



CITY OF KIRKLAND
Department of Finance & Administration
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Kathi Anderson, City Clerk
Tracey Dunlap, Director, Finance and Administration

Date: March 6, 2014

Subject: Annual Review of Tourism Development Committee Membership

RECOMMENDATION:

That City Council re-appoints the membership of the Tourism Development Committee to terms ending March 31, 2015. Two seats are now vacant and recruitment to fill them is underway. The current members are:

Representing hoteliers (3 seats)

Jac Cooper, Woodmark Hotel
Belinda Jensen, Heathman Hotel
Vicki Sorenson, Baymont Inn and Suites

Representing businesses (3 seats, 2 vacant)

Michelle Quisenberry, Volterra Restaurant

The present Chair is Councilmember Toby Nixon, who was appointed in January by the City Council.

BACKGROUND DISCUSSION:

Ordinance 3798, which created the Lodging Tax Advisory Committee (LTAC), established the membership of the LTAC and requires the City Council to review the membership annually. Ordinance 4239 amended the LTAC code to set membership terms to end on March 31st of each year to align with other City boards and commissions. The City Council approved the Committee's name change to the Tourism Development Committee at its March 15, 2011 regular meeting. Although Kirkland now calls the group the Tourism Development Committee, state law requires that the committee is called the LTAC on all official documents submitted to the state. Therefore the term LTAC still appears frequently in Kirkland's budget information and other documents.

The purpose of the Tourism Development Committee (TDC) is to perform the functions described in RCW 67.28.1817 and KMC Chapter 5.19, and to be an ongoing advisory committee to the Kirkland City Council as to the use of the lodging tax fund revenue for tourism promotion. Membership of the Committee is comprised of seven voting members appointed annually by City Council. One member shall be a city council member, three members shall be representatives of businesses required to collect tax under this chapter (hotels/motels) and three members shall be persons involved in activities authorized to be funded by, or that benefit from the expenditure of, revenue from the lodging tax fund.

Staff recommends that the Council approves a Motion reappointing the 4 (TDC) members listed above.