



Lodging Tax Advisory Committee Meeting Minutes

Date: October 17, 2025

Time: 11 – 2 p.m.

Location

City Hall – Aspen Room, Fl 1
415 W 6th Street
Vancouver, WA

Special Meeting (Convened in-person and via video conference)
The meeting agenda materials referenced in these minutes can be found [online](#). Link to Microsoft Teams meeting video: [25 10 17 LTAC Meeting Video](#).

Item 1: Call to Order and Roll Call

The meeting of the Lodging Tax Advisory Committee was called to order at 11:05 am by Sarah Fox, Committee Chair.

Board Members Present: Sarah Fox, Carla Rise, Terry Goldman, Christie Rust, Ryan Hart, Janet Kenefsky (virtual), Steve Bowers, Temple Lentz

Board Members Absent: Jennifer Kenney

Staff Present: Chris Harder, Andrew Westlund, Kimberly Kerlee, Curtis Burns, Sean Douglas

Motion by Bowers, seconded by Rise, and carried unanimously to excuse the absence of Jennifer Kenney.

Item 2: Approval of Minutes

Motion by Hart, seconded by Lentz, and Yes: 7, No: 0, Abstaining: 1, to approve the July 9, 2025, minutes.

Item 3: New Event Related Fee Structure

Sean Douglas, Special Events Permitting Manager, presented the new event fee structure for event spaces in the City of Vancouver. Discussion occurred around the size of events and allocating the appropriate resources to ensure safety for those events. Police costs are new to some organizers who were never required to have enforcement at their events. Parking and fire costs have also increased. Harder mentioned that he has included permit fees in the scoring spreadsheet for the committee to reference. Committee member Bowers asked about why some events on the spreadsheet did not have fees listed. Douglas responded. Committee

Members

Sarah Fox
Chair

Steve Bowers
Temple Lentz
Janet Kenefsky
Jennifer Kenney
Christie Rust
Terry Goldman
Ryan Hart
Carla Rise

Economic Prosperity & Housing

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To request accommodation or other formats, please contact:

Economic Prosperity & Housing | 360-487-7846 | Relay 711 | Kimberly.Kerlee@cityofvancouver.us

member Rust asked about the cost differences between single-day and multi-day events and how they relate to the department fees. Douglas and Harder responded.

Item 4: Conflict of Interest

Chris Harder reviewed and confirmed the Disclosed Conflict of Interests between LTAC Members and 2026 Grant Applications. Committee members with conflicts of interest did not score those applications. Harder advised that during deliberation those committee members with conflicts of interest would remain quiet during discussions. The committee agreed with the plan as discussed.

Item 5: Review and Evaluate Grant Applications

Chris Harder shared the 2026 LTAC Grant Scoring Tool spreadsheet. Chair Fox opened the discussion around offering optional presentations and asked committee members to provide their feedback on whether presentations are necessary for the grant review process. Committee member Goldman stated he found the presentations last year to be incredibly helpful in the grant review process. Bowers echoed Goldman's comments and added that presentations allow the applicants to provide clarification. Committee member Rust echoed Bower's comments and added that presentations give an opportunity to validate and educate on the number of guest rooms nights as the question is very confusing for applicants and gives an opportunity to see the quality of marketing. Lentz mentioned that a couple of presentations last year did affect her final scores but appreciates the question being raised about the importance of presentations. Kenefsky and Rise both appreciate the presentations and the broader picture they provide. Hart agrees with the group, adding that presentations help the committee reach more informed decisions. The group overall agreed that the presentations are very valuable and may not need to be offered to every applicant. Harder asked for guidance from Curtis Barns, Assistant City Attorney, on the conflicts-of-interest. Barns agreed with the suggestion that committee members remain quiet during any discussion about the application that they have a disclosed conflict of interest.

The committee reviewed and discussed the 2026 Lodging Tax Grant applications and agreed to offer optional presentations to the following applicants:

- WHY Community - Columbia River and Girlfriends Triathlon
- WHY Community - Appletree Marathon
- ALS Northwest - Southwest Washington Walk
- theARTScentered – Arts & Cultural Programming
- Vancouver Ballet Folklorico – Day of the Dead Luminarias
- ABCL D-20 – The Oregon Trail Regional Bridge Tournament
- Asset Fusion Events – Asset Fusion Forum
- Association of WA Business – 2026 AWB Spring Summit
 - Ryan Hart abstains due to a conflict of interest with Association of WA Business
- Columbia Dance – Fort Vancouver Nutcracker
- Hough Foundation – The Craig Stein Oktoberfest
- Ke Kukui Foundation – 24th Annual 4 Days of Aloha
- Pacific NW Golf Association – 40th Pacific NW Mid-Amateur Championship
- Queer Community Network – Pride Block Party
- Vancouver Arena – Go Fest Celebration
- Vancouver Bee Project – Pollinator Festival
- Vancouver Lake Rowing Club – Vancouver Lake Spring Sprints
- Vancouver Symphony Orchestra – Vancouver USA Arts & Music Festival
- Visit Vancouver – 2026 Sales & Marketing
 - Terry Goldman, Carla Rise, Steve Bowers and Ryan Hart abstain due to conflict of interest
- The Historic Trust – Boosting Heritage Tourism-Marketing Historic Tours

- Temple Lentz abstains due to conflict of interest
- Vancouver's Downtown Association – Downtown Ambassador Program

Item 6: Other Business

The group discussed multiple scenarios for upcoming meetings to ensure enough time for optional presentations. The committee agreed to extend the October 28 and November 7 meetings by 30 minutes to allow for additional presentation slots.

Item 7: Community Communications

None

Item 8: Adjournment

1:47 p.m.

Signed by:

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Sarah Fox, Interim Committee Chair

Meetings of the Lodging Tax Advisory Committee are electronically recorded. The tapes are kept on file in the office of the City Clerk for a period of six years.