



Downtown Redevelopment Authority

Meeting Summary/Meeting Minutes

Thursday, July 18

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

Board Members Present:

Robertson, Kee, Fazio, Hutton

Board Members Absent:

Donovan, Bernatz

Staff Present: Ramras, Lloyd, Liles, Jacobson

Guests: Mike McLeod (outgoing Hilton GM), Alex Dawes (incoming Hilton GM), Andrew Dowie (Hilton), Bob Hayward (CHM Warnick)

AGENDA

1. **Call to order** – Jan Robertson, President
 - a. Roll Call – Krista Liles, Support Staff
 - b. Excusal of Absence: Kee motioned; Hutton seconded.
Approved.
2. **Approval: Meeting Minutes (4.18.24)** – Kee motioned; Fazio seconded.
Approved.
3. **Approval: Claims and Administrative Expenses** – Fazio motioned; Kee seconded. *Approved as presented on pg. 5 of packet.*
4. **Update: June 2024 Financials** – Jacobson provided overview of financials.
5. **Approval: Capital Expenses** – Fazio motioned; Hutton seconded.
Approved as presented on pg. 17 of the packet.
6. **Approval: Refunding of ACA Note** – Kee motioned; Fazio seconded.
Approved as presented on pg. 18 of the packet.
7. **Executive Updates** – Natasha Ramras
 - a. Ankrom Moisan – water mitigation update

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

415 W 6th Street
Vancouver, WA 98668
360-487-8437
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Microsoft Teams meeting:

[Click here to join the meeting](#)

Meeting ID: 228 630 260 918

Or call in (audio only)

+1 347-941-5324,7483707#

Phone Conference ID: 748 370 7#

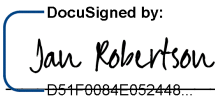
To request accommodation or other formats, please contact:

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

- b. **Audit Update** – 2023 Audit & Financial Report – Ramras provided update of audit as presented on pg. 43.
 - c. **Audit Contract Approval** – Ramras explained the switch from TDJ to Rebecca Harder. **ACTION REQUIRED:** update to include contact info for the contract. Hutton motioned; Fazio seconded. Approved as presented on pg. 67
 - d. **O&M Committee** – Ramras presented the idea of sub-committee to focus on specific hotel operation and management issues. Discussion: Robertson and Fazio concurred that this committee would be helpful; Kee and Hutton agreed. Bernatz has already expressed interest.
 - e. **Other** – Performing Arts Center update – study findings suggest that current parcel is too small to move forward. Focus shifts now to extension of the Convention Center.
 - f. **Other** – DRA Recruitment – Ramras recommended waiting on filling Ewing’s vacancy until Oct/Nov so that a potential new member could fill a full- term appointment, rather than the remaining 1-2 months left by Ewing, only to have to start over again in 2025. Members agreed.
8. **Asset Manager Report** – Bob Hayward, CHM Warnick
9. **Hotel Managers Report** – Mike Mcleod, Hilton General Manager
10. **IBR Presentation** – Casey Liles, WSDOT/IBR – Liles, IBR Delivery Manager, provided an overview and update on the current Interstate Bridge Project that can be found online at: <https://www.interstatebridge.org>
11. **Executive Session, if needed** – Dan Lloyd – N/A

Meeting adjourned at 12:31pm.

Approval:

DocuSigned by: 10/18/2024

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Jan Robertson, President

Date