

**JEDO Board of Directors Meeting
Agenda for Thursday, December 12, 2013
5:30 p.m.**

**City of Topeka Council Chamber
214 SE 8th Street, 2nd Floor
Topeka, Kansas**

1. Call to Order
2. Roll Call
3. Action item: Approve November 7, 2013, JEDO Board meeting minutes (Pgs. 2-12)
4. Action item: Approve 2014 Economic Development Business Plan, Budget and Contract (Pgs.13-58)
5. Action item: Approve 2014 Cash Carry-Forward Agreement (Pgs. 59-61)
6. Public Comment
7. 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 City Clerk before 5:00 p.m. on the date of the meeting. This requirement shall not apply to items added during the meeting.

Time limits. Members of the public shall be limited to four minutes unless the Board, by majority vote, extends the limitation. Debate, question/answer dialogue or discussion with Board members will not count towards the four minute time limitation.

Agenda Item #3

**Joint Economic Development Organization Board Minutes
November 7, 2013**

City Council Chambers, 214 SE 8th Street, Topeka, Kansas, Thursday, November 7, 2013.

The Joint Economic Development Organization (JEDO) Board Members met at 5:30 p.m. with the following Board Members present: City of Topeka Mayor Larry Wolgast, Deputy Mayor Sylvia Ortiz, Shawnee County Commissioners Shelly Buhler, Kevin Cook and Bob Archer.

Nonvoting Members present: Councilmembers Nathan Schmidt, John Campos II and Karen Hiller.

Absent: Councilmembers Chad Manspeaker, Michelle De La Isla, Richard Harmon, Denise Everhart and Elaine Schwartz were absent.

Mayor Wolgast called the meeting to order. He announced that the final JEDO Board meeting would be held on December 5, 2013, to discuss 2014 economic development goals and GO Topeka's annual service contract.

APPROVAL of Minutes of the August 1, 2013, JEDO Board meeting, was presented.

Deputy Mayor Ortiz moved to approve the minutes of the JEDO Board meeting of August 1, 2013. The motion was seconded by Commissioner Buhler.

Mayor Wolgast asked if there was anyone present who would like to speak to the matter. No one appeared.

Following roll call vote, Mayor Wolgast announced the motion to approve the minutes of the JEDO Board meeting of August 1, 2013, carried unanimously (5-0-0)

APPROVAL of the service contract for the JEDO 2013 audit was presented.

Deputy Mayor Ortiz moved to approve the service contract for the JEDO 2013 audit. The motion was seconded by Commissioner Archer.

Mayor Wolgast asked if there was anyone present who would like to speak to the matter. No one appeared.

Following roll call vote, Mayor Wolgast announced the motion to approve the service contract for the 2013 JEDO audit carried unanimously (5-0-0)

AN OVERVIEW of GO Topeka's 2013 Program Activity Results was presented.

Councilmember Michelle De La Isla entered the room.

Doug Kinsinger, President and CEO of the Greater Topeka Chamber of Commerce and GO Topeka Economic Partnership, provided a brief update on the GO Topeka 3rd Quarter Report. He reported that New Business Attraction wins include Crosswind Pet Foods, Inc., generating 62 full-time jobs and \$4 million of investments; New Business Submissions include 32 Prospects; 8 Formal Proposals; 195 Site Consultant Contacts; 27 Current Outstanding Projects; 6,327 Jobs generated and a \$2.8 million investment; and they continue to work with the Cities of Lawrence and Manhattan in regards to Bioscience efforts.

Councilmember Chad Manspeaker entered the room.

Doug Kinsinger continued to report on existing business expansions including Southwest Publishing (formerly Jostens Inc.) generating 40 new full-time jobs and retaining 260 jobs with \$3.5 million of investments; and Alorica Inc., generating 280 new full-time jobs and retaining 170 jobs. He reported their general support for existing businesses include 101 Business Visits, 10 New Assistance Requests, 11 Current Project and Assistance Requests with 292 new and retained jobs and \$32 million of investments.

Selena Smith, Alorica, Inc., site director stated they are focused on growth with a purpose, targeting a segment of the population to provide viable career opportunities, working with local groups to provide career path opportunities, as well as, product expansion for employees, management and overall operations.

Doug Kinsinger continued to report on the following:

Workforce Key Points:

- Workkeys Testing Completed for years 2012 and 2013
- South Corridor Group including representatives from Bimbo Bakery, Frito Lay, Home Depot Distribution Center, Mars and Target RDC
- Partnered with Seaman High School on Shadow Program for Students in the Industry (Grown from 7 to 18 Students)
- Presented to Human Resource Managers regarding WorkREADY Certificates and their value to business
- They have begun work in the development of Food Manufacturer's Training Class (partners include food manufacturers, state and education institutes)

Entrepreneurial & Minority Business Development

- 301 Entrepreneurs have participated in Small Business Workshops and/or Training Workshops.
- 9 individuals participated in the New Venture Business Plan Course and are working on their plans, and of those 9 people 7 are females, 3 are minorities and 2 are low income with 73% in the target group.

- 17 people are currently participating in the "Who Owns the Ice House" Course (Entrepreneurial Mindset & Success Factors), and of those 17 people 14 are females, 9 are minorities and 9 are low income with 94% in the target group.
- 1 loan has been granted and 1 loan is pending.
- 37 people earned their Entrepreneurial Course Certificate, 18 have either started or retained their business.
- Continue partnering with Highland Park High School and the Robotics Program (79% of the current Robotics 1 Class is comprised of either women and/or minority students.)
- Prepared for the 4th Annual MWBD Small Business Conference for Tuesday, November 19th.
- They have coordinated 3 Breakfast Buzz meetings and are planning for the 4th Wednesday, November 20th (on average 70% are either women and/or minorities).

Commissioner Cook noted that GO Topeka receives \$5 million annually to provide economic development services for the community. He requested a financial breakdown of the \$5 million (\$416,000 per month) by line item or an expense spreadsheet for the public to view. He asked how much money does GO Topeka receive in private dollars.

Doug Kinsinger stated GO Topeka's quarterly reports are posted on the City and County websites providing public access and noted that most years they do not spend the entire \$5 million because reserve funds must be held until companies deliver promised incentives. He reported GO Topeka receives approximately \$800,000 in private funds annually from 150 companies which is utilized for sales and marketing, as well as, to generate more public dollars into hard assets.

Deputy Mayor Ortiz inquired about the new pet foods company Crosswind and asked when the building would be occupied and jobs filled.

Commissioner Cook asked what measures have been put in place to make certain there are environmental controls as the building is located in a high density residential area.

Doug Kinsinger reported the former Strathman Sales building located at 2127 SE Lakewood Boulevard has been vacant for 9 months and a job fair will be hosted later this month. He stated they have met all State of Kansas Department of Health and Environment air quality omissions requirements, as well as, all zoning requirements.

Councilmember Campos II asked what GO Topeka is doing to provide educational outreach to middle school students in regards to the robotics program.

Doug Kinsinger stated they have not reached out to middle school students and recognize they need to improve communications with younger students.

Councilmember Hiller asked if GO Topeka is on target with their annual goals in regards to the creation and retention of jobs and economic development in the Topeka-Shawnee County area.

Doug Kinsinger reported many companies have slowed down due to recent government actions; however, GO Topeka is on target to date and is certain there are still opportunities to obtain more jobs and attract new businesses before the end of the year.

Commissioner Cook asked what kind of businesses are being pursued; how is the Topeka-Shawnee County area being marketed; is there a statistical or percentage data sheet for tracking purposes; and have they established marketing strategy standards.

Doug Kinsinger stated the process begins by considering the logistics of new employers and noted companies that provide food processing services, bio or animal science services, financial services and advanced manufacturing (robotics) are well suited for this area, as well as, companies must pay above average wages. He reported marketing is not measured through statistics or percentages; however, one-third of the marketing efforts are performed internally, one-third throughout the state of Kansas and one-third in the regional area. He noted site consultants play a vital role in the marketing of the Topeka-Shawnee County area generating increased momentum and awareness in the overall market place.

DISCUSSION on Economic Development Priorities for the coming year was conducted.

Scott Smathers, Vice President of GO Topeka Economic Development, reported they are dealing with many communities across the nation with 60% of the projects remaining regional. He highlighted the following points regarding future considerations for GO Topeka:

Project Competition

- According to the International Economic Development Council 15,000 localities compete for 100 to 200 significant projects each year nationally.
- In dealing with new businesses and expansion of businesses they want things to be simple including land and/or building availability; infrastructure in place; incentives defined and workforce development options available and ready.
- "Yes beats Maybe" when competing for projects.

What Does GO Topeka Do

- Attract new primary jobs and investments.
- Expansion and retention of existing primary employers.
- Workforce development research and financial support.
- Entrepreneurial development focused on cultivating and growing potential businesses and employers.
- The Minority and Women-owned Business Development representatives work to assist and grow minority and women owned businesses.

New Business Attraction

Relationships: Lead Generation

- Site Consultants must do what they say to generate positive results.
- Continue to work with the Kansas Department of Commerce.
- Improve region relationship with the Kansas City Area Development Council.
- Pursue partnerships with Kansas State University in Manhattan and University of Kansas in Lawrence regarding the Kansas Research Nexus.
- Develop industry groups to attract big businesses through site consultants.
- Increase direct business contacts.

Global Exposure

- Revise the website to ease accessibility and increase efforts for community branding and offerings through advertisement, marketing and social media.
- Establish global relationships through targeted industry involvement and participation through trade shows and social media groups.

Community Assets

- Incentives through available land, cash for jobs, infrastructure support and abatements
- State Incentives
- Skilled Workforce
- Transportation Network

Existing Business

- One-on-One Business Visits to include the establishment of on-going relationships and providing resources and possible incentive assistance.
- GO Topeka Contract Administration will review incentive contract obligations with third party assistance.
- Provide focused discussions on issues and workforce development challenges for the South Corridor Group (Frito Lay, Target, Home Depot RDC, Bimbo and Mars).

Workforce Development

- Expand Workkeys Testing to seniors in all Shawnee County Public School Districts.
- Support and fund testing for students in math, reading and locating information showing their level of competency.
- Assist employers in selecting candidates by reviewing the WorkREADY Certificate.
- Develop training programs and assist in the development of the food manufacturers' workforce development group to meet their needs including soft skills for employees and understanding their point of view.

Glenda Washington, GO Topeka Entrepreneurial and Minority Business Development (EMBD) Director, reported the Topeka-Shawnee County First Opportunity Loan Fund, L.L.C., offered through GO Topeka is a huge advantage and asset to the community. She discussed the following points:

Workforce Development

Human Resource Managers Forum

- Meet annually to determine workforce gaps
- Educate on the resources available to assist

Expand Workforce Development Group Partnerships with the following

- Workforce Center
- Washburn University
- Washburn Tech
- Kansas Department of Commerce and Board of Regents
- Workforce Advisory Group

Work with Area High Schools

- Educate students about technical careers
- Educate teachers and counselors about workforce skills gap
- Offer scholarships through State of Kansas for certain programs offered through Washburn Tech
- Offer advanced robotics course through Washburn Tech following high school training in robotics

Entrepreneurial and Minority Business Development (EMBD)

Topeka-Shawnee County First Opportunity Loan Fund, L.L.C.

- Strategic Marketing Plan to further promote the loan fund.
- Increase the current loan fund cap of \$10,000.
- Work closer with partners to identify loan prospects by providing outreach.
- Spotlight successes in local media.

Training, Counseling and Education

- Conduct a small business needs survey in January 2014 with results in February 2014.
- Provide advanced training for existing small businesses.
- Develop a closer collaboration with educational partners in the area.
- Consider expanding education programs to all high schools including middle schools.
- Expand the NaviGate Partnership through individuals that help small businesses grow.

Networking and Collaboration

- Create a purchasing program that allows small businesses to grow.
- Develop relationships with buyers from large companies and government agencies to identify local purchasing opportunities.
- Host quarterly Small Business Matchmakers with bankers and buyers.

Mayor Wolgast expressed the importance of workforce development and how it relates to attracting new businesses.

Councilmember De La Isla expressed her appreciation to the energy displayed by Scott Smathers and Glenda Washington and commended them for developing a common theme that educational opportunities are essential; developing a forum for South Corridor meetings; the importance of asking all individuals involved in business development what they want; and engaging the youth to understand what local business are made of and desire.

Councilmember Hiller commended GO Topeka staff members for the presentation. She stated she understands the importance of large retail stores in regards to job creation in the community; however, they still need to address aging retail centers located in different areas of the city that need to be occupied. She requested that the issue be discussed in 2014 and addressed in some element of the program or make a recommendation as to where they could seek advice.

Scott Smathers encouraged new or existing business owners to contact GO Topeka so they can provide the necessary resources and incentives for success. He noted they plan to view their database on an annual basis to make certain they are meeting the needs of each area.

Councilmember De La Isla noted they did not address downtown revitalization in the presentation. She stated that she believes the core of the city is not growing and they need to collaborate with Downtown Topeka Inc., (DTI) to address the issue.

Scott Smathers reported they have had a brief meeting with DTI representatives; however, they are not providing preferential treatment to any specific area of the city and will treat all areas of the city the same.

Glenda Washington stated they plan to host high-tech maker space and workforce space in the downtown area with many more options and opportunities for these types of activities, as well as, more ideas for Small Business Saturdays in regards to how it will look and fit in the community. She noted a plan would be established within the next six months.

Commissioner Cook asked if the model outlining the five specific service areas is sufficient or if a different method or model should be developed and utilized.

Scott Smathers confirmed that food service and logistics are two of the biggest businesses at this time; therefore, he believes the current model used by GO Topeka is a very good basis and they can build on what they are currently using.

Councilmember Schmidt asked if they plan to collaborate with local educational partners in regards to the high-tech maker space to attract young entrepreneurs, as well as, incorporate talent mining.

Glenda Washington stated they have reached out to educational partners providing great opportunities to encourage talent mining.

Councilmember Hiller asked if they have reached out to the adult minority population in regards to the robotics program at the Highland Park High School. She noted that the program could be very effective for adults and they need to take advantage of the tools already in place.

Commissioner Buhler stated she was very excited about the future of GO Topeka. She stated that she believes there is huge potential to achieve good things with the help of Scott Smathers and Glenda Washington.

Councilmember Manspeaker noted they plan to approve GO Topeka's 2014 priorities at the next JEDO Board meeting and he would be interested in hearing the ideas of fellow Board members.

Mayor Wolgast confirmed that GO Topeka's 2014 priorities, goals, budget and service contract would be discussed at the December meeting.

Councilmember Schmidt asked if they have partnered with local universities and if they have a report that outlines workforce gaps.

Scott Smathers stated they need to reach out to local universities to request all graduate data to better assist them in recruiting businesses. He reported the workforce gap is largely related to soft skills and communication skills.

Councilmember Campos II suggested creating an after school pilot program to identify the interests of children; increase economic development in the area of ecosystems, increase entrepreneurial opportunities for all citizens; and address vacant retail corridors throughout the entire city.

Councilmember Manspeaker suggested using sales tax funds to implement broadband improvements. He reported that many cities are choosing to fund broadband upgrades through their own funding source, as well as, developing private partnerships to assist with the funding. He stated that he believes broadband enhancements are crucial in leveraging jobs for the community.

Commissioner Buhler reported that there have been preliminary discussions over the last year with the Intergovernmental Council regarding broadband improvements and the implementation of a state-wide pilot program.

Councilmember Manspeaker encouraged Board members to rally voters and educate them on the cause for sales tax revenue. He stated they need to market the assets they already have in place by leveraging more return from aviation industries and utilize Forbes Field and Billard Airports.

Councilmember Schmidt questioned what they see as positive and negatives of implementing high speed broadband; the logistics of using the airports as an asset; and what types of businesses the area needs the most.

Scott Smathers stated the process is in the preliminary stages and it is too soon to make a decision.

Doug Kinsinger noted that 12 years ago the priority was improving roads and bridges, and while it is important to maintain water and sewer systems they must also consider the need for aviation services in the community. He announced in January 2014 Billard Airport would offer daily flights to Chicago, which offers 130 direct flights to other destinations.

Mayor Wolgast stated he looks forward to receiving goals from Board members to discuss at the December meeting.

Joseph Ledbetter appeared to speak under public comment. He distributed a handout created by Carol Marple relating to how jobs directly relate to economic development. He made the following statements:

- GO Topeka should not purchase any more land, if they do, it should not be without at least two appraisals.
- Go Topeka should not purchase any more wetlands.
- Tax dollars should not be used to fund the Riverfront Park instead tax dollars should be used to create jobs.
- All meetings should be open to the public, all minutes should be posted online, and all finances should be transparent to the public.
- Board members should be a reflection of the community and focus on small businesses.
- They need to concentrate efforts to fill empty warehouses located in Forbes Field Airport.
- A completely new service contract needs to be drafted, competition for the services should be allowed and penalties should be put into place if the contract is violated.
- Requested a detailed budget of where money is spent (hotels, air travel etc.).
- Requested lower ending balances.
- Seek public input and encourage them to attend the meetings especially small businesses.
- He stated he plans to submit his suggested changes to the contract and noted it has not been reviewed in 12 years.
- Requested that GO Topeka have their own office and facility so taxpayers are not subsidizing the rent of another entity in the amount of \$75,000 annually.
- Make sure veterans become the part of the targeting population of small businesses.

Carol Marple appeared to speak under public comment. She asked when the project on SE 77th street would be completed and noted the house was removed over two months ago and the basement remains open. She expressed concern with people losing their jobs; the importance of taking care of our citizens already living here; funding activities that support good quality of life and make it affordable for people to live in the area. She requested to see more detail in financial reports, instead of generalizations. She noted job growth has remained flat in Topeka while overall job growth has increased across the state.

Vince Frye, President of Downtown Topeka Inc., appeared to speak under public comment. He spoke in support of the Business Improvement District fund and is excited about the new staff members of GO Topeka.

Jeff Carson, Gizmo Inc., appeared to speak under public comment. He stated the key factor for a thriving downtown is grant funding because it is a great incentive to bring businesses downtown; it provides economic stimulus throughout the city and improves overall morale of Topeka citizens.

Lazone Grays appeared to speak under public comment. He distributed a handout relating to Topeka/Shawnee County Unemployment Rates by Race & Gender and noted the numbers will not get better if changes are not made. He stated change must be a priority. He expressed the importance of the following statements:

- Having skills in a successful trade to make a successful living.
- Transitional job training.
- Investing in our youth, especially in regards to technical training.
- Allocating \$80,000 for youth employment.
- Allocating \$150,000 for transitional employment programs (training opportunity that develops through subsidized employment).

Sylvester Rice appeared to speak under public comment. He requested that the Board seek out new ways to implement procedures and make sure development and discussions are inclusive and not exclusive to all citizens. He expressed the importance of small businesses having equal opportunities.

Shelly Buckley appeared to speak under public comment. She discussed the importance of a well-planned comprehensive economic development for the Topeka-Shawnee County area with adequate governmental funding; public meetings; assessments and reports of economic development decisions; and transparent expenditure reports available to the public for review.

No further business appearing the meeting was adjourned at 7:28 p.m.

Agenda Item #4

2014

Strategic Business Plan



GOTopeka

ECONOMIC PARTNERSHIP

2014 STRATEGIC BUSINESS PLAN

Economic Development

DRAFT – For Discussion Purposes Only

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GO Topeka

2014 Strategic Business Plan

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2014 Strategic Business Plan

New Business Attraction (A)

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
A.1. Goal: Increase employment base and provide increased business opportunities annually in Shawnee County 1. Attract and Target the following sectors identified in the current 2014 Targeted Industry Study: <ul style="list-style-type: none"> • Logistics • Value Added Food Manufacturing • Back Office/Financial • Clean Energy • Bio-Sciences • Aviation Maintain an aggressive economic development program with emphasis on primary jobs in these business sectors for which we have a competitive advantage	Marketing, trade shows, advertising will be exclusively -focused in these sectors, utilizing electronic media and social media to actively engage the leaders in these industries. Focus -Expand on development of leads and prospects in International markets.	business opportunities annually in Shawnee County VP Economic Development, Manager Marketing and Director Business Development	VP Economic Development, Manager Marketing and Director Business Development
	2. Continue key marketing campaign specifically for the premier industry site consultants	• National awareness advertising including Site Selection, Business Facilities, and Target sector industry specific online channels shifting from print to electronic media as per the 2011-2013 Marketing Blueprint • International awareness marketing focused on international locations with a base in identified targeted sectors • Electronic marketing • Revisit and revise marketing materials as needed • Start planning process to conduct target industry study and freshen marketing message to be finalized in	

2014 Strategic Business Plan

New Business Attraction (A)

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
		<u>2015</u> <ul style="list-style-type: none"> Maintain current proprietary database of top site consultants. Implementation of Social Media Strategy, utilizing Youtube, Linked In, Facebook and Twitter Simplify and update website. 	
3. Customer service focus on creating and cultivating number of prospects served by GO Topeka annually.	Increase the number of prospects currently served by GO Topeka by allotting all resources to develop <u>prospects</u> into qualified projects.	<ul style="list-style-type: none"> Actively turning prospects served into projects with formal proposals delivered. Deliver formal presentation and proposals to prospects. Create database of all knowledge requested for RFP's and keep current so as to have all information available to more efficiently create custom proposals. 	VP Economic Development, Manager <u>Marketing and Director</u> Business Development
4. Create and improve <u>business locations</u> within the market.	<u>Continue to expand infrastructure to support businesses.</u>	<ul style="list-style-type: none"> Complete Kanza Fire infrastructure efforts. Participate in discussion regarding broadband expansion. 	VP Economic Development, Director Business Development
A.2. Goal: Annual Increase in number of Primary Jobs in Topeka/Shawnee County at or above the Shawnee County Average Wage.			
1. Focused leads from Geographic areas that are burdened by political, economic or geographic restrictions. Focus on geographic areas with targeted industries missing business assets that can be provided in the Topeka/Shawnee County	Develop a list of companies within the targeted geographic areas to pursue. Utilize sales protocol for purpose of mission trips. Partner with KCADC and Kansas Department of Commerce on continued prospect development. Partner with Kansas Research Nexus to promote region to targeted industries. <u>Develop Kansas Research Nexus strategic plan to leverage assets in the region with a focus on closer</u>	<ul style="list-style-type: none"> Social Media to reach targeted markets Trips to Continued outreach to targeted suspect companies in targeted geographic areas Engage in allotted 7 Team Kansas outreach opportunities to prospects and/or site consultants. Prospect in-community visits Prospect public relations and sales to 	VP Economic Development, Manager <u>Marketing and Director</u> Business Development

2014 Strategic Business Plan

New Business Attraction (A)

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
market.	<p><u>relationships with Washburn University, Kansas University and Kansas State University. prioritize and capitalize on marketing efforts for the region.</u> Continued implementation of Social Media strategy to promote Topeka as a business location of choice. Create personal relationships <u>and connections with institutes, magazines and entities that conduct community and economic development ratings.</u></p>	<p>facilitate future visits and site location</p> <ul style="list-style-type: none"> • Familiarization tours for Prospects in community <u>every three years.</u> • Partnership membership in KCADC • Partnership membership in KC SmartPort • Professional relationship development with IAMC, IEDC, KEDA. • Support of regional bioscience initiatives • Kansas Research Nexus-Regional Partnership • Strategic outreach to rating institutes <u>entities, and entities</u> 	

2014 Strategic Business Plan

Existing Business

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
<p>B.1. Goal: Increase Primary jobs created by existing businesses and increase levels in assessed value of primary businesses already located in Shawnee County.</p> <p>1. Support, assist, and grow Local Primary Employers. Build relationships with existing businesses to become the primary support service for retention and expansion.</p>	<p>Connect with Existing Primary employers in Topeka/Shawnee County by conducting existing business visitation, recognition, support. Utilize impact analysis, information technology, marketing and creative services and professional development education to assist in expansion and retention of existing businesses. Explore and development of resources to support small growing primary employers.</p>	<ul style="list-style-type: none"> • At least 140 business visits including 40 major employers • Attend county commissioners and city council one-on-one meeting to share business outlook. • Develop a Continue to utilize a custom business-assisted tracking system. • Invite commissioner and city councilmen/women to shadow business visits in their districts. • County Commission/City Council business visitation program • Annual meetings to share business and economic outlook with county commissioners and city council. • Create opportunities to build relationships with primary existing business leadership. • Two visits corporate meetings with existing. Visit two existing primary employers headquarters located outside Topeka and Shawnee County • Local primary employer expansion assistance. • Educate and assist existing employers with expansion planning and available incentive/resources available. • One-on-one or small group 	<p>VP of Existing Business Retention and Expansion VP of Economic Development</p>

2014 Strategic Business Plan

Existing Business

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
B.1 Goal: Increase Primary jobs created by existing businesses and increase levels in assessed value of primary businesses already located in Shawnee County.		<p>relationship building with local primary business executives.</p> <p>South Corridor bi-annual meetings with area businesses.</p> <ul style="list-style-type: none"> Partner with Entrepreneurial and Minority Business Development program to <u>identify</u> connect small businesses with leading employers that <u>need assistance and support.</u> Participation <u>and leadership</u> in North Topeka Business Alliance, South Topeka Business Corridor, and <u>Business Retention Expansion</u> International and Sales and Marketing Executives. 	

2014 Strategic Business Plan

Workforce Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
C.1. Goal: Support development opportunities to deliver emerging, and existing workforce, with appropriate skill sets to Existing and New Businesses in Topeka/Shawnee County			
1. Support existing businesses and new business in Topeka/Shawnee by facilitating the delivery of workforce with skills developed to align with needs of employers	Work with and support Washburn Tech in their development of programs that support job skills matched to employer needs. Create a strategy to address reaching youth beginning at the latest in the 8 th grade to educate about the careers offered in Shawnee County and how to receive the training to advance into those careers. Develop and implement workforce/business/education sessions to capture needs of employers.	<ul style="list-style-type: none"> • Continue year 4-5 testing of seniors in all Shawnee County school districts <u>Fund WorkKeys testing for all seniors in Shawnee County school districts</u> • Provide WorkKeys testing results to participating schools showing year-to-year results. • Promotion/education of WorkReady/WorkKeys certificate to area employers. • Hold annual HR Manager Summit to learn about workforce gaps and educate about assistance that is available. • Participate in bi-annual meetings with school counselors to promote careers in manufacturing and technical industries. • Develop partnerships with area educators and businesses in Topeka/Shawnee County to support industry workforce needs and assess <u>transitional training opportunities.</u> • <u>Involve local partners as needed (i.e. Washburn University (CFOE), Kansas, Kansas State, Wash Tech,</u> 	VP of Business Retention and Expansion, VP of Economic Development

2014 Strategic Business Plan

Workforce Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
		<p>Workforce Center, KDOC, and Board of Regents) to develop program/classes for training needs of area employers. <u>Participation/Leadership in the Society of Manufacturing Engineer's chapter to promote/support careers in manufacturing.</u></p> <ul style="list-style-type: none"> • <u>Presentations to high school and junior high students about careers in manufacturing/technical industries.</u> • <u>Promote and support the services of the Workforce Center for Topeka/Shawnee County necessary to meet local primary employers needs and support the attraction of future jobs and investments.</u> • <u>Develop a scholarship fund for students/adults to attend Wash Tech for specialized training that support local employers.</u> • <u>Leadership of the food manufacturing workforce planning group.</u> • <u>Develop new workforce planning groups by sector in order to provide core training initiatives that drive more students and adults into those careers/companies.</u> • <u>Create a workforce development advisory group to coordinate local efforts for specialized training that involves local employers, Washburn Tech and High Schools.</u> • <u>Survey employers to determine</u> 	

2014 Strategic Business Plan

Workforce Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
		<p>current and future workforce skill demands to identify the skill gap existing in current workforce</p> <p>Research and develop innovative solution to workforce skills gap.</p> <ul style="list-style-type: none"> Work with local, regional and national workforce development experts to develop cohesive delivery of skilled workforce in Topeka/Shawnee County. Promote and support the services of the Workforce Center for Topeka/Shawnee County necessary to meet local primary employers needs and support the attraction of future jobs and investments. 	

2014 Strategic Business Plan

Entrepreneurial and Minority Business Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
<p>D.1 Goal: Build capital led strategies to foster public/private support and funding to sustain the Topeka/Shawnee County First Opportunity Fund, while filling critical gaps for the underserved small business.</p> <p>1. Capacity Building for the Operation Council Governance Structure</p>	<p><u>Hire, train a TSCFOF Director</u></p> <p><u>Organize Quarterly Meetings</u></p> <p>Recruit individuals able to adhere to the TSCFOF mission and bylaws</p> <p>Prepare reports on loan fund portfolio activity</p>	<ul style="list-style-type: none"> <u>Deliver (4) Quarterly Meetings</u> Conduct four TSCFOF Board Meetings annually <u>Recruit individuals that can work for TSCFOF mission and adhere to bylaw standards.</u> Provide timely monthly and quarterly reports financials and loan fund activity. <u>Develop reports on financials and loan fund activity.</u> Replace transitioning Council members prior to the first quarter. 	<p><u>VP of EMBD</u></p> <p><u>Operating Council</u></p>
	<p>Provide <u>quarterly small business financing orientations</u></p> <p>Provide education & training before, during and after loan process.</p> <p>Work with Navigate and other partners to <u>identify potential loan fund clients.</u></p>	<ul style="list-style-type: none"> <u>Conduct small business financial literacy workshops</u> <u>Provide technical assistance to individualized clients</u> <u>Input client intake via TEA Software System</u> <u>Work with borrower to materialize loan application process</u> <u>Process the day-to-day needs of oversight for TSCFOF portfolio.</u> Co-host a quarterly small business financial literacy workshop. <u>Create relationships with entities who can provide additional/gap financing for clients.</u> 	<p><u>VP of EMBD</u></p> <p><u>Operating Council/Navigate Partners</u></p> <p>Administrative Assistant</p>
<p>4.2. <u>Increase TSCFOF Portfolio of qualified clients.</u></p>			

2014 Strategic Business Plan

Entrepreneurial and Minority Business Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
2-3. Capacity Building for the Operation-Council Governance Structure	Organize (4) Quarterly Meetings Prepare reports on loan fund portfolio activity Report TSCFOF Financials	<ul style="list-style-type: none"> Deliver (4) Quarterly Meetings Recruit individuals that can work for TSCFOF mission and adhere to bylaw standards. Develop reports on financials and loan fund activity. 	VP of EMBD Operating Council
3. Capitalization	Continue to grow the TSCFOF through public/private dollars. Create Partnership with a local bank or credit union willing to contribute to the current loan fund.	<ul style="list-style-type: none"> Increase funding in total private/public dollars. Work to increase Loan Fund by identifying public/private contributions Work to design a plan of action with partnering bank willing to allocate a 0 interest loan and match funding. Identify bank(s) willing to provide management and administration over the lending/collection process. 	VP of EMBD Operating Council-TSCFOF Banking partner/committee
4. Effectively Market Small Business Microloan program and market the Loan Fund in Shawnee County	Generate TSCFOF Program branding through marketing efforts utilizing a variety of methods: <ul style="list-style-type: none"> Information Technology New Media Newspaper Movie/Theaters Launch a new Media Campaign to promote the loan fund and drive new clients.	<ul style="list-style-type: none"> Utilize and disseminate TSCFOF plan with co-partnered logo of EMBD. Growth in utilization of TSCFOF resources and services. Increase in applications made to the TSCFOF. Relaunch the TSCFOF Program during the first quarter using all forms of media <ul style="list-style-type: none"> Social Media Radio/PSA's Newspaper TV/PSA's 	VP of EMBD Operating Council

2014 Strategic Business Plan

Entrepreneurial and Minority Business Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
		<ul style="list-style-type: none"> Increase in number of applications received 	
D.2 Goal: Promote Growth of Shawnee County existing business or elevate start up businesses; while prioritizing the minority-owned, women-owned and low to moderate entrepreneur.			
1. Provide Small Business Training & Education to promote a strong foundation and growth for small businesses in SNCO.	<p>Small Business Course Offerings:</p> <ul style="list-style-type: none"> Ice House Entrepreneurial Mindset (36HR) Course First Step Feasibility Plan Course (36HR/12 Weeks) Course Kauffman Fasttrac New Developing Your Family Child Care Business™ Growth Venture (36HR/12) Course Developing Your Family Child Care Business™ (36HR) Course <p>Small Business Workshop/Seminars/Orientations/Events</p> <ul style="list-style-type: none"> Listening To Your Business (4HR) Course Small Business HR Express Workshop Series Small Business Lunch Box Series Small Business Breakfast Buzz Small Business Orientations Monthly Business Visits/Calls 	<ul style="list-style-type: none"> Completion of (1) Course offering of Ice House Entrepreneurial Mindset (36HR/12 weeks) Course Completion of First Step Feasibility Plan Course (36HR/12 weeks) Course, Kauffman Fasttrac Completion of Growth Venture (36HR/10 weeks) Business Plan Course (Businesses 3 years or older). Completion of (1) Developing Your Family Child Care Business™ (36HR/12 weeks) Course, with an independent contractor and EMBD as oversight. Hold (2) graduations ceremonies to promote client achievements (Spring and Fall) in the community. Completion of (4) Quarterly Small Business Breakfast Buzz and seek evaluations of 4.0 or above. Complete a monthly one hour small business orientation for prospective entrepreneurs Five contacts or calls with small business owners Completion of Small Business HR Series and seek evaluations of 4.0 or above. Completion of a Quickbooks Workshop. 	VP of EMBD Administrative Assistant

2014 Strategic Business Plan

Entrepreneurial and Minority Business Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
	<div>=====</div> <div>=====</div> <div>=====</div> <div>=====</div> <div>=====</div> <div>=====</div> <div>=====</div> <div>=====</div> <ul style="list-style-type: none"> Provide Technical Assistance to walk-in clientele. Serve as a resource for Neighborhood Improvement Associations by helping them evaluate business and retail market opportunities. 	<ul style="list-style-type: none"> Completion of Kauffman's Small Business Book Series, book evaluations of 4.0 or above. Completion of Small Business Orientations in Shawnee County. EMBD VP oversight of education and training will be ongoing to promote growth throughout course offerings. Maintain contact with all graduates Where appropriate administer pre/post survey to quantify participant's knowledge growth. <p><u>Acquire Market Research tools (Consumer expenditures, segmentation, GIS location demographic and business information)</u></p>	
2. Develop and conduct a small business survey	Conduct a small business survey to determine the needs of the membership	<ul style="list-style-type: none"> <u>Shared survey results (First Quarter)</u> 	
23. Initiate and materialize MWBD Council's Signature Initiative Projects	<p>EMBD Advanced Automation Robotics Continued <u>Work with Faculty and Administration to expand training in the community and provide more exposure to the Robotics Program.</u> <u>Identify new Signature Initiative Projects</u> <u>MWBD Council that will address the needs of the community.</u></p>	<ul style="list-style-type: none"> <u>Adhere to the signed 2011-2015 partner contract deliverables for Robotics Program.</u> <u>Work with the school to advance the growth of the EMBD Advanced Industrial Robotics project through existing business contacts and Motoman partnerships. Introduce a transition plan for GO Topeka owned equipment (1) Robotic Arm (2) SES</u> 	<p>VP of EMBD Operating Council Administrative Assistant</p>

2014 Strategic Business Plan

Entrepreneurial and Minority Business Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
	<p>Continue to service the East Topeka geographic locations with other SI projects identified and determined by MWBD Council. Guide, support and inform MWBD Council on opportunities that adhere to program mission.</p> <p>Materialize SI ideas developed from MWBD Council</p>	<p><u>Stations.</u></p> <ul style="list-style-type: none"> Assist with coordinating tours of Highland Park Robotics Program Host two Professional Women's Forums Host a successful 5th Annual Small Business MWBD Conference, 4th Quarter of 2014. Continue to participate in advancing the growth of the EMBD-Advanced Industrial Robotics project through existing business contacts and Motoman partnerships. Continue to service the East Topeka geographic locations with other SI projects started and determined by MWBD Council. Guide, support and inform MWBD Council on opportunities that adhere to program mission. Conduct 4th Annual Small Business MWBD Conference, 4th Qtr. Of 2014. Work out transition plan of Go Topeka owned equipment (4) Robotic Arm (2) SES Stations. Continue to build and support pathway for robotics program; work to encourage corporate partnership(s). 	
4. Small Business Awards	Deliver Small Business Awards in May 2014	<ul style="list-style-type: none"> Seek Sponsorship for Small Business Awards. 	VP of EMBD

2014 Strategic Business Plan

Entrepreneurial and Minority Business Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
	Promote community support for the small business choice to gain recognition; encourage EMBD priority population nominations.	<ul style="list-style-type: none"> • Increase attendance by 10%. • Promote and market all (4) aware categories. • Promote community support their small business choice to gain recognition; encourage EMBD priority population nominations. Increase number of sponsorships for the event. 	Administrative Assistant
5. Small Business NaviGate Partnership	Support and collaborate in efforts produced by Small Business NaviGate Partners that include: Greater Topeka Chamber, GO Topeka, GO Topeka EMBD, TSCPL, SBDC/WU and Score Create new venues and events to promote a culture of entrepreneurship in Shawnee County	<ul style="list-style-type: none"> • Conduct joint orientation sessions • Conduct an annual small business boot camp as with NaviGate partners. • Support scholarships to workshops and training to partner organizations. • Create new venues and events to promote a culture of entrepreneurship in Shawnee County. Work with entrepreneurs and partners to create the maker space/co-work space concept • Conduct a NaviGate Partner Purchasing/Procurement Forum 	VP of EMBD Administrative Assistant NaviGate Partners
26. Program Support for Washburn University Small Business Development Center	In-kind infrastructure support	<ul style="list-style-type: none"> • 1,715 square foot work space used to provide support to SNCO small business clients • Phone and internet costs for 2014. • Buxton Analytical Research Tools 	GO Topeka VP of EMBD
34. Research Development Tools	Research tools to provide technical assistance to small business NaviGate clients.		GO Topeka VP of EMBD

2014 Strategic Business Plan

Entrepreneurial and Minority Business Development

Strategy(s)	Action Plan	Performance Measurements	Responsible Party
4. <u>7.</u> Provide scholarships to small business EMBD Graduates to NaviGate activities	Provide scholarships to small business EMBD Graduates to access all small business tools in Shawnee County through NaviGate Partners.	<ul style="list-style-type: none"> Kansas Global Trade Service Lean Six Sigma Quick Books Tax Courses Various workshops and events that will add in the growth and development of the entrepreneur and the business Database Instruction 	GO Topeka VP of EMBD
8. <u>Community Outreach</u>	<p>Meet with Neighborhood Improvement Associations determine how we can assist</p> <p>Identify small and minority business representation for the GO Topeka Board.</p> <p>Identify the up and coming Entrepreneurs and get them involved.</p>	<ul style="list-style-type: none"> Coordinate event with Fast Forward Host a small business "pitch" event Work with organizations within the community to ensure inclusive involvement. 	VP of EMBD

2014

Budget Plan



Accountants' Compilation Report
Preliminary Draft

MIZE & HOUSER
COMPANY P.A.

Growth Organization of Topeka / Shawnee County, Inc.
120 S.E. 6th Ave.
Topeka, Kansas 66603

We have compiled the accompanying forecasted and budgeted statements of receipts and expenditures – cash basis of Growth Organization of Topeka / Shawnee County, Inc. (Go Topeka) for the years ending December 31, 2014 and 2013 in accordance with attestation standards established by the American Institute of Certified Public Accountants.

A compilation is limited to presenting, in the form of prospective financial statements, information that is the representation of management, and does not include an evaluation of the support for the assumptions underlying the forecast. We have not examined the forecast and, accordingly, do not express an opinion or any other form of assurance on the accompanying statements or assumptions. Furthermore, there will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. We have no responsibility to update this report for events and circumstances occurring after the date of this report.

We are not independent with respect to Growth Organization of Topeka / Shawnee County, Inc.

Mize Houser & Company P.A.
Certified Public Accountants

December 3, 2013
Topeka, Kansas

BNO:rb
Enclosure

Growth Organization of Topeka / Shawnee County, Inc.
Forecasted Statement of Receipts and Disbursements - Cash Basis
Preliminary Draft

	Forecast		
	Proposed Budget 2014	Expected 2013	Approved Budget 2013
Receipts:			
Sales Tax	5,000,000	5,000,000	5,000,000
Central Crossing Land Sale		263,088	
Other income	10,200	15,000	15,000
Total Receipts	<u>5,010,200</u>	<u>5,278,088</u>	<u>5,015,000</u>
Expenditures:			
Salaries	285,200	339,672	347,477
Payroll taxes and benefits ⁽¹⁾	101,295	99,007	100,839
Total Staffing ⁽²⁾	<u>386,495</u>	<u>438,679</u>	<u>448,316</u>
Departmental activities:			
Existing Business	39,000	25,818	64,600
New business attraction	503,000	375,690	506,670
Workforce development	156,200	33,712	34,600
Government relations	21,500	19,207	21,500
Entrepreneurial Development	13,050	13,937	29,100
Research	13,800	10,000	11,000
Minority and Women-Owned Bus Dev (MWBD) ⁽³⁾⁽⁴⁾	500,000	500,000	500,000
Total Departmental	<u>1,246,550</u>	<u>978,364</u>	<u>1,167,470</u>
Other operating expenditures	340,430	330,000	347,110
Total Operating Expenditures	<u>1,973,475</u>	<u>1,747,043</u>	<u>1,962,896</u>
Total Receipts over Operating Expenditures	3,036,725	3,531,045	3,052,104
Heartland Visioning ⁽⁵⁾	60,000	60,000	60,000
Incentives and Site Expenditures:			
Anticipated expenditures on current commitments	1,259,186	1,738,004	2,106,476
Indirect site/incentive expenditures	55,000	50,000	50,000
New incentives	1,450,000		350,000
Downtown Incentive Grant	100,000		
49th St improvements			250,000
Kanza Fire - Infrastructure Design ⁽⁶⁾		94,375	161,452
Kanza Fire Infrastructure - Const. ⁽⁶⁾	926,698	1,692,557	1,163,732
Kanza Fire - Signage/Entryway	125,000		75,000
Site options/acquisitions Kanza Fire Phase II ⁽⁷⁾	2,550,000	24,225	24,225
Total Incentives and Site Expenditures	<u>6,465,884</u>	<u>3,599,161</u>	<u>4,180,885</u>
Transfer from (to) cash, investments and land held for development	3,489,159	128,116	1,188,781
Net	<u>0</u>	<u>0</u>	<u>0</u>

Summary of Significant Forecast Assumptions - Footnotes

- ⁽¹⁾ Includes estimated 10% health insurance increase July 1, 2014.
- ⁽²⁾ Budget for 2014 is based on approx. 5.5 FTEs. This excludes the 1.5 MWBD FTE's.
- ⁽³⁾ Includes salaries and benefits budgeted for 1.5 FTEs, \$127,244 in 2014 and \$115,155 in 2013.
- ⁽⁴⁾ This amount is net of MWBD program income.
- ⁽⁵⁾ Potential equal contributions on behalf of the City and County, subject to their approval.
- ⁽⁶⁾ This is part of the 3,149,600 project budget approved at May, 2013 JEDO meeting
- ⁽⁷⁾ Subject to additional approval by the Go Topeka and JEDO Boards.

Growth Organization of Topeka / Shawnee County, Inc.
Forecasted Statement of Receipts and Disbursements - Cash Basis
Preliminary Draft

Summary of Significant Forecast Assumptions and Accounting Policies

The financial forecast presents, to the best of management's knowledge and belief, the Organization's expected results of operations for the forecast period. Accordingly, the forecast reflects management's judgment as of December 3, 2013, the date of this forecast, of the expected conditions and its expected course of action. The assumptions disclosed herein are those that management believes are significant to the forecast. There may be differences between the forecasted and actual results. The 2014 budget assumes renewal of the Organization's contract with the Topeka/Shawnee County Joint Economic Development Organization. Other assumption footnotes are on page 1 of 2.

The above prospective information is prepared on a cash basis of accounting. The Organization's historical financial statements, however, reflect unused cash and certain expenditures for land acquisitions and site improvements as assets, and certain unconditional incentive commitments as liabilities.



2014 GO Topeka Economic Partnership Business Plan and Budget

In 2014, GO Topeka Economic Partnership will continue to serve as the **community leader in creating opportunities for economic growth that provide a thriving business climate and fulfilling lifestyle for all residents of Topeka and Shawnee County.** Our Business Plan is designed to be accountable to the Joint Economic Development Organization (JEDO) and the taxpayers of Shawnee County.

GO Topeka Economic Partnership- Our Unique Advantage

GO Topeka's primary function is economic development which is vital to the growth and prosperity of Topeka/Shawnee County. Through this process of **bringing new "outside" dollars** into the community, a greater wealth and quality of place is established for our citizens and future generations. GO Topeka achieves this mainly through new capital investment, business creation and recruitment of "primary" jobs, as well as through retention and expansion of existing businesses.

A second, but equally important function, is **marketing Topeka/Shawnee County internationally, nationally, regionally and locally.** Our unique marketing strategy is a complex mixture of creativity, strategy, relationships and dozens of components that come together to form a comprehensive marketing initiative. In 2014, GO Topeka will continue the targeted marketing focus to fully capture the audience of decision makers in our target sector industries, and to support our existing businesses and entrepreneurial development. Additionally in 2014, GO Topeka will act on having a presence in international markets to boost the development of many international prospects developed in the past twelve months.

The foundation of any successful economic organization is the **relationships it forms, both within and outside of the community.** GO Topeka's existing relationships include the following: the taxpayers of Topeka/Shawnee County, existing employers, companies within targeted industries, site location consultants, and local, state, regional and national partners. These relationships develop over years of continuous interactions where a base of trust is established. Our clients and partners rely on GO Topeka to be the expert in business and industry.

The GO Topeka Team has **decades of experience working in economic development, the marketing of communities and organizational administration.** Those years have been spent building strong trusting relationships with all stakeholders, and increasing our professional expertise in economic development. Our long term relationships with Kansas City Area Development Council, KC SmartPort, Kansas Department of Commerce, Kansas Department of Transportation, state agencies, education institutions, and the Office of the Governor of Kansas have helped impact recent successful new business recruitment and existing business expansion projects.

As you explore the 2014 GO Topeka Business Plan you'll learn firsthand what sets us apart from the competition. Listed below are some of those functions that we specifically perform.

1. GO Topeka provides the most current and comprehensive information available to companies that are interested in Topeka/Shawnee County for relocation, retention or expansion and who create new jobs. Samples of that information include:

- Local demographic data • Quality of life • Public infrastructure
- Business assistance programs • Real estate • Taxes, fees and regulations
- Comprehensive Sites and Buildings Database (SwiftSite) to present Shawnee County available sites and buildings to prospects.

2. GO Topeka strategically markets Topeka/Shawnee County to the targeted business industry sectors through a variety of efforts including:

- Website development
- Recruitment from targeted geographic areas
- Electronic, social media and print advertising
- Site selection consultant presentations
- Tradeshow
- Multimedia presentations
- Public relations outreach

3. GO Topeka works diligently with state, regional and community partners to ensure that a positive business environment exists in the community. Our existing business program requires a unique marketing approach and many of the same community assets that attract new companies will keep existing businesses rooted in Shawnee County. There are several reasons why companies thrive in certain communities and struggle in others. These factors include:

- Proximity to markets
- Ease of international travel
- Local labor skills and availability
- Tax and regulatory environment
- Quality of life issues
- Cost of doing business
- Incentives
- Infrastructure
- Proximity to major universities
- Concentration of existing industries

4. The core of any community/city is its existing businesses. GO Topeka recognizes that much of Topeka/Shawnee County's continued job growth comes from its existing business/industry. Businesses thrive in environments that provide support and resources - making it easy to grow and move their product to the market place. GO Topeka continues our commitment to providing multiple means of assistance and support for primary employers by understanding and addressing their needs, as well as finding solutions to barriers that may keep business from thriving in the community. Additionally, GO Topeka will refocus their ongoing efforts in increasing accessibility, visibility and viability of small business growth.

5. Workforce Development, delivering the skilled worker of the 21st century, will be a key component of GO Topeka programming. In 2014 as the gap in workforce skills continues globally, GO Topeka will work strategically with our partners to continue aligning the existing and future workforce and their skills with the current and future needs of businesses in Topeka/Shawnee County.

6. The purpose of the Entrepreneurial & Minority Business Development funding program is to increase the accessibility, visibility and viability of entrepreneurialism and small business growth for defined entrepreneurs in the community. EMBD promotes economic development, business recruitment and job creation in Topeka and Shawnee County for qualified persons. Entrepreneurial & Minority Business Development provides assistance and programs to empower small, low- to moderate-income, minority, or women-owned business enterprises with the knowledge and resources to build wealth and contribute to the economic betterment of Topeka and Shawnee County.

7. GO Topeka is the developer of two commerce parks, Central Crossing and Kanza Fire. GO Topeka provides the necessary infrastructure to serve businesses in the parks, as well as maintenance within the parks. GO Topeka also uses the land in the parks and proceeds received from the half-cent countywide economic development sales tax to provide incentives for job creation. In 2014 the final infrastructure will be in place in Phase I of Kanza Fire Commerce Park.

Why do companies choose one community over another?

When choosing a new location, companies consider many factors, including: reducing operating costs; gaining better access to skilled labor; establishing a presence in a particular time zone; diversifying risk; or the owner may want to enjoy a better quality of life. Every industry, company, and corporate executive is different. It is the role of an economic developer to understand a company's needs and to portray the area in a positive light. This is most effectively done by providing detailed and accurate data about the community including comparisons to competing areas. Sometimes the information speaks for itself and the company has an easy decision to make. Other times the data may be similar between areas and incentives may come in to play.

How does Topeka/Shawnee County become more competitive?

Topeka/Shawnee County must look strategically at how it can improve its infrastructure, business climate, educational and workforce development (training) programs, quality of life, and other such improvements to make itself more attractive to companies. A community is judged not only by where it is today but by where it is going. In 2014 GO Topeka will increase their focus on the following initiatives to ensure that Topeka/Shawnee County is regarded highly on a global level.

- Supporting and innovating new cutting edge workforce development programs around the needs of 21st century companies.
- Providing assistance and support to existing primary employers and finding solutions to barriers of growth.
- Increasing the accessibility, visibility and viability of small business growth.
- Positioning Topeka/Shawnee County as the center of a nine county region, including Lawrence and Manhattan, to ensure a more global presence.
- Continuing innovative support and education for minority and women business entrepreneurs in Topeka/Shawnee County.

This annual business plan will be flexible allowing quick adaptation to changing conditions in the economic development marketplace. The 2014 Business Plan is divided into the following action categories:

- **Existing Business, Expansion and Retention of existing primary employers**
- **Workforce Development focused on developing the future workforce**
- **New Business Attraction of new primary jobs and investments**
- **Entrepreneurial Development focused on cultivating and growing potential primary employers and supporting small employers with resources for growth**
- **Minority and Women-Owned Business Development working to assist and grow minority and women owned businesses**
- **Research supporting the overall strategy of economic development**

In addition to these action items, GO Topeka pursues external funding for priority projects established by the governmental entities of the community.

COMPONENT BUDGET SUMMARY

GO Topeka Proposed Program Budgets

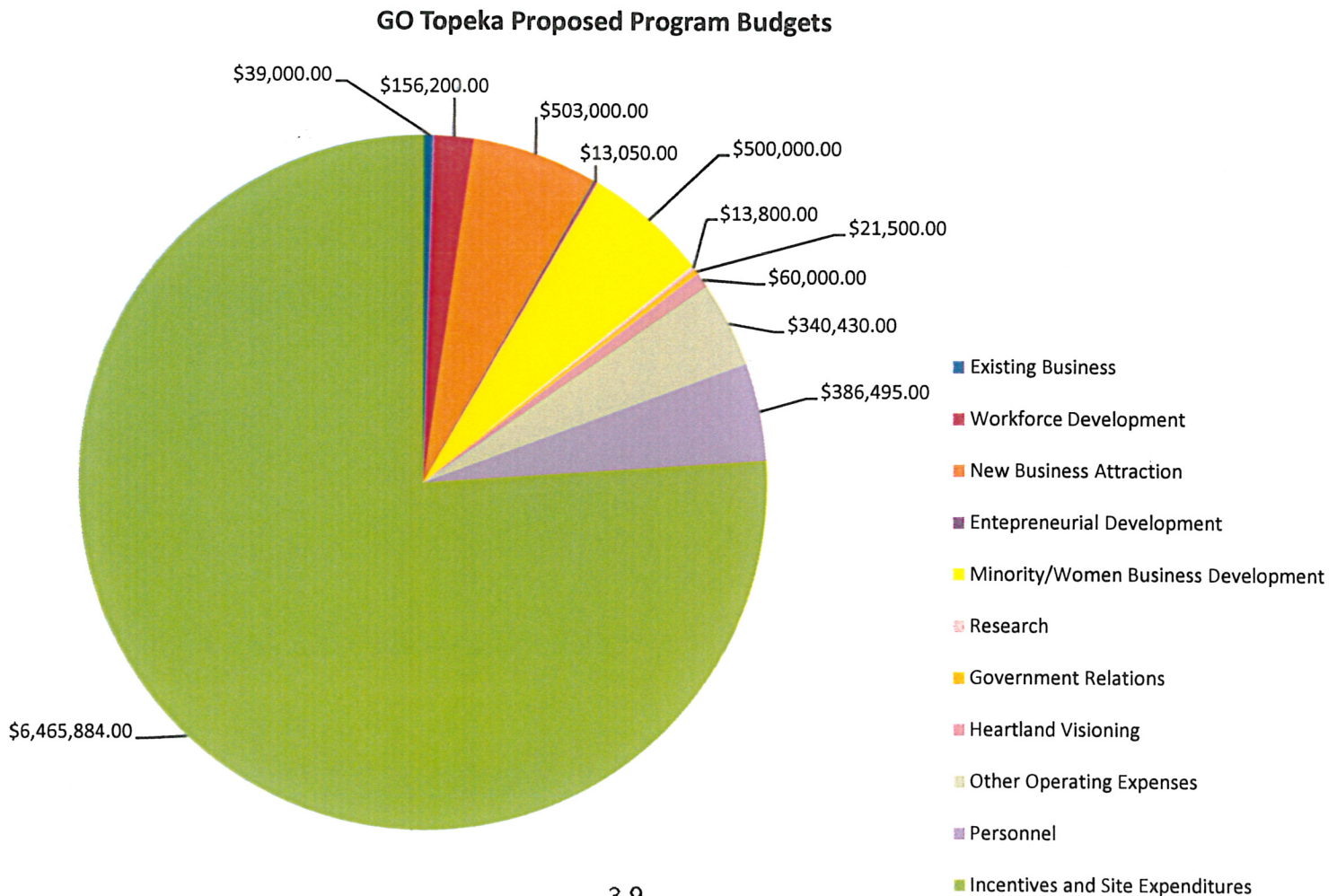
	<u>Proposed 2014</u>	<u>Approved 2013</u>
Existing Business	\$ 39,000	\$ 64,600
Workforce Development	\$156,200	\$ 34,600
New Business Attraction	\$503,000	\$506,670
Entrepreneurial Development	\$ 13,050	\$ 29,100
Minority/Women Business Development	\$500,000	\$500,000
Research	\$ 13,800	\$ 11,000
Government Relations	<u>\$ 21,500</u>	<u>\$ 21,500</u>

Total Program Budget	\$1,246,550	\$1,167,470
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Heartland Visioning	\$ 60,000
Other Operating Expenses	\$ 340,430
Personnel	\$ 386,495 (excl. MWBD salaries)
Incentives and Site Expenditures	\$6,465,884

TOTAL Proposed Budget	\$8,499,359
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2014 GO Topeka Proposed Total Expenditures



BUSINESS PLAN COMPONENTS AND BUDGETS

A. Existing Business/Expansion & Retention

A.1 Existing Business Visitation Program	\$6,000
<ul style="list-style-type: none">• Conduct 140 business visits including at least 40 major employers.• County Commission/City Council business visitation program.• Attend meetings to share business outlook with County Commissioners and City Council members.• Two corporate headquarter visits with leading employers.• Provide assistance with local/state incentives and resources for business expansion	
A.2 Existing Employer Recognition Program	\$2,000
<ul style="list-style-type: none">• Create opportunities for building relationships with existing business leadership and develop events to recognize existing industries.	
A.3 Existing Employer Support	\$12,000
<ul style="list-style-type: none">• Enhance Partnership with Washburn University Six Sigma/Center for Organizational Excellence• Local primary employer expansion assistance• South Corridor bi-annual meetings• One-on-one/small group relationship building events with local executives• Partner with Entrepreneurial and Minority Business Development program to identify small businesses that need assistance and support.	
A.4 Economic Impact Analysis	\$3,000
<ul style="list-style-type: none">• Project economic impact analysis assessments developed by Impact Datasource.	
A.5 Marketing and Creative Services	\$3,000
<ul style="list-style-type: none">• Website support and updates• Program marketing• Creative services	
A.6 Professional Development and Community Outreach	\$5,200
<ul style="list-style-type: none">• International Economic Development Council• Kansas Economic Development Association• North Topeka Business Alliance• Sales & Marketing Executives• Business Retention Expansion International• Monthly Economic Development Existing Business Programs	
A.7 Telecommunications Expense	\$1,800
A.8 Car & Travel Expenses	\$ 600
A.9 Meeting Expenses	\$1,800

A.10 Postage	\$ 600
A.11 Supplies	\$ 600
A.12 Contingencies/Unspecified	<u>\$2,400</u>
TOTAL COMPONENT BUDGET	\$39,000

B. Workforce Development

B.1 WorkKeys High School Student Testing	\$35,000
<ul style="list-style-type: none"> • Fund testing of seniors in participating Shawnee County school districts. • Provide testing results to participating schools showing a year by year comparison of test results. • Promotion of WorkKeys/Ready Certificate to area employers. 	
B.2 Employer Workforce Support	\$110,000
<ul style="list-style-type: none"> • Develop a Workforce Advisory group that includes superintendents, Post secondary education, and business leaders to cohesively deliver deliver workforce training. • Assist and support Washburn Tech in development of high demand technical training. • Participate/assist with meetings with high school counselors to promote careers in manufacturing and technical industries. • Assist in development of scholarship programs for students interested in high demand careers. • 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. • Create/support opportunities to educate high school and junior high students about careers in manufacturing and technical industries. 	
B.3 Professional Development	\$300
<ul style="list-style-type: none"> • Kansas Workforce Summit 	
B.4 Meeting Expenses	\$600
B.5 Postage	\$8,500
B.6 Car and Travel Expenses	\$600
B.7 Contingencies/Unspecified	<u>\$1,200</u>
TOTAL COMPONENT BUDGET	\$156,200

C. New Business Attraction

C.1 National and International Marketing	\$144,000
<ul style="list-style-type: none">• Creative services, as needed• National awareness advertising involving trade and targeted industry publications• International awareness marketing focused on international locations with a base in identified targeted sectors• Electronic marketing in targeted industry sector organizations• Marketing specifically aligned with target industry sectors• Implementation of Social Media Strategy• Marketing with trade associations representing the target sector industries• Utilization of local companies executive officers for promotion of the community• International project development opportunities	
C.2 Community Economic Development Sales	\$144,000
<ul style="list-style-type: none">• Creative services for site selector presentations• Consultant office presentations including hosted and catered lunches• 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• Geo-targeted marketing- marketing to businesses in similar communities that lack our assets.	
C.3 Regional Marketing and Development Efforts	\$96,000
<ul style="list-style-type: none">• 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• Generate Regional Market Data and Information• Prospect Development with KC Smart Port• Support of Regional Bioscience Initiatives• Prospect Development with Kansas Research Nexus-Regional	
C.4 Website Maintenance & Enhancements	\$35,000
C.5 Professional Services	\$30,000
<ul style="list-style-type: none">• Project impact analysis assessments through Impact DataSource• Eco-Devo Project Tracker subscription and updates• SwiftSite maintenance and enhancement	

C.6	Professional Development/Outreach To Partnering Economic Development Organizations	\$18,600
	<ul style="list-style-type: none"> • Kansas Economic Development Association (KEDA) • International Economic Development Council (IEDC) • Industrial Assets Management Council (IAMC) • Team Kansas (formerly Kansas Cavalry) • Downtown Topeka Incorporated, Inc. (DTI) • Targeted industry trade associations • Commercial Industrial Developers • South East Development Council (SEDC) • Economics Development Webinars/Learning series • Society of Industrial and Office Realtors (SIOR) 	
C.7	Telecommunications Expense	\$3,000
C.8	Car & Travel Expenses	\$1,800
C.9	Meeting Expenses	\$2,400
C.10	Postage	\$1,200
C.11	Supplies	\$3,000
C.12	Contingencies	<u>\$24,000</u>
	TOTAL COMPONENT BUDGET	\$503,000

Minority and Women-Owned Business Development (MWBD)

D.1	Salaries and Benefits (1.5 FTE)	\$127,244
D.2	Telecommunications Expense	\$1,800
D.3	Contract Services/Program Development	\$55,000
D.4	Capital Expenditures	\$1,000
D.5	Car & Travel Expense for Client Outreach	\$5,000
D.6	MWBD Council/Client Expenses	\$7,700
D.7	Subscription Expense	\$3,000
	<ul style="list-style-type: none"> • Program Support Materials 	
D.8	Professional Development and Outreach to Economic Development Organizations	\$11,000
	<ul style="list-style-type: none"> • International Economic Development Council (IEDC) • National Minority Supplier Diversity Council • United States Association for Small Business & Entrepreneurship • United States Women's Chamber of Commerce 	

- Kansas Economic Development Alliance (KEDA)

D.9	Postage	\$2,500
D.10	Supplies	\$6,000
D.11	Market Scholarships -Small Business	\$10,000
	<ul style="list-style-type: none"> • Monday Market (TSCPL) • Noto Market • Farmers Market • DT Market 	
D.12	Small Business Mentor Expense	\$5,000
	<ul style="list-style-type: none"> • Coaches – 1 on 1 small business client support 	
D.13	EMBD Client Small Business Scholarships	\$25,000
D.14	Small Business Outreach Marketing/Promotions/Advertising	\$20,000
	<ul style="list-style-type: none"> • To Priority Population (Minority, Low-Income, Women) 	
D.15	EMBD Small Business Client Scholarships for Local Trade Shows	\$5,000
D.16	Small Business Breakfast Buzz & Networking	\$17,000
D.17	Focus Groups/Polls/Research	\$2,000
D.18	Printing	\$7,000
D.19	Small Business Education and Training	\$128,000
	<ul style="list-style-type: none"> • Developing Your Family Child Care Business (36HR) Course • Entrepreneurial Mindset-Who Owns The Ice House (36HR) Course • Kaufman FastTrac New Venture (30 HR) • Kauffman FastTrac Growth Venture (30HR) Course • Professional Women's Roundtable • Purchasing Initiative • Education Materials • Quick Books TA, Workshop • Kauffman FastTrac Affiliation Cost (\$2500) • Misc Entrepreneur Courses • Food, Facilities, Equipment, Marketing and Coaches 	
D.20	MWBD Council New Initiatives	\$54,156
	<ul style="list-style-type: none"> • Robotics (\$1900) • Topeka/Shawnee County First Opportunity Fund 	
**All projects contingent upon MWBD Council majority vote and approval from GO Topeka BOD.		
D.21	Legal	\$7,500
D.22	Small Business Awards	\$11,000

D.23	Information Technology	\$5,000
	• Business & Demographic Databases	
D.24	Contingencies	\$1,800
	Sub-Total	\$518,700
	Revenue from registrations, ticket sales, and sponsorships	(\$18,700)
	TOTAL COMPONENT BUDGET	\$500,000

E. Entrepreneurial Development

E.1	Program Support for Washburn University Small Business Development Center (SBDC)	\$9,000
	• Provide in-kind work space - 1,715 sq. ft.	
	• Phone System/Access to Audio & Web Conferencing	
	• Internet Services	
E.2	Telecommunications Expense	\$500
E.3	Car & Travel Expenses	\$1,000
E.4	Meeting Expense	\$1,000
E.5	Postage	\$100
E.6	Supplies	\$250
E.7	Contingencies/Unspecified	<u>\$1,200</u>
	TOTAL COMPONENT BUDGET	\$13,050

F. Research

F.1	General Data Acquisition	\$10,000
F.2	Meeting Expense	\$2200
F.3	Professional Dues	\$400
F.4	Contingencies	<u>\$1,200</u>
	TOTAL COMPONENT BUDGET	\$13,800

G. Government Relations Consultant

G.1	Consultant-Washington, D.C.	\$18,000
	• Federal Employer retention/expansion	
	• Federal grants	

G.2 Travel	<u>\$3,500</u>
TOTAL COMPONENT BUDGET	\$21,500
TOTAL OPERATIONAL BUDGET	\$1,246,550
OTHER OPERATING EXPENSES	\$340,430
SALARIES and BENEFITS (exclusive of MWBD salaries)	\$386,495
TOTAL OPERATING EXPENSES	\$1,973,475
REVENUES	\$5,010,200
• Economic Development Sales Tax-\$5,000,000	
• Other Income-\$10,200	
TOTAL REVENUES OVER OPERATING EXPENSES	\$3,036,725
H. HEARTLAND VISIONING	\$ 60,000
• City \$30,000	
• County \$30,000	
I. INCENTIVES AND SITE EXPENDITURES	
I.1 Anticipated expenditures on current commitments	\$ 1,259,186
I.2 Indirect site/incentive expenditures	\$ 55,000
• Property taxes, maintenance of parks, cost of incentive reviews	
I.3 New Incentives	\$ 1,450,000
I.4 Downtown Rev. Grant/Perm. Improvements	\$ 100,000
I.5 New Land Acquisition (Subject to additional approval by the Go Topeka and JEDO Boards)	\$2,550,000
I.6 Site Improvements-Kanza Fire	\$1,051,698
• Complete construction of utilities to serve remainder of Phase I	
• Landscaping and signage	
TOTAL INCENTIVES AND SITE EXPENDITURES	\$6,465,884
TOTAL RECEIPTS OVER (UNDER) EXPENSES	(\$3,489,159)
TRANSFER FROM (TO) CASH, INVESTMENTS AND LAND HELD FOR DEVELOPMENT	\$3,489,159
NET RECEIPTS OVER EXPENSES AND INCENTIVES	\$ 0

Contract

JEDO CONTRACT NO. C-____- 2013

AGREEMENT FOR SERVICES

THIS AGREEMENT is entered into this _____ day of December, 2013, 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 the 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 City, dated November 1, 2001.

WHEREAS, the JEDO has as its principal mission the support of a strong economic development program designed to expand employment, strengthen the tax base and diversify and strengthen the Topeka and Shawnee County economy; and

WHEREAS, GO Topeka is an existing non-profit Kansas corporation, whose sole purpose is economic development within Topeka and Shawnee County; and

WHEREAS, the JEDO and GO Topeka have strong ties with goals and objectives that are compatible and mutually beneficial; and

WHEREAS, JEDO wishes to extend the contractual relationship with GO Topeka for calendar year 2014;

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

1. The JEDO agrees to grant Five Million Dollars (\$5,000,000.00) from its economic development fund to GO Topeka for the purpose of providing economic development services as set forth or referred to in this Agreement, including research, target marketing, existing business retention and expansion, new business recruitment, minority business development, entrepreneurial business development, infrastructure development, site acquisition and development, incentive funds, workforce training and expansion, and other such activities deemed necessary and appropriate. Such services are more fully described in the 2014 Business Plan authored by GO Topeka, attached hereto as Attachment A, and incorporated into this Agreement as if fully set forth herein.

2. The term of this Agreement shall be for one (1) year from January 1, 2014 to December 31, 2014. The term of this Agreement shall be extended beyond this term only upon written agreement of the parties unless either party terminates this Agreement by written notice to the other party given as provided in paragraph 9.

3. For the year 2014, GO Topeka shall receive Five Million Dollars (\$5,000,000) from the JEDO pursuant to paragraph five of the Interlocal Agreement establishing the JEDO (Shawnee County Contract No. C261-2001 and City of Topeka Contract No. 31439, or in accordance with the terms of any successor Interlocal Agreement

that may be executed between Shawnee County and the City of Topeka). GO Topeka understands the payment of said money is subject to the distribution schedule of the Department of Revenue of the State of Kansas who will collect and distribute the retailers' sales tax enacted for a twelve (12) year term beginning in year 2005. GO Topeka shall set aside Fifteen Thousand Dollars (\$15,000) of this money to pay for the expenses of the JEDO. GO Topeka shall make payments on amounts owed to the County and City from this distribution.

4. The parties mutually agree that no expenditures shall be made from grant funds by GO Topeka, except as specified in the budget submitted by GO Topeka attached hereto as Attachment B, and incorporated into this Agreement and all amendments of such budget approved by both parties as if fully set forth herein.

5. In performing its duties and responsibilities hereunder, the parties acknowledge and agree that GO Topeka is and shall be an independent contractor and not a partner, officer, agent, or employee of the JEDO, the City, or the County.

6. GO Topeka shall submit to the JEDO an annual Business Plan and budget in substantially the same form as Attachments A and B, reflecting the expenditures to be made during the fiscal year to be used only in accordance with the terms of this Agreement. Such funds shall be used during the contract period unless otherwise

agreed upon by both parties, in writing by an amendment to this Agreement.

7. GO Topeka agrees to submit to the JEDO updated quarterly program status reports, as well as quarterly financial statements. Quarterly statements shall be submitted to the JEDO within forty-five (45) days after the close of each quarter. Additionally, GO Topeka will submit an annual program report and financial statement to the JEDO after the conclusion of the program year covered by this Agreement. Go Topeka agrees to respond promptly to written inquiries from both voting and non-voting members of the JEDO.

8. Both parties understand that GO Topeka may incur budgeted expenses that are not due and payable until after the close of the current term of this Agreement. If, as anticipated, an Agreement between the JEDO and GO Topeka continues for the following year, a cash carry-forward may be allowed with the written agreement of both parties to this Agreement executed before the 31st day of December of each year.

9. It is understood and agreed that either party may terminate this Agreement at either party's sole discretion by giving the other party notice in writing of such termination, not less than one hundred twenty (120) days prior to termination. The JEDO agrees that if it terminates the Agreement that it shall pay any payments which are referred to in the approved budget which come due within the one hundred twenty (120) day notice period.

Upon termination of this Agreement, no further funds shall be payable or paid hereunder, except as otherwise provided herein. In any event, all obligations and commitments made before this Agreement is terminated will be honored by both parties which are described or referred to in the approved budget. Notice shall be deemed given and effective upon mailing of such notice to the receiving party or upon personal delivery of such notice. All cash and real property shall revert to the JEDO upon termination. During the one hundred twenty (120) day termination period, any expenditure in excess of One Thousand and No/100 Dollars (\$1,000.00) shall be first approved by the JEDO.

10. GO Topeka represents that it has, or will secure, all necessary employees, agents, independent contractors and other personnel required to perform the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the JEDO, the City or the County. GO Topeka shall have the sole responsibility for the selection, management and termination of all personnel engaged in the work required under this Agreement. All aforesaid employees shall reside inside the boundary of the County of Shawnee, Kansas or make their residence within said boundary within Sixty (60) days of their initial employment unless any such affected employee obtains a waiver of this provision from the JEDO.

All of the services required hereunder will be performed by GO

Topeka or under its supervision; all personnel engaged in the work shall be fully qualified and shall be authorized under state and local law to perform such services.

11. In carrying out the terms and provisions of this Agreement, GO Topeka will not unlawfully discriminate against any employee, applicant for employment, recipient of service, or applicant to receive services because of race, color, religion, sex, age, disability, ancestry, or national origin. GO Topeka shall take affirmative action to ensure that applicants for employment, employees, applicants for service, and recipients of service are treated equally and fairly without regard to their race, color, religion, sex, age, disability, ancestry, or national origin. GO Topeka shall, in all solicitations or advertisements for employees or of services, placed by or on behalf of GO Topeka, state that all qualified applicants shall receive consideration for employment or services without regard to race, color, religion, sex, age, disability, ancestry, or national origin.

12. Should the JEDO or GO Topeka request changes in the scope of services of GO Topeka to be performed hereunder, such changes shall be mutually agreed upon by both parties and incorporated by written amendments to this Agreement.

13. No officer or employee of the City or County, member of the Governing Body of the City or County, or other public official of the JEDO who exercises any functions or responsibilities in the

review or approval of the undertaking of the terms of this Agreement shall participate in any decision relating to this Agreement which affects his/her personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

14. GO Topeka covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. GO Topeka further covenants that in the performance of this Agreement no person having such interest shall be employed.

15. GO Topeka shall not assign any interest in this Agreement, and shall not transfer any interest in the same, whether by assignment or novation; provided, however, that claims for money due or to become due to GO Topeka under this Agreement may be assigned to a bank, trust company, or other financial institution upon written consent of the JEDO thereto.

16. Each party agrees to hold harmless and indemnify the other and any of their officers, agents, or employees from any and all liability for claims or causes of action of any person, firm, corporation, or entity for damages of any type whatsoever that might be sustained by virtue of any activities carried out in furtherance of this Agreement. GO Topeka shall procure and maintain during the term of this Agreement, in an amount approved

by both parties, public liability and property damage insurance to insure GO Topeka and the JEDO from all liability for injuries, including death to persons or property which may arise out of the performance of this Agreement.

17. GO Topeka shall establish and maintain the records with respect to all matters covered in this Agreement in accordance with the JEDO policies or requirements, and specifically in accordance with the following provisions:

a. Documentation of Costs. All costs shall be supported by properly executed payrolls, invoices, contracts, vouchers, or other official documents evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, invoices, vouchers, orders and other accounting documents shall be clearly identified and readily accessible.

b. Information and Reports. GO Topeka shall, at such time and in such form as the JEDO may require, furnish to the JEDO, any individual member of the JEDO, the City Attorney, the City Manager, and the County Counselor, such statements, records, reports, data and information as may be requested pertaining to matters covered by this Agreement. It is understood by both parties that such requests will not violate the professional code of confidentiality that is maintained between GO Topeka and its business clients and prospects. Both parties acknowledge that, in the course of this Agreement, certain confidential information will need to be exchanged. With respect to information supplied in connection with this Agreement and designated by the disclosing party as confidential, the recipient agrees to: (i) protect the confidential information in a reasonable and appropriate manner; (ii) use confidential information only to perform its obligations under this Agreement; and (iii) reproduce confidential information only as required to perform its obligations under this Agreement. These requirements shall not apply to information which is (a) publicly known, (b) already known to the recipient; (c) disclosed to a third party without restriction; (d) independently developed; or (e) disclosed pursuant to legal requirement or order, including the requirement that JEDO is subject to the provisions of the

Kansas Open Meetings Act, K.S.A. 75-4317, and the Kansas Open Records Act, K.S.A. 45-215.

c. Audits and Inspections. GO Topeka shall at any time during normal business hours make available to the JEDO, any individual member of the JEDO, the City Attorney, the City Manager, and the County Counselor, all of its records with respect to all matters covered by this Agreement. Further, such inspections shall not be limited in number or scope. GO Topeka shall also, at the conclusion of the Agreement year, order a certified annual audit by a certified public accounting firm selected by the JEDO, completed in accordance with generally accepted accounting principles relating to the finances related to this Agreement and make the audit results available to the JEDO.

d. Availability of Records. Financial and project records, necessary supporting data, and programmatic reports as requested by the JEDO, or its agent, shall be available for a period of at least three (3) years after completion of this Agreement.

18. GO Topeka agrees that an amount not less than ten percent (10%) of the funds referenced in paragraph 3 shall endeavor to be used to support economic development for the socially and economically disadvantaged individual or business enterprise. The definition of a Disadvantaged Business Enterprise shall be the same as the Disadvantaged Business Enterprise Program of the Kansas Department of Transportation in accordance with 49 CFR Part 26.

To facilitate the expenditure of these funds, Go Topeka shall create and retain a Minority and Women Business Development Advisory Council with the responsibility of approving a disadvantaged business enterprise budget and whose approval shall be required for any expenditure exceeding one thousand dollars.

19. GO Topeka shall maintain an inventory of all expendable supplies and fixed assets in accordance with the standard fixed asset policies and procedures as approved by the JEDO and shall annually provide a signed copy to the JEDO.

20. The parties understand that the scope of economic development retention, expansion and attraction may, in some cases, require that GO Topeka enter into funding commitments that extend beyond the one (1) year term of this Agreement. For such commitments, GO Topeka shall obtain the prior approval of JEDO, either in writing or by formal action of the JEDO Board at a duly called meeting and reflected in the meeting minutes.

21. This Grant Agreement may be amended by mutual, written agreement of the parties only.

22. The parties agree that the effective date of this Grant Agreement shall be January 1, 2014.

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

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

Dated: _____

JOINT ECONOMIC DEVELOPMENT ORGANIZATION

By: _____
Larry E. Wolgast, Chair

Dated: _____

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

By: _____
Doug Kinsinger, President

Agenda Item #5

JEDO CONTRACT NO. C-____- 2013

CASH CARRY-FORWARD AGREEMENT

THIS AGREEMENT is entered into this _____ day of December, 2013, 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 November 1, 2001.

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 2014 an amount not to exceed Seven Million Two Hundred Thousand Dollars (\$7,200,000) 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, 2014 to December 31, 2014.
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: _____
ORGANIZATION

JOINT ECONOMIC DEVELOPMENT

By: _____
Larry E. Wolgast, Chair

Dated: _____
TOPEKA/SHAWNEE

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

By: _____
Doug Kinsinger, President

City of Topeka & Shawnee County



Agenda Item No. 4 - Handouts

Form **990**Department of the Treasury
Internal Revenue Service**Return of Organization Exempt From Income Tax**Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung
benefit trust or private foundation)

▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

OMB No. 1545-0047

2012Open to Public
Inspection**A For the 2012 calendar year, or tax year beginning****and ending****B** Check if
applicable:

- ☐ Address
change
- ☐ Name
change
- ☐ Initial
return
- ☐ Termin-
ated
- ☐ Amended
return
- ☐ Applica-
tion
pending

C Name of organization

GREATER TOPEKA CHAMBER OF COMMERCE

Doing Business As

Number and street (or P.O. box if mail is not delivered to street address)

120 SE 6TH STREET

Room/suite

110

City, town, or post office, state, and ZIP code

TOPEKA, KS 66603

F Name and address of principal officer: DOUGLAS S. KINSINGER

120 SE 6TH ST #110, TOPEKA, KS 66603

D Employer identification number

48-0451270

E Telephone number

785-234-2644

G Gross receipts \$

2,202,563.

H(a) Is this a group return

for affiliates?

☐ Yes☒ No**H(b)** Are all affiliates included?☐ Yes☐ No

If "No," attach a list. (see instructions)

H(c) Group exemption number ▶**I** Tax-exempt status: ☐ 501(c)(3) ☒ 501(c)(6) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527**J** Website: ▶ WWW.TOPEKACHAMBER.ORG**K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶**L** Year of formation: 1933**M** State of legal domicile: KS**Part I Summary****1** Briefly describe the organization's mission or most significant activities: SEE SCHEDULE O**2** Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.**3** Number of voting members of the governing body (Part VI, line 1a) **3** 23**4** Number of independent voting members of the governing body (Part VI, line 1b) **4** 22**5** Total number of individuals employed in calendar year 2012 (Part V, line 2a) **5** 25**6** Total number of volunteers (estimate if necessary) **6** 300**7a** Total unrelated business revenue from Part VIII, column (C), line 12 **7a** 20,000.**b** Net unrelated business taxable income from Form 990-T, line 34 **7b** 10,160.**Revenue****8** Contributions and grants (Part VIII, line 1h) **Prior Year** 715,978. **Current Year** 740,826.**9** Program service revenue (Part VIII, line 2g) 349,751. 376,237.**10** Investment income (Part VIII, column (A), lines 3, 4, and 7d) 4,285. 1,983.**11** Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e) 1,115,030. 1,083,517.**12** Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12) 2,185,044. 2,202,563.**Expenses****13** Grants and similar amounts paid (Part IX, column (A), lines 1-3) 0. 0.**14** Benefits paid to or for members (Part IX, column (A), line 4) 0. 0.**15** Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10) 1,688,390. 1,682,215.**16a** Professional fundraising fees (Part IX, column (A), line 11e) 0. 0.**b** Total fundraising expenses (Part IX, column (D), line 25) ▶ 0.**17** Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e) 536,513. 441,681.**18** Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25) 2,224,903. 2,123,896.**19** Revenue less expenses. Subtract line 18 from line 12 -39,859. 78,667.**Net Assets or
Fund Balances****20** Total assets (Part X, line 16) **Beginning of Current Year** 896,076. **End of Year** 956,101.**21** Total liabilities (Part X, line 26) 110,258. 91,616.**22** Net assets or fund balances. Subtract line 21 from line 20 785,818. 864,485.**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign
Here**

Signature of officer

Date

DOUGLAS S. KINSINGER, PRESIDENT

Type or print name and title

Paid

Print/Type preparer's name

PEPPER DAVID

Preparer's signature

Pepper David

Date

5/14/13

Check ☐
if self-employed

PTIN

P00451431

**Preparer
Use Only**

Firm's name ▶ CBIZ MHM, LLC

Firm's EIN ▶ 34-1857238

Firm's address ▶ 990 SW FAIRLAWN ROAD

Phone no. 785-272-3176

TOPEKA, KS 66606

May the IRS discuss this return with the preparer shown above? (see instructions)

☒ Yes☐ No

232001 12-10-12

LHA For Paperwork Reduction Act Notice, see the separate instructions.

Form **990** (2012)

Carol Maple Handout Item No. 4

Part II Statement of Program Service AccomplishmentsCheck if Schedule O contains a response to any question in this Part III ☐**1** Briefly describe the organization's mission:

THE PURPOSE OF THE GREATER TOPEKA CHAMBER OF COMMERCE IS TO ADVANCE
THE GENERAL WELFARE, QUALITY OF LIFE, AND PROSPERITY OF THE GREATER
TOPEKA AREA TO BENEFIT THE CITIZENS AND THE COMMUNITY.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ including grants of \$) (Revenue \$)
THE ACTIVITIES PROVIDED FUNDS USED TO PROMOTE CIVIC,
ECONOMIC, AND SOCIAL WELFARE OF THE PEOPLE OF TOPEKA AND
VICINITY.

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe in Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A		X
2 Is the organization required to complete Schedule B, Schedule of Contributors?		X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III	X	
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	X	
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		X
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X	X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional	X	
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? If "Yes," complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? If "Yes," complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		

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Part IV Checklist of Required Schedules (continued)

	Yes	No
21 Did the organization report more than \$5,000 of grants and other assistance to any government or organization in the United States on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		X
22 Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		
26 Was a loan to or by a current or former officer, director, trustee, key employee, highest compensated employee, or disqualified person outstanding as of the end of the organization's tax year? <i>If "Yes," complete Schedule L, Part II</i>		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
b A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>	X	
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	X	
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>	X	
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19?	X	

Note. All Form 990 filers are required to complete Schedule O

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Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response to any question in this Part V ☐

		Yes	No
1a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a 9		
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1b 0		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c	X	
2a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a 25		
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	2b	X	
3a Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X	
b If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O	3b	X	
4a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a		X
b If "Yes," enter the name of the foreign country: See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.			
5a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a		X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b		X
c If "Yes," to line 5a or 5b, did the organization file Form 8886-T?	5c		
6a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a		X
b If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b		
7 Organizations that may receive deductible contributions under section 170(c).			
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a		
b If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b		
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c		
d If "Yes," indicate the number of Forms 8282 filed during the year	7d		
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e		
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f		
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g		
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h		
8 Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?	8		
9 Sponsoring organizations maintaining donor advised funds.			
a Did the organization make any taxable distributions under section 4966?	9a		
b Did the organization make a distribution to a donor, donor advisor, or related person?	9b		
10 Section 501(c)(7) organizations. Enter:			
a Initiation fees and capital contributions included on Part VIII, line 12	10a		
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b		
11 Section 501(c)(12) organizations. Enter:			
a Gross income from members or shareholders	11a		
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b		
12a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a		
b If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b		
13 Section 501(c)(29) qualified nonprofit health insurance issuers.			
a Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O.	13a		
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b		
c Enter the amount of reserves on hand	13c		
14a Did the organization receive any payments for indoor tanning services during the tax year?	14a		X
b If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	14b		

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Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.Check if Schedule O contains a response to any question in this Part VI ☒**Section A. Governing Body and Management**

	1a	23	Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.		23		
b Enter the number of voting members included in line 1a, above, who are independent	1b	22		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2		X	
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?	3			X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4			X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?	5			X
6 Did the organization have members or stockholders?	6		X	
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a		X	
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b		X	
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a The governing body?	8a		X	
b Each committee with authority to act on behalf of the governing body?	8b		X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O	9			X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10a Did the organization have local chapters, branches, or affiliates?	10a	X
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b	
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	X
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
12a Did the organization have a written conflict of interest policy? If "No," go to line 13	12a	X
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	X
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	12c	X
13 Did the organization have a written whistleblower policy?	13	X
14 Did the organization have a written document retention and destruction policy?	14	X
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official	15a	X
b Other officers or key employees of the organization	15b	X
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a	X
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b	

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed **KS**

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how), the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, physical address, and telephone number of the person who possesses the books and records of the organization: **►**
DELORES HEALEY - 785-234-2644
120 SE 6TH STREET, TOPEKA, KS 66603

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response to any question in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) DR. BRENDA DIETRICH EX-OFFICIO BOARD MEMBER	1.00	X						0.	0.	0.
(2) PAUL BOSSERT EX-OFFICIO BOARD MEMBER	1.00	X						0.	0.	0.
(3) COL. RON KRUEGER EX-OFFICIO BOARD MEMBER	1.00	X						0.	0.	0.
(4) OLIVIA SIMMONS EX-OFFICIO BOARD MEMBER	1.00	X						0.	0.	0.
(5) SENATOR VICKI SCHMIDT EX-OFFICIO BOARD MEMBER	1.00	X						0.	0.	0.
(6) COMM. MARY THOMAS EX-OFFICIO BOARD MEMBER	1.00	X						0.	0.	0.
(7) MAYOR BILL BUNTEN EX-OFFICIO BOARD MEMBER	1.00	X						0.	0.	0.
(8) TIM CLOTHIER ELECTED DIRECTOR	1.00	X						0.	0.	0.
(9) PAT DORAN ELECTED DIRECTOR	1.00	X						0.	0.	0.
(10) ERIC REA ELECTED DIRECTOR	1.00	X						0.	0.	0.
(11) MICHELLE CUEVAS-STUBBLEFIELD ELECTED DIRECTOR	1.00	X						0.	0.	0.
(12) LONNIE WILLIAMS ELECTED DIRECTOR	1.00	X						0.	0.	0.
(13) ALLEN MOORE ELECTED DIRECTOR	1.00	X						0.	0.	0.
(14) SHAWN BROWN ELECTED DIRECTOR	1.00	X						0.	0.	0.
(15) JEFF HIRSTAND ELECTED DIRECTOR	1.00	X						0.	0.	0.
(16) AMBER GENTRY BULLOCK ELECTED DIRECTOR	1.00	X						0.	0.	0.
(17) MARK BRINKER ELECTED DIRECTOR	1.00	X						0.	0.	0.

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) CURTIS SNEDEN VICE CHAIRMAN	1.00	X						0.	0.	0.
(19) CAROL WHEELER ELECTED DIRECTOR	1.00	X						0.	0.	0.
(20) BRENT BOLES ELECTED DIRECTOR	1.00	X						0.	0.	0.
(21) KARLA CLEM VICE CHAIRMAN	1.00	X						0.	0.	0.
(22) JOHN DICUS ELECTED DIRECTOR	1.00	X						0.	0.	0.
(23) RANDY PEMBROOK ELECTED DIRECTOR	1.00	X						0.	0.	0.
(24) DIANA RAMIREZ ELECTED DIRECTOR	1.00	X						0.	0.	0.
(25) MAYNARD OLIVERIUS VICE CHAIRMAN	1.00	X						0.	0.	0.
(26) RANDY GOLDSMITH VICE CHAIRMAN	1.00	X						0.	0.	0.
1b Sub-total								0.	0.	0.
c Total from continuation sheets to Part VII, Section A								145,004.	330,969.	47,124.
d Total (add lines 1b and 1c)								145,004.	330,969.	47,124.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **1**

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual	X	
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
NONE		

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **0**

SEE PART VII, SECTION A CONTINUATION SHEETS

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Part VIII Statement of RevenueCheck if Schedule O contains a response to any question in this Part VIII ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1a					
	b Membership dues	1b	740,826.				
	c Fundraising events	1c					
	d Related organizations	1d					
	e Government grants (contributions)	1e					
	f All other contributions, gifts, grants, and similar amounts not included above	1f					
	g Noncash contributions included in lines 1a-1f: \$						
	h Total. Add lines 1a-1f		740,826.				
Program Service Revenue	2 a SPECIAL EVENTS	Business Code	900099	235,129.	235,129.		
	b MISCELLANEOUS		900099	141,108.	141,108.		
	c						
	d						
	e						
	f All other program service revenue						
	g Total. Add lines 2a-2f			376,237.			
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)			1,983.			1,983.
	4 Income from investment of tax-exempt bond proceeds						
	5 Royalties						
	6 a Gross rents	(i) Real	(ii) Personal				
	b Less: rental expenses						
	c Rental income or (loss)						
	d Net rental income or (loss)						
	7 a Gross amount from sales of assets other than inventory	(i) Securities	(ii) Other				
	b Less: cost or other basis and sales expenses						
	c Gain or (loss)						
	d Net gain or (loss)						
	8 a Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18	a					
	b Less: direct expenses	b					
	c Net income or (loss) from fundraising events						
	9 a Gross income from gaming activities. See Part IV, line 19	a					
	b Less: direct expenses	b					
	c Net income or (loss) from gaming activities						
	10 a Gross sales of inventory, less returns and allowances	a					
b Less: cost of goods sold	b						
c Net income or (loss) from sales of inventory							
Miscellaneous Revenue			Business Code				
11 a MANAGEMENT FEES		900099	811,916.			811,916.	
b GOVERNOR'S MILITARY COUNCIL		900099	138,238.			138,238.	
c HEARTLAND VISIONING		900099	113,363.			113,363.	
d All other revenue		541800	20,000.		20,000.		
e Total. Add lines 11a-11d			1,083,517.				
12 Total revenue. See instructions.			2,202,563.	376,237.	20,000.	1,065,500.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response to any question in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the United States. See Part IV, line 21				
2 Grants and other assistance to individuals in the United States. See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the United States. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	161,581.			
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	1,299,452.			
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	68,517.			
9 Other employee benefits	48,028.			
10 Payroll taxes	104,637.			
11 Fees for services (non-employees):				
a Management				
b Legal	212.			
c Accounting	22,751.			
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	20,962.			
12 Advertising and promotion	33,388.			
13 Office expenses	88,372.			
14 Information technology				
15 Royalties				
16 Occupancy	44,853.			
17 Travel	22,687.			
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	135,523.			
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	13,140.			
23 Insurance	5,134.			
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a UNRELATED BUSINESS INCOME	904.			
b MISCELLANEOUS	42,712.			
c SUBSCRIPTIONS AND DUES	7,691.			
d DIRECTORY	5,588.			
e All other expenses	-2,236.			
25 Total functional expenses. Add lines 1 through 24e	2,123,896.			
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here ☐ if following SOP 98-2 (ASC 958-720)

Part X Balance SheetCheck if Schedule O contains a response to any question in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	48,566.	1	159,726.
	2 Savings and temporary cash investments	661,270.	2	663,253.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	29,742.	4	55,881.
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	20,018.	9	19,673.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 206,492.		
	b Less: accumulated depreciation	10b 171,679.	10c	34,813.
	11 Investments - publicly traded securities		11	
	12 Investments - other securities. See Part IV, line 11		12	
	13 Investments - program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	101,253.	15	22,755.
16 Total assets. Add lines 1 through 15 (must equal line 34)	896,076.	16	956,101.	
Liabilities	17 Accounts payable and accrued expenses	20,563.	17	23,895.
	18 Grants payable		18	
	19 Deferred revenue	89,695.	19	67,721.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25	110,258.	26	91,616.
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	785,818.	27	864,485.
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
	33 Total net assets or fund balances	785,818.	33	864,485.
34 Total liabilities and net assets/fund balances	896,076.	34	956,101.	

Form 990 (2012)

Part X Reconciliation of Net AssetsCheck if Schedule O contains a response to any question in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	2,202,563.
2	Total expenses (must equal Part IX, column (A), line 25)	2	2,123,896.
3	Revenue less expenses. Subtract line 2 from line 1	3	78,667.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	785,818.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	864,485.

Part XII Financial Statements and ReportingCheck if Schedule O contains a response to any question in this Part XII ☐

- 1 Accounting method used to prepare the Form 990: ☐ Cash ☒ Accrual ☐ Other _____
If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.
- 2a Were the organization's financial statements compiled or reviewed by an independent accountant? _____
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:
☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis
- b Were the organization's financial statements audited by an independent accountant? _____
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:
☐ Separate basis ☒ Consolidated basis ☐ Both consolidated and separate basis
- c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____
If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.
- 3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? _____
- b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits _____

	Yes	No
2a		X
2b	X	
2c	X	
3a		X
3b		

Form 990 (2012)

SCHEDULE C
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Political Campaign and Lobbying Activities

For Organizations Exempt From Income Tax Under section 501(c) and section 527

▶ **Complete if the organization is described below.** ▶ **Attach to Form 990 or Form 990-EZ.**
▶ **See separate instructions.**

OMB No. 1545-0047

2012

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If the organization answered "Yes," to Form 990, Part IV, line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then

- Section 501(c)(3) organizations: Complete Parts I-A and B. Do not complete Part I-C.
- Section 501(c) (other than section 501(c)(3)) organizations: Complete Parts I-A and C below. Do not complete Part I-B.
- Section 527 organizations: Complete Part I-A only.

If the organization answered "Yes," to Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)): Complete Part II-A. Do not complete Part II-B.
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)): Complete Part II-B. Do not complete Part II-A.

If the organization answered "Yes," to Form 990, Part IV, line 5 (Proxy Tax), or Form 990-EZ, Part V, line 35c (Proxy Tax), then

- Section 501(c)(4), (5), or (6) organizations: Complete Part III.

Name of organization GREATER TOPEKA CHAMBER OF COMMERCE	Employer identification number 48-0451270
---	---

Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.

1 Provide a description of the organization's direct and indirect political campaign activities in Part IV.

2 Political expenditures ▶ \$ _____

3 Volunteer hours ▶ _____

Part I-B Complete if the organization is exempt under section 501(c)(3).

1 Enter the amount of any excise tax incurred by the organization under section 4955 ▶ \$ _____

2 Enter the amount of any excise tax incurred by organization managers under section 4955 ▶ \$ _____

3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? ☐ Yes ☐ No

4a Was a correction made? ☐ Yes ☐ No

b If "Yes," describe in Part IV.

Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).

1 Enter the amount directly expended by the filing organization for section 527 exempt function activities ▶ \$ _____

2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities ▶ \$ _____

3 Total exempt function expenditures. Add lines 1 and 2. Enter here and on Form 1120-POL, line 17b ▶ \$ _____

4 Did the filing organization file Form 1120-POL for this year? ☐ Yes ☐ No

5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which the filing organization made payments. For each organization listed, enter the amount paid from the filing organization's funds. Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC). If additional space is needed, provide information in Part IV.

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds. If none, enter -0-.	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization. If none, enter -0-.

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule C (Form 990 or 990-EZ) 2012

LHA

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Part II-A Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).

- A** Check ☐ If the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures).
- B** Check ☐ If the filing organization checked box A and "limited control" provisions apply.

Limits on Lobbying Expenditures (The term "expenditures" means amounts paid or incurred.)	(a) Filing organization's totals	(b) Affiliated group totals												
1a Total lobbying expenditures to influence public opinion (grass roots lobbying)														
b Total lobbying expenditures to influence a legislative body (direct lobbying)														
c Total lobbying expenditures (add lines 1a and 1b)														
d Other exempt purpose expenditures														
e Total exempt purpose expenditures (add lines 1c and 1d)														
f Lobbying nontaxable amount. Enter the amount from the following table in both columns.														
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">If the amount on line 1e, column (a) or (b) is:</th> <th style="text-align: left;">The lobbying nontaxable amount is:</th> </tr> </thead> <tbody> <tr> <td>Not over \$500,000</td> <td>20% of the amount on line 1e.</td> </tr> <tr> <td>Over \$500,000 but not over \$1,000,000</td> <td>\$100,000 plus 15% of the excess over \$500,000.</td> </tr> <tr> <td>Over \$1,000,000 but not over \$1,500,000</td> <td>\$175,000 plus 10% of the excess over \$1,000,000.</td> </tr> <tr> <td>Over \$1,500,000 but not over \$17,000,000</td> <td>\$225,000 plus 5% of the excess over \$1,500,000.</td> </tr> <tr> <td>Over \$17,000,000</td> <td>\$1,000,000.</td> </tr> </tbody> </table>	If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:	Not over \$500,000	20% of the amount on line 1e.	Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000.	Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000.	Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000.	Over \$17,000,000	\$1,000,000.		
If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:													
Not over \$500,000	20% of the amount on line 1e.													
Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000.													
Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000.													
Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000.													
Over \$17,000,000	\$1,000,000.													
g Grassroots nontaxable amount (enter 25% of line 1f)														
h Subtract line 1g from line 1a. If zero or less, enter -0-														
i Subtract line 1f from line 1c. If zero or less, enter -0-														
j If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year?	<input type="checkbox"/> Yes	<input type="checkbox"/> No												

4-Year Averaging Period Under Section 501(h)

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below. See the instructions for lines 2a through 2f on page 4.)

Lobbying Expenditures During 4-Year Averaging Period

Calendar year (or fiscal year beginning in)	(a) 2009	(b) 2010	(c) 2011	(d) 2012	(e) Total
2a Lobbying nontaxable amount					
b Lobbying ceiling amount (150% of line 2a, column(e))					
c Total lobbying expenditures					
d Grassroots nontaxable amount					
e Grassroots ceiling amount (150% of line 2d, column (e))					
f Grassroots lobbying expenditures					

Schedule C (Form 990 or 990-EZ) 2012

Part II-B Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).

For each "Yes," response to lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity.

For each "Yes," response to lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity.		(a)		(b)
		Yes	No	Amount
1	During the year, did the filing organization attempt to influence foreign, national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:			
a	Volunteers?			
b	Paid staff or management (include compensation in expenses reported on lines 1c through 1i)? ...			
c	Media advertisements?			
d	Mailings to members, legislators, or the public?			
e	Publications, or published or broadcast statements?			
f	Grants to other organizations for lobbying purposes?			
g	Direct contact with legislators, their staffs, government officials, or a legislative body?			
h	Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?			
i	Other activities?			
j	Total. Add lines 1c through 1i			
2a	Did the activities in line 1 cause the organization to be not described in section 501(c)(3)?			
b	If "Yes," enter the amount of any tax incurred under section 4912			
c	If "Yes," enter the amount of any tax incurred by organization managers under section 4912			
d	If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?			

Part III-A Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).

		Yes	No
1	Were substantially all (90% or more) dues received nondeductible by members?		X
2	Did the organization make only in-house lobbying expenditures of \$2,000 or less?		X
3	Did the organization agree to carry over lobbying and political expenditures from the prior year?		X

Part III-B Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No," OR (b) Part III-A, line 3, is answered "Yes."

1	Dues, assessments and similar amounts from members	1	740,826.
2	Section 162(e) nondeductible lobbying and political expenditures (do not include amounts of political expenses for which the section 527(f) tax was paid).		
a	Current year	2a	56,090.
b	Carryover from last year	2b	
c	Total	2c	56,090.
3	Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	3	74,083.
4	If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditure next year?	4	
5	Taxable amount of lobbying and political expenditures (see instructions)	5	-17,993.

Part IV	Supplemental Information
----------------	---------------------------------

Complete this part to provide the descriptions required for Part I-A, line 1; Part I-B, line 4; Part I-C, line 5; Part II-A (affiliated group list); Part II-A, line 2; and Part II-B, line 1. Also, complete this part for any additional information.

Supplemental Financial Statements

▶ Complete if the organization answered "Yes," to Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
▶ Attach to Form 990. ▶ See separate instructions.

2012

Open to Public
Inspection

Name of the organization

GREATER TOPEKA CHAMBER OF COMMERCE

Employer identification number

48-0451270

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" to Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate contributions to (during year)		
3 Aggregate grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? <input type="checkbox"/> Yes <input type="checkbox"/> No		
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Part II Conservation Easements. Complete if the organization answered "Yes" to Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).
☐ Preservation of land for public use (e.g., recreation or education) ☐ Preservation of an historically important land area
☐ Protection of natural habitat ☐ Preservation of a certified historic structure
☐ Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easements during the year ▶ \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" to Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenues included in Form 990, Part VIII, line 1 ▶ \$

(ii) Assets included in Form 990, Part X ▶ \$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenues included in Form 990, Part VIII, line 1 ▶ \$

b Assets included in Form 990, Part X ▶ \$

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a ☐ Public exhibition
 b ☐ Scholarly research
 c ☐ Preservation for future generations
 d ☐ Loan or exchange programs
 e ☐ Other _____

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" to Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
1c Beginning balance	
1d Additions during the year	
1e Distributions during the year	
1f Ending balance	

2a Did the organization include an amount on Form 990, Part X, line 21? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII ☐

Part V Endowment Funds. Complete if the organization answered "Yes" to Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment ☐ %

b Permanent endowment ☐ %

c Temporarily restricted endowment ☐ %

The percentages in lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

(i) unrelated organizations ☐ Yes ☐ No

(ii) related organizations ☐ Yes ☐ No

b If "Yes" to 3a(ii), are the related organizations listed as required on Schedule R? ☐ Yes ☐ No

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements		17,951.	14,640.	3,311.
d Equipment		112,062.	83,207.	28,855.
e Other		76,479.	73,832.	2,647.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10(c).)				34,813.

Schedule D (Form 990) 2012

Part VII Investments - Other Securities. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 12.) ▶		

Part VIII Investments - Program Related. See Form 990, Part X, line 13.

(a) Description of investment type	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 13.) ▶		

Part IX Other Assets. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.) ▶	

Part X Other Liabilities. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	

2. FIN 48 (ASC 740) Footnote. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☒

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

1	Total revenue, gains, and other support per audited financial statements		1
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains on investments	2a	
b	Donated services and use of facilities	2b	
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d		2e
3	Subtract line 2e from line 1		3
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b		4c
5	Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)		5

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

1	Total expenses and losses per audited financial statements		1
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d		2e
3	Subtract line 2e from line 1		3
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b		4c
5	Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)		5

Part XIII Supplemental Information

Complete this part to provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART X, LINE 2: THE ORGANIZATION'S PRESENT ACCOUNTING POLICY FOR THE

EVALUATION OF UNCERTAIN TAX POSITIONS IS TO REVIEW THOSE POSITIONS ON AN ANNUAL BASIS. A LIABILITY WOULD BE RECORDED IN THE FINANCIAL STATEMENTS DURING THE PERIOD WHICH, BASED ON ALL AVAILABLE EVIDENCE, MANAGEMENT BELIEVES IT IS MORE LIKELY THAN NOT THAT THE TAX POSITION WOULD NOT BE SUSTAINED UPON EXAMINATION BY TAXING AUTHORITIES AND THE LIABILITY WOULD BE INCURRED BY THE ORGANIZATION.

Part XIII Supplemental Information (continued)

THE ORGANIZATION FILES INCOME TAX RETURNS IN THE U.S. FEDERAL AND KANSAS JURISDICTIONS. THE ORGANIZATION IS GENERALLY NO LONGER SUBJECT TO FEDERAL AND STATE INCOME TAX EXAMINATIONS BY TAXING AUTHORITIES FOR YEARS BEFORE 2009. THERE ARE CURRENTLY NO EXAMINATIONS OF THE ORGANIZATION'S INCOME TAX RETURNS IN PROGRESS.

**SCHEDULE J
(Form 990)**

Department of the Treasury
Internal Revenue Service

Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest
Compensated Employees

▶ Complete if the organization answered "Yes" to Form 990,
Part IV, line 23.

▶ Attach to Form 990. ▶ See separate instructions.

OMB No. 1545-0047

2012

Open to Public
Inspection

Name of the organization

GREATER TOPEKA CHAMBER OF COMMERCE

Employer identification number

48-0451270

Part I Questions Regarding Compensation

1a Check the appropriate box(es) if the organization provided any of the following to or for a person listed in Form 990,
Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

☐ First-class or charter travel

☐ Travel for companions

☐ Tax indemnification and gross-up payments

☐ Discretionary spending account

☐ Housing allowance or residence for personal use

☐ Payments for business use of personal residence

☐ Health or social club dues or initiation fees

☐ Personal services (e.g., maid, chauffeur, chef)

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or
reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all officers, directors,
trustees, and the CEO/Executive Director, regarding the items checked in line 1a?

3 Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's
CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to
establish compensation of the CEO/Executive Director, but explain in Part III.

☒ Compensation committee

☐ Independent compensation consultant

☐ Form 990 of other organizations

☒ Written employment contract

☒ Compensation survey or study

☒ Approval by the board or compensation committee

4 During the year, did any person listed in Form 990, Part VII, Section A, line 1a, with respect to the filing
organization or a related organization:

a Receive a severance payment or change-of-control payment?

b Participate in, or receive payment from, a supplemental nonqualified retirement plan?

c Participate in, or receive payment from, an equity-based compensation arrangement?

If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3) and 501(c)(4) organizations must complete lines 5-9.

5 For persons listed in Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation
contingent on the revenues of:

a The organization?

b Any related organization?

If "Yes" to line 5a or 5b, describe in Part III.

6 For persons listed in Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation
contingent on the net earnings of:

a The organization?

b Any related organization?

If "Yes" to line 6a or 6b, describe in Part III.

7 For persons listed in Form 990, Part VII, Section A, line 1a, did the organization provide any non-fixed payments
not described in lines 5 and 6? If "Yes," describe in Part III

8 Were any amounts reported in Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the
initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III

9 If "Yes" to line 8, did the organization also follow the rebuttable presumption procedure described in
Regulations section 53.4958-6(c)?

Yes No

1b		
2		
4a		X
4b		X
4c		X
5a		
5b		
6a		
6b		
7		
8		
9		

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2012

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
▶ Attach to Form 990 or 990-EZ.

OMB No. 1545-0047

2012

Open to Public
Inspection

Name of the organization

GREATER TOPEKA CHAMBER OF COMMERCE

Employer identification number
48-0451270

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

THE PURPOSE OF THE GREATER TOPEKA CHAMBER OF COMMERCE IS TO ADVANCE THE
GENERAL WELFARE, QUALITY OF LIFE, AND PROSPERITY OF THE GREATER TOPEKA
AREA TO BENEFIT THE CITIZENS AND THE COMMUNITY.

FORM 990, PART VI, SECTION A, LINE 2: BOARD MEMBER MAYNARD OLIVERIUS AND
BOARD MEMBER JOHN DICUS HAVE A BUSINESS RELATIONSHIP. MAYNARD OLIVERIUS IS
THE PRESIDENT & CEO OF STORMONT-VAIL HEALTHCARE AND JOHN DICUS SERVES ON
THE BOARD OF DIRECTORS AT STORMONT-VAIL HEALTHCARE.

FORM 990, PART VI, SECTION A, LINE 6: THE ORGANIZATION HAS PRINCIPAL
MEMBERS & ASSIGNED MEMBERS WHICH IS ONE DESIGNATED BY A PRINCIPAL MEMBER.

FORM 990, PART VI, SECTION A, LINE 7A: EACH MEMBER, PRINCIPAL OR ASSIGNEE
IS ENTITLED ONE VOTE IN ANY ELECTION BY THE MEMBERSHIP.

FORM 990, PART VI, SECTION A, LINE 7B: IF DISSOLUTION OF THE CORPORATION
IS RECOMMENDED BY THE BOARD OF DIRECTORS, THERE SHALL BE 2/3 MAJORITY VOTE
BY THE TOTAL MEMBERSHIP ELIGIBLE TO VOTE.

FORM 990, PART VI, SECTION B, LINE 11: THE FORM 990 WAS PROVIDED TO THE
AUDIT COMMITTEE AND APPROVED BY THE AUDIT COMMITTEE PRIOR TO FILING. THE
990 IS ALSO E-MAILED TO THE FULL BOARD FOR REVIEW PRIOR TO FILING. THE 990
WAS PREPARED BY AN OUTSIDE CPA FIRM.

FORM 990, PART VI, SECTION B, LINE 12C: DURING ORIENTATION THE

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990 or 990-EZ) (2012)

232211
01-04-13

Name of the organization

GREATER TOPEKA CHAMBER OF COMMERCE

Employer identification number

48-0451270

OFFICER/DIRECTOR/KEY EMPLOYEE IS REQUIRED TO REVIEW & SIGN AN AGREEMENT WHICH REQUIRES NOTIFICATION OF CONFLICTS. THE CONFLICT OF INTEREST POLICY IS REQUIRED TO BE SIGNED ANNUALLY. BOARD MEMBERS ARE ALSO REQUIRED TO NOTIFY ANY CONFLICTS AS THEY OCCUR IF AFTER THE CONFLICT OF INTEREST POLICY IS SIGNED.

FORM 990, PART VI, SECTION B, LINE 15: THERE IS AN ANNUAL PERFORMANCE REVIEW COMPLETED FOR THE OFFICER. THE REVIEW INCLUDES A COMPARISON OF INDUSTRY DATA FOR COMPARABLE POSITIONS. THIS IS DOCUMENTED IN THE MINUTES OF THE BOARD MEETING. THE COMPENSATION FOR THE KEY EMPLOYEES IS DETERMINED BY AN ANNUAL PERFORMANCE REVIEW AND ALSO DOING A COMPARATIVE REVIEW TO COMPARABLE POSITIONS FROM OTHER AREAS. THE DATA USED IS RECEIVED FROM THE NATIONAL PROFESSIONAL ASSOCIATION SHOWING SALARY INFORMATION FOR COMPARABLE POSITIONS BY REGION.

FORM 990, PART VI, SECTION C, LINE 19: FINANCIAL STATEMENTS ARE PROVIDED BY REQUEST OF THE FORM 990. THE GOVERNING DOCUMENTS AND CONFLICT OF INTEREST POLICY ARE NOT AVAILABLE TO THE PUBLIC.

Part I Identification of Disregarded Entities (Complete if the organization answered "Yes" to Form 990, Part IV, line 33.)

[illegible]

Part I

Identification of Related Tax-Exempt Organizations (Complete if the organization answered "Yes" to Form 990, Part IV, line 34 because it had one or more related tax-exempt organizations during the tax year.)

[illegible]

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule R (Form 990) 2012

Part V Transactions With Related Organizations (Complete if the organization answered "Yes" to Form 990, Part IV, line 34, 35b, or 36.)**Note.** Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?

	Yes	No
a Receipt of (i) interest (ii) annuities (iii) royalties or (iv) rent from a controlled entity		X
b Gift, grant, or capital contribution to related organization(s)		X
c Gift, grant, or capital contribution from related organization(s)		X
d Loans or loan guarantees to or for related organization(s)		X
e Loans or loan guarantees by related organization(s)		X
f Dividends from related organization(s)		X
g Sale of assets to related organization(s)		X
h Purchase of assets from related organization(s)		X
i Exchange of assets with related organization(s)		X
j Lease of facilities, equipment, or other assets to related organization(s)		X
k Lease of facilities, equipment, or other assets from related organization(s)		X
l Performance of services or membership or fundraising solicitations for related organization(s)		X
m Performance of services or membership or fundraising solicitations by related organization(s)		X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	X	
o Sharing of paid employees with related organization(s)	X	
p Reimbursement paid to related organization(s) for expenses		X
q Reimbursement paid by related organization(s) for expenses		X
r Other transfer of cash or property to related organization(s)		X
s Other transfer of cash or property from related organization(s)		X

2 If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

	(a) Name of other organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1) GROWTH ORGANIZATION OF TOPEKA		Q	571,316.FMV	
(2) GROWTH ORGANIZATION OF TOPEKA		O	240,600.FMV	
(3)				
(4)				
(5)				
(6)				

30

Part VII Supplemental Information

Complete this part to provide additional information for responses to questions on Schedule R (see instructions).

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Form **990**

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

OMB No. 1545-0047

2012

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

A For the 2012 calendar year, or tax year beginning and ending		D Employer identification number
B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization	E Telephone number
	GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO	48-1227900
	Doing Business As	
	Number and street (or P.O. box if mail is not delivered to street address) Room/suite	
	120 SE 6TH STREET 110	
City, town, or post office, state, and ZIP code		G Gross receipts \$
TOPEKA, KS 66603		7,087,624.
F Name and address of principal officer: DOUGLAS S. KINSINGER		H(a) Is this a group return for affiliates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
120 SE 6TH STREET, TOPEKA, KS 66603-3513		H(b) Are all affiliates included? <input type="checkbox"/> Yes <input type="checkbox"/> No
I Tax-exempt status: <input type="checkbox"/> 501(c)(3) <input checked="" type="checkbox"/> 501(c)(6) (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		If "No," attach a list. (see instructions)
J Website: WWW.TOPEKACHAMBER.ORG		H(c) Group exemption number ▶
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶		L Year of formation: 2000 M State of legal domicile: KS

Part I Summary			
Activities & Governance	1 Briefly describe the organization's mission or most significant activities: TO FOSTER A POSITIVE ENVIRONMENT FOR THE ECONOMIC AND POPULATION GROWTH OF TOPEKA AND SHAWNEE COUNTY.		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	27
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	26
	5 Total number of individuals employed in calendar year 2012 (Part V, line 2a)	5	0
	6 Total number of volunteers (estimate if necessary)	6	200
Revenue	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
	b Net unrelated business taxable income from Form 990-T, line 34	7b	0.
	8 Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9 Program service revenue (Part VIII, line 2g)	10,668,088.	7,043,059.
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	29,372.	42,078.
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	-3,067.	2,487.
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	0.	0.
	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	10,694,393.	7,087,624.
	14 Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	Expenses	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	0.
16a Professional fundraising fees (Part IX, column (A), line 11e)		900,241.	872,776.
b Total fundraising expenses (Part IX, column (D), line 25) ▶		0.	0.
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		11,032,843.	2,321,665.
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		11,933,084.	3,194,441.
19 Revenue less expenses. Subtract line 18 from line 12		-1,238,691.	3,893,183.
Net Assets or Fund Balances		20 Total assets (Part X, line 16)	Beginning of Current Year
	21 Total liabilities (Part X, line 26)	14,943,348.	22,009,263.
	22 Net assets or fund balances. Subtract line 21 from line 20	6,803,356.	9,973,170.

Part II Signature Block			
Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.			
Sign Here	Signature of officer		Date
	DOUGLAS S. KINSINGER, PRESIDENT		5/14/13
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date
	PEPPER DAVID	Pepper David	5/14/13
Preparer Use Only	Firm's name ▶ CBIZ MHM, LLC	Check if self-employed <input type="checkbox"/>	PTIN
	Firm's address ▶ 990 SW FAIRLAWN ROAD TOPEKA, KS 66606	Firm's EIN ▶ 34-1857238	P00451431
		Phone no.	785-272-3176

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No

Carol Marple Handout Item No. 4

Part III Statement of Program Service AccomplishmentsCheck if Schedule O contains a response to any question in this Part III ☐

1 Briefly describe the organization's mission:

TO FOSTER A POSITIVE ENVIRONMENT FOR THE ECONOMIC AND POPULATION
GROWTH OF TOPEKA AND SHAWNEE COUNTY.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses.

Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ Including grants of \$) (Revenue \$)

GO TOPEKA PROMOTES ECONOMIC DEVELOPMENT WHICH IS VITAL TO THE GROWTH AND PROSPERITY OF TOPEKA/SHAWNEE COUNTY. GO TOPEKA CREATES EXCEPTIONAL OPPORTUNITIES FOR INNOVATION AND ECONOMIC DIVERSITY AND VIBRANCY THAT POSITIVELY IMPACTS CURRENT AND FUTURE CITIZENS OF TOPEKA AND SHAWNEE COUNTY. THIS IS ACCOMPLISHED BY ATTRACTING WORLD-CLASS COMPANIES, PROVIDING EXISTING COMPANIES WITH THE KNOWLEDGE AND RESOURCES TO REACH THEIR HIGHEST POTENTIAL, AND CULTIVATING ENTREPRENEURIAL DEVELOPMENT AND GROWTH.

4b (Code:) (Expenses \$ Including grants of \$) (Revenue \$)

NEW EDUCATION AND TRAINING OPPORTUNITIES UNIQUE TO 21ST CENTURY WORKFORCE NEEDS INCLUDE DEVELOPING SKILLS IN ROBOTICS AND ADVANCED SYSTEMS TECHNOLOGY. GO TOPEKA PROVIDES OPPORTUNITIES FOR EXISTING COMPANIES TO CULTIVATE RELATIONSHIPS WITH PEERS FROM ALL INDUSTRIES AND SERVES AS THE LIAISON WITH CITY, COUNTY AND FEDERAL PROGRAMS TO KEEP AREA BUSINESSES APPRISED OF UPCOMING PROJECTS THAT IMPACTS THEIR BUSINESS.

4c (Code:) (Expenses \$ Including grants of \$) (Revenue \$)

ASSISTING START-UPS OR GROWING SMALL BUSINESSES WITH A PRIORITY TOWARD THE MINORITY-OWNED, WOMEN-OWNED AND/OR LOW TO MODERATE INCOME ENTREPRENEUR. THIS ALSO INCLUDES CULTIVATING AND GROWING POTENTIAL PRIMARY EMPLOYERS. RESEARCH FOCUSING ON DATA AND COMMUNICATIONS SUPPORT THE OVERALL STRATEGY OF GO TOPEKAS MISSION AND HELP PROVIDE CLIENTS WITH THE MOST CURRENT INFORMATION.

4d Other program services (Describe in Schedule O.)

(Expenses \$ Including grants of \$) (Revenue \$)

4e Total program service expenses ►

Form 990 (2012)

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A		X
2 Is the organization required to complete Schedule B, Schedule of Contributors?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV	X	
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	X	
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII	X	
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII	X	
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		X
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X	X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII	X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? If "Yes," complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? If "Yes," complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		

Form 990 (2012)

Part IV Checklist of Required Schedules (continued)

	Yes	No
21 Did the organization report more than \$5,000 of grants and other assistance to any government or organization in the United States on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		X
22 Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		
26 Was a loan to or by a current or former officer, director, trustee, key employee, highest compensated employee, or disqualified person outstanding as of the end of the organization's tax year? <i>If "Yes," complete Schedule L, Part II</i>		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
b A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>	X	
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19?	X	

Note. All Form 990 filers are required to complete Schedule O

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Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response to any question in this Part V ☐

		Yes	No
1a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a 20		
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1b 0		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c	X	
2a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a 0		
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	2b		
3a Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a		X
b If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O	3b		
4a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a		X
b If "Yes," enter the name of the foreign country: See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.			
5a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a		X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b		X
c If "Yes," to line 5a or 5b, did the organization file Form 8886-T?	5c		
6a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a		X
b If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b		
7 Organizations that may receive deductible contributions under section 170(c).			
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a		
b If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b		
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c		
d If "Yes," indicate the number of Forms 8282 filed during the year	7d		
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e		
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f		
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g		
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h		
8 Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?	8		
9 Sponsoring organizations maintaining donor advised funds.			
a Did the organization make any taxable distributions under section 4966?	9a		
b Did the organization make a distribution to a donor, donor advisor, or related person?	9b		
10 Section 501(c)(7) organizations. Enter:			
a Initiation fees and capital contributions included on Part VIII, line 12	10a		
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b		
11 Section 501(c)(12) organizations. Enter:			
a Gross income from members or shareholders	11a		
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b		
12a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a		
b If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b		
13 Section 501(c)(29) qualified nonprofit health insurance issuers.			
a Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O.	13a		
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b		
c Enter the amount of reserves on hand	13c		
14a Did the organization receive any payments for indoor tanning services during the tax year?	14a		X
b If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	14b		

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Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response to any question in this Part VI

☒**Section A. Governing Body and Management**

	1a	1b	Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year	27			
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.				
b Enter the number of voting members included in line 1a, above, who are independent		26		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?			X	
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?				X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?				X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?				X
6 Did the organization have members or stockholders?			X	
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?			X	
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?			X	
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a The governing body?			X	
b Each committee with authority to act on behalf of the governing body?			X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O				X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10a Did the organization have local chapters, branches, or affiliates?		X
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
12a Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	X	
13 Did the organization have a written whistleblower policy?	X	
14 Did the organization have a written document retention and destruction policy?	X	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official	X	
b Other officers or key employees of the organization	X	
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed **NONE**

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how), the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, physical address, and telephone number of the person who possesses the books and records of the organization: **►**
DELORES HEALEY - 785-234-2644
120 SE 6TH STREET, TOPEKA, KS 66603-3513

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response to any question in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.

- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."

- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.

- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.

- List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) ROBERT ERICKSON DIRECTOR	1.00	X						0.	0.	0.
(2) SCOTT GALES DIRECTOR	1.00	X						0.	0.	0.
(3) KRIS KITCHEN DIRECTOR	1.00	X						0.	0.	0.
(4) JIM RINNER DIRECTOR	1.00	X						0.	0.	0.
(5) MATT SABATINI DIRECTOR	1.00	X						0.	0.	0.
(6) RICK WIENCKOWSKI DIRECTOR	1.00	X						0.	0.	0.
(7) ELIZABETH BARRANCO DIRECTOR	1.00	X						0.	0.	0.
(8) LUCKY DEFRIES DIRECTOR	1.00	X						0.	0.	0.
(9) JOHN FAGER DIRECTOR	1.00	X						0.	0.	0.
(10) NEIL FISHER DIRECTOR	1.00	X						0.	0.	0.
(11) ALONZO HARRISON DIRECTOR	1.00	X						0.	0.	0.
(12) DARRELL SIX DIRECTOR	1.00	X						0.	0.	0.
(13) GARY YAGER DIRECTOR	1.00	X						0.	0.	0.
(14) DAN BEAL DIRECTOR	1.00	X						0.	0.	0.
(15) BETH ANN BRANDEN DIRECTOR	1.00	X						0.	0.	0.
(16) ANDY CORBIN DIRECTOR	1.00	X						0.	0.	0.
(17) MIKE KILEY DIRECTOR	1.00	X						0.	0.	0.

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) JIM PARRISH DIRECTOR	1.00	X						0.	0.	0.
(19) MARK RUELLE DIRECTOR	1.00	X						0.	0.	0.
(20) MICK URBAN DIRECTOR	1.00	X						0.	0.	0.
(21) DAN WOODARD DIRECTOR	1.00	X						0.	0.	0.
(22) MAYOR BILL BUNTEN EX-OFFICIO MEMBER	1.00	X						0.	0.	0.
(23) COUNCIL MBR DENISE EVERHART EX-OFFICIO MEMBER	1.00	X						0.	0.	0.
(24) DAN STANLEY EX-OFFICIO MEMBER	1.00	X						0.	0.	0.
(25) COMMISSIONER TED ENSLEY EX-OFFICIO MEMBER	1.00	X						0.	0.	0.
(26) DR. JERRY FARLEY EX-OFFICIO MEMBER	1.00	X						0.	0.	0.
1b Sub-total								0.	0.	0.
c Total from continuation sheets to Part VII, Section A								209,550.	145,004.	37,675.
d Total (add lines 1b and 1c)								209,550.	145,004.	37,675.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **1**

- 3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual **3**
- 4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual **4**
- 5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person **5**

	Yes	No
3		X
4	X	
5		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
REGIONAL DEVELOPMENT ASSOCIATION, INC. P.O. BOX 1209, CHESTER, SC 29706	FUNDRAISING CAMPAIGN	151,000.

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **1**

SEE PART VII, SECTION A CONTINUATION SHEETS

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[illegible]

Part VIII Statement of RevenueCheck if Schedule O contains a response to any question in this Part VIII ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1a					
	b Membership dues	1b					
	c Fundraising events	1c					
	d Related organizations	1d					
	e Government grants (contributions)	1e	3,678,523.				
	f All other contributions, gifts, grants, and similar amounts not included above	1f	3,364,536.				
	g Noncash contributions included in lines 1a-1f: \$						
	h Total. Add lines 1a-1f		7,043,059.				
	Program Service Revenue	2 a OTHER	Business Code	900099	29,259.	29,259.	
b SMALL BUSINESS AWARDS			900099	12,819.	12,819.		
c							
d							
e							
f All other program service revenue							
g Total. Add lines 2a-2f			42,078.				
Other Revenue		3 Investment income (including dividends, interest, and other similar amounts)			2,487.		
	4 Income from investment of tax-exempt bond proceeds						
	5 Royalties						
	6 a Gross rents	(i) Real	(ii) Personal				
	b Less: rental expenses						
	c Rental income or (loss)						
	d Net rental income or (loss)						
	7 a Gross amount from sales of assets other than inventory	(i) Securities	(ii) Other				
	b Less: cost or other basis and sales expenses						
	c Gain or (loss)						
	d Net gain or (loss)						
	8 a Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	a					
	b Less: direct expenses	b					
	c Net income or (loss) from fundraising events						
	9 a Gross income from gaming activities. See Part IV, line 19	a					
	b Less: direct expenses	b					
	c Net income or (loss) from gaming activities						
10 a Gross sales of inventory, less returns and allowances	a						
b Less: cost of goods sold	b						
c Net income or (loss) from sales of inventory							
Miscellaneous Revenue			Business Code				
11 a							
b							
c							
d All other revenue							
e Total. Add lines 11a-11d							
12 Total revenue. See instructions.			7,087,624.	42,078.	0.	2,487.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response to any question in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the United States. See Part IV, line 21				
2 Grants and other assistance to individuals in the United States. See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the United States. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	230,648.			
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	507,275.			
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	20,151.			
9 Other employee benefits	66,752.			
10 Payroll taxes	47,950.			
11 Fees for services (non-employees):				
a Management	33,577.			
b Legal	107,148.			
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	2,262.			
12 Advertising and promotion	221,736.			
13 Office expenses	56,351.			
14 Information technology	58,373.			
15 Royalties				
16 Occupancy	88,951.			
17 Travel	16,594.			
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	120,077.			
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	18,900.			
23 Insurance	7,951.			
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a INCENTIVES	758,848.			
b NEW INITIATIVES	246,340.			
c FUNDRAISING/INVESTOR RE	242,435.			
d PROSPECT EXPENSE	148,788.			
e All other expenses	193,334.			
25 Total functional expenses. Add lines 1 through 24e	3,194,441.			
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here ☐ If following SOP 98-2 (ASC 958-720)

Part X Balance SheetCheck if Schedule O contains a response to any question in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	243,323.	1	266,200.
	2 Savings and temporary cash investments	882,064.	2	6,492,623.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net		4	2,943,756.
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	86,661.	9	84,016.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 166,281.		
	b. Less: accumulated depreciation	10b 136,689.	46,309.	10c 29,592.
	11 Investments - publicly traded securities		11	
	12 Investments - other securities. See Part IV, line 11	6,443,158.	12	4,194,557.
	13 Investments - program-related. See Part IV, line 11	7,241,833.	13	7,998,519.
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11		15	
16 Total assets. Add lines 1 through 15 (must equal line 34)	14,943,348.	16	22,009,263.	
Liabilities	17 Accounts payable and accrued expenses		17	
	18 Grants payable		18	
	19 Deferred revenue	2,984,117.	19	5,138,928.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D	223,323.	21	274,953.
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	3,595,916.	25	4,559,289.
	26 Total liabilities. Add lines 17 through 25	6,803,356.	26	9,973,170.
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	8,139,992.	27	9,092,337.
	28 Temporarily restricted net assets		28	2,943,756.
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds	8,139,992.	32	12,036,093.
33 Total net assets or fund balances	14,943,348.	33	22,009,263.	
34 Total liabilities and net assets/fund balances		34		

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Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response to any question in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	7,087,624.
2	Total expenses (must equal Part IX, column (A), line 25)	2	3,194,441.
3	Revenue less expenses. Subtract line 2 from line 1	3	3,893,183.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	8,139,992.
5	Net unrealized gains (losses) on investments	5	2,918.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	12,036,093.

Part XII Financial Statements and ReportingCheck if Schedule O contains a response to any question in this Part XII ☐

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	2a	X
b Were the organization's financial statements audited by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	2b	X
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____ If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	2c	X
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? _____	3a	X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits _____	3b	

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Schedule B
(Form 990, 990-EZ,
or 990-PF)Department of the Treasury
Internal Revenue Service**Schedule of Contributors**

▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.

OMB No. 1545-0047

2012

Name of the organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

☒ 501(c)(6) (enter number) organization☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation☐ 501(c)(3) taxable private foundationCheck if your organization is covered by the **General Rule** or a **Special Rule**.**Note.** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.**General Rule**

- ☒
- For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II.

Special Rules

- ☐ For a section 501(c)(3) organization filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi) and received from any one contributor, during the year, a contribution of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h, or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For a section 501(c)(7), (8), or (10) organization filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 for use *exclusively* for religious, charitable, scientific, literary, or educational purposes, or the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- ☐ For a section 501(c)(7), (8), or (10) organization filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions for use *exclusively* for religious, charitable, etc., purposes, but these contributions did not total to more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Do not complete any of the parts unless the **General Rule** applies to this organization because it received nonexclusively religious, charitable, etc., contributions of \$5,000 or more during the year ▶ \$

Caution. An organization that is not covered by the General Rule and/or the Special Rules does not file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on Part I, line 2 of its Form 990-PF, to certify that it does not meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990, 990-EZ, or 990-PF. Schedule B (Form 990, 990-EZ, or 990-PF) (2012)

Name of organization	Employer identification number
GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO	48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
27		\$ 40,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
28		\$ 31,005.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
29		\$ 16,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
1		\$ 107,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
31		\$ 11,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
30		\$ 205,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
32		\$ 12,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
2		\$ 105,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
33		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
34		\$ 14,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
3		\$ 50,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
35		\$ 27,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
36		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
37		\$ 250,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
38		\$ 12,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
39		\$ 11,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
40		\$ 12,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
42		\$ 16,875.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
41		\$ 16,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
4		\$ 100,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
5		\$ 85,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
89		\$ 15,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
44		\$ 33,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
43		\$ 28,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
45		\$ 40,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
6		\$ 30,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
46		\$ 15,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
47		\$ 9,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
7		\$ 38,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
8		\$ 55,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
9		\$ 85,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
48		\$ 26,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
49		\$ 55,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
50		\$ 26,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
51		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
52		\$ 15,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization	Employer identification number
GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO	48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
10		\$ 225,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
53		\$ 25,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
54		\$ 17,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
55		\$ 11,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
11		\$ 15,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
56		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
57		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
12		\$ 50,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
58		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
59		\$ 32,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
60		\$ 25,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
61		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
62		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
63		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
64		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
13		\$ 45,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
65		\$ 41,250.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
14		\$ 150,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
15		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
66		\$ 13,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
67		\$ 30,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
68		\$ 40,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
69		\$ 23,750.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
70		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
71		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
72		\$ 12,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
16		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
73		\$ 12,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
74		\$ 75,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
75		\$ 12,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization	Employer identification number
GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO	48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
17		\$ 42,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
76		\$ 25,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
77		\$ 15,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
78		\$ 12,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
79		\$ 32,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
18		\$ 225,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
80		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
81		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
82		\$ 6,200.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
19		\$ 135,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
83		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
20		\$ 275,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization	Employer identification number
GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO	48-1227900

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
84		\$ 15,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
21		\$ 82,280.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
22		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
85		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
86		\$ 16,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
87		\$ 25,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part I **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
23		\$ 55,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
24		\$ 20,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
25		\$ 55,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
88		\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
26		\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization

Employer identification number

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

48-1227900

Part II **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	

Name of organization	Employer identification number
GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO	48-1227900

Part III Exclusively religious, charitable, etc., individual contributions to section 501(c)(7), (8), or (10) organizations that total more than \$1,000 for the year. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once.) ▶ \$ _____

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

Supplemental Financial Statements

▶ Complete if the organization answered "Yes," to Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

▶ Attach to Form 990. ▶ See separate instructions.

2012

Open to Public
Inspection

Name of the organization

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

Employer identification number

48-1227900

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" to Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate contributions to (during year)		
3 Aggregate grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Part II Conservation Easements. Complete if the organization answered "Yes" to Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of an historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?

☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easements during the year ▶ \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?

☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" to Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenues included in Form 990, Part VIII, line 1	▶ \$
(ii) Assets included in Form 990, Part X	▶ \$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenues included in Form 990, Part VIII, line 1	▶ \$
b Assets included in Form 990, Part X	▶ \$

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a ☐ Public exhibition
 b ☐ Scholarly research
 c ☐ Preservation for future generations
 d ☐ Loan or exchange programs
 e ☐ Other _____

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☒ No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" to Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☒ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

2a Did the organization include an amount on Form 990, Part X, line 21? ☒ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII ☒

Part V Endowment Funds. Complete if the organization answered "Yes" to Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment ☐ %
 b Permanent endowment ☐ %
 c Temporarily restricted endowment ☐ %

The percentages in lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

- (i) unrelated organizations
 (ii) related organizations

	Yes	No
3a(i)		
3a(ii)		
3b		

b If "Yes" to 3a(ii), are the related organizations listed as required on Schedule R?

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements		8,503.	6,375.	2,128.
d Equipment		157,778.	130,314.	27,464.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10(c).)				29,592.

Schedule D (Form 990) 2012

Part VII Investments - Other Securities. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A) MONEY MARKET	3,230,090.	END-OF-YEAR MARKET VALUE
(B) CERTIFICATES OF DEPOSIT	964,467.	END-OF-YEAR MARKET VALUE
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 12.) ▶	4,194,557.	

Part VIII Investments - Program Related. See Form 990, Part X, line 13.

(a) Description of investment type	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) LAND HELD FOR ECONOMIC		
(2) DEVELOPMENT	7,998,519.	COST
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 13.) ▶	7,998,519.	

Part IX Other Assets. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.) ▶	

Part X Other Liabilities. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value	
(1) Federal income taxes		
(2) IMPROVEMENT AND TRAINING		
(3) INCENTIVES	4,351,225.	
(4) DUE TO GREATER TOPEKA CHAMBER OF		
(5) COMMERCE	8,896.	
(6) DUE TO GREATER TOPEKA CHAMBER OF		
(7) COMMERCE FOUNDATION	2,500.	
(8) DUE TO TOPEKA/SHAWNEE COUNTY FIRST		
(9) OPPORTUNITY FUND	196,668.	
(10)		
(11)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	4,559,289.	

2. FIN 48 (ASC 740) Footnote. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☒

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

1	Total revenue, gains, and other support per audited financial statements	1	7,090,542.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains on investments	2a	2,918.
b	Donated services and use of facilities	2b	
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	2,918.
3	Subtract line 2e from line 1	3	7,087,624.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5	7,087,624.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

1	Total expenses and losses per audited financial statements	1	3,194,441.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	0.
3	Subtract line 2e from line 1	3	3,194,441.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5	3,194,441.

Part XIII Supplemental Information

Complete this part to provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART IV, LINE 2B: THE ORGANIZATION MAINTAINS A CHECKING ACCOUNT AND ACTS

AS AN AGENT ON

BEHALF OF THE GOVERNOR'S MILITARY COUNCIL.

PART X, LINE 2: THE ORGANIZATIONS PRESENT ACCOUNTING POLICY FOR THE
EVALUATION OF UNCERTAIN TAX POSITIONS IS TO REVIEW THOSE POSITIONS ON AN
ANNUAL BASIS. A LIABILITY WOULD BE RECORDED IN THE FINANCIAL STATEMENTS
DURING THE PERIOD WHICH, BASED ON ALL AVAILABLE EVIDENCE, MANAGEMENT

Schedule D (Form 990) 2012

Part XIII Supplemental Information (continued)

BELIEVES IT IS MORE LIKELY THAN NOT THAT THE TAX POSITION WOULD NOT BE SUSTAINED UPON EXAMINATION BY TAXING AUTHORITIES AND THE LIABILITY WOULD BE INCURRED BY THE ORGANIZATION.

THE ORGANIZATION FILES INCOME TAX RETURNS IN THE U.S. FEDERAL AND KANSAS JURISDICTIONS. THE ORGANIZATION IS GENERALLY NO LONGER SUBJECT TO FEDERAL AND STATE INCOME TAX EXAMINATIONS BY TAXING AUTHORITIES FOR YEARS BEFORE 2009. THERE ARE CURRENTLY NO EXAMINATIONS OF THE ORGANIZATIONS INCOME TAX RETURNS IN PROGRESS.

**SCHEDULE J
(Form 990)**

Department of the Treasury
Internal Revenue Service

Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest
Compensated Employees

► Complete if the organization answered "Yes" to Form 990,
Part IV, line 23.

► Attach to Form 990. ► See separate instructions.

OMB No. 1545-0047

2012

Open to Public
Inspection

Name of the organization

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

Employer identification number

48-1227900

Part I Questions Regarding Compensation

1a Check the appropriate box(es) if the organization provided any of the following to or for a person listed in Form 990,
Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

☐ First-class or charter travel

☐ Travel for companions

☐ Tax indemnification and gross-up payments

☐ Discretionary spending account

☐ Housing allowance or residence for personal use

☐ Payments for business use of personal residence

☐ Health or social club dues or initiation fees

☐ Personal services (e.g., maid, chauffeur, chef)

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or
reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all officers, directors,
trustees, and the CEO/Executive Director, regarding the items checked in line 1a?

3 Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's
CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to
establish compensation of the CEO/Executive Director, but explain in Part III.

☒ Compensation committee

☐ Independent compensation consultant

☐ Form 990 of other organizations

☒ Written employment contract

☒ Compensation survey or study

☒ Approval by the board or compensation committee

4 During the year, did any person listed in Form 990, Part VII, Section A, line 1a, with respect to the filing
organization or a related organization:

a Receive a severance payment or change-of-control payment?

b Participate in, or receive payment from, a supplemental nonqualified retirement plan?

c Participate in, or receive payment from, an equity-based compensation arrangement?

If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3) and 501(c)(4) organizations must complete lines 5-9.

5 For persons listed in Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation
contingent on the revenues of:

a The organization?

b Any related organization?

If "Yes" to line 5a or 5b, describe in Part III.

6 For persons listed in Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation
contingent on the net earnings of:

a The organization?

b Any related organization?

If "Yes" to line 6a or 6b, describe in Part III.

7 For persons listed in Form 990, Part VII, Section A, line 1a, did the organization provide any non-fixed payments
not described in lines 5 and 6? If "Yes," describe in Part III

8 Were any amounts reported in Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the
initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III

9 If "Yes" to line 8, did the organization also follow the rebuttable presumption procedure described in
Regulations section 53.4958-6(c)?

Yes No

1b

2

4a

4b

4c

5a

5b

6a

6b

7

8

9

X

X

X

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2012

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
▶ Attach to Form 990 or 990-EZ.

OMB No. 1545-0047

2012

Open to Public
Inspection

Name of the organization

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

Employer identification number
48-1227900

FORM 990, PART VI, SECTION A, LINE 2: BOARD MEMBER ROBERT ERICKSON AND BOARD MEMBER GREGORY SCHWERDT HAVE A BUSINESS RELATIONSHIP. ROBERT ERICKSON AND GREGORY SCHWERDT ARE MEMBERS OF THE GO TOPEKA BOARD OF DIRECTORS, ROBERT ERICKSON IS THE CEO OF ST. FRANCIS HEALTH CENTER, GREG SCHWERDT SERVES ON THE BOARD OF DIRECTORS FOR ST. FRANCIS HEALTH CENTER.

BOARD MEMBER RICK WIENCKOWSKI AND BOARD MEMBER MAYNARD OLIVERIUS HAVE A BUSINESS RELATIONSHIP. RICK WIENCKOWSKI AND MAYNARD OLIVERIUS ARE MEMBERS OF THE GO TOPEKA BOARD OF DIRECTORS, MAYNARD OLIVERIUS IS THE CEO OF STORMONT-VAIL HEALTHCARE, RICK WIENCKOWSKI SERVES ON THE BOARD OF STORMONT-VAIL HEALTHCARE.

FORM 990, PART VI, SECTION A, LINE 6: THE DIRECTORS OF THE GROUP CONSTITUTE ITS MEMBERS. THE MEMBERS APPROVE SIGNIFICANT DECISIONS OF THE ORGANIZATION.

FORM 990, PART VI, SECTION A, LINE 7A: THE GO TOPEKA BOARD OF DIRECTORS APPOINTS A NOMINATING COMMITTEE WHICH DEVELOPS BOARD NOMINATIONS FROM ITS MEMBER INVESTORS AND SUBMITS THEM TO THE BOARD OF DIRECTORS FOR CONSIDERATION.

FORM 990, PART VI, SECTION A, LINE 7B: THE BOARD OF DIRECTORS FOR THE GREATER TOPEKA CHAMBER OF COMMERCE MUST RATIFY ALL ELECTED OFFICERS BEFORE SUCH OFFICERS SHALL BE QUALIFIED AND AUTHORIZED TO SERVE.

FORM 990, PART VI, SECTION B, LINE 11: FORM 990 WAS REVIEWED BY THE AUDIT

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990 or 990-EZ) (2012)

232211
01-04-13

Name of the organization

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

Employer identification number

48-1227900

COMMITTEE AND E-MAILED TO THE ENTIRE BOARD PRIOR TO FILING. THE 990 WAS PREPARED BY AN OUTSIDE CPA FIRM.

FORM 990, PART VI, SECTION B, LINE 12C: DURING ORIENTATION THE OFFICER/DIRECTOR/KEY EMPLOYEE IS REQUIRED TO REVIEW & SIGN AN AGREEMENT WHICH REQUIRES NOTIFICATION OF CONFLICTS. THE CONFLICT OF INTEREST POLICY IS REQUIRED TO BE SIGNED ANNUALLY. BOARD MEMBERS ARE ALSO REQUIRED TO NOTIFY OF ANY CONFLICTS AS THEY OCCUR IF AFTER THE CONFLICT OF INTEREST POLICY IS SIGNED.

FORM 990, PART VI, SECTION B, LINE 15: COMPENSATION IS DETERMINED BY COMPARISON OF INDUSTRY DATA FOR COMPARABLE POSITIONS AND THROUGH PERFORMANCE REVIEWS. THE COMPENSATION IS APPROVED BY THE BOARD AND IS DOCUMENTED IN THE BOARD MINUTES. THE HIGHLY COMPENSATED EMPLOYEES ARE PAID THROUGH THE GREATER TOPEKA CHAMBER OF COMMERCE. GROWTH ORGANIZATION OF TOPEKA REIMBURSES THE CHAMBER OF COMMERCE FOR THESE SALARIES. THE CHAMBER OF COMMERCE SERVES AS THE COMMON PAYMASTER.

FORM 990, PART VI, SECTION C, LINE 19: THE FINANCIAL STATEMENTS, GOVERNING DOCUMENTS & CONFLICT OF INTEREST POLICY ARE NOT AVAILABLE TO THE GENERAL PUBLIC, THE 990 IS AVAILABLE UPON WRITTEN REQUEST ONLY.

FORM 990, PART IX, LINE 24A

INCENTIVE PAYMENTS

THE INCENTIVE PAYMENTS ARE PERFORMANCE BASED PAYMENTS MADE TO VARIOUS BUSINESSES IN EXCHANGE FOR PROVIDING JOBS & ECONOMIC DEVELOPMENT TO THE TOPEKA/SHAWNEE COUNTY AREA.

SCHEDULE R
(Form 990)

Department of the Treasury
Internal Revenue Service

Related Organizations and Unrelated Partnerships

► Complete if the organization answered "Yes" to Form 990, Part IV, line 33, 34, 35, 36, or 37.
► Attach to Form 990. ► See separate instructions.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization

GROWTH ORGANIZATION OF TOPEKA/SHAWNEE CO

Employer identification number
48-1227900

Part I Identification of Disregarded Entities (Complete if the organization answered "Yes" to Form 990, Part IV, line 33.)

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity

Part II Identification of Related Tax-Exempt Organizations (Complete if the organization answered "Yes" to Form 990, Part IV, line 34 because it had one or more related tax-exempt organizations during the tax year.)

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity?	
						Yes	No
GREATER TOPEKA CHAMBER OF COMMERCE - 48-0451270, 120 SE 6TH STREET, SUITE 110, TOPEKA, KS 66603	CHAMBER ORG.	KANSAS	501(C)(6)		N/A		X
GREATER TOPEKA CHAMB. OF COMM. FOUNDATIO - 80-0077427, 120 SE 6TH STREET, TOPEKA, KS 66603	PROVIDE FUNDS	KANSAS	501(C)(3)	11A	N/A		X

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule R (Form 990) 2012

Part V Transactions With Related Organizations (Complete if the organization answered "Yes" to Form 990, Part IV, line 34, 35b, or 36.)

Note. Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

- 1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?
- | | Yes | No |
|--|-----|----|
| a Receipt of (i) interest (ii) annuities (iii) royalties or (iv) rent from a controlled entity | | X |
| b Gift, grant, or capital contribution to related organization(s) | X | |
| c Gift, grant, or capital contribution from related organization(s) | | X |
| d Loans or loan guarantees to or for related organization(s) | | X |
| e Loans or loan guarantees by related organization(s) | | X |
| f Dividends from related organization(s) | | X |
| g Sale of assets to related organization(s) | | X |
| h Purchase of assets from related organization(s) | | X |
| i Exchange of assets with related organization(s) | | X |
| j Lease of facilities, equipment, or other assets to related organization(s) | | X |
| k Lease of facilities, equipment, or other assets from related organization(s) | | X |
| l Performance of services or membership or fundraising solicitations for related organization(s) | | X |
| m Performance of services or membership or fundraising solicitations by related organization(s) | | X |
| n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s) | X | |
| o Sharing of paid employees with related organization(s) | X | |
| p Reimbursement paid to related organization(s) for expenses | X | |
| q Reimbursement paid by related organization(s) for expenses | | X |
| r Other transfer of cash or property to related organization(s) | | X |
| s Other transfer of cash or property from related organization(s) | | X |

2 If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of other organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1)			
(2)			
(3)			
(4)			
(5)			
(6)			

Unrelated Organizations Taxable as a Partnership (Complete if the organization answered "Yes" to Form 990, Part IV, line 37.)

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

[illegible]

Part VII Supplemental Information

Complete this part to provide additional information for responses to questions on Schedule R (see instructions).

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Carol Marple Handout - Item No. 4

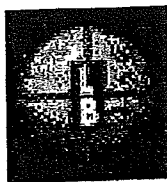
**Business/Industrial Park Site Study
for
Topeka and Shawnee County, Kansas**

September 25, 2009

Contributing team members
for this study:

BARTLETT & WEST
SERVICE. THE BARTLETT & WEST WAY.

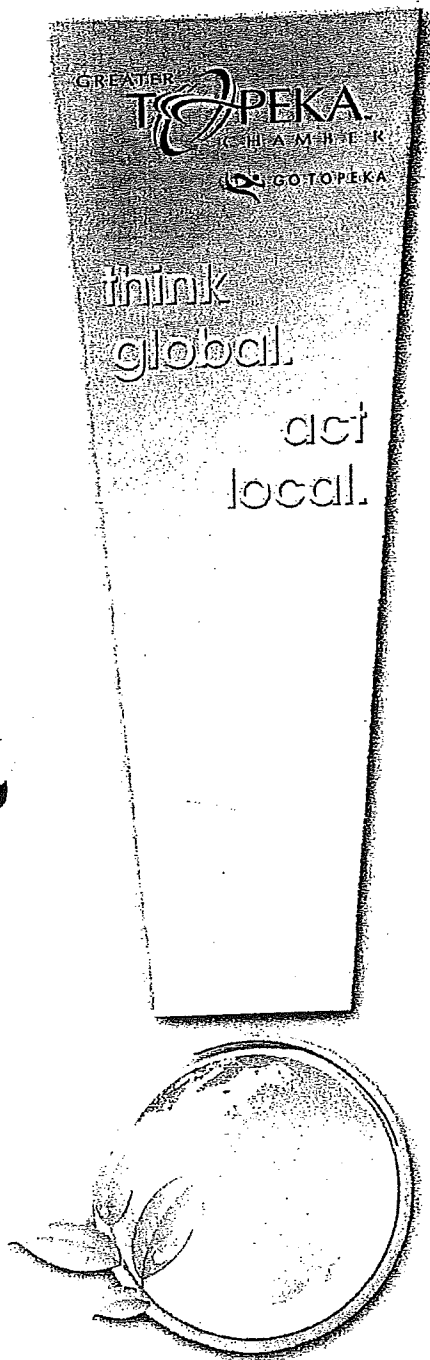
Terracon



The Louis Berger Group

RCA

Richard Caplan & Associates



South Development Area
Terracon Project No. 14097033
Date Photos Taken: September 10, 14, 16, and 18, 2009

Terracon



Photo #19 Looking southwest at pond near S9.



Photo #20 Looking at pond at S11.



Photo #21 Looking at drainage between S11 and S9.



Photo #22 Looking at pond from S12.



Photo #23 Looking west at pond from S13.



Photo #24 Looking west at pond from S14.



Photo #13 Looking north downstream of S7.

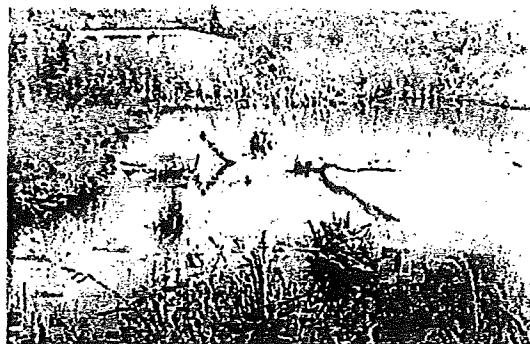


Photo #14 Looking north at beaver inundated stream segment near 77th Street.



Photo #15 Beaver inundated stream segment near S8.

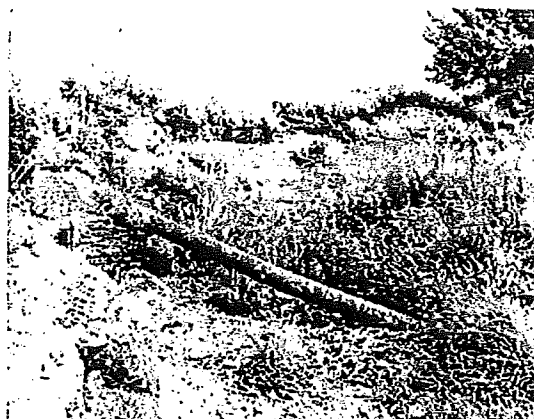


Photo #16 Pipeline exposed where creek has eroded away. Located on south-central portion of the site.



Photo #17 Beaver dam downstream of 77th Street.



Photo #18 Looking south downstream of the beaver dam.

South Development Area
Terracon Project No. 14097033
Date Photos Taken: September 10, 14, 16, and 18, 2009

Terracon



Photo #31 Looking southwest at pond from S21.

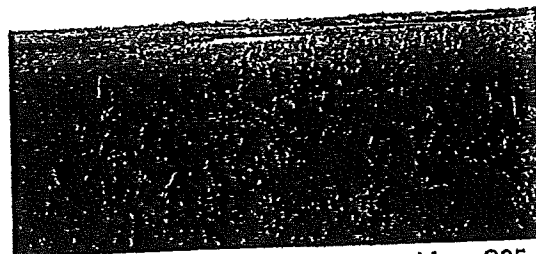


Photo #32 Looking south at pond from S25.



Photo #33 Looking upper portion of the southwest drainage on the south portion of the site.



Photo #34 Looking at the lower portion of the southwest drainage on the south portion of the site.



Photo #35 Looking west from S26.



Photo #36 Looking east from S27.

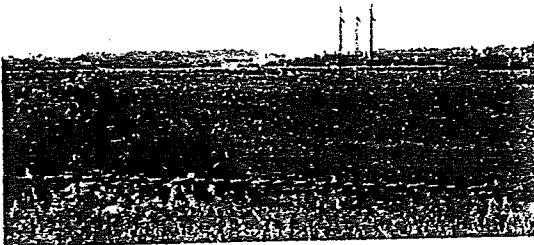


Photo #7 Looking north from the south boundary of site.

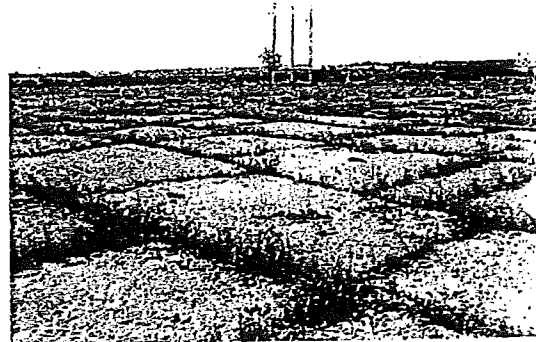


Photo #8 Limestone at the former K-DOT laydown area located on the southeast portion of the site.



Photo #9 Facing north – Railroad lines located in southeast corner of the site.



Photo #10 Surface water in depression at the location of sample plots S2 and S3.



Photo #11 Looking northeast along the drainage on the north-central portion of the site between sample plots S4 and S6.



Photo #12 Looking south along the drainage on the north-central portion of the site, north of S6.

South Development Area
Terracon Project No. 14097033
Date Photos Taken: September 10, 14, 16, and 18, 2009

Terracon



Photo #25 Looking east from S15.



Photo #26 Looking east in drainage from S16.



Photo #27 Looking northwest at erosion through bean field from culvert on SW Gary Ormsby Dr.

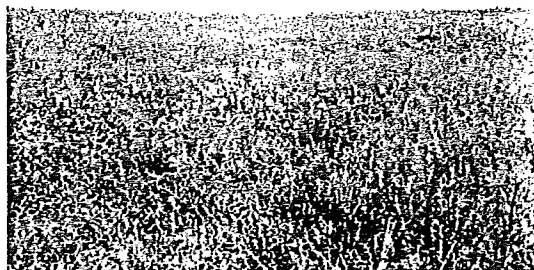


Photo #28 Looking northeast along drainage near S17.



Photo #29 Looking east along drainage at pond dam from S19.



Photo #30 Looking west at pond from S20.



Photo #1 Facing east looking down SW 77th
from the northeast portion of site.



Photo #2 Looking southeast from the
northwest corner of the site.



Photo #3 Facing east viewing along 85th
Street. Note pipeline marker.



Photo #4 Looking northeast from the
southwest corner of the site.

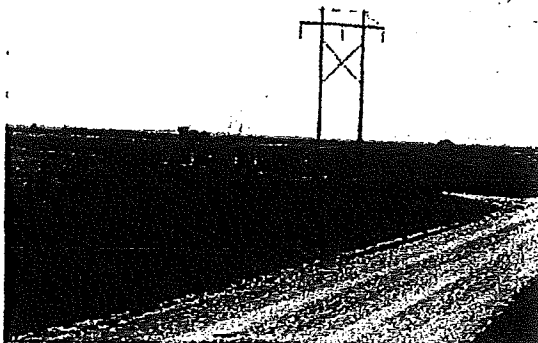


Photo #5 Facing northeast across southern
portion of site.



Photo #6 Facing southeast looking across
center portion of site. Note Highway 75 in
background.

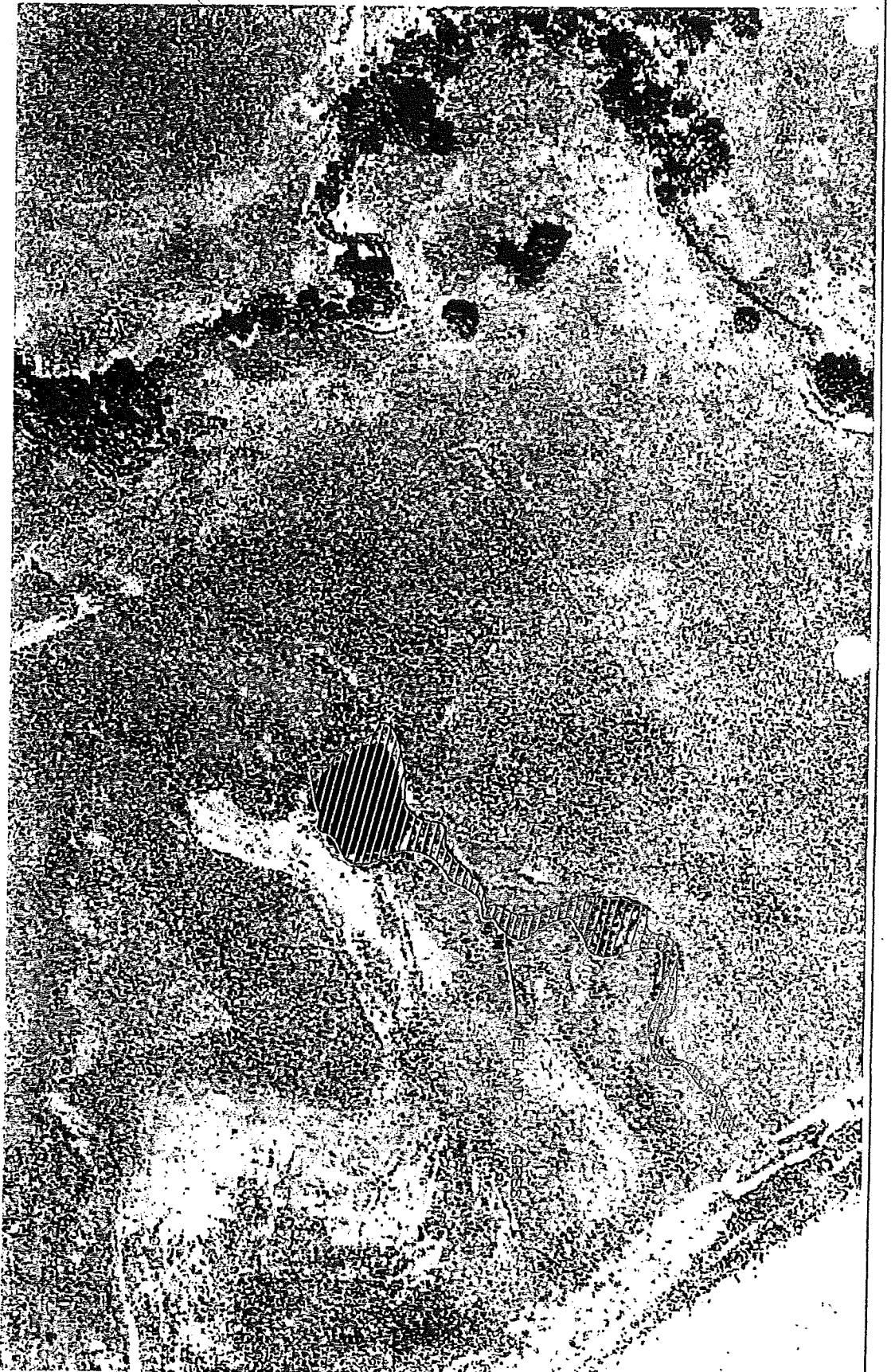


DIAGRAM IS INTENDED FOR GENERAL USE ONLY AND IS NOT FOR CONSTRUCTION PURPOSES. LOCATIONS ARE APPROXIMATE.



FIGURE 7 - SITE DIAGRAM
PROPOSED SOUTH TOPEKA DEVELOPMENT AREA
 TOPEKA, KANSAS

Project Mgr:	JIV	Scale:	NOT TO SCALE
Designed By:	JIV	Date:	09/24/09
Checked By:	JIV	Project No.	14097033
Approved By:	JIV	File Name:	7033 FIG 7.DWG
Drawn By:	DBM	Figure No.	7

Terracon

13910 W. 96th Terrace
 Lenexa, Kansas 66215
 Phone: (913) 492-7777
 Fax: (913) 492-7443

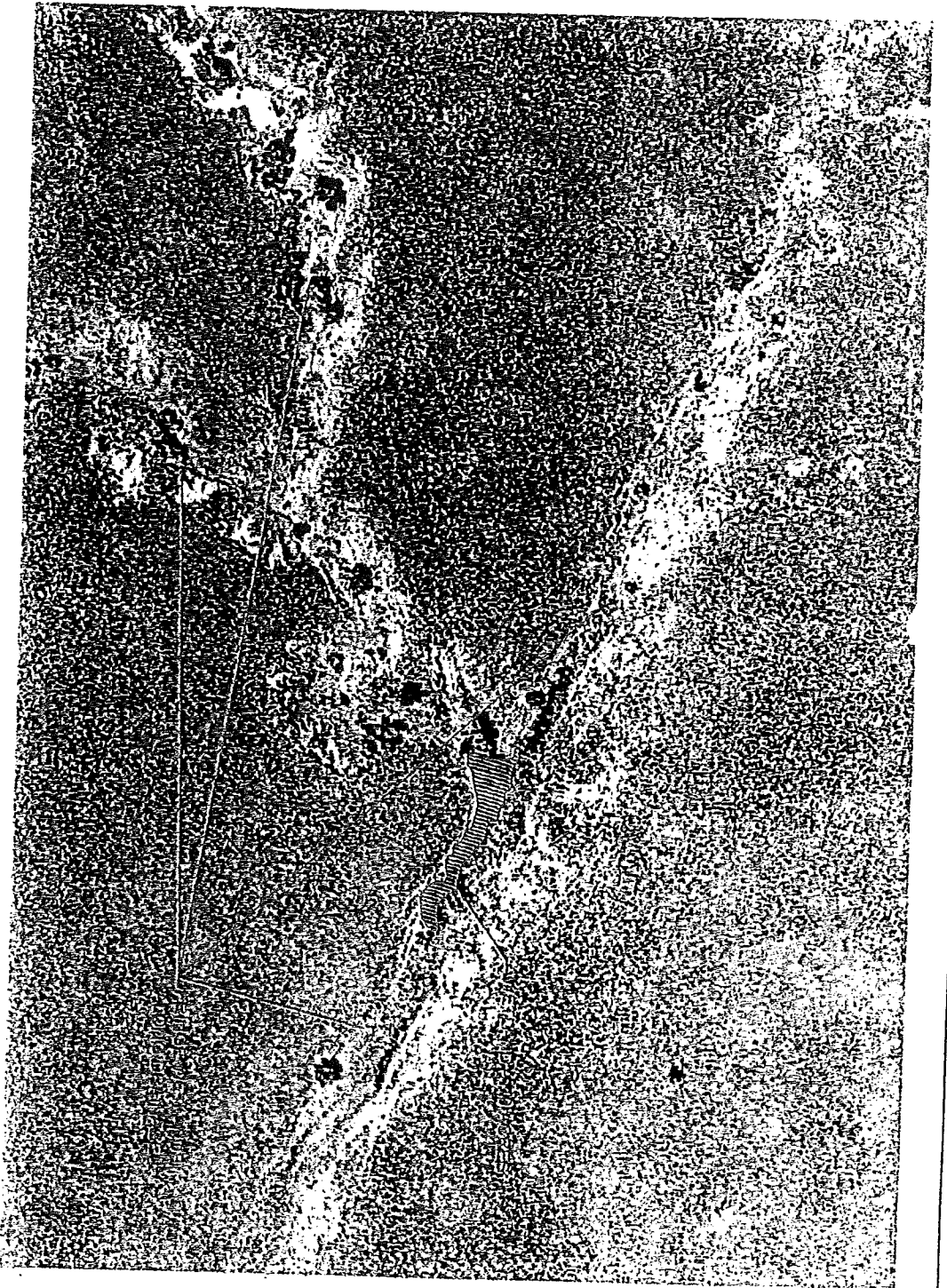


DIAGRAM IS INTENDED FOR GENERAL USE ONLY AND IS NOT FOR CONSTRUCTION PURPOSES. LOCATIONS ARE APPROXIMATE.



FIGURE 9 - SITE DIAGRAM
PROPOSED SOUTH TOPEKA DEVELOPMENT AREA
TOPEKA, KANSAS

Project Mgr:	JIV	Scale:	NOT TO SCALE
Designed By:	JIV	Date:	09/24/09
Checked By:	JIV	Project No.	14097033
Approved By:	JIV	File Name:	7033 FIG 9.dwg
Drawn By:	DBM	Figure No.	9

Terracon

13910 W. 96th Terrace
Lenexa, Kansas 66215
Phone: (913) 492-7777
Fax: (913) 492-7443



FIGURE 10 - SITE DIAGRAM
PROPOSED SOUTH TOPEKA DEVELOPMENT AREA
 TOPEKA, KANSAS

Project Mgr:	JIV	Scale:	NOT TO SCALE
Designed By:	JIV	Date:	09/24/09
Checked By:	JIV	Project No.	14097033
Approved By:	JIV	File Name:	7033 FIG 10.DWG
Drawn By:	DBM	Figur	10

Terracon

13910 W. 96th Terrace
 Lenexa, Kansas 66215
 Phone: (913) 492-7777
 Fax: (913) 492-7443

FOR GENERAL USE ONLY; AND IS NOT
 POSITIVE LOCATIONS ARE APPROXIMATE.

DIAGRAM IS INTENDED
 FOR CONSTRUCTION

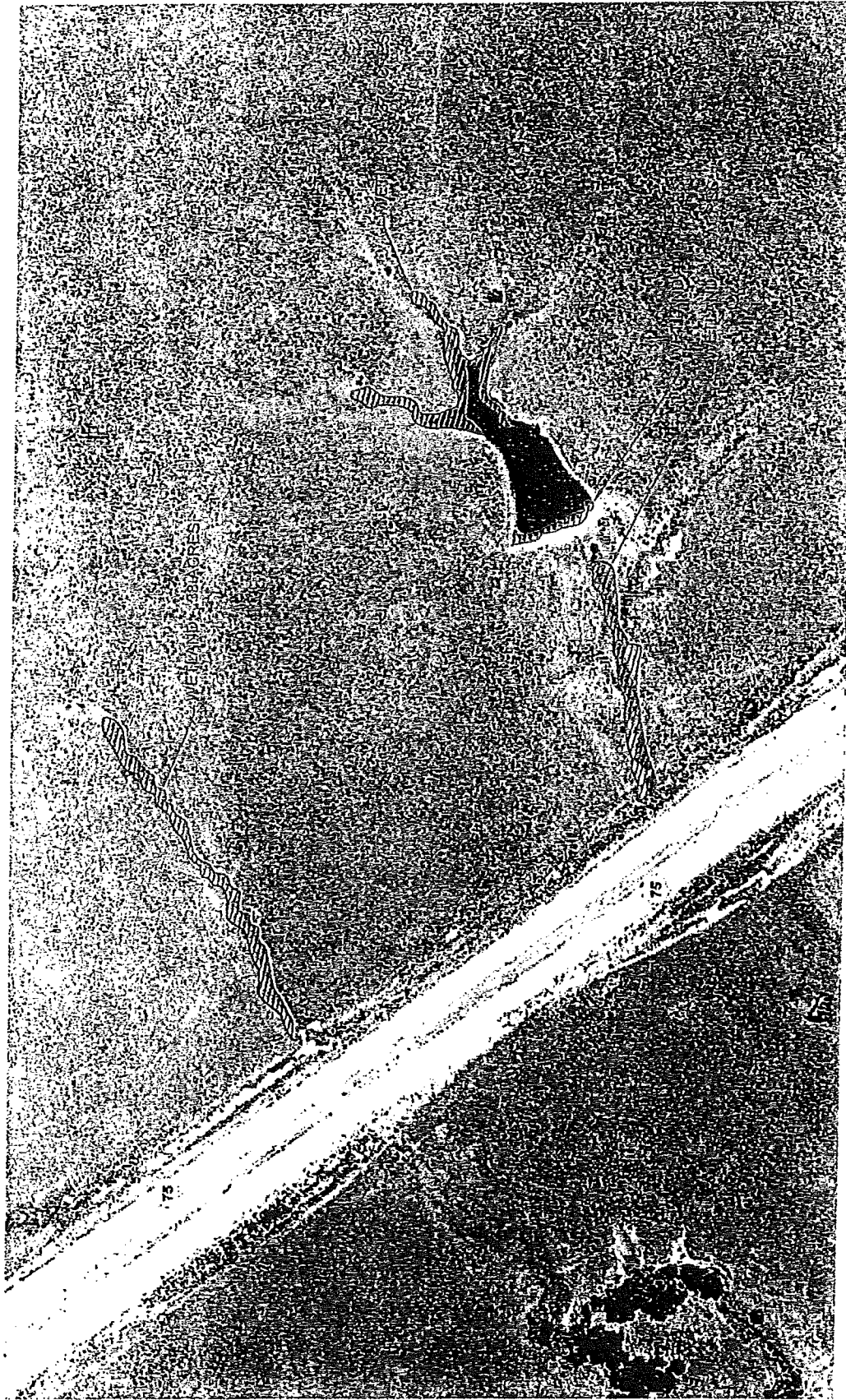


FIGURE 8 - SITE DIAGRAM
PROPOSED SOUTH TOPEKA DEVELOPMENT AREA
 TOPEKA, KANSAS

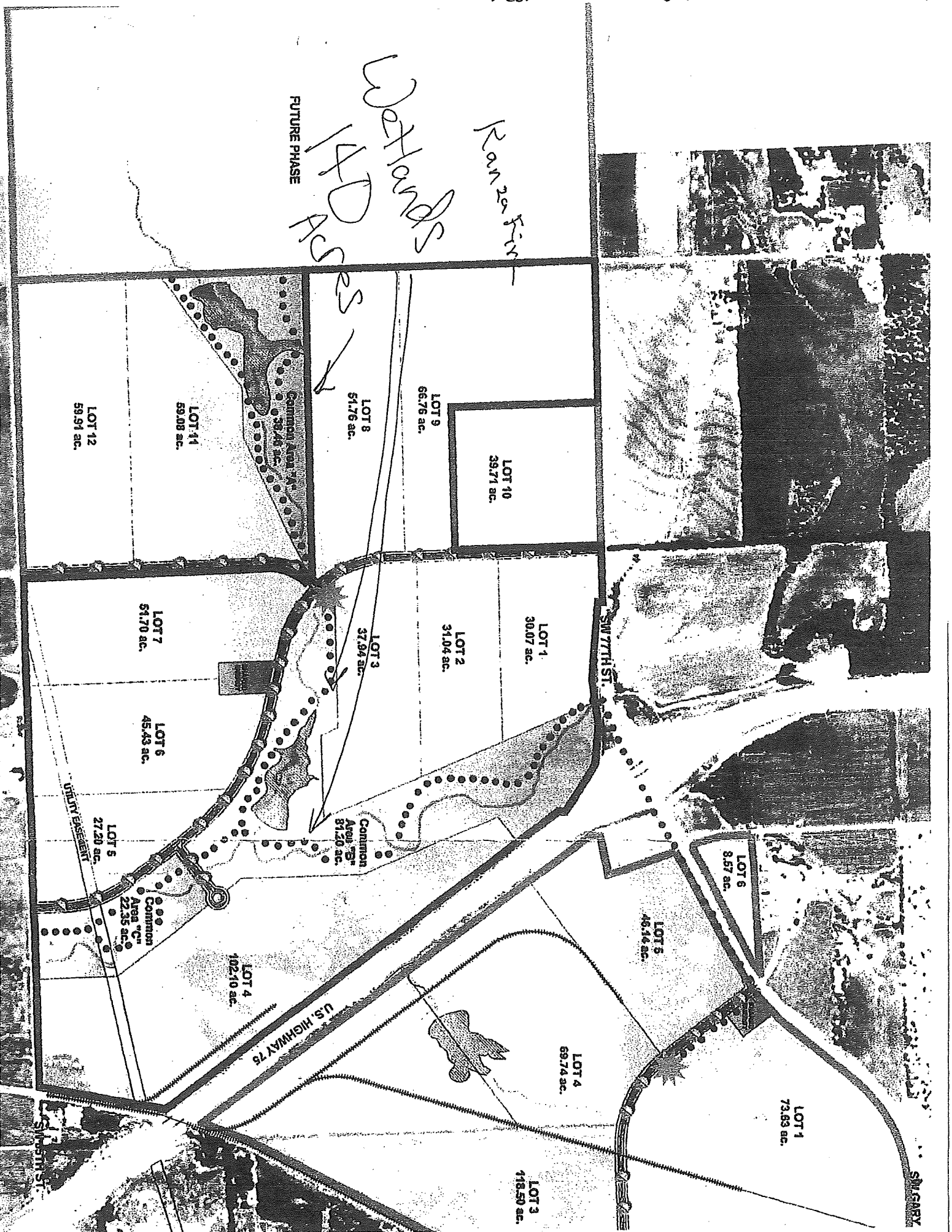
Project Mgr:	JIV	Scale:	NOT TO SCALE
Designed By:	JIV	Date:	09/24/09
Checked By:	JIV	Project No.	14097033
Approved By:	JIV	File Name:	7033 FIG 8.DWG
Drawn By:	DBM	Fig:	8

Terracon

13910 W. 96th Terrace
 Lenexa, Kansas 66215
 Phone: (913) 492-7777
 Fax: (913) 492-7443

FOR GENERAL USE ONLY, AND IS NOT
 FOR CONSTRUCTION. LOCATIONS ARE APPROXIMATE.

DIAGRAM IS INTENT
 FOR CONSTRUCTION.



75 acres

bought in 2006

and never developed.

over 700 k.

JEDO

March 30, 2006 3:30 p.m.

minutes of
March 2006

2010 MAY 25 AM 11:27

The JEDO Board met in the Chamber of Commerce Board Room with the following JEDO voting members present: Shawnee County Commissioner Ted Ensley, Shawnee County Commissioner Marice Kane, Shawnee County Commissioner Vic Miller, Topeka City Councilman Bill Haynes and City of Topeka Mayor Bill Buntin was present by speakerphone.

Also present were: Shawnee County Counselor Rich Eckert, David Kerr with AT&T, Mel Chapman and Kevin W. Beck with Cook, Flatt & Strobel Engineers P.A., Ed Carmona with ILC of Topeka and Lawrence, LLC, Richard Forester with the Topeka Convention & Visitors Bureau, Carl Koupal with GO Topeka, Brad Owen with GO Topeka/Mize Houser & Co., Topeka City Manager Norton Bonaparte, Kathy Moellenberndt with GO Topeka, Doug Kinsinger with GO Topeka and Shawnee County Deputy County Clerk Debbi Childers.

Item no. 1: The Minutes of November 30, 2005 were approved.

A motion was made by County Commissioner Marice Kane to approve the Minutes of the November 30, 2005 JEDO meeting. The motion was seconded by County Commissioner Miller. Motion carried unanimously.

Item No. 2: Exercising the option to purchase land located at the SW corner of the intersection of 49th Street and US Highway 75 (owned by Dana Anderson of California) for addition to the Central Crossing Commerce Park was approved.

99th St. Doug Kinsinger-GO Topeka/Topeka Chamber of Commerce discussed showed (on a map) the location of the 75-acres they were considering. Mr. Kinsinger explained as they were having interest from companies, they had been able to obtain a 6-month option for that parcel at \$9,500 per acre. The option fee was \$15,000 which would apply toward the purchase price of the parcel. That left a balance short of \$700,000. Mr. Kinsinger reported this had been discussed by GO Topeka and it was their recommendation to proceed with acquiring that property. He said they were early in the process of doing some further due-diligence. They had begun doing some title search and recognized there were some easements. He said they were trying to make sure if there were any other restrictions to development of that land. He said they were having engineering, surveying and analysis that had not been completed. Mr. Kinsinger stated GO

Contract also w/ McClure
Partman
Brought from McClure

Topeka would like JEDO's approval contingent upon those further reviews.

Mr. Mel Chapman with Cook, Flatt & Strobel Engineers, P.A. gave a brief engineering report.

Shawnee County Commissioner Vic Miller asked what protection was there to the public that GO Topeka would not take the land and pocket the money for themselves. Mr. Kinsinger explained their contract stated they had to use it for the goals, missions and accomplishments of the job they (JEDO) had contracted with them (GO Topeka) to do. He advised if they were ever not to be the fiduciary agent to contract agent for economic development, all of their assets (acquired by the economic development sales tax) would return back to JEDO and the public sector. Mr. Kinsinger stated it was an asset of the sales tax and ultimately JEDO and the public entities.

Topeka City Councilman Bill Haynes asked if it was correct they had an option and could that option be extended. Mr. Kinsinger advised there were 4-months left on the option to purchase. He explained the owners, at the time the option was negotiated and in conversations this week had told them their interest was to sell the property. He said they believed the price was reasonable and it was at a point where it made sense to acquire the property. Mr. Kinsinger cautioned that if they extended the option there could be some inflationary clause, or some increase over a period of time. He said compared to the other prices in the area, they felt it was a reasonable price. Commissioner Miller stated now that it was known that there was interest, speculators could drive up market value.

Commissioner Miller moved to exercise the option. The motion was seconded by Commissioner Marice Kane. Motion carried unanimously.

ITEM NO. 3: City of Topeka Mayor Bill Bunten and County Commissioner Vic Miller reported on the federal funding request trip to Washington DC.

Mayor Bunten reported they were able to speak with Senator Pat Roberts and US Congressman Jim Ryan personally. He said they provided the senator and congressman a list of six-(6) projects. Commissioner Miller added that Topeka City Manager Norton Bonaparte and Richard Forester were also with them to meet with

their congressional representatives. He noted there had been productive discussion with Senator Sam Brownback's staff.

Commissioner Miller reported they made presentations involving money for the planning of the Riverfront Development and the other involved planning money related to the I-70 via duct north of the Law Enforcement Center. He said they believed it was in need of reconfiguration to tie it in with the investment being made in the Topeka Boulevard Bridge. They made a plea for \$1.9 million of additional monies to enhance their infrastructure at the Central Crossing Commerce Park. They reviewed the status of a \$9.5 million (new 190th Headquarters facility) facility due to be constructed at Forbes Field (and asked for an additional \$9.5 million for a new operations facility for the 190th ARW). They requested additional monies from the federal government to assist in their investments at Heartland Park. They also requested monies to help in the restoration/preservation of Constitution Hall.

ITEM NO. 4: Kathy Moellenberndt with Go Topeka reported on the celebration for opening of Reser's new manufacturing facility would be April 21, 2006 at 3:00 p.m.

ITEM NO. 5: A potential technology tenant in professional incubator was discussed.

Mr. Doug Kinsinger reported they had been working since late last year with a company that was looking to branch into the Midwest. Mr. Kinsinger reported the company was one of the nation's leaders in bioscience technology and resources and had been looking at contracting with companies in this region (Kansas City to Topeka). He advised GO Topeka had authorized an incentive of providing them free lease space in an incubator space here for a period of 2-years. They were looking at approximately 15 employees within the time frame and a goal of 60-70 employees within 5-6 years. Mr. Kinsinger stated the key was that they were highly paid employees, \$50,000 to \$70,000 a year plus benefits.

Mr. Kinsinger said beyond the additional value to the community, this company was a high level technology resource and they believed location in this community would make it more appealing to other technology and bioscience related companies that would want to locate close or next to them. He stated it was their hope that later this month there would be an announcement ceremony.

ITEM NO. 6: Mr. Doug Kinsinger reported on the Fort Riley Construction Business Opportunities Summit held March 16, 2006 at Riley's Conference Center at Fort Riley.

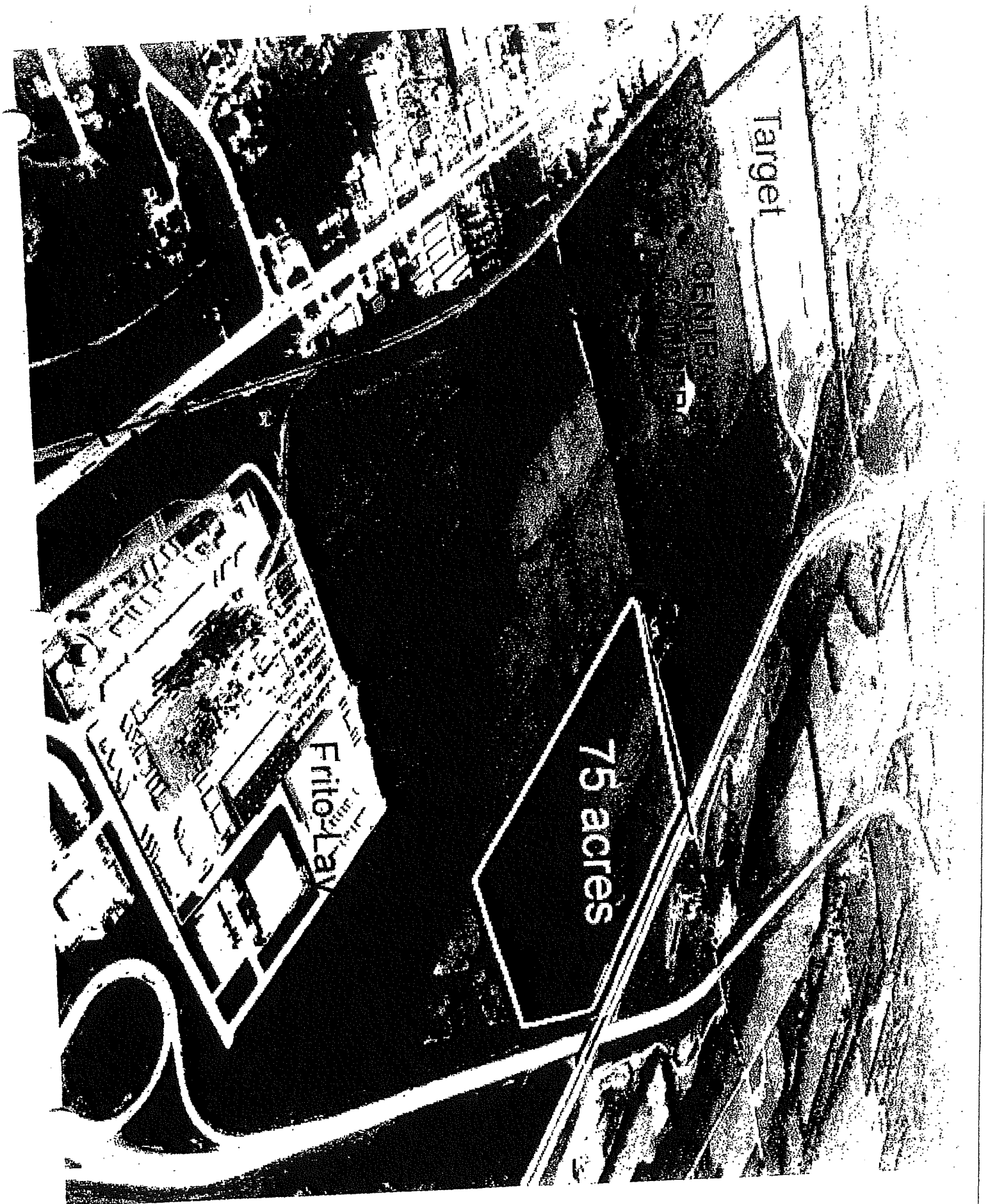
Mr. Kinsinger discussed one of the benefits received from their help at the statewide effort was Fort Riley received some of the largest troop strength/growth in the nation-over 10,000 troops. It was estimated 10,000 troops would result in a minimum of 25,000 to 30,000 population growth for the Fort Riley, Junction City and Manhattan areas. Mr. Kinsinger said they discovered some of the troops and some of the temporary residential needs were already being referred to Topeka.

Mr. Kinsinger reported 320 people attended the Fort Riley Construction Business Opportunities Summit. He noted the room held 300 with standing room in the back and they turned away about 80 people. Those people sent away were provided printed material. Over two-thirds of those attending were from Topeka. Businesses in Topeka were already setting up branch operations or transferring or commuting for contracts/construction projects in Junction City and Manhattan. He reported there was about \$1 billion work to be done at Fort Riley and about \$1 billion to be done off base in the communities of Junction City and Manhattan. Mr. Kinsinger said they were just trying to make sure they worked hard as possible to make sure they received a portion of that economic benefit.

ITEM NO. 7: Progress Report by Kathy Moellenberndt.

Kathy Moellenberndt with GO Topeka summarized the 2005 new and retained jobs. (See Exhibits B & C in the packet.) Mr. Kinsinger reported there had been \$339,342,000 in capital investment and over 5300-5400 jobs added or retained. The number for payroll was being estimated in the range of \$350,000,000 to \$400,000,000 annually brought into the community. So, they felt the economic impact from their efforts were getting to be substantial.

Meeting Adjourned.



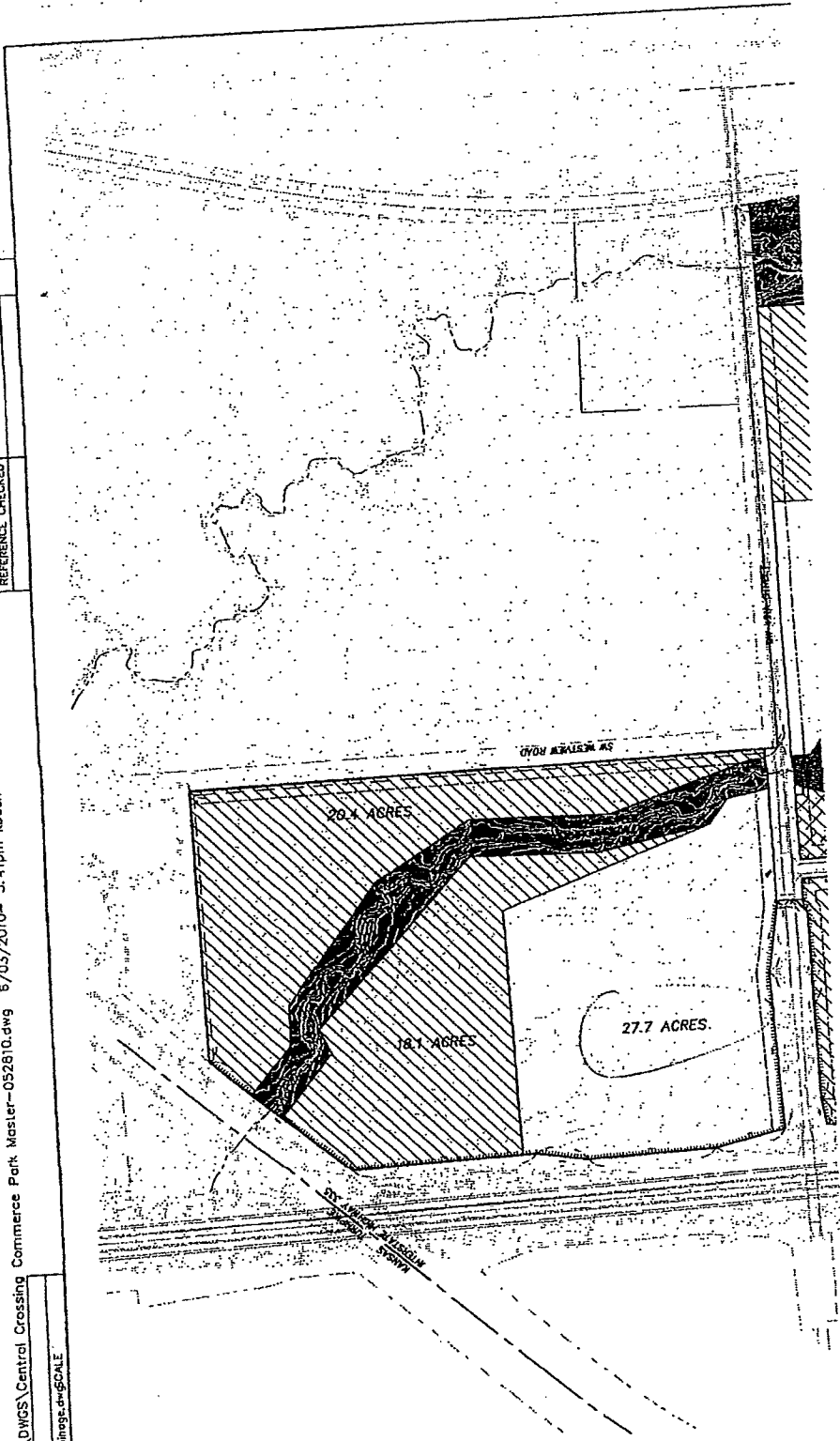
DATE	BY	REFERENCE NOTED	REFERENCE CHECKED

J:\2010P6\Topette Chamber\DWGS\Central Crossing Commerce Park Master-052810.dwg 6/03/2010- 5:41pm kbeck

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 Plotted:
 File: J:\2009Proj\055093\dwgs\drainage.dwg SCALE



Cook, Flatt & Strobel
 ENGINEERS, P.A.



*75 AC Bought 3/2006
 March 30, 2006*

Testimony Before the Joint Economic Development Organization
League of Women Voters of Topeka-Shawnee County
December 12, 2013

I am Marge Ahrens representing the Topeka-Shawnee County League of Women Voters.¹ We have studied and taken positions in support of economic development, and the funding of "Go Topeka" from sales tax designated for this purpose.² Many of our members have participated in and enjoyed the opportunity to be heard at Heartland Visioning meetings.

+ The League is focused on losses in revenues to our City and County and measureable methods by which to grow the area's economic worth and protect its "values".

+ Tonight we ask for the commitment of our elected local government officials to take over responsibility together for area-wide economic development planning processes.

+ The City of Topeka has given an example of citizen participation in planning by welcoming residents to neighborhood summits and asking for direction in identifying problems and finding solutions. The experience was much like that at Heartland meetings. The possible employment of a universal building code and attention to abandoned buildings can be expected to produce calculable economic gains for the city. That is "economic development."

+ A less structured County choose to drastically cut social service funding in spite of data and citizen support proving need. Likewise, given the freedom to do so and without the benefit of area-wide planning to guide it, the County slashed into a consolidated parks and recreation program, the pulse of the quality of life for a community. Those cuts take away underpinnings of "economic development".

+ We support downtown redevelopment but believe that it should be integral to a comprehensive plan for the entire County. We ask that such projects be planned by or in conjunction with a local government, City-County wide planning processes.

+ Citizens who live in the city and county elected representatives to provide the best possible services and plan for future development. Those elected officials create structures for citizen participation. Elected representatives can be held accountable for transparency, for measureable effects, for budget priorities, and the effects of those plans on economic development, schools, social services, recreation services, infrastructure, historic preservation, quality of life, land use, environmental concerns, transportation and more.

++ Tonight we ask that the \$60,000 funding designated for Heartland Visioning be directed to a combined City/ County planning process, inclusive of area-wide citizen participation such as that modeled by Heartland Visioning and the City of Topeka..

Marge Ahrens Handout - Item No. 4

Clerk

Priorities Identified From Neighborhood Summit (I and II)

Question: What is one thing you would **fix** to make Topeka Neighborhoods Great?

- Bike Lanes/Trails
- Property/Maint. Housing: Code Compliance*
- **Other: Skills Training Center***
- Tear down old dilapidated houses

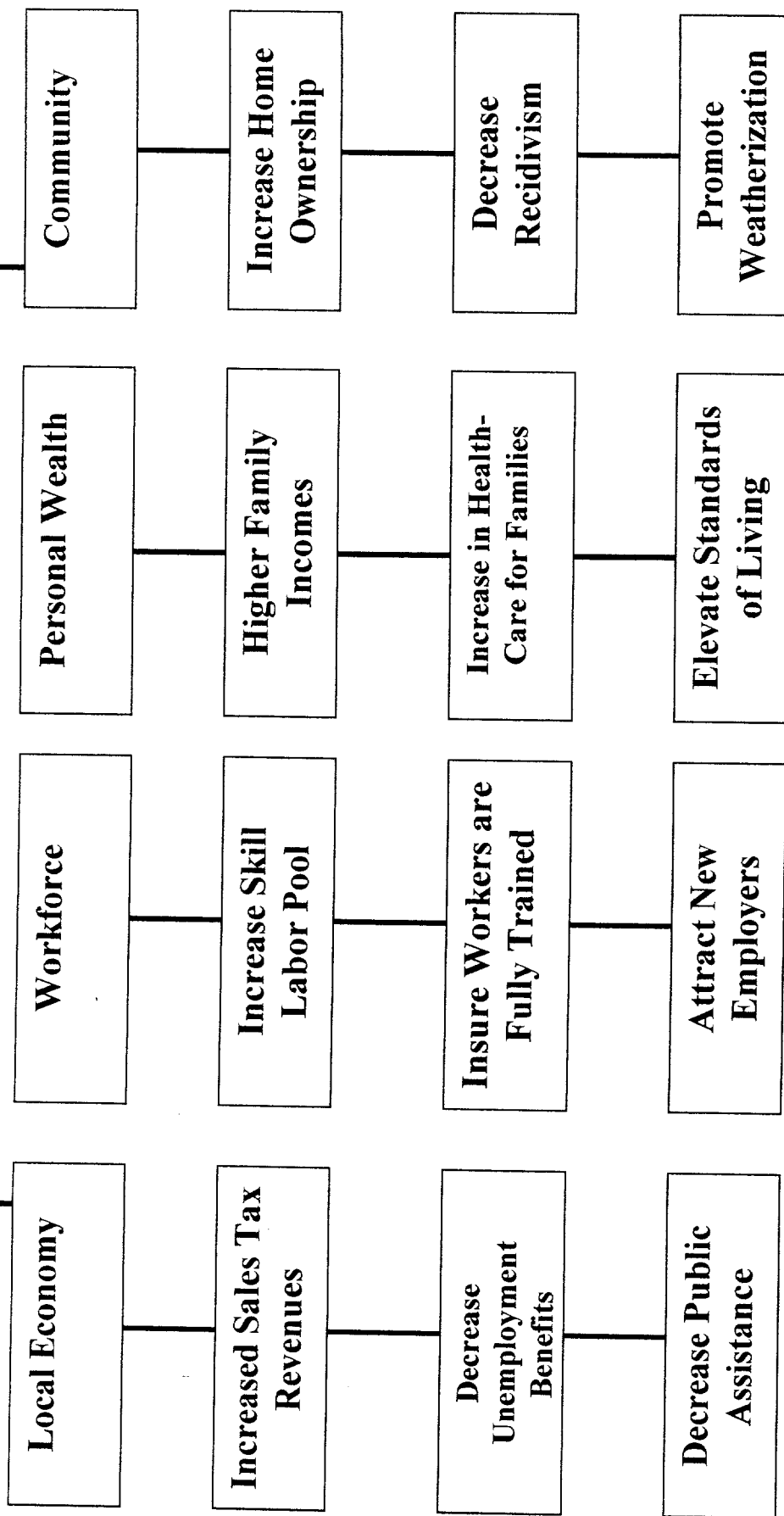
**Written Suggestions with Highest Number of
Votes (Top Three)*

Lazore Group Handout - Item No. 4

Neighborhood Summit 2—The Results

Category	Solution	Votes
Other Ideas	Training centers in LMI communities/neighborhoods. Use all funding sources, partner with Washburn Tech, local businesses	19
Property Maintenance/Housing	Provide more funding for code enforcement	18
Property Maintenance/Housing	Develop code compliance committee	17
Property Maintenance/Housing	Consistent enforcement	13
Property Maintenance/Housing	Rental certification	11
Property Maintenance/Housing	All dilapidated housing identified w/ solutions to turn them around	9
Public Safety	Longer stays in each neighborhood for community officers	9
Other Ideas	Grow our tax base. Stop spending money on urban sprawl	9
Communications	Establish Neighborhood Position out of City Manager's office	8
Parks	Incentives for neighborhoods/priority funding	8
Public Safety	Educate neighbors on fighting crime, e.g., Turn on your lights!	8
Public Safety	Building relationships among neighbors	8
Other Ideas	Increase transportation options for low-income residents	7
Property Maintenance/Housing	More flexible City workforce	7
Communications	Recognize neighborhoods publically-City Council meetings	6
Communications	City staff return phone calls (24 hours)	6
Communications	Use water bills to communicate with neighborhoods	6
Parks	Neighborhoods adopt a park/residents become partners in process	6
Other Ideas	Host youth citizens academy	6
Other Ideas	Coordination between City, utility companies, and within City departments (coordinate/time infrastructure improvement projects).	6
Parks	Single point of contact to coordinate park maintenance	5
Public Safety	Work with Westar for reduced electricity rates/solar power (for streetlights)	5
Property Maintenance/Housing	Better/more training of code enforcement officers (and mentoring)	4
Property Maintenance/Housing	Earlier intervention with deteriorating houses	4
Public Safety	Developers install streetlights in neighborhoods	4
Public Safety	Increased public education on public safety departments	4
Other Ideas	Increase bus routes	4
Other Ideas	Listen to neighbors	4
Property Maintenance/Housing	Reach out to faith-based community for volunteers to help with property maintenance	2
Communications	Work with senior centers, AmeriCorps VISTA (WU), Other agencies	2
Communications	NIA boundaries redrawn	2
Property Maintenance/Housing	Communicate with residents of dilapidated homes	1
Communications	Use QR codes- water bills, website	1
Property Maintenance/Housing	Prohibiting boarded-up houses- address ordinances	0
Communications	Website development	0
Communications	Facebook- Topeka Neighborhoods; Topeka Neighborhood Associations	0
Public Safety	Grants for (street) lighting	0
Public Safety	Increase communication of quarterly crime meetings	0

Job Skill Training / Transitional Jobs Program Impact Tree



Skill Trade Training Centers – Topeka

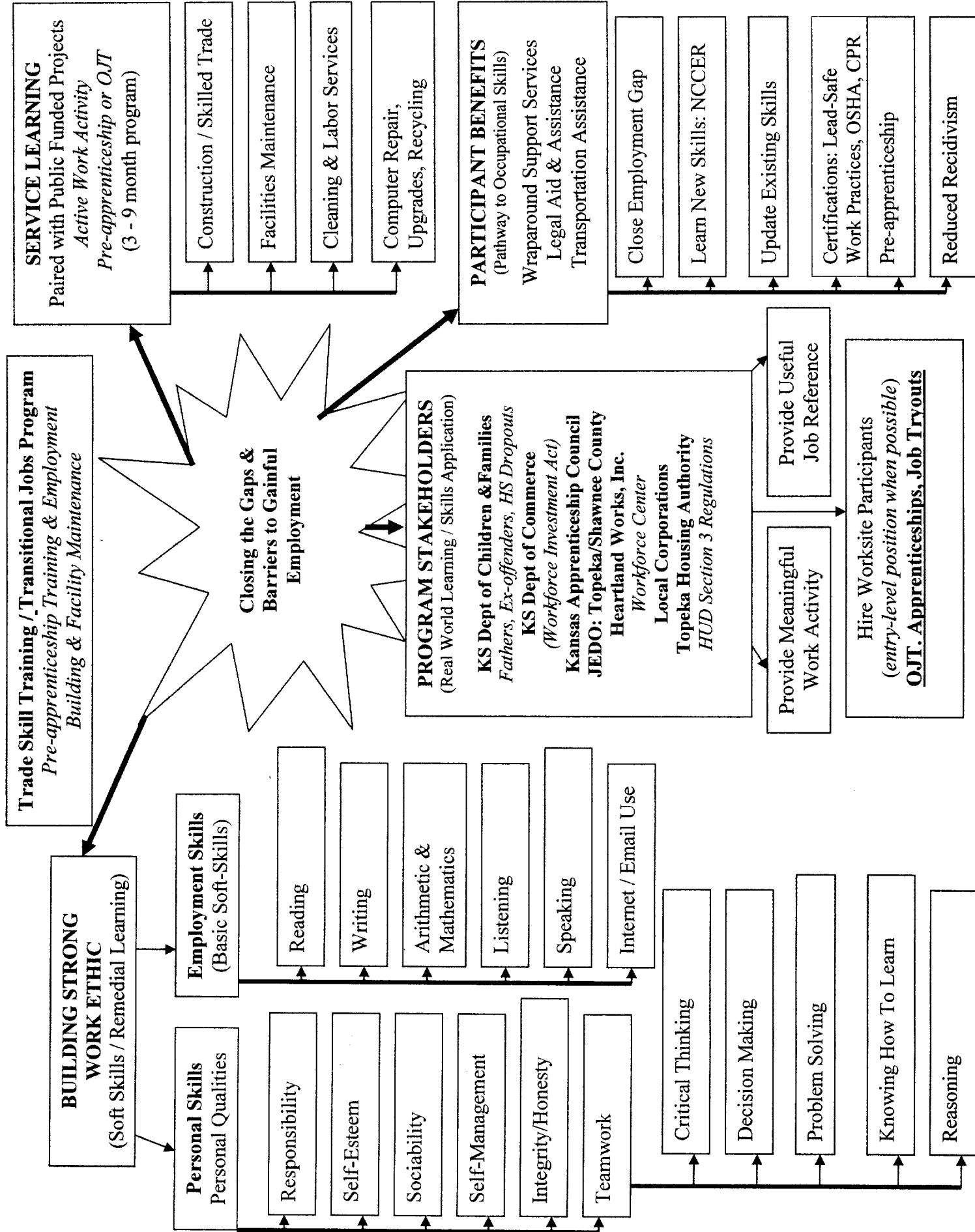
Transitional Job Activities

*Transitional Jobs is formal work activity that provides participants with paid work activity; doing work they are skilled and capable of. (*day/evening/week-ends*)

(To Include Social Enterprise Ventures)

*Work activity can consist of public contract work such as; *lawn care compliance, debris removal, minor property repair to meet city code, and other work activity that can be contracted out by government agencies, the public housing authority; Other contractual work may be provided by small business and corporations such as construction site cleanup, etc...*

Impact: Supplier/Workforce Diversity



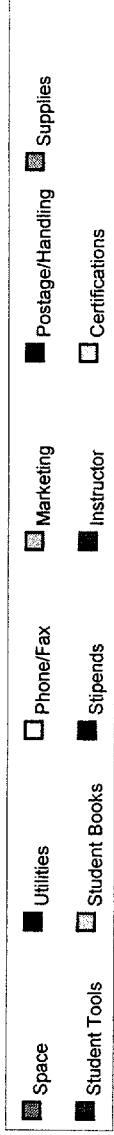
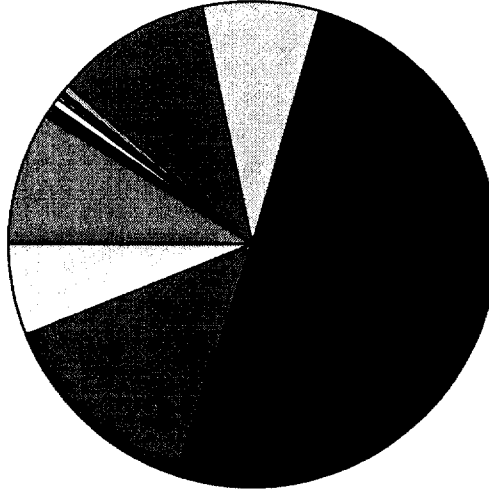
Participant Training & Program Expense (one-year)

Job Skills Training - Pre-apprenticeship - Transitional Jobs Program

PRIMARY EXPENSES	3 MONTH EXPENSE	ANNUAL	
Space \$800/mth		9,600.00	Potential Sites: Avondale East, Abbott Center
Utilities \$100/mth	300.00	900.00	Westar Energy
Phone/Fax \$40/mth	120.00	360.00	AT&T Business Phone Service and DSL
Marketing \$15/mths	150.00	450.00	Brochures/Mailings/Advertising
Postage/Handling \$30/three-mths	90.00	270.00	Stamps, UPS, DHL
Supplies \$50/mth	210.00	630.00	Paper, Binders, Folders
Student Tools \$303/student	3,636.00	10,908.00	Training/Job Related Tools
Student Books \$234/student	2,808.00	8,424.00	Core Curriculum: Intro. Crafts Skills+
Stipends \$500/student/mth	18,000.00	54,000.00	Program Incentive Allowance
Instructor \$5,000/3-month	5,000.00	15,000.00	NCCER Certified Craft Instructor+
Certifications \$180/student	2,160.00	6,480.00	Lead-Safe Work Practices, OSHA, CPR
TOTAL EXPENSES	32,474.00	107,022.00	

12 students per 12-week class - Three class sessions per year - Approx. \$2,972 per student program cost @ 36 students

Where It Goes



Job Readiness Training

Definition

This service provides the youth an opportunity to earn money and learn employment skills through a paid training program. The youth may learn specific job skills, but the intent of the program is to teach the youth basic skills that are applicable to all work situations. The training may provide the youth with work experience with supervisors and co-workers as well as classroom instruction. The youth will learn skills that will enable him/her to get along and progress in an actual work environment.

Duties

Each service provider shall perform, at minimum, the following duties:

- ✓ Develop a written needs assessment and service plan,
- ✓ Teach go-to-work skills such as attendance, dress, punctuality, and safety,
- ✓ Teach productivity, how to do quality work and employee responsibility on the job,
- ✓ Teach communication skills such as negotiation during disagreements, communicating with supervisors and co-workers, conflict resolution,
- ✓ Increase positive self-concept through paid work experience, and
- ✓ Teach interviewing skills and ways to seek employment.

Documentation

Each service provider shall maintain, at minimum, the following documentation:

- ✓ A written training program with annual plan for reviewing and updating materials in the program,
- ✓ A written annual report showing review/update of program including why changes, if any, were needed and their effective dates,
- ✓ Written client progress reports to be submitted within the time frames specified on the Client Service Agreement, and
- ✓ Agency supervision will complete a daily work log for each client which will include:
 - Description of the work performed,
 - Date and time client reported/left work, and
 - Name of supervisor providing the training.

Provider Minimum Qualifications

- ✓ Providers of this service must, at minimum, meet the following qualifications:
- ✓ Provider must be an incorporated agency/business
- ✓ Trainer must have a Bachelor's Degree from a four year college in the area of human services, education, or vocational counseling or two years work supervision experience or a combination of experience and education that enables the trainer to teach work skills as documented on a resume and/or letter(s) of reference,
- ✓ Be at least 21 years of age, with a minimum of three years age span between worker and client, and
- ✓ Letter(s) of reference noting a demonstrated ability to teach, be a positive role model, and to work well with other team members.

December 12, 2013

Heartland Visioning held community meetings from September-November 2013 around Shawnee County with the purpose of reviewing our shared vision and strategic plan. During these meetings we discussed the future of Topeka and Shawnee County.

Question # 3

“Based on the responses you heard to the first two questions, what do you think the community needs to make these ideas happen?”

El Shaddai Ministries

- Involve the youth
- Free community education/trade training for adults [1]
- Programs to give jobs to skilled workers who are released from prison (reduces crime) [2]
- Commitment from our city leaders

Hi-Crest Neighborhood

- Community work together
- Avondale East open – good programs here
- More people need to step up and have a heart to help
- Need better facilities for teaching

Topeka Chamber of Commerce - Go Topeka Board

- Community wide collaboration
- Create positive environment for new efforts [1]
- Leaders willing to risk experiments
- Bring poverty level down (raise people out of poverty) [1]
- Fearless leaders [3]
- Progressive will to change [3]
- Need to make sure the whole community feels they are getting benefits [1]

Topeka / Shawnee County Public Library Teen Advisory Board

- Get younger people in charge [5]
- Better use of tax dollars [3]
- More money on things that benefit community [1]
- Focus on younger generation

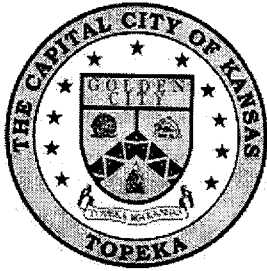
Historic North Topeka East NIA & NOTOMA,

- Training programs for improvements
 - Community centers
- Jobs for teens under 16 years old [3]
- People taking stand for community [2]
- Leadership [8]

Fast Forward

- Competent and effective leadership
- Willingness to take risks
- Open minded leadership
- Mentor programs at young age
- Mentor programs for adults
- Circles program – poverty
- Nontraditional, non academic opportunities to learn new skills
- Vocational ed opportunities for community members
- Continue pushing the envelope
 - Don't become complacent

Presented by Lazone Grays



Vendor Diversity Report

InvoiceDateFrom 01/01/2013

InvoiceDateTo 10/25/2013

AFRIC	41	\$304,695.31
ASIAN	9	\$25,255.00
FEM	407	\$1,264,528.87
HISP	17	\$11,884.15
NATIV	1	\$840.00
NONE	4,972	\$2,544,530.47
OTHER	12,204	\$41,843,320.68
SMALL	6,203	\$21,467,738.77
Total Number of Invoices		23,854
Total Invoice Amount		\$67,462,793.25

Lazores Group Handout - Item No 4.