

*****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: 890 8358 4767

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

DRAFT

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 75th 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.

DRAFT

Attachment B

2020/2021 Tourism Reserve Fund			
2020 Reserve Fund		2021 Reserve Fund	
Beginning Reserve Fund Balance	\$633,929	2021 Beginning Fund	\$482,076
2020 Hotel/Motel Revenues	\$165,899	Revenue Fund Forecast	\$200,000
2020 Expenditures	(\$317,752)	2021 Spending Plan	(\$312,402)
2020 Ending Fund Balance	\$482,076	Estimated Ending Fund Balance	\$369,674

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