



Public Facilities District

Meeting Summary/Meeting Minutes

Friday, December 13, 2024

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

Board Members Present:

Layne, Preble, Byrnes, O'Hollaren

Commissioners/Board Members Absent:

N/A

Staff Present: Ramras, Lloyd, Jacobson

Guests: Alex Dawes (Hilton GM)

AGENDA

1. **Call to order** at 11:04 am – Abbie Layne, President
 - a. Roll Call – Natasha Ramras
 - b. Excusal of Absence – N/A
2. **Approval of Minutes** – 8.14 Meeting minutes – **Motion to approve** by Byrnes, O'Hollaren seconded, approved unanimously. 9.19 Special Meeting minutes – **Motion to approve** by Preble, Byrnes seconded, O'Hollaren abstained. Approved.
3. **Approval** – 2025 Work Plan/Schedule – Motion to approve by Byrnes, Preble seconded. Approved.
4. **Approval of PFD Claims and Vouchers** – Motion to approve by Layne, O'Hollaren seconded. Approved.
5. **Update** - Budget-to-Actuals – review of 2024 Summary by Jacobson.
6. **Update** - Review of DRA November Financials by Jacobson.
7. **Approval** – Interlocal Agreement between VPFD and DRA – Lloyd provided correction on the duration of the agreement – 2 years. Preble inquired about the DRA structure and responsibilities- Ramras provided

Members

Abbie Layne
President

Azsha Preble
Secretary/Treasurer

Hunter Byrnes
Ken O'Hollaren

Staff Support

Natasha Ramras
Executive Director

Dan Lloyd
Assistant City Attorney

Krista Liles
Senior Support Specialist

Financial Management Services

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[+1 347-941-5324, 90848733#](#)

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overview. Layne inquired about a timeframe for discussion with DRA regarding expansion plans. No timeframe confirmed at this time. O'Hollaren inquired about the payment terms of any reimbursements on the agreement. Ramras provided an explanation. **Motion to approve** by Layne, Preble seconded. Approved.

8. **Approval – 2025 – 2026 Biennial Budget Adoption** – Layne inquired about detail regarding the \$30k intended to maintain the Webber building prior to demolition that was left off the request. Ramras provided an explanation and will correct document prior to signatures. **Motion to approve** by Layne, seconded by Preble. Approved.

9. **Executive Director Updates**

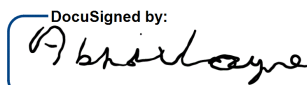
- a. Property Update
- b. Other – board vacancy/recruitment update.

10. **Hotel Manager Update** – O'Hollaren inquired about conventions outlook in terms of pandemic recovery. Dawes provided a cautiously optimistic forecast and anticipates a slow comeback.

11. **Executive Session, if needed** – N/A

12. **Meeting Adjourned at 11:50am.**

Approved by

DocuSigned by:

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Abbie Layne, President

Date

7/9/2025
