

**Joint Economic Development Organization Board Minutes
February 13, 2019**

City Council Chambers, 214 SE 8th Street, Topeka, Kansas, Wednesday, February 13, 2019.

The Joint Economic Development Organization (JEDO) Board Members met at 6:00 p.m. with the following voting Board Members present: Deputy Mayor Sandra Clear, Councilmembers Tony Emerson and Michael Lesser and Shawnee County Commissioners Bill Riphahn, Kevin Cook and Bob Archer -6. City of Topeka Mayor Michelle De La Isla presided -1.

Nonvoting Board Members Present: Councilmembers Hiller, Padilla and Coen.

Nonvoting Board Members Absent: Councilmembers Ortiz, Jensen and Mays.

APPROVAL of Minutes from the meeting of December 12, 2018, was presented.

Councilmember Emerson moved to approve the Minutes of December 12, 2018. The motion seconded by Councilmember Lesser carried unanimously. (7-0-0)

APPROVAL of engagement letter between the Joint Economic Development Organization and Summers, Spencer & Company for 2018 Audit Services was presented.

Betty Greiner, JEDO Finance Committee Treasurer and Shawnee County Audit Finance Director, reported the JEDO Board awarded the bid to Sommers, Spencer & Company, P.A., for 2018 Audit Services at the December 12, 2018 JEDO meeting, and the proposed engagement letter would formalize those services.

Commissioner Cook moved to approve the engagement letter. The motion seconded by Councilmember Lesser carried unanimously. (7-0-0)

APPROVAL of JEDO Finance Committee 4th Quarter 2018 Cash Statement was presented.

Betty Greiner, JEDO Finance Committee Treasurer and Shawnee County Audit Finance Director, reported the 2018 Year End Cash Statement includes revenues received from the Half-Cent Sales Tax in the amount of \$16,338,972.81 of which \$20,571.95 (Leverage Lender Interest) was paid to GO Topeka for scholarships. She stated the end of the year cash balance was \$618,311.26 which does not include the City sales tax payment paid in January.

Councilmember Emerson moved to approve the 4th Quarter 2018 Cash Statement. The motion seconded by Councilmember Lesser carried unanimously. (7-0-0)

APPROVAL of Incentive Agreement for Project Purple was presented.

Molly Howey, GO Topeka Senior Vice President of Economic Development, stated the company continues to review their plans and may add more employment incentives; therefore, they would like to postpone the incentive agreement until finalized and present it at a meeting.

APPROVAL of Incentive Agreement for Hill's Pet Nutrition (*Project Jingle*) was presented.

Molly Howey, GO Topeka Senior Vice President of Economic Development, reported the project would create six new jobs with an average annual wage of \$60,000 and a capital investment up to \$20 million.

Gary Semjenow, Hill's Pet Nutrition Technical Services Director, reported the project would expand the animal care facility, nutritional research for mainly dogs, and a visitor engagement center where visitors can observe during operating hours.

Commissioner Cook expressed the importance of companies recognizing living locally and including incentives that impact the local community. He commented on the agreement which includes language that makes every effort to utilize businesses, vendors and people within Shawnee County.

Gary Semjenow stated Hill's Pet Nutrition prefers to use local based individuals and businesses because projects run more efficient and there are good candidates in the area.

Deputy Mayor Clear moved to approve the Incentive Agreement for Hill's Pet Nutrition (*Project Jingle*). The motion seconded by Councilmember Lesser carried unanimously. (7-0-0)

APPROVAL of Incentive Request for Project Sherwood was presented.

Barbara Stapleton, GO Topeka Business Retention and Talent Initiatives Vice President, reported Project Sherwood was adding 47 new jobs at an average annual wage of \$40,000 and a capital investment of \$17.7 million. She stated it would be for an existing manufacturing company in the community and would include performance based incentives. She noted the incentive agreement would be presented at a future meeting.

Councilmember Lesser moved to approve the Incentive Request for Project Sherwood. The motion seconded by Commissioner Cook carried unanimously. (7-0-0)

Councilmember Lesser moved to begin the Presentation portion of the agenda with the Topeka Zoo Update. The motion seconded by Commissioner Riphahn carried unanimously. (7-0-0)

PRESENTATIONS:

AN UPDATE on the Topeka Zoo was presented.

Brendan Wiley, Topeka Zoo Director, reported in 2012, there was a political drive to develop a master plan for the Zoo; however, an entire master plan budget was never evaluated; it only included the engineers estimate for the elephant portion of the plan at approximately \$9 million; and suggested an

ambitious 20-40 year time frame for completion. He stated in 2014 when the Half-Cent Retailers' Sales Tax was being discussed for extension, a 15-year plan was completed and includes adequate fire protection at the Zoo to obtain an occupancy permit; fire hydrant and parking improvements are being completed; Camp Cowabunga opened in August 2018; the Gage Park Bio Retention Garden was drafted which includes a group entry to the Zoo; and Kay's Garden will break ground shortly and should be rated as one of the best Japanese gardens nationally within five to seven years of opening. He gave a brief overview of funding through 2020 for a total of \$13,486,000.

Commissioner Archer commended Brendan Wiley for making great improvements to the Topeka Zoo.

GO Topeka Quarterly Report was presented.

Molly Howey, GO Topeka Senior Vice President of Economic Development, highlighted New Business Attraction; the 2019 GO Topeka Board of Directors Retreat consisted of robust conversation and bold ideas and a second retreat will be scheduled on April 5, 2019; review of incentive guidelines, target industries review, familiarization tours and collaboration on crossover projects with Katrin Holzhaus, GO Topeka Senior Vice President of Innovation. She commented on business retention and expansion in 2018, and looking ahead with an aggressive visitation program; headquarter visits and collaboration with talent initiatives.

Glenda Washington, GO Topeka Senior Vice President of Entrepreneurial & Minority Business Development (EBMD), gave an overview of the small business incentive program of the last 3 years (177 Incentives Issued between 2016-2018) and the impact it has made in the community with the money invested (2016-2018 Total Incentives \$820,332). She commented on the full-time and part-time jobs added in the community, the loan program and reviewed what the future holds including the Topeka Housing Authority (THA) empowerment incubator, kitchen incubator, boot camp, training and continue community outreach. She summarized PTAC (Procurement Technical Assistance Center) which has 272 active clients and 46 contracts awarded for a value of \$12 million.

Commissioner Cook questioned the incentives for 2018 loan funds and if the First Opportunity Funds were expended or will the funds carry over to 2019.

Glenda Washington reported \$300,000 of the \$350,000 was awarded; there was an average of 25-30 people going through the process every month seeking incentives; and there was approximately \$600,000 left over in the First Opportunity Fund which cannot be used as carryover funds; therefore, they are trying to find ways to expend the funds.

Katrin Holzhaus, GO Topeka Senior Vice President of Innovation, reported 2018 was dedicated to strengthening the entrepreneurial ecosystem and forming strategic task forces within the Innovation Advisory Board (IAB); and evaluate and align with local networks to contribute to the overall effort and Momentum 2022 strategy. She stated the IAB has defined the following four areas of focus to gain traction in early 2019:

1. Ecosystems Best Practices

2. Space: Creating the Home of Innovation
3. Innovation Fund & Incentives
4. Organizational Structure: Building the Innovation Powerhouse

Councilmember Coen entered the room.

Katrin Holzhaus gave a brief update of 712 Innovations including the MakerSpace, a spin-off which opens April 1, 2019, and would create a new startup of an Arts and Craftsman Workshop. She stated it would include fabrication resources and space to create prototypes for emerging innovative and creative businesses in the Topeka Entrepreneurship Ecosystems.

Lindsay Lebahn, Forge Executive Director, reported Forge has over 2,000 members to date with over 222 volunteers investing and engaging in the community. She stated Forge continues to look ahead to increase social media presence, be an integral point of contact for the Greater Topeka Youth Partnership Commission, teamed up with the Washburn Leadership 400 Program and Top City Internship Program to create lasting positive relationships on young professionals.

Councilmember Hiller questioned if the Mayor's Youth Commission would be part of the Greater Topeka Youth Partnership Commission (GTYP) and how they will function together.

Lindsay Lebahn stated the GTYP was in the planning stages and was in the process of creating a brand book, meeting guidelines and establishing goals. She announced a press conference was scheduled February 18, 2019, to present more information on the GTYP.

Mayor De La Isla stated not all members of the Mayor's Youth Commission wanted to be part of the policy-making aspect; therefore, the GTYP will be another outlet for them to connect within the community.

Barbara Stapleton, GO Topeka Business Retention and Talent Initiatives Vice President, gave an update on Workforce and Education SOTO (South Topeka) and NeTO (North & East Topeka) with Ride to Work stats and the CaRE bus program which provided 284 passes to date. She gave a brief overview of Included which aims to be the authority on diversity and inclusion within businesses and organizations throughout the region. She commented on the public speakers hosted throughout 2018 and listening sessions held in January 2019.

Diann Faflick, GO Topeka Together Topeka Executive Director, reported Together Topeka hosted a community planning retreat with leadership from Strive Together on October 25, 2018, to launch efforts locally asking stakeholders to come together to develop and define the scope of work. She stated Together Topeka introduced a pledge of support to help establish a network of individuals and organizations committed to supporting targeted outcomes. She noted drafts of the Mission, Vision and Outcomes will be presented to a leadership team at the next planning meeting to be held in the first quarter of 2019.

A PRESENTATION on GO Topeka Board of Directors Retreat was presented.

Molly Howey, GO Topeka Senior Vice President of Economic Development, reported the retreat had a total of 39 attendees and discussion focused on economic development best practices, mission and vision statements, industries and incentive guidelines. She stated another retreat has been scheduled for April 5, 2019, focusing on talent and place. She invited the JEDO Board to attend the retreat and to contact GO Topeka for more details.

Councilmember Hiller commented on the retreat and the innovative discussions. She encouraged the JEDO Board to attend the GO Topeka Board of Directors Retreat on April 5, 2019.

AN UPDATE on Quality of Place was presented.

Kathy Clark, Quality of Place Workgroup Chair, reported meetings were held in January for individual projects receiving funds to discuss timelines and all projects are moving forward. She stated they are working with vendors to gather bids to come back before GO Topeka request for funding. She noted the Workgroup will keep the JEDO Board informed on the progress.

AN UPDATE on the East Topeka Learning Center Project was presented.

Barbara Stapleton, GO Topeka Business Retention and Talent Initiatives Vice President, reported the project continues to remain on track and move forward.

Dr. Clayton Tatro, Washburn Tech Associate Dean of Instruction, reported 94 students are currently enrolled in ETLC and orientation has been scheduled in March and April. He invited everyone to visit the Learning Center.

Commissioner Archer asked if the estimated 400 students was over the course of a year or an annual enrollment period.

Commissioner Cook commended Dr. Tatro on the successful opening of the school and amount of interest received thus far.

Councilmember Hiller stated she was concerned with the use of the Antioch Family Life Center as a temporary location; however, the site was sufficient and she was excited to hear about the great start.

Dr. Tatro reported the full class schedules are currently running with no issues and he believes 400 students was an estimate over the course of a year.

Mayor De La Isla thanked Pastor T.D. Hicks, Antioch Missionary Baptist Church, for offering the temporary site.

AN UPDATE on the Kansas Expocentre was presented.

Charles Smith, AIA, HTK Architects, gave a brief overview of the plan of changes to the Kansas Expocentre that would resolve a number of issues with ADA accessibility, exterior issues and energy efficiency. He discussed the improvement timeline scheduled from 2011-2021 and identified master plan scenarios with a cost/benefit analysis. He reported the HVAC and boiler system improvements have been completed; renovation and expansion of Landon Arena and Exposition Hall as well as an Equine Addition were at the top of the improvement list along with seating in Landon Arena; and the need to address the condition of the parking lot.

Todd Ramsey, McCownGordon Construction, commented on the condensed overall construction schedule and working around events to still collect revenue.

Charles Smith noted normal operations at the Kansas Expocentre will continue during construction.

Kellen Seitz, Kansas Expocentre General Manager, stated the focus has been how renovations would impact and increase revenues and patrons. He noted a presentation would be conducted at the Shawnee County Commissioners meeting on February 14, 2019, and encouraged the JEDO Board to attend. He stated Spectra guaranteed Shawnee County during the first year of operations an operating subsidy budget of \$780,000 by refining booking and contracting events, creating more brand awareness and engaging with community partners, marketing and sales efforts to create more public participation and he was happy to announce that goal was met in 2018. He noted he knows the opportunity and potential are there and he has already seen the positive impacts made. He commented on securing new events as well as growing existing events.

Councilmember Coen stated that he has served on the Kansas Expocentre Advisory Board for the past three years and Spectra have been making vast improvements to the Expocentre.

PUBLIC COMMENT

Carol Marple commended Matt Pvarnik and GO Topeka staff for their work in the community. She requested more information be presented about the individuals participating in the programs and not just statistics. She stated she attended a Momentum 2022 meeting and one of the participants for the Quality of Place was located in Auburn. She noted Shawnee County residents should also be evaluated for programs as they also pay the half-cent sales tax when shopping in Topeka.

No further business appearing the meeting was adjourned 7:37 p.m.