PUBLIC FACILITIES DISTRICT

City of Vancouver, Washington

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

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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

Abbie Layne

Abbie Layne, President

Date

7/9/2025