

**CITY OF ISSAQUAH  
Lodging Tax Advisory Committee**

3:00 PM  
November 8, 2023

SpringHill Suites by Marriott,  
1185 NW Maple St, Issaquah

**MINUTES**

**MEMBERS AND ADMINISTRATIVE PERSONNEL PRESENT**

*Committee:*

Russell Joe, Councilmember (Chair)  
Laura Lee, Village Theatre  
Matthew McReynolds, Springhill Suites  
Marriott  
Julie Hartwig, Chamber of Commerce  
John Parizak, Hilton Garden Inn

*Administration/Staff:*

Jen Davis Hayes, Economic Development  
Manager  
Farel Otieno, Economic Development  
Coordinator

**SPECIAL MEETING**

*Please note, this agenda also serves as the special meeting notice pursuant to RCW  
42.30.080.*

SpringHill Suites by Marriott Seattle Issaquah 1185 NW Maple St, Issaquah, WA 98027

**CALL TO ORDER**

The meeting was called to order at 3:00 PM.

**PUBLIC COMMENT**

No public comment.

**APPROVAL OF MINUTES**

- a) Minutes of September 9, 2023

PARIZAK motioned, JULIE seconded to approve the minutes as presented. APPROVED by  
unanimous consent.

**AGENDA ITEMS**

- a) **Budget Update**

*Presented by:*

*Farel Otieno, Economic Development Coordinator*

Farel Otieno, Economic Development Coordinator presented budget update in the packet,  
which included data on the revenue. Charts depicting monthly revenues comparison and  
budget update showing what has been collected was shared.

b) **2024 Initiative Funding Application Review & Approval***Presented by:**Farel Otieno, Economic Development Coordinator*

The Economic Development Coordinator, Farel Otieno, gave a presentation about possible LTAC funded projects for 2024. Newly proposed criteria were debated and presented. Overnight stays will now be awarded 20 points instead of bonus points based on revised criteria.

Members of the committee decide to eliminate preference for organizations that haven't gotten money before.

Julie proposed to accept the 2024 funding initiative application, and PARIZAK seconded the proposal. Approved by unanimous consent.

c) **2023 Visit Issaquah Q4 Report***Presented by:*

Christy Garrard of Visit Issaquah provided an overview of the Washington Festival & Event Association Conference that took place in Issaquah.

Christy Garrard stated that she was asked to join Kitchen Cabinet's discussion of eastside tourism-related issues.

**REPORTS**a) **Tourism Trends, Upcoming Events & Opportunities (D)***Presented by:**All Commissioners*

Community Based tourism event is going to take place 11/30/2023. All LTAC members were encouraged to attend

b) **City Council; Report (I)***Presented by:**Councilmember Russell Joe*

Council Chair Russell Joe mention that metro flex just started, and the app can now be downloaded.

c) **2024 Schedule (I)***Presented by:**Farel Otieno, Economic Development Coordinator*

Commissioners reviewed the workplan and made no changes.

**ADJOURNMENT**

There being no further business to come before the committee, the meeting was adjourned at 4:30 PM.

