



Kalama City Council - Council Agenda Item Information Form

Agenda Item: 6A – New Business

Meeting Date September 19, 2019

Prepared by: Coni McMaster, Clerk/Treasurer

Subject: Tourism Committee Recommendations to City Council

Summary & Recommendation: The City Council requested a Committee of community members familiar with Tourism activities in Kalama meet to develop a policy and draft a procedure for the distribution of future tourism Funding. The Committee was made up of Mary Putka, City Council, Liz Newman, Port of Kalama, Linda Dolph, citizen and Heritage Festival organizer, Taryn Nelson, Kalama Chamber, Carol Day, Amalak and Kalama Library, Eric Nerison, Kalama Schools, Matt Salsman, McMenamins, and Mary Gillespie, Kalama Lions. Clerk/Treasurer Coni McMaster provided staff support. The Committee met 5 times since July 30, 2019 to review materials related to the laws governing the lodging tax funds, samples of policies and procedures from other jurisdictions, and information on establishing an Advisory Committee for tourism and lodging taxes. They have drafted a new application form, along with a policy and procedure for the review and evaluation of applications for funding. They have drafted an ordinance to establish the Kalama Tourism Advisory Committee (KTAC) and setting rules and an operating policy for the committee. These are being presented to the Council for consideration and adoption. Several members of the Committee have agreed to serve on the new Advisory Committee for the first year, which will allow for applications for the 2020 tourism funds to be reviewed prior to the adoption of the budget if the Mayor and Council agree. The timeline will be short for the review of the funding applications for this cycle as normally the applications would be requested at the beginning of September.

Potential KTAC – Mary Putka – Councilmember would act as Chair, Liz Newman and Matt Salsman as the representatives that collect the lodging tax funds, Linda Dolph and Taryn Nelson as representatives that use the funding, and Mary Gillespie has applied for the citizen at large position. The City would still need a local business owner to complete the seven-member committee.

Draft/Suggested Motion: