



Downtown Redevelopment Authority

Meeting Summary/Meeting Minutes

Thursday, April 18

11:00am, City Hall
415 W 6th Street
Vancouver, WA 98660

Board Members Present:

Robertson, Kee, Donovan, Fazio, Ewing, Bernatz, Hutton

Commissioners/Board Members Absent:

N/A

Staff Present: Ramras, Lloyd, Liles, Jacobson

Guests: Mike McLeod (Hilton GM), Andrew Dowie (Hilton), Bob Hayward (CHM Warnick)

AGENDA

2. **Call to order** 11:04am – Jan Robertson, President
 - a. Roll Call – Krista Liles, Support Staff
7. **Approval of Minutes (February 15, 2024)** – Ewing motioned; Kee seconded. *Approved unanimously as presented on page 2 of the packet.*
8. **Update on Financials: March 2024/Q1 Financials** – Jacobson & Ramras provided a combined overview of financials as presented on page 4 of the packet.
9. **Approval of Claims and Admin Expenses** – Ewing motioned; Bernatz seconded. *Approved unanimously as presented on page 11 of the packet.*
10. **Approval on Capital Expenses** – Kee motioned; Bernatz seconded. *Approved unanimously as presented on page 14 of the packet. Discussion: Hutton asked if Use Tax could be capitalized, and Ramras responded that it is billed separately.*

Members

Jan Robertson
President

Kathleen Kee
Secretary/Treasurer

Dyann Bernatz
Tom Donovan
Debi Ewing
Marc Fazio
Brad Hutton

Staff Support

Natasha Ramras
Executive Director

Dan Lloyd
Assistant City Attorney

Krista Liles
Senior Support Specialist

Financial Management Services

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Microsoft Teams meeting:

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Meeting ID: 228 630 260 918

Or call in (audio only)

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Phone Conference ID: 748 370 7#

To request accommodation or other formats, please contact:

Amanda Delapena | 360-487-8605 | TTY: 711 | amanda.delapena@cityofvancouver.us

11. **Executive Updates** –

- a. **Approval: Convention Center Expansion** – Ramras narrated the Ankrom & Moisan presentation and outlined the process so far. The Board unanimously approved for Ramras to proceed working on the project. Motion by Fazio; seconded by Kee.
- b. **Approval: Ankrom Moisan water mitigation** – Ramras explained the findings and shared anticipated future findings and need for further investigation. Motion to allow Ramras to proceed by Fazio; seconded by Kee. *Approved unanimously.*
- c. **Audit Update** – Final audit should be available for review at the July meeting.
- d. **Other** – N/A

11. **Asset Manager Report** – Bob Hayward, CHM Warnick presented an overview of the report for March.

Discussion: *Kee asked if Group business is improving nationally, and Hayward confirmed it is.*


12. **Hotel Manager Report** – Mike McLeod, Hilton GM

13. **Executive Session, if needed** – [pending litigation – RCW 42.30.110(1)(i)(iii)] – Dan Lloyd

11. **Approval - Resolution 2024-001** – Dan Lloyd requested a motion to approve: Motion by Bernatz; seconded by Hutton. *Unanimous approval.*

Meeting adjourned at 12:14am.

Approval:

DocuSigned by:
 7/19/2024
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Jan Robertson, President

Date