

LODGING TAX ADVISORY COMMITTEE

March 11, 2020 (2:11 p.m. to 2:51 p.m.)

Members Present: Matt Anderson, Christine Ritchie, and Mary Morgan

Members Absent: Sarah Maes.

Others Present: Laurie Gigstead, Executive Assistant; and Madison Ford, Kittitas County Chamber of Commerce.

Chair Morgan called the meeting to order at 2:11 pm.

1. **Minutes of the February 5, 2020 meeting.** Moved and seconded (Anderson/Ritchie) to approve minutes as written. Motion approved.
2. **Correspondence and Public Comment Period.**
 - A. **Email from Sarah Maes Requesting excused absence due to work travel.** Moved and seconded (Anderson/Ritchie) to excuse Sarah Maes from the March 11, 2020 meeting. Motion approved.
 - B. **Letter from Commissioner Osiadacz dated February 27, 2020 regarding the consolidated process.** Members acknowledged letter.
3. **Unfinished Business.**
 - A. **Budget/Financials Review.** Reviewed and acknowledged. Members discussed impacts the COVID-19 outbreak and expressed concerns on funded events cancelling and the budget impacts. Chair Morgan will contact Commissioner Osiadacz and discuss options on notifying grantees regarding expenditures, funding and event status.
 - B. **Tourism Committee Report.** Madison presented February data. Members and Madison discussed COVID-19 impacts on tourism. Madison advised the Chamber may modify current advertising.
 - C. **Sign Committee Report.** Amy did not attend meeting – no report given.
4. **New Business.**
 - A. **Discuss Adding 2 additional members (one hotelier and one receiver) to the committee for a total of seven.** Chair Morgan advised she has spoken with the City Attorney about adding additional members to address quorum issues. Five members is the minimum. This would involve amending the City Code by ordinance. Motion and second (Anderson/Ritchie) to propose to City Council increasing the members on the Lodging Tax Advisory Committee to seven to include three hoteliers, three receivers and one Councilmember. Motion approved.
 - B. **Discuss County's Small Grant Program.** Matt gave the background information on the program. Information only.

Other: Matt advised that he attended the Dispute Board last month and gave a summary of the meeting. There will be a Consolidated Group meeting on Thursday, April 2, 2020 from 3:00 – 5:00 pm in the BOCC Auditorium.

Next meeting will be **April 1, 2020.** With no further business, the meeting was adjourned at 2:51 pm.

Respectfully submitted,
Laurie Gigstead
Recording Secretary

Drafted: 03/12/2020
Approved: 06/03/2020