

Salina Downtown, Inc

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

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

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

Russell Prophet

Hampton and Royce

Brian Richardson

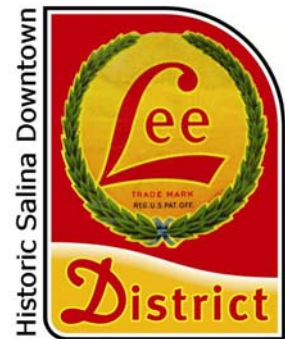
Richardson Developments

Kenneth Rinke

Salina Taco Johns

Phyllis C. Klima

Executive Director



NOTICE OF MEETING

Lee District

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

Chamber of Commerce, 120 West Ash Street

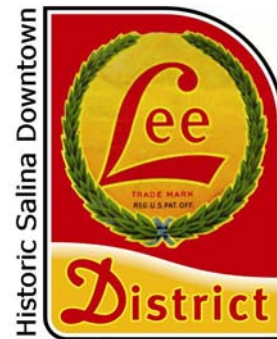
Established in 1983 by the City of Salina for Downtown Economic Revitalization

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. Welcome New Advisors – Russell Prophet and Brian Richardson
- IV. Recognition of guests
- V. Additions or changes to the agenda
- VI. Approval of minutes-June 9, 2009 meeting
- VII. City Manager's report
 - A. Public Art Project
 - B. Community Improvement Districts
 - C. Way Finding Signage
 - D. Parking Plan Implementation
 - E. Lighting Study
- VIII. New Business
 - A. Lee District Satisfaction Survey
 - B. Request for members to serve on DIP Review Committee
 1. One City Commissioner
 2. One Design Review Board Advisor
- IX. Old Business
- X. Public Forum - time set aside for any member or general public to address the Board.
- XI. 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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Jim Sergeant

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NOTICE OF MEETING

Lee District

Tuesday June 9, 2009, 3:30 p.m.

Chamber of Commerce, 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

MINUTES

- I. Call to Order – Clark Renfro called meeting to order.
- II. Roll Call – Present: Clark Renfro, Steve Howe, Beth Vinson, Robin Cates, Tony Dong, Jerry Hinrikus, Ken Jennison, Christy Lauer, Ken Rinke. Absent: Melissa Goetz, Mike Forristal. Staff – Phyll Klima and Cindy Lamer.
- III. Recognition of guests – Mr. I, Katy England, Judy Irvin, Dean Andrew, Dennis Lauver, Jason Gage, Joel Benson, Jim Ravenkamp.
- IV. Additions or changes to the agenda - None
- V. Approval of minutes-May 12, 2009 meeting. Beth Vinson made motion. Seconded by Robin Cates. Motion carried.
- VI. City Manager's report
 - A. Parking Plan Implementation -
 - B. Lighting Study – Final study completed. Waiting on more information on LED lighting.
 - C. Way Finding Signage – Bids are in. Downtown lighting is included in main package. Could be up by September or October.
- VII. New Business
 - A. City of Salina Neighborhood Revitalization Program renewal – Jerry Hinrikus made a motion to support the Neighborhood Revitalization Program and to extend boundaries to include the Broadway corridor. Ken Rinke seconded. Motion carried.
 - B. Recommendations for Board of Advisors for appointment to fill unexpired terms created by resignations- Ken Jennison moved to accept Russell Prophet to complete the term for Jim Sergeant (2 years) and Brian Richardson to complete term for Lou Appleby (1 year). Jim resigned due to a relocation out of town

and Lou resigned due to husband's health. Robin Cates seconded.
Motion carried.

VIII. Old Business

A. Development Incentive Program funding 2011-2020 –
Steve Howe made a motion to recommend that the Board ask the City for
\$50,000.00 a year for the years: 2011, 2012, and 2013. Ken Rinke
seconded. Motion carried.

IX. Public Forum - None

X. Motion to Adjourn – Robin Cates moved to adjourn and Beth
Vinson seconded. Meeting adjourned at 4:17.

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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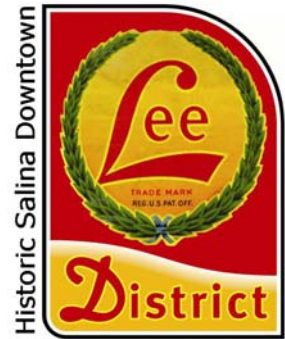
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SALINA DOWNTOWN, INC.

Board of Directors

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

Chamber of Commerce, 120 W Ash Street

AGENDA

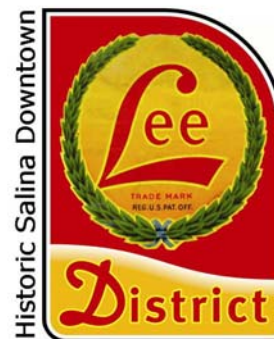
- I. **Call to Order**
- II. **Roll Call**
- III. **Welcome New Directors – Russell Prophet and Brian Richardson**
- IV. **Recognition of guests**
- V. **Additions or changes to the agenda**
- VI. **Approval of minutes – June 9, 2009 meeting**
- VII. **Board Committee Reports**
 - A. Friends of the River
 - B. Business Incentive Package
 - C. *Current Incentives
 - D. *Board calls
 - E. Holiday Lighting
 - F. Nominations Committee
- VIII. **Standing Committee/Task Force Reports**
 - A. Business Support and Recruitment –
 - i. Project Open
 - ii. SDI Board Volunteer to serve on DIP Review Committee
 - B. Communications and Advocacy
 - C. Destination Marketing – Buddy's Block Party
 - D. Chamber/SDI Task Force
- IX. **Director's Report**
- X. **Action Items**
 - A. Request for contribution from Friends of the River Foundation
 - B. Chamber of Commerce Lease Agreement
- XV. **Additional Items**
Calendar

| | |
|---------|---|
| July 8 | Destination Marketing Committee Noon |
| July 9 | Exec Committee 2:30 PM |
| July 14 | Lee District & SDI Board meetings at 3:30PM |
| July 16 | BSR Committee 4:00 PM |
| July 16 | Buddy's Block Party 5:30 – 9:00 PM |
| July 23 | Design Review Board 4:00 PM |
| July 23 | Lee District All Stakeholders Meetings 7:30 AM &/or 5:30 PM Chamber Development Center |
| Aug 3 | Project Open Funding Applications Due |
| Sept 11 | Development Incentive Program Applications due |

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

XVII. Motion to adjourn is in order

Cc: City Manager, local media



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SALINA DOWNTOWN, INC.

Board of Directors

Tuesday, June 9, 3:30 p.m.

Chamber of Commerce Board Room, 120 W. Ash

MINUTES

- I. President Clark Renfro called the meeting to order.
- II. **Roll Call:** Present: Clark Renfro, Jerry Hinrikus, Robin Cates, Ken Rinke, Steve Howe, Ken Jennison, Beth Vinson, Christy Lauer, Tony Dong. Absent: Melissa Goetz, Mike Forristal. Staff: Phyllis Klima and Cindy Lamer.
- III. **Recognition of guests** – Jason Gage, Joel Benson, Jim Ravenkamp and Dennis Lauver.
- IV. **Additions or changes to the agenda** – None

V. **Approval of minutes** - Jerry Hinrikus moved to approve the minutes from May 12, 2009 meeting. Steve Howe seconded motion. Motion carried.

VI. **Annual Financial Report** – Joel Benson from Benson Accounting presented the accounting review for 2008. See attached letter and report. Robin Cates moved to accept report. Tony Dong seconded. Motion carried.

VII. **Board Committee Reports**

- Friends of the River – Public outreach meeting scheduled are: Smoky Hill River Festival tent, Stiefel Theatre on June 19 and Central Mall on June 20. They are looking for volunteers to assist them.
- Business Incentive Package – The City of Salina Neighborhood Revitalization Program is available. Calls to businesses by Board members is progressing. Clark Renfro will begin doing a column in the monthly newsletter.
- Holiday Lighting – Lights are ordered. The Access, Attachment, and Maintenance Agreement form has been mailed to all Santa Fe businesses and property owners.
- Nominations - Beth Vinson and Melissa Goetz have agreed to run again. David Moody, Jeff Guernsey and Heidi Heidrick have filed Expression of Interest forms. It was suggested to ask Ted or Karen Hauser, Jim Loader, Todd Keller Alan Jilka, Paula Fried, Kent Buer and Bill Roberts if they would be interested. Ballots go out in July.

VIII. **Standing Committee/Task Force Reports** – See attached

Business Support and Recruitment – Project Open has funded four cash grants applicants: Quilting Bee, Theisen/Elise Salon, All Star Automotive, and JMH Cleaning. Next round is due August 3.

C & A – Committee has not met.

Destination Marketing – No report.

Chamber/SDI Task Force – Tony Dong moved the we approve the Task Force recommendations. Jim Ravenkamp addressed the board regarding the handling of his lease agreement with SDI. He was disappointed in how it was handled and felt he was treated disrespectfully. The Board thanked him for his comments and stated how much they appreciated all he has done for the Downtown. After more discussion Tony amended his motion to approve Task Force recommendations pending successful lease agreement. Robin Cates seconded motion. Motion carried.

IX. **Director's Report** – See attached.

X. **Action Items**

Appointments to SDI Board – Russell Prophet – 2 years and Brian Richardson – 1 year.

Request for Executive Session – Board went into executive session at 5:25. Robin Cates moved to reconvene at 6:18. Ken Rinke seconded motion. Motion carried. Clarke Renfro will meet with Phyll to discuss evaluation.

XI. Additional Items – None

XII. Ken Jennison moved to adjourn. Beth Vinson seconded. Motion carried and meeting adjourned at 6:22.

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

Administration – Met with accountants to help define in house procedures and coding of several new programs. This process is important because it will enable both the accountants and staff to quickly review specific programs and to pull clear/accurate reports for multiple funding sources.

Program of Work

1. Board –

2009 Program of Work

- A.** Smoky Hill River Development – Friends of the River Foundation community outreach meetings were exceptionally well attended. The downtown event was held in the Watson Room at the Stiefel Theatre for the Performing Arts. The Foundation has requested consideration of an additional contribution to help complete phase 1.
- B.** Business Incentive Package – The Board members working on this priority have not met since February 18. However, board members are continuing to make personal calls on Lee District member businesses. Ken Jennison has been the “Leader of the Pack.”

Project Open has 32 applicants and the second round of grant applications are due August 3. I continue to do follow-up with the Lee District businesses participating in Project Open as well as continuing to “business coach” the five FastTrac® graduates.

Salina has been designated as a NetWork Kansas E-Community! The Chamber and SDI jointly authored this application. We now have \$75,000 State Tax Credits to sell to establish a revolving loan fund for Salina small businesses. The Chamber will administer this program. I will serve as Salina representative to the State and Regional E-Community meetings.

Development Incentive Program applications are due Sept 11.

- C.** Holiday lighting 2009 – letters mailed to property/business owners May 26, deposit paid to contractor, fund established at GSCF

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 – has agreed to run for a second 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

Met Thursday, June 18

- Development Incentive Program applications are due Sept 11.
- The City Downtown Parking Committee has not met since Oct 17.
- The City Commission approved the wayfinding signage bid at their regular meeting July 6. This package includes the Lee District wayfinding and parking signage.
- The City has received the final lighting study report in early May. Expect that the report will be presented to the City Commission sometime this summer
- Public Art Project Proposal – I have attached the presentation made to the City Commission June 15 in public address section of their meeting. The City staff have been most helpful in working through the process to formalize any future project of this nature. SDI staff will continue to assist at their request.
- Continue individual contact with developers on as requested basis.
- Continue individual business consultations.
- Scheduled the second FastTrac® session on to begin in November. This session will be held at the Salina Public Library and is being marketed through their CLASS program.
- 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:

TFI has moved from 7th Street to the former Wadell and Reed location in the Townsite Building. TFI is a Not-for-profit group and therefore, exempt from Service Fee Assessment. TFI has about 30 employees.

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.

SDI staff appeared before the City Commission three times: June 15 regarding Plant Salina and June 22 (study session) and July 6 in support of the wayfinding signage bid award. Carla Welsh, Yarns Sold and Told was also present July 6 in support of wayfinding signage.

C. Destination Marketing –

Met Wednesday, June 10.

- Agreed to help market Plant Salina project up to \$750 of their un-allocated marketing budget. (This money was not spent due to the termination of the project.)
- Agreed to commit \$1,000 and a portion of the allocated media budget to the July 16-19 Sidewalk Sale (Now titled "Buddy's Block Party"). This will be the first Retail Task Force to work specifically on this event.
- Agreed to solicit additional marketing funds through "Marketing Opportunities" mailings as in previous years. Requested that staff handle all the layout and printing in house.

City of Salina

Downtown Improvements –

- City Comprehensive Planning process is nearing completion.
- Way finding Signage – City Commission awarded the bid for the signage on Monday July 6. In conversation with the engineers, they indicated that installation would be last summer or early fall .

Salina Area Chamber of Commerce

- Project Open has 32 applicants and the second round of grant applications are due August 3. I continue to do follow-up with the Lee District businesses participating in Project Open as well as continuing to "business coach" the five FastTrac® graduates.
- Salina has been designated as a NetWork Kansas E-Community! The Chamber and SDI jointly authored this application. We now have \$75,000 State Tax Credits to sell to establish a revolving loan fund for Salina small businesses. The Chamber will administer this program. I will serve as Salina representative to the State and Regional E-Community meetings.

PR/Speaking engagements – Friendly Fire, June 24.

Professional Development - Destination Boot Camp, webinars will be available in June. These are part of the follow-up of the May Boot Camp and are included in the original registration.