



**JEDO Board of Directors Meeting  
Agenda for Wednesday, December 12, 2018  
6:00 p.m.**

**Topeka City Council Chambers  
214 SE 8<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Topeka, Kansas**

1. Call to Order
2. Roll Call
3. **ACTION ITEM:** Approval of September 12, 2018 JEDO Board meeting minutes.
4. **ACTION ITEM:** Consider recommendation by the JEDO Finance Committee to award bid for JEDO 2018 Audit Services
5. **ACTION ITEM:** Approval of funding for Project Purple
6. **PRESENTATION:** GO Topeka Quarterly Report.
7. **ACTION ITEM:** Quality of Place Project Funding
8. **DISCUSSION ITEM:** Washburn Tech East (ETLC Project)
9. **DISCUSSION ITEM WITH POSSIBLE ACTION:** Community Broadband Task Force.
  - a. Presentation/Report from the Project Team: Findings from the Request for Information and Next Steps
10. **ACTION ITEM:** Approval of 2019 Economic Development Strategic Business Plan and Budget.
11. **ACTION ITEM:** Approval of 2019 Cash Carry-Forward Agreement.
12. Any other business items that may come before the Board for consideration.
13. Public Comment.
14. **Reminder of 2019 JEDO Board Meeting Dates per the JEDO Operational Rules:**
  - Wednesday, February 13, 2019
  - Wednesday, May 8, 2019
  - Wednesday, September 11, 2019
  - Wednesday, December 11, 2019
15. Adjournment.

Public Comment. Comment from members of the public shall be entertained on each actionable agenda item and at the end of each meeting. Comment shall be limited to topics directly relevant to JEDO business. Members of the public wishing to speak must notify the County Counselor's Office (call 785-251-4042 or email [megan.barrett@snco.us](mailto:megan.barrett@snco.us)) before 5:00 p.m. on the date of the meeting. This requirement shall not apply to items added during the meeting. Members of the public shall be given four (4) minutes to speak and must maintain proper decorum relating to public meetings.

Agenda. Agendas are furnished at least five (5) business days prior to each meeting and posted on the JEDO webpage at <http://jedoeccodevo.com/>

To make arrangements for special accommodations please call 785-368-3940. A 48-hour advance notice is preferred.



## *Agenda Item No. 3*

**JEDO Board Meeting  
December 12, 2018**

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**ACTION ITEM:** Approval of September 12, 2018 JEDO Board meeting minutes.

**Joint Economic Development Organization Board Minutes**  
**September 12, 2018**

City of Topeka Council Chambers, 214 SE 7<sup>th</sup> Street, Topeka, Kansas, Wednesday, September 12, 2018.

The Joint Economic Development Organization (JEDO) Board members met at 6:00 p.m. with the following voting Board members present: Shawnee County Commissioners Kevin Cook, Shelly Buhler, and Bob Archer, City of Topeka Mayor Michelle De La Isla, Deputy City Mayor Brendan Jensen, City Councilmember Michael Padilla, and City Councilmember Michael Lesser. Shawnee County Commissioner Kevin Cook presided as JEDO Chair.

The following nonvoting JEDO Board members were present: City Councilmembers Karen Hiller, Sandra Clear, Sylvia Ortiz, Tony Emerson, Aaron Mays, and Jeff Coen.

Others present who presented and/or spoke before the Board:

Betty Greiner, JEDO Finance Committee Treasurer & Shawnee County Audit Finance Director; Molly Howey, Senior VP of Economic Development for GO Topeka; Chris Haverkamp, General Managing Partner, Global Grain; Barbara Stapleton, Director of Workforce and Education for GO Topeka; Susan Duffy, General Manager, Topeka Metro; Deacon Anne Flynn, Topeka JUMP; Dale Cushinberry, Topeka JUMP; Matt Pivarnik, President and CEO for GO Topeka; Kurt Kuta, Momentum 2022, Quality of Place Workgroup Chair; Glenda Washington, VP of Entrepreneurial and Minority Business Development for GO Topeka; Mary Martell, Director of Research, Stormont-Vail Health and Greater Topeka Partnership Innovation Advisory Council Member; Katrin Holzhaus, Senior Vice-President of Innovation, Greater Topeka; Ty Hysten, Chair of Forge Young Professionals; Diann Faflick, Executive Director of Together Topeka; Freddy Mawyin, Research Manager for GO Topeka; Kayla Bitler, Strategic Coordinator for Momentum 2022; Lalo Munoz, East Topeka Council; Jim Crowl, Shawnee County Counselor; Dr. JuliAnn Mazachek, Vice-President of Academic Affairs, Washburn University; Lazone Grays; Karl Watson, Owner, Ad Astra Fiber; Gina Milsap, CEO, Topeka and Shawnee County Public Library; Natalie Zeller, Senior VP of Finance for GO Topeka; Carol Marple;

**ITEM NO. 3: ACTION ITEM: Approval of May 9, 2018 and June 18, 2018 JEDO Special Board meeting minutes.**

*Mayor De La Isla moved to approve the May 9, 2018 and June 18, 2018 meeting minutes as presented. Deputy Mayor Jensen seconded. Following a roll call vote, motion carried unanimously (7-0).*

**ITEM NO. 4: ACTION ITEM: Approval of JEDO 2017 Financial Statements and Auditor's Report**

Betty Greiner, JEDO Finance Committee Treasurer & Shawnee County Audit Finance Director presented the JEDO 2017 Financial Statements and Auditor's Report to the Board.

Ms. Greiner stated the first thing she would like to report is that the auditor's have declared this a clean audit, or otherwise called an unqualified opinion. Highlights from the audit:

- Statement of Net Position Sheet:
  - Cash shown – that represents sales tax that was received at the very end of the year that was not able to be distributed until the first part of January.
  - Receivables from the City and Shawnee County – that represents the November and December sales tax that was not received until 2018 because there is a two month lag from when we receive those monies from the State.

- East Topeka Learning Center project added as an asset because that is now a JEDO property.
- Liabilities of Accounts Payable to the City and Shawnee County – these are attributable to the receivables that were listed above for the November and December sales tax.
- Statement of Activities Sheet:
  - Total sales tax contributed by the City and Shawnee County of \$16,666,177.
  - Expenditures and Expenses to the City and Shawnee County \$29,881,385 – this total includes the excess money from the 2004 sales tax that was distributed to both entities.

Commissioner Archer stated in reading the audit report, he always gets concerned about internal controls, we are talking about a lot of money now. Can we get some assurance of internal control.

Ms. Greiner responded yes, there is also another report that they as a Board should've received that is called Required Communications and Compliance Report. The Compliance Report addresses those issues; they had no problems, no issues, no difficulties were accounted in dealing with management, no items identified with any types of problems.

***Commissioner Archer made a motion to accept the JEDO 2017 Financial Statements and Auditor's Report. Councilman Padilla seconded. Following a roll call vote, motion carried unanimously (7-0).***

#### **ITEM NO. 5: ACTION ITEM: Approval of Contract for Project Eagle**

Molly Howey, Senior VP of Economic Development for GO Topeka presented the request to the Board. She stated at JEDO's last regularly scheduled meeting, Project Eagle was brought before the JEDO Board. This is a company that has chosen Shawnee County to locate a grain commodities exporting business. They are here with us tonight and she wants to remind them what has been approved so far. The funding was approved up to a total of \$115,600, which is a combination of incentives for jobs and investment. Tonight what is before them is a contract for approval; the same terms are within the contract and it is performance based as all of our contracts are. Incentives will be awarded as they are earned.

Chris Haverkamp, General Managing Partner, Global Grain stated he wanted to thank the JEDO team and GO Topeka for allowing them to introduce this new business into Shawnee County. They looked at several counties in the state of Kansas, and chose Shawnee over several others mostly due to its geographical location.

Commissioner Cook asked if Mr. Haverkamp could tell them a little bit about where they are located. Mr. Haverkamp stated the business is currently out of Silver Lake. His primary company, Paragon Ag Advisors, has been in business for 21 years. Global Grain is a new startup for them as they continue to expand in the agricultural space. They have grown in partnerships that they have built internally and organically. This particular partnership pulls in some of their relationships they have developed internationally, specifically a customer of theirs in Canada they have partnered with for his expertise in international grain trade.

Councilwoman Clear asked how many new employees will they be adding.

Mr. Haverkamp responded initially and through the startup phase, and going through the planning process, they will have a site they will need to develop that is going to be a new build; it will be about a 3-4 man crew initially as they go through that. But three years in we are looking at between 15-20 new employees.

Councilman Lesser stated he would like to add that prior to this he did not know who the business was for Project Eagle, but has had business dealings with Mr. Haverkamp. They run a fantastic operation and he is assured this will be successful.

Commissioner Cook stated this is exciting and for anyone who is familiar with Silver Lake, where Paragon is, it was just an empty field not that long ago and kind of a marshy looking area. And to see them build it up and put up a new building, enhance community over at Silver Lake. It is good to see local businesses continue to grow and thrive and brand new startups in our community.

***Mayor De La Isla made a motion to approve the contract with Global Grain as requested. Commissioner Buhler seconded. Following a roll call vote, motion carried unanimously (7-0).***

Commissioner Cook announced that the JEDO Board would be taking a quick five minute recess in order to step out and take a few photos with Project Eagle.

#### **ITEM NO. 6: ACTION ITEM: Transportation Initiative**

Barbara Stapleton, Director of Workforce and Education for GO Topeka presented the request to the Board. They have heard of the SOTO (South Topeka) Ride to Work Initiative, this is a pilot transportation initiative which has worked to remove transportation barriers to places of employment along the South Topeka corridor. Since the pilot began (in December, 2017), over 5,899 rides have been shared to date (as of August 31, 2018). The success of this pilot program has lead to a projected funding shortfall. So what is being brought before them tonight for approval is to have JEDO provide an additional \$7,800 to adequately fund the project to complete a full 12 month cycle.

We have employees that for the first time in their lives are able to work a full-time job. In the past they have been able to do some part-time or work multiple different positions. But now they can work a full-time job. And not only that, they can say this has changed their life. It is not just one or two people; we have impacted a lot of people's lives to be able to have full-time employment. Another thing she finds interesting, and if they have seen the SOTO information updates provided, they talk about the percentage of rides that are taken during different times of the day. Roughly 43% of those are times where, even if there was a traditional bus route, the times they are taking rides are when a bus route wouldn't be going anyways – early morning hours, middle of the night hours – because of the way the shift work is. We are needing a complete snapshot for the first year of this pilot program so that we can successfully work with our employers in Phase 2 to look at what the coming year would be in terms of employer involvement and subsidizing that. So we have to have the full data in order to be able to access that properly.

Commissioner Cook asked if she could tell then a little more about the project. Just to make sure the Board and the public watching at home who might be learning about this program for the first time. We are still getting the word out and there are still many people who are not aware of the program. What all does the project entail, how does it work, how people can sign up for it.

Susan Duffy, General Manager, Topeka Metro stated how the program works is it is as simple as picking up the phone and making a reservation for a pickup at your home. This is not a chauffeur service, there are others that are being picked up as well and dropped off. And there are now regular riders who ride together multiple times throughout the week. One gentleman who they have spoken to, he is the one who was working only part-time because he did not have a permanent transportation solution to get to work so his job could only use him part-time. Now that he is working full-time he is receiving full-time benefits, the money he is receiving is much more, and he has said that his life has really changed. And we have

heard that story over and over. She talked to a woman whose daughter rides the bus, she works down south, and she needs a new car. She has been taking the SOTO in lieu of purchasing a new car. It is as simple as picking up the phone and making a reservation. If there is a no show, that is up to the cab company, Capitol City Taxi, and these folks know they do not want to be banned after no showing so many times, so people are getting good at cancelling the service if they don't need it. We are needing to have a complete 12 month snapshot, what we are finding out is there is a rhythm to each company's workforce, and it is throughout an entire year. So to be able to complete the year would be extremely beneficial in giving us the data we need to work on our next phase.

Commissioner Cook stated he knows the project encompasses the entire City of Topeka, anyone within the limits of the city is able to call for this service. Are we seeing users coming from one area or is it spread out across the entire community?

Ms. Duffy stated she believes there is a predominance of users in the middle and also up north, and there are quite a few on the east side. There are very few in the south. But it is the middle strip that goes right across the city from the west to the east boundary.

Commissioner Cook asked if there is a certain time we are seeing it is used more than others?

Ms. Duffy responded yes provided in the packet is a chart, and if you look there is a time which is before the Topeka Metro is out on the street from 5:00 a.m. through 7:00 a.m. is a very busy time for the SOTO program and then starting up at 2:00 p.m. through 6:00 p.m. The Topeka Metro does not leave until 5:45 a.m., so for a lot of these folks they would not be able to assist them, plus some of the companies require their employees to be there much earlier than their actual work time. Bimbo Bakery employees must get dressed in their uniform.

Commissioner Cook stated the charts do show that attendance seems to be going up every month. Is that what they are seeing across the board?

Ms. Duffy responded last month we moved back up. We are not sure what drives a company's needs for their help; whether it is seasonal, by holiday. So that is the data we need and we are keeping good data so that we can make some informed decisions in the future.

Deputy Mayor Jensen asked if \$7,800 enough to finish the year given the unexpected growth?

Ms. Duffy replied yes we believe so. We have run the numbers several times and believe the \$7,800 should be sufficient.

Deputy Mayor Jensen asked if plans are in the works now to continue this into next year.

Ms. Duffy responded yes we are looking at something different that will involve the companies to buy in. This is data we will take to the companies that they had employees show up to work for their shifts, their employees were there. So getting them involved in the process and that is what we are working on right now.

***Deputy Mayor Jensen made a motion to approve the funding request. Councilman Lesser seconded.***

Commissioner Archer stated these are very profitable companies, how much are they putting in?

Ms. Duffy stated at this point they aren't. So that is what we are looking at for next year that they should.

Commissioner Archer asked so next year is contingent on employers contributing and us breaking even and not subsidizing the program anymore?

Ms. Duffy responded we are not there yet to discuss exactly the details, but we believe we have the information to share with employers that says for the little bit that this program costs, that perhaps they would want to offer this as some sort of incentive for folks. They are all looking at the same group of employees to employ and retain, and once you train somebody you have made quite a bit of investment. So hopefully they will see the benefit and they will want to partner in. As to what exactly that will be, she can't respond at this point.

Councilman Padilla asked currently the companies that benefit from this program, do they mention this SOTO Ride program and offer this program during their recruitment and hiring process?

Ms. Duffy responded yes they do. If the potential employee has a "we would like to interview you" letter in hand, they can make a reservation and ride with us and a lot of them do. So they are going to their actual interview on the SOTO, and we have worked with the cab companies who are accepting that letter.

Councilwoman Hiller stated she doesn't want to get ahead of the budget or programming, but next year is coming soon. She and Ms. Duffy have talked about the fact that there has been a lot of interest in getting to PTMW, Goodyear, Big Heart Pet Brands; any conversations going on with those employers?

Ms. Stapleton responded that is something we are working on, and working on making sure it is developed properly so that it can be presented to the JEDO and GO Topeka Boards. There will be more information to come. One other thing she would like to add that is budget related; we do have additional funds available in the Workforce and Education budget to support this increase due to the legislative outcomes that mandated assessment testing be paid for by the State.

Councilwoman Ortiz asked how are we marketing to Montara? She met a couple call workers that their car didn't start and it cost them \$40 just to get to 5<sup>th</sup> and Van Buren from Montara.

Ms. Duffy responded as they are aware the City of Topeka taxpayers pay a mill levy each year and that comprises about 50% of Topeka Metro's budget. Topeka Metro does not go out into the County, but she believes they probably have picked up some folks in Montara and taken them to work. We have lots of folks who ride bikes down there and walk and she does field a lot of calls from folks in Montara wondering where the bus route is and she lets them know that they are in the County and not in the City and some of these folks don't understand that.

Councilwoman Ortiz stated she doesn't know if this is JEDO money that we ought to look at. Because there are a lot of people out there that come to Topeka to work. She just thinks if the JEDO money is paying for that, this is something we should consider.

Commissioner Cook stated maybe that is something to take up during the budget discussions that will be coming up at our next meeting, as we talk about expansion of programs that are working. He knows one of the main factors in economic development is having reliable employees who are showing up on time everyday and if transportation is that barrier to employment, making sure we have a good workforce and development of that workforce.

Councilwoman Ortiz stated when she looks at the hours of Mars and they have to be there by 7:00 a.m. surely they are already there dropping people off, so they could then pick someone up in Montara on the way back.



Commissioner Cook stated he thinks that is something for us to definitely look at and consider as we move forward with this. Right now the SOTO is taking employees to Mars, Bimbo Bakery, Frito Lay, Maximus, Target, Home Depot, and R&R Pallet – in the South Corridor.

The following individuals appeared to speak for public comment on Item No. 6:

- Deacon Anne Flynn, Topeka JUMP (Justice Unity and Ministry Project) – she is a Deacon with Grace Episcopal Cathedral and is here representing Topeka JUMP. Tonight we can celebrate the extraordinary success of the investment the JEDO Board made in the South Topeka Ride to Work program, more commonly known as SOTO. The result was nothing short of amazing. We started with just over 100 rides in December, 2017, but quickly built to 876 in May and now we have picked back up to 772 in August. The chart they have received tonight shows the number of trips attributable to seven different employers in South Topeka. Each one of those rides represents an individual who is able to access a good job with the pay and benefits to match. Each of those rides also means that a company in South Topeka is able to fill a critical position which increases production and allows the company to plan for future expansion. And that increased economic activity helps the entire region and builds the local tax base. She thinks they can say this program has been a phenomenal success. The pilot program has proven the need and helped both Topeka Metro and JUMP gather the necessary data to chart the course moving forward. Tonight she would like to ask them to consider extending SOTO service to a wider area and also she would like us to consider a way forward for SOTO, moving to a self sustaining model. JUMP sees the 2<sup>nd</sup> phase of SOTO as a continuance of the current model with the addition of employer support and a specialized bus route. A specialized bus route especially designed to meet the peak traffic needs in the South Topeka industrial area. We need to keep in mind that while a \$5.00 taxi ride sounds reasonable, and it is, the cost to an employee in the SOTO area is still \$200.00 per month. And that compares to a \$50.00 Topeka Metro bus pass. Tonight we heard from Susan Duffy and Barbara Stapleton and we urge you to extend the funding for this year. The need for this has been demonstrated and our whole community benefits – the people and the businesses need this. JUMP urges Topeka Metro to develop a plan to provide bus service during peak traffic travel time for the businesses identified. JUMP urges JEDO and the businesses that are benefiting from this workforce transportation effort to collaborate in a public/private partnership. And when the version of 2.0 comes before them, JUMP urges each of them to vote yes.
- Dale Cushinberry, Topeka JUMP (Justice Unity and Ministry Project) – she is representing the Apostolic Church of Jesus Christ and is a member of JUMP. Thank you for your work and commitment to Shawnee County. She knows each of them ran for this office because they wanted to make Shawnee County a better place. The East Topeka Learning Center is a great example of their desire to help this community achieve its full potential. We share that desire and understand it is not an easy task and that is does not happen overnight. Thank you for your willingness to strive and overcome the City and County challenges. With that she must express her excitement about the booming success of SOTO Ride to Work. In 2016 members of Topeka JUMP started talking about their struggles with transportation to work and grocery shopping, and medical appointments, and getting to church. JUMP focused in on workforce and focused on expansion to public transit. The stories shared revealed that people settled for poverty wage jobs along the bus line because they could not get to higher paying jobs like Mars or Goodyear. In 2016 JUMP participated in public comment with Topeka Metro as we do every year. We participated in the MTPO's public participation as they crafted Futures 2040. We even had someone on the steering committee for the plan. Our concerned citizens went through all the public avenues created by government to discuss this concern. In the meantime, we met with Susan Duffy regularly. She is innovative and passionate and we had full confidence in her

coming up with something like SOTO, and we have full confidence in her forging a path forward once we get done talking about this pilot. It was a Topeka proud day when JEDO allocated \$70,000 for the SOTO pilot program last December. This funding was an unprecedented vote to acknowledge workforce transportation as a part of holistic economic development. JEDO granted this funding because they wanted to test the need of public transportation into the County. JEDO has received the SOTO numbers just like JUMP has. And she is sure they know that close to 6,000 rides have been given since December, 2017. This community needs this program. People have been able to get to work and get living wages because of SOTO. A member of her congregation's son uses SOTO and he has had a much less stressful work experience because of this program. For this innovative step we applaud the staff and the members of JEDO who supported this and made it happen and we urge this body to continue to support SOTO.

*Following a roll call vote, motion carried 6-1, with Commissioner Archer dissenting.*

**ITEM NO. 7: PRESENTATION: GO Topeka Quarterly Report**

Matt Pivarnik, President and CEO for GO Topeka appeared and stated the term “disruptive innovation” is a term he has always been intrigued with. The definition is “a new way of doing things that disrupts the traditional business methods and practices.” A few examples: steam engine vs. sail; email vs. postal mail; Netflix vs. DVDs; Uber vs. taxi. He likes to tell the story of the VCR company. At the time VCRs were becoming obsolete, and there some companies that were saying to the VCR salespeople “you need to work harder to sell more VCRs” while other companies were out there creating DVD players. Let's take Uber and taxi for an example; the end result of Uber or taxi is still a ride. And the end result of economic development is still jobs. So in our effort to compete, economic development has changed. It is not like it was 20, 15, 5 years ago. Really it is not the same as it was 2 ½ years ago when he arrived in Topeka, Kansas. But he does realize that our vernacular has changed. They are hearing different things out of GO Topeka now and he wrote down a few words here: Momentum 2022, Quality of Life, Diversity & Inclusion, Young Professionals, Forge, Talent Attraction, Small Business Incentives, Innovation, Entrepreneurship, Workforce, Education, Economic Equity, Promoting a Positive Image, Washburn Tech East, Retail Strategy, Infrastructure, Social Determinants of Health, Minority Business Development, Co-Working Space, Transportation for Workers, TSC3, Procurement Technical Assistance Center, 712 Innovations, Interns, Startups, Quality of Place, Inclusion, Cradle to Career, Incubators, Venture Capital, Loan Funds, Top Tank, Innovation Parks, Makerspace, Inclusive Prosperity, Kindergarten Readiness, New Markets Tax Credits, TopCity Teachers, and he could go on.

But here is the point he wants to make, what one word is missing from that list? JOBS. That is the word that is missing from that list and he wanted to remind them that as they hear our vernacular and as we are going into disruptive innovation and as we are changing the way we do economic development, every single thing we do, we do it for one purpose. To increase our economic prosperity and to create jobs. The end result hasn't changed with economic development. Our pipeline is full, we are seeing an increase in activity.

Molly Howey, Senior VP of Economic Development for GO Topeka reported:

GO Topeka/JEDO Project Pipeline

	Existing Business	New Business
Total projects	19	32
Recently active	8	9
Total new jobs from active	53	1,506
Total cap ex	\$52 Million	\$200 Million +

- Business Attraction
  - 32 Total Projects in the Project Pipeline
  - Seeing a spike in activity from the food processing and animal health industries.
  - Incentive Guidelines Review
  - Board Strategy Session
  - More Data Support
  - Collaboration on Crossover Projects
- Business Retention & Expansion
  - Project Arrow Land under Contract
  - Project Jingle Contract
  - Tax Abatement Assistance
  - September 26<sup>th</sup> Kansas Financial Services Summit – 140 Registered
  - Prospective Projects – Job Growth and Capital Investment
  - Staff Adjustments

Commissioner Archer stated he is interested in the process as much as anybody else, but he is more interested in results. How many new jobs have we developed in Topeka/Shawnee County this year?

Ms. Howey stated she would have to go back and look. She knows there are at least 100 just based on the incentives that were approved but she would have to get back with them on actual total numbers.

Commissioner Archer stated he thinks it is important that we look at things that are in the pipeline and the process, but the bottom line is new jobs and he thinks that is important to tell the public when we have meetings like this.

Councilwoman Hiller stated Ms. Howey and mentioned that when they review incentives, some of the prospects wouldn't be coming to JEDO, they would be going straight to the City or County for tax incentives. Will they also be evaluating those elements that we do directly and giving us some feedback about best practices, if they have changed any.

Ms. Howey stated she thinks that is definitely part of the research they can conduct. And she would welcome any suggestions on research topics or things they would like GO Topeka to dig into. We want to look at the full incentive package, not just what GO Topeka offers, but what the community as a whole offers.

Kurt Kuta, Momentum 2022, Quality of Place Workgroup Chair reported information regarding the Quality of Place Incentive Funding Application. In May, 2018 JEDO adopted a resolution which sets forth criteria to be considered for potential quality of place projects; whereby some of the carry-over funds held with JEDO could be applied. Since that meeting it was suggested that a citizen panel be established to review the application process and eventually get it to JEDO for final approval. It was then further suggested that members of the Quality of Place Workgroup staff that panel. He is here tonight to provide a timeline of how we can see this thing move forward as well as how it is being staffed. This week on the GO Topeka website, under the Momentum 2022 tab there are some instructions on how some potential projects could apply for these funds and that process started this week. The intent is to have the deadline to submit applications will be October 8, 2018, and the application is a simple overview as to how the project fits the criteria listed in the JEDO Resolution. From there the Greater Topeka Partnership staff will review the applications and ensure they meet most, if not all, the criteria. Those that do will then be forwarded onto the panel. The panel will then review those applications, interview the folks behind the projects, and then provide recommendations onto the GO Topeka Board, with the end result shooting for the December, 2018 JEDO Board meeting to provide those recommendations. If we are able to accomplish that pathway, from the initial discussion which took place last December to this next December that would be a 12 month timeframe to go from an idea to having some projects identified and partially funded, which he thinks would be a wonderful accomplishment for our community.

Councilwoman Hiller asked if there was going to be any broad publicity to let people in the community know that this is available.

Mr. Kurt responded the intent was to get in front of the governing bodies (City, County, JEDO), it is also on the Momentum 2022 website, he believes there will also be some social media and other items put out there, and we are hoping our media friends will help us with this as well. He knows from some anecdotal stories from when the resolution was passed back in May, there were already people calling asking how they could apply.

Councilwoman Hiller stated her concern is, if in that this is intended to be an opportunity for folks countywide who are not insiders and who are not already involved in Momentum 2022, she isn't sure that three weeks is enough time for people to come together. If there is an organization, that might not be enough time to have a Board of Director's meeting.

Commission Cook asked if the October 8<sup>th</sup> application deadline was something that was established by the Quality of Place workgroup? Should we consider extending the deadline to submit an application? Maybe look at something a little farther out, perhaps October 22<sup>nd</sup>, making sure we cast the net wide enough, give people enough time to have a work meeting to submit the application.

Mr. Kurt responded he doesn't think that would be unreasonable. The timeframe was originally put together to coincide with the Committee's existing meeting structure.

Councilwoman Hiller stated she appreciates that. Three weeks just seems like a pretty fast turnaround for groups to be able to meet and put a concept together.

Glenda Washington, VP of Entrepreneurial and Minority Business Development for GO Topeka reported:

Small Business Incentive Program:

- \$200,000 submitted to small businesses this year
- 61 incentives
- 44 businesses
  - New Businesses started out of this incentive program YTD – 24
  - 43 full time employees
  - 37 part time employees

First Opportunity Loan Fund

- \$240,000

FastTrac New Venture

- 10 – business (6 of which are already in business)
- 22 – will graduate at the end of the year

Community Outreach

- TSC3 Campaign (51 signed up) (Topeka/Shawnee County 3%) – there is opportunity for economic impact. Buy local program. Speaking to business community and asking them to shift their spending about 3% to buy local, and that will have an economic impact of about \$200 million and improve employment by about 1,300 people. So as business owners, think about how you can shift your spending to buy local products. Small and large businesses.
- Small Business Summit – October
- Bootcamp – November. For individuals looking or wanting to start their own business.
- Women's Forum – Quiet Conversations. Things that people don't want to talk about but they need to.
- Shop Local – Small Business Saturday

Kansas PTAC (Procurement Technical Assistance Center)

- 183 active clients
- 36 new clients
- 170 one-on-one counseling hours
- 7 events held
- 88 federal contracts awarded totaling \$4,477,137
  - Out of total, Shawnee County received \$1,403,469
  - For every \$1 JEDO invests, it generates a direct return of \$64.

Deputy Mayor Jensen stated he will throw out that both he and his wife have signed their businesses up for TSC3. And he encourages all of them and their organizations to be a part of it.

Councilman Lesser stated he too has signed his business up for TSC3 and he thinks it is great. He would like to say, as we are asking all our businesses and consumers to do this, he would mention that the JEDO Audit was done by a company out of Overland Park.

Ms. Washington stated that 55 to 60 businesses have already signed up for the program, which is only about a month and a half old. We intend to continue this program and there is a part two they are working on that is called "supplier diversity" which she will report to them later. She also would like to mention we are celebrating Hispanic Heritage Month on October 5<sup>th</sup> with a group of individuals in the community.

We are putting together a mixer so we can get to know the businesses we need to embrace in the community. She would invite all of them to join and come see them at 713 Kansas Avenue on October 5<sup>th</sup>.

Mary Martell, Director of Research, Stormont-Vail Health and Greater Topeka Partnership Innovation Advisory Council member, provided an introduction for Katrin Holzhaus, the newly appointed Senior Vice-President of Innovation for Greater Topeka Partnership.

Katrin Holzhaus, Senior Vice-President of Innovation, Greater Topeka Partnership reported what she hopes to bring to the table is her experience as an entrepreneur and also give a little bit of an outside perspective since she is new to Topeka and to the area. She is charged in her position to make Topeka more competitive by enhancing the entrepreneurial ecosystem. We are going to formulate a proposition that is relevant to entrepreneurs who want to create startups or who want to grow companies that have high potential to create jobs to have a big impact on the community. Right now we are looking at different models of entrepreneurial ecosystems – such as Chattanooga, TN and Nebraska, Denver – there are a lot of different ecosystems out there. Not all of them are going to be applicable to us so we will be looking at what kind of success factors they had and how they can apply to Topeka, and then formulate a strategy to move forward.

Her initial goals are to engage stakeholder, meet the community, engage the entrepreneur community in Shawnee County and also in the region. Also to work on alignment of her and her team's goals with Greater Topeka Partnership goals and also the Momentum 2022 goals. Formulate short term, medium term, and long term goals and objectives so we can create successes along the way. She is very fortunate that she has an Advisory Board that is being created that has excellent experience and business acumen within. As they know the stool of economic development has three legs – business attraction, retention and expansion, workforce development, and entrepreneurship. She is thrilled to have the opportunity to bring entrepreneurship to the forefront of the community.

#### 712 Innovations Update:

- 20 Makerspace Entrepreneurs
- 42 CoWork Space Entrepreneurs
- 46 Pre-incubation Businesses
- #TOPCITY – 3D Print Models
- 5,000 Greater Topeka Entrepreneurship Guides
- November 12-18 Global Entrepreneurship Week
- November 16-18 Techstars Startup Weekend

Ty Hysten, Chair of Forge Young Professionals reported he will be covering two things. First an overview of Forge – attraction and retention of young talent, and also TopCity Interns. When summer starts, that is when the internships start for college aged young talent. Forge right now is focused on developing homegrown talent.

- 2,078 members (125% increase since rebranding)
- 47 Events/Meeting YTD
- 1,253 Members attended event YTD

#### Top City Interns

- 184 interns
- 23 States
- 3 Countries
- 44 Universities
- 20 Companies

Barbara Stapleton, Director of Workforce and Education for GO Topeka reported she wanted to share, and we have heard it before, about transportation as a barrier to workforce. We are talking about jobs. Over 234 bus passes since inception for the Career Readiness program have been used to be able to get people either to interviews for jobs or to their jobs – 43 used in the 1<sup>st</sup> and 2<sup>nd</sup> quarters of 2018. We are continuing to make a difference for those residents, they are at the Rescue Mission and they go through that Career Readiness program to get them back out and rehabilitated and into the workforce and get them the jobs that they need.

When we look at *Included*, we have so much information she wants to share about this and it is a very exciting time. The *Included* leadership team had the opportunity to go down in August to meet with Mosaics leadership team in Tulsa, OK. We were able to look at their strategies, discuss brainstorming sessions and the intentionality and the authenticity that is needed to create a safe space for *Included* as our community's diversity business counsel. *Included's* vision remains to be that catalyst to build a diverse and inclusive business culture in Shawnee County. And most recently we just had the opportunity to hear from Carla Pratt, Dean of Washburn University School of Law, she came to us as a noted expert in legal education equity from Penn State's Dickinson School of Law. She served as their Associate Dean for diversity and inclusion. We are so blessed in what we are doing in workplace, in education with diversity, equity, and inclusion. She challenged us to embrace conscious and unconscious biased and realize the importance of diversity in our businesses, embracing different people, bring different perspectives. And it is a necessary tool to ensure unbiased decision making so diversity becomes a mechanism to improve outcomes in our workplaces for those jobs that we have. We are excited to embark on these critical conversations as *Included* moves forward. We are able to promote economic and inclusive prosperity through diversity, equity, and inclusion with *Included*.

With TopCity Teachers, we have great Fall programming lined up. Initially as we kicked off the event, we had up to 80 either new teachers or student teachers that were participating in that program. We had a kick off in NOTO where we held a reception for them, we also had them hear from the Mayor to welcome them to the community and to their profession. They heard from Mr. Pivarnik and Kayla Bitler about Momentum 2022, so they could see how they could get plugged into the community. They heard from Ty Hysten with Forge, so that they knew what was out there for them as young professionals. Our last event for TopCity Teachers is next week. They will have a parent interactions panel so that they can learn about how they can have better outcomes with their parent/teacher conferences.

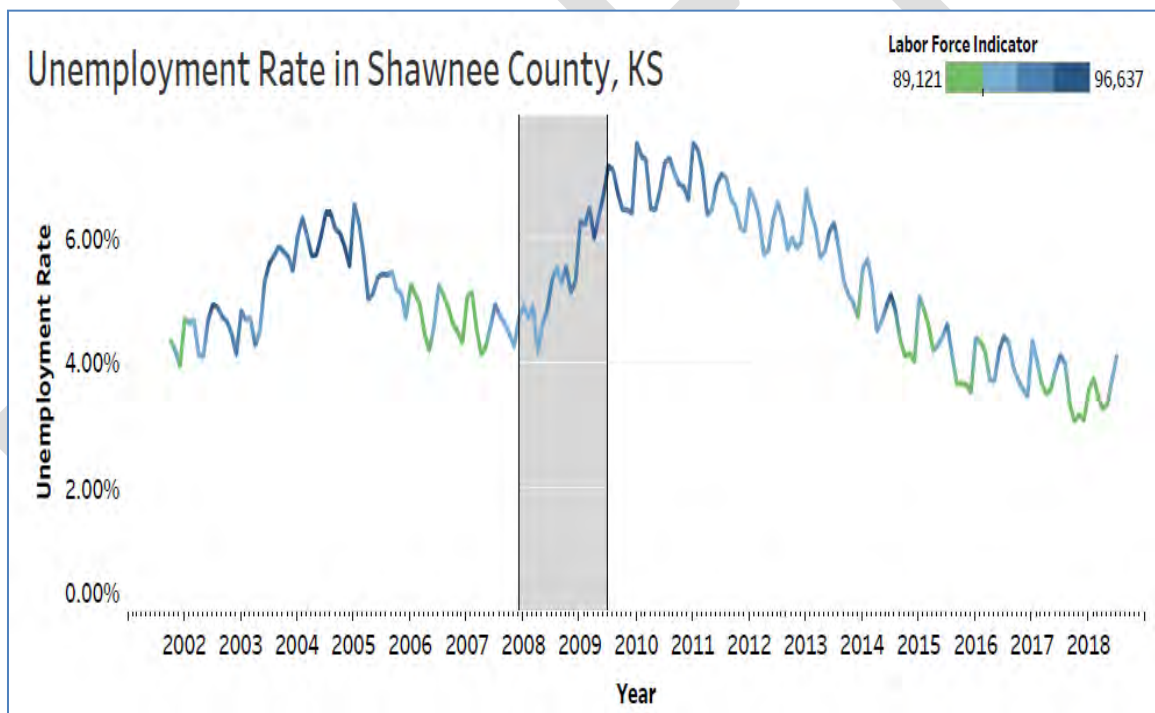
Diann Faflick, Executive Director of Together Topeka reported it has been exciting to start a new chapter in her life as she and her husband have relocated for jobs in Topeka. And her job is one of the newly created positions. Together Topeka is an outcome from the Momentum 2022 agenda to develop homegrown talent.

- Align the “Talent Pipeline”
- Ensure all children are ready for kindergarten
- Prepare students for college and careers
- Expand continuing education options for adults.

During her first 90 days on the job, she has been taking inventory of best practices, looking for ways to develop new strategies to build on the successful and best practices that are already in place, and to meet the objectives of Momentum 2022. On October 25, 2018, we are going to be having a strategic planning session, coordinated by an organization called Strive Together. They are working with us to duplicate the success they have had in 70 other communities throughout the country just like ours.

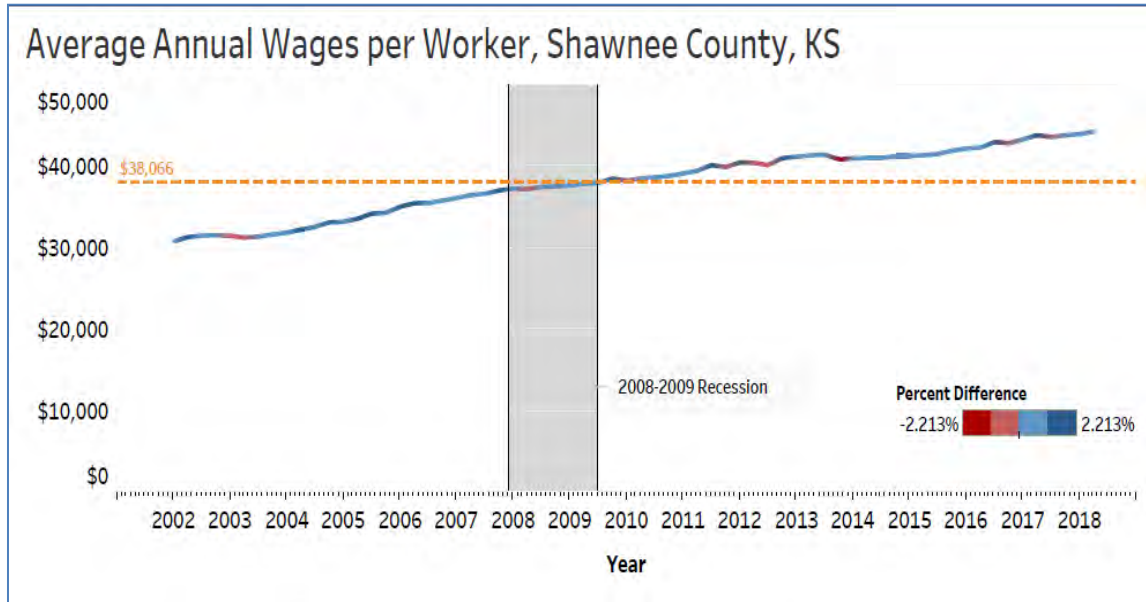
Freddy Mawyin, Research Manager for GO Topeka reported as a way to education the staff in economic variables and indicators, we published an Internal Community Profile with information about the county. That information can vary from cost of living, income, housing, etc. He would like to go through a few slides with them, this is just some of the information we provide to the staff and to businesses.

- Unemployment Rate in Shawnee County 2001-2018. Labor Force Indicator shows when labor force drops below certain thresholds.

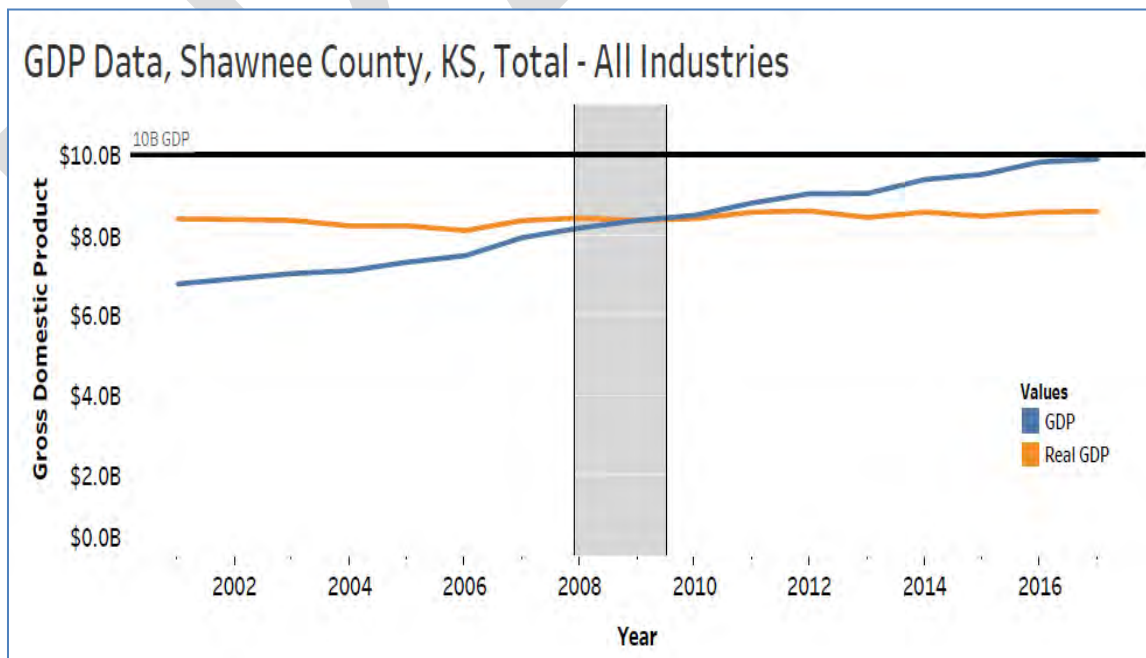




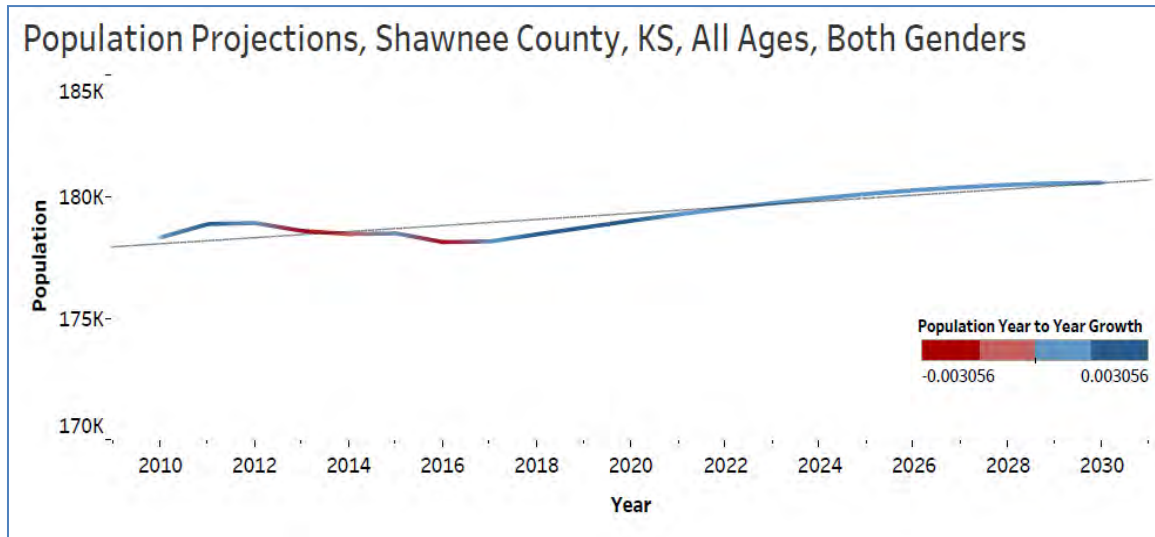
- Average Annual Wages per Worker, Shawnee County 2001-2018. As of the 2<sup>nd</sup> Quarter of 2018, our annual wages were \$44,321, which represents about a .7% increase since last quarter, and 1% increase from last year at the same time. Kansas grew about .72% since last quarter, and the United States grew about 1.22%.



- GDP Data, Shawnee County. In both current dollar values, and also adjusted for inflation. What we see is that though the nominal GDP has grown over time, the real GDP accounting for inflation is a little more flat, so it is not growing as fast as we would like it to.



- Population Projections, Shawnee County, All Ages, Both Genders. We try to predict the population growth in the County over the next decade. So although the population is expected to grow, that rate is again moderate to minimal.



- Potential Average Occupation Gaps over 3 Years in Shawnee County. We are trying to identify jobs, potential occupations that could have either a surplus or a shortage in the next few years. What this shows is we have the top 5 major groupings of occupations. The Federal government classifies every job of 867 detailed occupations. Those occupations are then grouped into 23 major groupings. So this is just looking at those major groupings and we are showing the top 5.

Title	Current Employment 2018Q2	Projected Employment by 2028	Average Wages
Healthcare Practitioners and Technical Occupations	7,313	7,847	\$71,300
Management Occupations	5,654	5,829	\$96,400
Business and Financial Operations Occupations	5,853	6,073	\$61,600
Computer and Mathematical Occupations	2,665	2,891	\$70,400
Healthcare Support Occupations	3,964	4,564	\$28,500

The potential gap is the possible shortage in the market, holding everything else constant. So looking at the current level of employment, how those industries will grow over time, our current population growth, and our educational attainment, if everything remains the same, then we can potentially see a shortage in that occupation. So what he is saying we expect to have a potential gap in the next 3 years, if all the other variables remain the same.

That potential gap can change in several ways. Those employers can recruit employees from longer distances, those wages can go up, or the increase in demand and the change in prices can appeal local residents to try to enter those occupations and those markets by obtaining the proper certificates and education. There could potentially be gap for employers looking to fill those positions and the amount of people who can qualify for those positions.

This is looking into the future 3 years, so we also wanted to identify what is happening right now. So we looked at the active online job ads in the County for these positions. As of the beginning of the month we identified close to 3,400 job ads that were relevant to the County. So based on that we can say, currently there is a little bit of difficulties fulfilling certain positions.

- Top 10 Certifications Required in Shawnee County

<b>Top 10 Certifications Required in Shawnee County, Kansas</b>		
Certification in Cardiopulmonary Resuscitation (CPR)	53	10%
Registered Nurse (RN)	46	9%
Secret Clearance	27	5%
Commercial Drivers License (CDL)	26	5%
Basic Life Support (BLS)	25	5%
Licensed Practical Nurse (LPN)	25	5%
Certified Nursing Assistant (CNA)	21	4%
Certified Public Accountant (CPA)	19	4%
First Aid Certification	18	3%
Class A Commercial Drivers License (CDL-A)	17	3%



- Top 10 Skills Required in Shawnee County

<b>Top 10 Skills Required in Shawnee County, Kansas</b>		
Communication	1473	12%
Customer Service	670	5%
Cooperative/Team Player	567	4%
Self-Motivated/Ability to Work Independently/Self Leadership	401	3%
Supervision/Management	358	3%
Adaptability/Flexibility/Tolerance of Change and Uncertainty	323	3%
Problem Solving	264	2%
Accountable/Responsible/Reliable/Dependable/Trustworthy	239	2%
Interpersonal Relationships/Maintain Relationships	230	2%
Organization	186	1%

Commissioner Cook stated he believes over half of us on the JEDO Board have children or grandchildren that are in high school or college at this time. This is information that we should be getting out to the high schools in Shawnee County that are looking at this. He knows he and the Mayor have daughters who are 15-16 years old and thinking about their future careers and maybe guiding them in the direction of where the jobs are. Commissioner Buhler's daughter just started college, this could be good information.

Mayor De La Isla stated she knows that most of the things we are seeing here today are being provided by Washburn or Washburn Tech, but are we working with them. She knows there are some of these occupations we are not providing education and certificates in.

Mr. Wawyin replied while he did consider the amount of degrees that are given by other institutions that provide that information, he did notice that there are some occupations that we provide enough or an adequate amount of certificates per year to reduce that gap. But yes there are some degrees that we just don't provide, which is the level of education needed for a specific occupation.

Kayla Bitler, Strategic Coordinator for Momentum 2022 reported that she would remind them that the objectives within the Momentum 2022 strategy are divided into 7 different workgroups and one council. Each one of those groups all have a designated staff person who works most intimately with that group. Because they have heard from most of those folks tonight she won't necessarily present on each of those workgroup reports unless anyone has any specific questions. She will tell them that Mr. Mawyin works very hard to measure all of our metrics and we have shared with them before the Momentum 2022 scorecard. What we are working on now is a platform to get that scorecard online and not only that, it will be interactive as well. The cool thing about that is you will be able to take a deep dive into those metrics. So if you look at talent development and you look at the graduation rate, you will be able to click and research into that to see what is the graduation rate among different school districts, or divided

by different zip codes, or different city council districts, race, gender, socioeconomic status. We will have those types of filtering options for those metrics and we are excited about the possibilities that exist with that.

Deputy Mayor Jensen stated he wants a 3d printed “#TopCity” and where does he go to get one.

Mr. Pivarnik replied you can get them at 712 Innovations.

Councilwoman Hiller stated she wants to offer some kudos to Mr. Pivarnik, speaking about shopping local. He went out and bought a beautiful brand new painting by Staci Dawn Ogle at First Friday. And there are photos of it up on the wall at his house. She thinks that is awesome that people are shopping local and supporting local artists.

Mr. Pivarnik stated that name of that painting is “The Future Is Bright.”

#### **ITEM NO. 8: DISCUSSION AND ACTION: Washburn Tech East (ETLC Project)**

Barbara Stapleton, Director of Workforce and Education for GO Topeka provided an update to the Board. She wanted to let them know we were able to close the New Markets Tax Credits financing on July 17, 2018; which means that we have that funding and project sources. Washburn Tech has also provided the recruitment information for what they are doing right now to enroll students.

Lalo Munoz, East Topeka Council reported he would like to share some of the work they are doing in the community to try and build support. The East Topeka Council is working to make sure that they and other members in East Topeka are aware of the progress and of the programs that are being offered in the future once the Washburn Tech East opens up. They recently organized a tour of the facility and went through, they invited residents as well as faith leaders so they could see in real life the progress that is going on. They are also working with Washburn Tech to be able to identify opportunities to build awareness in the community. Washburn Tech was just at Fiesta Mexicana and that is a testament to the dedication of the staff who were there throughout the week. They were also at the Expocentre and will be at the City of Topeka’s Clean Slate Day, and working on organizing a community cookout. So a lot is being done to ensure that as many individuals in the community know about this project and the promise that it holds for East Topeka.

Jim Crawl, Shawnee County Counselor provided an update regarding the progress of the construction progress to the Board. He has provided in the packet a Memorandum which is a 2-page overview to give them the basics on the contracts that have been approved, the contract amounts, the pay applications that have been submitted, the change orders, so they have an overview on what has been spent on the project at this time. There are two contracts, one with Champion Builders and one with TRANE to put in the HVAC system.

Mr. Crawl indicated he is recommending the JEDO Board go into executive session to complete the status update on the construction of the facility.

***Commissioner Cook made a motion for the JEDO Board to recess into executive session for consultation with an attorney for the public body or agency which will be deemed privileged in the attorney-client relationship to discuss the contract with Champion Builders to renovate the East Topeka Learning Center for a time not to exceed 20 minutes. Deputy Mayor Jensen seconded.***

Commissioner Archer stated he has two questions for the County Counselor. Is this absolutely necessary? He does not believe JEDO has ever gone into an executive session before. Also does he anticipate an announcement coming after the executive session? He sees Morgan Chilson is here from the Topeka Capital Journal and there may be information that she would like to have.

Mr. Crawl stated he does appreciate those questions because this is unique for JEDO. He is not aware of any other time they have gone into executive session. This is a unique project and JEDO has not undergone a project like this before. During the executive session we will be discussing proposed action and he will have recommended action to be taken following the session and to be announced publically. That action will have the potential for litigation. There is information he will be sharing during executive session that he is going to recommend remain attorney-client privileged at this time and he also wants to have an executive session to encourage a free and open exchange of that information. Not only what he is providing to them but the questions that they are going to have for him, he doesn't want that to be stifled because of fear of that litigation that might be pending.

Commissioner Cook asked if during the executive session would it be appropriate for them to have Dr. JuliAnn Mazachek from Washburn University as well as Matt Pivarnik, Molly Howey, and Barbara Stapleton present as our partners with GO Topeka in this project.

Mr. Crawl responded we can do that, however it will weaken the attorney-client privilege on the information that he gives them.

Commissioner Cook asked would it be Mr. Crawl's recommendation that we start just with the JEDO Board and then include others if needed.

Mr. Crawl stated he thinks that would be an appropriate way to proceed and then when we get closer to discussing the action maybe bring others in.

Councilman Lesser asked can we also include Dean Ferrell in on this conversation.

Mr. Crawl responded he would like to limit it to just the governing body members at this point.

***Following a vote, motion to recess into executive session for a period of 20 minutes carried unanimously (7-0).***

***The JEDO Board recessed into executive session from 7:50 p.m. to 8:10 p.m.***

***Commissioner Cook made a motion to extend the executive session for an additional 20 minutes. Mayor De La Isla seconded. Following a vote, motion to extend the executive session for an additional 20 minutes carried unanimously (7-0).***

***The JEDO Board recessed into executive session from 8:11 p.m. to 8:31 p.m.***

Commissioner Cook called the meeting back to order at 8:31 p.m. He announced that the JEDO Board did recess into executive session for two 20 minute periods; they did receive counsel from the County Counselor, Jim Crawl, who this year serves as legal counsel for the JEDO Board. He asked if Mr. Crawl could give a brief overview of the executive session

Mr. Crawl stated so the public understands what the JEDO Board has been talking about. We received a letter from Hartford who is the bond company for Champion Builders. On public projects there are performance and payment bonds that are required for contractors and what that does, it protects the owner

of the project to that is something happens during construction that is going to make it so that the contractor can no longer complete the project, then we get to make a claim against that bond and get that contract and the project completed. We received notice on August 8, 2018 that there was an investigation by Hartford and they wanted us to withhold the payment to Champion. Since that time he has been in negotiations with Hartford to try and find some way we can keep this project on track without delay. We have done about everything we can at this point and we are at a point where he has made a recommendation to the JEDO Board that they authorize him to issue a default under the contract and trigger our rights under the bond. At that point there will be a negotiation with the bond company for how we are going to get this contract completed. This is not an action to end the project, it is an action to find out exactly how we are going to continue forward and get it completed and he is sure that is the will of this Board and that is exactly what we will work toward.

Commissioner Cook stated the JEDO Board did receive information from Dean Ferrell, who has been overseeing the project and working on behalf of both JEDO and Washburn University to make sure progress does stay on track. We are 53-54% complete with the project at this point. If we start down this road, and given the information from Hartford, there is going to be a delay in the completion of the target date.

Mr. Crowl responded that a lot of this is out of our control. And that means, when we declare default, Hartford will have some decisions to make. And depending on the types of decisions they make, that will impact how long of a delay we have on the project. We have been voicing our position all along how important this project is to our community, how tight the deadlines are on it, and how we want Hartford to make every effort to make sure this project gets completed as quickly as possible, and that the decisions they make are made as quickly as possible. And we will continue to try to do everything we can to persuade them to make those decisions.

Commissioner Cook stated he wants the JEDO Board and the public to know he has been in contact with President Farley with Washburn University, Dr. Mazachek is here tonight. The university is deeply committed to the East Topeka Learning Center, any delay would not mean that there is a question of their desire to have the center, we are very committed to the community and to have the progress for the students.

***Commissioner Cook made a motion to authorize the County Counselor to determine whether Champion is in default on its contract to renovate the East Topeka Learning Center, and to declare default on the project if necessary. Deputy Mayor Jensen seconded.***

Deputy Mayor Jensen stated it is unfortunate that we are in this situation but he wants to reiterate the fact that we are not in this situation because of any mismanagement by the City or County governments. In fact, this was as much as a surprise to them as anyone else. He wants to publicly thank Jim Crowl for his work in trying to rescue the project and his ability to get us out of this mess that we have been so elegantly placed in by other people. He wishes him good luck and god speed, this is a critical project for this area in our community and with all haste we need to get as back on track as possible.

Dr. JuliAnn Mazachek, Vice-President of Academic Affairs, Washburn University stated she is very thankful that they are committed to this project and she wants to say how committed that Washburn is and that no matter what the pathway is to get there, when that door opens they are going to be there ready to offer education to the east side of Topeka. They are committed to that.

Councilwoman Hiller asked can we clarify, if it's not premature, there is still a commitment, even if there is a delay in getting into our new space at the learning center, that we will have classes.

Dr. Mazacheck replied absolutely and she will tell them we are already working on identifying space that we might be able to use before the building opens so that we can start teaching earlier than the building opens.

***Following a roll call vote, motion carried unanimously (7-0).***

*Mayor De La Isla (Voting JEDO Member) and Councilman Coen (Nonvoting JEDO Member) left the meeting at 8:40 p.m.*

Item 8c - **ACTION ITEM:** Washburn Tech East (ETLC Project) – consideration of Motion to transfer quarterly payments received by JEDO (as Leverage Lender Interest Income) to GO Topeka to be used for scholarships to attend Washburn Tech East (ETLC).

Barbara Stapleton, Director of Workforce and Education for GO Topeka presented the item to the Board. She stated these are some of the funds that go directly to JEDO as part of the New Markets Tax Credits cycle. One of the things we were originally advised was that maybe JEDO could initiate those scholarship dollars; but we have since confirmed with our consultant, Jeff White, that when you receive those quarterly interest payments JEDO is able to submit those back to GO Topeka. We have mentioned previously that we want to be able to offer scholarships for Washburn Tech East students, like we have done with the programs that are already at Washburn Tech, and so that is what these dollars will be used for. So they are asking for JEDO to pay these quarterly interest payments back to GO Topeka to administer those scholarships.

Commissioner Cook asked how much are talking about as far as these scholarships.

Ms. Stapleton replied that it varies. That is one of the things that Mr. Crawl and she have talked about. She believes roughly \$45,000-\$50,000.

Commissioner Archer asked not knowing the natural impact on the action the Board just took, do we need to make a commitment at this time for the scholarships. He is concerned that we don't know the financial impact.

Ms. Stapleton stated we won't be making the commitment for the scholarships at this time. We plan to present that to the JEDO Board with the proposed budget to be presented at the December JEDO meeting.

***Commissioner Buhler made a motion approve the request as presented. Commissioner Archer seconded.***

The following individuals appeared to speak for public comment on Item No. 8:

- Lazone Grays stated he would like to share the original economic development plan for Topeka and Shawnee County, passed in 2002. That was the original plan for the interlocal agreement when we started the ¼ cent sales tax. In that plan there were a variety of goals and strategies and he wanted to reflect back. One of the goals – Goal 5 - was to enhance the quality and availability of the region's workforce to meet the employment needs of a wide variety of businesses. And Strategy 3 was to support welfare to work programs, to involve unemployed, underemployed, and low income persons in the economy. It has mentioned to encourage the involvement of unemployed, underemployed, and low income workers in skilled trade, mentoring, and



apprenticeship programs. He wanted to bring that to their attention because where we are tonight with Washburn Tech East should show how far we have come from 2002 to the present. That this was just some words in the plan and now we are actually seeing it come into fruition in something that actually has wings under it.

***Following a roll call vote, motion carried unanimously (6-0).***

**ITEM NO. 9: ACTION ITEM: Community Broadband Task Force**

**Item 9a - Presentation/Report from the Committee:**

Deputy Mayor Jensen presented the report to the Board. He stated over the last couple of months the team has been working diligently on trying to get a better feel for the capabilities of our incumbent providers and the needs of our community. We have had extensive meetings with both local providers and folks that are interested in moving into this sector and we have crafted a Request for Information document, which has been included in the packet tonight. Commissioner Buhler and he have both reviewed the RFI document extensively and feel like it is an excellent starting point to try and understand the two key outcomes of this project. One being to deliver better broadband access in the county where there is none, and two to provide better access in the community to folks who cannot afford it. We are very happy with the work we have done. Our contractor, Tilson Technologies, has been a great partner in this and we are excited to get the RFI out. The presentation we really can't wait to bring the JEDO Board is the responses we get from this. This RFI will help us get the information we need to begin asking how we solve these problems. Right now we are trying to identify what they are, what options are out there, and then from there the plan is to actually ask people to execute things to solve the problems.

**Item 9b - Request for Approval of issuance of Request for Information (RFI):**

***Deputy Mayor Jensen made a motion to approve the Request for Information and move forward with issuing the RFI to providers. Commissioner Buhler seconded.***

Commissioner Buhler stated she would like to add this is for a public-private partnership. We have made the commitment for the dollars spent on Tilson, but JEDO still has control of any other dollars going forward as we consider the RFI, the proposals that come back, and then the RFP potentially then. We still have a couple more steps to go.

Deputy Mayor Jensen stated we have been very careful not to come up with or specify any dollar amounts on anything at this point because we are still trying to understand the depth of the problem, and technology, and possibly solutions. We won't actually get ready to discuss how much this is going to cost to do anything until we get the responses from the RFI.

Mr. Crowl stated he sees on Section 3 of the RFI has a schedule listed that looks like it needs to be adjusted.

Deputy Mayor Jensen stated the committee can and will update the schedule before the RFI is issued. We want to give people the appropriate amount of time to respond. These are complex questions, and they will have lots of information that will need to be submitted.

The following individuals appeared to speak for public comment on Item No. 9:

- Karl Watson, Owner, Ad Astra Fiber stated he came to them back at their May, 2018 meeting. He is an entrepreneur, he came to Topeka two years ago, he co-offices with 712 Innovations, this community has helped him get started. His passion project is Broadband, so he loves seeing all these things coming together and he wanted to come in tonight and say he is in the middle of all this and he is excited about all the things they are doing. He is looking forward to see how all of this comes together and he hopes it includes his business, but this is honestly bigger than him, bigger than his business, it is really important. He wants to share a personal story to emphasize to them the importance of this.

One of the things that developed his passion was a sense of misplaced pride in being a parent. And he thought ten years ago, when his daughters were 13 and 14, he gave them good advice. He told his daughters under no conditions should they let strangers in the house. We all agreed, he thought he was smart. The second thing was don't let anybody in your car no matter what. Ten years later, those are arguably the two biggest business models going. One is "welcome to my home, would you like to stay in my spare bedroom?" The other is "welcome to my car, I am an Uber driver." And when he talks to his daughters now, they can do things like that and feel safe and it is an amazing story. What he would like them to remember is neither one of those ideas came out of a big company, they were a couple of guys staying in hotel rooms thinking about where they could stay the next night. He thinks Topeka, Kansas and 712 Innovations, and Downtown, we can add some real excitement along any of these lines. Ten years ago, who would have thought?

- Lazone Grays stated he shared some handout to them via email earlier and the reason he put that together is that he understands where the connectivity portion falls within the RFI. As he has been coming here to speak not just to the connectivity side but also the neighborhood programming side. Connectivity within itself is not good enough or will suffice. There are others things that will have to deal with the programming that is out in the community. He calls is transforming some of these spaces such as community centers, or old schools into places that people in those neighborhoods can walk up to or ride their bikes to and get the type of evening, after school, or weekend type of digital classes and training that is not available. He knows enough people who have computers in their home, and internet technology. It hasn't moved them in the economic scale, they are still poor, they still live in low income. But again that goes to the type of training or the types of programs that are available. It is very important in teaching young people or exposing youth, young adults, and adults to the type of technology, practices, and programs which can help them leave poverty behind. Poverty is based off of the income in the household. So within the RFI, or the matrix, or however this is going to pan out, he would hope that there would be not just a focus on spending this money on connectivity. What about the thinking that is going to go on for developing a City-Countywide strategy of bringing tech programming, literacy type of operations into the neighborhoods. We don't have to wait as long to bring those programs to the neighborhood, to start empowering people as we do to pick a provider, roll out fiber, and do some things in those neighborhoods. He has worked in Kansas City, one of the handouts he provided to them is what they were able to accomplish in Kansas City with Juniper Garden. It is not impossible to build wide-area wireless networks or to empower facilities in neighborhoods. He has strong vision of having been places and seeing what is going on, and to repurpose a school or a community center and he sees that can go on here just as well. Where in the mix do you say we also want to receive proposals or RFIs on the type of programming that we can launch across the city? What type of programming would that be? If he wanted to do a coding class at Avondale East, or a 3D type of class at the Velma Paris

Community Center. What type of thing would that be and how much would that cost, and who could run it? He doesn't know if that can be made a part of this RFI, or if there could be an RFI for that, how is that going to fall in the picture for digital inclusion so that we don't just get stuck on thinking about connectivity. You can get hotspots, you can practically give away free computers. We are part of EveryoneOn.org and a lot of other ways so that individuals can get connectivity in their household. But what good is the connectivity if people are not learning how to use that piece of equipment to really transform their lives.

Councilman Emerson stated to Mr. Grays he is not sure if he is aware of it but the Topeka-Shawnee County public library has a fantastic online, several resources. They have several subscription based services that are absolutely free to use by anybody who is in the county. And they have full classes, you can learn about Microsoft Excel, starting as basic as how to open a file and save it all the way to learning about advanced macros. They have PowerPoint, CAT, it is a fantastic resource our library has online. And again, it is absolutely free, we pay taxes to support it.

Mr. Grays responded yes he is aware of not only what the library has available online, there is a whole repository of information and tutorials that have been put together by MIT and other institutions. When we have places that people can go like a community center where the labs are there and computers are on site, and people there who can instruct them on getting them to the place and show them how to look up the information. But you have to want to do that and then go and do it yourself. But we need these places because they can't come to the library at 9:00 pm, but they can walk or ride their bike up to one of the community centers.

Deputy Mayor Jensen stated he and Mr. Grays have met a couple of times to talk about what he has described as basically the digital literacy gap. And that is a crucial part of the conversation that we have had. The RFI doesn't cover much digital literacy because in order for the computer labs to be built, and for these resources to be available, there has to be connectivity now. And what we are pushing for in the RFI is a higher standard of connectivity. So while there are solutions out there like hotspots and satellite, we don't consider that sufficient for a modern computer era where you need high speed, and soon ultra high speed bandwidth. So yes, Mr. Grays is on step 5 and we are on step 1, but his comments are absolutely well received and that is part of the conversation in our plan to go forward. And part of the reason why we are pushing for higher broadband standards is because if you want to take an interactive class with high definition video you can't do that over a cell phone. You have to have a hard line and good Wi-Fi. So as we are planning for that to be available in the future, the focus is laying the foundation now to ensure that we can do that. But he wants him to know that is in the plans at some point. But we are trying to get the foundation laid first and then we will move on into how can we leverage that foundation to begin to deliver some of the education. And he agrees in low income areas these things are badly needed.

Councilwoman Hiller stated as she is hearing all the comments made, we have all of these different staffing and citizen workgroups going, is the digital literacy part of Cradle to Career or can it be?

Diann Faflick, Executive Director of Together Topeka stated she thinks the opportunity is there to include that, absolutely. It is going to depend on where that falls in the priority list for the community and that is really up to the community.

Commissioner Buhler stated she wants to make sure we say thank you to Mark Biswell (City of Topeka IT), Patrick Clear (Auburn-Washburn), Gina Milsap (Topeka-Shawnee County Library), and Pat Oblander (Shawnee County IT), the countless hours that these individuals have put into this project are very appreciated. They have done the bulk of the work.

Gina Milsap, CEO, Topeka and Shawnee County Public Library stated she is hoping that they will get the go ahead to continue and this has been a labor of love. Digital literacy, Mr. Grays is absolutely right. She does want to remind everyone we have installed computer labs, in collaboration with Shawnee County, in six of the community centers. We have offered classes there and we have also installed a technology classroom at Deer Creek in collaboration with the Topeka Housing Authority. We are prepared to deploy more of that type of resource. But the broadband has to be there and the facilities have to be there to do that, so this is laying the groundwork. We are also in the process of rebooting our entire approach to digital inclusion and digital literacy and it is a primary goal for the public library for the next decade. It is not that the library is going to do that on our own, none of the goals we have are going to be done just as lone rangers. None of us can operate that way anymore; none of us have the resources to do that. But the library is very willing to lead in this area and partner with whoever is interested in working with us.

*Following a roll call vote, motion carried unanimously (6-0).*

#### **ITEM NO. 10: DISCUSSION: 2019 GO Topeka Draft Budget**

Molly Howey, Senior VP of Economic Development for GO Topeka presented to the Board. She stated there is a draft budget that has been provided in the packet. She will remind them that last year is the first year they brought a draft to the Board in September and we thought that worked very well and we are doing that again. We want to open this up for an open dialogue between the Board and the members of the GO Topeka staff for questions, concerns, suggestions. So she will walk through some of the components of the budget, she won't cover every little piece, so if they don't hear something mentioned, it is not because it's not in the budget, she is trying to stay high level for tonight. They would also invite all of them to have one-on-one meetings with the staff so we can further refine the budget and bring a good version back to them in December which is hopefully mutually agreeable to GO Topeka and the JEDO Board.

- INCOME
  - Other Income increased from last year – that is due to income we receive from crops we get off of the land owned by JEDO and GO Topeka out in Kanza Fire and Central Crossing Commerce Park. And also investment income as well as sponsorships for some events.
- Departmentals
  - EMBD Concepts
    - Incubator for Topeka Housing Authority
    - Commercial Kitchen
    - Increased Marketing of Resources
  - New Business Attraction
    - Advertising
    - In-person Business Development
    - Resources for Lead Generation
    - Prospect Hosting
  - Business Retention
    - Incentive Audits
    - HQ Visits
    - Financial Services Summit
  - Workforce & Education
    - Cradle Through Career
    - Talent Attraction Marketing
    - WU Tech Scholarships

- Entrepreneurial Development
  - 712 Innovations
  - WU SBDC

Natalie Zeller, Senior VP of Finance for GO Topeka presented to the Board.

- General and Administrative
  - Slight Personnel Cost Increase
  - Shared Services
  - Categorization Changes
  - New Space Costs
  - Partnership Cost Savings

Councilman Emerson asked if these line items are for the entire Greater Topeka Partnership?

Ms. Zeller replied no, those are just for the GO Topeka portion.

Ms. Howey then reported to the Board about incentives proposed in the budget.

- Incentives & New Initiatives
  - Incentive Commitments Timing
  - Transportation
  - Small Business Incentives
  - 49<sup>th</sup> Street Improvements are no longer in the budget.

#### **ITEM NO. 12: General Public Comment**

The following individual appeared to speak for general public comment:

- Carol Marple stated that perhaps now it is time for them to consider having more than quarterly meetings. She thinks it is very sad to see empty chairs up front because they are in charge of \$5 million, everybody looks tired, they have lost their audience for the most part. She is standing up here as a taxpayer in the community. We pay a lot of property and sales tax, she has been a supporter of the East Topeka Learning Center, the 49<sup>th</sup> Street Improvements, we have a lot of good things happening. But she also wants to remind them that people in the county and in the small towns also pay these taxes and she doesn't hear too much if anything going on there. Another thing she would like to bring up and she has harped about this repeatedly, she thinks we continue to neglect taking care and being good stewards of the land we own. We have farm leases that need to be addressed, there is a building still on SW 77<sup>th</sup> Street, that land is not shovel ready. She has attended numerous meetings where all she has heard is shovel ready, but yet that building is still there and to her knowledge nothing has been done to address it.

She also wants to talk about following up with the Small Business Incentive program. Several meetings ago she presented them with a list of people who received those funds. She agrees with Commissioner Archer, she likes to hear names, she likes to see where her dollars are going, she doesn't like general numbers, she wants to see people that have benefited. She is going to share one with them that she happened to stumble across, which is John's Sewing Machine Repair. He has probably doubled the space his business is in, he has moved, he now has a line, he is going to start selling sewing machines. She wants to hear things like that. The success of our community will be in the success of our small businesses. She thinks we need to start out buy local program with the City and the

County. Yes there are times you cannot buy local, but those local people pay taxes. She would also like to see a fund created where if a small business is hurt by a street project that drags on for months, they can apply for assistance and receive help paying their rent. She doesn't think the goal of street projects is to put businesses out of business, but she also believes we can all agree a lot of the street projects are not done in a timely manner.

***Commissioner Archer moved for Ms. Marple to have a two minute extension for her comments. Deputy Mayor Jensen seconded. Following a vote, motion carried unanimously (6-0).***

Ms. Marple continued her comments. She would also like to share something with them that could be happening within our county. There is a very good chance that we could have wind turbines coming to Shawnee County. She and her husband have been approached and she is sure others have too, to lease the air rights over their land. They took a drive to Coffey County, specifically to Waverly, where there have been 100 wind turbines built. We learned a lot but we also know very little. One farmer they met at the local gas station has 4 on this property, they talked to him for over an hour. He took them out and showed them the wind turbines on this property. They have been a real plus for Coffey County, they start paying taxes immediately after they are built, they do not ask for property tax breaks. One of the very interesting facts that we learned is that it takes 550 yards of concrete for each tower that is built, plus all the other materials they use. The downside of this was it took them 4 years to obtain the permits to construct these towers. She believes that each and every one of them needs to take a step back and look at the regulations that we are heaping upon the businesses and residents of this county. One place the County can start with is the Comprehensive Plan. Curtis Sneden spoke about the effect this plan could have on economic development.

NO FURTHER BUSINESS appearing the meeting was adjourned at 9:24 p.m.



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## *Agenda Item No. 4*

**JEDO Board Meeting  
December 12, 2018**

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**ACTION ITEM:** Consider recommendation by the JEDO Finance Committee to award bid for JEDO 2018 Audit Services.



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## *Agenda Item No. 5*

**JEDO Board Meeting  
December 12, 2018**

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**ACTION ITEM:** Approval of funding for Project Purple.



## MEMORANDUM

To: JEDO

From: Molly Howey, SVP Economic Development

Date: 12.5.18

RE: Project Purple Incentive Request

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GO Topeka staff has been working with an existing company (Project Purple) that is looking expand in our community. The GO Topeka Board of Directors approved the incentive at the 10/5/18 board meeting.

Below is a summary of the project and requested incentive package:

### Project Purple Summary

Industry Type: Professional Services  
Average Wage: \$52,000 annually, plus benefits  
Number of Jobs: 220 new jobs over five years

### Incentive Proposal

In the expansion of Project Purple in Shawnee County, Kansas with an expected addition of 220 new full-time jobs with an average salary of \$52,000 plus benefits, GO Topeka proposes \$5,500 per new job to be paid out in equal installments (1/5 of each qualified job incentive = \$1,100 per year) annually over five years. In addition, a training incentive in the amount of \$1,000 per new employee will be offered to the company as part of the package.

All proposed incentives are performance-based, to be paid out as earned and details of the agreement will be outlined via a formal contract with the company.

Below is a breakdown of the proposed incentives:

\$5,500 per job X 220 new jobs = \$1,210,000  
\$1,000 per new employee for training X 220 new employees = \$220,000  
**TOTAL PROPOSED INCENTIVE = \$1,430,000**



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## *Agenda Item No. 6*

**JEDO Board Meeting  
December 12, 2018**

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**PRESENTATION:** GO Topeka Quarterly Report





# GO TOPEKA

## QUARTERLY REPORT

**2018 - 3RD QUARTER**



**GO TOPEKA**  
785.234.2644  
GOTopeka.com  
120 SE 6th Ave.  
Topeka, KS 66603

**COVER PHOTO:**

The Topeka & Shawnee County 3% campaign – TSC3 – encourages businesses to support each other by purchasing supplies locally. If every business pledges to increase local spending by just 3% in 2019, the difference could mean improved employment and \$200M in local economic impact. The TSC3 initiative is powered by the Greater Topeka Partnership.



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## KEY

**Momentum 2022** focuses on five key elements to make Topeka & Shawnee County a better place to live, work, play and do business.



Develop  
Homegrown  
Talent



Create Vibrant  
& Attractive  
Places



Grow a  
Diverse  
Economy



Promote a  
Positive Image



Collaborate  
for a Strong  
Community



# COMMON QUESTIONS

## What is JEDO?

The Joint Economic Development Organization (JEDO) was established by an interlocal agreement between Shawnee County and the City of Topeka, Kansas, in 2001. The JEDO Board is comprised of 13 members. Voting members include the three Shawnee County Commissioners, City of Topeka Mayor and Deputy Mayor and two Topeka City Council members. Nonvoting members are the remaining six council members. JEDO is funded through the half-cent county wide retail sales tax established by the inter-local agreement and is to be used for economic development.

## What is GO Topeka?

GO Topeka is the leader in creating opportunities for economic growth that provide a thriving business climate and fulfilling lifestyle for all residents of Topeka & Shawnee County.

GO Topeka's mission is to create exceptional opportunities for growth, prosperity, innovation, and economic diversity and vibrancy that positively impact current and future citizens of Topeka & Shawnee County by attracting world-class companies, providing existing companies with the knowledge and resources to reach their highest potential, and cultivating entrepreneurial development and growth.

## What is the Momentum 2022 Strategy?

Momentum 2022 is a comprehensive, actionable, and consensus-based plan to guide the community's collective actions in the years to come. Strategy development was funded by the Topeka Community Foundation, GO Topeka, Heartland Visioning, Topeka & Shawnee County Public Library and the United Way of Greater Topeka. The strategy seeks to make Topeka & Shawnee County a better place to live, work, play and do business. It addresses the full range of factors that influence the community's competitiveness, such as talent, education and training resources, infrastructure, business climate, quality of life and quality of place.

## What is the purpose of this report?

The quarterly report to JEDO is a contractual requirement and a resource for the members and the community at large regarding economic development activities in Topeka & Shawnee County. Updates on each of GO Topeka's major initiatives are included here

- Business Attraction
- Business Retention & Expansion (BRE)
- Workforce & Education
- TogetherTopeka
- Forge Young Professionals
- Entrepreneurial & Minority Business Development
- 712 Innovations - Business Startup & Incubation
- The Topeka Subcenter of Kansas Procurement Technical Assistance Center (PTAC)
- Momentum 2022

## How does all of this information about GO Topeka and JEDO relate back to Momentum 2022?

Conceived as a strategic plan for the economic development of Topeka & Shawnee County, Momentum 2022 and the work of JEDO are closely intertwined. The strategy takes a broad view of economic development in its inclusion of quality of life, community pride and quality of place. The majority of its designated action items are from the realm of traditional economic development and every aspect of the plan, if achieved as envisioned, will make the area more competitive and make the work of GO Topeka's many initiatives easier to achieve.

## How does all of this relate to the Greater Topeka Partnership?

The Greater Topeka Partnership seeks to enhance Topeka & Shawnee County as a desirable place to live, work, play and do business through community and business partnerships and by promoting the Momentum 2022 Strategy.

For more information, go to [JEDOEcoDevo.com](http://JEDOEcoDevo.com)

# TOPEKA & SHAWNEE COUNTY VITAL STATS

Updated 10.15.18



## DEVELOP HOMEGROWN TALENT

**GRADUATION RATE -  
FOUR-YEAR ADJUSTED  
COHORT FORMULA  
(ALL SCHOOLS 2016-2017)<sup>(1)</sup>**

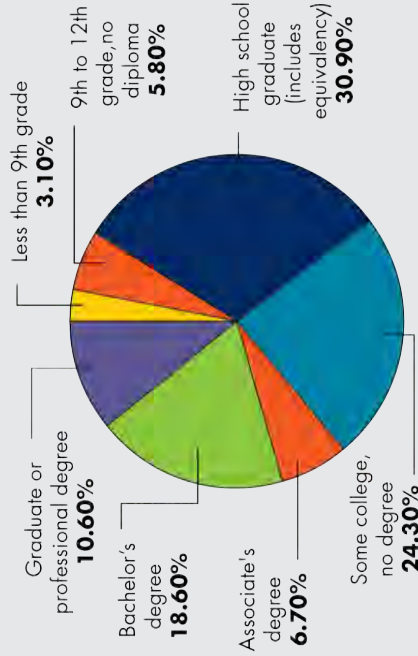
**STATE OF  
KANSAS  
86.9%**

**SHAWNEE  
COUNTY  
84.7%**

**STUDENT-LEVEL METRICS  
IN SHAWNEE COUNTY  
(2017)<sup>(1)</sup>**



**EDUCATIONAL ATTAINMENT IN  
SHAWNEE COUNTY (2016) (2)**  
(Population 25 years and older)



**TOTAL  
CERTIFICATES  
EARNED IN  
SHAWNEE COUNTY  
LESS THAN A  
2-YEAR DEGREE  
(2017)**

**1,289**

38 of 95



## CREATE VIBRANT & ATTRACTIVE PLACES

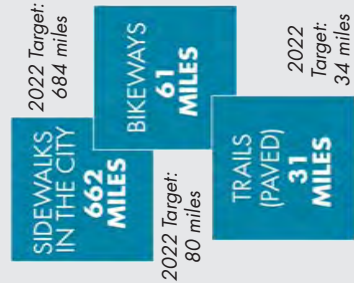
**AARP LIVABILITY  
INDEX<sup>(3)</sup>**

This score rates the overall livability of Shawnee County on a scale from 0 to 100. It is based on the average score of seven livability categories—housing, neighborhood, transportation, environment, health, engagement, and opportunity—which also range from 0 to 100.

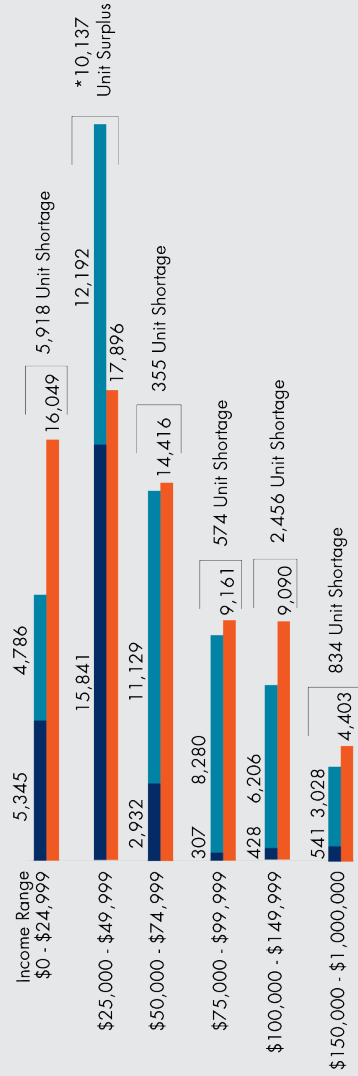


2022 Target: 58 AARP livability index

**PEDESTRIAN FRIENDLY  
SHAWNEE COUNTY  
(2017) (4)**



**AFFORDABLE HOUSING ANALYSIS (2016) (2)**



\*The analysis does not account for age or quality of housing units, and there is the possibility that upper income households are likely outcompeting lower income households for the same housing units.

**ATTENDANCE  
AT FESTIVALS  
AND EVENTS  
(2017)**

**572,625  
PEOPLE**

Ticketed event information provided by Kansas ExpoCentre, Topeka Civic Theatre as well as all Greater Topeka Partnership organizations. Crowd estimation of GTP operated festivals is calculated using the Jacobs Method.

2022 Target: 664,000 people

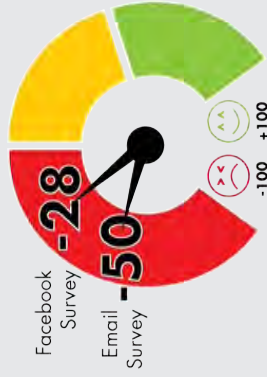




## PROMOTE A POSITIVE IMAGE

### ® NET PROMOTER SCORE (NPS) (2018)(7)

An index ranging from -100 to 100 that measures the willingness of customers to recommend a product or experience to others.



2022 Target: 0 NPS



## GROW A DIVERSE ECONOMY

### 3 SHARE OF EMPLOYMENT OF AT BUSINESSES LESS THAN 5-YEARS OLD (2017)(8)

6,564 PEOPLE WORK AT A NEW BUSINESS

2022 Target: 7,093 people

### ANNUAL MEDIAN WAGE IN TOPEKA (2017) (6)

\$36,000

2022 Target: \$39,000

## GLOBAL METRICS

### GDP IN BILLIONS OF CURRENT DOLLARS (10)

\$10.048 BILLION IN 2015

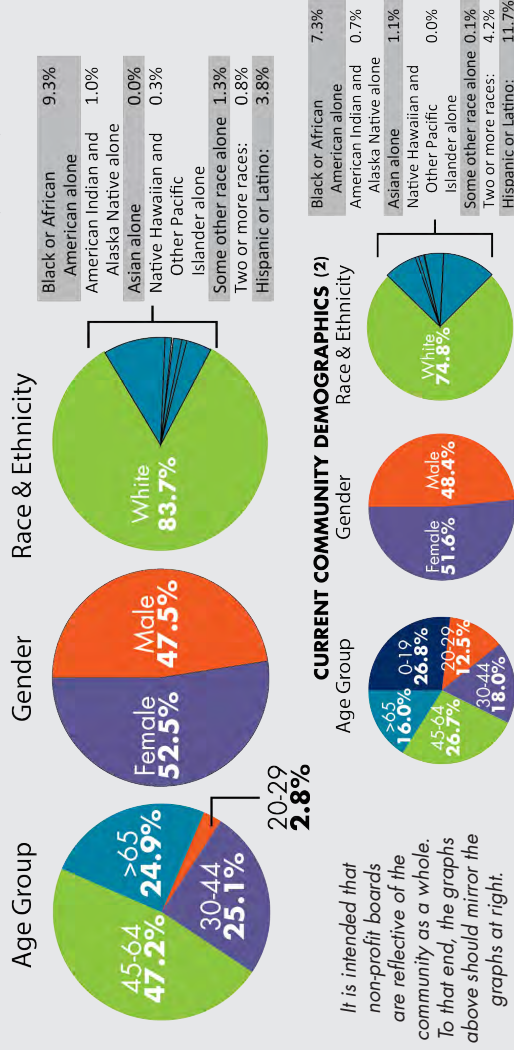
Gross domestic product (GDP) is equal to the sum of personal consumption expenditures, gross private domestic investment, net exports of goods and services, and government consumption expenditures and gross investment.

\$10.471 BILLION IN 2016

2022 Target: \$11.500 GDP in billions of current dollars

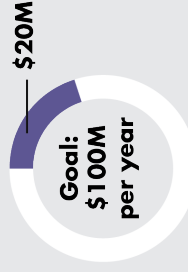
## COLLABORATE FOR STRONG COMMUNITY

### SURVEY RESULTS ON LOCAL NON-PROFIT BOARD DIVERSITY (2018) (7)



### PRIVATE CAPITAL INVESTMENT IN SHAWNEE COUNTY (2018) (7)

Capital investment is the amount of money new or current businesses spend to create, expand or improve facilities. For this report, capital investment is captured by GO Topeka during regular communications with companies or when companies work with GO Topeka to receive an incentive for an investment. The numbers are self-reported and exclude the cost of maintenance. GO Topeka makes every attempt to gather this info for all companies in Shawnee County, however some will not be captured due to lack of awareness of the investment.



2022 Target: \$500M

### TOTAL PRIVATE JOBS IN SHAWNEE COUNTY (2017)(5)

Private = Non-Government Jobs

75,408

2022 Target: 79,000 jobs

### PHYSICAL AND MENTAL HEALTH IN SHAWNEE COUNTY (2016) (9)



Average number of physically/mentally unhealthy days reported in past 30 days (age-adjusted)

### INFANT MORTALITY RATE IN SHAWNEE COUNTY (2016)(10)

6.6 WITHIN 1 YEAR PER 1,000 LIVE BIRTHS

### POVERTY RATE IN SHAWNEE COUNTY (2016) (11)

10.89% TOTAL POVERTY RATE

14.11% CHILD POVERTY RATE

2022 Target: 10%

### PERCENT OF STUDENTS ELIGIBLE FOR FREE OR REDUCED LUNCHES (1)

51.9%

### NUMBER OF PEOPLE WORKING, BUT NOT LIVING IN SHAWNEE COUNTY (2015) (8)

37,123 OR 36.8%

2022 Target: 33%

### PER CAPITA INCOME IN SHAWNEE COUNTY (2016)(10)

\$44,504

2022 Target: \$50,000

Sources: 1 Kansas State Department of Education, 2 U.S. Census Bureau, ACS 5-Year Estimates, 3 AARP Livability Index, 4 City of Topeka Planning Department, 5 Quarterly Census of Employment and Wages, 6 Occupational Employment Statistics, 7 GO Topeka, 8 U.S. Census Bureau, Longitudinal Employer-Household Dynamics, 9 County Health Ranking, 10 Bureau of Economic Analysis, 11 U.S. Census Bureau, Small Area Income and Poverty Estimates

PROVIDED BY





Grow a  
Diverse  
Economy

# BUSINESS ATTRACTION, RETENTION & EXPANSION

*Business Attraction focuses on enticing new businesses and organizations to select Topeka & Shawnee County as their home, encouraging them to invest in the community as a viable place to grow. Marketing the community's assets and putting Topeka & Shawnee County in the best light possible during the site selection process are key components of business attraction.*

*Business Retention & Expansion's (BRE) role is to ensure existing Topeka & Shawnee County businesses have every opportunity to grow and thrive in the community. The BRE program utilizes a variety of tools and resources to assist the community's corporate citizens. Building strong partnerships with businesses supports the prosperity of the community's private sector while growing a more diverse economy.*

## Business Attraction

Prospects of all sizes and industries are looking at Shawnee County as potential opportunities for growth. Deal flow has been high for the past few months with no letdown in sight. GO Topeka's partners at the Kansas City Area Development Council (KCADC) have been the source of the majority of the new business leads. Staff is also working on a couple major projects that came directly to GO Topeka. There are currently 32 new business projects in the pipeline.

## Business Retention & Expansion

GO Topeka is working with a handful of existing businesses on expansion projects planned in the next year that will help grow and diversify our economy. Some projects involve adding jobs while others are strictly investment in the company's physical presence in Shawnee County. Staff also continues to assist existing companies with removing barriers for growth and connecting with state partners to utilize resources that encourage business growth. Work has begun on reviewing current GO Topeka incentive offerings to ensure the community is competitive and meeting the needs of all types of businesses in Topeka & Shawnee County.

### Business Attraction



**32**

Total projects in the  
project pipeline

### Business Retention & Expansion (BRE)



**19**

Total projects in the  
project pipeline



**6**

New projects  
in Q3



**1**

New project  
in Q3



**6**

Site visits YTD



**15**

Onsite visits YTD

## HELPFUL DEFINITIONS

### Business Attraction

Recruits businesses to Topeka & Shawnee County

### Business Retention & Expansion (BRE)

Helps to retain businesses in Topeka & Shawnee County

### Project Pipeline

The projects Business Attraction and BRE are working on





GO Topeka staff has been working with a new company called Global Grain to locate a commodity export business in Shawnee County. JEDO approved the incentive in early June of this year.

Known as "Project Eagle", Global Grain will bring 15 new full-time jobs over 5 years with an average salary of \$60,000 plus benefits, resulting in an overall economic impact of \$2 million.

"We are so pleased to welcome Global Grain to Shawnee County," said Molly Howey, Senior Vice President of Economic Development for the Greater Topeka Partnership. "We're confident the company will be a strong community partner for years to come."

"I look forward to growing and expanding in Shawnee County," said Chris Haverkamp, General Partner, Global Grain. "The resources and assistance that have been

provided throughout the process by both GO Topeka and JEDO have been wonderful. The community has already begun to welcome us and we haven't even officially opened yet."

"On behalf of JEDO, we are excited with this opportunity to help the expansion and growth of a local home-grown business," said Shawnee County Commissioner Kevin Cook, current chair of JEDO. "A commodity export business such as Global Grain helps diversify our current company portfolio while utilizing the resources that are available right here in our community."

Following GO Topeka's incentive guidelines, Global Grain will be receiving up to \$115,600 based on the performance of the company's jobs created and investment.





Grow a  
Diverse  
Economy



Collaborate  
for a Strong  
Community

# ENTREPRENEURIAL & MINORITY BUSINESS DEVELOPMENT

*Entrepreneurial and Minority Business Development ensures small businesses in Topeka & Shawnee County constantly receive the support they need to start, grow and sustain their businesses. Incentive programs, educational sessions and counseling are provided to help them flourish.*

## SMALL BUSINESS INCENTIVES



**\$205,273**

Incentives  
issued YTD



**45**

Incentives  
issued YTD



**32**

Currently in  
pipeline

## FIRST OPPORTUNITY LOAN FUND



**\$50,000**

One loan  
issued YTD



**2**

Loans pending



**3**

Requests during Q3

## FASTTRAC NEW VENTURE



**8**

Students  
graduated from the  
program in Q3



**5**

Actively in  
business

## TSC3 PLEDGE CAMPAIGN



**76**

Currently  
participating

# PTAC

## (PROCUREMENT TECHNICAL ASSISTANCE CENTER)



Grow a  
Diverse  
Economy

*PTAC was created by congress in the 1980s to assist businesses involved in government contracts. Today, Kansas PTAC assists qualified businesses in locating, obtaining and performing federal, state and local government contracts. Kansas PTAC is funded through a partnership that also includes Pittsburg State University, Johnson County Community College, Wichita State University and GO Topeka.*



**194**

Active Clients



**45**

New Clients



**213**

One-on-One  
Counseling  
Sessions



**10**

Events Held

### TOTAL CONTRACT AWARDS FOR KS PTAC SUBCENTER TOPEKA

(Service area covers 26 counties in NE KS)

**\$14,361,080 =**

**\$ 12,600 =**

**\$ 556,500 =**

Federal  
State & Local  
Subcontract

**\$14.9M CONTRACT AWARDS**

### SOCIO-ECONOMIC STATS ON FEDERAL CONTRACT AWARDS

Small Disadvantaged Business **52**

Woman Owned Small Business **42**

HUBZone **10**

Service Disabled Veteran Owned Small Business **37**

### SHAWNEE COUNTY WAS AWARDED



**31**

Contract awards



**\$8,369,316**

Value

### TO DATE RETURN ON INVESTMENT (ROI):

**For every \$1 JEDO INVESTS, PTAC GENERATES \$205**

### HELPFUL DEFINITIONS

#### HUBZone

A United States Small Business Administration (SBA) program for small companies that operate and employ people in Historically Underutilized Business Zones

#### JEDO ROI

Total contracted awards divided by \$70,000 (JEDO Investment in Kansas PTAC) = ROI





Grow a  
Diverse  
Economy



## Innovation & Entrepreneurship

*Innovation is defined as executing an idea which addresses a specific challenge and achieves value for both the company and customer. Entrepreneurship describes the capacity and willingness to develop, organize and manage a business venture along with any of its risks. Entrepreneurship and Innovation are very closely related. In combination, they are aimed at creating value and bettering people's lives. An entrepreneurial ecosystem allows for the fast flow of talent, information, and resources so that entrepreneurs can quickly find what they need at each stage of growth. As a result, the whole is greater than the sum of its parts.*



Katrin Holzhaus, SVP of Innovation, has had the opportunity to speak with many of the major community stakeholders to introduce herself and to listen to ideas for Topeka's enhanced entrepreneurial ecosystem. Clearly, there are a number of resources and networks available which will serve as an excellent springboard for what's to come. The newly formed Innovation Advisory Board held its first meeting on October 4, 2018 and included senior leaders from local companies like Advisors Excel, Security Benefit, Stormont Vail Health, Fulcrum Global Capital, KBS Constructors and Hills Pet Nutrition. "We are very fortunate to have such a strong team of accomplished entrepreneurs and researchers supporting this important initiative. With their support we will set the stage for specific initiatives that will benefit entrepreneurship and innovation in Topeka in the short and long term," said Holzhaus.





# 712 INNOVATIONS

COWORK | MAKERSPACE | INCUBATOR



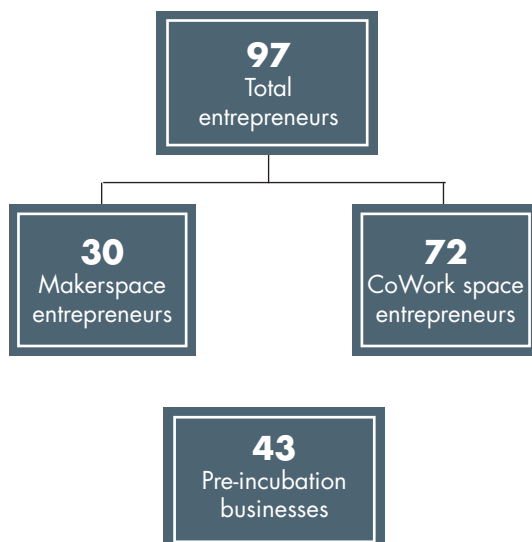
Grow a  
Diverse  
Economy

*712 Innovations' mission is targeted programs, resources and services that accelerate the successful development of start-up and fledgling founder-operated small business entrepreneurs and entrepreneur teams building scalable high-growth businesses. 712 Innovations is the hub of the Topeka & Shawnee County entrepreneur ecosystem and works closely with its ecosystem and corporate partners to connect entrepreneurs with our network to accelerate knowledge, growth and revenue.*

**75**  
Entrepreneur  
Meetup attendees  
YTD

**44**  
Presenters at  
1 Million Cups

## PRE-INCUBATION ENTREPRENEURS



## HELPFUL DEFINITIONS

### Entrepreneurship Ecosystem

The social and economic environment affecting local/ regional entrepreneurs and entrepreneurial businesses. Topeka & Shawnee County's Entrepreneurship Ecosystem has 40 organizations working to provide financing, training, or resources to entrepreneurs at all stages of their ventures.

### 1 Million Cups Topeka

1MC TOP is a free networking event designed to engage and connect entrepreneurs with the greater business community. The first Wednesday (9 - 10 a.m.) every month, two startups present their business model in a friendly, fast-paced pitch session.

### MakerSpace

MakerSpace combines manufacturing equipment and education for the purposes of enabling members to design, prototype and create manufactured works.

### CoWork Space

Attractive to work-at-home professionals, independent contractors and workers whose career requires frequent travel.

### 712i Pre-Incubator

Supports nascent entrepreneurs by providing an office space for developing and testing a fledgling business idea. This most commonly occurs while working with the Washburn Small Business Development Center or GO Topeka's Entrepreneurial & Minority Business Development programs.

### 712i Incubator

A three month to two-year program for businesses in their late first or second stage. This program helps them scale up by providing goal analysis, dedicated focused mentoring and facilitated networking opportunities.



# FORGE

## YOUNG PROFESSIONALS

— TOPEKA —



Collaborate  
for a Strong  
Community



Grow a  
Diverse  
Economy



Develop  
Homegrown  
Talent

*The mission of Forge is to attract and retain young talent. The viability of the community is dependent upon its ability to recruit, retain and train young talent. But the mission is not simply about the replacement of current workforce - it is about driving the innovation and creativity that moves us forward.*



**56**  
Events/meetings  
YTD



**1,553**  
Members attended  
events YTD



**1,971**  
Members YTD

The First Presbyterian Church reached out to Forge's Volunteer Initiative to partner on broadening outreach to the local community. To support these efforts, the church granted the Forge Volunteer Committee \$5,000 designated towards a project that addresses basic needs in the community. The Forge Volunteer Committee has engaged various community groups to determine how best to utilize these funds. An event will be developed this fall that will offer families the chance to receive free food, hygiene kits, and education on health and public-safety related topics.

### 1. Forge VIP tours featured two exciting opportunities.

Forge members went behind-the-scenes at Westside Stamp & Awards and left with personalized glassware.

Forge members also went behind-the-scenes at the TPD Law Enforcement Center including a chance to meet the bomb squad, drone pilots, and police dogs.

### 2. Forge concluded the 2018 Top City Interns program with another downtown concert which drew interns downtown for a free concert featuring bands Hembree and Oceanside Hotels.

### 3. The Forge Your Future voter engagement initiative is becoming busier as election season draws closer. Forge recently hosted a candidate meet-and-greet featuring candidates for local offices while partnering with the YWCA for voter canvassing.

# WORKFORCE & EDUCATION



Develop  
Homegrown  
Talent

*Workforce & Education focuses on convening partners from schools and businesses to talk through their current and upcoming needs. As a result, schools can educate and train students to go from graduation to the workforce and companies and organizations get the satisfaction of hiring a locally-educated workforce.*

## EMPLOYMENT STATS

	CITY OF TOPEKA	SHAWNEE COUNTY	KANSAS
NUMBER OF JOBS	85,916	101,973	1,492,084
AVERAGE ANNUAL WAGE	\$44,390	\$44,321	\$45,270
LABOR FORCE PARTICIPATION RATE	50.46%	51.6%	50.2%
UNEMPLOYMENT RATE	3.9%	3.6%	3.5%
EMPLOYMENT- POPULATION RATIO	48.5%	49.72%	52.01%

Labor Market Statistics, Quarterly Census of Employment and Wages Program  
Local Area Unemployment Statistics (LAUS)  
Downloaded: 10/10/18

## SOTO RIDE TO WORK

6,657 SOTO trips to date	2,284 SOTO trips July-Sept. 2018
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## CaRE PROGRAM

265 CaRE bus passes used program to date	74 CaRE bus passes used YTD
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## JEDO SCHOLARSHIPS

32 Students assisted by JEDO scholarships	\$15,000 In scholarships awarded
--	--

Fall semester, 2018

## HELPFUL DEFINITIONS

### Labor Force Participation Rate

A measure of the active portion of an economy's labor force. It refers to the number of people who are either employed or actively looking for work.

### Employment-Population Ratio

A measure of labor market strength; it is calculated by dividing the number of employed workers in an area by the total civilian non-institutionalized population aged 16 and over in that region.

### JEDO Scholarships

JEDO Scholarships are awarded to Washburn Institute of Technology students in high demand fields from programs like practical nursing and advanced systems technology. These scholarships impact students' lives, helping to grow our workforce and support those students to earn a certificate and obtain well paying positions.

### SOTO

The SOTO (South Topeka) Ride to Work program is a pilot transportation initiative for South Topeka employers. This program helps remove transportation barriers for employees in the South Topeka corridor.

### Topeka Rescue Mission's Career Readiness Education program (CaRE)

The Topeka Rescue Mission's Career Readiness Education program provides workforce training for TRM residents. The bus pass program assists TRM in ensuring students in the program have transportation access to internships and employment opportunities in the community.





Develop  
Homegrown  
Talent

# WASHBURN TECH EAST (ETLC PROJECT)

GO Topeka is dedicated to the completion of Washburn Tech East for the community and is actively monitoring progress, budget and scheduling for the project. Based upon communications in August from the bond company on the project, The Hartford; Shawnee County was advised not to release additional construction funds without consent from the bond company. While The Hartford communicated to the County that the investigation was not related to the ETLC project, it still has affected the timeline for completion. Most recently, JEDO authorized the county counselor to issue a default under the construction contract in order to trigger the rights under the bond. The bond company will be guiding us on next steps soon. While these matters have been beyond control, GO Topeka, Shawnee County, JEDO and Washburn all remain fully committed to and support the Washburn Tech East Project.







# EDUCATION | CRADLE THROUGH CAREER | TALENT

*TogetherTopeka is the brand creation of collective impact initiatives in the Momentum 2022 Strategy, incorporating all education and training providers, from cradle through career, non-profits, social service providers, faith-based organizations and the business community.*



Develop  
Homegrown  
Talent

During the third quarter, TogetherTopeka focused on meeting with stakeholders throughout the community and reviewing recent efforts made to develop homegrown talent from cradle through career. This process will help identify a community perspective of strengths, weakness, opportunities, and threats. In addition, these discussions will help us build awareness about efforts in education and share information as we set out to develop and define the scope of work of TogetherTopeka in context with Momentum 2022 goals.

The following summary highlights community efforts and achievements realized in the third quarter.

- The Kansas Children's Discovery Center in collaboration with local school districts, hosted "Camp Kindergarten," inviting families with preschooler's to come and experience what a real classroom is like. On July 29, KCDC also hosted "Discovery Kindergarten," an event designed to connect kids and caregivers to community resources to get kids school ready.
- Visit Topeka conducted "Camp Topeka"; a two-week-long camp experience for students who traveled the city, learned about events happening in Topeka

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throughout the year, visited historical sites, heard from specially invited guests and discovered how to become community advocates.

- Youth employment programs have taken shape in the form of job shadowing, internships, and job exposure through programs sponsored by the Topeka Community Foundation, One Topeka Family, the YMCA, Topeka & Shawnee County.
- Topeka USD 501 held the ribbon cutting for the new Topeka Center for Advanced Learning and Careers, also known as TCALC. This new space will host high school juniors and seniors who are interested in studying one of nine career pathways offered.
- Local efforts coordinated through the United Way of Topeka and its partners helped Topeka be selected to receive the 2018 National Pacesetter Award from the National Campaign for Grade Level Reading.

# [iNCLUDED]

*Backed by GO Topeka and the Greater Topeka Partnership, iNCLUDED aims to be the authority on diversity and inclusion within businesses and organizations throughout the region.*



Collaborate  
for a Strong  
Community



Develop  
Homegrown  
Talent

The iNCLUDED Leadership team met in August with Tulsa's Mosaic's leadership team to learn about their success with diversity, equity and inclusion programs. iNCLUDED had the opportunity to look at strategies, discuss brainstorming sessions, and the intentionality and authenticity to create a safe space for iNCLUDED as the community's diversity business council. iNCLUDED's vision remains to be the catalyst to build a diverse and inclusive business culture in Topeka & Shawnee County. iNCLUDED is excited to embark on the crucial conversations that are needed as we move forward to educate, strengthen and partner with businesses to create diverse and inclusive workforce cultures while promoting economic and inclusive prosperity.



Create Vibrant  
& Attractive  
Places



Collaborate  
for a Strong  
Community

## COMMUNITY COLLABORATION SPOTLIGHT

The Joint Economic Development Organization recently adopted a resolution to award funds for quality of place projects in Topeka & Shawnee County.

Some of the criteria JEDO considered when awarding the funding consisted of accessibility to the public, inclusivity of all demographics to enhance diversity, a sustainable funding source, a measurable return on investment and that it is complimentary to commercial

and residential community assets. Funds will not be approved for community events.

A panel will review the applications and those that are selected will be invited to present their idea to the selection panel for further review. Final awards will be made at the December 12 JEDO meeting.

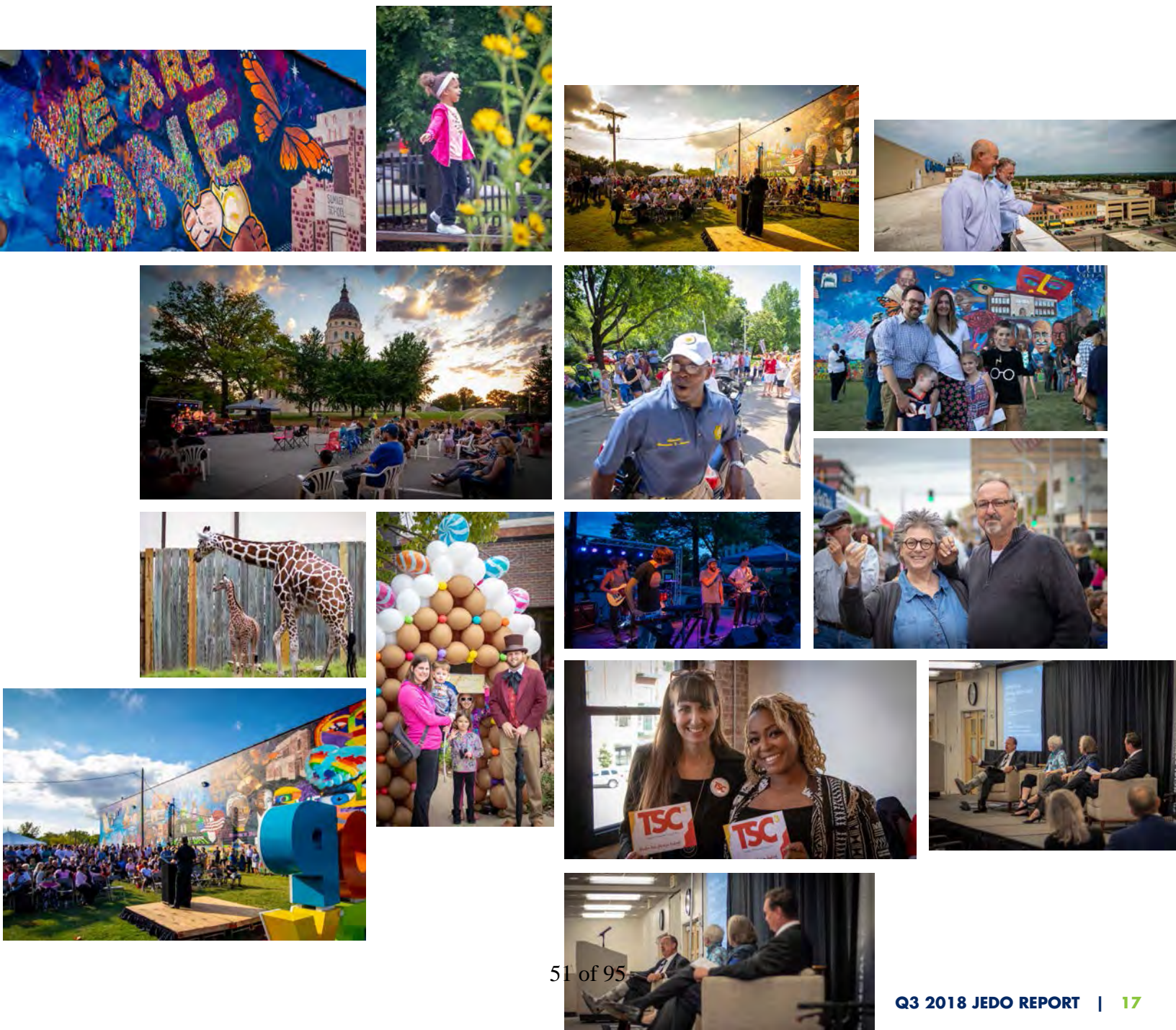
For more information: **Momentum2022.com**  
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# HIGHLIGHTED UPCOMING EVENTS

Small Business Summit  
Economic Outlook Conference  
Small Business Boot Camp  
Global Entrepreneurship Week  
Start-Up Weekend  
Women's Forum  
Small Business Saturday  
State of Education  
Quarterly Entrepreneurship Meetup  
JEDO meeting

October 30  
November 6  
November 10  
November 12-18  
November 16-18  
November 15  
November 24  
November 28  
December 6  
December 12







## ALL STAFF DIRECTORY

Downtown Topeka Inc.  
Topeka Chamber  
GO Topeka  
Visit Topeka  
712 Innovations  
Entrepreneurial & Minority Business Development  
Forge  
Heartland Visioning  
Innovation & Entrepreneurship  
Momentum 2022  
TogetherTopeka

**North Campus**  
120 SE 6th Ave.  
Topeka, KS 66603  
785.234.2644

**South Campus**  
618 S Kansas Ave  
Topeka, KS 66603  
785.234.1030

### EXECUTIVE TEAM



**Matt Pivarnik**  
President and CEO



**Brett Oetting**  
EVP  
President - Visit Topeka



**Curtis Sneden**  
Chief Operating  
Officer



**Molly Howey**  
SVP - Economic  
Development



**Kayla Bitler**  
SVP - Momentum  
2022



**Katrin  
Holzhaus**  
SVP - Innovation



**Vince Frye**  
SVP  
President - DTI



**Glenda  
Washington**  
SVP - EMBD



**Natalie Zeller**  
SVP - Finance



**Mary Ann  
Anderson**  
Assistant Manager -  
EMBD



**Rebecca Atnip**  
Executive Assistant



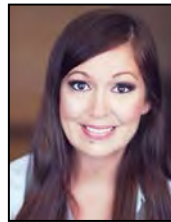
**Andrea Bailey**  
VP - Administration



**Mike Bell**  
VP - Sales



**Hannah  
Burianek**  
Accountant



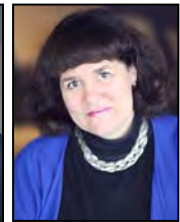
**Megan Caudill**  
Executive Assistant



**Rosa Cavazos**  
Director of Events



**Paul Cervantex**  
District Maintenance  
Specialist



**Karen Lane  
Christilles**  
Executive Director -  
712 Innovations



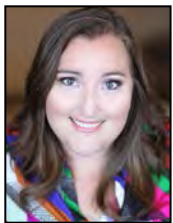
**Liz Cornish**  
Assistant



**David Corr**  
Equipment Technician  
& Trainer -  
712 Innovations



**Michelle  
Cuevas-  
Stubblefield**  
Executive Director -  
LGT



**Rosemary  
Dahlgren**  
Digital  
Communications  
Director



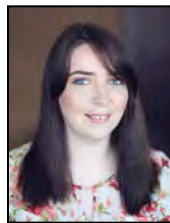
**Glenda  
DuBoise**  
Community  
Engagement  
Coordinator



**Kristi Dunn**  
PTAC Subcenter  
Director



**Diann Faflick**  
Executive Director -  
TogetherTopeka



**Nevada Fenton-  
Millis**  
Graphics Manager



**Rhett Flood**  
Project Manager



**Misty Pry**  
Sales Assistant



**Jared Hitchens**  
Project Manager



**Matt Lara**  
Web Manager



**Freddy Mawrin**  
Research Manager



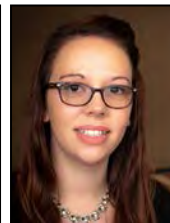
**Amy McCarter**  
VP - Communications



**Aaron Neely**  
Client Services  
Coordinator - 712  
Innovations



**Kelsey Papps**  
Creative Director



**Misty Pry**  
Sales Assistant



**Kim Redeker**  
VP - Resource  
Development



**Brigid Reilly**  
Executive Assistant



**Liz Sage**  
Member Relations  
Manager



**Jessica  
Schenkel**  
Sales Manager



**Jensen Simons**  
Copywriter



**Ashlee Spring**  
Corporate Events  
Manager



**Barbara  
Stapleton**  
VP - Workforce &  
Education



**Stephanie  
Wilhelm**  
Festival and Events  
Manager

# GO TOPEKA BOARD OF DIRECTORS

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Chair  
Bartlett & West

**Kurt Kuta**  
Secretary  
CoreFirst Bank & Trust

**Wendy Wells**  
Past Chair  
U.S. Bank

**Marsha Pope**  
Topeka Community  
Foundation

**Randy Peterson**  
Chair Elect  
Stormont Vail Health

**Scott Gales**  
Treasurer  
Architect One, Inc. PA

**Matt Pivarnik**  
President/CEO  
Greater Topeka Partnership

## ELECTED DIRECTORS

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Hill's Pet Nutrition, Inc.

**Keith Warta**  
Bartlett & West

**Matt Strathman**  
Strathman Sales Co.

**Oscar Santana**  
Big Heart Pet Brands

**Linda Briden**  
Sunflower Assoc. of Realtors

**Wendy Wells**  
U.S. Bank

**Jacob Wamego**  
Prairie Band Potawatomi  
Nation

**Andrea Engstrom**  
Bajillion Agency

**Jerry Ney**  
Aldersgate Village

**Scott Gales**  
Architect One, Inc. PA

**Marsha Pope**  
Topeka Community  
Foundation

**Megan Jones**  
Jones Advisory Group

**Steve Anderson**  
University of Kansas Health

**Kurt Kuta**  
CoreFirst Bank & Trust

**Allen Moore**  
Frito-Lay, Inc.

**Shane Sommars**  
Briggs Auto

**Randy Peterson**  
Stormont Vail Health

**Daina Williams**  
L&J Building Maintenance

**Dan Foltz**  
KBS Constructors, Inc.

**Pat Tolin**  
McPherson Contractors

**Madan Rattan**  
Topeka Investment Group

**Doug Wolff**  
Security Benefit

**Stephen Wade**  
Topeka CapitalJournal

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Everygy

**Treena Mason**  
Blue Cross Blue Shield

**Wade Jueneman**  
McElroy's

**Greg Schwerdt**  
Schwerdt Design Group

**Alonzo Harrison**  
HDB Construction

**Jim Klausman**  
Midwest Health

**Gianfranco Pezzino**  
Shawnee Co. Health  
Agency

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Mayor  
City of Topeka

**Shelly Buhler**  
Shawnee County  
Commission

**Eric Johnson**  
President  
MTAA

**Matt Pivarnik**  
President/CEO  
Greater Topeka Partnership

**Mike Padilla**  
City of Topeka

**Dr. Jerry Farley**  
President  
Washburn University

**Brent Trout**  
City Manager  
City of Topeka



A Greater Topeka Partnership Organization



Prepared for JEDO  
Joint Economic Development Organization



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## *Agenda Item No. 7*

**JEDO Board Meeting  
December 12, 2018**

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**ACTION ITEM:** Quality of Place Project Funding



**JOINT ECONOMIC DEVELOPMENT ORGANIZATION (JEDO)**  
**RESOLUTION NO. 2018- 1**

**A RESOLUTION ESTABLISHING A POLICY FOR USE OF ECONOMIC DEVELOPMENT  
FUNDS TO PROMOTE QUALITY OF PLACE IN TOPEKA/SHAWNEE COUNTY**

**WHEREAS**, the methods and means for promoting economic development in communities include the promotion of quality of place and placemaking initiatives; and

**WHEREAS**, JEDO recognizes the importance of quality of place when promoting Topeka and Shawnee County; and

**WHEREAS**, JEDO desires to establish policy and criteria for using economic development funds for quality of place and placemaking initiatives; and

**NOW, THEREFORE**, be it resolved by the JEDO Board as follows:

1. Quality of place consists of those characteristics of a community or region that make it distinctive from other places and attractive as an area to reside, work, and/or visit. Quality of place encompasses a community's environment, civic traditions, cultural amenities, and recreational opportunities.
2. Quality places include at least some of the following characteristics:
  - a. Mixed-uses
  - b. Quality public spaces
  - c. Broadband enabled
  - d. Multiple transportation options
  - e. Multiple housing options
  - f. Preservation of historic structures
  - g. Community heritage
  - h. Arts, culture, and creativity
  - i. Recreation
  - j. Green Spaces
3. JEDO shall establish the JEDO Quality of Place Fund. The Fund shall be used only on specific projects that have been approved for funding by JEDO in an open public meeting. Preference shall be given to projects that have multiple funding sources (e.g., public and private joint initiative) and projects that have been approved in a public vote.



4. JEDO shall consider the following criteria when awarding funding for a quality of place project:

Accessibility:

- Connection via public transit system
- Available to the public
- Reaches all demographics; enhances diversity and inclusion

Funding:

- Public/private partnership
- One-time award by the fund per project
- Must have a sustainable funding source
- Project has been approved by public vote

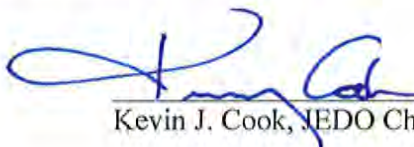
Community Connection:

- Measurable Return on Investment (ROI) – usage, dollars, change in property values, etc.
- Enhances Community Plans and Objectives (e.g., Momentum 2022 or other JEDO approved Community Plans or Objectives)
- Complementary to other community assets (both commercial and residential)
- Improves aesthetics
- Shovel ready in the near term

Excludes

- The Quality of Place Fund shall not be approved to fund Community Events.
5. Any quality of place project to be considered by JEDO must be placed on a published JEDO Agenda at least one week before its consideration in any regular or special meeting. A proponent of the funding of a quality of place project shall present the proposed project to JEDO's Economic Development Consultant. The Consultant shall review the project and provide a report to JEDO that discusses whether the proposed project meets the funding criteria and is recommended for approval by JEDO.

ADOPTED AND APPROVED BY JEDO ON May 9, 2018

  
Kevin J. Cook, JEDO Chair

**ATTEST:**

  
Megan L. Barrett, JEDO Clerk

## Quality of Place Funding Recommendations:

The following projects are being recommended for approval to receive funding from JEDO under the Quality of Place Resolution. The Quality of Place review panel has received applications and presentations and presented their recommendation to the GO Topeka Executive Committee. That committee has reviewed and approved the recommendation of the panel and the full GO Topeka board will vote on the recommendations at their meeting on December 7, 2018.

- City of Auburn Exercise Park
- Downtown Plaza
- Jayhawk Theater
- NOTO Redbud Park & District Improvements

## Quality of Place Funding Applicant Summary

Applications were accepted through October 22<sup>nd</sup>. Presentations for these projects were made to the Quality of Place Workgroup Panel on October 26<sup>th</sup> and 27<sup>th</sup>. The following applications were received and considered for the Quality of Place Funding.

1. Ad Astra Fiber - Hi-Speed Wi-Fi services	Full cost for equipment, access, & install costs for four potential and separate areas/properties. Ongoing funding reliant upon access fees by users.
2. Arts & Craftsman Workshop	Maker space. Full cost for relocation & rental costs to new DT location and new equipment. Ongoing funding from private memberships.
3. Auburn Exercise Equipment Park	Cost of outdoor exercise equipment. City of Auburn has location identified, installation costs covered, and ongoing programming/maintenance covered.
4. Backstage TPAC - Spotlight on Youth	Assist with programming costs for established and new TPAC programs focused on introducing performing arts to school-aged children.
5. IBSA	Full costs for acquisition of property, 3-5 years of occupancy costs, and furniture and equipment. Additional location to expand IBSA services. Programming costs for new location to be covered by IBSA organization.
6. Jayhawk Theater - Capital Campaign	Provide support/participate in \$10 million fundraising project set to start in 2Q2019. Estimated project completion date Spring 2022.
7. Jayhawk Theater - Plumbing & Electrical Costs	Provide funds for plumbing costs to connect to City water and sewer services. Newly remodeled bathrooms are completed, but cannot be used. Electrical work for alley that would allow for more outdoor programming.
8. NOTO - Redbud Park & District Improvements	Participate in existing \$2.1 Million capital campaign that is underway. Specific asks to complete funding for RedBud Park, acquire need parking space, and general district improvements.
9. Riverfront Authority - Oregon Trail Park	Request for partial funding of larger park project that is still in early stages.
10. Riverfront Authority - Upstream Weir	Request for partial funding of \$2.5 Million gap in funding sources for upstream weir. Total costs = \$4.5 Million. Uncertain completion date.
11. Spectra / Expocentre	Request to fund additional amenities to Expocentre project. At present cost for these amenities are not covered by latest bid and bond funding. Project to start in 1Q2019 with estimated completion first half of 2021.
12. The Downtown Plaza	Request to participate in funding of \$9.6 Million project. Other funding sources identified. Project set to start in December 2018 with completion targeted for EOY 2019 or early 2020. Ongoing funding sources in place.
13. Topeka Zoo - Kay's Garden	Request to participate in public/private funded Japanese Garden project. Groundbreaking took place in November 2018 with completion targeted for Spring 2020. Other funding sources have been identified.
14. Lynn Hultquist	Request to provide funding for cleanup of city corridors. Focus corridors include highway areas and Crestview Park.



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## *Agenda Item No. 8*

**JEDO Board Meeting  
December 12, 2018**

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**DISCUSSION ITEM:** Washburn Tech East (ETLC Project)



## **Washburn Tech East (ETLC Project) Update December 12, 2018**

Barbara Stapleton, Vice President of Workforce & Education  
James Crowl, Shawnee County Counselor

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### ***Design and Construction***

We continue to monitor the project as the bond company, The Hartford, addresses the next steps. Previously, JEDO authorized the county counselor to issue a default under the construction contract in order to trigger the rights under the bond. Next steps with guidance from the bond company are in process with a new update on construction to occur shortly. The Hartford, has requested and received bid estimates from potential general contractors as outlined in their requirements for action on the project. The county counselor is in regular communications with the bond company's counsel as to next steps with guidance from the bond company and should have an update regarding the Hartford's selection of a new general contractor shortly. While these matters have been beyond our control, GO Topeka, Shawnee County, JEDO and Washburn all remain fully committed to and support the ETLC Project and continuing completion efforts for the Washburn Tech East campus.

### ***Washburn Tech East Recruitment Report***

Washburn Tech has moved forward and made alternative, temporary arrangements with a nearby community partner to ensure that some class programs will start at the alternate location beginning in January, maintaining a solid commitment to ensuring classes will begin on time. Washburn Tech also continues the process of hiring staff for the facility. Currently, both a director of the campus and a career navigator have been named and additional personnel will transition to the temporary location, ultimately for permanent placement at the Washburn Tech East campus once construction is complete.

In addition, Student Orientation Days continue to occur for incoming students in the following programs at Washburn Tech East: Building Technology, Commercial Truck Driving, Healthcare, Adult Education, and ESL. Based upon student interest and pre-enrollment, Washburn forecasts that the student orientations will continue to be well attended.

### Upcoming Orientation Dates

December 18, 2018

February 12, 2019

April 9, 2019



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## *Agenda Item No. 9*

**JEDO Board Meeting  
December 12, 2018**

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**DISCUSSION ITEM WITH POSSIBLE ACTION:** Community Broadband Task Force.

- a. Presentation/Report from the Project Team: Findings from the Request for Information and Next Steps



The background image is a dark, semi-transparent photograph of a construction or utility site. In the center, a white semi-truck is parked on a road. To its left, a large piece of machinery with two elevated buckets is visible, with two workers in safety gear standing in the buckets. The road is lined with orange traffic cones on the right side. The overall scene suggests infrastructure work, likely related to the broadband project mentioned in the text.

# Topeka & Shawnee County Broadband Planning Project

**Service Provider Outreach and Next Steps | Dec. 2018**

# Project Goals

## 1. Bring broadband service to unserved parts of Topeka / Shawnee County

- a) Solutions must *at least* meet this minimum definition of “served”:
  - Performance: at least FCC “Baseline” performance tier (currently 25 Mbps download / 3 Mbps upload and low latency)
  - Data caps are at least comparable to services generally available in Topeka
  - The price of a “Baseline” service tier is comparable to services generally available in Topeka for residential and small business users.
- b) Solutions are *preferred* if they can offer faster speeds, lower latency, or larger data caps with no or relatively low increases in prices or required support

## 2. Digital Inclusion: Share the benefits of broadband improvements as widely as possible

- a) Ensure that less advantaged neighborhoods in the City and County have access to broadband service meeting the definition of “served” or better
- b) Ensure that all school-aged children have at-home access to adequate broadband for educational purposes, regardless of their parents’ ability to pay
- c) Provide assistance to low-income families to obtain access to broadband service
  - Even if they do not live in a location where an existing program provides assistance
  - That provides at least “Baseline” performance
  - Even if they do not meet the qualifications of an existing program, or cannot afford the reduced rate offered.
- d) Ensure that less-advantaged neighborhoods in the City or County have access to higher-performance broadband services as they become available

## 3. Spur the introduction to the Topeka / Shawnee County region of “Gigabit” services

- a) Services are preferred that perform at a level that would meet the FCC’s “Gigabit” performance tier



**Core Goals**



**Stretch Goals**



# Companies Responding to Outreach

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**The Broadband Planning Team sought provider input through face-to-face interviews and a Request for Information (RFI)**

- Major Incumbents
  - AT&T
  - Cox
- Wireless Internet Service Providers in the County
  - Mercury Wireless
  - Kwikom (interview only, no RFI response)
- Middle-mile fiber provider in the County
  - KSFiberNet
- Fiber-to-the-Premise provider not yet in the County
  - Allo Communications (RFI response only)

# Input Sought

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- **Current and future services and prices, expansion and upgrade plans**
- **Conditions under which companies can make a purely private business case for investment**
- **Key assets that companies need or could use to expand or improve service**
- **Public policies and processes that help or hinder deployment**
- **Usefulness of various types of non-financial, financial, or in-kind assistance**
- **Ability to support discounts for low-income users**
- **Experience in other jurisdictions**

# Key Findings: Gigabit Services

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- **A range of existing and new service providers showed interest in investing their own money in networks to offer gigabit and near-gigabit services**
- **The interest was primarily in Topeka and nearby areas**
- **Some assistance was requested, but the requests were generally non-financial**

# Key Findings: Rural Unserved Areas

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- Existing wireless broadband providers are interested in upgrading and expanding services in rural areas
- Some fiber-based providers are willing to experiment with extending their network wirelessly into rural areas
- Some wireless providers are experimenting with deploying fiber in areas of greater density
- Some expansion and improvement in service is likely even without public sector help
- Without public sector financial help, there likely is not a business case to cover all unserved areas at targeted speeds

# More on the Rural Business Case Gap

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- In a previous phase of the project, Tilson analyzed the cost and business case for a type of rural coverage solution: a fiber-fed wireless broadband network
- The prior Tilson business case analysis suggests that the business case for a wireless network offering near-universal rural coverage in Shawnee County could become self-sustaining if it received one-time capital support in the seven-figure range
- Different service providers responding to the outreach had different technical approaches to expanding rural coverage, some similar to the one in the Tilson study, some less so
- It is possible that some of these approaches would require less up-front support, but would require support for periodic technology refreshes



# Key Findings: Digital Inclusion

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- Every service provider who has residential customers has or would be willing to offer a low-income affordability program
- No existing program met targeted speed goals
- Companies with national programs don't tailor the parameters locally
- Some providers with existing programs are discouraged about participation levels
- No provider indicated that they could provide an enhanced\* program without additional recurring financial support

\*Enhanced-offering greater speeds and/or lower costs to users than currently-available low-income programs

# Original Project Process

---

~~Evaluate Previous Universal FTTP~~

~~Model~~

~~ISP Interviews~~

~~Issue Request for Information~~

~~Issue Request for Proposals~~

~~Select and Implement Solution~~

# Recommended: Updated Project Process

A new initiative funded  
next in place of RFP

~~Evaluate Previous Universal FTTP  
Model~~

~~ISP Interviews~~

~~Issue Request for Information~~

Organize Broadband Business  
Assistance Initiative

Issue Request for Proposals with  
Focus on Rural Unserved Area

Select and Implement Solution

Would now be contingent  
on future funding

# Broadband Business Assistance

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## Catalyzing Private Investment by Demonstrating Topeka and Shawnee County are “Broadband Ready”

1. Provide mapping data that helps providers build their own business case
2. Ensure low barriers to use of public ROW and other useful assets for broadband
3. Ensure permitting and inspection requirements are straightforward, easy to navigate, and clearly communicated
4. Provide an advocate / facilitator working to keep things on track
5. Coordinate opportunities for joint work when doing trenching or significant road work



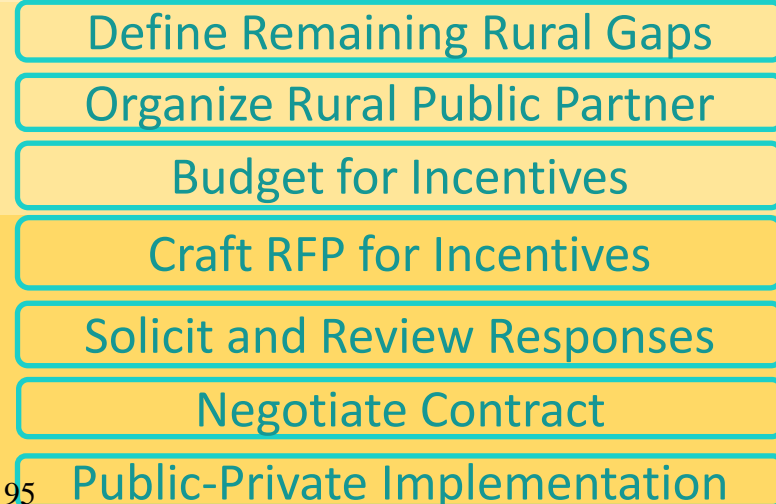
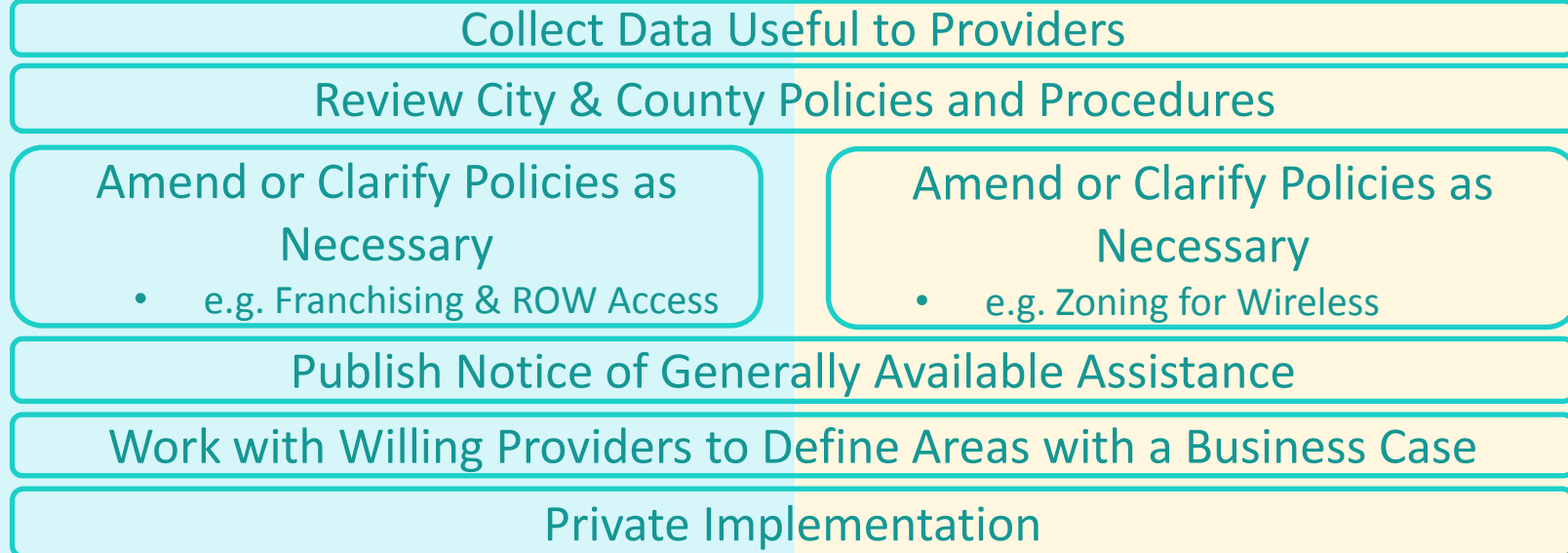
# Expected Benefits of New Process

- Responds directly to providers who state they are ready to invest in gigabit services
- Broadband Business Assistance Initiative will be less expensive than providing financial incentives that might be offered through an RFP
- Broadband Business Assistance Initiative not expected to result in resolution of rural coverage issue, but may narrow the gap
- Broadband Business Assistance Initiative may enable more, and more competitive, responses to an RFP for rural coverage

## Gigabit City Roadmap

## Rural Coverage Roadmap

### Broadband Business Assistance



### RFP Readiness

### RFP & Implementation

# Estimated Timeline

	1Q 2019	2Q 2019	3Q 2019	4Q 2019	1Q 2020	2Q 2020	3Q 2020	4Q 2020+
<b>Program and Budget Approval</b>	JEDO Feb Meeting							
<b>Broadband Business Assistance</b>								
City and County Appoint Coordinators & Project Teams								
Data Collection & Publication								
Policy and Procedure Review								
Clarify or Amend Policies								
Publish Notice								
Providers' Business Case Analysis								
Coordination with Provider Implementation								



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## *Agenda Item No. 10*

**JEDO Board Meeting  
December 12, 2018**

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**ACTION ITEM:** Approval of 2019 Economic Development Strategic Business Plan and Budget





# 2019 Program Overview and Budget

## **Executive Summary**

GO Topeka serves as the community leader in fostering opportunities for economic growth and prosperity in Topeka and Shawnee County. The organization provides a range of work that is targeted to support New Business Attraction, Existing Business Retention and Expansion, Workforce and Education, Small Business and Entrepreneurial Development. A significant part of what GO Topeka does is the development and nurturing of trusting relationships with local businesses and community and civic leaders, in addition to leaders that can affect economic prosperity in Topeka and Shawnee County at the regional, state and national levels. The role of GO Topeka is not only to attract and retain jobs, but also to help attract and retain the talent our current and future businesses need to thrive.

In 2019 GO Topeka will continue to implement the Momentum 2022 Strategy. By reviewing the organization's strategies and policies and ensuring they align with best practices in the field, the organization will continue to ensure the community is poised for economic development success. GO Topeka plays an integral part in moving Topeka & Shawnee County forward and it's imperative the organization stays fresh and innovative with new initiatives that will continue to support a business climate ripe for development.

The seven categories below provide an outline for the key areas of focus within GO Topeka's program of work. Each of these areas has dedicated staff, resources and programming to carry out the mission.

## **Action Categories**

### *New Business Attraction*

The foundation of a successful business attraction program is the relationships formed with site selection consultants and corporate real estate executives. Building these relationships helps educate and keep the community in the front of the minds of the decision makers and individuals who influence the site selection process.

Marketing Topeka and Shawnee County nationally and internationally to bring awareness to the business assets the community has to offer helps attract new businesses to consider relocating or expanding in Topeka and Shawnee County. Through advertising, face-to-face interactions and partner organizations, GO Topeka strives to make Topeka and Shawnee County known as a great place to do business.

### *Existing Business Retention and Expansion*

GO Topeka recognizes that much of Topeka and Shawnee County's continued job growth and capital investment comes from its existing business/industry. Businesses thrive in environments that provide support and resources, as well as a logical and straight-forward regulatory climate. GO Topeka continues its commitment to providing multiple means of assistance and support for existing employers by understanding and addressing their needs, plus finding solutions to barriers that may keep business from thriving in the community. Targets include providing access to capital, education, skills upgrade and access to corporate buyers; ultimately strengthening the quality of the next generation of small businesses and entrepreneurs.

### *Workforce and Education*

The primary emphasis of Workforce & Education will be to grow, retain and attract talented and educated people to ensure a competitive future workforce for Topeka and Shawnee County. GO Topeka understands that in order to provide a quality workforce, focus must be placed not only on workforce development, but on talent attraction, employee retention, and diversity, equity and inclusion. We will continue to develop and grow partnerships between community members, businesses, and schools, from early childhood education, to post-secondary institutions; ensuring that education and training providers are well-aligned and have the resources they need to prepare the community's younger residents for college and careers. Because a diverse, well-educated workforce will produce the quality that employers need, focus will be placed on addressing the 'talent pipeline' at every stage.

### *Cradle Through Career Collective Impact | TogetherTopeka*

As part of our 'Cradle Through Career' (CTC) collective impact partnership, GO Topeka's program, *TogetherTopeka* is dedicated to building capacity in Topeka and Shawnee County. We are working with local education and training providers, non-profits, social service providers, faith-based organizations and the business community to improve outcomes for kids in our community in partnership with Strive Together, a national, nonprofit network of 70 communities using a rigorous approach to accelerate progress and sustain success in education. Together, we are committed to working collectively to ensure every child within the region is ready for kindergarten, is successful in school and is equipped with the tools necessary for a career, thereby enabling them to be productive members of our community.

### *Entrepreneurial and Minority Business Development*

Small businesses create jobs, stimulate the economy and reinvest in the community. The goal of EMBD is to aid in the creation and sustainability of women and minority owned businesses within Topeka and Shawnee County. EMBD will continue to provide business assistance and offer training programs that empower small business enterprises with the knowledge and resources to build wealth and contribute to the economic betterment of the community. Targets include providing access to capital, education, skills upgrade and access to corporate buyers; ultimately strengthening the quality of the next generation of small businesses and entrepreneurs.

### *Entrepreneurial Development*

It is Momentum 2022's vision to make Topeka a great place to live and work; a place where it is easy to do business; and a place that fosters a culture of openness. This vision requires an ecosystem that allows for the fast flow of talent, information, and resources so that entrepreneurs can quickly find what they need at each stage of growth. Among the projects under consideration for 2019 are the establishment of an entrepreneurial innovation center with full incubator and/or accelerator capability; easy access to a network of qualified mentors as well as investor networks; targeted incentives to attract innovative startups and companies with high growth potential; and initiatives to strengthen the talent pipeline for innovative startups.

### *Research*

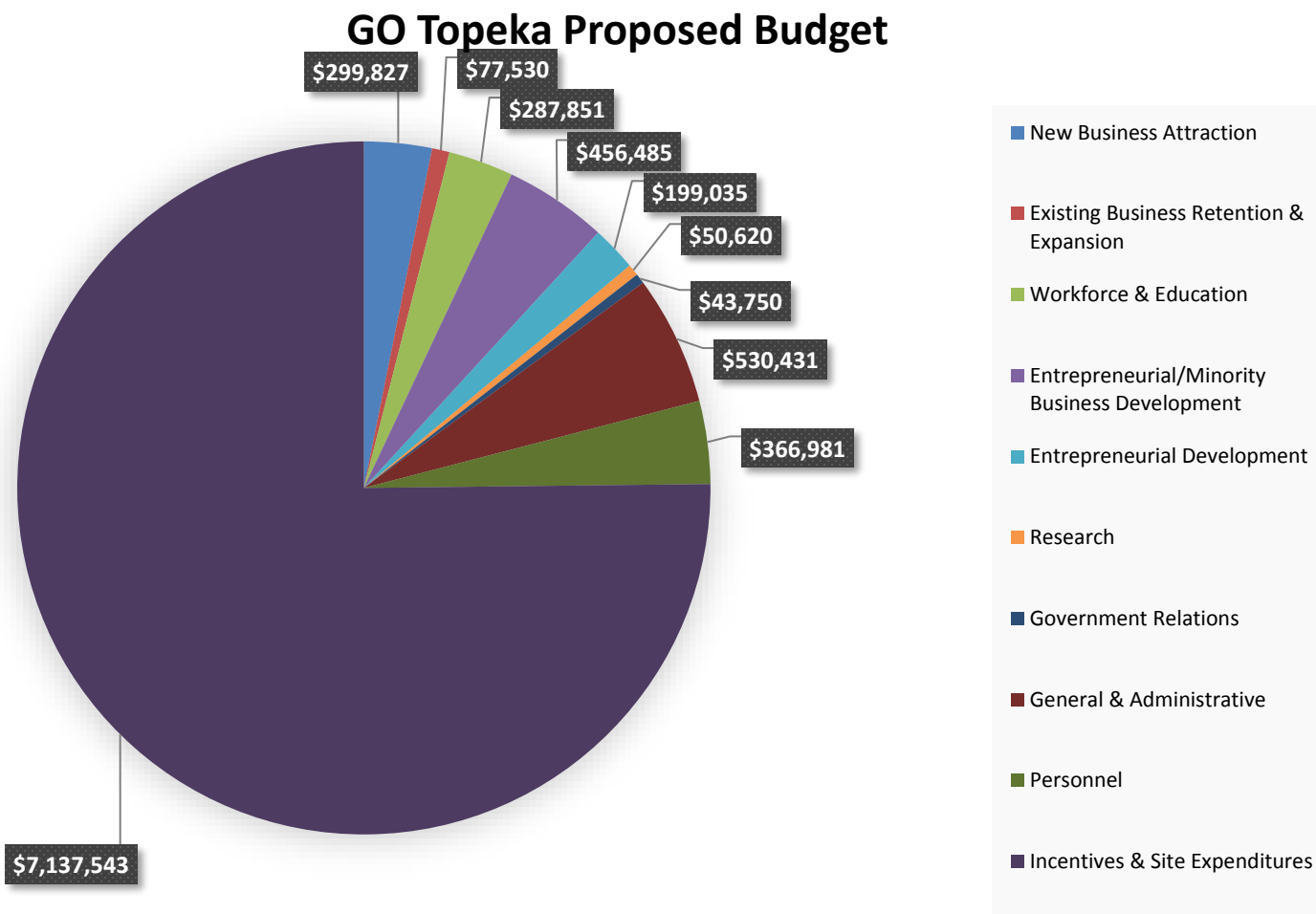
Research is an integral part of the overall economic development strategy. Business leaders look to GO Topeka to provide detailed and accurate data about the community including comparisons to competing areas. Samples of data include:

- Demographic data
- List of major employers
- Sites and building database
- Quality of life offerings
- Business assistance programs
- Public infrastructure
- Taxes, fees and regulations
- Economic impact analyses

## **COMPONENT BUDGET SUMMARY**

<b><u>GO Topeka Proposed Program Budgets</u></b>	<b><u>Proposed 2019</u></b>	<b><u>Approved 2018</u></b>
New Business Attraction	\$ 299,827	\$ 350,250
Existing Business Retention & Expansion	\$ 77,530	\$ 39,600
Workforce & Education   Cradle Through Career	\$ 287,851	\$ 222,460
EMBD	\$ 456,485	\$ 462,265
Entrepreneurial Development	\$ 199,035	\$ 85,800
Research	\$ 50,620	\$ 60,729
Government Relations	\$ 43,750	\$ 43,750
<b>Total Program Budget</b>	<b>\$1,415,098</b>	<b>\$1,244,854</b>
<b>Marketing/Communications/Events</b>	<b>\$ 174,760</b>	
<b>Finance, Administration, Other Operating</b>	<b>\$ 399,558</b>	
<b>Personnel (excl. EMBD) salaries</b>	<b>\$ 366,981</b>	
<b>TOTAL General &amp; Administrative</b>	<b>\$941,299</b>	
<b>Incentives, Site Expenditures &amp; Special Projects</b>	<b><u>\$1,587,500</u></b>	
<b>TOTAL Proposed Budget</b>	<b>\$3,943,897</b>	

Use of Carryover Funds in 2019	\$5,550,043
Total Cash Expenditures for 2019	\$9,493,940



## BUSINESS PLAN COMPONENTS AND BUDGETS

### REVENUES \$5,189,900

- Economic Development Sales Tax - \$5,000,000
- Other Income - \$189,900

#### A. New Business Attraction

##### **A.1 National and International Marketing \$110,000**

- National awareness advertising involving trade and targeted industry publications
- International awareness marketing

##### **A.2 Economic Development Sales \$92,000**

- Participation in site consultant events and organizations
- In-Community site visits for prospects and projects
- Prospect/project development
- Webinars with site consultants and industrial real estate consultants
- Visits to targeted industry sector companies

##### **A.3 Regional Marketing and Development Efforts \$60,000**

- Participation in Kansas Department of Commerce and Kansas City Area Development Council's hosted site consultant visits
- Prospect Development with Kansas City Area Development Council
- Prospect Development with KC Smart Port
- Prospect Development with Kansas Research Nexus
- Regional Site Consultant event

##### **A.4 Professional Services \$6,000**

- Engineered concept drawings for prospects

##### **A.5 Professional Development/Partnering EDO's \$22,227**

- Kansas Economic Development Association (KEDA)
- International Economic Development Council (IEDC)
- Industrial Asset Management Council (IAMC)
- Team Kansas
- Economic Development Webinars/Learning series
- IEDC Economic Development Research Partners (EDRP)

##### **A.6 Telecommunications Expense \$800**

##### **A.7 Car & Travel Expenses \$1,500**

##### **A.8 Meeting Expenses \$1,500**

##### **A.9 Postage \$800**

##### **A.10 Supplies \$1,000**



<b>A.11 Contingencies</b>	<b>\$4,000</b>
<b>TOTAL NEW BUSINESS ATTRACTION BUDGET</b>	<b>\$299,827</b>

**B. Marketing**

<b>B.1 Creative Services</b>	<b>\$174,760</b>
<ul style="list-style-type: none"> <li>• Marketing specifically aligned with target sectors for attraction</li> <li>• Social media strategy and implementation</li> <li>• Communications to site selectors</li> <li>• Public relations as needed</li> <li>• Crisis communication planning</li> <li>• Copywriting</li> </ul>	

**C. Existing Business/Expansion & Retention**

<b>C.1 Existing Business Visitation Program</b>	<b>\$2,400</b>
<ul style="list-style-type: none"> <li>• Conduct 50 on-site business visits</li> <li>• Have 90 business interactions</li> <li>• Develop a strategy for conducting corporate headquarter visits</li> </ul>	
<b>C.2 Existing Employer Support</b>	<b>\$64,900</b>
<ul style="list-style-type: none"> <li>• Provide assistance with resources for business expansion including state incentive application fees (PEAK, HPIP, etc.)</li> <li>• Local primary employer expansion assistance</li> <li>• Financial Services Summit industry seminar</li> <li>• Plant manager group manufacturing/distribution meetings</li> <li>• One-on-one/small group relationship building events with local executives</li> <li>• Partner with Entrepreneurial and Minority Business Development program to identify small businesses that need assistance and support</li> <li>• Incentive audits and processing</li> </ul>	
<b>C.3 Marketing and Promotions</b>	<b>\$1,800</b>
<ul style="list-style-type: none"> <li>• Program marketing</li> <li>• Promotions</li> </ul>	
<b>C.4 Professional Association Dues/Memberships</b>	<b>\$840</b>
<b>C.5 Professional Development and Business Organization</b>	<b>\$4,390</b>
<ul style="list-style-type: none"> <li>• International Economic Development Council</li> <li>• Business Retention Expansion International</li> <li>• Kansas Economic Development Association</li> <li>• North Topeka Business Alliance</li> <li>• Sales &amp; Marketing Executives</li> <li>• Monthly Economic Development Existing Business Programs</li> </ul>	
<b>C.6 Car &amp; Travel Expenses</b>	<b>\$900</b>

<b>C.7 Meeting Expenses</b>	<b>\$2,100</b>
<b>C.8 Postage</b>	<b>\$200</b>
<b>TOTAL EXISTING BUSINESS/EXPANSION &amp; RETENTION BUDGET</b>	<b>\$77,530</b>

## **D. Workforce and Education | Cradle Through Career**

### **D.1 Employer Workforce Support** **\$22,317**

- Support the Talent Development work group that includes superintendents, post-secondary education, and business leaders to cohesively deliver workforce training
- Support the business diversity council to provide education, service and communication through the core values of inclusivity, diversity, equity, accountability and leadership to our business community
- Assist and support in conjunction with *Cradle Through Career* to partner with Washburn University and Washburn Tech in development of high demand technical training
- Assist and support recruitment and retention efforts with Forge through intern programming and sponsorship opportunities
- Support *Cradle Through Career* in initiative efforts in secondary schools to promote careers in target industries and high demand fields that align with employers' needs
- Partner with primary employers to develop innovative solutions to workforce skills gaps
- Work with local and regional workforce development experts to assist in the delivery of a skilled workforce in Topeka/Shawnee County
- Promote and support the services of the Workforce Center necessary to meet local primary employer needs and for the attraction of future jobs and investment
- Partner with programs to assist veterans in moving to the private sector
- Support reintegration programs for previous offenders

### **D.2 Education Support** **\$48,120**

- Support community efforts to align the 'Talent Pipeline' by creating / supporting efforts related to:
  - Kindergarten readiness
  - College and career readiness
  - Expanding continuing education options for adults
- Through collective impact partnership, create / support a comprehensive approach to ensure children are ready for kindergarten
- Create / support opportunities to educate elementary and secondary (middle school & high school) students about college and careers
- Assist in development of scholarship programs for students interested in high demand careers
- Participate / assist with meetings with high school counselors to promote careers in target industries

- Support development of new and existing programs to engage at-risk students, dropouts, and parents
- Assist and support Washburn University and Washburn Tech in development of high demand technical training

### **D.3 Professional Development \$17,980**

#### *Workforce and Education*

- Kansas Workforce Summit
- Int'l Economic Development Council
- Kansas Economic Dev Assoc
- North Topeka Business Alliance
- Sales & Marketing Executives
- ACCE

#### *Cradle Through Career*

- Strive Together
- Int'l Economic Development Council
- ACCE

### **D.4 Scholarships \$124,190**

- Support post-secondary, career technical education students in pursuit of certificates and degrees at both Washburn Tech and Washburn Tech East campuses
- Provide potential scholarship opportunities for high school seniors through such initiatives as ApplyKansas

### **D.5 Marketing and Promotions \$64,340**

- Create a comprehensive talent recruitment campaign
- Program marketing
- Promotions

### **D.6 Car & Travel Expenses \$3,444**

### **D.7 Meeting Expenses \$5,920**

### **D.8 Professional Association Dues/Memberships \$1,240**

### **D.9 Postage & Supplies \$300**

<b>WORKFORCE &amp; EDUCATION BUDGET</b>	<b>\$217,831</b>
<b>CRADLE THROUGH CAREER BUDGET</b>	<b>\$ 70,020</b>
<b>TOTAL BUDGET</b>	<b>\$287,851</b>

## **E. Entrepreneurial and Minority Business Development (EMBD)**

### **E.1 Salaries and Benefits (1.6 FTE) \$149,184**

### **E.2 Contract Services/Program Development \$25,000**

- Instructor Training
- Entrepreneur Software Applications & Licensing

<b>E.3 Meeting Expense</b>	<b>\$2,400</b>
<b>E.4 Subscription Expense</b>	<b>\$300</b>
<ul style="list-style-type: none"> <li>• Program Support Materials</li> </ul>	
<b>E.5 Professional Development and Outreach to EDO's</b>	<b>\$12,000</b>
<ul style="list-style-type: none"> <li>• International Economic Development Council (IEDC)</li> <li>• National Minority Supplier Diversity Council</li> <li>• United States Association for Small Business &amp; Entrepreneurship</li> <li>• INBIA (Business Incubation Management)</li> <li>• Kansas Economic Development Alliance (KEDA)</li> </ul>	
<b>E.6 Postage</b>	<b>\$4,000</b>
<b>E.7 Supplies</b>	<b>\$600</b>
<b>E.8 Grants &amp; Scholarships</b>	<b>\$30,000</b>
<ul style="list-style-type: none"> <li>• Identify opportunities to support community efforts</li> <li>• Provide sponsorships to entities supporting business and community development</li> <li>• Create an oversight committee and process to track sponsorships and program success of business and community development projects</li> <li>• Partner with and support organizations to promote EMBD in an effort to reach the target market</li> </ul>	
<b>E.9 Marketing/Promotions/Advertising</b>	<b>\$29,500</b>
<ul style="list-style-type: none"> <li>• Develop a holistic marketing strategy to promote entrepreneurial training, opportunities and support</li> <li>• Work with the media to educate and highlight successful entrepreneurs</li> <li>• Develop marketing products for each focus area of the EMBD</li> <li>• Partner with regional universities to promote ongoing entrepreneurial programming</li> </ul>	
<b>E.10 Client Scholarships</b>	<b>\$1,000</b>
<ul style="list-style-type: none"> <li>• Support the growth of New Venture graduates by providing access to local and statewide marketing opportunities</li> </ul>	
<b>E.11 Printing</b>	<b>\$2,860</b>
<b>E.12 Entrepreneurial Course Offering</b>	<b>\$37,319</b>
<ul style="list-style-type: none"> <li>• Kaufman FastTrac New Venture (30 HR)</li> <li>• Kauffman FastTrac Growth Venture (30HR) Course</li> <li>• Quick Books TA, Workshop</li> <li>• Misc Entrepreneur Courses</li> </ul>	
<b>E.13 EMBD Council New Initiatives</b>	<b>\$18,000</b>
<ul style="list-style-type: none"> <li>• Collaborate with THA to create develop a business incubator on the grounds.</li> <li>• Identify site and implement a commercial kitchen concept for entrepreneurs.</li> </ul>	
<b>E.14 Legal</b>	<b>\$5,500</b>

<b>E.15 Small Business Awards</b>	<b>\$28,450</b>
<ul style="list-style-type: none"> <li>• Solicit candidates for the Small Business Awards</li> <li>• Work with community representatives identify the finalists</li> <li>• Market and promote program with support of partners and the entrepreneurial community</li> <li>• Identify and spotlight winners and host the Annual Awards Ceremony</li> </ul>	
<b>E.16 Professional Women’s Roundtable</b>	<b>\$37,872</b>
<ul style="list-style-type: none"> <li>• Women of Influence – Solicit nominees and host the annual Women of Influence Awards</li> <li>• Professional Women’s Roundtable – Host two forums that provide insight, education and information that will strengthen women in the corporate and small business environment</li> <li>• Host Women Business Owners Only Forum</li> </ul>	
<b>E.17 Purchasing Initiatives</b>	<b>\$2,500</b>
<ul style="list-style-type: none"> <li>• Generate interest in business to consumer and business to business initiatives.</li> <li>• Partner with the Department of Commerce and the Department of Transportation to Host Quarterly Buyers Forums</li> <li>• Host a mini Procurement Conference with State and Federal agencies across the State</li> </ul>	
<b>E.18 PTAC (Procurement Technical Assistance Center)</b>	<b>\$70,000</b>
<ul style="list-style-type: none"> <li>• Collaborate with Kansas PTAC to bring a center to Topeka</li> <li>• Provide training and workshops that promote doing business with the government</li> <li>• Assist in certifying 50 businesses to bid on federal opportunities</li> <li>• Collaborate with other federal agencies to create a reciprocal certification process</li> <li>• Assist with the marketing, promotion and facilitation of training classes</li> <li>• Participate in federal, state and local meetings promoting doing business with the Federal Government</li> </ul>	

<b>TOTAL ENTREPRENEURIAL AND MINORITY BUSINESS DEV. BUDGET</b>	<b>\$456,485</b>
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## **F. Entrepreneurial Development**

<b>F.1 Program Support for Washburn University Small Business Development Center (SBDC)</b>	<b>\$14,035</b>
<b>F.2 Entrepreneurial Support</b>	<b>\$185,000</b>
<ul style="list-style-type: none"> <li>• Washburn/Washburn Tech Pitch Competitions</li> <li>• Development of online Entrepreneurial Resource Navigator</li> <li>• Initiatives to enhance and tighten the Topeka &amp; Shawnee County Entrepreneurial Ecosystem</li> <li>• New Project Ideas such as Development of Incubator Space &amp; Programming, Development of innovation fund/incentive packages furthering innovation; Mentorship Network, Business Plan/Pitch Competition, etc. under consideration</li> </ul>	

<b>TOTAL ENTREPRENEURIAL BUDGET</b>	<b>\$199,035</b>
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## **G. Research**

<b>G.1 General Data Acquisition</b>	<b>\$32,960</b>
<ul style="list-style-type: none"><li>• Implan: Model tool for economic &amp; contribution impact</li><li>• Retail Lease Trac: Commercial retail tenant information</li><li>• Chmura: Economic &amp; statistic analytic tool</li><li>• Survey Monkey: Web-based survey system</li><li>• Gazelle.IA: Lead generation &amp; industrial data</li><li>• Tableau: Data visualization</li><li>• XL STAT: statistical software for Microsoft Excel</li><li>• General Database Access</li></ul>	
<b>G.2 Website Maintenance</b>	<b>\$8,900</b>
<ul style="list-style-type: none"><li>• SimpleView Platform</li><li>• Website Tracking Software</li></ul>	
<b>G.3 Website Maintenance Professional Development/Conferences</b>	<b>\$2,060</b>
<b>G.4 CRM Car and Travel</b>	<b>\$1,200</b>
<b>G.5 Contingencies</b>	<b>\$5,500</b>
<b>TOTAL RESEARCH BUDGET</b>	<b>\$50,620</b>

## **H. Government Relations Consultant**

<b>H.1 Consultant-Washington, D.C.</b>	<b>\$18,000</b>
<ul style="list-style-type: none"><li>• Federal Employer retention/expansion</li><li>• Federal grants</li><li>• Federal Legislation</li></ul>	
<b>H.2 Travel</b>	<b>\$750</b>
<b>H.3 Governor's Military Council</b>	<b>\$25,000</b>
<b>TOTAL GOVERNMENT RELATIONS CONSULTANT BUDGET</b>	<b>\$43,750</b>

**TOTAL PROGRAM BUDGET** **\$1,415,098**

## **I. General and Administrative**

<b>I.1 Marketing/Communications/Events</b>	<b>\$174,760</b>
<b>I.2 Administration &amp; Finance</b>	<b>\$175,320</b>
<b>I.3 Occupancy Costs</b>	<b>\$56,780</b>
<b>I.4 Insurance/Taxes</b>	<b>\$4,824</b>
<b>I.5 Professional Services</b>	<b>\$63,311</b>
<b>I.6 Travel/Auto/Professional Development</b>	<b>\$14,093</b>
<b>I.7 Capital Expenditures</b>	<b>\$11,968</b>

<b>I.8 General Office/Other</b>	<b>\$38,262</b>
<b>I.9 JEDO Expenses</b>	<b>\$20,000</b>
<b>I.10 Contingencies</b>	<b>\$15,000</b>
<b>TOTAL GENERAL AND ADMINISTRATIVE BUDGET</b>	<b>\$574,318</b>
<b>I. <u>Salaries and Benefits (exclusive of EMBD salaries)</u></b>	<b>\$366,981</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$2,356,397</b>
<b>TOTAL REVENUES OVER OPERATING EXPENSES</b>	<b>\$2,833,503</b>
<b>K. <u>Incentives and Site Expenditures</u></b>	
<b>K.1 Anticipated expenditures on current commitments</b>	<b>\$2,236,365</b>
<b>K.2 Existing Site &amp; Land Expenditures</b>	<b>\$66,600</b>
<ul style="list-style-type: none"> <li>• Maintenance of parks, cost of incentive reviews</li> <li>• Landscaping/Signage</li> </ul>	
<b>K.3 New Incentives</b>	<b>\$250,000</b>
<b>K.4 New Workforce Initiatives</b>	<b>\$177,678</b>
<ul style="list-style-type: none"> <li>• Broadband - \$39,178</li> <li>• Transportation Programs- \$138,500 <ul style="list-style-type: none"> <li>o SOTO Phase 2 &amp; NETO Phase 1</li> </ul> </li> </ul>	
<b>K.5 Small Business Incentives</b>	<b>\$360,000</b>
<ul style="list-style-type: none"> <li>• Small Business Incentive Program</li> </ul>	
<b>K.6 Quality of Place</b>	<b>\$2,000,000</b>
<b>K.7 East Topeka Learning Center (Washburn Tech East)</b>	<b>\$578,000</b>
<b>K.5 49<sup>th</sup> Street Improvements</b>	<b>\$1,468,900</b>
<b>TOTAL INCENTIVES AND SITE EXPENDITURES BUDGET</b>	<b>\$7,137,543</b>
<b>TRANSFER FROM (TO) CASH, INVESTMENTS &amp; LAND HELD FOR DEVELOPMENT</b>	<b>\$4,304,040</b>

**Growth Organization of Topeka/Shawnee County, Inc. (Public)**  
**Full Year Budget**  
**For the Years Ended December 31, 2019 and December 31, 2018**

	<b>Proposed Budget December 31, 2019</b>		<b>Approved Budget December 31, 2018</b>
	<b>2019 Operating</b>	<b>Prior Approved Carryover</b>	
<b>Receipts:</b>			
Sales Tax	\$ 5,000,000	\$ -	\$ 5,000,000
Other Income	189,900	-	23,400
<b>Total Receipts</b>	<b>5,189,900</b>	<b>-</b>	<b>5,023,400</b>
<b>Departmental Expenditures:</b>			
Entrepreneurial and Minority Bus Dev (EMBD) <sup>1</sup>	456,485	-	462,265
New Business Attraction	299,827	-	330,250
Business Retention & Expansion	77,530	-	39,600
Research	50,620	-	60,729
Workforce & Education	287,851	-	222,460
Government Relations	43,750	-	43,750
Entrepreneurial Development	199,035	-	85,800
<b>Total Departmental Expenditures</b>	<b>1,415,098</b>	<b>-</b>	<b>1,244,854</b>
<b>General &amp; Administrative Expenditures:</b>			
Personnel <sup>2</sup>	366,981	-	347,274
Marketing/Communications/Events	174,760	-	160,600
Finance & Admin	175,320	-	88,800
Occupancy Costs	56,780	-	114,460
Insurance/Taxes/Fees	4,824	-	21,320
Accounting/Audit/Consulting/Legal/IT	63,311	-	113,710
Travel/Auto/Prof Development	14,093	-	9,270
Capital Expenditures	11,968	-	15,600
General Office and Other	38,262	-	77,131
JEDO	20,000	-	15,450
Contingencies	15,000	-	8,000
<b>Total General &amp; Administrative Expenditures</b>	<b>941,299</b>	<b>-</b>	<b>971,615</b>
<b>Total Operating Expenditures</b>	<b>2,356,397</b>	<b>-</b>	<b>2,216,469</b>
<b>Receipts over Operating Expenditures</b>	<b>2,833,503</b>	<b>-</b>	<b>2,806,931</b>
<b>Incentives, Site Expenditures, Initiatives &amp; Other</b>			
Anticipated expenditures and current commitments	772,400	1,463,965	1,798,400
Existing Site and Land Expenditures	66,600	-	45,000
New Incentives	250,000	-	250,000
Workforce Initiatives	138,500	39,178	2,931,000
Small Business Incentives	360,000	-	300,000
Quality of Place	-	2,000,000	-
Washburn Tech East (ETLC)	-	578,000	-
49th Street Improvements	-	1,468,900	1,468,900
712 Innovations	-	-	100,000
<b>Total Incentives, Site Expenditures, Initiatives &amp; Other</b>	<b>1,587,500</b>	<b>5,550,043</b>	<b>6,893,300</b>
Transfer from (to) carryover cash and investments	(1,246,003)	5,550,043	4,086,369
<b>Net</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

1 Includes 1.6 FTEs

2 4.2 FTEs budgeted at an overall increase of 5.67% over last years budget



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## *Agenda Item No. 11*

**JEDO Board Meeting  
December 12, 2018**

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**ACTION ITEM:** Approval of 2019 Cash Carry-Forward Agreement

**JEDO CONTRACT NO. C-\_\_\_\_ - 2018**

**CASH CARRY-FORWARD AGREEMENT**

**THIS AGREEMENT** is entered into this \_\_\_\_\_ day of December, 2018, by and between the GROWTH ORGANIZATION OF TOPEKA/SHAWNEE COUNTY, INC., a non-profit Kansas corporation, hereinafter referred to as “GO Topeka” and the JOINT ECONOMIC DEVELOPMENT ORGANIZATION, hereinafter referred to as “JEDO,” a duly organized separate legal entity authorized by K.S.A. 12-2904(a) which was created by the Interlocal Agreement between the Board of County Commissioners of the County of Shawnee, Kansas, hereinafter referred to as “the County,” and the City of Topeka, Kansas, hereinafter referred to as “the City,” dated April 19, 2016.

**WHEREAS**, in accordance with the parties’ current Agreement for Services, the parties mutually desire to enter into this Cash Carry-Forward Agreement.

**NOW THEREFORE**, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. GO Topeka shall be permitted to carry forward into 2019 an amount not to exceed Nineteen Million, Two Hundred Thousand Dollars (\$19,200,000) for the purpose of providing economic development services as set forth or referred to in the parties’ current Agreement for Services.
2. The term of this Cash Carry-Forward Agreement shall be for one (1) year from January 1, 2019 to December 31, 2019.
3. This Cash Carry-Forward Agreement may be amended by mutual, written agreement of the parties only.



4. This Agreement represents the entire agreement between the parties and may be amended only by written agreement signed by both parties.

**IN WITNESS WHEREOF**, JEDO and GO Topeka have executed this Agreement.

Dated: \_\_\_\_\_

**JOINT ECONOMIC DEVELOPMENT ORGANIZATION**

By: \_\_\_\_\_  
KEVIN COOK, Chair

Dated: \_\_\_\_\_

**GROWTH ORGANIZATION OF TOPEKA/SHAWNEE  
COUNTY, a non-profit Kansas corporation**

By: \_\_\_\_\_  
Name/Title: \_\_\_\_\_



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## *Agenda Item No. 12*

**JEDO Board Meeting  
December 12, 2018**

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Any other business items that may come before the Board for consideration.



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## *Agenda Item No. 13*

**JEDO Board Meeting  
December 12, 2018**

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Public Comment.