



**Leavenworth County Port Authority
Board of Directors Meeting**

April 18th - 12:00 p.m.
Zoom/In-Person

Agenda

- **Call to Order Regular Meeting** – Chris Donnelly
- **Approval of March Meeting Minutes** – Chris Donnelly
- **Treasurer’s Reports**
 - **Approval of March Financial Reports** –
 - **Appoint Treasurer**
- **LCDC Report** – Lisa Haack
 - Prospect/Leads
- **Land Search Committee**
- **Regional Transportation Plan Update** – Greg Kaaz
- **UHBC/GCBC Lot Price Discussion**
- **Affiliated Partners & General Announcements**
- **Adjournment**

Next regularly scheduled board meeting – 16 May 2023

**Leavenworth County Port Authority
Board of Directors
21 March 2023
Noon – Zoom/In-Person**

Attendees: Doug Schimke, Paul Kramer, Dirck Hoagland, Rick Schneider, John Richmeier, Chris Donnelly, George Brajkovic, Tom Cole, Vicky Kaaz, Krystal Voth, Vernon Fields, David Schroeder, Greg Kaaz, Harland Russell, Josh Gentzler, Jeremy Greenamyre, Lisa Haack, Dan Clemons, Mary Mack, Diana Dodd

Chris called the meeting to order at 12:00 pm. He acknowledged Rick Schneider, outgoing board member for his service and welcomed incoming board member David Schroeder. Need to appoint new Treasurer.

Motion to approve February meeting minutes made by Doug Schimke and seconded by Dan Clemons. All in favor.

The February financial report was presented. Motion made by Vernon Fields to approve and seconded by Greg Kaaz. All in favor.

- Lisa gave the LCDC Report which included new and several ongoing projects:
 - There were a couple that were not submitted, Project Poppy looking for 1000+ acres for a \$3.5 billion project; Project Nora, and EV battery manufacturer looking for 500 acres for a \$3 billion facility.
 - Project Viridis – Farm infrastructure manufacturer looking for an existing building or at least 50 acres for a facility. Submitted the LV Business Park.
 - Project Fortify – Steel manufacturer looking to expand near KC and interested in Tonganoxie. Working with the City of Tonganoxie, State and LCPA.
 - Project Scott – existing service company interested in a lot in UHBC to build a 2400 sf building for their growing company. Purchased lot adjacent to UHBC; working on e-community loan.
 - Project Zero Mills – manufacturer looking for a minimum of 15 acres of industrial land to locate HQ in Kansas. Submitted sites in Gary Carlson and LV Business Park.
 - Project Bright – International company interested in 10 acres to build 50,000 sf facility. Doing due diligence in Tonganoxie. Moving forward and hope to have answer sometime this quarter.
- She mentioned that the first Q1 in-person LCDC Board meeting was successful and had speakers from KS Department of Commerce who talked about state incentive programs. Q2 will be in June at Central Bag and someone from Transition Assistance Program, Ft. Leavenworth will be presenting. Looking for sponsor.
- She and Jeremy attended the Panasonic Impact meeting and several items of concern were workforce, affordable housing, childcare and transportation that came up. Suggested communities be ready to respond to requests.
- She attended the Department of Commerce in celebrating the Governor's Cup award from Site Selection Magazine, meaning Kansas ranked #1 for most business investments per capita of any state in the country in 2022.
- She mentioned she will be hosting a county tour for KCADC representatives on 3/22.
- She stated that Diana has been working helping companies with HPIP and KIR grants and that she is meeting with the Transition Assistance Program team to learn more about their internship programs in order to plug our local businesses into those programs.
- She mentioned the invoices for the drone video updates and the costs associated paying Bartlett & West which is around \$7000. She talked about the importance and asked for their assistance in splitting those costs. She stated that Bartlett & West is willing to do a presentation to show their work to justify the cost associated. **The motion was made by Vernon Fields to approve splitting the cost up to \$10,000 and it was seconded by Doug Schimke.**
- She provided information regarding the park maintenance contract for Dalton Thomas. He has offered to do both the brush hogging and mowing at the price of \$5250 per year which is the same as past years pricing.

Project Fortify Rezoning/Replating:

Lisa went over the project request showing interest in Lot 1, Urban Hess for a second location. She stated there were a couple of things the LCPA needed to discuss. Rezoning – due to heavy industrial due to type of steel used for construction and size of trucks needed to transport. LCPA would have to make request to the City of Tonganoxie for

rezoning. Replatting to allow access to Lot 2. There was in-depth discussion with several alternate avenues suggested. Decided to seek an access easement on Lot 1 to allow access to Lot 2. Lisa was instructed to advise the client of the following proposal. Sale of Lot 1 at a price of \$196,000, cash to seller (LCPA) \$80,000, 5-yr mortgage of \$116,000 to be forgiven incrementally at \$3515 per full-time equivalent job added.

Land Search Committee:

Harland Russell stated that they had an initial meeting to discuss the committee organization, etc. They have identified representation from the four cities of Basehor, Lansing, Leavenworth and Tonganoxie as well as Leavenworth County, LCDC and the Port Authority. They will be meeting monthly the 2nd Friday at the LCDC Office.

Regional Transportation Plan Update:

Greg Kaaz shared a handout that highlighted the electronic tool that they will be using for evaluation. He went over criteria and descriptions showing how percentages were created/added, scoring on projects, etc. He mentioned there was a couple items that will need to be added such as no cost benefit shown and economic development job access. He is starting the stakeholder meetings with the City of Basehor on 3/22, City of Tonganoxie 4/3, Leavenworth County Commission on 4/5 in the morning and LCDC/LCPA in the afternoon and the City of Lansing on 4/6. Looking at the final product completed June timeframe.

The UHBC/GCBC Lot Discussion was tabled.

Affiliated partner updates were given.

Adjourned at 1:30 pm.

Leavenworth County Port Authority
Statements of Net Assets - Modified Cash Basis
 March 31, 2023 and 2022

	2023	2022
Assets		
Current Assets		
Petty Cash	\$ 510.00	\$ 510.00
Cash in Checking - Commerce Bank	740,018.04	708,710.55
Cash in Secondary Checking - Commerce Bank	567.61	996.55
	<hr/>	<hr/>
Total Current Assets	<u>741,095.65</u>	<u>710,217.10</u>
Property & Equipment		
Gary Carson Business Park		
Lot 5 - Leavenworth	256,592.19	256,592.19
Lot 6 - Leavenworth	208,600.45	208,600.45
Lot 7 - Leavenworth	142,066.46	142,066.46
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Total Gary Carson Business Park	<u>607,259.10</u>	<u>607,259.10</u>
Urban Hess		
UHBC #4 Lot 1	71,796.23	71,796.23
UHBC #4 Lot 2	26,449.97	26,449.97
UHBC #4 Lot 3	49,501.59	49,501.59
UHBC #4 Lot 4	57,680.04	57,680.04
UHBC #3 Block 1 Lot 3	48,930.04	48,930.04
UHBC #3 Block 1 Lot 4	0.00	24,427.43
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Total Urban Hess	<u>254,357.87</u>	<u>278,785.30</u>
Net Property and Equipment	<u>861,616.97</u>	<u>886,044.40</u>
Total Assets	<u>\$ 1,602,712.62</u>	<u>\$ 1,596,261.50</u>

These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on them.

Leavenworth County Port Authority
Statements of Net Assets - Modified Cash Basis
 March 31, 2023 and 2022

	2023	2022
Liabilities and Net Assets		
Total Liabilities	\$ <u>0.00</u>	\$ <u>0.00</u>
Net Assets		
Nonspendable Invested in Capital Assets net of Related Debt	861,616.97	886,044.40
Unassigned	777,624.23	764,721.52
Current Year Change in Net Assets	<u>(36,528.58)</u>	<u>(54,504.42)</u>
Total Net Assets	<u>1,602,712.62</u>	<u>1,596,261.50</u>
Total Liabilities and Net Assets	\$ <u><u>1,602,712.62</u></u>	\$ <u><u>1,596,261.50</u></u>

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Leavenworth County Port Authority
Special Budget Vs. Actual Statements Revenue and Uses of Organization Assets - Cash Basis
For the three Month Period Ending March 31, 2023

Organization Cash Assets

Cash Assets as of December 31, 2021				\$777,624.23	
Total for Organization Cash Assets				\$777,624.23	

	<u>Month</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Revenue				
Income- County	-	-	149,000.00	0.00%
Investment Interest	-	-	-	0.00%
Miscellaneous Income	-	-	-	0.00%
Property Sales				
City of Leavenworth	-	-		
Total Revenue	-	-	149,000.00	-

Operating Expenses

Professional Services:				
LCDC Staff Support, Marketing, Rent, etc.	31,250.00	31,250.00	125,000.00	25.00%
WSU Economic Impact Model	-	-	2,000.00	0.00%
General Park Maintenance & Development	-	590.35	5,000.00	11.81%
Other Operating (Trails, Accounting, Legal, Appraisals)	3,929.67	4,688.23	15,000.00	31.25%
Total Operating Expenses	35,179.67	36,528.58	147,000.00	24.85%

Program Funds

Spec. Building Loan Program	-		200,000.00	0.00%
Job Creation/Retention Incentive Fund	-	-	50,000.00	0.00%
Study for New Business Park			50,000.00	0.00%
Marketing Industrial Development			100,000.00	0.00%
Labor Study			10,000.00	0.00%
Total Other Expenses	-	-	410,000.00	0.00%

Total LCPA Expense (Excluding Non-Cash)	35,179.67	36,528.58	\$369,624.23	9.88%
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Cost on Sale of Asset		-		
Total Non Cash Expenses:		-		
		<i>Actual to Date</i>	<i>Projected Year End</i>	
Balance		741,095.65	369,624.23	

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Prospects and Leads-April 2023

******* New Projects (1 Active) *******

Project Soar-manufacturing plant interested in the Tonganoxie Business Park. Working with City to determine if it will be a fit for that park (LCDC-direct).

Property Search-manufacturing company looking for an existing building between 150,000-250,000 square feet. Did not submit (DOC-Barb).

Real Estate Search- statewide real estate search for an existing manufacturing facility between 275,000-325,000 square feet. Did not submit (DOC-Beth).

*******On Going Projects (11 Active) *******

Project Viridis-farm infrastructure manufacturer looking for an existing building or at least 50 acres for their next facility. Submitted the LBTP (KCADC-Steve/Lisa).

Project Amber Waves- looking for existing manufacturing and/or distribution center to be converted to manufacturing use. Inquiry led to acceptance of existing acreage. Submitted the LBTP (KDOC-Jeff/Lisa).

Project Star Genesis-international company looking for 50-100 acres to do an EV-related project. Submitted the LBTP. (DOC-Randi/Lisa)

Project Zero Mils-manufacturer looking for a minimum of 15 acres of industrial land to locate their headquarters in Kansas. A real estate search only at this time. Submitted sites in GCBC and the LBTP. (DOC-Jeff/Lisa)

Project Fortify-Steel manufacturer looking to expand near KC and interested in Tonganoxie. Working with the LCPA, City of Tonganoxie, and the State. (City of Tonganoxie-Lisa)

Project Iridium- manufacturing project looking for industrial property not near rail. Submitted the LVTP. (DOC-Beth/Lisa)

Project Renew-energy company looking for 5-10 acres in an industrial area with some distance from residential and accustomed to truck traffic. Submitted property in Lansing. (KCADC-Steve/Lisa)

Project Stairs-Existing company in Leavenworth purchased two buildings for expansion. Working with the City and the State. (LCDC-Lisa & Diana)

Project Slat-manufacturer looking for 50-80 acres to build a new facility. Submitted the Leavenworth Business & Tech Park. Request for more information. (DOC-Randi/Lisa).

Project Arch -Re-activated project for which LV Business & Technology Park was submitted. Short listed in the KC metro. On hold. (KCADC-Chris/Lisa)

Project Bright-International company interested in 10 acres to build 50,000 sf facility. Company doing due diligence in Tonganoxie. Moving forward. (KCADC-Kim/Lisa)

LCDC Sources and Results

	2023	2022	2021	2020	2019	2023 ('22) Lead Source
Leads	17	55	64	85	60	Commerce -11(25)
Prospects	3	22	24	45	36	KCADC – 2(9)
Visits	1	2	5	4	4	LCDC –4 (19)
Locations	0	3	3	3	2	City/Chamber/Main St. –(2)

