



# Hotel Motel Tax Advisory Committee Meeting Minutes

9/11/2019

## SeaTac City Hall Council Chamber

**Members Present:** Councilmember Stanley Tombs; Richard Scherzinger; Wendy Morgan; Cathy Boysen Heiberg

**Members Absent:** Brandi Mitchell; Jeff Bauknecht

**Staff Present:** Steve Pilcher, CED Director; Kate Kaehny, Senior Planner; Scott Dery, Police Sergeant; Joe Hodgson, Police Captain

**Others Present:** Katherine Kertzman, SSRTA; Andrea Reay, Seattle Southside Chamber of Commerce; Pam Fernald, City Council

**Commence: 3:00 PM**

**Adjourn: 4:55 PM**

1. Introductions – All	Councilmember Stanley Tombs, Committee Chair called the meeting to order at 3:00 PM
2. Review and Approve Minutes of July 10, 2019	<input checked="" type="checkbox"/> Approved as Written <input type="checkbox"/> Approved with Modifications <input type="checkbox"/> Recommended for Approval <input type="checkbox"/> Approved
3. SeaTac Police Department Report	<input checked="" type="checkbox"/> Informational Update  Scott Dery reviewed statistical information and reported details of a recent burglary at a hotel construction site.  There was discussion about Police’s role when a visitor needs to be evicted from a hotel room. Sgt. Dery reviewed some of the legal issues/limitations under which they operate.  The Committee also discussed issues of traffic volumes and speeds and future police educational activities.

<p>4. City Center Plan Update</p>	<p><input checked="" type="checkbox"/> Informational Update</p> <p>Senior Planner Kate Kaehny discussed the background for the City Center Plan update, beginning with Council policy direction in 2017. She reviewed the focus of the existing document and noted the need to update the 20-yr. old plan.</p> <p>Ms. Kaehny reviewed outreach efforts that have been underway by its consultants. She noted there will be an early October community meeting to gain input from area residents.</p> <p>Wendy Morgan suggested contacting the Highline Botanical Garden master plan consultants to see how they reached out to contact people.</p> <p>Ms. Kaehny reviewed the process for moving forward over the next several months. She noted that Phase 2 of the project will be to provide greater detail to the Plan, based upon the comments made during this initial phase.</p> <p>There was discussion regarding some future directions the area could take. Also concerned that there is adequate involvement of hoteliers and the wider business community.</p> <p>CM Fernald expressed concern of potential future crime issues that are typical of city centers (such as homelessness).</p> <p>Ms. Kaehny relayed the consultant’s request of what the committee sees as biggest issues facing the area. Items mentioned included: pedestrian access; more businesses that include family wages; ensure the roads don’t cut off the businesses; look at the area as a technology town center, as opposed to a physical center; need to adapt to a changing demographic environment; positive interactions with the airport staff; need to upgrade the visual quality of the I.B. corridor.</p>
<p>5. Funding request process review</p>	<p><input checked="" type="checkbox"/> Informational Update</p> <p>Steve Pilcher handed out an edited version of the draft funding request procedures provided by Jeff Bauknecht.</p> <p>It was suggested to add a performance-based clause in any contract to ensure better performance.</p> <p>Katherine Kertzman indicated she can provide a ratings criteria, which should be made available to potential applicants as part of the application packet.</p> <p>The Committee was satisfied with the direction the policy is taking. Staff will finalize it over the next several months so it may be implemented for next year’s budget cycle.</p>

<p>6. Korean Amateur Sport Event recap</p>	<p><input checked="" type="checkbox"/> Informational Update</p> <p>Steve Pilcher provided a memorandum that overviewed the event, number of room nights in SeaTac, attendance, etc. The Committee expressed concern regarding the limited impact of the event in relation to the amount of lodging tax funds that were committed. It was agreed that request criteria for new activities such as these need to become more rigorous when reviewing new proposals.</p>
<p>7. Seattle Southside Regional Tourism Authority Update</p>	<p><input checked="" type="checkbox"/> Informational Update</p> <p>Katherine Kertzman provided an update on the Highline Botanical Garden expansion project. She related their meeting with Dave Kaplan of the Port of Seattle and the issue of the City leases with the Port/FAA. Due to the timing of the SAMP and need to negotiate with the FAA, there is not adequate years to make an investment feasible. The RTA is now closing the door on the process.</p>
<p>8. Smith Travel Report / WA Department of Revenue Statistics</p>	<p><input checked="" type="checkbox"/> Informational Update</p> <p>General Statistics provided by Rick Scherzinger. Decrease in occupancy is due to increased inventory in the area. Demand is not increasing at the same rate as supply.</p>
<p>9. City Updates</p>	<p><input checked="" type="checkbox"/> Informational Update</p> <p>Wendy Morgan announced that the City Manager will be presenting a decision card for City Council consideration to provide some funding for administrative services for the Garden.</p> <p>Steve Pilcher reported that the City may be receiving a \$500,000 System Access Grant from Sound Transit for improvements in the Airport Station area.</p>
<p>10. Other</p>	<p>Katherine Kertzman inquired of the interest of the committee in the area hosting a holiday season activity (Christmas market), potentially at Angle Lake Park. She is seeking to determine if there is support for the concept from the HMAC.</p> <p>Chair Tombs reported a conversation he had with former member Roger McCracken regarding potential vulnerability of the Lodging Tax Funds to being “taken back” by the County.</p> <p>Wendy Morgan reported on a very successful Ice Cream Social. The Board is seeking funding from Forterra for an upcoming project.</p>
<p>11. Adjourn</p>	<p>Adjourned the meeting at 4:55 PM.</p>