

**LODGING TAX ADVISORY COMMITTEE MEETING
Special Meeting Minutes
September 25, 2014 – 3:00 PM**

**City Hall – Executive Conference Room
818 E. Edison Ave., Sunnyside, Washington**

CALL TO ORDER – ROLL CALL

Chair Guerrero called the meeting to order at 3:07 p.m.

Committee Member(s) Present:

Francisco Guerrero, City Council and Committee Chair
Teri Alvarez-Ziegler, (Tax Utilizing Agency)
Martin Beeler, (Lodging Business)
Tom Denlea, (Lodging Business)

Committee Member(s) Absent:

none

City Staff Present:

Delilah Saenz, City Clerk/Executive Assistant
David Layden, Director of Finance & Administrative Services

Media Present:

Jennie McGhan, Daily Sun News
Stephanie Gangle, Yakima Valley Tourism
Eric Placzek, Best Western

1. ACTIVE AGENDA:

A. Minutes

1. Approve minutes from the July 17, 2014 meeting.

Mr. Beeler moved to approve the minutes from the July 17th meeting; seconded by Ms. Alvarez-Ziegler. Motion carried with 4 yes and 0 no votes.

B. Funding Projections and Expenditures

Mr. Layden reviewed expenditure and revenue reports with the committee.

C. Review/Discuss City Email Accounts

Ms. Saenz informed members they now had City issued email accounts to be used for City purposes only. Members received a copy of the City policy regarding email use. Ms. Saenz will forward to all members how and where to log in to activate their account.

D. Open Government Training Act

Ms. Saenz reviewed with committee members the training requirements per the Open Government Training Act and requested all members watch the video and submit their signed certificate to City Hall.

E. Final Review of 2015 RFP Application

Committee members reviewed the application and agreed all changes had been made.

Mr. Beeler moved to approve the 2015 RFP application; seconded by Mr. Denlea. Motion carried with 4 yes and 0 no votes.

F. Conceptual Idea for Future of Chamber

Mr. Denlea recommended funding a full-time tourism contract which would be used on tourism only. Would like to see investments made on things that grow tourism. One person/contract with a scope and goals to work with; must have a volunteer network.

G. Schedule Date for Next Meeting

Committee members agreed to meet on Thursday, October 23, 2014 at 3:00 pm.

H. Items to Review/Discuss at Next Meeting

Committee members will review 2015 RFP applications submitted and continue on the conceptual idea for the Chamber. Any other suggestions are to be submitted to Ms. Saenz.

2. ADJOURNMENT. There being no further business to come before the Committee, Chairman Guerrero adjourned the meeting at 4:12 PM.

Respectfully Submitted,

Delilah Saenz, CMC, City Clerk