

**\*\*\*VIRTUAL MEETING\*\*\***

# AGENDA

CITY OF BOTHELL  
LODGING TAX ADVISORY COMMITTEE  
May 18, 2021 - 10:00 a.m.

*Pursuant to Governor Inslee's Stay Home, Stay Healthy Proclamation and in an effort to curtail the spread of the COVID-19 virus, this meeting will be conducted remotely.*

**To Join Remotely:**

<https://us02web.zoom.us/j/89083584767>

**To listen to the meeting:**

Join by phone: 1-253-215-8782 Access code: 828 9017 2453

*Those wishing to provide comment in writing may do so by emailing denae.mcgee@bothellwa.gov by 3:00 PM, May 17, 2021. Comments will be made part of the record.*

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF AGENDA IN ORDER AND CONTENT**

**PUBLIC COMMENTS**

**SPECIAL PRESENTATION**

**BUSINESS ITEMS**

1. Consideration of March 16, 2021 Meeting Minutes  
Attachment A
2. Sip and Stay Passports
3. Joellen Kurtz – New job opportunity

**REPORTS FROM STAFF**

1. Special Events Update
2. Budget Update  
Attachment B
3. April 20 Streetsense presentation to Council

**REPORTS OF COMMITTEE MEMBERS**

1. General Comments and Reports
2. Setting Future Meeting Agendas

**ADOURNMENT**

## **Attachment A**

### **City of Bothell**

### **Lodging Tax Advisory Committee (LTAC) Meeting Notes**

March 16, 2021

The remote meeting began at 10:03 am.

#### **Roll Call**

PRESENT: Deputy Mayor Zornes, Chair; Shawna Pitts, Brittany Caldwell, Joellen Kurtz, Nancy Pipinich, Cathy Lalley

EXCUSED: Laura Lilley

STAFF: DeNae McGee, Tourism Manager; Nik Stroup, Parks and Recreation Director

### **Approval of Agenda**

Caldwell moved to accept the March Agenda. Lalley seconded. Passed unanimously.

### **Public Comment**

There were no public comments.

### **Special Presentation**

There were no special presentations.

### **Business Items**

1. Pitts moved to approve the December 15 Minutes. Caldwell seconded. Passed unanimously.
2. Staff reported that more Woodinville Wine Country (WWC) passports are needed for the Sip and Stay program. LTAC agreed that funds should be used to acquire additional passports and that staff should work with WWC to update the 2021 contract.

### **Reports from Staff**

1. Staff will introduce Ralph Thompson of Streetsense to Council on April 20 who will present an abbreviated version of the 2019 Conversion Study presentation LTAC received in December.

### **Reports of Committee Members**

1. Chair Zornes asked if LTAC was interested in continuing with remote meetings once City Hall opens again. LTAC expressed a desire to be flexible as both options are beneficial.
2. Pipinich moved to hold the next LTAC meeting on May 18; Kurtz seconded. Passed unanimously. Caldwell announced that Kenmore Air is celebrating their 75<sup>th</sup> Anniversary in August and they're hoping to hold a community event. May agenda recommended topics include an update for opening up and event permit process due to Covid-19; and council's reaction to the Streetsense 2019 conversion study presentation goes on April 20.

### **Adjournment**

Lalley moved to adjourn the meeting; Caldwell seconded. Passed unanimously. The meeting adjourned at 10:53 am.

**Attachment B**

# 2020/2021 Tourism Reserve Fund



## 2020 Reserve Fund

Beginning Reserve Fund Balance \$633,929

2020 Hotel/Motel Revenues \$165,899

2020 Expenditures (\$317,752)

**2020 Ending Fund Balance \$482,076**

## 2021 Reserve Fund

2021 Beginning Fund \$482,076

Revenue Fund Forecast \$200,000

2021 Spending Plan (\$312,402)

**Estimated Ending Fund Balance \$369,674**

*Begin Your Next Adventure*