

BOARD OF DIRECTORS MEETING AGENDA
SALINA CHAMBER ANNEX
JANUARY 18, 2024 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 21, 2023 Minutes

- 3. APPROVAL OF FINANCIAL STATEMENT & ACCOUNTS PAYABLE**
 - (3.1) December 2023 Financial Reports

- 4. ELECTION OF OFFICERS FOR 2024**
 - (4.1) President
 - (4.2) Vice President
 - (4.3) Secretary
 - (4.4) Treasurer

- 5. DIRECTOR'S REPORT**
 - (5.1) Presentation by Jamie Hall, South Ohio Land
 - (5.2) K-AIRES Architect Selection Process
 - (5.3) Prospect Table Update

- 6. BOARD OF DIRECTORS COMMENTS**

- 7. ADJOURNMENT**



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

**SALINA CHAMBER OF COMMERCE/VISIT SALINA ANNEX - 120 WEST ASH; SALINA, KS
DECEMBER 21, 2023 --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 9:30 AM by Brian Richardson, 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 with a quorum:

IN-PERSON OR ZOOM (Z):

Brian Weisel, Jim Maes, Tom Dill, Brian Schwarz, Daran Neuschafer, Frank Hampton, Rob Exline, Brian Richardson, Max Wellbrock-Talley, Paula Fried, Ex-Officio

ALSO PRESENT:

Mitch Robinson, Salina Community Economic Dev. Organization, Executive Director (Z)
Robin VanAtta, Salina Community Economic Dev. Organization Administrative Assistant
Bill Longbine, City Commissioner, City of Salina
Phillip Smith-Hanes, County Administrator, Saline County
Mike Schrage, City Manager, City of Salina
Shawn Hennessee, Assistant City Manager, City of Salina
Robert Vidricksen, County Commissioner, Saline County

ABSENT:

N/A

(1.2) Public Comment

N/A

APPROVAL OF MINUTES

(2.1) Moved by Neuschafer, seconded by Weisel to approve the November 16, 2023 minutes as written.
Aye: (9). Nay: (0). Motion carried.

(2.2) Moved by Neuschafer, seconded by Hampton to approve the November 29, 2023 minutes as written.
Aye: (9). Nay: (0). Motion carried.

APPROVAL OF FINANCIAL STATEMENTS AND ACCOUNTS PAYABLE

(3.1) Moved by Maes, seconded by Dill to approve the November 2023 financial statements.
Aye: (8). Nay: (0). Motion carried.

(3.2) Moved by Hampton, approved by Dill to approve the 2024 Budget. Aye: (8). Nay: (0). Motion carried.

4. DIRECTOR'S REPORT

(4.1) Goals / Projects for 2024

Robinson gave the following as possible goals for 2024:

- A. Working with all four supporting organizations during the 3rd year of this 3-year budget cycle and negotiating a new 3-year contract.
- B. Draft a print promotional piece as a review of the 2022-2024 budget cycle.
- C. Website update and refresh.

(4.2) Prospect Table

Robinson reviewed the prospect table.

5. BOARD MEMBER DISCUSSION/QUESTIONS

N/A

6. EXECUTIVE SESSION

Moved by Weisel, seconded by Hampton that the Salina Community Economic Development Organization 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 10:20 a.m.

The board recessed into executive session at 10:05 a.m. and reconvened at 10:20 a.m. No action was taken.

Upon reconvening, Exline moved, Dill seconded that the EDO pay Executive Director Mitch Robinson approximately \$1,500 to assist with taxes for the healthcare change and a \$4,000 performance bonus and pay Administrative Assistant Robin VanAtta \$700 to assist with taxes for the healthcare change and a pay rate change to \$19.15 effective January 1, 2024.

ADJOURNMENT

Moved by Hampton, seconded by Exline to adjourn the meeting at 10:44 a.m.

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

Brian Richardson, Board President

ATTEST:

Jim Maes, Board Vice President

SALINA COMMUNITY ECONOMIC DEVELOPMENT ORGANIZATION, INC.
Salina, Kansas

COMPILED FINANCIAL STATEMENTS
December 31, 2023

WOODS & DURHAM, CHARTERED
Certified Public Accountants
Salina, Kansas

SALINA COMMUNITY ECONOMIC DEVELOPMENT ORGANIZATION, INC.
Salina, Kansas

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ACCOUNTANTS' COMPILATION REPORT

To the Members of
Salina Community Economic Development Organization, Inc.
Salina, Kansas

Management is responsible for the accompanying financial statements of Salina Community Economic Development Organization (a nonprofit organization), which comprise the statement of assets, liabilities, and net assets - tax basis as of December 31, 2023, and the related statement of revenues, expenses, and changes in net assets - tax basis for the one month and twelve months then ended and determining that the tax basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements

The financial statements are prepared in accordance with the tax basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in the financial statements prepared in accordance with the tax basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's assets, liabilities, net assets, revenues, and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

The supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. The supplementary information was not subject to our compilation engagement. We have not audited or reviewed the supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to the Salina Community Economic Development Organization, Inc.

Woods & Durham, Chtd.
Woods & Durham, Chartered
Certified Public Accountants
Salina, Kansas

January 3, 2024

SALINA COMMUNITY ECONOMIC DEVELOPMENT ORGANIZATION, INC.
Salina, Kansas

STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - TAX BASIS
December 31, 2023

ASSETS	
Current Assets	
Cash	\$ 331,873
Unconditional promises to give:	
Member contributions receivable - current	<u>346,021</u>
Total Current Assets	<u>677,894</u>
Property and Equipment	
Furniture and equipment	5,568
Less: accumulated depreciation	<u>(5,435)</u>
Net Property and Equipment	<u>133</u>
Total Assets	<u><u>\$ 678,027</u></u>
LIABILITIES AND NET ASSETS	
Current Liabilities	
Payroll liabilities	<u>\$ 1,321</u>
Net Assets	
Without donor restrictions	<u>676,706</u>
Total Liabilities and Net Assets	<u><u>\$ 678,027</u></u>

SALINA COMMUNITY ECONOMIC DEVELOPMENT ORGANIZATION, INC.
Salina, Kansas

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS - TAX BASIS
For the One Month and Twelve Months Ended December 31, 2023

	Period Ended December 31, 2023	Year to Date December 31, 2023
Net Assets Without Donor Restrictions		
Revenues and Support Without Donor Restrictions		
Charlie Walker pitch challenge income	\$ -	\$ 16,000
Member contributions	-	7,059
Gifts in kind	1,667	20,000
Interest income	458	4,708
	2,125	47,767
Net Assets Released From Restrictions		
Restrictions satisfied by time	-	698,962
	2,125	746,729
Expenses		
Business expenses	805	6,342
Contract services	1,525	26,776
Facilities and equipment	1,667	21,261
Operations	2,864	46,637
Other expenses	88	6,650
Payroll expenses	23,147	236,494
Travel and meetings	397	4,146
	30,493	348,306
Change in Net Assets Without Donor Restrictions	(28,368)	398,423
Net Assets With Donor Restrictions		
Unconditional promises to give - restrictions satisfied by time	-	(698,962)
Net Assets - Beginning of Period	705,074	977,245
Net Assets - End of Period	\$ 676,706	\$ 676,706

SUPPLEMENTARY INFORMATION

SALINA COMMUNITY ECONOMIC DEVELOPMENT ORGANIZATION, INC.
Salina, Kansas

STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS - PRIOR YEAR AND BUDGET COMPARISON - TAX BASIS
For the One Month and Twelve Months Ended December 31, 2023 and December 31, 2022

	<u>Period Ended</u> <u>Dec. 31, 2023</u>	<u>Period Ended</u> <u>Dec. 31, 2022</u>	<u>Year to Date</u> <u>Dec. 31, 2023</u>	<u>Year to Date</u> <u>Dec. 31, 2022</u>	<u>Budget YTD</u> <u>Dec. 31, 2023</u>	<u>Budget 2023</u> <u>Approved</u>
Revenues						
Charlie Walker Pitch Challenge Income	\$ -	\$ -	\$ 16,000	\$ 16,000	\$ 4,000	\$ 4,000
Member Contributions	-	-	7,059	-	360,000	360,000
Investments - Interest	458	234	4,708	1,213	1,500	1,500
Gifts in Kind	1,667	20,000	20,000	20,000	-	-
Total Revenues	<u>2,125</u>	<u>20,234</u>	<u>47,767</u>	<u>37,213</u>	<u>365,500</u>	<u>365,500</u>
Expenses						
Business Expenses						
Memberships	805	300	1,260	1,075	1,125	1,125
Marketing Events	-	-	4,553	8,411	6,000	6,000
Miscellaneous Expense	-	105	(11)	157	500	500
Business Registration Fees	-	-	540	40	40	40
Total Business Expenses	<u>805</u>	<u>405</u>	<u>6,342</u>	<u>9,683</u>	<u>7,665</u>	<u>7,665</u>
Contract Services						
Accounting fees	425	1,192	14,210	13,305	12,000	12,000
Outside Contract Services	1,100	-	12,566	11,080	13,300	13,300
Total Contract Services	<u>1,525</u>	<u>1,192</u>	<u>26,776</u>	<u>24,385</u>	<u>25,300</u>	<u>25,300</u>
Facilities & Equipment						
Computer Replacement	-	-	1,239	2,012	1,500	1,500
Donated Facilities	1,667	20,000	20,000	20,000	-	-
Office Equipment	-	83	22	313	800	800
Total Facilities & Equipment	<u>1,667</u>	<u>20,083</u>	<u>21,261</u>	<u>22,325</u>	<u>2,300</u>	<u>2,300</u>
Operations						
Charlie Walker Pitch Challenge Expenses	-	-	18,000	17,103	4,000	4,000
Donations (Outgoing Board Recognition)	-	-	100	100	100	100
Dues & Subscriptions	7	202	991	1,313	1,000	1,000
Training Fees	-	-	-	1,000	1,500	1,500
Advertising/Promotion	2,500	35	18,865	15,954	30,000	30,000
Repairs & Maintenance	-	-	-	-	500	500
Books, Subscriptions, Reference	84	358	4,413	5,334	5,500	5,500
Postage, Mailing Service	-	-	63	87	135	135
Printing and Copying	-	-	170	273	350	350
Supplies	-	13	1,472	1,985	2,500	2,500
Telephone, Telecommunications	273	335	2,563	2,923	3,200	3,200
Total Operations	<u>2,864</u>	<u>943</u>	<u>46,637</u>	<u>46,072</u>	<u>48,785</u>	<u>48,785</u>
Other Expenses						
Depreciation	88	1,007	1,061	1,470	1,000	1,000
Other Costs	-	-	-	-	250	250
Insurance - Liability, D and O	-	336	5,589	5,913	6,000	6,000
Total Other Expenses	<u>88</u>	<u>1,343</u>	<u>6,650</u>	<u>7,383</u>	<u>7,250</u>	<u>7,250</u>
Payroll Expenses						
Retirement Contribution	2,790	2,774	11,160	11,095	11,500	11,500
Employee Health Ins	-	(2,446)	7,370	7,533	7,700	7,700
Director Health & List Ins	682	(4,387)	10,098	14,450	11,000	11,000
Car Allowance	250	500	6,000	6,000	6,000	6,000
Payroll Taxes	1,413	1,078	15,767	14,392	15,000	15,000
Wages & Salaries	18,012	13,627	186,099	176,897	185,000	185,000
Total Payroll Expenses	<u>23,147</u>	<u>11,146</u>	<u>236,494</u>	<u>230,367</u>	<u>236,200</u>	<u>236,200</u>
Travel and Meetings						
Meals	-	36	993	2,005	2,000	2,000
Conference, Convention, Meetings	-	-	568	576	1,000	1,000
Travel	147	-	1,764	1,530	4,000	4,000
Travel and Meetings - Other	250	220	821	19	1,000	1,000
Total Travel and Meetings	<u>397</u>	<u>256</u>	<u>4,146</u>	<u>4,130</u>	<u>8,000</u>	<u>8,000</u>
Total Expenses	<u>30,493</u>	<u>35,368</u>	<u>348,306</u>	<u>344,345</u>	<u>335,500</u>	<u>335,500</u>
Changes in Net Assets without Donor Restriction	<u>(28,368)</u>	<u>(15,134)</u>	<u>(300,539)</u>	<u>(307,132)</u>	<u>30,000</u>	<u>30,000</u>
Board Designation - Reserve Funds	<u>(30,000)</u>	<u>(30,000)</u>	<u>(30,000)</u>	<u>(30,000)</u>	<u>(30,000)</u>	<u>(30,000)</u>
Changes in Net Assets	<u>\$ (58,368)</u>	<u>\$ (45,134)</u>	<u>\$ (330,539)</u>	<u>\$ (337,132)</u>	<u>\$ -</u>	<u>\$ -</u>

January 2024 REPORT

MARKETING / LEGISLATIVE

On Thursday, December 14th, the local legislative group met with Rep Howe, Rep Sanders, and Senator J.R. Claeys. Also present were representatives of Senators Moran, Marshall, and Rep Mann. Federal and state issues were presented by city, county, colleges, hospital, SCEDO and led by Chamber President Renee Duxler. Projects for the community were outlined with the legislators and staff members. They provided feedback on the situation in Topeka and Washington, DC. It was a very positive event and well received by the guests in terms of having the community's priorities for the next session beginning in January.

Work continues on the Three City MRO project with Topeka to develop plans for a new portion of the Topeka airport which will require over \$35 to \$40 million in dirt and infrastructure investment.

Hosted the newest staff member of the International Office of the Kansas Department of Commerce. This staff member will further efforts in Europe including aviation projects related to major aviation trade shows held each year. She has excellent experience working for the San Diego EDO and for the State of Maryland. Her husband is a naval officer attending KU and working on a Ph.D. We toured the city and the downtown area, all three higher ed locations, and all the industrial sites in the community as well as being provided a booklet of site information. It was a short visit while she was traveling to Wichita for an event later in the day but was well received.

Met with representatives of Superior concerning their interests in a 13-acre parcel on airport property they have under option from the SAA. More information will be presented at our January Board of Directors meeting.

WORKFORCE TALENT / HOUSING / CHILDCARE

The Aviation Innovation Maintenance (AIM) Committee held its monthly Board of Directors meeting to push the education process for those students and individuals interested in getting early training on skills needed to work in the aviation MRO/manufacturing world. The staff will all be employed via K-State Salina and work in the 4 key areas of metal fabrication; electrical/electronics; painting; and composites. The plan is to have the first class in early January with 150 total trained by the end of 2025.

ENTREPRENEURSHIP / SMALL BUSINESS DEVELOPMENT

No Start Up Salina program was held for December. In January a meeting will be held to discuss the future direction and any needed changes for the effort.

The planning committee for the Charley Walker Pitch Competition met and has planned to hold this year's event on the campus of Kansas State Salina on March 22, 2024. In coordination with that event will be an evening workshop "How to Pitch Your Business" for interested applicants regarding information on the pitch competition application, presentation requirements, and Q&A requirements. This event will take place on February 8th at K-State Salina.

PROSPECT MANAGEMENT

The first step in the assistance for PIL is with the Governor's Closing Fund. The company has the agreement from the Dept of Commerce and made a few modifications. This should have their first

funding in very early January. The selection committee has narrowed down the search for a development firm to lead the construction process. It has been narrowed to three companies that will have second interviews in early January. This will take a major effort to construct the building in one year due to projects pending for PIL.

SITES / BUILDINGS / TOOLS:

Continue to work on maintaining industrial sites and buildings within the community and what other buildings are available for various retail and other uses.

MONTHLY WEB/SOCIAL MEDIA STATISTICS

Website – (reported December 2023)

215 users	215 New Users	13 Returning Users	1.20 Views/User Sessions
0:46 Avg Session	355 Pageviews	1,400 Event Count**	

Website –11/10/2023 – 12/11/2023

225 users	222 New Users	13 Returning Users	1.64 Views/User
0:25 Avg Session	360 Pageviews	1,304 Event Count**	

**Event Count = the number of times an event is triggered on your website or app. An event is a user's specific action on your site, such as clicking a button, playing a video, or submitting a form.

Facebook – (reported December 2023)

279 Page Reach	48 Post Reach	500 Post Reach	81 Page Visits	883 Followers
4 New Likes				

521 Page Reach	32 Engagement	583 Post Reach	49 Page Visits	886 Followers
5 New Likes				

Start-Up Salina Facebook Group

4/16/2023 – 371 members (+10)
 6/9/2023 – 373 members (+2)
 8/11/2023 – 380 members (+7)
 9/25/2023 – 381 members (+1)
 10/13/2023 – 381 members (--)
 11/9/2023 – 382 members (+1)
 12/19/2023 – 386 members (+4)
 1/16/2024 – 389 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.

Color Key: ACTIVE INACTIVE NEW OUT SUCCESS DELAYED DEFUNCT

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
21-10	Project Storage	Direct Contact	Active	7/29/2021	P&Z September 26th	Presented to Co. Com. May 16th	Energy Storage 3-4 years Construction 2025	3	Above Average	\$330M	Energy	20-40 acres under option	NA
22-14	Project DORI	Direct / SAA	Active	12/1/2022	Numerous Meetings	Warehouse Project	Warehouse Space for Local Companies	?	?	\$19M	Local Co.	13 acres	250,000 SF
22-15	Prospect North Track	Direct / DOC	Active	11/1/2021	Numerous Meetings/Calls	Site Selection from 2 possible sites	New Product Line	?	?	?	Local Company	Not Determined	Not Determined
23-01	Project Houston	SAA- Tim Rogers	Active	1/26/2022	12/31/2023	Maintenance Hub	New Hub	6	\$25+/hr	?	MRO	Use Local Company	Use Existing Building
23-06	Project Blue Innovation	KDOC/JF	Active	11/30/2023	Submitted 12/6/2023	Establish CAM facility	Cathode Active Materials (CAM) Facility	486 jobs	Will be site dependent but will range from \$50,000 - \$60,000/yr	\$885 Million		Minimum 60 acres for initial phase and up to 100 acres to support the build-out of the plant	
23-07	Project McIntosh	Direct Contact	New		EDO office/City of Salina will submit to KDOT Economic Development Program application in late January or early February 2024	This project objective is to construct approximately 1,300 feet of paving with curb and gutter, install a box culvert over a large draining ditch and several storm water inlets to improve a street that will support industrial traffic.	This city street improvement will allow two companies to move and building larger facilities.	Both businesses will retain existing jobs and additional space will allow for additional growth.		\$1.3Million		Company number one "Spark" has lost the lease on their building and it was sold to another company here in Salina. "Spark" needs to start construction on their new building/complex as soon as possible. The second company " Project HS " is currently in a 9000 square foot building and needs to move into a larger building that needs to be constructed starting in late 2024. This building will be 30,000 square feet allowing the company to grow and expand their machineing operation.	