

**City of Enumclaw
Lodging Tax Advisory Committee**

Meeting Minutes

September 12, 2018 1:00 PM
Guesthouse Inn

I. Call to Order

A. Attendance – Anthony Wright called the meeting to order at 1:00PM. Committee members in attendance were Anthony Wright, Troy Couch, Nick Faulkner, and Meilee Anderson. Staff liaison was Stephanie McKenzie. Parveen and Robert Quinones were unable to attend.

B. Approval of Minutes – Meilee made a motion and Troy seconded to approve the minutes from October 25, 2017.

II. Comments from the Audience - None

III. General Business

a. Financial Report

Stephanie provided an updated financial report. The Lodging Tax Fund has an estimated 2019 beginning reserves of \$14,000 with an additional \$15,000 in revenue to be received throughout the year. The fund does not have the resources to provide the same level of grants as provided in 2018. After discussion, the committee agreed to grant up to \$20,000 in 2019 evenly over the four 2019 fiscal quarters. This will leave an estimated year-end reserve of \$10,000.

- b. Application Form – the dates were updated on the application form, the deadline for grant applications will be October 12, 2018. Oral presentations will be given to full council on October 15th. Committee is aware that Expo and Visit Rainier will be submitting grant applications. Stephanie will post the application on the City website asap. Anthony suggested the best information to provide to council are metrics on the number of site visits and actual bookings that result from those visits with regards to websites. Overnight stays resulting from expo events is difficult to determine.

IV. Other Business

- A. Future Agenda Items – Review grant applications and formulate council recommendation.
- B. Next Meeting – October 22, 2018, 1:00 at the Guesthouse Inn
- C. Troy made a motion and Nick seconded adjourn the meeting at 1:25PM.