72</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Credit Cards	
VISA - First Bank Kansas	950.05
Total Credit Cards	950.05
Other Current Liabilities	
Payroll Liabilities	
FICA Taxes	-7,070.23
Medicare Taxes	-1,574.46
Federal W/H Taxes	2,206.52
State W/H Taxes	388.00
Federal Unemployment Taxes	-84.00
State Unemployment Taxes	-194.00
Payroll Liabilities - Other	-765.20
Total Payroll Liabilities	-7,093.37
Total Other Current Liabilities	-7,093.37
Total Current Liabilities	-6,143.32
Total Liabilities	-6,143.32
Equity	
Retained Earnings	225,119.75
Net Income	-93,035.71
Total Equity	132,084.04
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>125,940.72</u></b>

## Salina Community Economic Development Organization, Inc.

## Statement of Activities w/Prev Year Comparison

January through August 2020

	Jan - Aug 20	Jan - Aug 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	1,077.97	27.01	3,891.0%
<b>Total Investments</b>	<b>1,077.97</b>	<b>27.01</b>	<b>3,891.0%</b>
Member Contributions	72,625.00	217,500.00	-66.6%
Other Types of Income			
Miscellaneous Revenue	0.00	35.40	-100.0%
<b>Total Other Types of Income</b>	<b>0.00</b>	<b>35.40</b>	<b>-100.0%</b>
<b>Total Income</b>	<b>73,702.97</b>	<b>221,133.84</b>	<b>-66.7%</b>
<b>Gross Profit</b>	<b>73,702.97</b>	<b>221,133.84</b>	<b>-66.7%</b>
<b>Expense</b>			
<b>Business Expenses</b>			
Memberships	495.00	6,975.00	-92.9%
Marketing Events	0.00	12,191.96	-100.0%
Miscellaneous Expense	179.37	0.00	100.0%
Business Registration Fees	40.00	2,444.00	-98.4%
<b>Total Business Expenses</b>	<b>714.37</b>	<b>21,610.96</b>	<b>-96.7%</b>
<b>Contract Services</b>			
Accounting Fees	3,717.11	9,935.00	-62.6%
Outside Contract Services	710.00	2,800.00	-74.6%
<b>Total Contract Services</b>	<b>4,427.11</b>	<b>12,735.00</b>	<b>-65.2%</b>
<b>Operations</b>			
StartUp Salina Expenses	343.10	1,143.34	-70.0%
Dues & Subscriptions	5,195.00	3,906.00	33.0%
Training Fees	695.28	0.00	100.0%
Repairs & Maintenance	326.25	0.00	100.0%
Advertising/Promotion	7,066.71	7,412.05	-4.7%
Books, Subscriptions, Reference	3,402.75	129.40	2,529.6%
Postage, Mailing Service	58.80	150.00	-60.8%
Printing and Copying	53.00	337.98	-84.3%
Supplies	907.51	2,471.87	-63.3%
Telephone, Telecommunications	1,631.74	1,128.99	44.5%
<b>Total Operations</b>	<b>19,680.14</b>	<b>16,679.63</b>	<b>18.0%</b>
<b>Other Types of Expenses</b>			
Taxes and Licenses	0.00	40.00	-100.0%
Depreciation	1,002.08	1,002.21	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>	<b>5,925.55</b>	<b>5,210.71</b>	<b>13.7%</b>
<b>Payroll Expenses</b>			
Director Relocation Expense	0.00	763.19	-100.0%
Employee Health Ins	3,353.52	3,641.14	-7.9%
Director Health & Life Ins	7,728.06	7,494.09	3.1%
Car Allowance	4,000.00	4,000.00	0.0%
Payroll Taxes	0.00	9,415.95	-100.0%
Wages & Salaries	117,884.56	108,103.96	9.1%
<b>Total Payroll Expenses</b>	<b>132,966.14</b>	<b>133,418.33</b>	<b>-0.3%</b>

## Salina Community Economic Development Organization, Inc.

09/14/20

## Statement of Activities w/Prev Year Comparison

Accrual Basis

January through August 2020

	Jan - Aug 20	Jan - Aug 19	% Change
<b>Travel and Meetings</b>			
<b>Meals</b>	436.23	1,817.25	-76.0%
<b>Conference, Convention, Meeting</b>	1,410.40	150.00	840.3%
<b>Travel</b>	1,178.74	8,225.05	-85.7%
<b>Travel and Meetings - Other</b>	0.00	0.00	0.0%
<b>Total Travel and Meetings</b>	3,025.37	10,192.30	-70.3%
<b>Total Expense</b>	166,738.68	199,846.93	-16.6%
<b>Net Ordinary Income</b>	-93,035.71	21,286.91	-537.1%
<b>Net Income</b>	<b>-93,035.71</b>	<b>21,286.91</b>	<b>-537.1%</b>

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

	Acutal	Actual	Actual	Actual	Budget YTD
	20-Aug	19-Aug	Jan - Aug 20	Jan - Aug 19	Jan - Aug 20
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Start up Salina Income		-		-	
Marketing Events Sponsorships		-	-	3,571.43	-
Member Contributions	-	-	72,625.00	217,500.00	213,333.36
Investments-Interest	76.10	27.01	1,077.97	27.01	
Pass Through Income	-	-		-	
Miscellaneous Revenue	-		-	35.40	
<b>Total Income</b>	<b>76.10</b>	<b>27.01</b>	<b>73,702.97</b>	<b>221,133.84</b>	<b>213,333.36</b>
<b>Gross Profit</b>	<b>76.10</b>	<b>27.01</b>	<b>73,702.97</b>	<b>221,133.84</b>	<b>213,333.36</b>
<b>Expense</b>					
<b>Business Expenses</b>					
Pass Through Payments		-		-	
Memberships	-	-	495.00	6,975.00	666.64
Marketing Events	-	-	-	12,191.96	50,403.60
Miscellaneous Expense	23.92	-	179.37	-	-
Business Registration Fees	-	-	40.00	2,444.00	-
<b>Total Business Expenses</b>	<b>23.92</b>	<b>-</b>	<b>714.37</b>	<b>21,610.96</b>	<b>51,070.24</b>
<b>Contract Services</b>					
Legal Fees	-	-			2,666.72
Accounting Fees	382.15	6,600.00	3,717.11	9,935.00	8,413.28
Outside Contract Services	710.00	-	710.00	2,800.00	-
Contract Services - Other	-	-	-	-	-
Business Registration Fees	-	-			-
<b>Total Contract Services</b>	<b>1,092.15</b>	<b>6,600.00</b>	<b>4,427.11</b>	<b>12,735.00</b>	<b>11,080.00</b>
<b>Operations</b>					
StartUp Salina Expenses	-	224.79	343.10	1,143.34	-
Dues & Subscriptions	-	-	5,195.00	3,906.00	506.64
Training Fees	-	-	695.28	-	
Advertising/Promotion	160.00	-	7,066.71	7,412.05	-
Repairs & Maintenance	-	-	326.25	-	333.36
Books, Subscriptions, Reference	108.75	-	3,402.75	129.40	-
Postage, Mailing Service	-	-	58.80	150.00	100.00
Printing and Copying	-	70.52	53.00	337.98	333.36
Supplies	127.65	1,726.54	907.51	2,471.87	1,333.36
Telephone, Telecommunications	234.59	55.30	1,631.74	1,128.99	1,886.00
<b>Total Operations</b>	<b>630.99</b>	<b>2,077.15</b>	<b>19,680.14</b>	<b>16,679.63</b>	<b>4,492.72</b>
<b>Other Types of Expenses</b>					
Taxes & Licenses	-	40.00	-	40.00	
Depreciation	125.26	125.28	1,002.09	1,002.21	-
Other Costs	-	20.00	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>185.28</b>	<b>5,925.56</b>	<b>5,210.71</b>	<b>-</b>
<b>Payroll Expenses</b>					
Director Relocation Expense	-	-	-	763.19	-
Employee Health Ins	419.19	419.19	3,353.52	3,641.14	9,333.36
Director Health & Life Ins	1,695.30	2,216.40	7,728.06	7,494.09	8,738.40
Car Allowance	750.00	500.00	4,000.00	4,000.00	4,000.00
Payroll Taxes	-	1,009.58	-	9,415.95	11,599.92

No assurance is provided on these financial statements

## **SEPTEMBER 2020 DIRECTOR'S REPORT**

### **MARKETING / PROMOTION**

The first two newsletters were sent following the Schwan's and Great Plain's announcements to over 4000 site location consultants plus local contacts. We are looking at expanding this into a larger document that would be an overview of the community.

### **WORKFORCE TALENT AND HOUSING**

Brady Sherman, the Wichita developer of a "micro mansion" hosted me for a tour of his model home. The unit was not 100% complete but very close. He has taken orders for homes that will be constructed at their development property. They have gotten all the planning and zoning issues worked out in Topeka.

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.

We have also been working with a local businessman who has brought a Wichita developer to Salina for possible construction of a new apartment concept. We have assisted putting people together that could assist with financing of the development. Getting close to an announcement.

### **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. Our next session will be on Wednesday, October 7th.

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.

### **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 last month)**

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**

No analytics available at the time of this report

**Facebook – (reported last month)**

219 Page Views    506 Posts Reached    89 Post Engagements    506 Page Likes

**Facebook – 8/18/2020 through 9/15/2020**

230 Page Views    624 Posts Reached    148 Post Engagements    513 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)

## Top Posts for 30 days ending 2020-09-15 (Summarized)

[7 Days](#) | 
 **30 Days** | 
 [Quarter](#) | 
 [Year](#) | 
 [All time](#)

August 16, 2020 to Today

Title	Views
Home	124
Schwan's Company Begins Major Pizza Plant Expansion in Salina, Kansas	54
Great Plains Manufacturing and Kubota Finalize Plans and Building Purchase to Expand Assembly Operations for Ku...	39
Contact Us	29
Utilities	28
Workforce & Education	17
Search Sites & Buildings	17
Sites & Buildings	16
Government & Incentives	11
News	9
Life	9
Manufacturing	6
Aq/Food	6
Target Industries	4
Resources	4
Distribution	2
Alternative Energy	1
Aero/Aircraft	1

## September 15, 2020, 4:12 pm

[Return to Stats](#)

### Months and Years

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2017									597	375	468	225	1,665
2018	287	234	203	283	334	165	264	252	203	322	215	197	2,959
2019	293	464	547	293	348	273	462	323	299	323	250	234	4,109
2020	281	361	248	196	170	230	245	528	101				2,360

### Average per Day

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Overall
2017									23	12	16	7	14
2018	9	8	7	9	11	6	9	8	7	10	7	6	8
2019	9	17	18	10	11	9	15	10	10	10	8	8	11
2020	9	12	8	7	5	8	8	17	7				9

## Recent Weeks

Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total	Average	Change
<u>Aug 10</u> 22	<u>Aug 11</u> 16	<u>Aug 12</u> 18	<u>Aug 13</u> 30	<u>Aug 14</u> 13	<u>Aug 15</u> 9	<u>Aug 16</u> 16	124	18	
<u>Aug 17</u> 16	<u>Aug 18</u> 71	<u>Aug 19</u> 18	<u>Aug 20</u> 15	<u>Aug 21</u> 60	<u>Aug 22</u> 12	<u>Aug 23</u> 2	194	28	+56.45%
<u>Aug 24</u> 14	<u>Aug 25</u> 30	<u>Aug 26</u> 5	<u>Aug 27</u> 12	<u>Aug 28</u> 8	<u>Aug 29</u> 1	<u>Aug 30</u> 7	77	11	-60.31%
<u>Aug 31</u> 5	<u>Sep 1</u> 15	<u>Sep 2</u> 3	<u>Sep 3</u> 8	<u>Sep 4</u> 17	<u>Sep 5</u> 0	<u>Sep 6</u> 5	53	8	-31.17%
<u>Sep 7</u> 5	<u>Sep 8</u> 8	<u>Sep 9</u> 3	<u>Sep 10</u> 2	<u>Sep 11</u> 12	<u>Sep 12</u> 0	<u>Sep 13</u> 14	44	6	-16.98%
<u>Sep 14</u> 7	<u>Sep 15</u> 2						9	7	+11.36%



# 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
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
20-07	Project Fairview	KDOC	Active	9/11/2020	?	Find existing building	Archery Equipment Manufacturing	190 yr1 300 yr 5	\$40,000	?	?	?	70,000 SF