

**Topeka Development Corporation Board of Directors Meeting Minutes
December 10, 2024**

The Topeka Development Corporation (TDC) Board of Directors met at 5:00 p.m. with the following Board of Directors present: Karen Hiller, Christina Valdivia-Alcala, Sylvia Ortiz, David Banks, Brett Kell, Marcus Miller, Neil Dobler and Spencer Duncan -8. Board President Michael Padilla presided -1. Absent: Director Michelle Hoferer -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 December 10, 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 012B, Topeka, Kansas, 66603 or via email at cclerk@topeka.org on or before December 10, 2024.

APPROVAL of the October 1, 2024 Minutes.

Board Vice President Dobler moved to approve the minutes. The motion seconded by Director Kell carried unanimously on roll call vote. (9-0-0)

Director Hoferer entered the room.

ADOPTION of the 2025 Operating budget for Hotel Topeka.

Braxton Copley, Project Manager, providing an overview of the proposed budget reflecting a net loss of \$869,000.

Director Hiller inquired on the odds of selling the hotel before the end of 2025.

Director Banks stated he received negative feedback from a Hotel Topeka employee and asked how these types of issues are being addressed.

Board Vice President Dobler asked if the City has contacted Shawnee County concerning their plans for the Manor Conference Center.

Project Manager Copley stated he was cautiously optimistic they could market and sell the hotel by the end of 2025 if appropriate incentives were offered. He requested that all Hotel Topeka employee concerns be forwarded to him so he can address it with the appropriate Hotel Topeka Management Staff.

Dr. Robert M. Perez, City Manager, reported the City of Topeka has made meeting requests with Shawnee County with no success; however, he could provide more details about the subject matter in executive session.

Director Dobler stated he would support the request because Hotel Topeka must have a budget. He stressed the importance of working with Shawnee County to understand their plans for the Manor Conference Center.

Director Ortiz inquired if Hotel Topeka representatives have contacted the Washburn University Athletic Department and area hospitals to promote the hotel facilities.

Project Manager Copley reported Hotel Topeka in collaboration with Washburn University recently hosted a Halloween event at the hotel; however, he would encourage them to reach out for additional event partnerships. He stated he would have Hotel Topeka contact the hospitals to inquire on the housing needs of the traveling nurse program.

Director Kell requested the Storm-Vail Event Center management team be included in conversations about the Hotel Topeka and the Manor Conference Center.

Director Duncan stated they will need Shawnee County to come to the table to help them find a resolution to the Manor Conference Center issue in order to sell the hotel in 2025.

Director Hiller reported she had a positive conversation with a Shawnee County representative in the past two days about finding a resolution.

Director Duncan moved to approve the budget. The motion seconded by Board Vice President Dobler carried. Directors Valdivia-Alcala, Ortiz and Banks voted “no.” (7-3-0)

APPROVAL of an additional funding request in the amount of \$72,343.54 for operations and maintenance of Hotel Topeka contingent upon Governing Body approval of the transfer of the funds to the Topeka Development Corporation.

Braxton Copley, Project Manager, provided an overview of recent expenses and reported the current operational fund balance would be \$0.00 if the additional \$72,343.54 was approved. He stated a TDC Board meeting would need to be scheduled if additional funding requests are received by the City.

Director Duncan spoke in support of the funding request because of contractual obligations. He noted the Governing Body could approve funding requests prior to the Board if necessary.

Director Duncan moved to approve an additional funding request in the amount of \$72,343.54 for operations and maintenance of Hotel Topeka contingent upon Governing Body approval of the transfer of the funds to the Topeka Development Corporation. The motion seconded by Board Vice President Dobler carried. Directors Valdivia-Alcala, Ortiz and Banks. (7-3-0)

Director Miller moved to recess into executive session for a time period not to exceed 40 minutes to discuss data relating to financial affairs or trade secrets of one or more corporations as allowed under K.S.A. 75-4319(b)(4). The open meeting will resume in the City Council Chambers. The following individuals will be necessary to assist the Board in its deliberations, City Manager

Perez, Assistant City Manager Copley, and any other individuals the TDC Board finds useful. The motion was seconded by Director Kell.

Board President Padilla asked all those in favor of recessing into executive session to indicate so by verbally saying “yea” and those opposing to indicate so verbally by saying “no.” The motion carried unanimously on voice vote. (10-0-0)

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.

NO FURTHER BUSINESS appearing the meeting adjourned at 5:58 p.m.