

Meeting: GO Topeka Board of Directors
Place: Partnership Board Room
Time: 7:30 a.m. – 9:00 a.m.
Date: February 1, 2019

Board: Scott Anderson, Steve Anderson, Bob Archer, Terry Bassham, Linda Briden, Andrea Engstrom, Jerry Farley, Dan Foltz, Scott Gales, Wade Jueneman, Kurt Kuta, Allen Moore, Mike Padilla, Matt Pivarnik, Madan Rattan, Angel Romero, Oscar Santana, Shane Sommars, Marvin Spees, Matt Strathman, Brent Trout, Stephen Wade, Jacob Wamego, Daina Williams, Doug Wolff, Natalie Zeller

Staff: Barbara Stapleton, Curtis Sneden, Diann Faflick, Glenda Dubois, Katrin Holthaus, Kayla Bitler, Lindsay Lebahn, Molly Howey, Rhiannon Friedman, Vince Fry.

Kurt Kuta called the meeting to order at 7:30 a.m.

Introductions: Kurt Kuta introduced and welcomed the new board members. Molly Howey also introduced Rhiannon Friedman, the new Business Development Manager for GO Topeka.

Nominations: Kuta presented a supplemental recommendation from the nominating committee for Board review and approval. Pat Tolin formally submitted his resignation from the GO Topeka Board of Directors, which created a vacancy on the Board. Colin Hildebrand was nominated to fill the vacancy as a Director Appointed At-Large serving a term which begins upon the ratification of this appointment and will expire on December 31, 2019. The motion was made and seconded to accept the nomination of Collin Hildebrand. The motion was seconded and carried.

Financial Report: Kuta explained that 2018 was a year of transition, especially for Go Topeka financials. The Board spent a lot of time reviewing the financials. Now that the Board is more familiar with the financials, and we have a full time CFO on staff, we will not be reviewing the details of the financials at each meeting. In the future, we will focus on financials in detail on a quarterly basis, or as needed. In each packet, Natalie Zeller provides a summary of the financials, which provides a summary of the current finances.

Scott Gales reviewed the financials with the board members. Gales said the Mize Houser letter states everything is in order and meets standards of best practice. Current assets are \$19.5 M, fixed assets are \$29.3 M, liabilities are \$7.5 M, which includes \$6.1 M associated with East Topeka Learning Center (ETLC) debt. In general, everything is consistent with the last several months.

Total Private has changed dramatically due to combining the budgets under GTP. Notes are provided in the financial summary regarding specific budgeting issues.

Natalie Zeller, CFO, reported they still have some activity on the December financials, primarily with credit cards, so financials were held open a little longer. She said she would have the December numbers for the Board at the next meeting. The audited statements, which will be presented at the May 2019 meeting.

Related to 2019, Zeller said they are working through their partnership with Mize Houser, with the anticipation GTP will not continue this partnership in 2020. During 2019, GTP will slowly wind down involvement with Mize Houser.

Gales said the last page is the pending incentive offers. This is projected out and provides a summary of the last two years. Howey added that incentives are performance based and are not awarded in one lump sum. So, we try to estimate when the incentives will be paid out, but that is only an estimated timeline.

Gales said the Executive Board approved the financials last month and now they are being brought back to the full board for approval with a request for a motion.

Kuta said the internal, year-end financials will be brought to the Board at the next meeting, as well as the audit.

A motion was made and seconded to approve the financials as presented. The motion carried.

Project Updates: Barbara Stapleton presented Project Sherwood, which is an existing business, business expansion project. It is the target industry in manufacturing and industry. It is a new facility for this company. It is a capital investment of \$17.7 M investment. With a total of 47 new jobs with an average of \$40,000 per year. We are/a motion is requested to approve the potential incentive package of pay-for-performance up to \$206,800 for this project. The project organization wants to potentially move forward quickly if approved. Upon approval, the next step would be to present this to JEDO for approval at the JEDO meeting. Stapleton reviewed the process for working with the Board and JEDO for the new Board members.

Stapleton explained that the organization already has the land. This is an expansion of their organization.

Oscar Santana abstained from voting and took no part in the discussion of Project Sherwood.

Motion was made to approve the incentive package for Project Sherwood, to be submitted to JEDO. The motion was seconded and carried.

Howey provided an update on Project Lightning, which is a large distribution project that could potentially take much of the remaining land. They have chosen Topeka as one of two potential locations. They indicated they would make their decision in the first quarter, but recently the project was put on hold due to International Trade and other things out of their control.

Howey said Project Purple will be announced at JEDO this month. Funding was approved, the contract only needs to be brought before JEDO.

Quality of Place: Kuta reminded the Board that they approved taking the four quality of place projects to JEDO for approval. JEDO approved moving forward with funding for these projects with the intent of improving quality of place. The projects are The Plaza, Noto, Auburn Park, and Jayhawk Theater.

Kuta said the Board packet contains some of the background and funding information. Kuta and Howey met with all the project managers to discuss final bids and procedures, finalize plans, and determine how the funding would move forward for each project.

The four projects were asked to provide documentation showing all the project funding was in place. This was to assure that the money will be used to complete the projects as soon as possible.

As soon as their budgets are finalized, Kuta said he would most likely meet with each project again.

Air Service Update: Doug Wolff reported that on January 22nd, the consultant and he met with an airline. There is a fair amount of interest and some discussion as to when gates will open up in Dallas. Wolff said they didn't get much information about local businesses air travel that would have helped. Getting support from the business community will determine whether this succeeds.

Doug Wolff said the plan is to start with one to two flights a day from Topeka to Dallas to connect to other flights. They have started to address this as a cost and time savings for businesses. The Topeka airport also had committed to providing free parking, which would also be a savings.

Howey will send out another request for information (with a due date) for information about travel habits and destinations from businesses. Board members are asked to provide any information about travel habits, the amount of money spent, and destinations. At some point we may be asking for a nominal investment, but for now the airlines want to see there is community support. Howey said that there is "Fly Local Policy" if anyone would like to see it.

Board Retreat: Howey provided an overview information from the Board Retreat on January 7, 2018. There was good attendance, with 39 participants, 29 of whom were Board members.

Some of the discussion at the retreat revolved around the changing elements of economic development. The board members shared some of their impressions and experiences from the retreat.

Target industries were also discussed during the retreat, as well as whether GO Topeka's industry focus change. The current incentive package also was reviewed and discussed, specifically for attracting innovation programs.

The retreat attendees saw a need for a second retreat. An invitation will be sent out when the date is set. If board members did not attend the first retreat, they are still encouraged to attend the second retreat is possible.

Innovation Advisory Board Update: Dan Foltz reviewed the background of how the Innovation program began. He said the work done in the fourth quarter has been focused on developing an Innovation Advisory Board.

Members of the Innovation Advisory Board: Duane Cantrell (Fulcrum Global Capital), Dan Foltz (KBS Constructors), Mark Ruelle (Westar Energy), Mary Martell (Stormont Vail), John Keddy (Security Benefit), David Callahan (Advisors Excel), Dr. Dan Richardson (Hills), David Baloga (Hills).

Holzhaus shared a draft of the mission statement and provided an overview of a draft of the strategy map, which the Advisory Board is using to help focus priorities and involve the right resources and people.

East Topeka Learning Center (ETLC): Barbara Stapleton provided an update on the progress of the ETLC. She said that the project is 62% completed under the new general contractor. They have completed the finish on the east exterior of the building. The interior finishing can be done now that the gas meter is in place and they have heat. ETLC partnered with the Antioch Family Life Center and was able to offer all the classes originally planned. Antioch also emptied their gym so the classes will have necessary lab space. Eighty-seven students enrolled on January 7th. Completion is scheduled for May, with summer classes in the new facility. Business Unwind is scheduled in May to promote the new building.

Dr. Jerry Farley said they were happy with the number of students enrolled. There will also be a GED program and other more traditional classroom activities once the new building opens. Farley informed the Board that, Clark Coco, Dean of Washburn Tech., has resigned. Washburn is seeking a replacement by June 30, 2019.

Management Report:

Howey shared a document asking board members for authorization to share their information. Once everyone responds, the board member information will be shared with all the GO Topeka Board members.

- GTP hosted Kansas City Area Development Council (KCADC) this week. Howey said the purpose of the meeting was to remind them we are a part of the KC region and make them aware of the things happening in Topeka, so that we can be players in all of the prospects. KCADC and the Kansas Department of Commerce (KDC) are the two major sources for new projects.
- KDC has a new Secretary, who presented at the Kansas Economic Development Alliance Legislative Day. The Secretary shared three goals for his first 90 days:
 - Create a long-term strategy and plan for the KDC pipeline of new business projects.
 - Business Development, specifically in the area of local business attraction and lead development.
 - Develop a marketing and communications plan for KDC.
- Topeka Community Foundation has been chosen as one of four communities in Kansas to participate in a two-year project titled, The Kansas Community Philanthropy Innovators Network. Matt Pivarnik, Howey, Stapleton and Marsha Pope and her group were able to visit with the Aspen Institute team yesterday to discuss how to more closely relate community development to economic development.
- METL (Manhattan, Emporia, Topeka and Lawrence), a legislative and advocacy group between the respective chambers, held an event for workforce and talent summit with postsecondary educators and industry experts.
- An Included listening session was held this week. Included is the GO Topeka diversity and inclusion business council. This started the discussion around the table with business and community leaders in thinking about diversity and inclusion in a narrower focus of the business case.

Pivarnik welcomed everyone to the new GTP space and thanked them for attending the GTP Annual Meeting.

- He said the emphasis is continuing on TCS3 and Business-to-Business.
- There is more activity on the Riverfront Authority and perhaps this can be shared with the Board in the future.
- Intercity Visit dates will be coming out soon, so watch for those.
- Curt Sneden and Vince Frye are working with their board on the Development District Opportunity Zones, Star Bond District, and TIFF District for central core.

- An MOU was signed with the Youth Commission, who will be closely tied with Forge.
- Molly was recognized international as one of the 40 up and coming rising stars in the Economic Development Industries.

Howey reminded board members to complete the Board Disclosure Forms, which were sent out with the meeting packets. She requested they be returned by the end of February.

9:00 AM. Meeting adjourned.

Minutes by Rebecca Atnip