



DOWNTOWN REDEVELOPMENT AUTHORITY MEETING MINUTES

Vancouver City Hall – Council Chambers – 415 W. 6th Street
PO Box 1995 – Vancouver, Washington 98668-1995

www.cityofvancouver.us

Marc Fazio • Debi Ewing • Brad Hutton • David Copenhaver • Jan Robertson • Kathleen Kee

REGULAR MEETING – 10.19.23

ITEM 1: CALL TO ORDER AND ROLL CALL

The October 19, 2023 meeting of the Downtown Redevelopment Authority was called to order at 11:07 am.

Present: Kathleen Kee, Brad Hutton, Jan Robertson, Debi Ewing,

Absent: Marc Fazio, David Copenhaver

ITEM 2: APPROVAL OF MINUTES - APPROVAL

Motion by Kee, seconded by Ewing, and carried unanimously to approve the minutes from the July 20, 2023 meeting. Approved.

ITEM 3: CLAIMS AND ADMINISTRATIVE EXPENSES- APPROVAL

Item Summary – Ramras provided overview of Claims and Vouchers for July, August, & September in the amounts of **\$4,137,359.53** and **\$115,699.12**, respectfully.

Motion to approve Claims and Administrative expenses as presented by Hutton, seconded by Ewing. Approved.

ITEM 4: FINANCIALS – SEPTEMBER 2023 - UPDATE

Item Summary – Ramras provided overview of September 2023 financial statements as presented in the meeting packet.

Board discussion regarding future dollar allocation for PFD payments once they are paid off. NR-monthly sales tax revenues will get paid first, remaining goes into the waterfall for 2024 contingencies.

ITEM 5: CAPITAL EXPENSES - APPROVED

Item Summary – Ramras provided explanation of August and September Capital expense payment approval requests totaling **\$174,907.15** as presented in the meeting packet.

Motion to approve all Capital expenses as presented, by Ewing, seconded by Kee. Approved.

ITEM 6A: OTHER BUSINESS – HILTON LOBBY REMODEL - UPDATE

Item Summary - Ramras provided an update of the remodel project including an update on new issues, as presented in the packet on page 51.

ITEM 6B: OTHER BUSINESS – PARKING LICENSE EXTENSION LOT 24 - APPROVAL

Item Summary – Ramras provided an overview of the Staff Report requesting an amendment and extension to the Lot 24 contract, effective November 1, 2023 through September 30th, 2026.

Motion to approve the amendment and extension to the Lot 24 contract as presented in SR 09-14-23-01 by Hutton, seconded by Kee. Approved.

ITEM 6c: OTHER BUSINESS – N/A

ITEM 7: ASSET MANAGER REPORT

Item Summary – Bob Hayward, CHM Warnick SVP, presented an update and overview of global, statewide, and local market information, as well as business updates for the Hilton Vancouver Washington, as provided in the CHM Asset Manager’s Report.

Board discussion regarding and options for refinancing for better rates. No plan at this time.

ITEM 8: HOTEL MANAGER REPORT

Item Summary – Hilton General Manager Mike McLeod provided hotel performance updates and revenue highlights including comparisons to local and statewide business. Overall customer satisfaction will continue to improve now that construction is complete and lobby renovation is near completion.

ITEM 9: EXECUTIVE SESSION – N/A

ADJOURNMENT - Meeting adjourned at 11:48am.

Approved by:

Jan Robertson

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Jan Robertson, President

Date:

12/21/2023



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City Manager’s Office (360) 487-8600 | WA Relay: 711 | Amanda.Delapena@cityofvancouver.us