Downtown Redevelopment Authority

Meeting Summary/Meeting Minutes

Thursday, April 16, 2026

11:00am, Birch Conference Room

Board Members Present: Robertson, Kee, Donovan, Pace, Fazio, Bernatz
Board Members Absent: McCracken

Staff Present: Liles, Jacobson

Guests: Chris Harder, Deputy Director EPH, City of Vancouver

AGENDA

1. **Call to order** 11:02am – Jan Robertson, President
   1. Roll Call –Liles
   2. Excusal of Absence - approved
2. **Approval of Minutes (February 19, 2026)** – ***Motion to approve by*** Donovan, seconded by Kee. *Approved as presented.*
3. **Executive Session – applicant evaluation [RCW 42.30.110(1)(g)] & potential litigation [RCW 42.30.110(1)(i)(iii)]** Lloyd – 30 minute session
4. **Approval of Claims and Admin Expenses** – ***Motion to approve*** by Kee, seconded by Donovan. Approved as presented.
5. **Update of Financials** – Jacobson.
6. **Approval of Capital Expenses – *Motion to approve by*** Kee, seconded by Donovan. Approved as presented.
7. **Finance Committee Appointment –** Robertson announced that Board Member Donovan will be filling the open position on the committee, left by Hutton.
8. **Appointment of Executive Director –** SR 2026-04-16-00 – Approval of appointment of Chris Harder as Executive Director **Vote**: *ayes – 5; nays – 0; abstention – 1. Appointment approved.*
9. **Resolution 2026-04-16-01 – Contract Amendment with Ramras Financial Consulting, LLC**

Members

Jan Robertson
President

Kathleen Kee
Secretary/Treasurer

Dyann Bernatz
Tom Donovan
Marc Fazio
Debra McCracken
Tyler Pace

Staff Support

Chris Harder
Executive Director

Erin Jacobson
Principal Accountant

Krista Liles
Executive Assistant

Financial Management Services
City Hall
360-487-8437; TTY: 711

Microsoft Teams meeting:
Click here to join the meeting
Meeting ID: 274 377 421 997
Or call in (audio only)
+1 347-941-5324, 593032339#
Conference ID: 593 032 339#

1. ***Proposed Action****: to approve the resolution, authorizing the DRA President to sign the proposed First Amendment to Consulting Services Agreement with Ramras Financial Consulting, LLC.* ***Vote****: ayes – 6; nays – 0; abstentions – 0. Motion passed.*
2. ***Approve Resolution 2026-04-16-01****, amending the contract as presented in the resolution.* ***Motion to approve by*** *Pace, seconded by Kee. Approved.*

Discussion: Harder requested to speak on the terms of the resolution- denied by Robertson.

10. **Resolution 2026-04-16-02 – Appointment of Authorized Authority Representative – *2 calls for a motion were unanswered***: resolution dies, per Roberts Rules of Order.
11. **Resolution 2026-04-16-03 – Reject Bids (Guest Room Design) – *Motion to approve by*** Pace, seconded by Donovan. Approved.
12. **DRA Updates**
13. **Asset Manager Report**
14. **Hotel Manager Report**
15. **Public Comment – N/A**
16. **Adjourn**

Meeting adjourned at 11:57am.

Approval:

DocuSigned by:

Jan Robertson

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7/17/2026

Jan Robertson, President Date