



City of Port Orchard

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Lodging Tax Advisory Committee April 10, 2019; 5:30 p.m. at City Hall

Committee Members present: Chair Jay Rosapepe; Keith Woyshnis, Saints Car Club; Kathy Garcia, Port of Bremerton; Jack Edwards, Days Inn; and staff City Clerk Brandy Rinearson.

Absent: Lorraine Olsen, Mrs. Howe's Bed and Breakfast

Chair Rosapepe provided an update on a meeting he had with the Finance Director, Mr. Crocker, regarding the fund balance, collection, allocation for the biennial budget, and use of the funds. In addition, he asked about a strategic plan. Chair Rosapepe provided a copy of what Bainbridge had for their criteria of allocation and shared they have a years' worth of a balance, a reserve. He shared that is about where we are now, approximately \$95,000.

Chair asked the committee to think about during this years' allocation is if we want to set aside some funds for "new" events, for an unique or onetime event, building a pot for those events...another thing is do you want to measure heads in beds;

In response to Chair Rosapepe, Jack said that when gathering for heads in beds for group to quantify it; May to September we will be full every weekend no matter if there is an event or not it is just the nature; events do help as they provide a basis to start with and after a certain occupancy point we can raise the rates. As the rooms fill the rates go up. He asks his staff when checking why they are there; and from an event organizer we ask them to ask send them post event; not necessarily about lodging but how did you like our event, did you stay at a hotel in port orchard..etc.. feed back from how they did on the event. this would be based on registrants..but

Kathy...how do you just invite the regular people..like seagull or cruz at large...

Keith they stay in the hotel for people bring the car; not necessary the people seeing the cars

Jack, not a large number if they do stay

Kathy...what is name of ..Washington State Science Engineering...WSSEF

Jack mentioned that they could track by events if event organizers blocked rooms, but not all hotels will do it and some may require you to pay for rooms if they hold them and they don't get booked. He allows for blocks and typically don't make you pay and will release the rooms; if the release date is at least 6weeks prior to the event.

Chair Rosapepe asked if the committee was interested in a strategic plan and what should go into it.

With that, the committee needs to discuss what to do with the balance, whether to allocate additional funds. And look at having a balance every year.

Clerk Rinearson

Direction: The committee agreed that policy is in order and directed staff to prepare a draft and provide via email.

There being no further business, Chair Rosapepe adjourned the meeting at 6:25 p.m. Audio-only, recording was successful.

Next meeting: TBD

cc: Council/Mayor/Committee Members