

BOARD OF DIRECTORS

Clark Renfro

UMB Bank
SDI President

Steve Howe

Office of
Congressman Jerry Moran
SDI Vice President

Beth Vinson

Salina Regional Health Center
SDI Secretary

Melissa Goetz

KC&G Business Appraisal
Associates
SDI Treasurer

Lou Appleby

Appleby & Marsh Architects

Robin Cates

On The Pot

Tony Dong

Martinelli's Little Italy

Mike Forristal

Lee Development LLC

Jerry Hinrikus

Sign Pro

Ken Jennison

Salina Media Group

Christy Lauer

Simply Baby and More

Kenneth Rinke

Salina Taco Johns

Jim Sergeant

Salina Surgical Center

Phyllis C. Klima

Executive Director

NOTICE OF MEETING

Lee District

Tuesday May 12, 2009, 3:30 p.m.

Chamber of Commerce Board Room, 120 West Ash Street
Established in 1983 by the City of Salina for Downtown Economic Revitalization

OPEN DISCUSSION – 20 minutes designed to allow Board Members to discuss relevant concerns and non-agenda items

AGENDA

- I. Call to Order
- II. Roll Call
- III. Recognition of guests
- IV. Additions or changes to the agenda
- V. Approval of minutes-April 14, 2009 meeting
- VI. City Manager's report
 - A. Parking Plan Implementation
 - B. Lighting Study
 - C. Way Finding Signage
- VII. New Business
 - A. Board Member Resignation
- VIII. Old Business
 - A. Development Incentive Program funding 2011-2020
- IX. Public Forum - time set aside for any member or general public to address the Board.
- X. Motion to Adjourn

Cc: City of Salina/Jason Gage, Greg Bengtson, City Attorney
Salina Journal, Salina Radio stations, ACCESS-TV, KSN-TV & KWCH-Salina

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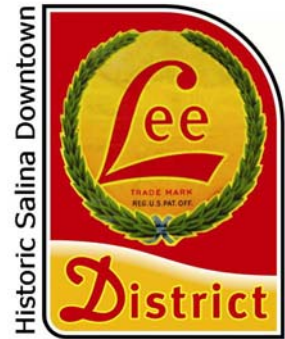
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Lee District

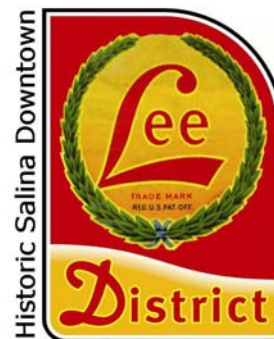
Tuesday April 14, 2009, 3:30 p

Salina Downtown Conference Room, 205 West Ash Street
Established in 1983 by the City of Salina for Downtown Economic Revitalization

MINUTES

- I. Call to Order – President Clark Renfro called the meeting to order.
- II. Roll Call – Present: Clark Renfro, Steve Howe, Ken Jennison, Robin Cates, Beth Vinson, Mike Forristal, Ken Rinke, Jerry Hinrikus. Absent: Tony Dong, Jim Sergeant, Christy Lauer, Melissa Goetz, Lou Appleby. Staff: Phyll Klima and Cindy Lamer
- III. Recognition of guests – None
- IV. Additions or changes to the agenda - None
- V. Approval of minutes- Robin Cates moved to approve the March 10, 2009 minutes. Steve Howe seconded the motion. Motion carried.
- VI. City Manager's report –
 - A. Parking Plan Implementation - None
 - B. Lighting Study – None
 - C. Wayfinding - None
- VII. Director's Report – See attached report.
- VIII. New Business –
 - A. Development Incentive Funding 2011-2020 – Klima requested that the Board consider requesting continuation funding for this program within the next six months. The Board took the recommendation under advisement. There was no action.
 - B. City of Salina has requested that SDI submit a 2010 budget request by May 15. Klima recommended no change in the funding request from the City or in the service fee rate structure. Steve Howe moved to maintain the same request of \$40,000 for organizational support and to retain the same Business Improvement Service Fee structure for 2010. Ken Jennison seconded the motion. Motion carried.
- IX. Old Business - None
- X. Public Forum – None
- XI. Robin Cates made a motion to adjourn. Mike Forristal seconded the motion. Motion carried. Meeting adjourned at 5:05.

Cc: City of Salina/Jason Gage, Greg Bengtson, City Attorney
Salina Journal, Salina Radio stations, ACCESS-TV, KSN- TV, KWCH-
Salina



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SALINA DOWNTOWN, INC.

Board of Directors

Tuesday, April 14, 2009, 3:30 p.m.

SDI Conference Room, 205 W Ash Street

MINUTES

- I. President Clark Renfro called the meeting to order.
- II. **Roll Call:** Present: Clark Renfro, Jerry Hinrikus, Robin Cates, Mike Forristal, Ken Rinke, Steve Howe, Ken Jennison, Beth Vinson. Absent: Jim Sergeant, Lou Appleby, Christy Lauer, Tony Dong, Melissa Goetz. Staff: Phyllis Klima and Cindy Lamer.
- III. **Recognition of guests** – David Clouston, Salina Journal
- IV. **Additions or changes to the agenda** – Added Professional Development opportunity to new business. Moved John Divine's board retreat follow-up was moved ahead of minutes to accommodate Mr. Divine's schedule.
- V. **Approval of minutes** Beth Vinson moved to approve the minutes from March 10, 2009 meeting with the changing of wording on Jeff Maes comments. Robin Cates seconded motion. Motion carried.
- VI. **Board Committee Reports** –
 - Friends of the River – Steve Howe reported that they are probably looking at sometime in June for the public outreach meetings. There is another Public Relations committee meeting this Thursday. Phyll sits on the Economic Development committee which will meet again next week.
 - Business Incentive Package – Staff has made notecards for each Lee District member. The committee would like each Board member to take some and make calls on the businesses. Staff will compile information from those.
 - Holiday Lighting – Committee is focusing on lighting all the poles this year using red LED lights, replacing all the red bows and reusing existing garland and gather cost estimates to replace all the lighting on the building roof tops in three blocks of Santa Fe. More information and a formal recommendation will be available next month including cost, possible funding sources, maintenance, etc.
- VII. **Standing Committee Reports**
 - Business Support and Recruitment – Project Open is up and going strong. A Horizon grant of \$6682.00 has been awarded for "Plant Salina". Staff is still fund raising to complete the project. Robin Cates moved to accept the Horizons grant. Beth Vinson seconded the motion. Motion carried.
 - Communications and Advocacy – Sent congratulations to incoming City Commissioners and thank you notes to those leaving office.
 - Destination Marketing – New Business Directory and Map is now being printed. In addition to the regular directory, the committee is considering printing small pocket size editions to help market parking locations.
 - Chamber/SDI – Have had two full group meetings and 1 small task force meeting. A proposal should be ready for next meeting.
- VIII. **Director's Report** – See attached
- IX. **Action Items** – The DIP Review Committee has recommended approval of two applications: Richardson Development for \$11, 940 for 134 S Santa Fe and Salina Surgical Art Center for \$15,000 at 200 S 5th Street. Both are Forgivable Loans. Robin Cates moved to accept the recommendation of the DIP Review Committee and approve the applications. Ken Jennison seconded the motion. Motion carried.
- X. **Additional Items** – Phyll Klima requested registration fees and travel expense to attend The Schallert Group's Business Boot Camp, May 16-18. Jerry Hinrikus asked if this was available in the budget. Klima reported that the 2009 budget of Professional Development is \$2,000. Year to Date Professional Development expense is \$25 leaving

a \$1,975 budgeted balance. Robin Cates moved to approve the expense. Beth Vinson seconded the motion. Motion carried.

XI. Public Forum – None

XII. Motion to adjourn is in order – Robin Cates moved to adjourn. Jerry Hinrikus seconded the motion. Motion carried. Meeting adjourned at 4:50 PM.

Cc: City Manager, local media

Salina Downtown, Inc

... to champion a healthy, vibrant downtown community!

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SALINA DOWNTOWN, INC.

Board of Directors

Tuesday, May 12, 2009, 3:30 p.m.

Chamber Board Room, 120 W Ash Street

AGENDA

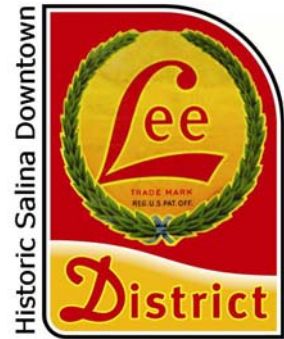
- I. **Call to Order**
- II. **Roll Call**
- III. **Recognition of guests**
- IV. **Additions or changes to the agenda**
- V. Chamber SDI Task Force Report – Todd Davidson
- VI. **Approval of minutes** –March 10, 2009 meeting
- VII. **Annual Financial Report** – quarterly financial report
- VIII. **Board Committee Reports**
 - A. Friends of the River
 - B. Business Incentive Package
 - *Current Incentives
 - *Board calls
 - C. Holiday Lighting
 - D. Nominations Committee
- IX. **Standing Committee/Task Force Reports**
 - A. Business Support and Recruitment – Project Open
 - B. Communications and Advocacy
 - C. Destination Marketing
 - D. Chamber/SDI Task Force
- X. **Director's Report** – Annual evaluation due in June
- XI. **Action Items**
 - A. Board Member Resignation and Appointment
 - B. Lighting Task Force recommendations
 - C. Establish a designated fund at Greater Salina Community Foundation
 - D. Preliminary overview of 2010 budget (to be submitted to the City of Salina by May 15)
 - E. Certificate of Deposit renewal
- XII. **Additional Items**
Calendar

May 7	Exec Committee 2:30 PM
May 12	Lee District & SDI Board meetings at 3:30PM
May 13	Destination Marketing Committee Noon
May 14	Design Review Board 4:00 PM
May 15	Retail Roundtable 8:00 AM
May 21	BSR Committee 4:00 PM
May 28	Design Review Board 4:00 PM

- IX. **Public Forum** – time set aside for any member or general public to address the Board.

X. **Motion to adjourn is in order**

Cc: City Manager, local media



SALINA DOWNTOWN, INC.
Executive Director's Report
April 2009

Administration – I am requesting vacation May 26-29 and June 1.

Program of Work

1. Board –

2009 Program of Work

- A.** Smoky Hill River Development – Friends of the River Foundation have scheduled part of the community outreach during the Smoky Hill River Festival. The other two day long activities will be held the following week. The downtown event will be held in the Watson Room at the Stiefel Theatre for the Performing Arts.
- B.** Business Incentive Package – The Board members working on this priority have not met since February 18. However, board members are making personal calls on Lee District member businesses.
Project Open has three more FastTrac® sessions April 11, 18, 25. Brown Mackie offered free meeting space.
- C.** Holiday lighting 2009 met May 1. Formal recommendations being presented at the regular May 12 Board meeting.

Board Elections – The following Board members' terms expire this year:

Tony Dong - has served two terms and is not eligible for re-election
Steve Howe – declines to run for re-election
Melissa Goetz – eligible for a second three year term
Beth Vinson – has agreed to run for a second term

Slate of candidates due to be presented at the June SDI Board meeting.

2. Committee Reports

A. Business Support and Recruitment

- The City Downtown Parking Committee has not met since Oct 17. However, the wayfinding signage bid solicitations have been published. This bid package includes the downtown parking signage.
- The City has received the final lighting study report in early May.
- Received two Development Incentive Applications. Review Committee recommended fully funding both applications
- Public Art Project Proposal – BSR public art project received an additional \$750 grant from Salina Regional Health Foundation. Also have six additional applications pending. Met with the following individuals/organizations involved with the project: Katy England, Artist and Project Manager; Cindy Zimmerman, Project Assistant; The City; Big Brothers/Big Sisters; Ted Zeager, the Peace Garden; Steve Snyder and Steve Blue, City of Salina Park and Recreation Department.
- Continue individual contact with developers on as requested basis.
- Continue individual business consultations.
- Completed the first FastTrac® session on April 25.

Business Activity Reports

NEW BUSINESSES –
BUSINESSES FOR SALE

Carol Lee Donuts
Santa Fe Phillies and Subs

BUSINESSES CLOSING/CLOSED
Temp Closings following fire

Anderson's Leather Shop

RELOCATED WITHIN DISTRICT:

B. Communications and Advocacy – Did not meet this month.

Published e-newsletter and direct mailed to about 65 businesses who either report no e-mail address or who have indicated mail as their communication preference.

C. Destination Marketing –

Met Wednesday, April 8. New Business Directory/Maps will be available in early May.

▪ **RETAIL ROUNDTABLE**

Had eleven participate in the Marketing Resources workshop offered in partnership with Salina Public Library. The participation in Retail Roundtable activities is minimal. It seems advisable to invite all participating retailers to join the Destination Marketing Committee and discontinue this group meeting until more retailers become involved.

City of Salina

Downtown Improvements –

- City Comprehensive Planning process is nearing completion. Have been sitting on the steering committee and the downtown focus group throughout this process. Board members Clark Renfro and Robin Cates and Lee District member Wayne DeBey have also been involved.
- Way finding Signage –City is currently soliciting bids.

Salina Area Chamber of Commerce

- Project Open –
 - a) Chamber and SDI staff submitted an application to Network Kansas for designation as an E-Community. Our application is one of the finalists and had a site visit with NetWork Kansas and the Salina E-Community Leadership Team May 5. If we receive this designation we will have \$125,000 in tax credits to sell and direct to Project Open to establish a revolving loan fund for small businesses. Anticipate knowing the status of the application by July 2.
 - b) First Project Open Funding Applications were due May 1. Five applications were received.
- SDI/Chamber Task Force – Met once as a sub-task force. Todd Davidson will make a presentation at the regular May SDI Board meeting.

PR/Speaking engagements – Networking group – regarding Project Open with Larry Powell, Chamber of Commerce

Professional Development – Have registered for Destination Boot Camp, May 15-18. Will also be attending a KDDA workshop May 19.