Date: August 10, 2017
Time: 10:00 a.m.
Location: TPD LEC, 320 S. Kansas Ave., Classroom A

Attendance
Committee Members Present: Councilmembers Elaine Schwartz (Chair), Sandra Clear, and Karen Hiller.
City Staff Present: Nickie Lee, Finance Director & Mary Feighny, Deputy City Attorney.

1) Call to Order
Meeting was called to order by Councilmember Schwartz.

2) Approval of Minutes
Councilmember Clear moved to approve the minutes of the May 17, 2017 meeting. The motion was seconded by Councilmember Hiller. The motion carried 3:0.

3) Jayhawk Theatre Contract
Jeff Carson, Board President for the Jayhawk Theatre, provided an update on the Jayhawk Theatre project and advised that the Board would like permission to use Transient Guest Tax funding currently allocated for the Jackson Street marquee for architectural construction documents. The development agreement provides as follows:

“The Construction Phase of the Project will encompass an 11 year period of time and will consist, generally, of the following:

One hundred fifty-five thousand ($155,000) to cover costs associated with construction of the Jackson Street Marquee.

The Grantee shall use Allocated Funds only for the Project. Any changes to the scope of the Project pertaining to the use of Allocated Funds shall be approved by the City Manager, or designee.”
The Transient Guest Tax Committee considered the Jayhawk Theatre’s request and were amenable to the reallocation. However, some members were concerned that the agreement allows changes to the project to be approved by the City Manager rather than the Governing Body. The consensus was that the changes exceeding $100,000 should be reviewed by the Committee and a recommendation made to the Governing Body for final consideration.

Mary Feighny articulated two motions for the Committee to consider.

1) Approval of the reallocation through an amendment to the Development Agreement; and

2) Amendment of the Development Agreement to require that changes to the scope of the Project in excess of one hundred thousand dollars ($100,000) be approved by the Governing Body, upon recommendation of the Transient Guest Tax Committee.

Councilmember Clear moved to approve. Councilmember Hiller seconded the motion. The Committee voted unanimously to recommend the request to the Governing Body.

4) Additional Items
Nickie Lee, City Finance Director, noted that there would updates from Sunflower Soccer at the next Transient Guest Tax Committee meeting.

Councilmember Schwartz would like to have staff request for Visit Topeka to give a report to the Governing Body.

Councilmember Hiller requested having discussion about Topeka becoming a United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage Site at a future Committee meeting.

5) Adjournment
The meeting was adjourned at 11:37a.m.

The video of this meeting can be viewed at: https://youtu.be/JkEEKYdVy8o