

12-08-25 Lodging Tax Advisory Committee
Minutes

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CITY OF ISSAQUAH
Lodging Tax Advisory Committee

2:00 PM
December 8, 2025

MINUTES

Tibbetts Creek Manor, 750 17th
Ave NE, Issaquah

MEMBERS AND ADMINISTRATIVE PERSONNEL PRESENT

Committee:

Russell Joe, Councilmember, Chair
Heather Berry, Village Theatre
William (Billy) Rossman, Springhill Suites
Marriott
Julie Hartwig, Chamber of Commerce
John Parizek, Hilton Garden Inn
Rachel Wright, Issaquah Arts, Alternate

Administration/Staff:

Alexis Fitzsimmons, Economic
Development & Housing Manager

SPECIAL MEETING

Please note that this agenda serves as the special meeting notice pursuant to RCW 42.30.080.

You may join the meeting in person at the address above, or virtually using the following options:

Join by Computer

- Microsoft Teams [meeting link](#)
- If needed, Meeting ID: 249 942 181 214 24 Passcode: LA6MJ3L8

Join by Phone

- Call 1-206-485-0299, enter meeting number 100 595 049#

If planning to make verbal comments, please email ED@issaquahwa.gov. Submit written comments to LTAC@issaquahwa.gov.

CALL TO ORDER

CHAIR JOE called the meeting to order at 2:00 PM.

PUBLIC COMMENT

Christi Garrard provided public comment as a Visit Issaquah Board member, a Creative District Advisory Board member, and an advisor to Issaquah Arts. She encouraged LTAC to rethink traditional funding strategies for the arts and the outdoor visitor economy that would allow quicker more nimble funding opportunities allowing for more responsive to immersing opportunities so that they are not lost to surrounding communities. She asked LTAC consider bold support for specific events in 2026, including: Culture Tug's Aire Craft Paragliding & Street Arts Festival, Issaquah Arts Film Festival, Issaquah Dance Theatre Nutcracker Ballet production, and the Art Commons Studio Tour. She encouraged the committee to require LTAC funded initiatives to present final reports in person to foster discussion; and to consider funding a data analysis tool that would allow the measurement of the year over year impact of these events on the community.

APPROVAL OF MINUTES

- a) Minutes of Nov 17, 2025- **Minutes approved without objections**

AGENDA ITEMS

2026 LTAC Meeting Schedule - Location and Dates

Presented by:

Alexis Fitzsimmons, Economic Development & Housing Manager

The Committee accepted the 2026 meeting dates as suggested by staff and will have the meetings at Tibbetts Manor.

2025 LTAC Revenue Update

Presented by:

Alexis Fitzsimmons, Economic Development & Housing Manager

Alexis provided an update on historical revenues and year to date monies received for 2025.

- a) **2026 LTAC Application Requirements - Shoulder Season Discussion**

Presented by:

Alexis Fitzsimmons, Economic Development & Housing Manager

John Parizek made a motion to change the application requirements for the LTAC grant from just the shoulder season to the entire calendar year with the shoulder season applications being weighted more heavily. All funded events will be required to present an in-person report with visible data in a consistent format to the LTAC committee after completion of the event, Heather Berry seconded the motion. The motion passes without objection.

- b) **Salmon Days and Village Theatre - LTAC Funding & Application Discussion**

Presented by:

Alexis Fitzsimmons, Economic Development & Housing Manager

Alexis shared after requesting a opinion from MRSC, which is a statewide resource that provides general legal and policy guidance to support local government entities in Washington State, a response had not yet been received prior to the meeting; however, after internal discussion with City staff, we felt that it would be a problematic practice to promise future funding to grantees outside of the current budget cycle for funding that had not been received. It was determined that based on legislative language, all funding recipients are required to go through the application process. Alexis encouraged discussion but asked that any decision be tabled until a response is received from MRSC and an opinion from the City's attorney can be obtained.

After discussion the committee decided not to make changes and require all funding requested to go through the application process.

An opinion was received from MRSC during the meeting, and it was shared with the LTAC committee in a follow-up email:

As noted in [RCW 67.28.1816\(2\)\(b\)\(i\)](#), "applicants applying for use of revenues in this chapter must submit their applications and estimates described under (a) of this subsection to the local lodging tax advisory committee."

The city council "may choose only recipients from the list of candidates and recommended amounts provided by the local lodging tax advisory committee" [RCW 67.28.1816\(2\)\(b\)\(ii\)](#)

(emphasis added). Accordingly, the application process is mandatory. This process cannot be circumvented pursuant to the statute.

REPORTS

- b) **City Council Report Out**
[2025 City Council Motion Sheets](#)

Councilmember and LTAC Chair Joe provided an update on City Council activities.

ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 3:04 PM.

The next meeting is currently scheduled for February 23, 2026.

INQUIRIES

For questions or assistance, please contact Economic Development staff
ED@issaquahwa.gov.

Note: Times listed for meetings topics are approximate and items are subject to being shifted from the original order.