

**Topeka Development Corporation Board of Directors Meeting Minutes
June 11, 2024**

The Topeka Development Corporation (TDC) Board of Directors met at 5:00 p.m. with the following Board of Directors present: Karen Hiller, David Banks, Neil Dobler, Spencer Duncan and Michelle Hoferer -5. Absent: Christina Valdivia-Alcala, Sylvia Ortiz, Marcus Miller and Brett Kell -4. Board President Michael Padilla presided -1.

Public comment for the meeting was available via Zoom or in-person. Individuals were required to contact the City Clerk's Office at 785-368-3940 or via email at cclerk@topeka.org by no later than 4:00 p.m. on June 11, 2024, after which the City Clerk's Office provided the Zoom link information and protocols prior to the meeting start time. Written public comment was also considered to the extent it was personally submitted at the meeting or to the City Clerk's Office located at 215 SE 7th Street, Room 166, Topeka, Kansas, 66603 or via email at cclerk@topeka.org on or before June 11, 2024.

PLEDGE OF ALLEGIANCE was cited by meeting participants.

APPROVAL of the May 7, 2024 Board Meeting Minutes.

Director Dobler moved to approve the minutes. The motion was seconded by Director Duncan.

Board President Padilla asked all those in favor of approving the minutes to indicate so verbally by saying "yea" and those opposing to indicate so verbally by saying "no." The motion carried unanimously on voice vote. (6-0-0)

REVIEW and EVALUATE the offers received to own and operate Hotel Topeka.

Board President Padilla stated there was a need to recess into executive session. He asked the City Attorney to state the motion

Director Kell entered the room.

Amanda Stanley, City Attorney, stated the motion would be to recess into executive session not to exceed 40 minutes to discuss data relating to financial affairs or trade secrets of a corporation as allowed under KSA 75-4319(b)(4). The open meeting will resume in the City Council chambers. The following individuals will be necessary to assist the TDC Board in its deliberations, Hotel Topeka Project Manager and Public Works Director Braxton Copley, City Attorney Amanda Stanley, and any other individuals the TDC Board finds useful.

Director Banks moved to recess into executive session as stated by the City Attorney. The motion was seconded by Director Kell.

Board President Padilla asked all those in favor of recessing into to an executive session to indicate so verbally by saying “yea” and those opposing to indicate so verbally by saying “no.” The motion carried unanimously on voice vote. (7-0-0)

Councilmember Miller joined the meeting remotely.

At the conclusion of the executive session, the meeting reconvened into open session and Board President Padilla announced no action was taken during the executive session.

APPROVAL of \$59,589.19 from the Unassigned Reserve Fund for the replacement of faulty smoke and fire damper actuators at Hotel Topeka contingent upon Governing Body approval of the transfer of the funds to the Topeka Development Corporation.

Braxton Copley, Hotel Topeka Project Manager, reported the Policy and Finance Council Committee recommended approval on June 11, 2024, to authorize the use of \$59,589.19 for the replacement of faulty smoke and fire damper actuators at Hotel Topeka contingent upon Governing Body approval at the May 7, 2024 Governing Body meeting. He stated the repairs were considered a life safety issue.

Director Duncan moved to approve the allocation of \$59,589.19 from the Unassigned Reserve Fund for chiller rehab at Hotel Topeka contingent upon Governing Body approval of the transfer of the funds to the Topeka Development Corporation. The motion seconded by Director Dobler carried. Director Banks voted “no.” (7-1-0)

APPROVAL of \$125,662 from the Unassigned Reserve Fund for site improvements identified in the Property Condition Assessment including ADA accessible route from Topeka Boulevard, sidewalk repairs to address trip hazards, and repairs to the loading dock including design and inspection contingent upon Governing Body approval of the transfer of the funds to the Topeka Development Corporation.

Braxton Copley, Hotel Topeka Project Manager, reported the Policy and Finance Council Committee recommended approval on June 11, 2024, to authorize the use of \$125,662 to for site improvements identified in the Property Condition Assessment including ADA accessible route from Topeka Boulevard, sidewalk repairs to address trip hazards, and repairs to the loading dock including design at Hotel Topeka contingent upon Governing Body approval at the May 7, 2024 Governing Body meeting. He stated the repairs were considered a life safety issue.

Director Dobler moved to approve the allocation of \$125,662 from the Unassigned Reserve Fund for chiller rehab at Hotel Topeka contingent upon Governing Body approval of the transfer of the funds to the Topeka Development Corporation. The motion seconded by Director Duncan carried. Director Banks voted “no.” (7-1-0)

DISCUSSION regarding the results of the 20203 Audit of Financial Statements of the Topeka Development Corporation, a component unit of the City of Topeka, Kansas.

Ben Hart, Board Treasurer, stated the report was considered the final version of the draft report presented to the Board on May 7, 2024.

NO FURTHER BUSINESS appearing the meeting adjourned at 5:50 p.m.

DRAFT