



LODGING TAX ADVISORY COMMITTEE MINUTES

4:00 PM August 27, 2024

Lynden City Hall

Attendees:

Brent Lenssen (Chair)
Scott Korthuis (Mayor)
John Williams (City Administrator)
Laura Scholl (Finance Director)
Stacy Christensen (Budget Manager)
Selena Burgess (Northwest Washington Fair)
Amanda May (Lynden Museum)
Fred Polinder (Puget Sound Antique Tractor & Machinery Association)
Gary Vis (Lynden Chamber of Commerce)
Calvin Den Hartog (Lynden Chamber of Commerce)
Dylan Dean-Boyle (Bellingham Whatcom County Tourism)
Teri Treat (Inn at Lynden)

Meeting Called to order at 4:01 PM.

1. Finance Director provided an overview of the Financial position of the fund, including the revenue received in 2023 and YTD in 2024, as well as the expected fund balances and forecasted revenues for 2025.
2. The Committee reviewed the following funding requests, and heard proposal from several representatives, for the 2025 Hotel/Motel Tax Budget:

Bellingham Whatcom County Tourism	\$	12,000
City of Lynden Public Restrooms		41,385
Lynden Chamber of Commerce		85,000
Lynden Farmers Market		18,000
Lynden Heritage Museum		18,500
Lynden Music Festival		32,500
Northwest Washington Fair		50,000
Puget Sound Antique Tractor & Machinery Assn. (PSATMA)		10,000
Total Requests	\$	267,385

3. Committee Chair Lenssen expressed recognition and gratitude to all organizations for the efforts they make to promote Lynden.

4. The requested amounts exceed the forecasted revenues and fund balances by \$61,855. Based on this there was discussions among the group regarding best cash reserve balances and a way to fairly trim the requested amounts.
5. There was discussion regarding the likelihood of increased revenues with the new Cobblestone Hotel coming online. However, the exact timing of this leave some uncertainty.
6. Funding requests were recommended in the following amounts to be submitted to the Mayor and Council for final approval.

Bellingham Whatcom County Tourism	\$	8,000
City of Lynden Public Restrooms		25,000
Lynden Chamber of Commerce		70,000
Lynden Farmers Market		8,000
Lynden Heritage Museum		15,000
Lynden Music Festival		15,000
Northwest Washington Fair		30,000
Puget Sound Antique Tractor & Machinery Assn. (PSATMA)		8,000
Total Requests	\$	179,000

7. Given the anticipated increase in revenues coming from Cobblestone, LTAC will meet again in June 2025 to determine if there are additional funds available for distribution at that time.
8. Request was made for staff to include opening cash balances in the packet next year, Finance Director confirmed this will be included going forward.
9. Request was made for a budget schedule or more advance notice on applications for next year.
10. Finance Director indicated that there is some work being done to move the LTAC application process online and it will be communicated as this happens.
11. Request was made for the reporting form to be available online so that reporting could occur immediately following events rather than at the end of the year.

12. Meeting was adjourned at 4:56 p.m.