

**City Of Woodland
City Council Meeting Agenda Summary Sheet**

Agenda Item: Confirm appointment of 2013 Lodging Tax Advisory Committee – Patti Audette, James Haas, Darlene Johnson, Esther Rothe and Councilmember Humbyrd to a term ending 12/31/2013.

Agenda Item #: (C) Consent

For Agenda of: 10/07/2013

Department: Clerk/Treasurer

Date Submitted: 09/27/2013

Cost of Item: _____
Amount Budgeted: _____
Unexpended Balance: _____

BARS #: Fund 107

Description: Hotel / Motel Tax

Department Supervisor Approval: Mari E. Ripp, Clerk-Treasurer / s /

Committee Recommendation: Announced at 9/23/2013 Council workshop

Agenda Item Supporting Narrative (list attachments, supporting documents):

Appointment letters

Summary Statement/Department Recommendation:

An advertisement was placed to seek members for the 2013 Lodging Tax Advisory Committee. All the eligible 2012 LTAC members were contacted and invited to reapply for the 2013 LTAC nomination. One new member also applied (Darlene Johnson). The Lodging Tax Advisory Committee nominations by Mayor Laseke for a term ending 12/31/2013 are:

Those that receive the tax (2 members):

- 1) Patti Audette, Lilac Gardens 2) Darlene Johnson, Woodland Tourist Info Center/Chamber

Those that pay the tax (2 members):

- 1) Esther Rothe, Woodland Shores RV Park 2) James Haas, Lewis River Inn

City Council LTAC Representative:

Chair: Susan Humbyrd; Alternate: Benjamin Fredricks

Woodland Municipal Code

2.82.020 - Committee membership.

(a)

The membership of the lodging tax advisory committee (LTAC) shall consist of five members. One member shall be an elected official of the city who shall be nominated by the mayor and appointed by the council, and shall serve as the committee chair. Two members shall be representatives of businesses located in the city and required to collect the tax, and two members shall be representatives of individuals or entities located in the city and involved in activities authorized to be funded by revenue received from the tax. Persons who are eligible for appointment as representatives of businesses collecting the tax shall not be eligible for appointment as representatives of individuals and entities involved in activities funded by the tax. Likewise, persons who are eligible for appointment as representatives of individuals and entities involved in activities funded by the tax are not eligible for appointment as representatives of individuals and entities involved in activities funded by the tax. These five members shall be nominated by the mayor and appointed by the city council.

In addition to the above-described five members, the mayor shall nominate and the city council shall appoint a second elected official to serve as the alternate committee chair when the committee chair is absent or unable to attend a meeting of the lodging tax advisory committee.

(b)

Organizations representing businesses required to collect lodging/motel-hotel tax pursuant to RCW 67.28 and to RCW 82.08, organizations involved in activities authorized to be funded by revenue received pursuant to RCW 67.28, and local agencies involved in tourism promotion may submit recommendations for membership on the committee but such recommendations are not binding on the mayor for purposes of nomination and are not binding on the council for purposes of appointment. The number of members who are representatives of businesses required to collect tax shall equal the number of members who are involved in activities authorized to be funded by revenue received. One member shall be an elected official of the municipality who shall serve as chair of the committee.

(c)

The city council will review the membership on an annual basis and make changes as appropriate. Vacancies on the committee shall be filled by the city council.

PRESS RELEASE



CITY OF WOODLAND “LODGING TAX ADVISORY COMMITTEE”

The City of Woodland is seeking volunteers to serve on the Lodging Tax Advisory Committee.

Qualifications: The Committee consists of 5 members:

- 2 members that are representatives of businesses located in the city and required to collect the tax (per RCW 67.28 and 82.08-hotels, motels and RV parks);
- 2 members that are representatives of individuals or entities in the city and involved in activities authorized to be funded by revenue received from the tax (per RCW 67.28)
- An elected official of the council to serve as Committee Chair and alternate

All 5 members are nominated by the Mayor and appointed by the City Council.

Term will begin upon appointment and continue through December 31, 2012.

To obtain an application and detailed information relating to the committee, please contact the City of Woodland – Annex, 230 Davidson Avenue, PO Box 9, Woodland WA 98674 or call (360) 225-8281 or www.ci.woodland.wa.us **Closing date for applications is 5:00 p.m. Friday, September 20, 2013.**

Dated this 10th day of September, 2013.

Mari E. Ripp, Clerk-Treasurer / s /

Mari E. Ripp, Clerk-Treasurer

Publish: The Reflector September 18, 2013
City of Woodland website

cc by email: Columbian Attn: Metro Desk
The Daily News
Lewis River Review, Gloria Loughry
Lewisriver.com

Post: City Hall
City Hall Annex

Woodland, Washington, Code of Ordinances >> - Supplement History Table >> Title 2 -
ADMINISTRATION AND PERSONNEL >> **Chapter 2.82 - LODGING TAX ADVISORY COMMITTEE >>**

Chapter 2.82 - LODGING TAX ADVISORY COMMITTEE

Sections:

[2.82.010 - Advisory committee created.](#)

[2.82.020 - Committee membership.](#)

[2.82.030 - Term of membership.](#)

[2.82.040 - Associated organizations.](#)

[2.82.050 - Taxing proposal review.](#)

[2.82.060 - Public meeting.](#)

2.82.010 - Advisory committee created.

There is hereby created a City of Woodland Lodging Tax Advisory Committee (LTAC) to serve the functions prescribed in RCW 67.20.1817, as currently written or as may subsequently be amended to collect data for economic impact reports required by RCW 67.28.1816.

(Ord. No. 1162, § 1, 8-3-2009)

2.82.020 - Committee membership.

- (a) The membership of the lodging tax advisory committee (LTAC) shall consist of five members. One member shall be an elected official of the city who shall be nominated by the mayor and appointed by the council, and shall serve as the committee chair. Two members shall be representatives of businesses located in the city and required to collect the tax, and two members shall be representatives of individuals or entities located in the city and involved in activities authorized to be funded by revenue received from the tax. Persons who are eligible for appointment as representatives of businesses collecting the tax shall not be eligible for appointment as representatives of individuals and entities involved in activities funded by the tax. Likewise, persons who are eligible for appointment as representatives of individuals and entities involved in activities funded by the tax are not eligible for appointment as representatives of individuals and entities involved in activities funded by the tax. These five members shall be nominated by the mayor and appointed by the city council.

In addition to the above-described five members, the mayor shall nominate and the city council shall appoint a second elected official to serve as the alternate committee chair when the committee chair is absent or unable to attend a meeting of the lodging tax advisory committee.

- (b) Organizations representing businesses required to collect lodging/motel-hotel tax pursuant to RCW 67.28 and to RCW 82.08, organizations involved in activities authorized to be funded by revenue received pursuant to RCW 67.28, and local agencies involved in tourism promotion may submit recommendations for membership on the committee but such recommendations are not binding on the mayor for purposes of nomination and are not binding on the council for purposes of appointment. The number of members who are representatives of businesses required to collect tax shall equal the number of members who are involved in activities authorized to be funded by revenue received. One member shall be an elected official of the municipality who shall serve as chair of the committee.
- (c) The city council will review the membership on an annual basis and make changes as appropriate. Vacancies on the committee shall be filled by the city council.

(Ord. No. 1162, § 1, 8-3-2009)

2.82.030 - Term of membership.

A term of membership on the committee shall be a calendar year, commencing January 1 and ending at the expiration of December 31 in the same year. No member appointed to a position representing the businesses required to collect the tax, or appointed to a position representing individuals or entities funded by revenue received from the tax shall be appointed to serve for more than three annual terms. Short terms and expired terms shall not count toward this limitation. The three term limit shall not be construed to create an entitlement to a second or third term of membership on the committee.

(Ord. No. 1162, § 1, 8-3-2009)

2.82.040 - Associated organizations.

The city council retains full authority pursuant to RCW 67.28.1817 to fill vacant positions and appoint members, provided that the mayor shall nominate individuals to be considered for appointment of vacancies for qualified individuals who have responded to public notice requesting applications. Organizations with which members are associated shall have no authority to replace, substitute or otherwise appoint members.

(Ord. No. 1162, § 1, 8-3-2009)

2.82.050 - Taxing proposal review.

The city council shall submit to the lodging tax advisory committee, for its review and comment, proposals on: (1) the imposition of a tax under RCW 67.28; (2) any increase in the rate of such tax; (3) repeal of an exemption from such a tax; or (4) a change in the use of the revenue received from such a tax. The city council shall submit such a proposal to the committee at least forty-five days before taking final action on or passage of any such proposal. The advisory committee shall submit comments on the proposal in a timely manner through generally applicable public comment procedures. Comments by the committee should include an analysis of the extent to which the proposal will accommodate activities for tourists or increase tourism, and the extent to which the proposal will affect the long-range stability of the special fund created pursuant to RCW 67.28.1815 for lodging tax revenues. Failure of the LTAC to submit final action on or passage of the proposal shall not prevent the city council from acting on the proposal. There is no requirement that an amended proposal be submitted back to the LTAC for additional review.

(Ord. No. 1162, § 1, 8-3-2009)

2.82.060 - Public meeting.

The Open Public Meeting Act as currently adopted or as later amended shall apply to the acts of the LTAC.

(Ord. No. 1162, § 1, 8-3-2009)



P.O. Box 9
Woodland, WA 98674
www.ci.woodland.wa.us

100 Davidson Avenue
fax: (360) 225-1201

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230 Davidson Avenue
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**Mayor's Office
Clerk-Treasurer**
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Building
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Planning
(360) 225-1048

300 East Scott Avenue
fax: (360) 225-7467

Public Works
(360) 225-7999

October 7, 2013

Patricia Audette
2500 NE 408th Street
Woodland WA 98674

Re: Lodging Tax Advisory Committee (LTAC)

Dear Patti:

This letter will confirm your appointment to the City of Woodland Lodging Tax Advisory Committee, effective October 7, 2013 to a term ending December 31, 2013.

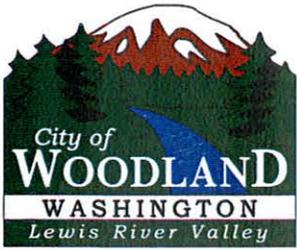
We will be notifying you of the upcoming meeting of the LTAC shortly. If you have any questions, please direct them to Mari Ripp, at 225-8281, ext. 114.

Congratulations on this appointment and we appreciate your continued efforts and civic contribution in this important position.

Sincerely,

Grover B. Laseke
Mayor

CC: File



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October 7, 2013

Darlene Johnson
39016 NW Goosehill Avenue
Woodland WA 98674

Re: Lodging Tax Advisory Committee (LTAC)

Dear Darlene:

This letter will confirm your appointment to the City of Woodland Lodging Tax Advisory Committee, effective October 7, 2013 to a term ending December 31, 2013.

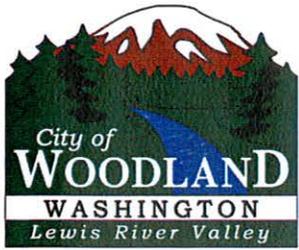
We will be notifying you of the upcoming meeting of the LTAC shortly. If you have any questions, please direct them to Mari Ripp, at 225-8281, ext. 114.

Congratulations on this appointment and we appreciate your civic contribution in this important position.

Sincerely,

Grover B. Laseke
Mayor

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October 7, 2013

Esther Rothe
Woodland Shores RV Park
1090 A Street
Woodland WA 98674

Re: Lodging Tax Advisory Committee (LTAC)

Dear Esther:

This letter will confirm your appointment to the City of Woodland Lodging Tax Advisory Committee, effective October 7, 2013 to a term ending December 31, 2013.

We will be notifying you of the upcoming meeting of the LTAC shortly. If you have any questions, please direct them to Mari Ripp, at 225-8281, ext. 114.

Congratulations on this appointment and we appreciate your continued efforts and civic contribution in this important position.

Sincerely,

Grover B. Laseke
Mayor

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October 7, 2013

James Haas
Lewis River Inn
1100 Lewis River Road
Woodland WA 98674

Re: Lodging Tax Advisory Committee (LTAC)

Dear Jim:

This letter will confirm your appointment to the City of Woodland Lodging Tax Advisory Committee, effective October 7, 2013 to a term ending December 31, 2013.

We will be notifying you of the upcoming meeting of the LTAC shortly. If you have any questions, please direct them to Mari Ripp, at 225-8281, ext. 114.

Congratulations on this appointment and we appreciate your continued efforts and civic contribution in this important position.

Sincerely,

Grover B. Laseke
Mayor

CC: File