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**JEDO Board Meeting**  
**February 28, 2018**  
**6:00 P.M.**

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

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**JEDO Board Members**

Shawnee County Commissioners

Shelly Buhler District No. 1  
Kevin Cook District No. 2  
Bob Archer District No. 3

City of Topeka Governing Body

Michelle De La Isla Mayor  
Karen Hiller District No. 1  
Sandra Clear District No. 2  
Sylvia Ortiz District No. 3  
Tony Emerson District No. 4  
Michael Padilla District No. 5  
Brendan Jensen District No. 6  
Aaron Mays District No. 7  
Jeff Coen District No. 8  
Michael Lesser District No. 9

**JEDO Board Voting Members**

Shawnee County Commissioners

Commissioner Shelly Buhler  
Commissioner Kevin Cook  
Commissioner Bob Archer

City of Topeka Governing Body

Mayor Michelle De La Isla  
Deputy Mayor Brendan Jenses  
Councilmember Michael Padilla  
Councilmember Michael Lesser

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

Agenda. Agendas are furnished at least five (5) business days prior to each meeting and posted on JEDO's website at [www.jedoecodevo.com](http://www.jedoecodevo.com).

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



**JEDO Board of Directors Meeting  
Agenda for Wednesday, February 28, 2018  
6:00 p.m.**

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

1. Call to Order
2. Roll Call
3. **ACTION ITEM:** Approval of December 13, 2017 JEDO Board meeting minutes.
4. Presentation: JEDO Finance Committee 4<sup>th</sup> Quarter Cash Statement (2017).
5. **ACTION ITEM:** Approval of Funding for Project Jingle.
6. Presentation: Organizational Announcement.
7. Presentation: GO Topeka Quarterly Report.
8. Presentation: Momentum 2022.
9. **ACTION ITEM:** Broadband Task Force request for extension of project time line (Phase 2)
10. Discussion: East Topeka Learning Center Project Update.
11. Discussion: Quality of Place & Economic Development.
12. Any other business items that may come before the Board for consideration.
13. Public Comment.
14. **Reminder of 2018 JEDO Board Meeting Dates per the JEDO Operational Rules:**
  - Wednesday, May 9, 2018
  - Wednesday, September 12, 2018
  - Wednesday, December 12, 2018
15. Adjournment.

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## *Agenda Item No. 3*

**JEDO Board Meeting  
February 28, 2018**

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**ACTION ITEM:** Approval of December 13, 2017 JEDO Board meeting minutes.

**Joint Economic Development Organization Board Minutes  
December 13, 2017**

City Council Chambers, 214 SE 8th Street, Topeka, Kansas, Wednesday, December 13, 2017.

The Joint Economic Development Organization (JEDO) Board Members met at 6:00 p.m. with the following voting Board Members present: Deputy Mayor Jeff Coen, Councilmember Michelle De La Isla, Councilmember Tony Emerson and Shawnee County Commissioners Kevin Cook, Bob Archer and Shelly Buhler -6. City of Topeka Mayor Larry Wolgast presided -1.

Non-voting Board Members Present: Councilmember Hiller.

Non-voting Board Members Absent: Councilmembers Clear, Ortiz, Jensen, Schwartz and Harmon.

**APPROVAL of Minutes from the meeting of September 13, 2017 was presented.**

Councilmember De La Isla moved to approve the Minutes of September 13, 2017. The motion seconded by Commissioner Buhler carried unanimously. (7-0-0)

**APPROVAL of Industrial Maintenance of Topeka, Inc. (Project Morris) Incentive Agreement was presented.**

Molly Howey, GO Topeka Senior Vice President of Economic Development, reported funding for the project was approved in May 2017 by the JEDO Board. She stated the fabrication, installation and maintenance based company employs 52 full-time employees and plans a capital investment of \$2 million resulting in 45 new full-time jobs averaging an annual wage of \$40,000. She stated the proposed incentives are performance based, include a maximum incentive of \$180,000 based on new jobs and investment only and would follow GO Topeka Incentive Guidelines.

Todd Harrington, Industrial Maintenance of Topeka, Inc., stated the company outgrew the facility in Perry, Kansas, and are now located at 4501 NW U.S. 24 Highway. He thanked the JEDO Board for their support.

Commissioner Cook moved to approve the incentive agreement with Industrial Maintenance of Topeka, Inc. The motion seconded by Councilmember Buhler carried unanimously. (7-0-0)

**APPROVAL of the Premier Advisory Group, Inc. (Project Leaf) Incentive Agreement was presented.**

Jackie Steele, GO Topeka Vice President of Business Retention and Expansion, reported funding for the project was approved in September 2017 by the JEDO Board. She stated Premier Advisory Group serves as an umbrella company for ActionCOACH Business Coaching, Bajillion Agency and MotoVike Films and currently employs 17 full-time employees. She stated

the company plans to add 45 new full-time positions over the next five years averaging an annual wage of \$52,000 with a capital investment of \$2.4 million; proposed incentives are performance based and include a maximum incentive of \$225,000 for job creation only; and an economic impact analysis of \$16 million recurring annually.

Commissioner Archer moved to approve the incentive agreement with Premier Advisory Group, Inc. The motion seconded by Councilmember De La Isla carried unanimously. (7-0-0)

## **PRESENTATIONS:**

- A. GO TOPEKA QUARTERLY REPORT was presented by Matt Pivarnik, GO Topeka President and Chief Executive Officer.
- NEW BUSINESS ATTRACTION was presented by Molly Howey, Senior Vice President of Economic Development.
  - BUSINESS RETENTION & EXPANSION ACTIVITY was presented by Jackie Steele, Vice President of Business Retention and Expansion.
  - ENTREPRENEURIAL & MINORITY BUSINESS DEVELOPMENT was presented by Glenda Washington, Senior Vice President of Entrepreneurial & Minority Business Development and Kristi Dunn, Procurement Technical Assistance Center (PTAC) Director.
  - BAAFTECH TASKFORCE (Bioscience/Ag/Animal/Financial Tech) was presented by Glenda Washington, Senior Vice President of Entrepreneurial & Minority Business Development and Dr. Kevin Hahn, Founder and Director of BioTopeka.
  - WORKFORCE & EDUCATION was presented by Barbara Stapleton, Vice President of Workforce & Education Development and Gabriel O'Shea, Forge Executive Director.
  - MOMENTUM 2022 was presented by Kayla Bitler, GO Topeka and Greater Topeka Chamber of Commerce Strategic Coordinator.
- B. 712 INNOVATIONS was presented by Karen Lane Christilles, 712 Innovations Executive Director and Zach Snethen, 712 Innovations Management Chair.
- C. TRANSPORTATION INITIATIVE was presented by Susan Duffy, Topeka Metropolitan Transit Authority (TMTA) General Manager and Jim Ogle, TMTA Board Chair.
- D. JEDO FINANCE COMMITTEE 2<sup>ND</sup> QUARTER FINANCIAL REPORT was presented by Nickie Lee, City of Topeka Administrative and Financial Services Director and JEDO Finance Committee Treasurer.

In response, JEDO Board members asked the following questions:

1. Questioned the request to increase 712 Innovations operating budget by \$25,000 due to loss in revenues over the last few years?
2. Questioned if the current space being utilized by 712 Innovations could handle projected growth?

3. Questioned if the Transportation Initiative would be available in other areas of the community in addition to the South Topeka Industrial Corridor?
4. Questioned why funding has been requested from JEDO for the Transportation Initiative?
5. Questioned if TMTA could provide the Transportation Initiative service as an alternative to services already being provided?

Karen Lane Christilles reported the increase to the budget for 712 innovations would be to cover programming costs as the program grows. She noted they plan to increase fundraising efforts to help address the budget shortfall.

Zach Snethen reported on the needs of a co-working environment and the importance of collaborating with other community partners to help make the programs more successful.

Susan Duffy reported only the South Topeka worksites are being offered the Transportation Initiative at this time. She noted many businesses located outside city limits have trouble retaining employees due to unreliable transportation; however, the program has the potential to expand to other parts of the city as well as there may be TMTA funding available to use if program participation remains high.

Jim Ogle stated the program would positively impact economic development in the community as it would offer a cost effective program to help businesses retain good workers.

**APPROVAL of the Growth Organization of Topeka/Shawnee County, Inc. 2018 Annual Business Plan and Budget was presented.**

Molly Howey, GO Topeka Senior Vice President of Economic Development, highlighted the GO Topeka 2018 Annual Business Plan and Budget. Significant forecasted assumptions were summarized as follows:

- An estimated 12% increase for employee health insurance
- The 2018 budget was based on 3.9 full-time employees, excluding 2.5 Entrepreneurial & Minority Business Development full-time employees - due to outsourced marketing
- The net Entrepreneurial & Minority Business Development program income is \$462,265 including salaries, taxes and benefits for 2.5 full-time employees totaling \$211,015 in 2018 and \$156,914 in 2017
- New Workforce Initiatives include \$2.75 million for the East Topeka Learning Center, \$111,000 for the Broadband Initiative and \$70,000 for the Transportation Initiative
- New Business Initiatives includes \$300,000 for the Small Business Incentive Program

Commissioner Archer referenced the Greater Topeka Partnership (GTP) collaboration. He questioned the request to increase funding and noted many of the organizations within the GTP would combine departmental staff and duties.

Molly Howey stated she believes the collaboration would benefit from hiring administrative and financial staff members while centralizing marketing departments with the intent to utilize the skills within the partnership.

Commissioner Archer asked if the organizations within GTP plan to share the funding of financial staff members.

Molly Howey reported many elements factor into the amount of services that would be shared and each organization within the partnership would fund a portion of the senior financial officer position. She stated GO Topeka will make a more solid determination on budget numbers as they move forward with the partnership; however, at this time GO Topeka believes funds are distributed fairly.

Rachel Ono, Mars Chocolate North America Representative, spoke in support of the Transportation Initiative and the role it would play in growing businesses, supporting leadership and the community.

Commissioner Archer asked if Mars would consider subsidizing the Transportation Initiative.

Rachel Ono stated Mars would be willing to discuss the matter for consideration.

Nick Xidis, Hazel Hill Chocolates, spoke in support of 712 Innovations and the need to support small companies in the community. He commented on the programs and space available at 712 Innovations to companies that do not have the space or resources to grow.

Marge Ahrens expressed concern with the GTP collaboration and Wheatfield Village development. She requested more details on the GO Topeka budget.

Stan McAdoo, JUMP representative, spoke in support of the South Topeka Workforce Access Program to assist people with accessibility for reliable transportation to the South Topeka Industrial area.

Councilmember Coen moved to approve the 2018 GO Topeka Annual Business Plan and Budget. The motion was seconded by Councilmember De La Isla.

Commissioner Archer moved to delete \$70,000 from line item “New Workforce Initiatives” (footnote #4, transportation) of the Growth Organization of Topeka/Shawnee County, Inc., Forecasted Statement of Receipts and Disbursements – Cash Basis. The motion died due to a lack of a second.

The motion to approve the GO Topeka 2018 Annual Business Plan and Budget carried. Commissioner Archer voted “no.” (6-1-0)

**APPROVAL of GO Topeka 2017-2018 Cash Carry-Forward Agreement was presented. (Contract No. C-05-2017)**

Molly Howey, GO Topeka Senior Vice President of Economic Development, highlighted the funds under consideration in the 2018 Cash Carry-Forward Agreement. She stated the funds would allow for the following:

- Reserve funds for incentive commitments.
- Carry over unspent funds of the required 10% of sales tax funds to be used for Entrepreneurial & Minority Business Development.
- Allocate funds for the East Topeka Learning Center facility.
- Set aside funds for a fire station and/or Kanza Fire Commerce Park improvements as required by the Mars Chocolate contract.
- Earmark funds for the completion of the SW 49<sup>th</sup> Street Improvement Project.

In response, JEDO Board members questioned the following:

- If the \$2,578,700 (Remaining for future investment) could be allocated for Kansas Expocentre upgrades
- The priorities for Quality of Place (\$2 million)
- Questioned carrying over taxpayer funds when the intent was to invest the dollars back into the community.

Molly Howey reported staff continues to be challenged with meeting criteria to determine a future project to present to the JEDO Board for consideration. She noted site selection remains one of the top five categories companies seek when looking for an appropriate business site.

Mike Morse, Kansas Commercial Team, stated the goal would be to attract and retain people to help grow the community. He commented on previous inner-city visits and how some cities have retained and incentivized companies to locate in their communities.

Kristi Rockey, Mars Chocolate North America Recruiting Manager, stated quality of life remains an important factor in job recruitment and retention. She commented on the exciting initiatives already happening in Topeka and the impact on attracting young millennials.

Joseph Ledbetter spoke in support of the Cash Carry-Forward Agreement and encouraged discussion on infrastructure and how it relates to quality of life issues. He expressed concern with the “Remaining for future investment” of \$2,578,700 and stated he hopes the money would be invested back into the community quickly.

Commissioner Buhler moved to approve the 2017-2018 Cash Carry-Forward Agreement. The motion seconded by Councilmember De La Isla carried. Commissioner Archer and Councilmember Coen voted “no.” (5-2-0)

**DISCUSSION on the East Topeka Learning Center (ETLC) Project was presented.**



Glenda DuBoise, East Topeka Learning Center Taskforce Chair, highlighted the design process, market study, expenditures to date and New Markets Tax Credits (NMTC). She stated Columbia Capital has reported a tax bill was approved eliminating NMTCs in 2017; however, it would keep the program intact.

Councilmember Emerson asked if plans have been reviewed and if permitting would occur in early 2018.

Barbara Stapleton, GO Topeka Workforce & Education Vice President, reported the designs have been released for bid and a meeting has been scheduled to finalize plans.

Commissioner Archer asked what the market survey reported on course demand and participation in the program.

Glenda DuBoise stated the report would be presented December 15, 2017, to the ETLC Taskforce. She noted she would be stepping down as the ETLC Taskforce Chair and Lalo Munoz would now serve as ETLC Taskforce Chair and Marcus Clark would serve as Taskforce Co-Chair.

**DISCUSSION on the Broadband Initiative was presented.**

Gina Millsap, Broadband Task Force member and Topeka & Shawnee County Public Library Chief Executive Officer, provided an update on the Broadband Initiative to date. She highlighted the items the Task Force plans to address in the 1<sup>st</sup> quarter of 2018 would include.

Kurt Kuta, CoreFirst Bank & Trust President & CEO, thanked the JEDO Board for their service to the community. He encouraged continued discussions to help clarify economic development plans and gain community support.

Marge Ahrens suggested the Topeka Governing Body and Shawnee County Commissioners meet once a month to discuss economic development incentives and the needs of the community. She stated the meetings could enhance public input and help understand economic development and how it impacts the community.

No further business appearing the meeting was adjourned 8:36 p.m.



## *Agenda Item No. 4*

**JEDO Board Meeting  
February 28, 2018**

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Presentation: JEDO Finance Committee 4<sup>th</sup> Quarter Cash Statement (2017)

**Joint Economic Development Organization  
Cash Statement  
As of December 31, 2017**

**Receipts:**

Sales Tax - City of Topeka	\$	9,047,779.40
Sales Tax - Shawnee County		8,493,358.21
Interest Income		27,756.16
<b>Total Receipts</b>		<b>17,568,893.77</b>

**Disbursements:**

City of Topeka:

SW 21st Street - Urish Road to Indian Hills	\$	446,769.29
Excess Monies from 2004 Sales Tax		9,844,171.42
Distributions of 2017 Sales Tax		4,089,149.73
		<u>14,380,090.44</u>

Shawnee County :

Excess Monies from 2004 Sales Tax		8,372,168.41
Distributions of 2017 Sales Tax		4,429,912.19
		<u>12,802,080.60</u>

GO Topeka		4,999,999.92
Audit Fee		4,775.00
Bank Charges		406.81
<b>Total Disbursements</b>		<b>32,187,352.77</b>

Net Receipts (Disbursements)		<u>(14,618,459.00)</u>
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<b>Cash Balance - January 1, 2017</b>		<b>15,973,336.87</b>
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<b>Cash Balance - December 31, 2017</b>	<b>\$</b>	<b><u>1,354,877.87</u></b>
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Note: This is a cash basis report  
Prepared by Betty Greiner



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## *Agenda Item No. 5*

**JEDO Board Meeting  
February 28, 2018**

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**Action Item:** Approval of Funding for Project Jingle.

## **Project Jingle Overview** **February 28, 2018**

Staff: Jackie Steele, Vice President of Business Retention & Expansion

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On the agenda is a request to approve funding for Project Jingle. Should the funding request be approved, the contract and company announcement are anticipated for the May 9<sup>th</sup> regularly scheduled JEDO meeting.

### Project Jingle Overview

- Existing Shawnee County company
- \$20 million investment to construct additional facility (~36,000 square foot facility)
- Add 12 new full-time jobs over 2 years, professionals with average base salary of \$45,000

### Proposed Incentives & Economic Impact

- Maximum incentive of \$212,800
  - \$160,000 for capital investment
  - \$52,800 for job creation
- Performance based and job creation incentive paid over a 5 year period
- Economic Impact Analysis
  - \$30.7 million one-time economic impact due to construction
  - \$4 million recurring annual economic impact due to jobs
  - 10 year economic impact = \$70.7 million

### Recommendation

- GO Topeka Executive Committee recommended approval of the proposed funding incentive package on 2/15/2018



## *Agenda Item No. 7*

**JEDO Board Meeting  
February 28, 2018**

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Presentation: Go Topeka Quarterly Report

# GO TOPEKA

## QUARTERLY REPORT

**2017 - 4TH QUARTER**

**PREPARED FOR JEDO**

Summary of economic development strides  
within Topeka & Shawnee County.





# PROJECT ANNOUNCEMENT

PROJECT MORRIS



**45**

New jobs



**\$40,000**

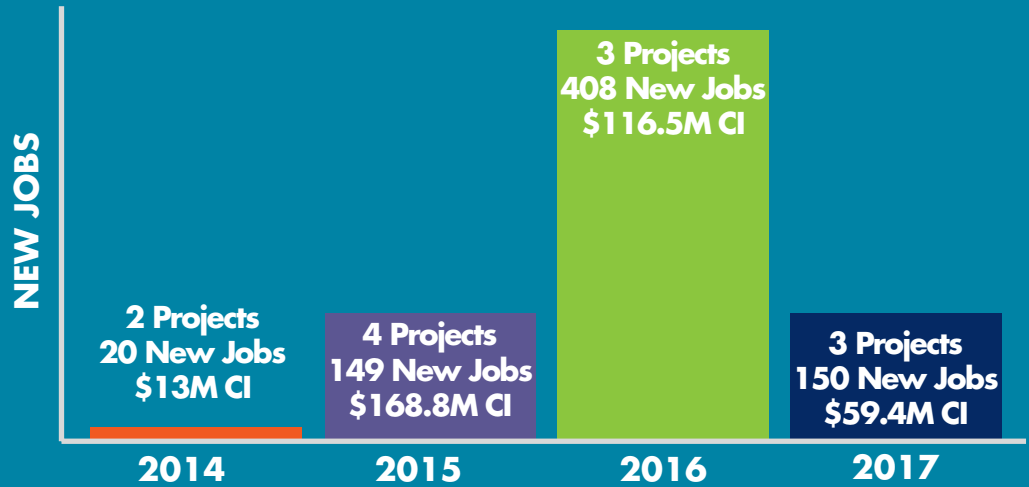
Average salary



**\$2 M**

Total capital investment

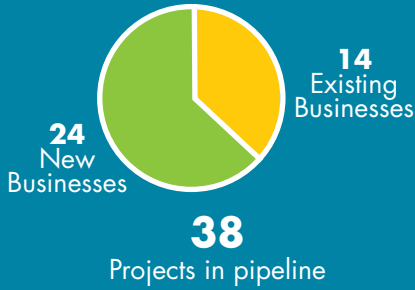
## 2017 COMPARISON



CI = Capital Investment



## PROJECT PIPELINE



**180**  
Average number of jobs per project



**\$40,200**  
Average wage per project

## BUSINESS DEV. & ATTRACTION



**2**  
New projects  
**8** total new projects YTD



**34**  
Consultant interactions  
**156** interactions YTD



**6**  
Formal proposals submitted YTD



**6**  
Site visits YTD

## BUS. RETENTION & EXPANSION (BRE)



**2**  
New projects  
Project Thunder and Project Jingle  
**14** Total Projects



**875**  
Potential Jobs



**\$258M**  
Total capital investment for all BRE projects



**55**  
On-site business visits YTD



**99**  
Business interactions YTD



**MANAGERS ROUNDTABLE**  
7 plant managers attended  
Discussion focused on hiring, training, and mentorship

# GO TOPEKA ENTREPRENEURIAL AND MINORITY BUSINESS DEVELOPMENT

## SMALL BUSINESS INCENTIVES



**\$100,985**

Total incentives issued this quarter

**\$259,516**

Total incentives issued YTD



**18**

Businesses receiving incentives this quarter  
*(Some received more than one incentive)*

**54 YTD**

Businesses receiving incentives  
*(Some received more than one incentive)*



**34**

Full time jobs retained or created this quarter

**108 YTD**

Full time jobs retained or created



**10**

Part time jobs retained or created this quarter

**116 YTD**

Part time jobs retained or created



**31 PROSPECTS**

In the pipeline

## FIRST OPPORTUNITY LOAN FUND



**\$165,000**

Three loans in 2017

## FASTTRAC GRADUATES



**13**

Graduates in Spring 2017



**14**

Graduates in Fall 2017

## PROGRAMS & ACTIVITIES



**5**

Events this quarter

**19**

Events YTD



**1,461**

Attendees this quarter

**2,545**

Attendees YTD

## MID AMERICA ANGELS – TOPEKA



**GROWING  
STEADILY**



**170  
ANGEL  
INVESTORS**



**\$4.7M INVESTED IN 14  
DIFFERENT COMPANIES**  
(First and second round funding)

## PTAC (PROCUREMENT TECHNICAL ASSISTANCE CENTER)



**ACTIVE  
CLIENTS**



**NEW  
CLIENTS**



**SHAWNEE  
COUNTY  
CLIENTS**



**TOTAL CONTRACT AWARDS FOR KS  
PTAC SUBCENTER TOPEKA**  
*(Service area covers 26 counties in NE KS)*

**\$14.52M = 218** Federal awards  
**\$ 0.09M = 9** State & local awards  
**\$ 0.45M = 1** SubCenter award

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**\$15.06M = 228 CONTRACT AWARDS**

**SHAWNEE CONTRACT AWARDS**  
**\$3.375M** of \$15.06M  
**68 Contract awards** of 228

## 712 INNOVATIONS

**2017 IN BRIEF**



**AVERAGING 125  
MEMBERS PER  
MONTH**



**NURTURING 31  
SMALL BUSINESSES  
WHO ARE CURRENTLY  
EXPERIENCING POSITIVE  
GROWTH**



**1 MILLION CUPS HAS  
HOSTED 24 PRESENTERS  
WITH OVER 360  
IMPRESSIONS**



# WORKFORCE & EDUCATION

## TOPEKA & SHAWNEE COUNTY STATS

### UNEMPLOYMENT RATE IN SHAWNEE COUNTY:

2015	2016	2017
4.26%	4.13%	3.74%
<i>(January - November 2017)</i>		

### AVERAGE WAGE IN SHAWNEE COUNTY:

2015	2016	2017
\$41,554	\$42,586	\$43,750
<i>(January - September 2017)</i>		

### MEDIAN HOUSEHOLD INCOME IN SHAWNEE COUNTY:

2014	2015	2016
\$52,795	\$51,316	\$55,387
<i>*Latest data available at print</i>		

## FOCUS AREAS



**CRADLE THROUGH CAREER**



**DIVERSITY & INCLUSION**



**EAST TOPEKA LEARNING CENTER**



**FUTURE TALENT PIPELINE**



**WORK READY COMMUNITY**

## TOP INDUSTRIES WITH UNFILLED POSITIONS



**DISTRIBUTION & LOGISTICS**



**HEALTHCARE**



**EDUCATION MANUFACTURING**



**FINANCIAL SERVICES**



**BUILDING TRADES**

# GO TOPEKA BOARD OF DIRECTORS

## EXECUTIVE COMMITTEE

### WENDY WELLS

#### Board Chair

Market President  
U.S. Bank

### KEITH WARTA

#### Board Chair - Elect

CEO  
Bartlett & West

### SCOTT GALES

#### Treasurer

Architect, Principal  
Architect One, PA, Inc.

### RANDY PETERSON

#### Secretary

President & CEO  
Stormont Vail Health

### SCOTT GRIFFITH

#### Past Chair

Community Bank President  
INTRUST Bank

### KURT KUTA

#### Non-Officer

President & CEO  
CoreFirst Bank & Trust

### ALONZO HARRISON

#### Non-Officer

Owner  
HDB Construction

### MATT PIVARNIK

#### President and CEO

GO Topeka

## BOARD MEMBERS

### DAN BEAL

President  
McElroy's, Inc.

### BETH ANNE BRANDEN

President  
BA Designs, LLC.

### ANDY CORBIN

President & CEO  
Blue Cross and Blue Shield of  
Kansas

### NATHAN MORRIS

Owner  
Meridian Roofing

### JIM PARRISH

President & CEO  
Parrish Hotel Corporation

### MARK RUELLE

President & CEO  
Westar Energy

### MICK URBAN

Government Affairs  
Kansas Gas Service

### DOUG WOLFF

President  
Security Benefit Life

### DON BEATTY

Worldwide Director, Finance  
Hill's Pet Nutrition Inc.

### LINDA BRIDEN

CEO  
Sunflower Association of  
Realtors

### JERRY NEY

President & CEO  
Aldersgate Village

### DAVID SETCHEL

President  
St. Francis Health

### SHANE SOMMARS

General Manager  
Briggs Auto

### BRIAN THREADGOLD

Business Manager  
IBEW Local No. 226

### PAT TOLIN

Project Manager  
McPherson Contractors, Inc.

### MADAN RATTAN

Managing Partner  
Topeka Investment Group

### MATT STRATHMAN

President  
Strathman Sales Co., Inc.

### LIANA ONNEN

Chairperson  
Prairie Band Potawatomi  
Nation

### MARSHA POPE

President  
Topeka Community Foundation

### ANDREA ENGSTROM

Founder / Marketing Strategist  
Bajillion Agency

### GLENDA DUBOISE

Regional Community  
Organizer  
Communities Creating  
Opportunity

### MEGAN JONES

President  
Jones Advisory Group

### ZACH AHRENS

President/Publisher  
Topeka Capital-Journal

### ALLEN MOORE

Director of Engineering  
Frito-Lay, Inc.

### DAN FOLTZ

President  
KBS Constructors, Inc.

## DIRECTORS BY VIRTUE OF OFFICE HELD

### MAYOR LARRY WOLGAST

City of Topeka

### TONY EMERSON

City Councilman  
City of Topeka

### KEVIN COOK

County Commissioner  
Shawnee County

### DR. JERRY FARLEY

President  
Washburn University

### BRETT OETTING

President & CEO  
Visit Topeka, Inc.

### ERIC JOHNSON

President  
MTAA

### DOUG GERBER

Interim City Manager  
City of Topeka

### VINCE FRYE

President & CEO  
Downtown Topeka, Inc.

### JANET STANEK

Chamber Chair  
Stormont Vail Health

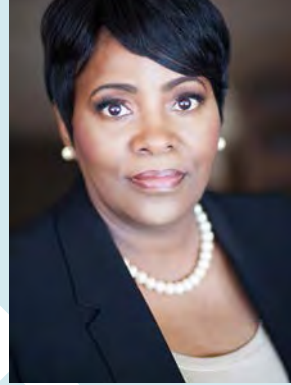
# GO TOPEKA STAFF



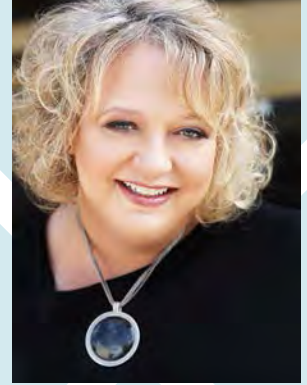
**Matt Pivarnik**  
President and CEO



**Molly Howey**  
SVP - Economic  
Development



**Glenda  
Washington**  
SVP - EMBD



**Barbara  
Stapleton**  
VP - Workforce &  
Education



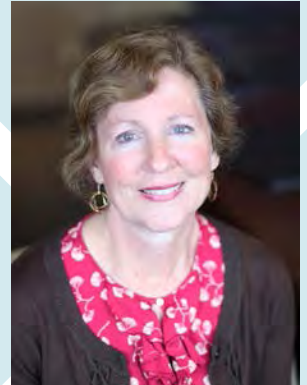
**Jackie Steele**  
VP - Business Retention &  
Expansion



**Matt Lara**  
Digital Communications  
Manager



**Freddy Mawyin**  
Research Manager



**Mary Ann  
Anderson**  
Assistant Manager -  
EMBD



**Mary Hill**  
Executive Assistant

## GO TOPEKA MISSION

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

**GROWTH ORGANIZATION OF TOPEKA /  
SHAWNEE COUNTY, INC. - PUBLIC**

**Financial Statements & Accountant's  
Compilation Report**

**October 31, 2017**



Growth Organization of Topeka / Shawnee County, Inc.  
120 S.E. 6<sup>th</sup> Ave., Suite 110  
Topeka, Kansas 66603

Management is responsible for the accompanying financial statements of Growth Organization of Topeka / Shawnee County, Inc.—Public (a division of Growth Organization of Topeka/Shawnee County, Inc., consisting primarily of activities related to the City of Topeka and Shawnee County Joint Economic Development Organization grant), (Go Topeka), which comprise the statements of assets, liabilities and change in funds-modified cash basis as of October 31, 2017, and the related statement of income and expense-modified cash basis for the one month and ten month periods then ended, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Company's assets, liabilities, equity, revenues, and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

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Supplemental information (presented only for supplementary analysis purposes):

Schedule of committed/pending incentive offers and site expenditures as of October 31, 2017.

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

*Mize Houser & Company P.A.*

**Mize Houser & Company P.A.**  
Certified Public Accountants

February 13, 2018  
Topeka, Kansas

BNO:rb:sc  
Enclosures



Go Topeka, Inc.  
Statement of Assets, Liabilities, &  
Change In Funds-Public - Modified Cash Basis  
October 31, 2017

Assets

Current Assets		
Cash-Sales Tax (A)		10,918,795
Investments-Sales Tax (A)		5,910,390
Other Current Assets		<u>18,070</u>
Total Current Assets		16,847,255
Other Assets		
Land Held for Development	<u>7,442,408</u>	
Total Other Assets		<u>7,442,408</u>
Total Assets		<u><u>24,289,663</u></u>

Liabilities and Fund Balance

Current Liabilities		
EMBD Carryover	908,125	
Due to/(from) Chamber	96	
KF Park & Fire House Fund	203,159	
Other Payables	<u>834</u>	
Total Current Liabilities		1,112,214
Fund Balances		
Opening Fund Balance	20,901,272	
Excess-Current Year	<u>2,276,177</u>	
Total Liabilities and Fund Balance		<u><u>24,289,663</u></u>

(A) - Subject to commitments. See supplemental schedule.

Go Topeka, Inc.  
Statement of Income and Expense - Public  
Modified Cash Basis  
October 31, 2017

	Current Period			Year to Date		
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Revenue</b>						
Sales Tax	416,667	416,666	1	4,166,667	4,166,660	7
Net Investment Income (Fees)	2,356	1,050	1,306	24,676	10,500	14,176
Other Revenue	4,079	1,000	3,079	55,239	20,800	34,439
Total Revenues	<u>423,102</u>	<u>418,716</u>	<u>4,386</u>	<u>4,246,581</u>	<u>4,197,960</u>	<u>48,621</u>
<b>Expenses</b>						
Program Expenses						
Business Retention	21,433	28,176	6,743	118,030	171,711	53,681
New Business Attraction	18,522	35,321	16,799	286,448	463,212	176,764
Workforce Development	15,705	14,017	(1,687)	200,972	307,371	106,399
Government Relations Consultant	1,500	1,625	125	17,043	40,625	23,582
Research & Governmt'l Relations	24,779	11,246	(13,533)	148,778	158,811	10,033
Entrepreneurial & Minority Bus Dev	43,615	33,711	(9,904)	378,306	481,581	103,275
Small Business Innovation Center	810	25,900	25,090	33,055	84,000	50,945
Site/Prospect Support	2,065	3,900	1,835	24,296	88,900	64,604
Incentives & Site Expend - Direct	17,600	17,600	-	(32,684)	190,928	223,612
Total Program Expenses	<u>146,030</u>	<u>171,497</u>	<u>25,466</u>	<u>1,174,245</u>	<u>1,987,140</u>	<u>812,895</u>
General & Administrative Expenses	8,807	7,825	(982)	77,518	78,251	733
Total Operating Expenses	<u>154,838</u>	<u>179,322</u>	<u>24,484</u>	<u>1,251,764</u>	<u>2,065,391</u>	<u>813,628</u>
Transfer to Visioning	0	0	0	75,000	75,000	0
Broadband	5,990	5,990	0	6,020	6,020	0
Small Business Incentive Program	10,000	10,000	0	168,233	168,625	392
E Topeka Learning Ctr	32,006	32,000	(6)	336,090	336,555	465
49th St Road Project	14,000	14,000	0	133,298	133,300	3
Revenues over (under) Expenses	<u>206,269</u>	<u>177,404</u>	<u>28,864</u>	<u>2,276,177</u>	<u>1,413,069</u>	<u>863,108</u>

# **SUPPLEMENTAL INFORMATION**

Go Topeka, Inc.  
Committed/Pending Incentive Offers and Site Expenditures  
October 31, 2017

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>THEREAFTER</u>	<u>Totals</u>
Cash:							
Committed - Performance Based:							
Big Heart Pet 2015		82,000					82,000
FHLB	7,000	960,400	20,400	20,400	20,400	2,800	1,031,400
Yantra		20,000	10,000	10,000	10,000	30,000	80,000
Mars Caramel		110,000	150,000				260,000
Mars Twix		125,000					125,000
Futamura USA	28,000	61,000	61,000	28,000	28,000		206,000
se2	0	180,000	180,000	180,000	180,000	258,400	978,400
Reser's		260,000	100,000	100,000	100,000	105,000	665,000
<b>Total Committed - Performance Based</b>	<b>35,000</b>	<b>1,798,400</b>	<b>521,400</b>	<b>338,400</b>	<b>338,400</b>	<b>396,200</b>	<b>3,427,800</b>

Expected:							
49th Street Project	6,702	1,468,900					1,475,602
East Topeka Learning Center	913,910	2,750,000					3,663,910
Site Improvements	50,000						50,000
Dev. & Maintenance	26,739	45,000					71,739
<b>Total Expected</b>	<b>997,351</b>	<b>4,263,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,261,251</b>
<b>Total Committed and Expected</b>	<b>1,032,351</b>	<b>6,062,300</b>	<b>521,400</b>	<b>338,400</b>	<b>338,400</b>	<b>396,200</b>	<b>8,689,051</b>

Under Consideration:							
Pending Cash Incentives	0	136,000	215,000	81,000	81,000	470,000	983,000
<b>Total Under Consideration</b>	<b>0</b>	<b>136,000</b>	<b>215,000</b>	<b>81,000</b>	<b>470,000</b>	<b>470,000</b>	<b>983,000</b>
<b>Total before EMBD</b>	<b>1,032,351</b>	<b>6,198,300</b>	<b>521,400</b>	<b>338,400</b>	<b>338,400</b>	<b>866,200</b>	<b>9,672,051</b>
EMBD Carryover							908,125
KF Park and Fire House Fund							203,159
<b>Total</b>							<b>10,783,335</b>

See Accountant's Compilation Report

**GROWTH ORGANIZATION OF TOPEKA /  
SHAWNEE COUNTY, INC. - PUBLIC**

**Financial Statements & Accountant's  
Compilation Report**

**November 30, 2017**



Growth Organization of Topeka / Shawnee County, Inc.  
120 S.E. 6<sup>th</sup> Ave., Suite 110  
Topeka, Kansas 66603

Management is responsible for the accompanying financial statements of Growth Organization of Topeka / Shawnee County, Inc.–Public (a division of Growth Organization of Topeka/Shawnee County, Inc., consisting primarily of activities related to the City of Topeka and Shawnee County Joint Economic Development Organization grant), (Go Topeka), which comprise the statements of assets, liabilities and change in funds-modified cash basis as of November 30, 2017, and the related statement of income and expense-modified cash basis for the one month and eleven month periods then ended, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

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Supplemental information (presented only for supplementary analysis purposes):

Schedule of committed/pending incentive offers and site expenditures as of November 30, 2017.

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

*Mize Houser & Company P.A.*

Mize Houser & Company P.A.  
Certified Public Accountants

February 13, 2018  
Topeka, Kansas

BNO:rb:sc  
Enclosures

Go Topeka, Inc.  
Statement of Assets, Liabilities, &  
Change In Funds-Public - Modified Cash Basis  
November 30, 2017

Assets

Current Assets		
Cash-Sales Tax (A)		11,242,175
Investments-Sales Tax (A)		5,913,405
Other Current Assets		<u>10,416</u>
Total Current Assets		17,165,996
Other Assets		
Land Held for Development	<u>7,307,656</u>	
Total Other Assets		<u>7,307,656</u>
Total Assets		<u><u>24,473,652</u></u>

Liabilities and Fund Balance

Current Liabilities		
EMBD Carryover	908,125	
Due to/(from) Chamber	132	
KF Park & Fire House Fund	203,159	
Other Payables	<u>179</u>	
Total Current Liabilities		1,111,595
Fund Balances		
Opening Fund Balance	20,901,272	
Excess-Current Year	<u>2,460,785</u>	
Total Liabilities and Fund Balance		<u><u>24,473,652</u></u>

(A) - Subject to commitments. See supplemental schedule.

Go Topeka, Inc.  
Statement of Income and Expense - Public  
Modified Cash Basis  
November 30, 2017

	Current Period			Year to Date		
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Revenue</b>						
Sales Tax	416,667	416,666	1	4,583,333	4,583,326	7
Net Investment Income (Fees)	3,108	1,050	2,058	27,784	11,550	16,234
Other Revenue	20	1,000	(980)	55,259	21,800	33,459
Total Revenues	<u>419,795</u>	<u>418,716</u>	<u>1,079</u>	<u>4,666,376</u>	<u>4,616,676</u>	<u>49,700</u>
<b>Expenses</b>						
Program Expenses						
Business Retention	11,658	14,176	2,518	129,688	185,887	56,199
New Business Attraction	18,494	35,821	17,327	304,943	499,033	194,091
Workforce Development	47,676	64,017	16,342	248,648	371,388	122,741
Government Relations Consultant	26,500	1,500	(25,000)	43,543	42,125	(1,418)
Research & Governmt'l Relations	17,648	11,246	(6,402)	166,426	170,057	3,631
Entrepreneurial & Minority Bus Dev	65,763	36,485	(29,278)	444,069	518,066	73,997
Small Business Innovation Center	810	1,800	990	33,865	85,800	51,935
Site/Prospect Support	3,424	3,900	476	27,720	92,800	65,080
Incentives & Site Expend - Direct	-	-	-	(32,684)	190,928	223,612
Total Program Expenses	<u>191,973</u>	<u>168,946</u>	<u>(23,027)</u>	<u>1,366,218</u>	<u>2,156,086</u>	<u>789,868</u>
General & Administrative Expenses	8,091	7,825	(265)	85,609	86,076	467
Total Operating Expenses	<u>200,064</u>	<u>176,771</u>	<u>(23,293)</u>	<u>1,451,827</u>	<u>2,242,162</u>	<u>790,335</u>
Transfer to Visioning	0	0	0	75,000	75,000	0
Broadband	0	0	0	6,020	6,020	0
Small Business Incentive Program	33,083	33,083	(0)	201,316	201,708	392
E Topeka Learning Ctr	2,040	2,040	0	338,130	338,595	465
49th St Road Project	0	0	0	133,298	133,300	3
Revenues over (under) Expenses	<u>184,608</u>	<u>206,822</u>	<u>(22,214)</u>	<u>2,460,785</u>	<u>1,619,891</u>	<u>840,894</u>



# **SUPPLEMENTAL INFORMATION**

Go Topeka, Inc.  
Committed/Pending Incentive Offers and Site Expenditures  
November 30, 2017

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>THEREAFTER</u>	<u>Totals</u>
Cash:							
Committed - Performance Based:							
Big Heart Pet 2015		82,000					82,000
FHLB	7,000	960,400	20,400	20,400	20,400	2,800	1,031,400
Yantra		20,000	10,000	10,000	10,000	30,000	80,000
Mars Caramel		110,000	150,000				260,000
Mars Twix		125,000					125,000
Futamura USA	28,000	61,000	61,000	28,000	28,000		206,000
se2	0	180,000	180,000	180,000	180,000	258,400	978,400
Reser's		260,000	100,000	100,000	100,000	105,000	665,000
<b>Total Committed - Performance Based</b>	<b>35,000</b>	<b>1,798,400</b>	<b>521,400</b>	<b>338,400</b>	<b>338,400</b>	<b>396,200</b>	<b>3,427,800</b>
Expected:							
49th Street Project	6,702	1,468,900					1,475,602
East Topeka Learning Center	11,870	3,650,000					3,661,870
Site Improvements	0	50,000					50,000
Dev. & Maintenance	25,062	45,000					70,062
<b>Total Expected</b>	<b>43,634</b>	<b>5,213,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,257,534</b>
<b>Total Committed and Expected</b>	<b>78,634</b>	<b>7,012,300</b>	<b>521,400</b>	<b>338,400</b>	<b>338,400</b>	<b>396,200</b>	<b>8,685,334</b>
Under Consideration:							
Pending Cash Incentives	0	136,000	215,000	81,000	81,000	470,000	983,000
<b>Total Under Consideration</b>	<b>0</b>	<b>136,000</b>	<b>215,000</b>	<b>81,000</b>	<b>81,000</b>	<b>470,000</b>	<b>983,000</b>
<b>Total before EMBD</b>	<b>78,634</b>	<b>7,148,300</b>	<b>521,400</b>	<b>338,400</b>	<b>338,400</b>	<b>866,200</b>	<b>9,668,334</b>
EMBD Carryover							908,125
KF Park and Fire House Fund							203,159
<b>Total</b>							<u><u>10,779,618</u></u>

See Accountant's Compilation Report

**GROWTH ORGANIZATION OF TOPEKA /  
SHAWNEE COUNTY, INC. - PUBLIC**

**Financial Statements & Accountant's  
Compilation Report**

**December 31, 2017**



Growth Organization of Topeka / Shawnee County, Inc.  
120 S.E. 6<sup>th</sup> Ave., Suite 110  
Topeka, Kansas 66603

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*Mize Houser & Company P.A.*

**Mize Houser & Company P.A.**  
Certified Public Accountants

February 13, 2018  
Topeka, Kansas

BNO:rb:sc  
Enclosures

Go Topeka, Inc.  
Statement of Assets, Liabilities, &  
Change In Funds-Public - Modified Cash Basis  
December 31, 2017

Assets

Current Assets		
Cash-Sales Tax (A)		11,258,022
Investments-Sales Tax (A)		5,915,873
Other Current Assets		11,900
Total Current Assets		<u>17,185,795</u>
Other Assets		
Land Held for Development	<u>7,307,656</u>	
Total Other Assets		<u>7,307,656</u>
Total Assets		<u><u>24,493,451</u></u>

Liabilities and Fund Balance

Current Liabilities		
EMBD Carryover	974,439	
Due to/(from) Chamber	200	
KF Park & Fire House Fund	203,159	
Other Payables	<u>23</u>	
Total Current Liabilities		1,177,821
Fund Balances		
Opening Fund Balance	20,901,272	
Excess-Current Year	<u>2,414,358</u>	
Total Liabilities and Fund Balance		<u><u>24,493,451</u></u>

(A) - Subject to commitments. See supplemental schedule.

Go Topeka, Inc.  
Statement of Income and Expense - Public  
Modified Cash Basis  
December 31, 2017

	Current Period			Year to Date		
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Revenue</b>						
Sales Tax	416,667	416,674	(7)	5,000,000	5,000,000	(0)
Net Investment Income (Fees)	2,560	1,050	1,510	30,344	12,600	17,744
Other Revenue	15,912	1,400	14,512	47,954	24,700	23,254
Total Revenues	<u>435,139</u>	<u>419,124</u>	<u>16,015</u>	<u>5,078,297</u>	<u>5,037,300</u>	<u>40,997</u>
<b>Expenses</b>						
<b>Program Expenses</b>						
Business Retention	12,740	17,403	4,663	142,428	203,291	60,863
New Business Attraction	34,189	39,871	5,682	339,131	538,905	199,773
Workforce Development	18,359	14,017	(4,341)	267,006	385,406	118,399
Government Relations	1,500	1,625	125	45,043	43,750	(1,293)
Research/Social Media	18,334	11,246	(7,088)	184,760	181,304	(3,457)
Entrepreneurial & Minority Bus Dev	59,211	30,347	(28,864)	548,239	548,414	174
Small Business Innovation Center	810	900	90	34,675	86,700	52,025
Site/Prospect Support	1,260	3,900	2,640	28,980	96,700	67,720
Incentives & Site Expend - Direct	7,000	7,000	-	(25,684)	1,918,290	1,943,974
Total Program Expenses	<u>153,402</u>	<u>126,310</u>	<u>(27,092)</u>	<u>1,564,579</u>	<u>4,002,758</u>	<u>2,438,178</u>
General & Administrative Expenses	9,323	7,825	(1,498)	94,932	93,902	(1,030)
Total Operating Expenses	<u>162,725</u>	<u>134,135</u>	<u>(28,590)</u>	<u>1,659,511</u>	<u>4,096,659</u>	<u>2,437,148</u>
Transfer to Visioning	0	0	0	75,000	75,000	0
Broadband	47,138	47,138	1	53,158	250,000	196,843
Small Business Incentive Program	57,902	57,902	(0)	259,218	300,000	40,782
E Topeka Learning Ctr	140,322	140,322	(0)	478,452	479,000	548
49th St Road Project	5,303	5,303	1	138,600	139,000	400
Revenues over (under) Expenses ( C )	<u>21,749</u>	<u>34,324</u>	<u>(12,575)</u>	<u>2,414,358</u>	<u>(302,359)</u>	<u>2,716,717</u>

( C ) Change in funds carried over to 2018

# **SUPPLEMENTAL INFORMATION**

Go Topeka, Inc.  
Committed/Pending Incentive Offers and Site Expenditures  
December 31, 2017

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>THEREAFTER</u>	<u>Totals</u>
Cash:							
Committed - Performance Based:							
Big Heart Pet 2015	82,000						82,000
Premier Advisory Group		45,000	45,000	45,000	45,000	45,000	225,000
Industrial Maintenance	36,000	36,000	36,000	36,000	36,000		180,000
FHLB	960,400	20,400	20,400	20,400	2,800		1,024,400
Yantra	20,000	10,000	10,000	10,000	10,000	20,000	80,000
Mars Caramel	110,000	150,000					260,000
Mars Twix	125,000						125,000
Futamura USA	61,000	61,000	28,000	28,000			178,000
se2	180,000	180,000	180,000	180,000	180,000	78,400	978,400
Reser's	260,000	100,000	100,000	100,000	100,000	5,000	665,000
<b>Total Committed - Performance Based</b>	<b>1,834,400</b>	<b>602,400</b>	<b>419,400</b>	<b>419,400</b>	<b>373,800</b>	<b>148,400</b>	<b>3,797,800</b>
Expected:							
49th Street Project	1,468,900						1,468,900
East Topeka Learning Center	2,750,000						2,750,000
Broadband	111,000						111,000
Transportation	70,000						70,000
Small Business Incentive Program	300,000						300,000
Dev. & Maintenance	45,000						45,000
<b>Total Expected</b>	<b>4,744,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,744,900</b>
<b>Total Committed and Expected</b>	<b>6,579,300</b>	<b>602,400</b>	<b>419,400</b>	<b>419,400</b>	<b>373,800</b>	<b>148,400</b>	<b>8,542,700</b>
Under Consideration:							
Pending Cash Incentives	100,000	134,000	0	0	0	344,000	578,000
<b>Total Under Consideration</b>	<b>100,000</b>	<b>134,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>344,000</b>	<b>578,000</b>
<b>Total before EMBD</b>	<b>6,679,300</b>	<b>602,400</b>	<b>419,400</b>	<b>419,400</b>	<b>373,800</b>	<b>492,400</b>	<b>9,120,700</b>
EMBD Carryover							974,439
KF Park and Fire House Fund							203,159
<b>Total</b>							<b>10,298,298</b>

See Accountant's Compilation Report





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## *Agenda Item No. 9*

**JEDO Board Meeting  
February 28, 2018**

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**ACTION ITEM:** Broadband Task Force request for extension of project time line (Phase 2)



## **MEMORANDUM**

Date: February 28, 2018  
To: JEDO Members  
From: Broadband Task Force  
Purpose: Notice of extension of the project time line (Phase 2)

The Intergovernmental Cooperation Council (ICC) initiated discussion on the broadband initiative several years ago. As a result of those discussions, the City of Topeka and Shawnee County as a single community were selected as a pilot community to address high speed broadband service delivery by the Kansas Department of Commerce Statewide Broadband Initiative.

Additionally since the beginning of 2016, the Mayor's Broadband Task Force (members include school districts, city, county, library, and Go Topeka representatives) have continued to meet to improve broadband.

As a result of those discussions it was recommended that an RFP be issued to contract with a consulting firm to assist our community to formulate and execute a plan to form a Public/Private Partnership. On July 26, 2017 a contract with Tilson Technology was approved by JEDO.

The key objective of a resulting plan is to: "Address the region's economic and community development; as well as quality of life through improving countywide access and utilization of sufficient, reliable, and affordable broadband infrastructure."

Since August of 2017 Tilson has been working on Phase 1 (Analysis) with the Broadband Project Management Team. Phase 2 will include a presentation to JEDO. We had estimated to do this presentation between February and March, 2018 however we will now be making the presentation to JEDO in May of 2018. This will allow the Broadband Project Management Team enough time to assemble the full Broadband Task Force the beginning of March. There are no fees associated with this timeline extension.