



Downtown Redevelopment Authority

Meeting Summary/Meeting Minutes

Thursday, February 27

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

Board Members Present:

Robertson, Kee, Donovan, Fazio

Board Members Absent:

Hutton, Bernatz

Staff Present: Ramras, Lloyd, Liles, Jacobson

Guests: Alex Dawes (Hilton GM), Andrew Dowie (Hilton), Bob Hayward (CHM Warnick)

AGENDA

1. **Call to order** 10:59am – Jan Robertson, President
 - d. Roll Call – Krista Liles
 - e. Excusal of Absence – motion to approve absence of Hutton and Bernatz: *Approved*
2. **Approval of Minutes (December 19, 2024)** – *Approved as presented on page 2*
3. **Officer Elections (Approval) – action as follows:**
 - a. **President** – Fazio nominated Jan Robertson: motion to approve Jan Robertson for another term. 3 ayes, 1 abstention, 0 nays. *Approved.*
 - b. **Secretary** – Fazio nominated Kathleen Kee; motion to approve Kathleen Kee for another term. 3 ayes, 1 abstention,

Members

Jan Robertson

President

Kathleen Kee

Secretary/Treasurer

Dyann Bernatz

Tom Donovan

Marc Fazio

Brad Hutton

Staff Support

Natasha Ramras

Executive Director

Dan Lloyd

Assistant City Attorney

Erin Jacobson

Principal Accountant

Krista Liles

Senior Support Specialist

Financial Management Services

Street Address

P.O. Box 1995

Vancouver, WA 98668

360-487-8437

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cityofvancouver.us

Microsoft Teams meeting:
Join the meeting now
Meeting ID: 266 518 470 895
Or call in (audio only)
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534#

To request accommodation or other formats, please contact:

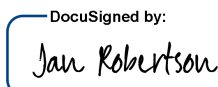
Tawny Maruhn | 360-487-8621 | TTY: 711 | tawny.maruhn@cityofvancouver.us

0 nays. *Approved.*

4. **Approval of Claims and Admin Expenses** – *Approved as presented on page 4*
5. **Financials: Preliminary 2024 Year-end & January 2025** – Donovan asked for clarification on why the tax cap revenue collection percentage was slightly down, but the dollar amount is ahead: *This is due to the annual tax cap increase.* Ramras briefly explained the new Budget-to-Actual report format and asked for feedback on whether it's useful and how/if we can customize it for viewing. Robertson expressed support for the data and would like to continue receiving it.
6. **Capital Expense Update** – *Approved as presented on page 22.*
7. **Executive Updates** –
 - a. DRA Project Status Update
 - b. Auditor Update
 - c. Other
8. **Asset Manager Report** – Bob Hayward, CHM Warnick
9. **Hotel Manager Report** – Alex Dawes, Hilton General Manager
10. **Executive Session** – Dan Lloyd, Assistant City Council

Meeting adjourned at 11:57am.

Approval:

DocuSigned by:
 4/18/2025
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Jan Robertson, President Date